



Memorandum of Understanding

Between

Loyola Training Center, Ranchi

And

St. Xavier's College, Ranchi



THIS MEMORANDUM OF UNDERSTANDING (herein after referred to as "MOU") is made this 2nd of April 2022.

Between the following parties:

Loyola Training Center, Dr. Camil Bulcke Path, Ranchi-834001, Jharkhand, India (hereinafter referred to as Loyola Training Center, Ranchi)

And

St. Xavier's College, Dr. Camil Bulcke Path, Ranchi-834001, Jharkhand, India

Loyola Training Center and Ranchi St. Xavier's College, Ranchi shall hereinafter refer to collectively as "Parties" and individually as a "Party".

WHERE AS:

- A. Loyola Training Center is the society for cultural and social development is the sister concerned registered society of the Ranchi Jesuits Society which is founded in 1963, with registration number 52/1962-63 under the Society's Registration Act XXI of 1860.***

Loyola Training Center is a unit of the society for cultural and social development, founded with the noble intention of conducting job oriented professional and vocational programmes and training for unemployed youth and women. Its sole aim is to empower the tribal youth and women through various professional training and coaching classes for school and college dropouts by providing knowledge of technical, typing, management, shorthand learning, computer skill and software and development of command on English written and communication.



- B. St. Xavier's College, Ranchi is a minority Educational Institution based on religion which is established and maintained by the Ranchi Jesuit Province of the Society of Jesus. The college is registered by the Ranchi Province under the local title 'Xavier's Ranchi' under the Society's Registration Act XXI of 1860.*
- C. Loyola Training Center, Ranchi and St. Xavier's College, Ranchi, recognize that joint collaboration and efforts in exploring opportunities and establishing a cooperative relationship would benefit the parties and students pursuing qualifications offered by both St. Xavier's College and Loyola Training Center.*
- D. This MoU sets out below the general framework and intentions of the parties for collaboration for facilitation of further definitive agreement(s).*
- E. In achieving the objectives of MoU, the parties shall work on the basis of reciprocity in areas of mutual interest within the parameters of their constitutions, regulations and or/policies.*

NOW IT IS HEREBY UNDERSTOOD as follows:

1. Purpose of the MoU

- 1.1 The purpose of this MoU is set out the understanding between the parties without intention to create legal relations, rather in the spirit of mutual cooperation. Any collaborative ventures that may bind the parties are subject to separate contractual arrangements.*
- 1.2 Loyola Training Center and St. Xavier's College will endeavor to assist and support this MoU to mutually benefit the parties, such as to, among others:*



- (a) Promoting St. Xavier's College, suite of qualifications and designations at the campus of Loyola Training Center to their students (prospective).*
- (b) Collaborate with each other to develop specific programmes that create opportunities for students to achieve the qualifications as per the norms and titles of St. Xavier's College, Ranchi.
Such collaborations shall be agreed by the parties and form part of further agreements.*
- (c) Disseminating information in collaborations with each other, to students, about the accounting profession and the opportunities available to accounting and finance professionals.*
- (d) Joint seminars, conferences, workshops, common research projects and publications on academic matters whilst other forms of co-operations may be arranged by the parties during the period of this agreement.*
- (e) Exchanging, by mutual agreement, academic and examination materials to facilitate teaching and training and preparing students for examination.*
- (f) Bring together mutual networks of employers' to maximize placement opportunities to students of Loyola Training Center of various joint collaborative programmes.*
- (g) Promote this collaboration across networks. The scope and contents of the promotional activities shall be discussed and mutually agreed by the parties.*



(h) Undertaking any other activities that shall be mutually identified and agreed by both parties at a later stage.

1.3 This MoU shall form the basis of consensus for the parties to examine the feasibility of the collaboration until such time when any other manner of agreement is entered into by the parties upon terms and conditions to be mutually agreed upon.

