



**MEMORANDUM OF UNDERSTANDING
BETWEEN
HALIÇ UNIVERSITY
İSTANBUL – TÜRKİYE
and
KYRGYZ-TURKISH MANAS UNIVERSITY
BISHKEK-KYRGYZSTAN**

This Memorandum of Understanding outlines the wish of Haliç University (HU) and of Kyrgyz-Turkish Manas University (KTMU) to establish a long-term cooperation envisaged in the following areas: **1. Undergraduate and Graduate Student Exchanges, 2. Faculty Exchanges, 3. Joint Research Studies and Conferences, and 4. Mutual Liaison Offices.**

The implementation of this Understanding is contingent upon full satisfaction of the requirements and expectations of the appropriate faculty governance; upon the approval of the proposal by the executive officers of both universities; and, where appropriate, by the Universities' Board of Trustees.

Any suggestions for changes in the substance or scope of this Memorandum of Understanding should be presented, in writing, by the signatories making the proposal at least 6 (six) months prior to the end of the academic year in progress.

Legal and Financial Status of Memorandum of Agreement

- Neither this Memorandum nor any following agreement is a contract to create legal and/or financial obligation outside those financial and logistical arrangements specifically listed in the General Conditions of this memorandum. This Memorandum and its subsequent agreements are designed solely to facilitate the development of mutually beneficial and collaborative initiatives.
- Notwithstanding any other provisions of this Memorandum of Understanding or any agreement concluded in pursuance thereof, no agency is created between the parties.
- Parties, using their existing resources shall share all costs associated with the implementation of this Memorandum of Understanding.
- HU and KTMU may refer to this program in their catalogs and other appropriate publications.
- This Memorandum of Understanding is to be in effect with the 2024-2025 academic year and will be valid for duration of five (5) years.



Both institutions agree on the following forms of cooperation:

1. Student Exchanges

- 1.1. Each institution is responsible to verify that the students it recommends to the exchange program are in good standing and have the necessary skills and abilities to do well in the exchange experience. To enroll, students must contact the Official Exchange Program Advisors at each institution and follow the established application guidelines, policies, and procedures required of all participants. The home institution will verify that the student selected meets the criteria for study abroad students of the partner institution. Students will complete all application procedures at the study abroad institution.
- 1.2. It has been agreed that **5** exchange students for **1** semester per calendar year may be sent from either institution, unless other arrangements are made with the appropriate administrators or university officers at both HU and KTMU.
- 1.3. For undergraduate/graduate exchange students, full tuition and fees are collected by and paid to the home institution at the home institution rate. No tuition money will be exchanged between HU and KTMU.
- 1.4. All housing costs, book expenses, and other costs will be paid out of pocket by students at the site where they study.
- 1.5. Students participating in this program will remain registered at their own institution during their period of attendance in the study abroad program. During this time students will also have all the rights and privileges of regular students at their home institution and will be subject to the home institution's regulations and policies. Students will also have the rights and privileges of regular students at the partner institution and will be subject to the regulations and policies of the partner institution.
- 1.6. An exchange may be for a semester, or year.
- 1.7. Both partners will send official transcripts for each student participating in this program. Each partner will accept the credits of students earned at the other institution during their study abroad programs.

2. Faculty Exchanges

- 2.1. Joint research projects.
- 2.2. Mutual invitations of up to one year's duration for faculty members to teach; to present lectures; to conduct seminars, symposiums, and conferences; and to share experiences with colleagues at the partner institution.

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2.3. Exchange of information and scholarships in fields of interest to both partners.

2.4. Exchange of junior teaching staff members or graduate students for periods of research or training in designated fields of cooperation.

2.5. Each home institution will welcome visiting faculty members from the other institution. Neither institution is obliged to provide financial support for such visitors but agree to provide assistance with immigration formalities in support of academic activities and information regarding suitable accommodation. The two institutions agree in principle to staff exchange and the possibility of sabbatical visits. The details of such arrangements will be negotiated at the appropriate time.

3. Joint Research Studies, Conferences and Projects

Proposals of joint and individual research projects in both institutions shall be encouraged and approvals given after both institutions fully discuss the validity of the research project and agree on issues of costs and ownership. Any joint research project shall be governed by the terms and conditions of a separately executed agreement.

4. Mutual Liaison Offices

4.1. Both Parties must try their best to establish mutual Liaison Offices to effectively manage all the mentioned cooperation activities in the home institution.

4.2. Both Parties must be in duty bound to offer the effective management and integrant assist to the mutual Liaison Offices

4.3. This item must be set down the detail agreement item and be carried out after getting the permission from the educational law in Turkey and Kyrgyzstan.

VALIDITY OF AGREEMENT

This Memorandum will become effective upon its ratification by the heads of the two institutions and after it has obtained any necessary confirmation by the internal curricular bodies of the partner institutions and by the appropriate higher authorities of the respective countries. This agreement will be valid for duration of five (5) years. Either institution may terminate this Memorandum at any time. In so doing, the duty authorized representative of the Institution initiating such action shall give written notice to the other party at least six (6) months prior to the end of the academic year than in progress, unless the parties mutually agree upon an earlier termination date. Nothing in this clause, however, shall be interpreted to the detriment of any

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student already matriculated in a concurrent degree program; such individual will be allowed to complete their programs.

IN WITNESS WHEREOF, the parties through their duly authorized officials do execute this Memorandum of Understanding, effective as of the day and year indicated below.

HALIÇ UNIVERSITY

**KYRGYZ-TURKISH MANAS
UNIVERSITY**

Prof. Dr. Nihat İNANÇ
Rector

Prof. Dr. Alpaslan CEYLAN
Rector




Date:

07/02/2025





Date: