

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**TAMIL UNIVERSITY, THANJAVUR, TAMIL NADU, INDIA**  
**CULTURAL CENTRE OF TAMIL**  
**&**  
**INSTITUTION NAME**

This MOU agreement is entered on ----- between the Tamil University, Thanjavur-613010, Tamil Nadu state, India, referred to as First Party represented by the Registrar of the University.

And

-----  
-----, referred to as second party.

**Tamil University - First Party**

1. The Tamil University is one of the Universities in India established under the Act called the Tamil University Act 1981 (Tamil Nadu Tamil University Act of 1981) and was approved by University Grants Commission, New Delhi in 1983.
2. To hold examinations and to confer degrees, titles, diplomas and other academic distinctions on persons who shall have pursued an approved program of study whether residing within the University area or otherwise and to provide such lectures and instructions for persons not being residents within the University area under conditions prescribed through Cultural centre of Tamil.

**INSTITUTION NAME (Second Party)**

1. The parent organization of the second party in ----- which was established **since** ----- . It is a registered and it will train students in Tamil Cultural Music, Bharathanatyam and Tamil Traditional Art Forms of Karakattam, Thappattam, Silambattam, Thavil, Nathasvaram.
2. Enabling to fulfill the above recommendations, an organization was formed under the **INSTITUTION NAME**. This organization is responsible and entrusted with the task of teaching and researching, in to the issues related to teach Tamil Cultural studies. This organization is the second party to this agreement.

3. The Second Party is interested in enrolling candidates' resident **in** ----- for the purpose of academic pursuit. Therefore, interested in exploring the possibilities of recognized program of studies and conferring suitable recognized certificate diplomas recognized by the Universities in India.
4. The second party shall also be responsible to encourage the students to study on their own using the notes and guidelines provided by the universities and examined for the award of the certificate / diploma as directed by the Tamil University.

### **THE AGREEMENT**

5. This agreement entered into is to intimate and encourage mutually beneficial objectives of first and second party that is "To impart training to study Tamil Cultural Music, Bharathanatyam and Tamil Traditional Art Forms of Karakattam, Thappattam, Silambattam, Thavil, Nathasvaram course offered by the Tamil Cultural Centre with the support of the Second Party.

### **PROGRAMME**

6. The Tamil University recognizes the Second Party as the legal institute and grants choice to identify suitable program of study to be offered **in** ----- . The Second Party shall apply, specifying such program to the University and obtain the approval of the Vice Chancellor through the Cultural Centre of Tamil to conduct Program **in** ----- . The Second Party shall make admission strictly satisfying the eligibility criteria prescribed by the admission of Candidates to the Programme of study through open press notification in the media **in** ----- and Tamil University shall include the name of the Second Party for the press notifications in the media in India.

### **ADMISSION OF CANDIDATES**

7. The Second Party is authorized to enroll students **in** ----- . The admission of candidates will be made by the prescribed serially numbered original application forms supplied by the University only. Any other forms of application for admissions made will not be valid.
8. All expenses incurred for the press notification **in** ----- for admitting candidates for the program of study at the Tamil University shall be the responsibility of the Second Party. The Second Party shall submit the details regarding the commencement of admission, last date for the admission of candidates, academic and calendar period, closing date of the academic program offered **in** ----- by the University at least two calendar months in advance. The Second Party shall draw up an academic and calendar year containing the specific time schedule and submit the same to the Cultural Centre of Tamil of the Tamil University. The calendar shall form the basis of coordinating all activities connecting the two institutions, viz the dispatch of

Application Forms, Prospectus and Syllabus for various program of study and course materials, dispatch of Examination, enrollment Application Forms, Examination, Registration Numbers, Hall – Tickets, attendance registers, mark list, Provisional degree / Diploma Certificates, etc.

9. The Second Party within two calendar months after official closing of the admission to various programs of study shall send a list of candidates admitted into various program of study to the Tamil University, Thanjavur, with supporting application forms, the eligibility criteria and copies of the certificates.
10. The Tamil University shall in turn organize all other connected program of action based on the list of candidates for the provisional admission made by the Second Party.

