**Justification for Memorandum of Understanding (MOU) between Higher Educational Institutions/Institutes**

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| Between (University Name) and (Second Party involved) at (Relevant Dates) |

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| Whether the MoU is New/Renewal  If renewal previous approval dates |  |
| Background | (Why MoU is important) |
| Purpose/Key operational objectives | This MoU will (Purpose/Key Operational Objectives)  The above goals will be accomplished by undertaking the following activities: (List and describe the activities that are planned of the MoU and also will do what) |
| Duration |  |
| If new, expected Benefits to be obtained through the relevant MoU | (Record who will evaluate effectiveness and adherence to the agreement and when evaluation will happen) |
| If renewal Benefits obtained through previous duration of the relevant MoU (indicate the previous duration) | (Record who will evaluate effectiveness and adherence to the agreement and when evaluation will happen) |
| Source of Funding |  |
| Recommendation of relevant Department/Division of University/Institute |  |
| Recommendation of Vice-Chancellor/Head of the Institute |  |
| Details of Council/Board of Management approvals of Higher Educational Institutions/Institutes (Relevant documents to be attached) |  |
| Recommendation of relevant Department/Division of the University Grants Commission (UGC) |  |
| Recommendation of Secretary of the UGC |  |
| Recommendation of Chairman/Vice-Chairman of UGC |  |