



## **MEMORANDUM OF UNDERSTANDING**

### **Exchange of Faculty Members, Researchers, and Administrative Personal**

**THIS AGREEMENT**, entered into this Ninth day of August, 2016 by and between Cihan University-Sulaimaniya and CharMO University

Cihan University and CharMO University desire to encourage the exchange of faculty members, researchers, and administrative personal for specified periods of time. Faculty or staff members under this program will be provided with access to libraries, relevant offices and laboratories. The host institution will appoint an official host member to assist the visiting member.

It is mutually agreed as follows:

- Each institution may nominate a number of its faculty and staff member to participate in an exchange for the purpose of enhancing the process of teaching, research and administration in the other institution.
- The period of exchange will be agreed in writing by both parties.
- Travel and living expenses for exchanged staff are not compensated by the host institution, unless specific arrangements are made and agreed to in advance.
- In general, exchanged staff will remain on full salary benefits with their respective institutions.
- Teaching course loads, administration duties, working hours and conditions will normally be in accordance with established rules and practices of the host institution, subject to prior negotiation and agreement.

**Period of Agreement** - This Agreement shall be effective (9-8-2016) and will remain in force for a period of three years. Prior to the expiration date, this agreement may be reviewed for possible renewal for a further three-year period. In addition, either institution may terminate the agreement in advance of its normal expiration date by providing the other institution with six months prior notice.

**Activities Under This Agreement** – It is expected that activities taking place under this agreement will be initiated primarily by academic units within each university, and in coordination with their respective administrative units concerned with international activities. All activities undertaken must conform to the policies and procedures in place at each institution.

**Planning and Management of Activities** - Each distinct collaboration program or activity will be described in a separate Activity Agreement drawn up jointly by the collaborating units, and signed by the heads of these units. Such agreements will specify the details of the proposed activity and the names of those individuals on each campus responsible for the implementation of the program. Activity Agreements will also be approved by the relevant Campus President Cihan University.

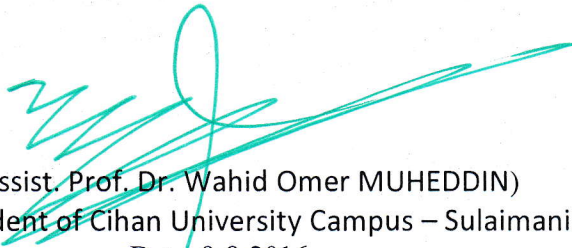
**Funding of Activities** - Activity Agreements should make financial costs and obligations explicit. Collaborating units are encouraged to work together to identify and secure any outside funding which may be needed. Projects requiring funding must be approved by both institutions.

**Nondiscrimination** - Cihan University and Charmo University agree that no person shall on the grounds of race, color, national origin, gender, sexual orientation, or creed be excluded from participation under the terms of this Agreement.

**Modification** - The terms of this Agreement may be changed or modified only by written amendment signed by authorized agents of the parties hereto.

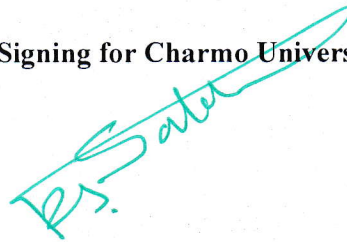
Cihan university and Charmo University will execute this Agreement as of the date first above written.

**Signing for Cihan University**



(Assist. Prof. Dr. Wahid Omer MUHEDDIN)  
President of Cihan University Campus – Sulaimani  
Date: 9-8-2016

**Signing for Charmo University**



(Prof. Dr. Salah Raza Saeed)  
President of Charmo University  
Date: 9-8-2016

