

FORMAT-4

MoU to be Signed between the Institution and Skill Knowledge Providers/ Trainers

Agreement

Under the National Skill Qualification Framework (NSQF) of the All India Council for Technical Education This Agreement is entered into and executed on this day of, 2021.. at New Delhi.

By and Between <Name of the Trust/ Society/ Company> offering <Name of the Institution> represented by its Chairman. which expression shall, where the context so admits, be deemed to include its successors,

executors and administrators of the ONE PART AND

<Name of the SKP> (hereinafter referred to as the " ") a Company registered under the Company Act, 1956,

through its <Name and Designation of the Signing Authority> having it's registered/approved Office at (which expression, unless it be repugnant to the context or meaning thereof, shall be deemed to mean and include their executors, administrators and assigns), party of the SECOND PART.

WHEREAS, the All India Council for Technical Education has initiated a scheme to provide competency based skills under the National Skill Qualification Framework (Here in after to be referred as NSQF)

WHEREAS, in terms of the said scheme launched by All India Council for Technical Education, AICTE has extended invitation to various Institutions/ Organisations to join as Vocational Educational Institutions to provide education component and Skill Knowledge Providers to provide Competency Based Skills.

WHEREAS under the scheme a Skill Knowledge Provider is required to perform the role and function of providing hands on skill training in a specific sector i.e. in the Automobiles Sector, Skill Knowledge Provider shall be the service centre of authorized automobile manufacturers located preferably all over the Country or in the IT Sector, the Skill Knowledge Provider shall be the training sector of authorized IT Company located preferably all over the Country. The Skill Knowledge Provider could also be one who is established for imparting hands on skills or training in a respective sector;

WHEREAS the First Party is to participate as an Institution to register students under the National Skill Qualification Framework (NSQF);

WHEREAS the Second Party has expressed its keen interest and desire to be a key Partner in the execution of the National Vocational Educational Qualification Framework in terms of the objectives of the scheme and policy as highlighted and specified in the said framework and particularly in view of the desire and interest of <NAMEOFSKP> to join and Partner with <Name of the Institution> in providing competency based skills through its centres which shall act as Skill Knowledge Provider for the purposes of the scheme;

WHEREAS Both parties have held discussions and agreed for collaboration for conducting Vocational Education Programme(s) under the education scheme of the NSQF, where by <Name of the Institution> will impart and award credits for the "Academic' content" of the Curriculum and <Name of the SKP> will provide skill training through its training centres called <Name of the SKP> - SKP's and will impart and award credits for such 'Skill oriented training' content of the Curriculum to the registered students.

WHEREAS The Second Party has registered it self with the All India Council for Technical Education (AICTE)/ Concerned Authority and obtained approval there of to participate as <Name of the SKP> under the National Skill Qualification Framework (NSQF);

THEREFORE, both the parties hereby agree to conduct Vocational Educational Programme initiated by AICTE under NSQF, on the following terms and conditions:

1. The <Name of the SKP> agrees that centres approved and recognized by <Name of SKP> (herein after to be referred as "<Name of SKP> -SKP"), shall act and perform the role of Skill

Knowledge Provider to provide hands on skill training in specific sectors such as <Name of Sector Specific Skill>.

2. The <Name of the SKP> agrees and undertakes that its <Name of the SKP> shall register with AICTE for

conduct of training modules under the Vocational Stream and shall perform following functions:

