

**Criterion III  
Research,  
Innovations and  
Extension**



**RCMAS**  
RAJAGIRI COLLEGE OF MANAGEMENT &  
APPLIED SCIENCES

**RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**

RAJAGIRI VALLEY P.O, KAKKANAD, KERALA 682039

An ISO 9001 : 2015 Certified Institution

Affiliated to Mahatma Gandhi University, Kottayam and Approved by AICTE

**3.5**

**Collaboration**

**3.5.1**

**List and Copies of MOUs/ Collaborations/ Linkage**

Submitted to



**List and Copies of MOUs/Linkages**

Sl.No	Name of the institution / Industry with whom the MoU / linkage is made	Year of Signing MoU	Page Number
1	Apttitech, Tripunithura, Ernakulam	2023-2024	4
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3	New Generation Jobs, Bangalore,560076	2023-2024	10
4	St Joseph College of Teacher Education for women, Ernakulam - 35	2023-2024	16
5	Santa Monica Study Abroad Private Ltd,Ernakulam,682015	2023-2024	21
6	Industrial Robotics Institute, Alathur, Palakkad	2023-2024	28
7	Digiora Technologies Private Ltd.,Kakkanad	2023-2024	31
8	Assumption College,Changanassery	2023-2024	33
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10	Miles Education Private, Limited, IDA Kukatpally,Hyderbad 500037	2023-2024	41
11	Newman College,Thodupuzha,Idukki,685585	2023-2024	45
12	Laurus Inistitute For Training, Kalamssery,Cochin	2023-2024	50
13	Jeong Ui Sports And Fitness Pvt. Ltd, Cusat Po,Cochin 682022	2023-2024	56
14	KVJ Analytics,Lalan Tower,Cochin - 682031, Ernakulam	2023-2024	63
15	GreenApple Success Factors Pvt Ltd.Panampilly Nagar,Ernakulam	2023-2024	74
16	Commodity Online Institute of Financial Training (CIFT)Acumen, Kochi,682035	2023-2024	82
17	Maxval Technologies Pvt Ltd,Belapur Station,Mumbai 400614	2023-2024	84
18	The Sapients,Padivattom, Ernakulam	2023-2024	89

19	St Xavier's College for Women, Aluva	2023-2024	92
20	Mar Athanasios College For Advanced Studies (MACFAST),Thiruvalla,Kerala,689101	2023-2024	94
21	Need Global Foundation, Seaport Airport Road, Cochin - 682013	2023-2024	97
22	NEED,Crown Jewel, Assissi Junction, Aluva	2023-2024	100
23	Northstar Academy,Cl Layout,Bangalore - 560029	2023-2024	102
24	Career Launcher,Cochin,Cochin,Kerala, 682016	2023-2024	109
25	Prep Academy,Thiruvalla,Kerala, 689101	2023-2024	114
26	Pathanjali Pranayoga Vidyapeedom,Edakkunnam Post, Kottayam,695018	2022-2023	121
27	KPMG,Embassy Golf Links,B Block, Bengaluru ,56007	2022-2023	125
28	Additional Skill Acquisition Program(ASAP) Kerala,Trans Tower,Vazhuthakad,Trivandrum,695014	2022-2023	136
29	AVIV Consultancy Private Ltd.,Banaglore North,Banaglore 560008	2022-2023	146
30	The Strategist, Banerji Road,Cochin 682031	2022-2023	151
31	Signature Resource Hub,Muvattupuzha	2022-2023	158
32	Enxcl, Trivandrum,Pappanamcode Post,695018	2021-2022	160
33	Dishasoft Info Solutions Pvt. Ltd,Muvattupuzha,686661	2021-2022	165
34	Mathrubhumi Printing and Publishing Co. Ltd,Kozhikode,673001	2021-2022	167

## **LINKAGE AGREEMENT**

This Linkage is entered into on this the 26<sup>th</sup> day of March, 2024 by and between;

**APTTITECH PLACEMENT & TRAININGS, MARKET ROAD TRIPUNITHURA PO, ERNAKULAM-682301** HEREINAFTER REFERRED TO AS **FIRST PARTY**, REPRESENTED BY **ANU GOPALAKRISHNAN** (which expression, unless repugnant to the context or meaning thereof, shall be deemed to mean and include its successors-in-interest, representatives and permitted assignees).

**AND**

**RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**, Rajagiri Valley, Kakkanad, Kerala – 682039, India represented by its director Rev.Fr.(Dr.) Mathew Vattathara CMI, Rajagiri Valley, Kakkanad, Kerala – 682039 hereinafter referred to as **RCMAS** (which expression, unless repugnant to the context or meaning thereof, shall be deemed to mean and include its successors-in-interest, representatives and assignees).

Hereinafter Apttitech and RCMAS are individually referred to as “Party” and collectively as “Parties”.

### **WHEREAS**

- A.** Apttitech is an aptitude test training centre.
- B.** RCMAS is an Educational Institution.
- C.** Apttitech has represented to RCMAS that it has necessary expertise in providing internship, placement training, BANK test training opportunities and offer participation in the social events, for the students of RCMAS (“Service”) and they are desirous to collaborate with RCMAS for providing the Services.
- D.** Based on the representations by Apttitech, RCMAS wishes to appoint Apttitech and obtain Services on the terms and conditions appearing hereafter.

**NOW THIS LINKAGE WITNESSETH AND THE PARTIES HEREBY AGREE AS FOLLOWS:**

**1. Background and scope of the Linkage**

- 1.1 This Linkage is entered as a mutual beneficial collaboration between Apttitech Placement & Trainings and RCMAS. The Apttitech shall offer the students of RCMAS the Services and offer participation in the events and functions organized by the Apttitech for welfare of the students.
- 1.2 The Apttitech shall in consultation with Department of Management of RCMAS;
  - 1.2.1 Conduct coaching classes for Bank Test & PSC examination for students of RCMAS; and
  - 1.2.2 shall offer internship opportunities for BBA students of RCMAS.

**2. Data Privacy**

- 2.1 Both Parties highly value the privacy and security of the confidential information that they hold, and are committed to ensure that all data is processed with the highest level of security and integrity.
- 2.2 Apttitech agrees and confirms that it shall keep the information of students shared with them under this Linkage for providing Services shall be used with utmost safety and will be used only for the purpose of providing Services.
- 2.3 If any personal data needs to be processed as part of this Linkage, a separate Non-Disclosure Agreement will be executed between the Parties.
- 2.4 The RCMAS permit Apttitech to use the trademark / logo limited to the events mutually collaborated between the Parties. Apttitech shall seek prior written permission from RCMAS each time before using the trademark/logo. The Parties hereby agree to use the trademark/ logo only for posters, brochures or other public domains pertaining to the particular event in which RCMAS collaborates with Apttitech.

**3. Variation**

- 3.1 No addition or modification of, any provision of this Linkage shall be binding on either party unless made in writing and signed by duly authorised representatives of the Parties.

**4. Validity**

- 4.1 Validity of this Linkage is One year from the date of execution.

4.2 Both Parties are at liberty to terminate this Linkage with 30 days' prior notice in writing.

## 5. Liability

5.1 Both the Parties shall be solely responsible for any and all claims and/or damages if not in conformity with the objectives mentioned in this Linkage and the institutional rules and procedures.

5.2 The Parties acknowledges that this Linkage shall not bring any legal obligations on the matters in connection with this Linkage and conflicts if any, arising out of this shall be primarily resolved by mutual discussions of the Parties hereto.

5.3 The courts in Ernakulam, shall have exclusive jurisdiction on disputes arising out of this Linkage.

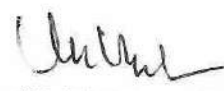
## 6. Confidentiality

6.1 Each of the Parties will keep confidential (both during and 1 year after termination of this Linkage) all information concerning the operations of either party which is obtained or received as a result of the entering into or the performance of this Linkage unless the information is in the public domain, or the Parties are under legal obligation to disclose the information.

**INWITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THESE AT PRESENT ON THE DAY AND DATE FIRST HEREINABOVE WRITTEN;**

  
AUTHORIZED SIGNATOR  
Anu Gopalakrishnan  
Managing Director,  
For Apttitech

  
**ANU GOPALAKRISHNAN**  
Managing Director  
Apttitech Placement and Training  
Ernakulam

  
Rev. Fr. (Dr.) Mathew Vattathara  
CMI DIRECTOR  
Rajagiri College of Management & Applied Sciences  
For Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

Witness



Principal  
Dr. Laly Mathew

  
**PRINCIPAL**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley, P. O., Kakkanad - 682 039



കേരളം കേരल KERALA

ED 235516

**Memorandum of Understanding (MoU)**

**Between**

**Rajagiri College of Management and Applied Sciences, Kakkanadu, Kerala**

**And**

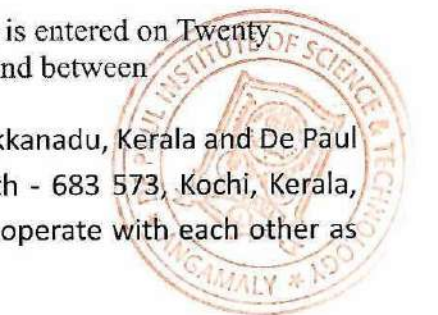
**De Paul Institute of Science & Technology (DIST), Angamaly, Kerala.**

This **Memorandum of Understanding** (here in after called as the 'MOU') is entered on Twenty Sixth Day of March -Two Thousand and Twenty-Four (26/03/2024), by and between

Rajagiri College of Management and Applied Sciences, Rajagiri Valley, Kakkanadu, Kerala and De Paul Institute of Science & Technology (DiST), De Paul Nagar, Angamaly South - 683 573, Kochi, Kerala, wish to establish relations between the two institutions, agreeing to cooperate with each other as follows.

Subject to mutual consent, the areas of cooperation will include any programme offered at either institution as thought desirable and feasible on either side and that both sides will contribute to the fostering and development of the cooperative relationship between the two institutions. Cooperation shall be carried out through such activities as:

ATTHIRA. M.A SLNO..... DT.....  
STAMP VENDOR ₹..... SOLD TO.....  
THRIKKAKARA. management  
7774 onlialas Director  
Rajagiri College of  
& Applied Sciences  
Rajagiri Valley p.o.



*[Handwritten signature]*

- a. Exchange of Faculty
- b. Exchange of students
- c. Joint research activities and publications
- d. Student Training programmes

The terms of cooperation for each specific activity implemented under this MoU for cooperation shall be mutually discussed and agreed upon in writing by both institutions prior to the initiation of that activity.

The two institutions hereby agree on the following terms to establish the joint collaborative activities.

1. Before the collaborative activities are implemented, both parties shall discuss the problems involved to the satisfaction of each party and enter into specific activity agreement based on the mutually agreed objectives and outcomes of the relationship.
2. This MoU shall become effective as on the date of signatures of both parties.
3. The MoU shall be applicable for three years from the date of agreement.
4. This MoU constitutes the entire agreement between the parties.
5. The MoU shall be applicable to educational activities and institutional growth and development connected to each party.
6. This MoU is not considered to be a contract creating legal and financial relationships between the parties. Rather, it is designed to facilitate and develop a genuine and mutually beneficial exchange process/academic relationship, and so forth.
7. This MoU should be reviewed every one year to evaluate the progress and the quality of the mutual cooperation. It may be renewed for further periods upon consent of both parties.
8. This MoU may be terminated by either party with a minimum of 90 days written notice. Activities in progress at the time of termination shall be permitted to conclude as planned, unless otherwise agreed.





9. Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, disability or veteran status.
10. Each party shall designate a person of office to serve as liaison for implementing this MoU.

Signed for

Rajagiri College of Management and Applied Sciences

Signed for

De Paul Institute of Science & Technology (DIST)

Director

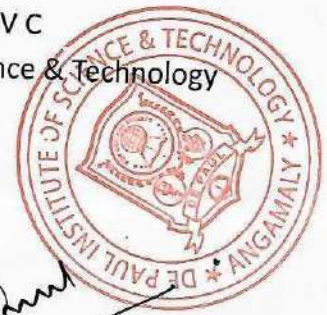


Rev. Fr. Dr. Mathew Vattathara CMI  
Rajagiri College of Management & Applied Sciences  
Kakkanadu, Kerala  
PIN: 680308  
DIRECTOR  
Rajagiri College of Management & Applied Science  
Rajagiri Valley P.O., Kakkannad, Kochi- 682 039

Principal



Rev. Dr. John Mangalath V C  
De Paul Institute of Science & Technology  
Angamaly, Kerala  
Pin: 683573



Witness: 1



Dr. Laly Mathew  
Principal,  
Rajagiri College of Management & Applied Sciences,  
Kakkanadu.

PRINCIPAL  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkannad - 682 039

Witness: 2



Dr. Anosh Paul  
HoD, Commerce  
De Paul Institute of Science & Technology  
Angamaly



## LINKAGE

This Linkage is made on this 11<sup>th</sup> day of March, 2024, by and between:

**New Generation Jobs Private Limited** (CIN:U74999KA2018PTC111767), having its registered office at 91 Springboard Business Hub, 3rd Floor, #175 & #176, Dollars Colony, Phase 4, BG Road, Bengaluru – 560076, represented by its Director, **Mr. Aibin Mathew** (PAN No.AMEPA8390D) (hereinafter referred to as **Program Provider** abbreviate as “**PP/ NGJ**” of the first part, which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors, administrators, and assigns)

AND

**Rajagiri College of Management and Applied Sciences(RCMAS)**, having its office at Rajagiri Vally P.O., Kakkanad, Kochi – 682039, represented by its Director, **Rev. Fr. Dr. Mathew Vattathara CMI** (hereinafter referred to as **Training Partner** abbreviated as “**TP**” of the second part, which expression shall unless repugnant to the meaning or context hereof, include its successors and permitted assigns)

### 1. Purpose

This linkage sets forth the terms and understanding between NGJ and Partner to offer a specialized training program called "NGJ Business Pro" designed for business professionals and students, aimed at equipping them with essential AI tools and concepts, advanced English grammar, typing skills, and proficiency in MS Office tools.

### 2. Program Details

1.	Course Duration	88 Hours (Online & Offline)
2.	Schedule Per Day	1.5 hours theory + 0.5 hours typing practice
3.	Total Course Fee	5,500/- (Including GST)

(Additional detailed information about the course is attached as Annexure-1)



### 3. Revenue Sharing

SL NO	PARTICULARS	AMOUNT (INR)	NGJ SHARE	RCMAS SHARE
1.	Course Fee	5,500/-	5,000/-	500/-

### 4. Training and Support

- Detailed information about the course and responsibilities are attached as Annexure-2

### 5. Terms and Termination

- This linkage shall remain in effect for a period of One (01) year from the date of signing unless terminated earlier by either party with a 30-day written notice.
- In the event of termination, both parties agree to honour any commitments made to students who have already enrolled in the program.
- The training partner hereby agrees that the course contents and syllabus shall not be duplicated, shared, or distributed to any third parties without the prior written consent of the course provider. Furthermore, the training partner and its associates agree not to conduct any similar programs for a period of three years following the automatic expiry or termination of this agreement.
- In the event that either party violates the terms of this contract, they shall be legally liable to compensate the other party for any resulting losses as per the provisions of Indian laws.

### 6. Dispute Resolution

- This linkage shall be governed by and construed in accordance with the laws of India.
- Any disputes arising out of this linkage will be resolved through negotiations between the parties, and if unsuccessful, through arbitration in accordance with the Arbitration and Conciliation Act, 1996.
- Any disputes arising out of or in connection with this linkage shall be subject to the exclusive jurisdiction of the courts in Bangalore.

### 7. Execution

- This linkage is executed in duplicate with each party receiving one copy.



## 8. Signatures

For New Generation Jobs Private Limited

Name: **Aibin Mathew**

For NEW GENERATION JOBS PVT. LTD.

Title: Director

Date: 11.03.2024

Director

For Rajagiri College of Management and Applied Sciences

Name: **Rev. Fr. Dr. Mathew Vattathara CMI**

Title: Director

Date: 11.03.2024

DIRECTOR

Rajagiri College of Management & Applied Science  
Rajagiri Valley P.O., Kakkanad, Kochi-682 039

Acknowledgement

We, the undersigned, have read and understood this linkage and agree to abide by its terms and conditions.

