MEMORANDUM OF AGREEMENT
between
The Pennsylvania State University
Commonwealth Campuses (India Initiative) USA
and
Hemchandracharya North Gujarat University, Patan, INDIA

The Pennsylvania State University, USA ("Penn State") was founded in 1855 and was designated as "Land Grant" institution for the state of Pennsylvania in 1869. Today, it is one of the premier universities in the world offering professional, doctoral, master, and undergraduate majors to more than 90,000 students each year on 24 campuses throughout the Commonwealth of Pennsylvania.

The Hemchandracharya North Gujarat University, India (HNGU) has been functioning since 1986 and expanding steadily. HNGU is a State University recognized by University Grant Commission of India (UGC-New Delhi) and NAAC (National Assessment and Accreditation Council). His Excellency the Governor of Gujarat is the Chancellor of the university.

Both the HNGU and Penn State are institutions of higher education which provide academic programs in the field of information science. This agreement is intended to establish a collaborative program in which students from HNGU will obtain a Penn State baccalaureate degree in Information Sciences and Technology (IST) by first completing defined study of equivalent of 64 Penn State credits at HNGU that parallels the equivalent courses (including IST and general education) of freshman/sophomore curriculum of Penn State's IST major courses and then completing the final requirements two years of study at one of eight participating Commonwealth campuses of Penn State.

The two institutions agree to the following:

I. Objective

A. Overall Objective:

To promote the development of academic, scientific, technical, and cultural relations between the two organizations, including, but not restricted to an undergraduate collaborative IST degree program, scientific research, professional development, and technical cooperation.

B. Scope of Cooperation:

1. Students will enroll at HNGU in a pre-approved series of courses which parallels Penn State's College of Information Sciences and Technology (IST) curriculum. Satisfactory completion of this component will enable students to apply to and, if accepted, to enroll at Penn State. Each student will be assigned to one of eight Commonwealth campuses (Penn State Berks, Greater Allegheny, Hazelton, Lehigh, ...
Schuylkill, Wilkes-Barre, Worthington-Scranton, or York) by the Director of Commonwealth Campuses India Initiative in consultation with the Vice Chancellor of HNGU ensuring equal distribution among the participating Campuses of Penn State. After satisfactory completion of all degree requirements at the designated campus, the student will be awarded Bachelor of Science (B.S.) degree in IST by the College of Information Sciences and Technology at Penn State.

2. The Director of Commonwealth Campuses India Initiative will discuss possible professional development and curriculum enhancement for HNGU faculty with his counterparts at HNGU.

II. Procedures for Students

A. Coursework at HNGU:

Students from HNGU will complete a two year curriculum, equivalent to approximately 64 credits that parallels the requirements for the B.S. degree in IST at Penn State, including general education requirements. This will be achieved by enrolling these students in the B.Sc. (Bachelor of Science) in Information Technology/BCA (Bachelor of Computer Application) program offered at HNGU. Students will be enrolled in B.Sc./BCA courses and many of these courses are substantially equivalent to Penn State courses in Information Sciences and Technology at the lower level. The specific content of all IST courses taught at HNGU must be approved by the College of IST at Penn State through the Director of Commonwealth Campuses India Initiative. Furthermore, the students will be examined by the HNGU system. HNGU has committed to hiring supplemental faculty to teach the required general education courses. These general education courses need to be patterned after their equivalent Penn State courses and should be taught by faculty from other colleges of HNGU that are authorized to give such courses. Faculty teaching these courses shall be required to possess a level of professional competence equal to that held by HNGU’s B.Sc./BCA faculty. Both IST and general education course content must be approved by Penn State (through the Director of Commonwealth Campuses India Initiative) before they can be offered as part of this arrangement.

Students enrolled in this 2+2 program shall simultaneously be enrolled in HNGU’s B.Sc./BCA degree program so that if they

a. fail to satisfy 2+2 coursework requirements while at HNGU and/or
b. fail to meet Penn State’s International Student admission criteria when applying to Penn State and/or
c. are denied a student visa by the US Consulate for any reason and/or
d. decide not to attend Penn State

they can complete their remainder of the B.Sc./BCA degree program at HNGU.

