



UNIVERSITAS
INDONESIA

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**MEMORANDUM OF UNDERSTANDING
BETWEEN
UNIVERSITAS INDONESIA, THE REPUBLIC OF INDONESIA
AND
KARABUK UNIVERSITY, THE REPUBLIC OF TURKEY**

No.: 7/MOU/R/UI/2018

UNIVERSITAS INDONESIA, a government-owned institution of higher learning education stated as university based on Government Regulation No. 68 year 2013, domiciled at Jl. Salemba Raya 4, Jakarta; in this matter represented by **Prof. Dr. Ir. Muhammad Anis, M.Met.** in his capacity as **Rector** pursuant to Decision of the Board of Trustees of Universitas Indonesia No. 020/SK/MWA-UI/2014 stipulated on 04 December 2014 and therefore lawfully acts for and on behalf of Universitas Indonesia (hereinafter referred to as "**UI**").

and

KARABUK UNIVERSITY, a public university was founded on May 29, 2007 in accordance with Law Number 5662 published in the Official Gazette dated 29.05.2007 with the number 26536, in this matter represented by **Prof. Dr. Refik Polat** in his capacity as **Rector**, and therefore lawfully acts for and on behalf of Karabuk University domiciled at Demir Celik Campus Rectorship Building A 78050, Karabuk/Turkey (hereinafter referred to as "**KBU**") of the other part.

Both parties are collectively referred to hereinafter as the "**Parties**" and individually as the "**Party**".

PREAMBLE:

The parties agree

1. to enter into an agreement for academic cooperation;
2. that the academic cooperation will promote further educational collaboration and cultural understanding and agree to further continue their common interest in promoting the mutual cooperation in the area of education and research; and
3. to implement the MOU under the terms and condition hereinafter set forth.

NOW, THEREFORE, for and in consideration of their promises and undertakings, the Parties agree as follows:

**ARTICLE 1
PURPOSE AND OBJECTIVE**

- (1) The purpose of this MOU is to make possible and to facilitate the exchange of students, scholars and educational resources between both Parties, as well as research and publishing collaboration, based upon principles of mutual equality and the reciprocity of benefits.
- (2) The objective of this MOU is to strengthen ties between the Parties and to promote academic cooperation and to further cultural understanding in both countries.

ARTICLE 2 AREAS OF COOPERATION

The Parties agree to collaborate in the following relevant areas:

A. ACADEMIC AND NON-ACADEMIC STAFF PROGRAM

- (1) Visits by staff will be encouraged for the mutual benefit of Parties. Each Party will accept faculty members, researchers and non-academic staffs from the other Party. Suitable arrangements will be made for the exchange for collaboration in teaching, research and administration development in case by case basis;
- (2) The host Party will provide the proper services for exchange staff including access to laboratory facilities;
- (3) The host Party will assist, as far as possible, in arranging accommodation for the staff, and will assist the visiting staff in matters of immigration, stay and working permit, medical emergencies, language and local custom.

B. JOINT RESEARCH PROGRAM

- (1) The Parties will seek opportunities to cooperate in research. The details of specific research proposals will be determined by the mutual agreement of relevant faculties of Parties;
- (2) Any Intellectual Property Rights resulted from the cooperation will be discussed and arranged in separate agreement;
- (3) The parties agree to identify opportunities for commercialization of technology.

C. EXCHANGE PROGRAM

- (1) The Parties agree to facilitate academic and cultural exchange, the exchange of scientific, appropriate academic materials, technical information, publications and information will be encouraged;
- (2) Each Party agrees to invite the other, when appropriate, to participate in any scientific activities including conferences, workshop, symposia and short visits. Joint educational programs and joint curriculum development are encouraged as well.

D. STUDENT PROGRAM

The student exchange program will be detailed in a specific agreement. Other activities under the student programs may include library and field work research, especially for postgraduate students, short-term faculty-level programs, including student exchange, study abroad, short course and other academic activities involving students. Such activities shall be negotiated and agreed to by the Parties on a case-by-case basis.

E. OTHER ACADEMIC EXCHANGE TO WHICH PARTIES AGREE

Before these activities are implemented, the Parties shall involve to the satisfaction of each Party and enter into a specific agreement identifying the rights and obligations of each Party.

ARTICLE 3 CONTRIBUTION BY PARTIES

In accordance with the prevailing laws and regulations in **Indonesia** and **Turkey** and subject to personnel and budget limitations, the Parties shall assign qualified experts and lecturers to assist in the implementation of activities under this MOU.

