MEMORANDUM OF UNDERSTANDING

Between

SKYLINE UNIVERSITY COLLEGE (SUC)
United Arab Emirates

And

URAL FEDERAL UNIVERSITY (UrFU)
Russian Federation

INTRODUCTION

This Memorandum of Understanding (hereinafter MOU) is being entered into to establish friendship and cooperation in research, education, and culture between educators and students from the United Arab Emirates and Russian Federation.

1. **First Party:** Skyline University College (SUC) is a private University College (www.skylineuniversity.ac.ae) that is fully approved and accredited by the Ministry of Education (MOE), United Arab Emirates (www.caa.ae). SUC offers Undergraduate and Graduate Programs under the School of Business with the Bachelor of Business Administration, which has majors in Finance & Accounting, Tourism & Hospitality Management, International Business, Public Administration, Marketing & Retail Management, Human Resource Management & Psychology, and Innovation & Entrepreneurship and Masters in Business Administration with emphases on Finance, E – Governance, International Business & Marketing, Strategic Management & Leadership, Strategic Human Resource Management, Sustainable Development, and Project Management. Likewise, the School of Information Technology offer Undergraduate Program with the Bachelor of Science in Information Technology major in Enterprise Computing.
2. **Second Party:** Ural Federal University (https://urfu.ru/en) - Federal State Autonomous Educational Institution of Higher Education. Institutes offer over 400 Bachelor, Master and Doctoral Programs in natural sciences, engineering, social sciences, humanities, economics and management taught in Russian and English.

Skyline University College (hereinafter **SUC – First Party**) and **Ural Federal University** (herein after **UrFU – Second Party**) will collaborate on the basis of reciprocity, with each of the parties responsible for the efficient implementation of the activities defined in the articles below.

COORDINATORS

The coordinators of both universities, who will serve as points of contact for the execution of this MOU, are:

1. **SKYLINE UNIVERSITY COLLEGE**
   Name: **Mr. MUHAMMAD RASHEED KHALID**
   Designation: Department Head, Corporate Affairs Office
   E-mail: m.khalid@skylineuniversity.ac.ae
   Tel.: +971 6 544 1155 Ext. 7076

2. **URAL FEDERAL UNIVERSITY**
   Name: Ms. VICTORIA BELIAEVA
   Designation: International Cooperation Division
   Ural Federal University
   E-mail: v.s.belyaeva@urfu.ru
   Tel: +7 (343) 374 54 34

In case of a change in coordinator, each university must inform the other of this change as soon as it takes place.

ARTICLES

Article 1: Areas of Interest

Cooperation between SUC and UrFU will be in the areas of the Undergraduate and Graduate Programs of the School of Business and the Undergraduate Program of the School of Information Technology, Boot Camps – 1 week to 1 month, Student Exchange program from 1 semester to 2 years on transfer of credit option.

The Areas of Cooperation are open to modification or expansion after mutual discussion and agreement.

Article 2: Activities and Cooperation

The Areas of Cooperation are as follows:

1. **Faculty Exchange Program**

   1.1 Both Institutions may exchange academic faculty and staff for purposes of teaching, conducting or organizing seminars on topics of mutual interest, and collaborating on individual or joint research programs for sharing knowledge.

1.2 Each Institution will determine the number of Exchange Faculty each academic year through communication and mutual agreement based on the availability of openings and the number of qualified faculty members interested to participate in the program.

1.3 Any individual agreement reached will be appended to this agreement. Each university, or the individual staff concerned, will be responsible for the travel, housing, and other expenses of its own faculty. The Host Institution will assist in locating suitable accommodation for incoming guest faculty whenever possible.

1.4 No later than ninety (90) days before the start of each academic year, the Host Institution will present a list of faculty members nominated for participation in the Program for the upcoming academic year. The Host Institution reserves the right to approve such faculty. The parties will confirm the final list of Exchange Faculty no later than three months before the start of the academic year.

1.5 Exchange Faculty will be fully qualified in all respects according to the standards of the Home Institution.

1.6 Exchange Faculty will be employees of the Home Institution, and will be compensated by the Home Institution. In no event shall the Exchange Faculty be considered agents, employees or representatives of the Host Institution.

1.7 The Home Institution will submit faculty credentials to the Host Institution prior to the beginning of each exchange.

1.8 Exchange Faculty will be subject to the policies, rules and regulations of the Host Institution.

1.9 The Host Institution agrees to make emergency medical services available to each Exchange Faculty. Any costs for such services will be borne by the Exchange Faculty receiving such services.

2. Student Exchange Program

2.1 Students of each Institutions will be encouraged to visit the others to participate in Study Programs, Trainings and Seminars, Summer Workshop Programs, and other Student Activities to promote international friendship and world peace by stimulating and supporting intercultural activities and projects between Undergraduate and Graduate Students from the United Arab Emirates and Russian Federation.

2.2 Each Institution, conforming to the admission requirements of the Host Institution, shall assume full responsibility in the assessment and selection of qualified candidates. The Host Institution shall then respect the selection so made. The selection process shall consist of stringent evaluation of the student's previous academic record, drive, motivation, and overall potential to succeed in an international academic environment.