Witness 1: Dr. Laly Mathew (Principal)

Name:

Date: 11.03.2024

PRINCIPAL  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley, P. O., Kakkanad - 682 039

Witness 2:

Name: Ashish C Pius

Date: 11.03.2024



## Annexure-1

### NGJ BUSINESS PRO SYLLABUS OUTLINE

#### **MODULE 1: ESSENTIAL OFFICE SOFTWARE SKILLS**

##### **1.1 Introduction to MS Office**

- 1.1.1. Microsoft Word
- 1.1.2. Introduction to Microsoft Excel
- 1.1.3. Microsoft PowerPoint
- 1.1.4. OneDrive
- 1.1.5 Outlook

##### **1.2. AI Tools**

- 1.2.1. Introduction to AI Tools: Your Guide to the Future
- 1.2.2. AI in business: A brief note
- 1.2.3. Essential Terms to Understand Computer Science
- 1.2.4. Getting Started with ChatGPT.

##### **1.3. LinkedIn**

#### **MODULE 2: PROFESSIONAL COMMUNICATION SKILLS**

- 2.1 Business Letter Writing
- 2.2 Crafting Official Emails
- 2.3 English Grammar\*
- 2.4 Typing

(\*Business Pro Basic training excluded with English Grammar).

#### **MODULE 3: A DAY IN AN OFFICE ENVIRONMENT**

- 3.1. Tips For Your First Day at Work.
- 3.2. Types of Business Attire.
- 3.3. First Few Days at Work in An Office.
- 3.4. A Day in an Office: What an Employer Expects
- 3.5. How to Speak to Higher Officials
- 3.6. How to Prepare for an Interview

#### **MODULE 4: PROJECT**

(Question topic and outline of the project are provided by NGJ)

Note: New Generation Jobs Pvt Ltd reserve the right to make changes anytime in syllabus based on Industry requirements.



## Annexure-2

### Program Provider Responsibilities:

- 1. Course Provision:** The course provider is responsible for delivering the course and its associated content.
- 2. Syllabus Updates:** The course provider must periodically update the syllabus and course content to ensure it remains current and relevant.
- 3. Faculty Compensation:** The course provider will provide trained faculty Online or Offline based on the course requirement.
- 4. Trainer Training Program:** The course provider will offer a free trainers' training program (Online/ Offline) to enhance the skills of the trainers.
- 5. Course Materials:** The course provider will supply course materials to the students.
- 6. Assessment and Evaluation:** The course provider will conduct assessment tests and evaluations to gauge student performance.
- 7. Certification:** The course provider will issue certificates to candidates who successfully complete the course.

### Training Partner Institute/Corporate Responsibilities:

- 1. Training Space:** The training partner institute/corporate is responsible for providing adequate training space for conducting the course.
- 2. Student enrolment:** The training partner institute/corporate responsible for enrolling the students.
- 3. Computer Labs:** The training partner institute/corporate must provide computer labs and systems with internet connection for student use during the course.



**4. Fee Collection and Remittance:** The training partner institute/corporate is responsible for collecting fees from the students and remitting these fees to the course provider. (*GST payment is mandatory for the payments collected from candidates/students*).

**5. Faculty support for NGJ:** The training partner institute/corporate is requested to support for finding NGJ training faculty accommodation locally if required.





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ED 235509

**MEMORANDUM OF UNDERSTANDING**

BETWEEN

**St Joseph College of Teacher Education for Women,  
Ernakulam**

&

**Rajagiri College of Management and Applied Sciences,  
Kakkanad, Cochin, Kerala**

FOR

**Academia, Education, Training Programmes, Faculty Exchange,  
Resource Sharing**

This Memorandum of Understanding (here in after called as the 'MOU') is entered into on this the 07<sup>th</sup> day of March, Two Thousand and Twenty-Four (2024) by and between

**Rajagiri College of Management and Applied Sciences**, the first party represented here in by its Director, Rev. Fr. Dr Mathew Vattathara CMI (here in after referred to as '**First Party**'), when mentioned, also means its future administrators, and those who take on its responsibilities, unless the situation or context suggests otherwise.

AN  
ATHIRA M.A SL NO..... DT.....  
STAMP VENDOR ₹..... SOLD TO.....  
THRIKKAKARA.....  
71167 04/12/23  
Director  
Rajagiri college of management &  
Applied sciences, Rajagiri valley P.O.





**AND**

**St Joseph College of Teacher Education for Women** and represented by its Principal, Dr Alice Joseph, (here in after referred to as “**Second Party**, when mentioned, also means its future administrators, and those who take on its responsibilities, unless the situation or context suggests otherwise.

(First Party and Second Party are hereinafter jointly referred to as ‘Parties’ and individually as ‘Party’) as

**WHEREAS**

- A) First Party is an educational institution named **Rajagiri College of Management and Applied Sciences**, affiliated to Mahatma Gandhi University.
- B) First Party & Second Party believe that they share many areas of common interest in academics, education and training programmes and that considerable advantage may be gained from their pursuit on a collaborative basis in the fields of academics, education and training programmes.
- C) This MOU is signed in view of exploring the possibilities between the Institutions in terms of education, and training programmes including exchange of faculty, exchange of students, research collaborations, resource sharing for mutual benefit of both the Institutes as per their given respective mandate, aims and objectives.
- D) Both Parties, being legal entities in themselves, desire to sign this MOU within the purview of their respective statutory provisions for advancing their mutual interests.
- E) **St Joseph College of Teacher Education for Women**, the Second Party, is an educational institution, entitled to offer Teacher Education Programmes and Research in the field of Education.

**Now therefore, in consideration of the mutual promises set forth in this MoU, the parties here to agree as follows:**

**CLAUSE 1**

**COOPERATION**

Both Parties are united by common interests and objectives, and they shall establish channels of communication and co-operation that will promote and advance their respective operations within the Institution and its related wings. The Parties shall keep each other informed of potential opportunities and shall share all information that may be relevant to secure additional opportunities for one another.

First Party and Second Party co-operation will facilitate effective utilization of the intellectual capabilities of the student and faculty of First Party as well as the Second Party providing

significant inputs to them in developing student and faculty attitudes and aptitudes to direct them to the unfolding opportunities in the field of education, keeping in mind the needs of the evolving career scene.

The general terms of co-operation shall be governed by this MOU. The Parties shall cooperate with each other and shall, as promptly as is reasonably practical, enter into all relevant agreements, as may be required to give effect to the actions contemplated in terms of this MOU.

## CLAUSE 2

### SCOPE OF THE MOU

- 1(a) The exchange of faculty and students to the mutual benefit of both Parties.
- 1(b) Conducting Lectures in fields of mutual interest and benefit.
- 1(c) Collaborating in the organization and participation in seminars, conferences, workshops, and other academic discussions on topics of mutual interest.
- 1(d) To engage in joint research projects and publications.
- 1(e) To permit faculty members to use library facility at both the institutions.

Both the institutions agree that detailed terms and conditions that guide each activity identified above will be determined separately and agreed upon by the two Parties.

## CLAUSE 3

### CONFIDENTIALITY OF INFORMATION AND DATA

For the purposes of this MOU, "Confidential Information" shall be all information of a confidential nature (whether written or oral) which is obtained or received as a result of the discussions leading up to, the entering into or the performance of this MOU, including Financial Information, Training & Learning Material, University / College Lists, and Computer Software and Databases, the Contents of all Reports and Documentation prepared by either Parties or on its behalf and any other information of a confidential nature designated by an Institute as confidential; Each of the Parties shall at all times while this MOU remains in force and after it has terminated.

Ownership of any intellectual property (including but not limited to confidential information, know-how, patents, copyrights, design rights, rights relating to computer software, and any other industrial or intellectual property rights) developed jointly during the course of this MOU shall be vested in both Parties to this Memorandum. Both Parties shall have the joint right to determine the commercial exploitation and disposition of such intellectual property, and both Institutes shall make joint applications for the registration of the same.

Before any registration or commercialization of any intellectual property takes place, the Parties agree to reach a separate agreement covering issues such as exploitation rights and revenue

sharing. Any publication regarding such intellectual property shall only be possible with the prior written consent of both Parties, such consent not to be unreasonably withheld.

#### CLAUSE 4

##### SEVERABILITY, AMENDMENTS/MODIFICATIONS

This MOU may be amended or modified by a written agreement signed by both Parties.

If any term of this MOU is determined to be illegal, invalid, void or voidable the legality or validity of any of the other terms of this MOU shall not be affected and the illegal, invalid or voidable term shall be deemed deleted to the same extent and effect as if it had never been incorporated but all other terms of this MOU shall continue in full force and effect.