ARTICLE 4
AMENDMENTS, EFFECTIVE DATE, DURATION, AND TERMINATION

- (1) This MOU can be amended by mutual consent of the Parties. Any amendments to this MOU can only be made in writing and after consultation and mutual consent of the Parties. Such amendments, once approved by the Parties, will become part of this MOU.
- (2) The effective date of this MOU shall be later date on which the Parties sign this MOU.
- (3) This MOU shall remain in force for a period of **5 (five) years** from the date of the later signature.
- (4) The MOU may be terminated by either Party by giving written notice at least 6 (six) months in advance to the other Party. The event of termination will not affect participants from completing their activities at the host Party.
- (5) The Parties jointly follow up this MOU in the form of Agreement of Implementation (AOI-made no later than 6 (six) months after the signing of this MOU. The AOI should include cooperation in student and staff mobility program.
- (6) In case the MOU ceases to be effective on the account of termination or expiration, the provisions of all valid agreements signed as addenda to this MOU shall continue to apply to the extent necessary to secure the implementation of existing activities as agreed upon in the AOI documents.

ARTICLE 5
NOTICES

Any notice or request given or made by one Party to the other under this MOU shall be in writing in the language of English and shall be addressed to the appropriate office as is designated in writing hereinafter:

UNIVERSITAS INDONESIA

International Office

Address : Pusat Administrasi Universitas, 1st Floor, Kampus UI Depok, 16424, INDONESIA
Phone/Fax : 62-21- 78880139
E-mail : io-ui@ui.ac.id

KARABUK UNIVERSITY

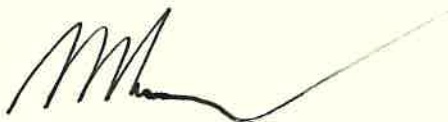
International Relations Office

Address : Demir Celik Kampus 100.Yil Rectorship C Building 78050, Karabuk, Turkey
Phone : 00903704187939
Fax : 00903704187938
E-mail : internationalrelationsoffice@karabuk.edu.tr

IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their duly authorized representatives. Each Party shall hold one original signed MOU, with both documents being equally authentic.

for Universitas Indonesia

for Karabuk University



Prof. Dr. Ir. Muhammad Anis, M.Met.
Rector

Date : _____



Prof. Dr. Refik POLAT
Rector

Date : 14/9/2018



UNIVERSITAS
INDONESIA

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**STUDENT MOBILITY AGREEMENT
BETWEEN
UNIVERSITAS INDONESIA, THE REPUBLIC OF INDONESIA
AND
KARABUK UNIVERSITY, THE REPUBLIC OF TURKEY**

No.: 18/AOI/R/UI/2018

UNIVERSITAS INDONESIA, a government-owned institution of higher learning education stated as university based on Government Regulation No. 68 year 2013, domiciled at Jl. Salemba Raya 4, Jakarta; in this matter represented by **Prof. Dr. Ir. Muhammad Anis, M.Met.** in his capacity as **Rector** pursuant to Decision of the Board of Trustees of Universitas Indonesia No. 020/SK/MWA-UI/2014 stipulated on 04 December 2014 and therefore lawfully acts for and on behalf of Universitas Indonesia (hereinafter referred to as "**UI**").

and

KARABUK UNIVERSITY, a public university was founded on May 29, 2007 in accordance with Law Number 5662 published in the Official Gazette dated 29.05.2007 with the number 26536, in this matter represented by **Prof. Dr. Refik Polat** in his capacity as **Rector**, and therefore lawfully acts for and on behalf of Karabuk University domiciled at Demir Celik Campus Rectorship Building A 78050, Karabuk/Turkey (**hereinafter referred to as "KBU"**) of the other part.

Both parties are collectively referred to hereinafter as the "**Parties**" and individually as the "**Party**".

PREAMBLE:

The parties agree

1. to enter into agreement;
2. that the academic cooperation will promote further educational collaboration and cultural understanding and have agreed to further continue their common interest in promoting the mutual cooperation in the area of education and research; and
3. to implement the Agreement under the terms and condition hereinafter set forth.

NOW, THEREFORE, for and in consideration of their promises and undertakings, the Parties agree as follows:

**ARTICLE 1
PURPOSE AND OBJECTIVE**

- (1) The purpose of this Agreement is to make possible and to facilitate the student mobility between the Parties, based upon principles of mutual equality and the reciprocity of benefits.
- (2) The objective of this Agreement is to strengthen ties between the Parties and to promote academic cooperation and to further cultural understanding in both countries.

