



FRIEDRICH-SCHILLER-
UNIVERSITÄT
JENA

Memorandum of Understanding

between

The University of Mumbai, Department of German, Faculty of Humanities

and

Friedrich Schiller University Jena, Faculty of Philosophy

In order to extend the effective and mutually beneficial cooperation and develop academic and cultural exchange in education, research and other areas, the University of Mumbai and the Friedrich Schiller University Jena, Germany hereby agree to cooperate toward the internationalization of higher education.

The areas of cooperation will include any programme offered at either university which is felt to promote the above-mentioned goals. However, any specific programme shall be subject to mutual consent, availability of funds, and the concrete approval of both universities. Such programmes may include:

- (1) - Student exchange
- (2) - Staff exchange (academic/other staff)
- (3) - Teaching staff cooperation
- (4) - Research cooperation
- (5) - Exchange of teaching materials
- (6) - Joint conferences/events/BIP

The terms of such mutual assistance and cooperation shall be discussed and agreed upon in a written Agreement by the responsible authority of each university prior to the initiation of any particular programme or activity.

The parties acknowledge and agree that this Memorandum does not create any rights for the parties or third parties. This Memorandum establishes in good faith declarations of intent by both parties with respect to the principles that guide and facilitate the coordinated performance of activities and efforts in the development of their respective functions.

This Memorandum of Understanding (MoU) shall take effect upon approval by both parties and shall remain in effect for an initial period of three years after due signature of all parties involved. The Memorandum may be amended or renewed only upon mutual written consent.

University of Mumbai

Date: 23.04.2025

Registrar

Prof. Dr. Prasad Mahadeo Karande

Head

Department of German, University of Mumbai
Prof. Dr. Vibha Surana/ Prof. Dr. Meher Bhoot

Friedrich Schiller University Jena

Date: 01.04.2025

President

Prof. Dr. Andreas Marx

Dean

Faculty of Philosophy
Prof. Dr. Joachim von Puttkamer



Agreement on Academic Cooperation and Exchange

between

University of Mumbai

Department of German, Ranade Bhavan University of Mumbai, Kalina, Santa Cruz (E),
Mumbai 400098, India

represented by Department of German, Prof. Dr. Vibha Surana/ Prof. Dr. Meher Bhoot
and

Friedrich Schiller University Jena

Faculty of Philosophy

Fürstengraben 1, 07743 Jena, Germany

represented by the President, Prof. Dr. Andreas Marx

The University of Mumbai and Friedrich Schiller University Jena agree to the following terms and conditions with the intention of deepening the relations between the two institutions and mutually striving to promote scientific and cultural exchange activities. Cooperation shall be pursued in the following three areas:

- (1) exchanging undergraduate students, graduate students, doctoral candidates, teaching staff, and other employees
- (2) exchanging information and documents which are of mutual interest
- (3) arranging collaborative research opportunities, seminars, meetings, lectures, club activities, and other events of mutual concern.

The cooperation shall refer to the Department of German, Faculty of Humanities, University of Mumbai and the Faculty of Philosophy, Friedrich Schiller University Jena.

I. Administration/Programme coordination

The exchange programme shall be administered by:

- (1) the Department of German, University of Mumbai
- (2) the international office at Friedrich Schiller University Jena

II. Staff exchange: teaching staff/other employees

- (1) Both institutions agree in principle to the possibility of exchanging full-time teaching staff / other employees ("Exchange staff").
- (2) The period of stay at the host institution of higher education for staff exchanges shall not exceed one year.
- (3) If the employment relationship of Exchange staff continues during their stay at the host institution and if they fulfil the obligations towards their home university originating from the employment relationship during their work at the host institution, the home university continues to pay their salaries during the whole stay upon agreement of the partner universities. Additional expenses, e.g. travel and research expenses, may be reimbursed to Exchange staff if the home university does have sufficient third-party funding and such a payment is in line with the law.
- (4) Individual agreements are concluded for visiting researchers.



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III. Student exchange

(1) Duration of exchange

The signatory institutions agree to exchange individual students for one semester or one academic year, ideally on a one-for-one basis.

(2) Number of students to be exchanged

Each institution may send:

(a) up to two students each year for a full year or

(b) up to four students for one semester within a full year, not exceeding three students per semester.

