

# MEMORANDUM OF UNDERSTANDING

between

**HEINRICH HEINE UNIVERSITY DÜSSELDORF (GERMANY),  
represented by its President, Prof. Dr. Anja STEINBECK**

and

**UNIVERSITY OF ISFAHAN (IRAN)  
represented by its President Prof. Dr. Hooshang Talebi**

The purpose of this Memorandum of Understanding is to promote co-operation in the fields of teaching and research between Heinrich Heine University Düsseldorf and University of Isfahan.

Both institutions will make every reasonable effort to encourage direct contact between the relevant institutes/departments. Both institutions agree to enter into negotiations on the following general forms of co-operation:

- I. Joint research activities
- II. Exchange of academic materials and academic publications and information
- III. Exchange of faculty members for research, lectures and discussion
- IV. Exchange of doctoral researchers, graduate and undergraduate students for study and research
- V. Co-organization and participation in lectures, seminars and conferences
- VI. Co-operation in administrative issues
- VII. Exchange of non-academic administrative staff for work experience

The themes of joint activities, conditions for utilizing the results achieved and arrangements for specific visits, exchanges, and other forms of co-operation will be negotiated separately for each specific case by the parties concerned.

It is understood that all financial arrangements between the two institutions will be negotiated individually.

It is also understood that the implementation of any agreement will commence upon signature by both parties and that it will be valid for an initial period of five (5) years. Thereafter, it will be automatically extended for an additional period of five (5) years at each expiration date, unless either party provides written notice to terminate the Agreement a minimum of six (6) months prior to the expiration date.

**FOR HEINRICH HEINE UNIVERSITY  
DÜSSELDORF, GERMANY:**

**FOR UNIVERSITY OF ISFAHAN, IRAN**



Prof. Dr. Anja STEINBECK, President




Prof. Dr. Hooshang Talebi, President

(Date)

13.2.18

(Date)



Prof. Dr. Andrea von HÜLSE-ESCH,  
Vice-President for International Relations

(Date)

01.03.2018

# COOPERATION AGREEMENT

BETWEEN

HEINRICH HEINE UNIVERSITY DÜSSELDORF (Germany),  
represented by its President Prof. Dr. Anja STEINBECK

AND

UNIVERSITY OF ISFAHAN ( IRAN),  
represented by its President Prof. Dr. Hooshang Talebi

Heinrich Heine University Düsseldorf and UNIVERSITY OF ISFAHAN wishing to strengthen academic links and productive cooperation between the institutions/faculties/institutes named below, agree as follows:

## ARTICLE 1: PURPOSE OF THE AGREEMENT

The purpose of this Agreement is to establish cooperative relations between the two institutions in the areas described below. Depending on the availability of funds and human resources, the parties agree to implement cooperative academic projects of mutual interest to the institutions. These projects may be continued and renewed by mutual consent.

## ARTICLE 2: SCOPE OF THE COOPERATION

Both parties agree and shall endeavour to develop the following cooperative measures between the Heinrich Heine University Düsseldorf and the University of Isfahan:

Please tick/complete

2.1.	Organization of joint research activities, which may be supported by the exchange of scientists, researchers and members of the technical staff.	<input checked="" type="checkbox"/>
2.2.	Exchange of faculty members for short, medium, or longer periods of time, which will guarantee and advance academic cooperation.	<input checked="" type="checkbox"/>
2.3.	Annual exchange of undergraduate and graduate students and doctoral researchers participating in joint projects agreed by both parties under the terms and conditions defined in Article 5 of the Agreement.	<input checked="" type="checkbox"/>
	Undergraduate students <per semester/per year>	
	Graduate students <per semester/per year>	2 for each
	Doctoral researchers <per semester/per year>	10 for each
2.4.	Organization of joint conferences, seminars, symposia, summer courses, etc.	<input checked="" type="checkbox"/>

