**MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN**

**NNAMDI AZIKIWE UNIVERSITY AND (YOUR UNIVERSITY)**

WHEREAS Nnamdi Azikiwe University and (Your University) has explored areas of mutual interest and wish to further their common objectives in research, education, training, cultural activities, and business related enterprises;

This Memorandum of Understanding (MOU) is made and entered into by and between the (Your University), an institution of higher education with an official address at (Full Address of the University) (henceforth referred to as “Abbreviation of the University Name”) and Nnamdi Azikiwe University, an institution of Higher Learning with an official address at Awka, Anambra State Nigeria (henceforth referred to as “UNIZIK”) under the following terms and conditions:

**ARTICLE 1: PURPOSE**

* 1. Briefly Describe the Purpose of the MoU

**ARTICLE 2: SCOPE**

**2.1.** Describe the areas to be covered including the Department(s) and the Scope.

**ARTICLE 3: SUPPLEMENTARY AGREEMENTS**

**3.1.** Individual departments or units of the UNIZIK and (Your University) that wish to engage in collaborative activities must negotiate a supplementary and MoA to this MoU. To be valid, every MoA must be signed and approved by the relevant leadership of the departments or units, college, chief academic affairs officers, and the collaboration designated person(s) for binding contracts at both UNIZIK and (Your University) named in Article 4.1 of this document. The terms of a supplementary and specific Agreement may not directly or by default contradict the terms of this Memorandum of Understanding (MoU) between the two Universities.

**3.2.** Every MoU negotiated between participating departments or units at UNIZIK and (Your University) must clearly and fully identify the following elements:

**3.2.1.** The scope, schedule, and objectives of the activity in detail.

**3.2.2.** The responsible parties within the particular department, offices, or units that are initiating the MoA. The individual(s) named will be directly responsible for the implementation and oversight of the proposed activities in the supplementary Agreement or MoA. Changes to the personnel involved may be made at the discretion of the department, office, or unit head; in coordination with the collaborative points of contact at UNIZIK and (Your University) named in Article 4.1 of this document.

**3.2.3.** The commitment of specific and identifiable resources, if applicable, and the attendant financial obligations of the respective departments, offices, or units at the collaborative’s. The General Memorandum of Understanding (MoU) does not obligate either party to support any new financial commitment unless expressly agreed upon in this manner by the collaborating departments, offices, or units.

**ARTICLE 4: COORDINATION**

**4.1** In order to oversee this General Memorandum (MOU) and to effectively coordinate with the associated departments, offices, and or units, both parties agree that the institutional points of contact shall be the following:

 4.1.1. For UNIZIK: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 4.1.2. For (Your University): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­

4.2. All official notices between the two parties regarding the terms and conditions of this MoU shall be written, and sent by fax and also via express courier between and to the respective principal points of contact identified in Article 4.1 of this document.

**ARTICLE 5: VALIDITY AND TERMINATION**

**5.1.** This MOU shall become effective upon the date of signing by the representatives of the two institutions and shall remain valid for a period of (Insert agreed Period). It shall be renewed by mutual written consent from both parties.

Termination shall be through a written notice by either party and such notice should be received no less than 60 days prior to the termination date.

**5.2** Such a request for termination shall not prevent the continuation of previously agreed-upon activities already underway and the resources necessary to support them.

**IN WITNESS WHEREOF**, the parties through duly authorized officials do execute this Memorandum of Understanding.

**For Nnamdi Azikiwe University, Awka**

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**For Your University:**

By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_