#### CLAUSE 5

##### TERM AND TERMINATION:

This MOU is valid for a period of three years from the date of execution i.e., up to and including 07th day of March,2027. Either Party may terminate the MOU by giving written notice of three months in advance to the other institution. Once terminated, neither RCMAS nor SJCTEW will be responsible for any losses, financial or otherwise, which the other Party may suffer. However, both the Parties will ensure that the provisions of this Memorandum shall continue to apply to all activities in progress until their completion.

#### CLAUSE 6

##### RELATIONSHIP BETWEEN THE PARTIES

It is expressly agreed that **First Party** and **Second Party** are acting under this MOU as independent contractors, and the relationship established under this MOU shall not be construed as a partnership. Neither Party is authorized to use the other Party's name in any way, to make any representations or create any obligation or liability, expressed or implied, on behalf of the other Party, without the prior written consent of the other Party. Neither Party shall have, nor represent itself as having, any authority under the terms of this MOU to make agreements of any kind in the name of or binding upon the other Party, to pledge the other Party's credit, or to extend credit on behalf of the other Party.

First Party

Second Party

Any divergence or difference derived from the interpretation or application of the MoU shall be resolved by arbitration between the parties as per the Arbitration Act, 1996. The place of

the arbitration shall be at District Head Quarters of the First Party. This undertaking is to be construed in accordance with Indian Law with exclusive jurisdiction in the Courts of Kerala.

**IN WITNESS WHEREOF THE PARTIES THROUGH THEIR DULY AUTHORISED REPRESENTATIVES HAVE SIGNED THIS MoU.**

**Dr. Alice Joseph**  
Principal  
For **St. Joseph College of Teacher Education for Women**

*Alice Joseph*  
Dr. Alice Joseph  
Principal in Charge  
St. Joseph College of Teacher Education for Women,  
Ernakulam

Authorized Signatory

*Josephine Joseph*  
Dr Josephine Joseph

In the presence of:

*Dr. Raly Mathew*

**PRINCIPAL**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039

**Rev. Fr. Dr Mathew Vattathara CMI**  
Director  
For **Rajagiri College of Management and Applied Sciences**

*Mathew Vattathara*

Authorized Signatory

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

In the presence of:

<b>St Joseph College of Teacher Education for Women</b>	<b>Rajagiri College of Management and Applied Sciences</b>
Kovilvattom Road, Ernakulam , Kochi-35, Kerala,	Rajagiri valley, Kakkanad, Cochin, Kerala
Contact Details 04842351695,	Contact Details
E-mails:stjosephtrainingcollege@hotmail.com	E-mail: office@rajagiricollege.edu.in
Web - <a href="https://www.stjosephcte.in/">https://www.stjosephcte.in/</a>	Web: <a href="https://www.rajagiricollege.edu.in/">https://www.rajagiricollege.edu.in/</a>





കേരളം കേരल KERALA

CP 851704

**MEMORANDUM OF UNDERSTANDING**

BETWEEN

**SantaMonica Study Abroad Private Ltd., Ernakulam**

&

**Rajagiri College of Management and Applied Sciences,  
Kakkanad, Cochin, Kerala**

FOR

**Academia, Education, Training Programmes, Faculty Exchange, Student  
Exchange, Resource Sharing**

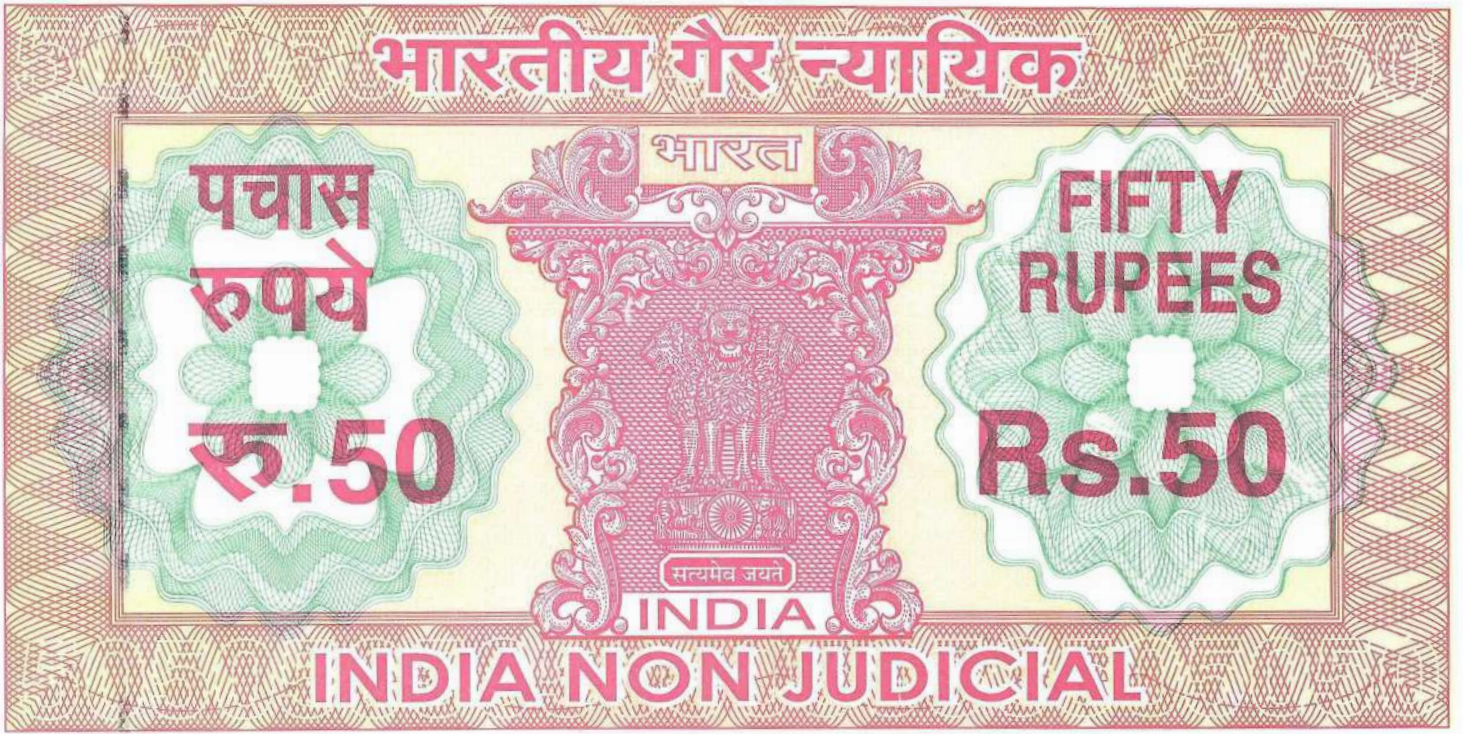
This Memorandum of Understanding (here in after called as the 'MOU') is entered into on this the 19<sup>th</sup> day of February Two Thousand and Twenty Four (2024) by and between **Rajagiri College of Management and Applied Sciences**, the first party represented here in by its Principal, Dr Laly Mathew (here in after referred as '**First Party**', the institution which expression, unless excluded by or repugnant to the subject or context shall include its successors-in-office, administrators and assigns) **AND SantaMonica Private Ltd.** and represented by its Country Head of Corporate Strategy and New Initiatives, Mr. Shine Antony, (here in after referred to as "**Second Party**", company which expression, unless excluded by or repugnant to the subject or context shall include its successors - in-office, administrators and assigns).

**K. M. PHILOMINA  
E.S.R.O. VENDOR**

Ms 71727  
30/01/2024

**Santamonica Study Abroad Pvt Ltd  
Bangalore**





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CP 851705

(First Party and Second Party are hereinafter jointly referred to as 'Parties' and individually as 'Party') as

#### WHEREAS

- First Party is a registered educational institution named **Rajagiri College of Management and Applied Sciences**.
- First Party & Second Party believe that they share many areas of common interest in academic, education and training programmes and that considerable advantage may be gained from their pursuit on a collaborative basis in the fields of academics, education and training programmes.
- This MOU is signed in view of exploring the possibilities between the Institutes in terms of academia, education, and training programmes including exchange of faculty, resource sharing for mutual benefit of both the Institutes as per their given respective mandate, aims and objectives.
- Both Parties, being legal entities in themselves desire to sign this MOU within the purview of their respective statutory provisions for advancing their mutual interests.
- SantaMonica Private Ltd.**, the Second Party, is an Private overseas education institution, entitled to offer Internships, Soft Skill Training, Foreign Language Training and issue certificates under its Seal.