2.5.	Exchange of publications for research, teaching and information purposes, in order to strengthen the existing relationship between the two institutions.	<input checked="" type="checkbox"/>
2.6.	Annual exchange of administrative staff under the terms and conditions defined in Article 5 of the Agreement.	<input checked="" type="checkbox"/>
	<special clauses (to be defined by cooperation partner - if applicable)>	<input type="checkbox"/>

### ARTICLE 3: FUNDING AND FINANCIAL ARRANGEMENTS

- 3.1. Both institutions agree that all specific arrangements are to be negotiated and are dependent on the availability of funds.
- 3.2. Both institutions agree to seek financial support from national and international organizations for their cooperative activities to be undertaken as stated under the terms of this Agreement.
- 3.3. The terms and budgets necessary for all programmes and activities implemented under the terms of this Agreement shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of the particular programme or activity. Such programmes and activities will be reviewed on a regular basis.

### ARTICLE 4: PERSON(S) IN CHARGE

- 4.1. Each institution shall designate a person/persons in charge of developing and coordinating specific activities or programmes.

For Heinrich Heine University Düsseldorf: Dr. Anne Gellert, Director International Office	For University of Isfahan: Prof. Dr. Hooshang Talebi
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### ARTICLE 5: EXCHANGE OF PERSONS: TERMS AND CONDITIONS

- 5.1. The number of persons for an exchange will be decided following discussion between the two institutions.
- 5.2. Exchange students and doctoral researchers must satisfy the language proficiency requirements necessary for admission or take appropriate language tuition prior to the beginning of their academic programme, as determined by the regulations of the host institution. In the case of Heinrich Heine University, the Department German as a Foreign Language of the Student Academy offers German language courses during the lecture period which are open to exchange students (after enrolment), doctoral researchers and guest researchers for the duration of their studies in Düsseldorf. These courses are currently free of charge.
- 5.3. Exchange students and doctoral researchers may apply to any academic programme offered at the host institution as full-time, non-degree students at a level determined by the host university. The host university reserves the right to

- exclude students from restricted admission programmes.
- 5.4. Any academic credits earned at the host institution may be transferred to the home institution in accordance with the procedures determined by the latter.
  - 5.5. Upon completion of the stay at the host institution, any extension must be approved by both institutions.
  - 5.6. Each institution shall waive tuition fees for exchange students/doctoral researchers. Exchange students/doctoral researchers are obliged to pay social contribution fees if due at the host institution.
  - 5.7. Both institutions will provide appropriate counselling and other assistance to exchange students/doctoral researchers/staff members and will assist them in finding suitable accommodation.
  - 5.8. All exchange students/doctoral researchers/staff members will be responsible for the following expenses:
    - a) Transportation to and from the host institution;
    - b) Accommodation and subsistence;
    - c) Learning materials, such as textbooks, and personal expenses, such as clothing;
    - d) Passport and visa costs;
    - e) Medical insurance;
    - f) Expenses in excess of medical coverage;
    - g) All other debts incurred during the period spent at the host institution.
  - 5.9. The sending institutions will nominate their candidates no later than five months prior to the beginning of the academic year or special programme at the host institution.

**ARTICLE 6: DURATION OF THE AGREEMENT**

This Agreement will be effective from the date of signature for an initial period of five (5) years. Thereafter, it will be automatically extended for an additional period of five (5) years at each expiration date, unless either party provides written notice to terminate the Agreement a minimum of six (6) months prior to the expiration date.

IN WITNESS WHEREOF, the parties hereto have offered their signature:

**FOR HEINRICH HEINE UNIVERSITY  
DÜSSELDORF**

**FOR UNIVERSITY OF ISFAHAN**

13.2.18  
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**Prof. Dr. Anja STEINBECK, President**

M. Talebi  
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**Prof. Dr. Hooshang  
Talebi, President**

13.2.18  
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**(Date)**

\_\_\_\_\_  
**(Date)**

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**Prof. Dr. Andrea von Hülsen-Esch,  
Vice-President for International  
Relations**

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**(Date)**