ARTICLE 2 DEFINITION

In this Agreement the following terms have the following meanings:

- (1) The "Home University" is the university in which the student is originally enrolled.
- (2) The "Host University" is the university to which the exchange student is attached for the duration of his/her exchange.
- (3) Semester or academic year shall normally refer to the period relevant to the Host University.
- (4) Intellectual Property rights are proprietary rights such as, but not limited to, patents, utility patents, design patents, trademarks, mask works, protectable plant varieties and plant materials. Intellectual property rights also include, but are not limited to, proprietary rights such as copyright for copyrightable computer program works and database works, and the rights to use know-how.

ARTICLE 3 SCOPE OF ACTIVITIES

The scope of activities of the Agreement shall include activities, projects or programs, *inter alia*:

- (1) exchanging students from both Parties;
- (2) study abroad program;
- (3) short course program as agreed by both Parties;
- (4) internship;
- (5) research field work;
- (6) organization of conferences, seminars and academic meetings; and
- (7) other academic mobility.

ARTICLE 4 NUMBER OF STUDENT

- (1) In the case of student exchange, each Party will accept, for the minimum **2 (two)** semester-based exchange students or equal to 2 students for each one academic year. This number equals to 2 students for short term credit earning mobility program. The Parties will review the program annually to ensure a balance in the number of exchanged students. Should an imbalance in the exchange occur, both Parties will make adjustments within the cycle of the agreement. The number of the students to be exchanged may be modified from time to time by mutual consent of both Parties.
- (2) The number of other mobility program shall be agreed accordingly.
- (3) The Parties undertake to balance the number of students from each Party over the term of the Agreement.

ARTICLE 5 STANDARD LENGTH OF STAY

- (1) Standard length of stay for an exchange will be 1 (one) semester up to 2 (two) semesters.
- (2) Standard length for a study abroad program will be 1 (one) semester up to 2 (two) semesters.
- (3) Lengths of short course, internship, research fieldwork, and organization of conferences, seminars and academic meetings will be agreed by both Parties on a case on case basis.

**ARTICLE 6
TUITION AND OTHER FEES**

- (1) The exchange students will not be charged tuition, application, or admission fees at the Host University. The exchange students will be responsible for arranging the necessary visa and for covering the cost of accommodation, immigration, residence permits, and international travel in the Host University, books, equipment, consumables, health insurance and other incidental expenses arising out of the exchange unless agreed by Parties.
- (2) Study abroad students will pay their tuition fees and other admission fees directly to the Host University.
- (3) The fee of short course, internship, field research or fieldwork, and organization of conferences will be agreed by both Parties accordingly.

**ARTICLE 7
SELECTION AND ACCEPTANCE OF MOBILITY STUDENTS**

- (1) Applicants are to be undergraduate and graduate students. Applicants should be sophomore students at **Home University** by the time of registering application. They must meet the admission requirement of the program, which they plan to pursue at the Host University on a case by case basis.
- (2) Students applying for this scheme shall meet the language proficiency and all academic requirements required including meet the good health condition both physically and mentally. For UI, minimum score requirements accepted as proof available through www.international.ui.ac.id, while for KBU are available through <http://ubys.karabuk.edu.tr/bologna/index-en.aspx>. These scores are subject to change.
- (3) Selected students shall then be nominated for mobility in accordance with the published procedures of the Host University.
- (4) The Host University has the right to make the final decision on accepting students to selected program and to courses.

**ARTICLE 8
STATUS OF MOBILITY STUDENT**

The students will be registered at the Host University as non-degree students (i.e. students who do not aim at obtaining a degree or other formal qualification from the Host University). All participants will be registered as full-time students of the Home University.

**ARTICLE 9
ACADEMIC RECORD AND CREDIT TRANSFER**

- (1) The Host University will undertake to provide transcripts of each student's academic performance during the eligible student mobility period, which shall be sent directly to the Home University or as agreed by Parties. Any academic credit earned at the Host University will be transferred back to and acknowledged by Home University in accordance with Home University procedure.
- (2) The Host University will provide academic credit during short course and internship period as further agreed by both Parties.