K. M. PHILOMINA  
E.S.R.O. VENDOR

N71728  
20/11/2024

Santamonica Study Abroad Pvt Ltd  
Bangalore





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Now therefore, in consideration of the mutual promises set forth in this MoU, the parties hereto agree as follows:

**CLAUSE 1**

**COOPERATION**

Both Parties are united by common interests and objectives, and they shall establish channels of communication and co-operation that will promote and advance their respective operations within the Institution and its related wings. The Parties shall keep each other informed of potential opportunities and shall share all information that may be relevant to secure additional opportunities for one another.

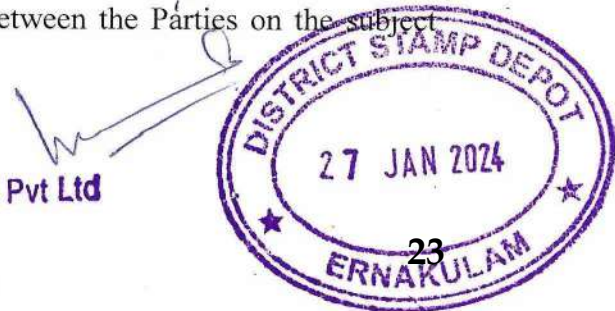
First Party and Second Party co-operation will facilitate effective utilization of the intellectual capabilities of the student and faculty of First Party providing significant inputs to them in developing student and faculty attitudes and aptitudes so as to direct them to the unfolding opportunities in the field of International Financial Reporting Standards (IFRS), keeping in mind the needs of the evolving career scene.

The general terms of co-operation shall be governed by this MOU. The Parties shall cooperate with each other and shall, as promptly as is reasonably practical, enter into all relevant agreements, deeds and documents as may be required to give effect to the actions contemplated in terms of this MOU. This MOU shall represent the entire understanding as to the subject matter hereof and shall supersede any prior understanding between the Parties on the subject matter hereof.

K. M. PHILOMINA  
E.S.R.O. VENDOR

27/1/24  
30/1/24

Santamerica Study Abroad Pvt Ltd  
Bangalore





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## CLAUSE 2

### SCOPE OF THE MOU

- The exchange of faculty and students to the mutual benefit of both Parties.
- Conduct training sessions in foreign languages for the students of the First Party.
- Provide Soft Skill Training and Career Guidance sessions to the students of the First Party.
- To offer internships for the students of the First Party.
- Provide International Resource Persons' sessions for the First Party.
- Organize Staff development programs for the First Party.

Both the institutes agree that detailed terms and conditions that guide each activity identified above will be determined separately and agreed upon by the two Parties.

## CLAUSE 3

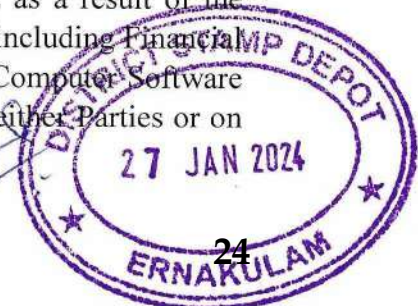
### CONFIDENTIALITY OF INFORMATION AND DATA

For the purposes of this MOU, "Confidential Information" shall be all information of a confidential nature (whether written or oral) which is obtained or received as a result of the discussions leading up to, the entering into or the performance of this MOU, including Financial Information, Training & Learning Material, University / College Lists, and Computer Software and Databases, the Contents of all Reports and Documentation prepared by either Parties or on

K. M. PHILOMINA  
E.S.R.O. VENDOR

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30/01/2024

Santamonica Study Abroad Pvt Ltd  
Bangalore





its behalf and any other information of a confidential nature designated by an Institute as confidential; Each of the Parties shall at all times while this MOU remains in force and after it has terminated.

Ownership of any intellectual property (including but not limited to confidential information, know-how, patents, copyrights, design rights, rights relating to computer software, and any other industrial or intellectual property rights) developed jointly during the course of this MOU shall be vested in both Parties to this Memorandum. Both Parties shall have the joint right to determine the commercial exploitation and disposition of such intellectual property, and both Institutes shall make joint applications for the registration of the same.

Before any registration or commercialization of any intellectual property takes place, the Parties agree to reach a separate agreement covering issues such as exploitation rights and revenue sharing. Any publication regarding such intellectual property shall only be possible with the prior written consent of both Parties, such consent not to be unreasonably withheld.

#### CLAUSE 4

##### SEVERABILITY, AMENDMENTS/MODIFICATIONS

This MOU may be amended or modified by a written agreement signed by both Parties.

If any term of this MOU is determined to be illegal, invalid, void or voidable the legality or validity of any of the other terms of this MOU shall not be affected and the illegal, invalid or voidable term shall be deemed deleted to the same extent and effect as if it had never been incorporated but all other terms of this MOU shall continue in full force and effect.

#### CLAUSE 5

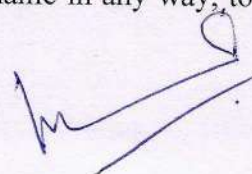
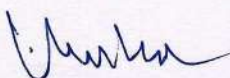
##### TERM AND TERMINATION:

This MOU is valid for a period of three years from the date of execution i.e., up to and including 10th day of October, 2026. Either Party may terminate the MOU by giving written notice of six months in advance to the other institution. Once terminated, neither RCMAS nor SantaMonica will be responsible for any losses, financial or otherwise, which the other Party may suffer. However, both the Parties will ensure that the provisions of this Memorandum shall continue to apply to all activities in progress until their completion.

#### CLAUSE 6

##### RELATIONSHIP BETWEEN THE PARTIES

It is expressly agreed that **First Party** and **Second Party** are acting under this MOU as independent contractors, and the relationship established under this MOU shall not be construed as a partnership. Neither Party is authorized to use the other Party's name in any way, to make



**CLAUSE 6**

**RELATIONSHIP BETWEEN THE PARTIES**

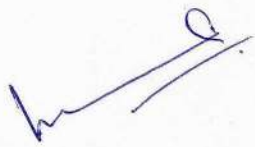
It is expressly agreed that **First Party** and **Second Party** are acting under this MOU as independent contractors, and the relationship established under this MOU shall not be construed as a partnership. Neither Party is authorized to use the other Party's name in any way, to make any representations or create any obligation or liability, expressed or implied, on behalf of the other Party, without the prior written consent of the other Party. Neither Party shall have, nor represent itself as having, any authority under the terms of this MOU to make agreements of any kind in the name of or binding upon the other Party, to pledge the other Party's credit, or to extend credit on behalf of the other Party.

First Party

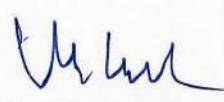
Second Party

Any divergence or difference derived from the interpretation or application of the MoU shall be resolved by arbitration between the parties as per the Arbitration Act, 1996. The place of the arbitration shall be at District Head Quarters of the First Party. This undertaking is to be construed in accordance with Indian Law with exclusive jurisdiction in the Courts of **Kerala**.

**AGREED:**



**Mr. Denny Vattakkunel**  
Chairman and Managing Director  
**Santa Monica Study Abroad Pvt. Ltd.**



**Rev. Fr. Dr. Mathew Vattathara**  
Director  
**Rajagiri College of Management  
and Applied Sciences**

\_\_\_\_\_  
Authorized Signatory



\_\_\_\_\_  
Authorized Signatory

**WITNESSES:**

  
**Mr. Shine Antony**

Country Head,  
Corporate Strategy and New Initiatives  
For **Santa Monica Pvt. Ltd.**



**Dr. Laly Mathew**  
Principal  
for **Rajagiri College of Management  
and Applied Sciences**



<b>Santa Monica Pvt. Ltd.</b>	<b>Rajagiri College of Management and Applied Sciences</b>
Mercy Estate, 3rd Floor Santamonica Junction, Mahatma Gandhi Rd, Ravipuram, Kochi, Kerala 682015	Rajagiri Valley, Kakkanad, Cochin, Kerala
Contact Details	Contact Details
E-mails: <a href="mailto:info@santamonicaedu.in">info@santamonicaedu.in</a>	E-mail: <a href="mailto:office@rajagiricollege.edu.in">office@rajagiricollege.edu.in</a>
Web <a href="https://santamonicaedu.in/">https://santamonicaedu.in/</a>	Web: <a href="https://www.rajagiricollege.edu.in/">https://www.rajagiricollege.edu.in/</a>



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**BINDING MEMORANDUM OF UNDERSTANDING**

ED 235505

This binding Memorandum of Understanding (hereinafter referred to as the "MOU") is made this 16 February 2024 by and between:

1. Mr Abdul Samad, Managing Director, Industrial Robotics Institute, Kerala having its address at 15/1142 ,Vanoor Road,Near Court Road,Alathur,Palakkad hereinafter referred to as **Industrial Robotics Institute** ;and
2. Rajagiri College of Management and Applied Sciences having its address at Rajagiri College of Management and Applied Sciences, Rajagiri Valley P.O, Kakknad, Cochin - 682 039, Kerala, India represented by its authorized signatory Dr Fr Mathew Vattathara ,Director, (which expression shall, unless repugnant to the meaning or context thereof,be deemed to include its executors, representatives, administrators, successors and assigns) hereinafter referred to as **Rajagiri**.

