



UNIQUE MANAGEMENT TRAINING SOLUTIONS

556/5, Erakkath Bldg., Sub Jail Road, Aluva - 683 101 Tel: 7034 000 664 / 7034 000 662, 0484 6500662

MEMORANDUM OF UNDERSTANDING (MOU)

This Agreement is prepared and entered on this 28th day of March 2018 between

1st Party

UNIQUE MANAGEMENT TRAINING SOLUTIONS (UMTS)

1st Floor, Erakkath building, 556/5E,
Sub jail Road, Aluva - 683101,
Kerala ,

2nd Party

Mar Thoma College for Women

Perumbavoor,
Kerala - 683542

Sub: - The Memorandum of Understanding (MOU) between above mentioned parties to provide the add on courses/training agreed, in the college premise and conduct certification exams on time.

First party has been fixing the standards in the mode of teaching by its ATC and according the same skilled nurturing the students and granting certificates to the students who successfully complete the courses/training & Exam from ATC.

1st Party- CHAIRMAN

UMTS



2nd Party- Principal / Course Coordinator

Dr. Lissy Cheria
DR. LISSY CHERIAN

PRINCIPAL

MAR THOMA COLLEGE FOR WOMEN

PERUMBAVOOR - 683542

Mar Thoma College for Women, Perumbavoor
KERALA

Agreement for Add on courses @ Mar Thoma College for Women

1. The first party is fully responsible for the classes/training and conduct examinations for the students who has been successfully trained under the ATC. The 1st party is not responsible for the fees collection from students and the 1st party have no right to involve in the fees additionally collected by the 2nd party from students in the name of add on courses. It is specially mentioned that after course completion the right to conduct the examination is vested only on the 1st party and the 2nd party must arrange all the facilities to conduct the examinations in 2nd party's premises. Students who have completed the course in regular basis are only liable for appearing the exam conduct by the 1st party.
2. Training cost, Registration, Boucher/ Application, Exam fees, Certification, facility for final examination, extra invigilators and other related expenses should bear by the 1st party and the examination will be conducted by 1st party in the institute/college where MOU signed.
3. The collection of tuition/course/training fees from students shall be the full responsibility of the 2nd party and final certificate will be issued by the 1st party only after getting the NO DUES letter from the 2nd party.
4. The courses shall not be stopped midway by any of the party. If happens concern party should make alternative arrangement for the completion of course.
5. Medium of instruction may be in English & students mother language.
6. The course concerned certificates to the student shall be issued by the 1st party on the completion of training and exams. The students securing less than 80% attendance shall not be eligible to appear for final examination.
7. All admission/registration/examination documents collected from the students registered under UMTS will be kept safely/confidentially by 2nd party and arrange all the relevant documents to 1st party on time.
8. Payment - Mar Thoma College for Women shall pay the course fee to UMTS in 2 instalments and 60% at the time commencement of training and 40 % before exam.
9. Students can register & select for an internship with us in reputed companies once after the degree completed and in return companies will issue them an experience letter.
10. 1st party need 5 full days for Training and 1 day for Exam or 36 hrs in 3 month. 2nd party can split the class schedules as per their convenience but need to take schedule 1 week before the Training.