ARTICLE 10
INTELLECTUAL PROPERTY RIGHTS AND OWNERSHIP OF MATERIAL

Each Party retains ownership of its intellectual property rights and no transfer of or license under any intellectual property rights are intended under this Agreement, unless agreed otherwise by the Parties

ARTICLE 11
RIGHTS AND OBLIGATION

- (1) Host University will provide all students with the same academic resources and support services as are normally provided to others of the same academic level.
- (2) The students will receive reasonable assistance from the Host University in locating suitable accommodation as agreed by Parties in the implementation.
- (3) The students will be subject to the relevant rules and procedures of the Host University. Any breach of those rules and regulations will be dealt with in accordance with the established policies and procedures of the Host University in consultation with the Home University.
- (4) The students shall pursue an academic program developed in consultation with the Home University, and must also comply with the prerequisite and other requirements governing admission to specific courses or seminars at the Host University.
- (5) The participants of student mobility must comply with national requirements regarding visas and residence permits. The Host University will help students to follow the appropriate procedures.

ARTICLE 12
HEALTH AND ACCIDENT INSURANCE

- (1) All mobility students must be enrolled in a health insurance program applicable in the host country and must take out additional medical evacuation and repatriation of remains coverage prior to the departure to Host University.
- (2) KBU students at UI are required to submit a proof that they have insurance coverage that is applicable in the Republic of Indonesia. While UI students at KBU are required to have valid medical insurance (one of the followings shall be sufficient):
 - a. Document enabling health services in Turkey within the scope of bilateral social security agreements.
 - b. Provision document issued by Social Security Institution.
 - c. Document regarding the application made to the Social Security Institution to have general health insurance.

ARTICLE 13
DISPUTE SETTLEMENT

- (1) If a dispute arises concerning the interpretation or implementation of this Agreement the Parties agree to settle amicably by mutual consultation or negotiation.
- (2) The Parties to the Agreement shall observe and comply with all laws, rules, and regulations of each other's country where this Agreement is performed.

ARTICLE 14 FORCE MAJEURE

- (1) No Party shall be liable for any delay or failure in the performance of any of its obligations under this Agreement to the extent that such delay or failure is due to causes beyond its reasonable control, including but not limited to, war, terrorism, riots, flood, hurricane, fire, governmental action for prohibiting or impeding any Party from performing its obligations under this Agreement or any other force majeure event.
- (2) The Party whose performance is prevented or delayed by such Force Majeure, shall make every good faith effort to overcome or dispel the event of Force Majeure by notifying the other Party in writing, specifying the nature, probable duration and expected effects of this event.

ARTICLE 15 AMENDMENTS, EFFECTIVE DATE, DURATION, AND TERMINATION

- (1) This Agreement can be amended by mutual consent of the Parties. Any amendments to this Agreement can only be made in writing and after consultation and mutual consent of the Parties. Such amendments, once approved by the Parties, will become part of this Agreement.
- (2) The effective date of this Agreement shall be latter date on which the Parties sign this Agreement.
- (3) This Agreement shall remain in force for a period of **5 (five) years** from the date of the latter signature. The Agreement may be extended by written mutual consent of the Parties.
- (4) The Agreement may be terminated by either Party by giving written notice at least 6 (six) months in advance to the other Party. The event of termination will not affect participants from completing their activities at the host Party.
- (5) In case the Agreement ceases to be effective on the account of termination or expiration, the provisions of all valid agreements signed as addenda to this Agreement shall continue to apply to the extent necessary to secure the implementation of existing activities as agreed upon in the Plan of Operation documents.

ARTICLE 16 NOTICES

Any notice or request given or made by one Party to the other under this Agreement shall be in writing in the language of English and shall be addressed to the appropriate office as is designated in writing hereinafter:

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International Office

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KARABUK UNIVERSITY

International Relations Office

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IN WITNESS WHEREOF, the Parties hereto have caused this MOU to be executed by their duly authorized representatives. Each Party shall hold one original signed MOU, with both documents being equally authentic.

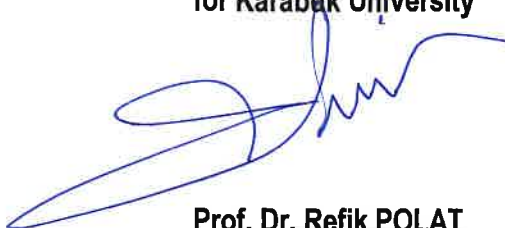
for Universitas Indonesia



Prof. Dr. Ir. Muhammad Anis, M.Met.
Rector

Date : _____

for Karabuk University



Prof. Dr. Refik POLAT
Rector

Date : 14/9/2018