#### **THE ENROLMENT AND COURSE FEE**

11. The Second Party shall be responsible for remitting the fees to the account number specified by the Tamil University, Thanjavur- 613010 within two weeks of the closing date or from the last submission of the last application for the enrolment and application for the examination.
12. The Second Party shall have to pay ----- as affiliation fee to the university (one time only)

#### **PERSONAL CONTACT CLASSES, COURSE LECTURERS & COMPUTER HANDS-ON CLASSES**

13. The Second Party is solely responsible for conducting the personal contact program/ computer hands-on classes / practical's etc. by drawing a calendar of events for the various program offered in strict compliance with the University rules and regulations applicable for the study program.

#### **EXAMINATIONS**

14. Examinations will be conducted **Twice a year Non-Semester Pattern one in June and Second in December.**
15. The Second Party shall send a list of eligible candidates who have fulfilled the program requirements to appear for the examinations – both written and practical. The list of candidates appearing for the various examinations, their hall tickets, relevant question papers and answer booklets etc., will be dispatched by the University in one lot 10 days prior to the set examination **one in June and Second in December.**
16. The Second Party shall ensure fair and genuine conduct of the written and practical examinations for the candidates at the appointed date and hour as per the academic calendar.

### **Examination Fees(For every Regular and Arrear Examinations)**

17. The examination schedule will be fixed by the Second Party depending upon the local conditions in Co-ordination with the Tamil University the Second Party.
18. While the University will take all efforts to ensure the timely conduct of the examinations and publications of results, its decision as to rescheduling of examinations will be left to the discretion of the university and the consequent delay in publication of results.
19. All the answer scripts shall be dispatched by the Second Party in bulk to the University for the purpose of valuation. (The examination fees Structures given in the rules and regulations)

### **TERMINATION OF AGREEMENT**

20. This agreement shall be in force for a period of Five years from ----- to ----- and shall be **renewed on or before** ----- by mutual consent with the same terms and conditions or with such additions or deletion as may be mutually agreed upon. This agreement may also be terminated by either side giving a notice of not less than six month. However it is specifically agreed that both the qualified candidates, who are enrolled before the cancellation / termination of this agreement, provided no candidates shall be permitted to appear for the examination for more than two sittings after the termination of the agreement.

### **LITIGATION**

21. It is agreed that in the event of any dispute or differences on the terms agreed to leading to seeking of judicial remedies, the courts in India alone will have jurisdiction.
22. The attached rules and regulations also govern the MOU function. The second party shall follow the rules and regulation accordingly.

### **Additional Guidelines and Fees Structure**

Additional guidelines that are included into the MOU meant for the Tamil Classical Music (vocal and Instrumental), Bharathanatyam and Tamil Traditional Art Forms. Course of Study stipulated under the guidelines of Government order No.203 dated 24.09.2018 issued by Tamil Nadu.

Many local institutions and Tamil organizations in various Foreign Countries have signed MOU's to jointly conduct the Tamil Cultural Music, Bharathanatyam and Tamil Traditional Art Forms of Karakattam, Thappattam, Silambattam, Thavil, Nathasvaram. The institutions are bound to follow the course study with the concurrence of the Tamil university.

Amendments have been made to the MOUs executed for adaption and implementation by the Organizations or Institutions from immediate effect.

### Abbreviation

First party	Tamil University, Trichy road, Thanjavur, Tamil Nadu
Second party	<b>Institution Name</b>
Second party's place of Practice	<b>Institution Place</b>
List of course affiliated	Certified grade levels from 1 to 8
List of subjects offered	Tamil Classical Music (Vocal and Instrumental), Tamil Classical Dance (Bharathanatyam) and Karakattam, Thappattam, Silambattam, Thavil, Nathasvaram.
In the event of grievance addressal:	The Vice Chancellor & The Registrar Tamil University, Thanjavur, Tamil Nadu
Mandatory compliance	Any Government Orders (GO) issued to-date or in future, under the Government of Tamil Nadu / Government of India from time to time

### Conditional Compliance (mandatory)

The second party must adhere to the content and the strict implementation of the said and referred GO order, stated in this amendment addendum. If the second party may chose to disagree, this agreement shall supersede all existing agreements and any titles / degrees / diploma / academic distinctions shall be exercised, limited exclusive to 'grade levels' only and all other titled education shall cease to exist.

