



MEMORANDUM OF UNDERSTANDING ON ACADEMIC COOPERATION, STAFF AND RESEARCH EXCHANGE

BETWEEN

**School of Biotechnology
Jiangnan University, China**

AND

University of Chemistry and Technology, Prague

In furtherance of their mutual interests in the fields of education and research and as a contribution to increased international cooperation, Jiangnan University (JU), China, address: 1800 Lihu Ave, Wuxi 214122, Jiangsu Province, P. R. China, represented by the Rector xxxxx, and the University of Chemistry and Technology, Prague (UCT Prague), Czech Republic, address: Technická 1905/5, 16628 Prague 6, Czech Republic, Company No.: 604 61 373, represented by the Rector xxxxx, have agreed to cooperate within the framework of the principles mentioned below.

This Memorandum provides a framework for academic cooperation in general between the signatories, for different types of cooperation within different subject areas.

1. The two institutions will cooperate in the exchange of information relating to their activities in teaching and research in fields of mutual interest.
2. The two institutions will organize and promote appropriate joint research projects, symposiums, seminars and conferences, and joint courses of study.
3. The two institutions will endeavour to develop and implement a programme of research personnel exchange in accordance with the principles described below. As part of this endeavour, the institutions will take steps to formulate the conditions for PhD students to embark on a dual PhD program in order to obtain a double degree.
4. Faculty members and other research personnel may be exchanged for mutually agreed periods. Financial matters are subject to individual negotiation. It will normally be the responsibility of the persons involved to cover travel costs and costs related to housing and living in the host country. The existence of this Memorandum shall not imply any obligation of the institutions to provide financial support.
5. Other cooperation activities might include exchange of students (at all study cycles), agreements on double degree programmes, and any other activities that the Parties deem mutually beneficial.



**UNIVERSITY OF
CHEMISTRY AND TECHNOLOGY
PRAGUE**

6. The terms of cooperation for each activity implemented under this Memorandum shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of that activity. Any such agreement entered into, as outlined above, will form an Appendix to this Memorandum of Understanding.
7. The host institution shall provide a suitable work place, including access to libraries and technical facilities, for faculty members or research personnel from the partner institution while pursuing research at the host institution.
8. The host institution shall provide assistance to find appropriate accommodation for visiting faculty members or research personnel from the partner institution. Health insurance coverage and immigration formalities must be arranged by the faculty member or research personnel in his/her country of origin prior to the arrival at the host institution.
9. The Parties agree that the cooperation may involve the disclosure of certain confidential information of the Parties respectively. For the purpose of this Memorandum, the term “Confidential Information” refers to any and all information including but not limited to information pertaining to curriculum, courses, syllabus, teaching materials, research activities and technical information made available by a Party (“Disclosing Party”) to the other Party (“Receiving Party”) during the course of the Collaboration. All “Confidential Information” shall be marked or identified as “CONFIDENTIAL” in writing and in a conspicuous manner at the time it is disclosed to the Receiving Party.
The Receiving Party hereby covenants to keep in strict confidence all Confidential Information and undertakes not to divulge or disclose the Confidential Information to any third party without specific written permission of the Disclosing Party. The provision of this Clause shall survive the expiry or termination of this Memorandum. The Parties agree that prior the initiation of the cooperation as listed above, the Parties shall conclude the contract regulating the transfer of personal data to processors established in third countries under Directive 95/46/EC of the European Parliament and of the Council that shall be disclosed to the Party to provide the terms and condition set up in the Memorandum.
10. For the purpose of this Memorandum, Intellectual Property Rights shall include all data, specifications, materials, research activities and technical information solutions, drawings, know-how and technical information developed, obtained, created, written, prepared or discovered, whether patentable nor not, arising from the cooperation or otherwise brought into existence pursuant to this Memorandum. The ownership of all Foreground Intellectual Property Rights arising out of the cooperation shall be expressly subject to a Joint Development Agreement to be mutually agreed by the Parties.
11. Neither Party shall use, nor permit any person or entity to use the name, acronym, official emblem, logo trade mark (or any variation thereof) or other Intellectual Property (hereinafter referred to as “Brand Materials”) that is/are identified with or belongs to the other Party on any publication, document, paper, audio or visual presentation, or for publicity purposes. Any use of the Brand Materials for the purposes stated above shall first obtain the written consent of the other Party and shall comply with all reasonable instructions as to the use of the other party’s Brand Materials.