2. Responsibilities and agreement of the parties

2.1 General responsibilities of the parties:

- (a) The parties shall use their respective best endeavors to promote and implement the collaboration to the best advantage of the parties.*
- (b) The parties agree that the collaboration shall be undertaken and carried out by the parties in such manner as may be deemed necessary and appropriate in the circumstances and as the parties may agree upon.*
- (c) The parties shall where feasible utilize their existing and mutual relationships globally and nationally to support further relationships and associations for the benefit of both parties.*

2.2 Responsibilities and agreement of Loyola Training Centre, Ranchi

Loyola Training Center with regards to its obligations in respect of the collaboration offers the following things:

- (a) Should inform St. Xavier's College, regarding admission in different programmes with full data and information's.*
- (b) Must placed one competent authority from St. Xavier's College, in the administrative meeting with respects of policies and academic matters.*



- (c) Must support St. Xavier's College, in respects of any other academic matters or academic resources available to them or they are in capable to make it available if any requirements are arise on the part of St. Xavier's College, Ranchi.*
- (d) Must support St. Xavier's College, Ranchi as a learning and content partner.*
- (e) Update St. Xavier's College, Ranchi on research and insights programmes and initiatives including funding opportunities for projects that would be of relevance and interest to the industry and of beneficial to both parties.*
- (f) Articles or case studies to be published in their academic journals or magazines on periodical basis or taken into account for discussion, whenever it will send by the St. Xavier's College, Ranchi.*

2.3 Responsibilities and agreements of the St. Xavier's College, Ranchi

St. Xavier's College, Ranchi shall, with regards to its obligations in respect of the programmes be responsible for:

- (a) Providing platforms for students of Loyola Training Center for academic support in exploration of libraries and other academic matters.*
- (b) Consider the necessary requirements to promote and / or deliver academic contents in requirements of quality enhancement of programmes.*
- (c) Sharing business intelligence and networks with Loyola Training Center for both parties' mutual benefits.*



3. Costs

The parties shall each other bear their own costs and expenses incurred in complying with their obligations under this MoU.

4. Revenue Sharing

Revenue sharing formula is adopted are as follows:

- (a) On the part of Loyola Training Center it is considered as 80% of the tuition fees collected from students collectively for each programme.*
- (b) On the part of St. Xavier's College, Ranchi they are entitles to share revenue as 30% of the tuition fees collected from students for each programme.*
- (c) Loyola Training Center has the liberty to charge other administrative charges as per their requirements and norms.*
- (d) Both the parties should mutually develop fee structures of each programme with consent of each other.*

5. Awards of Academic degrees and structures of curriculums

Awarding of Academic degrees and power of each parties

- (a) Certificate and Diploma will be provided under the nomenclature and logos of St. Xavier's College, Ranchi.*
- (b) All curriculums should be certified by competent academic/ administrative authority of St. Xavier's College, before introduction and during its conductions.*



6. Structures of programmes

There are two types of programmes are to be considered for awarding of degrees by St. Xavier's College, Ranchi

- (a) Programmes will be followed on the basis on the B.Voc. (Bachelor of Vocation)'s Certificate and Diploma norms.*
- (b) Programmes will not follow on the basis of the B.Voc. (Bachelor of Vocation)'s Certificate and Diploma norms.*
- (c) In the B.Voc. Structural forms 'Certificate' programme will be of one year (two semesters) duration and 'Diploma' programme will be of two year (four semester) duration.*
- (d) In B.Voc. Structural forms programmes will be based on the Credit Points earning system. Each programme will carry 30 Credit Points in each semester and will be based on the National Skill Development Council's Skill framework of stage 4 or 5. Assessment of students through NSDC's authority will be optional in this regards. Each Credit Point will be considered as 15 Learning hours, which should be calculated as class room lecture, assignments, participation in seminars, workshops, field activities, summer/winter internships assessment examinations and term examination etc.*
- (e) In the non B.Voc. Structural forms programmes are also based on the Credit Point system but duration of programmes will be 3 months to 9 months (minimum 15 Credit Points to 75 Credit Points) as defined by the Board of Studies of that respective programme.*
- (f) Formation of Board of Studies: As per the academic requirements college academic body along with the academic body of the Loyola Training Center suggest to induct any numbers of academic programme, which have the*



academic as well as the professional value for the aspirants. In this regards joint board of studies will be formed to prepare academic content of that programmes with best of knowledge and expertise. These programmes also should be approved by the academic council of the St. Xavier's College, Ranchi. Without approval from Academic Council of the St. Xavier's College, Ranchi, college is not liable to award any Certificate/Diploma for any academic content or any programme thereof.

