Memorandum of Understanding (MOU)
for a
Dual/Joint Doctoral Degree Program
between
Indian Institute of Technology Kanpur (IITK)
and
University at Buffalo (UB)

The
Indian Institute of Technology Kanpur (IITK)
Kalyanpur, Kanpur India 208016
Represented by its Director
Professor Indranil Manna

and

University at Buffalo (UB)
501 Capen Hall
Buffalo, NY 14260
Represented by its President
Professor Satish K. Tripathi

agree as follows:

General Principles
The dual/joint PhD degree program:
- where the program is jointly directed by two faculty supervisors at these two institutions
- where the dissertation is jointly directed by two faculty supervisors at these two institutions
- where the graduates are awarded two separate degrees
- where each partner will specify in writing that the degree is conferred under a dual/joint supervision arrangement, which is governed at IITK by the Board of Governors IIT Kanpur, and which is governed at UB by the State University of New York (SUNY) as regulated by the New York State Department of Education (SED).

Awarding of the final degree as issued by the two institutions is governed at IITK by the Board of Governors IIT Kanpur, and all other legal norms which are in place at the time of granting the diploma, and at UB by the State University of New York (SUNY) as regulated by the New York State Department of Education (SED).

Admissions
Each partner agrees to admit exceptional students who hold at minimum a Bachelor’s degree into the dual/joint doctoral degree program. Students interested in getting admitted into the DDP/JDP (Dual/Joint Degree Program) shall first be selected into the PhD program at either Institution as per the selection procedures of the respective Institution. This Institution shall be called the Home Institution. The collaborating departments from both the Institutions shall then select potential DDP/JDP Scholars from among the students thus selected into the individual PhD program at
either Institution. The admission to the DDP/JDP shall be subjected to the normal application and selection criteria and other entrance requirements for entry into the PhD program at the Partner Institution. The procedure shall normally be carried out within six to twelve months of the student initially enrolling in the PhD program, through video conference and/or by any means including exchange of data pertaining to the students, reference letters, and so on. Students finally selected into the DDP/JDP shall be enrolled on a full-time basis at both Institutions.

Selection of supervisors shall conform to the policies in force at the respective Institutions. External supervisors of IIT Kanpur students must comply with the requirements of the IITK policy relating to the supervision of doctoral students. External supervisors of UB students must comply with the requirements of the UB policy relating to the supervision of doctoral students.

The primary supervisor shall be from the Home Institution. There must be a co-supervisor from the Partner Institution.

Before the student matriculates at UB as a part of the residency requirement, the student must fulfill UB’s minimum academic admission conditions, including minimum TOEFL and GRE scores required by the Department at UB.

**Financial Support**
Each Institution will provide a letter to the student, indicating the amount of financial support offered (in the form of tuition scholarship and stipend), at the time of admission to the dual degree program. In addition, the student is entitled to apply for any additional scholarships for which s/he is eligible. The student may seek and be awarded additional funds (scholarships, stipends, fee waivers, etc.), provided that such additional funds do not violate the terms and conditions of this agreement.

**Language**
The working language for all communications and reporting, including course work, exams, doctoral defense, and the doctoral dissertation will be in English.

**Duration of Program**
The program duration is typically expected to be five years from the start of the program. Requests for extension of the program in order to fulfill academic requirements, or due to extenuating personal circumstances, must be made to the student’s home university.

**Residence**
It is expected that students will spend an approximately equal period of time at each institution. Students can apply to spend time at a third institution, if of value to the academic program. UB degree requirements specify that PhD students must spend a minimum of 1 year in residence at UB and earn a minimum of 36 credits (with a maximum of 36 credits transferred from other institutions). IITK degree requirements specify that PhD students must earn a minimum of 36-54 IITK units (depending on the departmental requirements, each 3 hours lecture course is equivalent to 9 IITK units) for students admitted to the program with a Master’s degree and 72-90 units for the students admitted with a Bachelor’s degree. IITK degree requirements specify that PhD students must spend a minimum of 1 year in residence at IITK. The mobility schedule is subject to approval by both faculty supervisors. Additional courses may be taken when recommended by the faculty supervisors where applicable toward the DDP/JDP degree program. If a DDP/JDP
scholar earns credit for a course in one institution, the course can be transferred to the other institution so long as home institution maximum transfer limits are upheld.

Registration and tuition
Registration and its associated tuition costs alternate between the two institutions. When the student is in residence at UB, he/she will receive a scholarship to cover tuition costs and a modest living allowance (stipend). When the student is in residence at IITK the student will receive a scholarship on par with the other PhD students at IIT Kanpur.

Health Insurance
While in residence at UB, the student must show proof of appropriate health insurance coverage. While in residence at IITK, the student will be provided the same medical benefits as is provided to the IITK students.

Student Financial Responsibilities
The student is responsible for travel and any living costs beyond those covered by the stipend provided. The student has access to funding for research costs from the laboratory in which the research is conducted. The student is responsible for paying any and all fees associated with registration while in residence at UB and at IIT.

Accommodation
Each institution will assist the student in finding accommodation at a reasonable cost, but in no event is either university obligated to provide housing for any student under this program. As is customary, both Institutions will assist the student in this regard to the fullest extent possible.

Program of Study Supervision
Each institution will designate one faculty member from its own institution as a supervisor of the student. The two faculty supervisors provide scientific guidance and are responsible for the student’s academic program and research. The faculty supervisor at the university at which the student is a resident will provide advice and assistance concerning academic matters.

