

MEMORANDUM OF UNDERSTANDING

Between

**KHAZAR UNIVERSITY
(BAKU, AZERBAIJAN)**

And

**ISTANBUL KÜLTÜR UNIVERSITY
(ATAKOY, ISTANBUL - TÜRKİYE)**

Istanbul Kültür University represented by its Deputy Rector – Prof. Dr. Fadime Üney YÜKSEKTEPE, located at Ataköy Campus, Bakırköy 34158, Istanbul and Khazar University represented by its Rector – Prof. Irada Khalilova, located at Neftchiler Campus, 41 Mehseti Street, Baku considering their common interest in promoting the mutual cooperation in the area of education and research wish to expand the basis for friendship and cooperation and have set forth the following Memorandum of Understanding:

Article 1 - Purpose

The purpose of this agreement is to develop academic, educational, and scientific cooperation on the basis of equality and reciprocity and to promote relations and mutual understanding between both universities.

Article 2 – Scope of the Cooperation

Both parties undertake to promote and develop cooperation as follows:

1. Exchange of students, academic, scientific, and administrative staff,
2. Cooperation in science and research,
3. Exchange of academic materials, publications and other scientific information,
4. Other educational, scientific, and academic co-operation of mutual interest.

Article 3 – Financial Arrangement

3.1. Faculty and Staff Exchange

Both institutions will accept scholars from the partner institution. In the absence of any specific agreement to the contrary, all expenses of salary, travel and living and allied costs will be the responsibility of the visitor or of the visitor's home faculty.

Detailed terms and conditions for the exchange of faculty and staff are subject to agreement in each individual case. The terms and conditions must accord with the host country's visa and employment regulations. The purpose of the exchange may be for teaching, research and/or professional development.

The host institution will provide the normal services for visitors including office space, access to internet and e-mail, phone at local level and library facilities.

The host institution will assist, as far as possible, in arranging accommodation for the visitor, and will assist in matters of health, language and local customs.

3.2. Student Exchange

- (a) Tuition

Students will pay their regular tuition and fees to the home institution for regular courses, excluding International Internships. No further tuition costs will be charged by the host institution. Internships will be charged at the current rate for international students.

(b) Board and Room Charges

The cost of food and accommodation is the responsibility of the exchange student.

(c) Transportation

Each student is responsible for his/her own international transportation costs (unless special arrangements are made by the home institution).

(d) Medical Insurance

Each institution will make available a medical insurance plan for the exchange students (including vacation periods), except for dental expenses and expenses for conditions which had their origin prior to the effective date of coverage. The cost of the insurance will be paid by the exchange student (unless special arrangements are made by the home or host institution).

(e) Student Union Fee

The payment of prospective student union fees at the host institution shall be the responsibility of the individual student.

(f) Adequate Funds

Students selected must satisfy the home University and the appropriate consular officials that they have adequate funds for subsistence.

(g) The host university shall provide the required assistance for procurement of a student visa. It is the responsibility of the student to ensure that the visa application process is done in a timely fashion.

Article 4 – Agreement on Implementation

Detailed description of the scope of activities shall be defined in the Agreement on Implementation which will constitute an integral part of this MOU.

The Agreement on Implementation will contain such items including but not limited to the following:

1. Detailed responsibilities of each institution for any agreed activity.
2. Schedules for any agreed activities.
3. Budgets and sources of financing for each agreed activity.
4. Any other items deemed necessary for the efficient management of agreed activity.

Article 5 – Intellectual Property Rights and Publications

1. The parties will share all data and research findings, patent rights, copyrights, and other intellectual property rights to any discoveries, inventions and products resulting from this MOU.
2. Both parties must give written approval for the utilization and publication of the data and research finding.
3. Detailed management of the Intellectual Property Rights and Publication shall be defined in the Agreement on Implementation of each agreed activity.

Article 6 – Settlement of Differences

The differing viewpoints and interpretations of this MOU shall be settled amicably by mutual consultations and negotiations. While parity in the number of exchanges is the goal, the institutions recognise that it may not be possible in any given semester of the exchange. Every effort will be made to achieve parity over a period of three academic years.

Article 7 – Amendments, Duration and Termination

1. Amendments to the MOU can only be written by mutual consent of the two parties.
2. This MOU shall be in effect from the date of its being signed by both parties and will be valid for the duration of three (3) years from that date.
3. This MOU may be terminated by either party by written notice at least six (6) months in advance. Such notice of termination will not interfere with cooperative programs currently underway. Such programs will be allowed to continue until their conclusion.

This MOU is prepared in English language and two (2) original copies of this MOU are produced. Both copies are authentic. As witness of their consent with this MOU, the appropriate authorities hereunto provide their signatures: