

Collaborations

1. On the collaborative front there are different models adopted by IGNOU: one is a Generic collaboration nomenclature as the “**Memorandum of Collaboration**” which lays the foundation for cooperation and joint action to support the development of action and training in open and distance learning, multimedia and such other areas as may be identified and agreed upon by the Parties from time to time. They are as follows:
 - To establish a network for collaboration in the field of higher education through distance education.
 - To provide for sharing of academic experiences through strategic collaboration between the parties through faculty exchange from time to time.
 - Develop strategies for design, development and implementation of Undergraduate and Postgraduate programs with entry level and exit points.
 - Promote Joint R & D Projects (collaboration and practical indicators).
 - Create avenues for ICT enable education;
 - Establish Interactive learner support.

Terms & conditions for separate activities under this MOC, are agreed upon between both the Parties by signing separate agreements.
2. The second is the specific collaboration popularly named as “**Memorandum of Understanding**”, under which an overseas institution/organization/ university is identified as the Partner institution of IGNOU. The Partner institution has defined functions and obligations and it operates as IGNOU’s study centre offering IGNOU’s programs to the overseas learners. Both the parties share responsibilities financially and also administratively. Such collaborations have fixed tenure after which the agreements are again subject to renewal.

Name of the country	
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***BASIC INFORMATION
ABOUT THE ESTABLISHMENT OF IGNOU PARTNER INSTITUTION
OUTSIDE INDIA***

1.	Name and Address of the proposed host institution	
2.	Name of the Head of the Institution	
3.	Name of the Management Governing Body.	
4.	Year of Establishment	
5.	Is the Institution Affiliated to any Distance Learning Institution / University	Yes / No If yes, please attach a copy of the same.
6.	Whether the Institution has permission/NOC from the Ministry of Higher Education to offer foreign degree programmes in that country.	Yes / No If yes, attach a copy of approval
7.	Type of Institution	a) Govt. b) Private c) Autonomous / University
8.	Location of the Institution in the country	1. Centrally located 2. On the outskirts 3. Other (Please specify)
9.	Nearest Airport and total distance from air port to the place of institution.	
10.	Geographical Situation (attach the map)	
11.	Area likely to be covered by the proposed centre	
12.	Approximate population to be benefited by the Centre	
13.	Number of institutions of Higher Education in the area. (Please provide separate list)	

14.	Nearest IGNOU Partner Institutions and its distance from the place (if your country already has an IGNOU PI)	
15.	Potential Sources of enrollment for IGNOU	1. 2. 3. 4.
16.	Name of programmes intended to be offered through the proposed Partner Institution	
17.	Teaching Faculty and Administrative staff : (Please attach separate statement for more detailed information along with the CVs of potential academic counselors for IGNOU Programmes) a) Faculty: b) Administrative Staff	<p style="text-align: right;"><u>No. of teachers</u></p> Arts : _____ Science : _____ Commerce : _____ PG Classes : _____ To handle: Admissions : _____ Accounts : _____ Others : _____
18.	Total no. of students registration with the Institution	
19.	Physical facilities available with the Institution such as: a) Total no. of Classrooms and the covered area. b) Examination Hall c) Library (no. of books) d) Computer Lab (no. of computers along with their configuration etc) (Please attach photos of Institution & physical facilities)	
20.	Name proposed for appointment of the Coordinator. (Please enclose the CV of the officer)	

21.	What are your strength on the basis of which you fee that you will be capable of providing the learner support services desired of a Partner Institution.	
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SIGNATURE OF HEAD OF THE INSTITUTION

Name :

Designation :

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- Proposal Received on _____
- Processed on _____ By _____
- Recommendation _____
- Inspection by Embassy Official proposed on _____
- Embassy Report received on _____
- Approval of Vice-Chancellor on _____
- Letter of Intent Issued to the Institution on _____
- Orientation Programme conducted at the Institution
- Successful completion of one / two admission cycles _____
- MoU signed on _____