1st Party- CHAIRMAN

UMTS



2nd Party- Principal / Course Coordinator

DR. LISY CHERIAN

PRINCIPAL

MAR THOMA COLLEGE FOR WOMEN
PERUMBAVOOR - 583 542

KERALA

11. After receiving the original agreement (Stamp paper deed / Letter head) with the 1st party, the ATC head has to sign the document and must give back to the 1st party within 7 days of time. The ATC procedures with the 2nd party will be done only after receiving the signed original document.
12. College will be affiliated as a training partner and provide with a framed certificate showing MOU with UMTS.
13. The name of the training centre under the 1st party should be suffixed with academy/ institute/college/school/centre. 1st party is not charging any deposit and franchise/license fee from the 2nd party to become our designated ATC.
14. ATC is non-transferable and non exclusive. The 2nd party should not sub-license the ATC to any other institutions/colleges.
15. 1st party may choose 3 institutions from the 2nd parties for giving best performance award, "An award to best performing ATC" The award criteria may be depends upon the strength of an academic year of a training centre. The award category will be on three levels 5 star, 4 star & 3 star.
16. 2nd party required to mention the number of admissions for add on course in an academic year before the class commence.
17. The 2nd party shall not be disclose the business secrets in any manner to any third party.
18. 2nd party doesn't have the right to make changes in the course title/content/duration/direction of the course agreed between both parties at the time of MOU.
19. Request for transfer to another course must be made in writing before the commencement of the course and is subjected to the approval of the 1st party.
20. 1st party have right to give MOU approvals for new colleges in a particular distance/ areas under certain circumstances without any prior notice and franchise have no right to question.
21. 2nd Party Can use UMTS logo, trademark etc. in their certificates, brochures, notice, posters, advertisements, marketing materials, letter heads, visiting card, name board or any other printable items etc...Showing sub institution as "Authorised Training Centre of UMTS" during sub tenure/MOU.
22. We only issue the UMTS/Providers merit/course completion certificates to the students those who have registered and passed the examination conducted by UMTS/Providers and we assure that we will not issue duplicate Certificate in any manner to anybody.
23. UMTS will assist students in higher admissions/ Interviews/placement through various Career guidance /interview training / placement assistance cell.
24. 2nd party has the right to take feedback from any students about the courses / training at any time.
25. We promise our full fledged support with utmost quality throughout the training days. We can also provide career guidance and motivation classes to students, if necessary.

1st Party- CHAIRMAN

UMTS



2nd Party- Principal / Course Coordinator

DR. USY CHERIAN
PRINCIPAL

Mar Thoma College for Women, Perumbavoor
PERUMBAVOOR - 683 542
KERALA

26. FEES- 1st party and 2nd party mutually agreed to conduct DIIFA (Diploma in Indian and International Finance & Accounts) class for the students and the rate is fixed as Rs. 3400/- (includes Rs. 2550/- for 1st party and 25% - Rs 850 for 2nd party) and 1st party assured that there is no further collection from 2nd party or students.
27. 1st party will not collect any additional type of charges/additional fees for any reason in the name of UMTS/Providers in any manner from the candidates in addition to fees agreed B/W UMTS & NIMIT.
28. TERM – Terms of MOU shall be for the course of 1 year and the MOU can be renewed on terms agreed by the Parties at that time.

Highlights of DIIFA (Diploma in International Finance & Accounts)

- DIIFA certificate from STED council, Govt of India.
- College will be affiliated as training partner and provide with a framed certificate showing MOU.
- Certificate can register under Employment Exchange.
- Certificates are affiliated under MHRD.
- Certificates are affiliated by National/ International bodies.
- 3 Months class on weekends/weekdays (40 hrs.)

FEES STRUCTURE

INR. 3400/- per student (inclusive of Registration Fees, Boucher/ Application, Exam fees, Certification, 3 months Class & all Taxes/charges)

PAYMENTS

- | | | |
|--|---|---|
| 1.) 1 st instalment - INR 2200 /- | } | Total – INR 3400/- (inclusive everything) |
| 2.) 2 nd instalment – INR 1200 /- | | |

UMTS - BANK DETAILS

NAME	UNIQUE MANAGEMENT TRAINING SOILUTIONS
BANK	FEDERAL BANK
A/C NO	10030200027725
IFSC CODE	FDRL0001003

1st Party- CHAIRMAN

UMTS



2nd Party- Principal / Course Coordinator

DR. LISY CHERIAN
PRINCIPAL

MAR THOMA COLLEGE FOR WOMEN
PERUMBAYOOR-686341
KERALA

Mar Thoma College for Women, Perumbavoor 2

DECLARATION

We read and understood and accept the conditions, rules and regulations mentioned in this deed thoroughly and agree to go ahead with add on course as per the mentioned schedules/fees. In case of default of any of the conditions of this agreement, the defaulting party is liable to compensate the aggrieved party with cost for any loss resulted thereby.

1st Party: - Name / Sign / seal:-

On behalf of

UNIQUE MANAGEMENT TRAINING SOLUTIONS (UMTS)

ASABIN MATHEW



2nd Party:-Name / Sign / seal:-

On behalf of

Mar Thoma College for Women, Perumbavoor.

DR. LISSY CHERIAN
PRINCIPAL
MAR THOMA COLLEGE FOR WOMEN
PERUMBAVOOR - 683 542
KERALA

Witness:-Name / Sign / Address:-

SHERIN T. ABRAHAM

ASSISTANT PROFESSOR, DEPARTMENT OF COMMERCE

MAR THOMA COLLEGE FOR WOMEN, PERUMBAVOOR

DATE:- 31.3.2018

PLACE:- Perumbavoor