Student activities
The student’s principal activity is to pursue a program of study leading to a dissertation defense and degree completion. The student is also required to fulfill all other minimum degree requirements of the two Departments/Schools in which s/he is registered.

Academic Regulations and Research Ethics
a) The student must comply with the regulations of the Institution at which s/he is in residence, including those governing academic and non-academic misconduct.
b) The student’s dissertation research must meet all requirements for the ethical conduct of research at both Institutions.

Regular progress evaluation
Each institution will conduct its own regular (at least annual) evaluation of the student’s progress. All evaluations will be shared between the two institutions.
Final evaluation and submission of the dissertation
The student may enroll in courses at either institution and take exams as directed by each supervisor. The student must satisfy all degree requirements of both institutions including coursework and any required examinations. After having completed such requirements, and provided that the student successfully defends the dissertation, the student will receive the degree of Doctor of Philosophy (PhD) degree at IITK and a Doctor of Philosophy (PhD) degree at UB.

Dissertation Supervision and Committee Membership
The student will undertake his/her program of study and research under the responsibility of one faculty supervisor at UB, one additional Graduate Faculty member at UB, and a faculty supervisor at IITK and the Convener DPGC or his/her nominee (in the case of IITK) (collectively, the “dissertation supervisors”). The dissertation supervisors must meet all of the standard requirements for doctoral supervision at their own Institutions.

Dissertation Defense
a) The dissertation defense committee will be co-chaired by the two supervisors (one from each institution).
b) The dissertation defense will have the following make-up: the two faculty supervisors, one additional UB graduate faculty member, one additional faculty member of the participating department of IITK, one IITK faculty member from another department and an external member nominated by the Senate Chairman of IITK.
c) Only one dissertation defense will be held, and it shall be open to the public. The defense will be attended (in person or via teleconference) by the dissertation supervisors and others.
d) If the student passes the defense, s/he is considered to have satisfied the dissertation defense requirement at UB, and a PhD degree from UB may be conferred upon the student.
e) If the student passes the defense s/he is also considered to have satisfied the dissertation defense requirement at IITK, and the PhD degree from IITK may be conferred upon the student.
f) The dissertation will be written and presented in English as will all comments and/or reports submitted in writing or given orally by examiners.

Protection of the Dissertation
a) The protection of the contents of the dissertation is subject to the rules of the two institutions concerning publication of the dissertation and protection of research results. In case of any conflict in these rules, the student shall be governed by the rules of the institution where the student is originally matriculated.
b) If necessary, a specific agreement covering intellectual property will be made for individual students.

Intellectual Property
a) Ownership of intellectual property created by a student under UB/IITK joint supervision should be determined through an agreement between the two institutions. The agreement should be reached before the student graduates.
b) The intellectual property agreement should encompass, among other things, shared understanding about authorship, records of data, ownership and/or use of data, publication
rights, interests of collaborators, interests of third parties (such as donors or industry partners), and commercialization potential.

**Submission and Reproduction of Dissertation**
Rights and responsibilities concerning dissertation submission, reproduction, and publication are subject to the policies and procedures in force at the two Institutions. If the Institutions' regulations contradict or conflict with each other, a solution will be negotiated between the Designated Representatives.

**Degree Certificate/Transcript Notation**
The degree certificate that is issued by IFK and the official transcript that is issued by UB will specify that the degree is conferred under a dual/joint supervision arrangement.

**Term and Termination**

a) This agreement will be terminated immediately upon written notice that the student has ceased to be registered at, withdrawn from, or terminated his/her studies at either Institution.

b) Any party may terminate this agreement for cause if another party breaches a material term of this agreement and fails to rectify such breach within thirty (30) days of receipt of notice. Termination of this agreement is without prejudice to any other rights the terminating party may have.

c) This agreement may be terminated by either institution at any time upon six (6) months' written notice, provided that the termination shall not affect any existing contracts between the institutions and any such other contracts shall be completed in accordance with their terms.

d) This agreement may be amended or modified at any time by mutual written consent of the parties. Any such amendments or modifications will take the form of letters of agreement signed by all parties in support of this agreement.

**Notices**
Any notice required to be given under this agreement must be in writing and addressed to the designated Representatives at the address set forth in this agreement, or if subsequently amended, to the amended mailing address. Notice will be deemed given (i) when verified by written receipt if sent by courier, or when received if sent by mail without verification of receipt; or (ii) when verified by automated receipt or electronic logs if sent by facsimile or email. Notices sent by facsimile or email should be followed as soon as possible by original signed documents.

**Independent Institutions**
Nothing contained in this Agreement should be construed to create or imply a joint venture, partnership, principal-agent or employment relationship between the two universities, other than the dual/joint degree doctoral program as described above.
Contact Persons
IITK appoints the following as contact person:

Dr. A. Kushari, Associate Dean of International Relations
Dr. Rajeev Gupta, Associate Dean (PG), Academic Affairs

UB appoints the following as contact persons:

John Wood, Senior Associate Vice Provost for International Education
Katharine Darling, Associate Dean for Academic Services, The Graduate School

Signed on behalf of the University at Buffalo, The State University of New York:

[Signature]
Professor Satish K. Tripathi
President

Signed on behalf of the Indian Institute of Technology Kanpur:

[Signature]
Professor Indranil Manna
Director

17 July 2017
Date