However, this number may vary in any given year, provided a balance of exchange is obtained over a three-year term. Students may extend their stay by one semester if approved by both partners and if the limit mentioned in (b) is not exceeded.

(3) Student programme fees / Benefits at host institution

Students participating in the exchange programme shall pay tuition fees and other fees to their home university and do not have to pay any tuition fees to the host university. Additional fees required by the host institution, e.g. the semester contribution ("Semesterbeitrag") at Friedrich Schiller University Jena, shall be paid by each student. The semester contribution in Jena contains a general contribution to the student services organization ("Studierendenwerk"), a culture ticket and a fee for student advisory services as well as a semester ticket which allows students to use all kinds of public transport within Jena and the regional trains in the region around Jena. Other fees and charges, such as for special (non-curricular) courses, key deposits, books, etc., shall be paid by each participant.

(4) Eligibility

It is understood that both institutions will strive to designate only well-qualified individuals for participation in the programme and that academic backgrounds, as well as letters of recommendation, will be provided to the host institution. Nominated students must have completed at least two semesters or equivalent at the home institution. They must meet language proficiency requirements as established by the host institution. Friedrich Schiller University Jena requires B2-level for all academic programmes/courses, German or English depending on the language of instruction of the individual course. The University of Mumbai also requires B2-level for all academic programmes/courses, German or English depending on the language of instruction of the individual course.

Nominated students should also be self-sufficient and of a stable personality to cope with the intercultural challenge of a study abroad. They will be informed that they are expected to abide by the laws of the host country and the rules of the host institution. Grave misdemeanours will be brought to the attention of the home institution and may lead to the termination of enrolment.

(5) Academic status of students

All students will remain enrolled as regular degree candidates at the home institution and will not be enrolled as candidates for degrees at the host institution. Students enrolled at the host institution will be subject to the same rules and regulations as local students.

(6) Course work, credits, Transcripts of Records

Students will be informed that they are expected to maintain the equivalent of a full course load at the host institution. Students may be asked to sign a Learning Agreement with the participating universities both before the stay at the host university. The host institution will issue a Transcript of Records within reasonable time after grades have been given. Credits and acquired course work will be recognized by the home university if these correspond to the study programme for which the students are enrolled or if the achievements specified in the Learning Agreement have been successfully completed.



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IV. Organizational aspects

(1) Accommodation and food

The host institution undertakes to inform the participants how to find accommodation. Students shall be made responsible for applying for student accommodation. All costs for food, accommodation, application for visa/residence permit (including proof of sufficient financial means) and travel costs are to be borne by the individual participants. Participants must organize their own transport from home to host university and back.

(2) Insurance

Each participant will be informed that they are required to have adequate health, accident and liability insurance, costs to be borne by themselves.

(3) Dependents

The obligations of each institution under this Agreement are limited to the exchange students or staff only and do not extend to their spouses or dependents. Expenses of accompanying spouses and dependents are the responsibility of the exchange student or staff.

(4) Requirements

Although Friedrich Schiller University Jena has infrastructures to host students and staff with disabilities or special requirements (re. accommodation, classroom access, etc.), depending on the nature of the requirements, some infrastructures may not be adequate.

Friedrich Schiller University Jena therefore recommends applicants to provide a detailed description of their special requirements well in advance, so that the University may inform them about the feasibility of the planned mobility.

(5) Finances

This Agreement does not create any financial obligation between the institutions; therefore, no money shall be exchanged. Both institutions endeavour to make their best efforts to obtain the necessary financial assistance from organizations providing support for such cooperation programmes.

V. Liability, intellectual property, Civil Clause

This Agreement does not create any right, benefit, or trust responsibility, substantive or procedural, enforceable at law or equity, by either party, its officers, employees, or agents against the other party, its officers, employees, or agents.

Nothing in this Agreement obligates either party to commit or transfer any funds, assets, or other resources in support of projects or activities between the two parties.

The parties do not expect any intellectual property to be created in the course of this Agreement. In this improbable case, the parties will discuss in good faith a separate agreement with respect to the parties' interests.

In research and teaching, the University Mumbai and Friedrich Schiller University Jena consider their responsibility for the consequences and possible misuse of scientific findings. At research and teaching, they are committed to the peaceful coexistence of people and the preservation of the natural foundations of life.