7. Admission and Academic Administration

Admission:

Admission will be taken through online/offline system by either party but on the part of Loyola Training Center, they should upload it in the portal of St. Xavier's College, Ranchi for processing of admission and registration.

Academic Administration:

All regular academic administration will be carried on by Loyola Training Center, including conduction of classes, maintaining of discipline and communication and disputes and Redressal of grievances. St. Xavier's College is only liable to maintaining nomenclature of the programme, academic advising and awarding of degrees to competent students after fulfilling all academic norms of the assignments and examinations. St. Xavier's College has no other role to play in any other administrative matters.

Payment of Fees

Students should deposit their fees by using either portal of any one party. Students can deposit their fees in offline mode to the fee counter of Loyola Training Center. But Loyola Training Center should transfer those fees to St. Xavier's College, fee account. The due revenues share on the part of Loyola Training Center will be transferred by the St. Xavier's College, Ranchi, within 14 days of receiving fees from students after deducting of 30% share amount from tuition fees received from students.



8. Confidentiality

The parties agree to keep confidential any information which is disclosed or obtained and which is not publicly available or already known and not to disclose such information to third parties, otherwise than in accordance with the consent of the other party or as required by law or any relevant regulatory authority duty.

9. Validity and Renewal of the MoU

9.1 This MoU is valid and shall remain in effect for five years from the date of this MoU and may be renewed upon the mutual agreement of the parties, such renewal to be expressly agreed in writing by both parties before the end of the initial five (5) year period.

9.2 Either party may terminate this MoU by giving three (3) month's written notice to the other party. Notwithstanding the expiry or the earlier termination of this MoU, the obligations of the parties in any definitive agreement that is negotiated and executed in accordance with as a legally binding contract shall survive and remain binding on the parties in accordance with the terms of that agreement.

Any notices or communication between the parties shall be delivered to the address / sent to the facsimile number or emailed to the following:

Loyola Training Center

Address: The Director

Loyola Training Center

Dr. Camil Bulcke Path

Ranchi-834001

Jharkhand, India

Email: sfcsdranchi@gmail.com

Phone: 8709108155/7091873182



St. Xavier's College, Ranchi

*Address: The Principal
St. Xavier's College
Dr. Camil Bulcke Path
Ranchi-834001
Jharkhand, India
Email: stxcprincipal@gmail.com
Phone: 0651-2214301
Fax: 0651-2207672*

10. Variation

The terms stipulated in this MoU shall not be amended, altered, changed or otherwise modified without the mutual consent of the parties and such amendments, alterations, changes and modifications shall be made in writing and signed by the parties hereto.

11. Name and Logo

Neither party shall use, nor permit or any person entity to use the name nor logo (or any variation thereof) of the other party without first obtaining the written consent of the other party.

12. Non-Binding nature of MoU

The parties acknowledge and accept that:

12.1 This MoU shall not constitute any partnership between the parties.

12.2 Notwithstanding the statements and obligations herein, this MoU shall not create a legal relationship between the parties and the parties shall not be legally bound until and unless a definitive agreement has been negotiated and duly executed by the authorized representatives of St. Xavier's College, Ranchi and Loyola Training Center, Ranchi.



13. Mutual Cooperation and relationship

13.1 The parties shall realize that it is not feasible to adequately foresee and address every issue involving the collaboration of the parties herein. Hence the parties shall use their best endeavors' to realize their expertise in carrying out the steps and measures necessary for furthering their mutual interest under this MoU in accordance with the spirit of good faith, equity, fairness, close cooperation, mutual assistance and if any dispute arises, the parties shall use their best endeavors to agree upon such action as may be necessary and equitable to remove or resolve the cause or causes of the same.