- Announce the schedule of module for the calendar year.
 - Register students for the modules.
 - Conduct the modular training.
 - Conduct examination/evaluate the student, award the grade indicating the Level of skill acquired.
 - The <Name of the SKP> - SKP shall Register students for evaluation the Skill Modules, who have acquired skills on their own.
3. The Second Party agrees that the following responsibilities shall be undertaken by the <Name of the Institution> Academic Training centres:
 - a. The <Name of the Institution> Academic centres shall plan the Vocational Education Programme(s) to be offered in the Academic Year concerned and inform the <Name of the SKP>- SKP's about the same at least two months prior to the date of commencement of the Programme (s).
 - b. The <Name of the Institution> Academic Centre shall announce and inform through its prospectus and information on its Web site, the Vocational Education Programme(s) it plans to offer in the Academic Year concerned for the information of the prospective students and invite applications for admission from interested candidates at least two months prior to the date of commencement of the Programme(s).
 - c. The <Name of the Institution> Academic Centre shall follow the admission norms of AICTE and the State Govt. concerned. The admission shall be made strictly on the merits. The <Name of the Institution> - Academic Centre will then upload the names and details of the selected students on AICTE Web-Portal.
 - d. The <Name of the Institution> Academic Centre will have their right to collect Fee from the students towards:
 - Registration
 - Course/ Skill conduct
 - Evaluation of the Academic/ Skill portion of each Level of the Programme. A portion of the Fee as agreed upon by the <Name of the Institution> Academic Centre and the <Name of the SKP> - SKP's shall be turned over to the <Name of the SKP> -SKP's.
 - e. The <Name of Institution> Academic Centre will send to the <Name of the SKP> - SKP the Level- wise and Sector-wise lists of students registered for Vocational Education Programme(s) in the Sectors.
 - f. The <Name of the Institution> Academic Centre will conduct appropriate Classes for the Academic content of the Curriculum of the Vocational Education Programme(s) so as to complete the Academic portion within prescribed time.
 - g. The <Name of the Institution> Academic Centre will conduct final examinations and evaluate the students for the Academic portion of the Programme(s) as per the rules and regulations of the Technical Board or University as the case may be.
 - h. After receiving a 'Statement of Credits for the Vocational/Skill portion of the students from the <Name of SKP> - SKP, the <Name of the Institution> Academic Centre will send the combined Academic and Vocational/Skill portion credits of the students to the Technical Board or University as the case may be.
 - i. Wherever such provisions are made by the Technical Board or the University, as the case may be, the

<Name of the Institution> Academic Centre will award a 'Level Certificate' to the student who has successfully completed both the Academic and the Vocational/Skill portions of the particular Level.

- j. The <Name of the Institution> Academic Centre shall maintain a record of the registered students and Certificates issued and upload the same on AICTE Web-Portal.
- k. The <Name of the Institution> Academic Centre shall submit details of students registered, evaluation conducted and results to the Technical Board or the University, as the case may be, and also upload the same on AICTE Web-Portal.

4. General:

Fee to be charged to students:

- a. The Level wise Fee to be charged by the <Name of the Institution> Academic Centre will be informed to the student by the <Name of Institution> Academic Centre as well as the <Name of the SKP> - SKP before his/her registration for the Programme;
- b. The <Name of the Institution> Academic Centre will collect from the student and retain with it self the 'Academic Portion Fee' and the <Name of the SKP> - SKP will be given the 'Vocational/Skill Portion Fee' by the <Name of the SKP> – Academic Centre;
- c. The <Name of the Institution> Academic Centre will collect the total Fee for the Programme from the students and will transfer the 'Vocational/Skill Portion Fee' against the number of students to be sent for training at least one month before the onset of training. Any delay in transferring the Fee will entail interest @ <to be mutually decided by the Institution and SKP> calculated on the basis of delay a number of days. After receiving the Fee <Name of the SKP> - SKP will issue Registration cards to the students at least 7 days before the onset of training.

5. No Confidentiality:

There shall not be any confidentiality of any information disclosed by both parties to each other, either in operationalizing this agreement or for the purposes of implementing this agreement. The information sought under the Right to Information Act or otherwise by any student, shall be promptly made available.

6. Effective Date:

This agreement is effective from the date signed by both the parties shall be valid for a period of three years until determined, suspended or terminated earlier.

IN WITNESS WHEREOF, the parties hereto, each acting under due and proper authority have executed this mutually binding Memorandum of Understanding as of the date first written above..

For Institution: For <Name of the SKP>

Signed: Signed:

Name: Name:

Title: Title:

Date: Date:

Witnessed by:

Signature: Name:

Date:

Signature: Name:

Date:

*Strike off whichever is not applicable