## **I. The course of studies and practice**

1. Under the subject of Tamil classical music, vocal and instrumental music are undertaken and Bharathanatiam and Tamil Traditional Art Forms of Karakattam, Thappattam, Silambattam, Thavil, Nathasvaram course will be conducted.
2. Each subject is divided in to 8 Grades. The duration of each grade shall be 6 months.
3. For the First 3 grades minimum 40 hrs of classes must be conducted in 6 months. These classes may be arranged for 2 days in a week and one hour per day.
4. For the Grades from 4<sup>th</sup> to 8<sup>th</sup>, minimum 80 hrs classes must be conducted in duration of six months. These classes shall be for 2 days in a week and two hours in duration for each day.
5. There shall be practical for the first 3 grades and for the 4<sup>th</sup> grade until the 7<sup>th</sup> grade there shall be the practical exams along with written examinations. For the students of 8<sup>th</sup> Grade, there shall be a Stage Performance / Creative Performance (Arangettram) along with written examination.

## **II. Rules and regulations for the students.**

1. Those students who join the course of study shall not be less than 8 yrs. of age. There is no maximum age limit prescribed.
2. Students who get promoted in each grade will be qualified to next grade.
3. Students are eligible for lateral entry. They should pay an entrance examination fee and qualify to enter third or fourth stage. Examination to be conducted by the centre on video conferencing with University appointed examiners, from the approved list of Resource Persons.
4. In every grade, the attendance of the students will be 75% for the examination.
5. Students who have not passed the examination shall be allowed to sit for the supplementary test only after remitting the prescribed examination fee.
6. Evaluation of the practical examination shall be done through the Video Conference by Tamil University. This rule is relevant to the practical examination not for the written exam.

### **III. Rules and regulations for the Institutions.**

1. The Institution shall be an approved one of the relevant country.
2. The organizers of the institution must comply with the rules and regulations of the University regarding Music, Bharathanatiam and Tamil Traditional Art Forms of Karakattam, Thappattam, Silambattam, Thavil, Nathasvaram as prescribed by the Tamil University.
3. Each Centre may commence admission to these courses in the beginning of the academic year of that particular country. The admissions shall be over within 30 days after display of the relevant advertisement.
4. The filled in applications have to be received from the prospective candidates after the proper advertisement. A copy of such an advertisement shall be sent to the Tamil University.
5. After verifying the applications of the candidates, with counter signature and testimonials of the applications have to be uploaded online to the Tamil University.
6. The applications received should be sent through online to the Tamil University by scanning until the installation of new software for the admission process.
7. The institution should issue ID card to the students with online approval of Tamil University. A copy of ID card issued shall be sent to the Tamil University.
8. Details of the attendance of each students shall be sent to the Tamil University.
9. The institution shall select the qualified teaching staff and obtained the concurrence of the Tamil University.
10. With regard to this selection, Bio data of the selected staff and other testimonials of competent and practical experience in a CD and copy of the testimonials shall be sent to the Tamil University.
11. Before appointing the invigilators and chief superintendents for conducting the examinations, the overseas institutions shall get the approval of the Tamil University. The bio data of such persons shall be sent to the Tamil University.
12. The institution shall appoint a Proctor. Details of such appointment shall be sent to the University.
13. Local taxes if any have to be borne by the concerned organization.

## **IV. The following payments have to be remitted into the account of Tamil University in INR**

### **Fees Structure for Grade 1 to 3**

#### **A. Admission Fee for each students**

##### **For the Students of Sri Lanka and India**

1. Application fee - Rs. 100/-
2. Admission fee - Rs. 100/-
3. University fee - Rs. 250/- (In Indian Rupee / Money).
4. For those who discontinue their study have to pay the full fee when they seek re admission.

##### **For the students of other Countries**

1. Application fee - Rs.100/-
2. Admission fee - Rs. 200/-
3. University fee - Rs. 500/- (In Indian Rupee / Money).
4. For those who discontinue their study have to pay the full fee when they seek re admission.