**UNIVERSITY OF
CHEMISTRY AND TECHNOLOGY
PRAGUE**

12. The present Memorandum was prepared in English in two copies. Both of them have the same legal power. The official language to be used for execution and cooperation under this Memorandum shall be English.
13. The Memorandum comes into effect on the day of the last of the signatures of representatives of the two partner institutions and is valid for 5 (five) years.
14. The Memorandum can be terminated by either party subject to notice in a written form to be received by the relevant partner no less than 3 months before the expiration of this Memorandum. If the above Memorandum terminates, the cooperation activities already carried out will not be affected.
15. Both Parties have right to suggest the amendments to the Memorandum. Any of these amendments is valid when made in written form and numbered. The amendment must be confirmed by both Parties.

For:

For:

Jiangnan University, China

University of Chemistry and Technology,
Prague, Czech Republic

Date

Date:

XXXXX
Rector

XXXXX
Rector



ANNEX I

To the Memorandum of Cooperation concerning Inter-institutional agreement on Higher Education Student and Staff Mobility

Based on the Memorandum of Understanding signed on _____ the institutions named below agree to cooperate in exchange of students and/or staff.

A. Information about higher education institutions

Full name of the institution / country	Abbreviation of the institution	Contact details (email, phone)	Website (eg. of the course catalogue)
University of Chemistry and Technology, Prague Czech Republic	UCT Prague	xxxxx Head of Department of International Relations UCT Prague Technická 5 166 28 Praha 6 Czech Republic Phone: xxxxx Incoming students: xxxxx xxxxx Outgoing students: xxxx XXXX	www.vscht.cz
Jiangnan University, Wuxi China	JU	xxxxx Director of International Office 1800 Lihu Avenue, Jiangsu Phone: xxxxx Incoming students: xxxxx XXXXX Outgoing students: xxxxx XXXXX	www.jiangnan.edu.cn



B. Mobility numbers per academic year

The partners commit to amend the table below in case of changes in the mobility data by no later than the end of January in the preceding academic year

FROM	TO	Subject area code [ISCED]	Subject area name	Study cycle [short cycle, 1 st , 2 nd or 3 rd]	Number of student mobility periods	
					Student Mobility for Studies [total number of months of the study periods or average duration]	Student Mobility for Traineeships
UCT Prague	JU	0512	Biotechnology	1, 2, 3	1 student x 5 months	1 student x 5 months
		0531	Chemistry	1, 2, 3	1 student x 5 months	1 student x 5 months
JU	UCT Prague	0512	Biotechnology	1, 2, 3	1 student x 5 months	1 student x 5 months
		0531	Chemistry	1, 2, 3	1 student x 5 months	1 student x 5 months

FROM	TO	Subject area code [ISCED]	Subject area name	Number of staff mobility periods	
				Staff Mobility for Teaching [total number of days of teaching periods or average duration]	Staff Mobility for Training
UCT Prague	JU	0512; 0531	Biotechnology, Chemistry	2 x 5 days	2 x 5 days



JU	UCT Prague	0512; 0531	Biotechnology, Chemistry	2 x 5 days	2 x 5 days
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C. Recommended language skills

The sending institution, following the agreement with the receiving institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period:

Receiving institution	Language of instruction 1	Language of instruction 2	Recommended language of instruction level ¹	
			Student Mobility for Studies	Staff Mobility for Teaching
UCT Prague	Czech	English	B2	B2
JU	English	English	B2	B2

For more details on the language of instruction recommendations, see the course catalogue of each institution *[Links provided on the first page]*.