Rajagiri and Industrial Robotics Institute are hereinafter together referred as "Parties" and individually as "Party" AND WHEREAS

1. Industrial Robotics Institute is a well-known training institute specialized in robotic training to university students, college students, school students and professionals.
2. Rajagiri group of institutions has been established with a vision to become a center par

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AT: ..... DT: 04/12/23  
STAMP VENDOR ..... SOLD TO: Director  
THRIKAKKUDA ..... Rajagiri College of  
management & applied sciences  
Rajagiri valley P.O.



excellence of learning, unique in experience, value based in its approach, and pioneering in its efforts for enriching and fulfilling life. Rajagiri looks forward to deliver programs for its students outside the University curriculum, which will enhance their skill and make them more employable.

Now, both parties have together decided that Rajagiri will partner with Industrial Robotics Institute towards delivering add-on courses, workshops and capacity building programs for its students as per the mutual conditions laid out in the paragraphs below.

1. Minimum number of students for conducting the course will be 30.
2. Industrial Robotics Institute will provide a 30-hour certificate course for the students.
3. All programs will be under the joint branding of both parties.
4. Roles and Responsibilities

**Rajagiri**

- a. Manage all communication with students
- b. Enrolment and registration of students for respective courses
- c. Provide a single point of contact for coordination with Industrial Robotics Institute
- d. Ensuring the attendance of students for the scheduled courses.
- e. Depending on the number of participants, the number of kits will vary, the expense of which will be met by Rajagiri.

**Industrial Robotics Institute**

- a. Design, develop and deliver the trainings along with the appropriate content
- b. Sharing the relevant learning materials with the participants.
- c. Evaluate the participants on the performance, as applicable.
- d. Provide access to the training tool for all participants.
- e. Provide daily attendance details to Rajagiri.
- f. Enable students to manufacture live Robots

Robots shall be used by Rajagiri by making a prior understanding

5. Both parties shall mutually agree upon the program calendar and time of delivery.
6. Intellectual Property of all training material delivered shall remain with Industrial Robotics Institute
7. Either party shall not be liable for any indirect, special, punitive, exemplary, incidental or consequential damages. Notwithstanding anything contained in this document, in no event, the

maximum liability shall exceed a sum of Rs 1475 X total number of students attending the course.

8. Parties agree that this is a binding MOU and the parties shall have all rights and remedies available under the laws of India.

9. Payment Terms

a. The fees of the course ("ROBOTICS") delivered is (Including GST) Rs. 1475 X total number of students attending the course. 50%(fifty) of the total fee shall be paid as advance to the Industrial Robotics Institute before the commencement of the course.

b. On the completion of training program, Industrial Robotics Institute shall raise an invoice of the program.

c. Rajagiri shall make the balance 50% payment within 15 days of receipt of the invoice.

10. This MOU contains the understanding of the Parties as of the Effective Date and shall supersede all prior oral and written agreements. This MOU shall not be varied except by written instrument signed by both the Parties.

11. The agreement shall be valid initially for a period of three years and the agreement will be automatically renewed for a subsequent period of three years

12. Either party can terminate the whole Agreement before the end of the specified term, by giving 3 months' notice.

In WITNESS WHEREOF, and, Rajagiri College of Management and Applied Sciences and have caused this MoU to be signed and delivered by their duly authorized officers, all as of date first herein above written

For Industrial Robotics Institute

For Rajagiri College of Management and Applied Sciences

Signature:

Name: Mr Abdul Samad

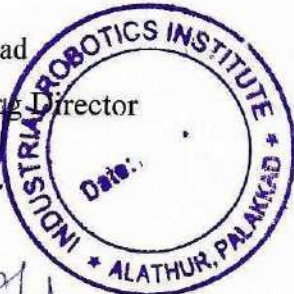
Designation: Managing Director

Witness 1:

Signature:

Name: Jamsheer N

Designation: Administrative Manager



Signature:

Name: Dr Fr Mathew Vattathara

Designation: Director

Witness 2:

Signature:

Name: Dr. Daly Mathew

Designation: Principal



RAJAGIRI COLLEGE OF MANAGEMENT AND  
APPLIED SCIENCES,  
KAKKANAD

DEPARTMENT OF COMPUTER SCIENCE

LETTER OF LINKAGE

Between

Department of Computer Science  
RCMAS Kakkanad, Kerala, India

And

Digiora Technologies. Pvt Ltd.  
Kakkanad


The Department of Computer Science at RCMAS Kakkanad, Kerala, India and Digiora Technologies. Pvt Ltd, Kakkanad, Kerala, India, establish this Letter of linkage to foster industrial interaction in education and recruitment.

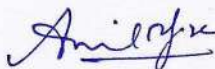
1. Both parties agree to encourage the following activities, to promote industrial-academic cooperation.
  - a) Exchange of materials that provides students with the idea of the proceedings in the industry.
  - b) Provide human resource for training the students in the department and the newly appointed employees in Digiora Technologies
  - c) Provide onsite training for the selected students of the department.
  - d) Other technical assistances

Both parties shall discuss the problems involved to the satisfaction of each party and enter into specific activity agreements based on the mutually agreed objectives and outcomes of the relationship.

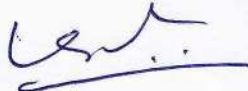
2. This Letter of Linkage shall be applicable to educational activities, attached to each party.
3. This Letter of Linkage constitutes the entire agreement between the parties, and all prior discusses agreements, and understandings, whether verbal or in writing, are merged in this agreement.


4. This Letter of Linkage is not considered to be a contract creating legal and financial relationships between the parties. Rather, it is designed to facilitate and develop a genuine and mutually beneficial exchange process/academic relationship, and so forth.
5. This Letter of Linkage shall become effective as on 9 Jan 2024, it may be amended by the written consent of the parties.
6. This Letter of Linkage should be reviewed every year to evaluate the progress and the quality of the mutual cooperation it may be extended for additional five-year periods upon the written consent of both parties. If the Letter of Linkage is not renewed by mutual consent, then it will conclude at the end of the specified time period, or after activities in progress have concluded.
7. This Letter of Linkage may be terminated by either party with a minimum of 120 days written notice. Activities in progress at the time of termination shall be permitted to conclude as planned unless otherwise agreed.
8. Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, disability, or veteran status.
9. Each party shall designate a person or office to serve as liaison for implementing this Letter of Linkage. For The Department of Computer Science at RCMAS Kakkanad , the contact person will be Ms.Dona Maria Mani. For Digiora Technologies. Pvt Ltd, Kakkanad, the contact person will be Ms Nayana Lal.
10. This Letter of Linkage is written in English.

Dr.Mathew Vattathara CMI   
Director,  
Rajagiri College of Management and Applied Sciences,  
Kakkanad.

Mr.Anil P Jose  
Director  
Digiora Technologies. Pvt Ltd,  
Kakkanad. 



Witness 1.  
Dr.Laly Mathew   
Principal,  
Rajagiri College of Management and Applied Sciences,  
Kakkanad

  
Witness 2  
Ms. Nayana Lal  
Digiora Technologies. Pvt Ltd  
Kakkanad







# ASSUMPTION COLLEGE

CHANGANASSERY, KERALA, INDIA 686101 | AUTONOMOUS

Accredited by NAAC with A+ Grade (Cycle 4) | ISO 9001:2015 Certified

Affiliated to Mahatma Gandhi University, Kottayam

## Linkage Agreement

Between

**Department of Business Studies, Assumption College Autonomous,  
Changanassery, Kottayam, Kerala**

And

**Rajagiri College of Management and Applied Sciences, Kakkanadu, Kerala**

This **linkage Agreement** is entered on 3<sup>rd</sup> January 2024 (03/01/2024), by and between Department of Business Studies, Assumption College Autonomous, Changanassery, Kottayam, Kerala and Rajagiri College of Management and Applied Sciences, Rajagiri Valley, Kakkanadu, Kerala wish to establish relations between the two institutions, agreeing to cooperate with each other as follows.