13.2 The parties understand that their reputations are of critical importance and undertake not to take any action, in relation to this MoU or otherwise, which may damage the reputation of the other party.

*In witness thereof Loyola Training Center, Ranchi and St. Xavier's College, Ranchi hereunto has executed this **Memorandum of Understanding** on the year and date first above written:*

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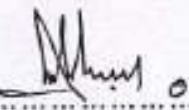


Signed by
For and on behalf of
Loyola Training Center


..... 01/10/2021
Fr. Mark Mukul Lakra
Director
Loyola Training Center, Ranchi
Director
Loyola Training Centre
Dr. Camil Bulcke Path
Ranchi- 834001

Signed by
For and on behalf of

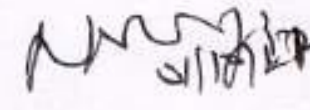
St. Xavier's College, Ranchi


..... 01/10/2021
Dr. Fr. Nobor Lakra S.J.
Principal
St. Xavier's College, Ranchi
PRINCIPAL
ST. XAVIER'S COLLEGE
RANCHI

In the presence of


..... 01/10/2021
Fr. Rohit Kujur
Assistant Director
Loyola Training Center, Ranchi
Asst. Director
Loyola Training Centre
Dr. Camil Bulcke Path
Ranchi- 834001

In the presence of


.....
Dr. Fr. Robert Pradeep Kujur S.J.
Vice Principal
St. Xavier's College, Ranchi
VICE-PRINCIPAL
ST. XAVIER'S COLLEGE
RANCHI



Annexure-1

Programmes Cover under MoU Agreement

SN.	Name of the Programme	Programme Status	Duration	Programme Structure	Credit Points
1	Office Management & Secretarial Practice	Certificate	1 year	B.Voc. System	60
2	Office Management & Secretarial Practice	Diploma	2 years	B.Voc. System	120
3	Financial Management & Digital Accounting	Certificate	1 year	B.Voc. System	60
4	Financial Management & Digital Accounting with NSE Certification	Diploma	2 years	B.Voc. System	120
5	Leisure and Tourism Management	Certificate	1 year	B.Voc. System	60
6	Leisure & Tourism Management	Diploma	2 years	B.Voc. System	120
7	NGO and Project Management	Diploma	1 year	Non B.Voc. System	45
8	Mass Communication & Journalism	Diploma	1 year	Non B.Voc. System	45
9	Computer Applications & Desk Top Publishing (DTP)	Diploma	1 year	Non B.Voc. System	45
10	Diploma in Computer Accounting	Diploma	6 months	Non B.Voc. System	30
11	Diploma in Communicative English	Diploma	6 months	Non B.Voc. System	30
12	Diploma in Shorthand (Hindi & English)	Diploma	6 months	Non B.Voc. System	30
13	Diploma in Typing (Hindi & English)	Diploma	6 months	Non B.Voc. System	30
14	Diploma in Computer Application	Diploma	2 years	B.Voc. Systems	120
15	Fashion Design & Tailoring Skills	Certificate	1 year	B.Voc. System	60
16	Fashion Design & Tailoring Skills	Diploma	2 year	B.Voc. System	120
17	Construction Skill Development	Certificate	1 year	B.Voc. System	60
18	Construction Skill Development Management	Diploma	2 years	B.Voc. System	120
19	Foreign Trade Management	Diploma	1 year	Non B.Voc. System	75
20	Banking Operation & Management	Diploma	1 year	Non B.Voc. System	75

***1 Credit Point = 15 Learning hours**

***Learning Hour Compositions** - Class Room lecture, In-house Lab, Field work, Summer/Winter Internship within organization, On the Job Training, Assignment Works, Practical Demonstrations/Presentations, Internal Examinations and Term End Examinations.