2.3 In case of student transfer from one institution to another, the fee structure (including tuition fee and miscellaneous fee) of the academic year will be applicable. The student can seek a transfer at an undergraduate level from One semester to Two years.

Both parties agree to share 10% of the tuition fee as revenue in case of student transfer from either party.

2.3.1 In case of boot camps, both parties agree for a revenue share of 5% If the number of students is below 50 and 10% if above 50, after calculation of all expenses incurred.

2.4 The exchange program shall be open to Students from both institutions.

2.5 Each institution assures that students have the language proficiency necessary to fulfill their academic plan, minimum test score will be required for International IELTS- English Language Proficiency for the exchange students.

2.6 While at the Host Institution, students will take courses in subjects similar to those required at their Home Institution. The exact program of each student will be determined by the student with the approval of his/her supervisors at the home institution and at the Host Institution.

2.7 The length of Student Exchange Program will preferably be one semester (Fall or Spring) or two semesters (Fall and Spring), or any other mutually acceptable duration.

2.8 Students from either Institution, when applying for admission under the program, will adhere to the admission of the Host Institution. Student selection will be based on meeting the requirements of the courses or programs applied for.

2.9 Both Institutions will require for exchange students include, but not limited to, the applicant's academic transcript and a recommendation letter from the Supervisor and other requirements as stipulated by each institution.

2.10 All exchange students shall be subject to the same academic regulations regarding class performance as pertaining to regularly enrolled students at the receiving institution. All exchange students shall, within reasonable limits, attempt to represent their Home Institution and country to the best of their ability (i.e. speaking to clubs, church groups, etc.).

2.11 Both Institutions will assist incoming students to find suitable accommodation during their stay. Students will be required to stay in University Hostel or Accommodation prescribed by the University.

2.12 Students enrolled in the Host Institution will be subject to the same rules and regulations as local students. Students will be eligible for all the services and rights normally provided to locally enrolled students.

2.13 Violation of local laws committed in the host country shall subject the exchange student to immediate withdrawal of his/her academic sponsorship and to immediate termination of the program. Such termination may also negatively affect the student's immigration status.

2.14 The academic record of each student's academic performance shall be sent directly to his/her Home Institution at the conclusion of each semester. Any academic credit earned

at the Host Institution may be transferred back to the Home Institution in accordance with procedures determined by the Home Institution.

3. **Collaborative Projects**

This Collaborative Partnership is defining the collective and individual responsibilities of the Institution in the areas of Research, Study, Joint Hosting and Organization of Seminars, Conferences and Workshops, and any other academic activities related to the programs mentioned in Article 1 of this agreement, will be encouraged.

4. **Information Exchange**

Exchange of information and best practices in the areas of the following:
a. Curriculum Development
b. Research
c. Community Engagement
d. Professional Development
e. Learning Support Services

5. **Conferences**

Invitation to attend any conferences hosted by either institution.

6. **Academic Program Review**

Reviews contain input from distinguished Faculty Members with the important disciplinary expertise at other prominent Institutions in order to acquire an honest assessment of an academic unit's strengths and weaknesses in all aspects of its activities. The information that is gathered as part of the review process helps to foster academic excellence within the unit, identify procedures to increase quality, and provides critical guidance for administrative decisions.

7. **Boot Camps**

Invitation to students for participating in Boot Camp Program arranged by Skyline University College. The cost will be subject to availability and based on the month requested by the partner university to host the students. (Details to be shared with University coordinator with detailed Itinerary of the program and Learning Objectives)

Article 3: University Services

Visiting faculty or students will have access to the same basic services and facilities normally received by faculty and students at the Host Institution including the following:

a. Library Facilities
b. Web Access
c. Computer Laboratories
d. Multi – Purpose Hall
e. Conference Room
f. Any Other Convenience that would support and strengthen cooperative activities.

Article 4: Financial Arrangements

Any financial arrangement not already stated in the articles above, will be discussed and agreed upon, on a case-by-case basis by both universities, until a mutually acceptable framework is set-up before an academic activity, or faculty or student exchange takes place.

Article 5: Modifications and Validity

1. Modifications, if necessary, can be made in writing with a notice period of three (3) months, after mutual agreement. Such modifications will be appended to this agreement.

2. Either party may terminate the Memorandum of Understanding with a three (3) months written notification sent by courier. In case of termination, the date of written notice or date of termination will not affect the activities already in progress. These will continue unhindered until concluded in accordance with the agreement under which they were initiated. This includes the financial and/or any other arrangements agreed upon at the beginning of the activity.

3. This Memorandum of Understanding becomes valid on the date of signature by both parties and remains valid for five (5) years, renewed automatically unless one party informs the other party of non-renewal in writing.

IN WITNESS WHEREOF, the parties have duly executed this Memorandum of Understanding as of the date written below.

Signed on behalf of:

Dr. MOHAMMAD HASAN INAIRAT
Dean
Skyline University College
University City of Sharjah
Sharjah, United Arab Emirates
Date: .....

Signed on behalf of:

Dr.Victor Koksharov
Rector
Ural Federal University
Ekaterinburg
Ural Federal University
Date: .....