D. Respect of fundamental principles and other mobility requirements

The higher education institutions agree to:

- Apply a selection process that is fair, transparent and documented, ensuring equal opportunities to participants eligible for mobility.
- Ensure recognition for satisfactorily completed activities of study mobility and, where possible, traineeships of its mobile students.
- Charge no fees to incoming students for tuition, registration, examinations or access to laboratory and library facilities. Nevertheless, they may be charged small fees on the same basis as local students for costs such as insurance, student unions and the use of miscellaneous material.

E. Calendar

1. Applications/information on nominated students must reach the receiving institution by:

¹ For an easier and consistent understanding of language requirements, use of the Common European Framework of Reference for Languages (CEFR) is recommended, see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>



Receiving institution	Autumn term* [month]	Spring term* [month]
UCT Prague	30th June (31st May if the participant needs visa)	30th November (31st October if the participant needs visa)
JU	30th August (31st May if the participant needs visa)	15th February (31st October if the participant needs visa)

[* to be adapted in case of a trimester system]

2. The receiving institution will send its decision within 6 weeks.
3. A Transcript of Records will be issued by the receiving institution no later than 5 weeks after the assessment period has finished at the receiving HEI.
4. A Confirmation of Mobility Period will be issued upon departure of the student or staff member by the receiving institution.

F. Information

About	UCT Prague	JU
	(for up to date contact details, see web pages)	
Grading system	UCT Prague uses the ECTS credit system .	JU provides a course transcript
Visa	Students and staff with non-EU nationality should inform the International Office at UCT Prague by e-mail (xxxx) about the town where they have applied for the VISA in their home country. Acceptance letters in Czech and English languages will be sent to the International Office of the sending university. http://www.mvcr.cz/mvcren/article/a-visa-for-a-stay-of-over-90-days-long-term.aspx	Exchange students need to apply for student visa (X). Applicants should complete online application through https://jiangnan.17gz.org/apply/index.do and then visa documents will be sent to International Office of the sending university. Staff need to apply for visiting visa (F) with invitation letters issued by JU.
Insurance	We accept EU health insurance card, students with non-EU nationality should show their insurance contract at arrival.	Exchange students need to buy the Medical Insurance at JU upon arrival.
Housing	Accommodation is available at UCT Prague dormitories. Participants are obliged to book a room on their own by sending an application form to xxxxx . More information on: https://study.vscht.cz/erasmusplus/apply-to-erasmus	Accommodation is available at JU dormitories, usually double room or triple room to exchange students and Foreign Experts Building to teaching staff.
Special needs	CZ PRAHA01 does not have facilities to welcome students and staff with disabilities.	JU does not have facilities to welcome students and staff with disabilities.
Academic Calendar	Winter Semester: Mid-SEPTEMBER – Mid-FEBRUARY Summer Semester: Mid-FEBRUARY – End of JUNE	Fall Semester: Early SEPTEMBER-Late JANUARY Spring Semester: Mid FEBRUARY-End of JUNE. (May be adjusted as per the Chinese New Year.)



G. Validity and termination of the agreement

This Agreement is valid for 5 (five) years from the day it was signed by both institutions. This Agreement might be terminated at any time by either party by giving written notification to the other party of at least one calendar year. This means that a unilateral decision to discontinue the exchanges notified to the other party by e.g. 1 November 2019 will only take effect as of 1 November 2020; otherwise the Agreement will be automatically considered to be prolonged for one more year.

H. Final provisions

Any differences arising out of the interpretation and/or the implementation of this Agreement shall be resolved amicably through consultation and/or negotiation by the parties.

SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution	Name, function	Date	Signature
UCT Prague	xxxxx Rector		
JU	xxxxx Rector		