Subject to mutual consent, the areas of cooperation will include any programme offered at either institution as thought desirable and feasible on either side and that both sides will contribute to the fostering and development of the cooperative relationship between the two institutions. Cooperation shall be carried out through such activities as:

- Exchange of Faculty
- Exchange of students
- Joint research and publications
- Student Training programmes

The terms of cooperation for each specific activity implemented under this linkage for cooperation shall be mutually discussed and agreed upon in writing by both institutions prior to the initiation of that activity.

The two institutions hereby agree on the following terms to establish the joint collaborative activities.

- Before the collaborative activities are implemented, both parties shall discuss the problems involved to the satisfaction of each party and enter into specific activity agreement based on the mutually agreed objectives and outcomes of the relationship.
- This linkage shall become effective as on the date of signatures of both parties.
- The linkage shall be applicable for one year from the date of agreement.



4. This linkage constitutes the entire agreement between the parties.
5. The linkage shall be applicable to educational activities and institutional growth and development connected to each party.
6. This linkage is not considered to be a contract creating legal and financial relationships between the parties. Rather, it is designed to facilitate and develop a genuine and mutually beneficial exchange process/academic relationship, and so forth.
7. This linkage should be reviewed every one year to evaluate the progress and the quality of the mutual cooperation. It may be renewed for further periods upon consent of both parties.
8. This linkage may be terminated by either party with a minimum of 90 days written notice. Activities in progress at the time of termination shall be permitted to conclude as planned, unless otherwise agreed.
9. Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, disability or veteran status.
10. Each party shall designate a person of office to serve as liaison for implementing this linkage.

Signed for



Assumption College Autonomous

Signed for

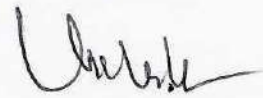
Rajagiri College of Management & Applied Sciences

Principal



Rev. Dr. Thomas Joseph

Assumption College Autonomous



Director

Rev. Fr. Dr. Mathew Vattathara CMI


Rajagiri College of Management & Applied Science




Witness: 1

Dr. Laly Mathew   
Principal,  
Rajagiri College of Management & Applied Sciences,  
Kakkanadu.

Witness: 1

Ms. Lolitha N,   
Head, Department of Business Studies  
Assumption College Autonomous

Witness 2 

Megha Mohan  
Head , Department of Management  
Rajagiri College of Management And Applied Sciences





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ED 235511

## MEMORANDUM OF UNDERSTANDING (MoU)

Between

Rajagiri College of Management & Applied Sciences (RCMAS)  
Rajagiri Valley, Kakkanad, Ernakulam, Kerala - 682039

&

Chinmaya Vishwa Vidyapeeth (CVV), Deemed-to-be-University  
Adi Sankara Nilayam, Veliyanad, Ernakulam, Kerala - 682313

For

Skill Development Programs, Internships, Student Exchanges and  
Faculty Exchanges, Collaborative Research, and Extension Activities



REGISTER  
CHINMAYA VISHWAVIDYAPEETH

Ak

THIRU. M.A. SL NO. 71769 DT. 01/12/23 Director

STAMP VENDOR ₹..... SOLD TO..... Rajagiri College of  
THRIKKAKARA..... management & applied sciences  
Rajagiri valley P.O.



## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (here in after called as the 'MoU') is entered into on this the 7<sup>th</sup> Day of December Two Thousand and Twenty-three (07-12-2023),

BY AND BETWEEN

Rajagiri college of Management & Applied Sciences, Rajagiri Valley, Kakkanad, Ernakulam, Kerala - 682039 represented herein by its Principal, Dr. Laly Mathew (hereafter referred as 'First Party/the institution' which expression, unless excluded by or repugnant to the subject or context shall include its successors -in - office, administrators, and assigns).

AND

Chinmaya Vishwavidyapeeth, Adi Sankara Nilayam, Adi Sankara Marg, Veliyanad P.O, Ernakulam - 682313, represented herein by its Dean of Academics and Registrar in Charge, Prof. T Asokan hereinafter referred to as 'Second Party', which expression, unless excluded by or repugnant of the subject or context shall include it successors - in-office, administrators, and assigns). (First Party and Second Party are hereinafter jointly referred to as 'Parties' and individually as Party")

WHERE AS:

A. First Party is a Higher Educational Institution named Rajagiri College of Management and Applied Sciences desires to collaborate and co-operate with an institutional partner broadly in the areas of Skill Based Training, Education and Research (hereinafter 'the purpose').

B. The Second Party, Chinmaya Vishwa Vidyapeeth (Deemed to be University under Section 3 of UGC Act) that desires to imbibe coaching in various skills and tools and will arrange for the appropriate faculties based on the needs of the students and programs introduced.

C. The Parties intent to cooperate and focus their efforts on achieving the purpose;

D. Both Parties, desire to sign an MoU for advancing their mutual Interests.

NOW THEREFORE, in consideration of the premises and intending to be legally bound hereby, the Parties agree as follows:

### CLAUSE 1 CO OPERATION

- 1.1 Both parties are united by common interest and objectives, and they shall establish channels of communication and co-operation that will promote and advance their respective operations within the **Institution** and its related wings. The Parties shall keep each other informed of potential opportunities and shall share all information that may be relevant to secure additional opportunities for one another.

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REGISTRAR  
CHINMAYA VISHWAVIDYAPEETH

- 1.2. First Party and Second Party co-operation will facilitate effective utilization of the intellectual capabilities of the faculty of First Party providing significant inputs to them in developing suitable teaching/training systems, keeping in mind the needs of the industry, the second party.
- 1.3. The general terms of co-operation shall be governed by this MOU. The Parties shall cooperate with each other and shall, as promptly as is reasonably practical, enter into all relevant agreements, deeds, and documents (the 'Definitive Documents') as maybe required to give effect to the actions contemplated in terms of this MOU. The term of definitive Documents, this MOU shall represent the entire understanding as to the subject matter hereof and shall supersede any prior understanding between the Parties on the subject matter hereof.

**CLAUSE 2**  
**SCOPE OF THE MOU**

- 2.1. The budding graduates from the institutions could play a key role in technological up-gradation, innovation, and competitiveness of an industry. Both Parties believe that close co-operation between the two would be of mutual benefit to the student community to enhance their skills and knowledge.
- 2.2. **Curriculum Design:** Second Party will give valuable inputs to the First Party in teaching/training methodology and as suitable, customize the curriculum within the framework of CVV vision and the regulatory authorities (UGC or any other which is in place at any point of time) so that the students fit into the industrial scenario meaningfully.
- 2.3. **Research and Development:** Both Parties have agreed to carry out the joint research activities in the field of Data analytics, Communication skills, Practical financial skills and any other related area which is in interest of both parties.
- 2.4. **Guest Lectures:** Second Party may extend the necessary support to deliver guest lecturers to the students of the first party on the technologies trend and in-house requirements.
- 2.5. **Faculty Development Programmes:** Second Party may train the Faculty of First Party for imparting training as per the industrial in the concerned sector, if available.
- 2.6. **Outreach and Extension:** The Second Party may actively engage in outreach and extension activities in collaboration with the First Party.
- 2.7. Both Parties to obtain all internal approvals, consents, permissions, and licenses of whatsoever nature required for offering the programmes on the terms specified herein and sign separately negotiated terms of engagement before commencing the items mentioned in the scope of this MoU.
- 2.8. There is no financial commitment on the part of **Rajagiri College of Management & Applied Sciences** and **Chinmaya Vishwa Vidyapeeth** to take up any programme mentioned in the MOU. If there is any financial consideration, it will be dealt with separately.

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REGISTRAR  
CHINMAYA VISHWAVIDYAPEETH

**CLAUSE 3  
INTELLECTUAL PROPERTY**

- 3.1. Nothing contained in this MOU shall, by express grant, implication, Estoppels or otherwise, create in either Party any right, title, interest, or license in or to the intellectual property (including but not limited to know – how, inventions, patents, copy rights and designs) of the other Party. Both parties may, in their brochures or website or other documents, use the name and logo of the other party for the purpose of mentioning the existence of their contractual relationship.