#### **B. Examination Fee for each students (Common to all)**

1. Exam Application fee - Rs. 100/-
2. Exam fee for each paper - Rs. 250/-
3. Certificate fee - Rs. 200/- per certificate
4. Those who write supplementary examinations have to pay double the amount of examination fee.

#### **C. Lateral Entry Fee for each students**

1. For the students of Sri Lanka and India Rs. 200/- in addition with admission fees (A).
2. For the students of other Countries Rs. 400/- in addition with admission fees (A).
3. Lateral Entry Exam Application fee (Common to all) - Rs. 100/-
4. Lateral entry exam fee (Common to all) - Rs. 250/-



## **Fees Structure for Grade 4 to 8**

### **A. Admission Fee for each students**

#### **For the Students of Sri Lanka and India**

1. Application fee - Rs. 100/-
2. Admission fee - Rs. 100/-
3. University fee - Rs. 500/- (In Indian Rupee / Money).
4. For those who discontinue their study have to pay the full fee when they seek re admission.

#### **For the students of other Countries**

1. Application fee - Rs.100/-
2. Admission fee - Rs. 200/-
3. University fee - Rs. 1000/- (In Indian Rupee / Money).
4. For those who discontinue their study have to pay the full fee when they seek re admission.

### **B. Examination Fee for each students (Common to all)**

1. Exam Application fee - Rs. 100/-
2. Exam fee for each paper - Rs. 400/- (Indian Money for each paper)
3. Certificate fee - Rs. 200/- per certificate
4. Those who write supplementary examinations have to pay double the amount of examination fees.

### **C. Lateral Entry Fee for each students**

1. For the students of Sri Lanka and India Rs. 200/- in addition with admission fees (A).
2. For the students of other Countries Rs. 400/- in addition with admission fees (A).
3. Lateral Entry Exam Application fee (Common to all) - Rs. 100/-
4. Lateral entry exam fee (Common to all) - Rs. 400/-

14. The Certificates from the Tamil University will be awarded on the basis of the results announced in the examinations of each grades. On the successful completion of the 8<sup>th</sup> grade a full Completion Certificate will be issued by Tamil University.
15. The Tamil University will have absolute legal rights to take all decisions with regard to the MOU's signed with all organizations. They shall administer these works subjecting themselves to these conditions.
16. The MOU's of organizations that bring a disrepute or detrimental to the honor and repute of Tamil University will be cancelled without any information.
17. Turn around time for letter of correspondence for 5 working days.

#### **V. Qualification of the Teaching Staff**

1. Resource Persons meant for first 3 grades shall have been qualified with a Diploma/sufficient experience (within 5 years experience in relevant subject) in the relevant subjects.
2. Resource Persons meant for to the 4<sup>th</sup> grade upto 8 shall have been qualify with a Bachelor Degree/sufficient experience (within 10 years experience) in the relevant subjects. The certificate of experience should be submitted to the Tamil University. An expertise in the subject will be deemed as preferable qualifications and the experts will be approved by the Tamil University.

#### **VI. Audit.**

The Tamil University shall personally inspect and Audit the Classes and Exams conduct by the Institution/organizations.

**VII.** As per the Additional MOU, Teachings through Tamil Cultural Centre of Tamil University shall be conducted only at ----- area in and around 50kms city limited.

**VIII.** As per the Tamil Nadu Government Orders, the MOU between **Tamil University** and **Institution Name** has been signed ONLY with **Tamil Cultural Centre**.

**IX.** Affiliation Fees for the Institutions/organization/society :

- |                                   |                  |
|-----------------------------------|------------------|
| 1. States within Indian Territory | Rs.25,000/-      |
| 2. Centre with in Srilanka        | Rs.2.00 lacs     |
| 3. Other foreign centre           | 2000 USD /Pounds |

- X. The rules mentioned in the MOU are subject to change and they can be Modified at the discretion of Tamil Nadu Govt. or the Tamil University at any time.

Registrar(I/C)  
Tamil University  
Thanjavur

Institution Address

Witness:

1.

2.