

بِسْمِ اللّٰهِ الرَّحْمٰنِ الرَّحِیْمِ

MEMORANDUM OF
UNDERSTANDING

FOR

*Teaching & Learning
Enhancement Project*

Real Time Project

BETWEEN

Annai Hajira Women's College

Melapalayam Tirumelveli 627 005

Tamil Nadu, India.

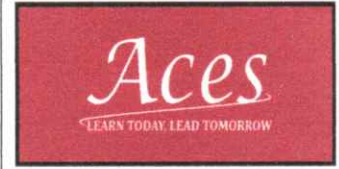
&

ALEF COMPLEMENTARY EDUCATIONAL SERVICES LTD.,

HONG KONG.



INTERNATIONAL MEMORANDUM OF UNDERSTANDING



INTRODUCTION

This Memorandum of Understanding (MOU) constitutes an agreement between Annai Hajira Women's College, Melapalayam, Tirunelveli 627005, Tamil Nadu, India and *Alef Complementary Educational Services Ltd. (ACES)* Hong Kong, to express both parties' willingness to engage in the Teaching and Learning Enhancement Project project.

ACES is a literary and educational company based in Hong Kong. It engages predominantly in skills training needed to enhance students' academic success and employability, and in teaching creative writing. Its chief instructor and director, Atiya Bansal is a writer. She has previously worked with All India Radio and has been teaching English language, literature, and Biology in Hong Kong schools for two decades. She has trained teachers for University of Hong Kong, Chinese University of Hong Kong, and The Education University of Hong Kong.

BRIEF INTRO OF THE COLLEGE The College caters to students from Melapalayam and surrounding rural areas who often come with ineffective learning habits to perform their best in a formal study environment. Teaching them essential study skills would surely enhance their academic achievements.

1. Background

- 1.1 Dr Rajab Fathima, Principal, Annai Hajira Women's College expressed willingness to use Study Skills program of ACES for her college. This MOU is prepared to incorporate her request.

2. Parties' Objectives

- 2.1 Both parties agree that the main objective of this project is to help students become independent and strategic learners. For this purpose, ACES will provide training to the selected staff of The College through its online platform Alef Academy in real time.

3. Parties' Principles

- 3.1 Since most students in The College come from financially weaker sections of the society, the parties agree not to put any financial burden on the participants. ACES will provide entire training program pro bono.
- 3.2 Parties will cooperate in making *Essential Study Skills: A Practical Guide to Success at School and Beyond* accessible to the students of The College as and when needed.

3.3 ACES will grant permission to The School to print the above-mentioned book or use it in electronic form whenever needed.

3.4 ACES will grant permission to The College to translate the textbook in Tamil if need be.

4. Role of Parties

ACES

4.1 ACES will provide skills training to the teachers of The College (The Trainers) and subsequently help them in training their students.

4.2 Training the Trainers will require a minimum of 25 online sessions of 45 minutes. Detailed plan with the titles of each session can be prepared in consultation with The College before the commencement of the training of The Trainers.

THE COLLEGE

4.3 The College will select The Trainers as per its requirement and inform ACES.

4.4 The College will allot time and determine the frequency of the training sessions according to its convenience and inform ACES regarding the same.

4.5 The College will be responsible for ensuring the attendance of the participants and their continuous involvement in the training program.

5. Term

5.1 This Memorandum is effective from 01.06.2022 to 31.05.2024 unless both parties agree in writing to renew the term of this MOU before its expiry.

5.2 Both parties may withdraw from the agreement by giving two weeks' written notice to the other party either by post or email.

5.3 Both parties may amend the terms of this MOU with mutual consultation and agreement.

6. Relationship Management and Communication

6.1 The parties nominate following persons to be contacted if matters arise that may be of interest to either party.

| ACES representative | The College's representative |
|--|--|
| Atiya Bansal Chief Skills Trainer Room 3005, 30/F 118 Connaught Road West Sai Ying Pun, Hong Kong Emails: ACES: alefeducational@gmail.com Director's atiya.bansal@gmail.com WhatsApp (852) 62581009 | Name: Dr.K.Rajab Fathima Title : Principal Annai Hajira Women's College Melapalayam Tirunelveli 627 005 Tamil Nadu Email: principal@annaihajiracollege.com Phone: +919443123617 |

7. Assessment of Progress

7.1 Director ACES and The College Principal will jointly devise criteria to measure the progress of the project.

7.2 They will jointly monitor the progress of the project regularly through video conferencing.

8. Intellectual Property and Data Sharing

8.1 ACES will allow The College to modify training material as per their need.

8.2 All intellectual property and publications brought by parties into the relationship under this MOU will remain in their ownership.

8.3 Data collected for assessment would be confidential and would be shared between the parties only for the purpose of improving this teacher training program.

9. Use of Logos

9.1 Logos of both parties will be used on all promotional and training material.

10. Dispute Resolution

10.1 Any dispute concerning the subject matter of this document is to be settled by full and frank discussion and negotiations between the parties.

11. Signatures

| | |
|---|--|
|  |  |
| Atiya Bansal | Dr Rajab Fathima |
| Chief Skills Trainer & Director Alef Complementary Educational Services Ltd Hong Kong | Principal Annai Hajira Women's College Melapalayam, Tirunelveli 627 005 |
|  |  |
| Date: 01 June 2022 | Date: 01 June 2022 |



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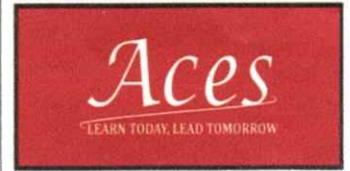
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|  |  |
| <p>Date: 1 June 2020</p> | <p>Date: 1 June 2020</p> |