Application and Admission to Penn State

i. Once a student has completed the required 64 credits (two year curriculum) at HNGU, the student’s academic record will be sent by HNGU to Penn State, Office of the Director of Commonwealth Campuses India Initiative. Students will complete the on-line application form for admission to Penn State, and must satisfy all standards and procedures required of other international applicants, including:

1. Completion of the undergraduate application;
2. Submission of application fee;
3. Submission of Grade X and Grade XII Examination Certificates and transcripts that must show all the courses attempted (not just those passed);
4. TOEFL or IELTS score meeting Penn State requirements;
5. Submission of official college/university transcripts;
6. Submission of documentation showing that the student will have sufficient funds available to meet standard costs of tuition, fees, insurance, books, supplies and medical insurance.

The official transcripts must show that the student has completed the required coursework with satisfactory grades at HNGU. The students must have an overall Grade Point Average of at least 3.0 (based upon Penn State grading scale) or 50/100 (HNGU grading scale) in order to be accepted by Penn State. Only individual courses with a grade of C (2.0) or 50/100 (HNGU grading scale) or better can be transferred into Penn State.

ii. When accepted into the program, the student will be admitted as a third year student in the IST major (Information Systems: Design and Development or Information Technology: Integration and Application option) leading to a B.S degree. Upon admission to Penn State, students will be assigned to one of the eight campuses offering the program by the Director of Commonwealth Campuses India Initiative in consultation with the vice chancellor of HNGU ensuring that each Penn State partner campuses receive equal number of students.

ii. Financial Liability of students: All such liability is assumed by the individual student and his/her family.

iii. There is no financial aid available to these students from Penn State. Students may apply for paid jobs (limited up to 20 hours/week) on campus if available and if they meet the federal requirements about eligibility to work on campus, and may complete a paid IST Internship (where available) after their first year at Penn State. It should be noted that neither on campus jobs nor paid internships will provide enough income to pay for a semester’s tuition.

B. Full-Time Study Requirement

Students at Penn State must maintain full-time status, which is defined under U.S. immigration law as a minimum of twelve (12) credits during fall and spring semesters. Under limited circumstances specifically defined by immigration regulations, and with the prior approval of an International Student Adviser at Penn State International Student Services (“ISS”), a student may be permitted to enroll in less than 12 credits. In such circumstances, the campus program coordinator must consult with ISS to determine the relevant requirements and procedures.

C. Housing and other facilities for students
i. Participants in the program will have access to on-campus housing where available or to off-campus housing and will have the assistance of the campus Chancellor’s office in obtaining same.
ii. Students will be provided access to all facilities, including computer access, research facilities, and materials, commensurate with their standing as degree candidates.
iii. All students attending Penn State must purchase the health insurance plan provided by the Student Insurance Office of Penn State or obtain a waiver by providing to that office proof of alternate coverage that meets Penn State’s waiver standards.
III. Procedures for non-students

A. Professors, staff members, specialists, and technicians may wish to engage in professional development and other mutually agreed upon joint projects. Penn State and HNGU will seek to facilitate visits by faculty for the purpose of research or other approved cooperative projects. The Director of Penn State Commonwealth Campuses India Initiative will coordinate such activities.

B. The objective in exchanging staff members or faculty is to enhance and maintain working relationships for both Penn State and the HNGU. The number and duration of exchanges will be negotiated on an individual basis.

i. Both Penn State and HNGU will allow access to unclassified resources such as libraries, film and slide libraries, technical and academic materials depositories, laboratories, and studies for the purpose of enriching and developing the resources available to those involved in the program.

ii. Exchange personnel must abide by the laws of the host country and the rules and regulations of the host organization. The cooperating institutions will seek to assist guest faculty and scholars in obtaining visas and other documents required by the government of the host country. If necessary or advisable, the Director of Penn State Commonwealth Campuses India Initiative will obtain advice and assistance from Penn State International Scholars and Faculty Visa Services.

IV. Expenses

A. Undergraduate students

Students will ascertain that full financial support is available. This includes travel expenses, plus the standard amounts required of international students at Penn State for tuition, fees, room, board, books and supplies, insurance, and other living expenses. In order to receive the appropriate visa document from Penn State in a timely manner, documentation of this support must be provided to ISS at the time the student is offered admission.

