



POORNIMA
INSTITUTE OF ENGINEERING & TECHNOLOGY

Affiliated to RTU, Kota • Approved by AICTE & UGC under 2(f) • Accredited by NAAC and NBA



**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN**

**POORNIMA INSTITUTE OF ENGINEERING & TECHNOLOGY
AND
AIESEC IN JAIPUR**

UNDER

POORNIMA STUDENT WORK ABROAD PROGRAM (SWAP)

AIESEC In Jaipur (AJ), an entity of AIESEC India & Poornima Institute of Engineering & Technology (PIET) an entity of Shanti Education Society here in after been mutually agreed upon the purpose of this agreement in accordance to the clauses given below.

Both PIET & AJ in connection with this agreement have agreed as follows:

1. VALIDITY – The validity of this agreement is from 1st October 2020 to 31st December 2023.

2. OBJECTIVE - The purpose of this agreement is to promote student exchange under Poornima Student Work Abroad Program (Poornima SWAP). Exchange Participant here shall mean:

a. A student who goes to another country from India to gain work experience in their preferred field as an outgoing intern.

OR

b. A student who is a citizen of any country other than India & coming to India to gain work experience in their preferred field as an incoming intern.



Photo Attested

Notary Public 06 APR 2024
JAIPUR

PRINCIPAL
Poornima Institute of Engineering
& Technology
ISI-2, RIICO Institutional Area
Goner Road, Sitapura Jaipur-302022



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3. CATEGORIES OF OUTGOING INTERNSHIP:

- a. **OGV** - The Outgoing Global Volunteer (OGV) program is the internship hosted by an AIESEC entity of any country but not India, under a project or a non-AIESEC organization e.g. NGO, organizations or schools. With OGV, AIESEC offers young people the opportunity to participate in international internships, experience leadership and partake in a global learning environment, thus create the international platform for every young member of India to develop their potential. The duration of this internship is 6 to 12 Weeks.
- b. **OGT** - Outgoing Global Talent is an opportunity for a native of India to develop leadership qualities of self-awareness, solution orientation, empowering others and world citizenship while living a cross-cultural professional experience. In an outgoing Global Talent program, a young person works abroad to advance their goals. The duration of this internship is 12 to 72+ Weeks.

4. CATEGORIES OF INCOMING INTERNSHIP:

- a. **IGV** - The Incoming Global Volunteer (GV) program is the internship hosted by an AIESEC entity of India, under a project or a non-AIESEC organization e.g. NGO, organizations or schools. With iGV, AIESEC offers young people from other parts of the world the opportunity to participate in Indian internships, experience leadership and partake in Indian learning environment, thus create the international platform for every young member of the world to develop their potential. The duration of this internship is 6 to 12 Weeks.

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5. PROCEDURE FOR OUTGOING INTERNSHIPS:

- a. Poornima Institute Engineering & Technology has reserved a fund of INR 50000 per financial year to enable its students for outgoing internships through AJ..
- b. The fund is available on first come first serve basis only. C. To facilitate maximum number of students for foreign internships, 50% of reimbursed in form of scholarship & rest 50% will be borne by student
- d. The administrative fee will be reimbursed after the completion of any of the outgoing internships within 30 days of return of an intern to India.
- e. The administrative fee will not be reimbursed after 30 days of return of an intern to India.
- f. An interested student must give his request for internship to the Head of the Department via form S-16.
- g. The Head of the Department will issue an NOC to AJ, certified by Registrar & Head of the Institution in attached Performa (annexure # 1)
- h. The student will do all formalities with AJ & may proceed to any of the outgoing internships.
- i. After completion of internship, the intern student needs to submit form S-16 to the Head of the Department & a copy to AJ.
- j. After receiving the copy of form S-16, AJ will issue a completion certificate (annexure # 2) to the student.

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k. Only after receiving the completion certificate PIET will reimburse the administrative fee to the student intern. 1. OGV - The administrative fee for OGV is INR 18000; m. OGT - The administrative fee for OGT is INR 21500 for internship duration of 3 months; n. OGT - The administrative fee for OGT is INR 21500 for internship duration of 6 months; o. OGT - The administrative fee for OGT is INR 21500 for internship duration of more than 6 months.

6. PROCEDURE FOR INCOMING INTERNSHIPS:

- a. PIET & AJ after mutual discussions will raise various projects in all campuses of PIET to enable foreign interns to work & stay with PIET.
- b. PIET will facilitate incoming interns as per annexure # 3.
- c. AJ will share bio data (attached as annexure # 4) of all allocated interns to PIET atleast 15 days before the arrival at PIET
- d. PIET will be responsible for all its incoming interns from pickup & drop from & to the Jaipur International Airport or Jaipur Railway Station.
- e. PIET will provide an identification card to all incoming interns upon arrival provided that AJ share their bio data to PIET at least one week before their arrival.
- f. Upon arrival of incoming interns PIET will collect \$200 from each intern against accommodation & meal. g. \$50 out of \$200 will be kept by PIET as refundable security fee. \$50 will be refunded to the foreign intern upon receiving internship completion certificate from AJ with subsequent no dues formality to be completed at PIET Hostels.

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7. DELIVERABLES FROM AJ:

- a. AJ agree to set up a Campus Unit for the students for proactive learning within college premises by conducting Information & Cultural Preparation Seminars and Youth Empowerment Sessions.
- b. AJ will facilitate agreed number of exchange participants to & of PIET under above mentioned programs.
- c. AJ will share bio data (attached as annexure #4) of all allocated incoming interns to PIET at least 15 days before the arrival at PIET.
- d. AJ will provide to PIET, all reports, photographs & videos submitted by an incoming intern to AJ within 15 days of completion of internship.
- e. AJ will publicize about PIET Internships by sharing case studies of the exchange participants through AIESEC media network.
- f. AJ will support events at PIET by being a Youth Outreach Partner and AIESECers will need to show their presence in such events.

8. DELIVERABLES FROM PIET:

- a. PIET will support AJ for its exchange programs - iGV, OGV, OGT & OGE.
- b. PIET will provide notice boards to display notice, posters and other promotional material of AJ.



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9. TERMINATION AND POST TERMINATION OBLIGATIONS

- The Agreement can be terminated at any time by either Party by giving a written and once termination is done, the services/obligations shall cease to exist.
- The agreement shall be subject to ratification or approval by the authorized signatories of both parties, in accordance with the proper procedures.

This agreement is done at Jaipur on 1ST January 2020 in two copies, each in English language, both texts being equally authentic. All disputes are subject to Jaipur jurisdiction only.

Signed and delivered on behalf of

Signature:

Name: Dr. Gautam Singh

Designation: Registrar

Contact No: 9001893269

Email-Id: registrar.piet@poornima.org

Signed and delivered on behalf of

Signature:

Name: Chitransh Mathur

Designation: President

Contact No: 8003628718

Email-Id: chitransh.mathur@aiesec.net

Poornima Institute of Engineering & Technology AIESEC, F-57-58, Lakshmi
Complex, M I Road, Jaipur,
Rajasthan-302001

Date: 01/10/2020 Place: Jaipur

Date: 01/10/2020 Place: Jaipur



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