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VI. Personal data protection

Given that Friedrich Schiller University Jena is subject to the 2016/679 (EU) Regulation of the European Parliament and Council of 27 April 2016, the parties agree to comply with the security conditions and measures required for protecting the personal data of any natural person impacted by the implementation of the Agreement hereof.

Each university determines individually, as data controller, the means for collecting personal data and the purposes of the personal data processing operations which it implements in respect of the implementation of the Agreement hereof and in compliance with the personal data protection regulation.

If required to disclose all or part of personal data to competent judicial or administrative authorities ("authorized third-party processors") pursuant to applicable law, or in the event of imperative decisions, the parties undertake to limit the disclosure of personal data to that which is explicitly and restrictively required.

Both universities will collect personal data fairly and lawfully and will respect the information and the consent obtained from data subjects whenever this consent is required to implement processing. Both will process the personal data used pursuant to the legal grounds which are enforceable against it. Both will implement the technical and organizational security measures required for protecting personal data. Both will retain personal data for a period of time proportionate to fulfilling the purposes for which the data is processed and to take the legal retention periods, which are enforceable against it, into consideration.

Each university will notify the other of any request from data subjects to exercise their rights and will undertake to assist each other, without joint financial cost liability, in processing these requests. As such, data subjects may submit their requests indiscriminately to the Data Protection Officer or to any other person duly authorized and appointed in the absence of the Data Protection Officer.

The universities undertake to implement guarantees appropriate for preserving the confidentiality and integrity of data subjects' personal data which they may be required to process pursuant to the Agreement hereof.

Each party will notify the other of any personal data breach without delay and at the latest within 72 hours following the discovery of the aforementioned breach.

VIII. Effective date and termination of agreement, evaluation and extension

- (1) This agreement shall come into effect on the date of the last signature for an initial period of three years. In the case of handwritten signature of the Agreement or further agreements or declarations to be made in writing after this Agreement, e.g. on the extension or amendment of the Agreement, it shall be sufficient to send the signed and scanned document electronically.
- (2) The parties may only amend or extend this Agreement by mutual written agreement. They shall evaluate the Agreement one year prior to its expiration. It shall only be extended if both parties evaluate it as positive. If the Agreement is not actively extended, it shall terminate. It shall be understood that this Agreement may be extended or amended by mutual agreement, particularly with regard to the number of students or staff to be admitted per year, depending on the success of the exchange programme.
- (3) Either party may terminate this Agreement at any time by submitting a written notice of termination to the other party. Such termination shall take effect ten months after the date of the written notice of termination referred to above. In the event of termination, the students or staff participating in the exchange programme shall be permitted to complete their current semester at the host institution where the notice of termination was submitted.



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VIII. Signatures

University of Mumbai

Friedrich Schiller University Jena

Date: 23.04.2025

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Registrar
Prof. Dr. Prasad Mahadeo Karande

President
Prof. Dr. Andreas Marx

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Department of German
Prof. Dr. Vibha Surana/ Prof. Dr. Meher Bhoot

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Contact:

University of Mumbai	Friedrich Schiller University Jena
Administrative contact Registrar Contact Person: Dr. Prasad Mahadeo Karande Tel.: 0091 22 68320006 Email: registrar@fort.mu.ac.in Web: mu.ac.in	Administrative contact International Office Ms Anne Poser Fürstengraben 1 07743 Jena Germany Phone: +49 3641 9-401500 Email: agreements@uni-jena.de Web: http://www.uni-jena.de/en/international
Contact in the department/faculty Prof. Dr. Vibha Surana/ Prof. Dr. Meher Bhoot Department of German, Ranade Bhavan University of Mumbai, Kalina, Santa Cruz (E), Mumbai 400098, India Tel.: 0091 9321245493 Email: germandept.head@mu.ac.in Web: german-mu.com	Contact in the department/faculty Institute for German as a Foreign Language and Cultural Studies Dr. Bernd Helmbold Simmelweisstraße 12 07743 Jena Germany Phone: +49-3641-9-44356 Email: bernd.helmbold@uni-jena.de Web: www.dafdz.uni-jena.de