B. Faculty and other employees

Travel funding will be the responsibility of each employee at the discretion of their home institution. Reasonable attempts will be made to seek external funds for mutual projects. Other arrangements may be made on an individual basis.

Participants (faculty and researchers) in the program coming to the HNGU or Penn State will obtain medical and accident insurance necessary for their own health assistance for the period to be spent in that institution. Participants coming to Penn State as Exchange Visitors (J visa status) must obtain insurance that meets the specific standards established by the U.S. Department of State.

V. Administration

A. Undergraduate students

The collaboratives IST degree program is the direct responsibility of the Office of the Vice President of Commonwealth Campuses and his staff, including the Director of Commonwealth Campuses India Initiative, the Chair of the Penn State Commonwealth Campuses India Initiative, and the Associate Dean for Academic Programs.
B. Faculty and other employees

Administrative structures at each of the eight participating Penn State campuses will be determined on a case-by-case basis. Each campus will designate a campus coordinator to support the Director of Commonwealth Campuses in carrying out activities undertaken pursuant to this agreement.

VI. Intellectual Property

This agreement covers only research and academic cooperation, and does not cover the generation of intellectual property.

VII. Equal Access Policy

Both institutions are committed to the policy that all persons shall have equal access to programs, facilities, admission, and employment without regard to personal characteristics not related to ability, performance, or qualifications as determined by the respective Penn State and HNGU policies or by state or federal authorities. Neither institution discriminates against any person because of age, ancestry, color, disability or handicap, national origin, race, religious creed, sex, sexual orientation, or veteran status. Penn State and HNGU shall abide by these principles in the administration of this MOA, and neither institution shall impose criteria for the exchange of faculty, scholars or students which would violate the principles of non-discrimination.

VIII. Evaluation/Assessment

The offices responsible for administering this agreement will jointly review the program every three years to assess its effectiveness in promoting the institutions' respective international education goals. This agreement will start immediately after all signatures have been obtained and will be effective for three years, subject to revision or modification by mutual written agreement, unless terminated by either party in the form of a written notice submitted at least twelve months in advance of the academic year in which the termination is to become effective.

Students enrolled in this program prior to such termination of agreement will be allowed to complete their studies at Penn State if they meet admissions requirements. Controversies regarding the interpretation and execution of this Agreement will be resolved by a committee comprised of following representatives from each institution: Michael Adewumi, Vice Provost for International Programs, Penn State and Dr Ashok R Patel, Director, Computer Science Department of HNGU.
Samir Shah  
Date Mar 14, 09
Dr. Samir Shah, Director
Penn State Commonwealth Campuses India Initiative

Joel M. Rodney  
Date 3/23/09
Dr. Joel Rodney, Chair
Penn State Commonwealth Campuses India Initiative

Henry C. Foley  
Date 05/27/09
Dr. Henry C. Foley, Dean
College of Information Sciences and Technology

John J. Romano  
Date 5/26/09
Dr. John J. Romano, Vice President
Penn State Commonwealth Campuses

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Ashok R Patel  
Date 13 Mar 09
Dr. Ashok R Patel, Director
Computer Science Department

BJ Rathore  
Date
Dr. B J Rathore, Registrar,
HNGU

NH Bhatt  
Date 13/3/2009
Dr. N H Bhatt, Dean
Faculty of Computer & Management
HNGU

KK Shah  
Date
Dr. K. K. Shah, Vice Chancellor
HNGU

JH Pancholi  
Date 13-3-09
Dr. J.H. Pancholi, Pro Vice Chancellor
HNGU

Robert N. Pangborn  
Date 6/02/09
Dr. Robert N. Pangborn
Vice President and Dean for Undergraduate Education

KG Maradia  
Date 13-3-09
Dr. K G Maradia, Dean
Faculty of Engineering & Technology
HNGU

Susan L. Wiedemer  
Date 6/03/09
Susan Wiedemer, Assistant Treasurer
Penn State University

AR Makwana  
Date 13-03-09
A R Makwana, Chief Account Officer
HNGU

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MoA Between Hemchadracharya North Gujarat University, INDIA and Pennsylvania State University, USA