**CLAUSE 4  
VALIDITY**

- 4.1. This MoU will be valid until it is expressly terminated by either Party.
- 4.2. Both Parties may terminate this MoU upon 30 calendar days' notice in writing. In the events of Termination, both parties shall discharge their obligations accrued before the termination. This MoU may also be terminated anytime by the mutual written consent of the parties.

**CLAUSE 5  
RELATIONSHIP BETWEEN PARTIES**

It is expressly agreed that **Rajagiri College of Management and Applied sciences** (First Party) and **Chinmaya Vishwa Vidyapeeth** (Second Party) are acting under this MoU as independent institutes, and the relationship established under this MoU shall not be construed as a partnership. Neither Party is authorized to use the other party's name in any way, to make any representations or create any obligation or liability, expressed or implied, on behalf of the other Party, without the prior written consent of the other Party, except for the purposes as agreed herein. Neither Party shall have, nor represent itself as having, any authority under the terms of this MoU to make agreements of any kind in the name of or binding upon the other Party, to pledge the other Party's credit, or to extend credit on behalf of the other Party.

**CLAUSE 6  
DISPUTE SETTLEMENT**

Any divergence or difference derived from the interpretation or application of the MoU shall be resolved by arbitration between the parties as per the Arbitration Act, 1996. The place of the arbitration shall be at Ernakulam. This undertaking is to be construed in accordance with Indian Law with exclusive jurisdiction of the Courts at Ernakulam except jurisdiction for any injunctive relief, which shall lie to appropriate courts having jurisdiction.

**CLAUSE 7  
MISCELLANEOUS**

This Agreement will bind and inure to the benefit of the Parties and their successors and assigns. This document contains the entire agreement between the Parties with respect to the subject matter of this Agreement. No Party will have any obligation, express or implied by law, with respect to trade secret or proprietary information of any other Party except as set forth in this Agreement. Any failure to enforce any provision of this Agreement will not constitute a waiver of that provision or of any other provision. This Agreement may not be amended, nor any

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AK

  
REGISTRAR  
CHINMAYA VISHWAVIDYPEETH


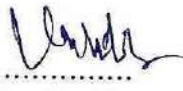

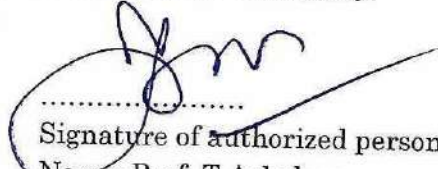
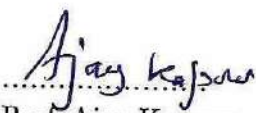
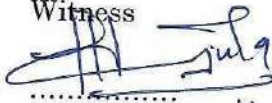
obligation waived, except by writing signed by both Parties. Both parties here by expressly agrees that they will not use this association for any other purposes other than for those mentioned in this agreement and will not create any debts/mortgages/other charges using this association.

This Agreement represents the entire Agreement and supersede any and all previous agreements and understandings between the parties relating to the subject matter hereof, and may be amended only in writing, signed by both parties.

### CONTACT INFORMATION

Rajagiri College of Management & Applied Sciences Rajagiri Valley, Kakkanad, Ernakulam, Kerala - 682039	Chinmaya Vishwa Vidyapeeth, Deemed-to-be-University. Adi Sankara Nilayam, Veliyanad, Ernakulam, Kerala - 682313
Emails: <a href="mailto:office@rajagiricollege.edu.in">office@rajagiricollege.edu.in</a>	E-Mails: <a href="mailto:registrar@cvv.ac.in">registrar@cvv.ac.in</a>
Web: <a href="http://www.rajagiricollege.edu.in">www.rajagiricollege.edu.in</a>	Web: <a href="http://www.cvv.ac.in">www.cvv.ac.in</a>

IN WITNESS WHEREOF, the parties have caused this agreement to be signed and delivered by its duly authorized representative on the date mentioned above.

<p><b>SIGNED</b> and executed by and on behalf of Rajagiri School of Management and Applied Sciences.</p> <p></p> <p>..... Signature of authorized person Name: Dr. Laly Mathew Principal, RCMAS</p> <p>In the presence of</p> <p></p> <p>..... Rev. Fr. (Dr.) Mathew Vattathara, CMI Director, RCMAS</p> <p>Witness</p> <p></p> <p>..... Ms. Diana Joseph Assistant Professor, RCMAS</p>	<p><b>SIGNED</b> and executed by and on behalf of Chinmaya Vishwa Vidyapeeth, Deemed-to-be-University.</p> <p></p> <p>..... Signature of authorized person Name: Prof. T Ashokan Dean Academics &amp; Registrar i/c CVV</p> <p>In the presence of</p> <p></p> <p>..... Prof. Ajay Kapoor Hon'ble Vice Chancellor, CVV</p> <p>Witness</p> <p></p> <p>..... Dr. Manjula R Iyer Asso. Professor &amp; Asst. Dean (FDCC)</p>
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**AGREEMENT OF COOPERATION**

This Agreement of Cooperation (hereinafter referred to as the "Agreement") is entered into and executed at Rajagiri College of Management and Applied Sciences located at Rajagiri Valley Road, Rajagiri Valley, Kakkanad, Kerala – 682039, India on this 04th day of December 2023 (hereinafter referred to as the "Effective Date") by and between: -

Miles Education Private Limited, a Private Limited Company duly incorporated and registered in India under the Companies Act, 2013, bearing Corporate Identification No. U22219TG2011PTC076218, situated at 3<sup>rd</sup> Floor, A-3/6, IDA Kukatpally, Gandhinagar, Hyderabad 500037, and having PAN AAHCM5666J and GSTIN 36AAHCM5666J2ZY (hereinafter referred to as the "Miles") of the FIRST PART.

AND

Rajagiri College of Management and Applied Sciences located at Rajagiri Valley Road, Rajagiri Valley, Kakkanad, Kerala – 682039, India (hereinafter referred to as "Institutional Partner") of the SECOND PART.

For the purposes of this Agreement, "Miles" and "Institutional Partner" have been individually referred to as a "Party" and collectively as "Parties".

WHEREAS:

- A. Miles up-skills students and professionals across the world to help them be future-ready and enable their career progression. Founded by Harvard and Stanford alumni, Miles offers globally recognized certifications in finance and accounting, digital marketing, leadership and strategy, business analytics, and emerging technologies. Furthermore:

*Handwritten signature*  
MILES EDUCATION PVT. LTD. PIN-682017  
71771 DT. 04/12/23 Director  
Stamp Vendor ₹ ..... SOLD TO ..... Rajagiri College of  
Thrikkakara ..... management & applied sciences  
Rajagiri valley p.o.



- a. Miles is a Platinum Approved Course Provider with the Institute of Management Accountants, U.S. (hereinafter referred to as "IMA") to offer the U.S. CMA (Certified Management Accountant) program.
  - b. Miles is an Authorized Channel Partner for the Association of International Certified Professional Accountants which is the most influential body of professional accountants, combining the strengths of the American Institute of CPAs (AICPA) and the Chartered Institute of Management Accountants (CIMA) (hereinafter referred to as "Association"). Miles offers the Association's programs including, but not limited to, Data Analytics and Visualization, Robotic Process Automation (RPA) Fundamentals, Artificial Intelligence (AI), and Blockchain Fundamentals.
  - c. Miles is partnered with the Digital Marketing Institute (hereinafter referred to as "DMI") to offer the Certified Digital Marketing Professional (CDMP) program.
- B. The Parties share the common interest of providing holistic learning and education opportunities for students to learn relevant skills and engage in project-based learning to enhance their future career prospects.

**NOWHEREFORE**, inconsideration of the mutual covenants, terms and conditions and understandings set for this Agreement and other good and valuable consideration (the receipt and adequacy of which are hereby actually acknowledged), the Parties hereby have entered into this present Agreement.

- 1) **Responsibilities of Miles** – Miles hereby agrees to provide Study Materials and other support as detailed in Annexure (A).
  - a. For the US CMA Certification program Miles will provide Placement Assistance to the students once they clear both the exams.
- 2) **Responsibilities of Institutional Partner** – The Institutional Partner will ensure payment offered detailed in Annexure (A) to Miles on a timely basis.
- 3) The Parties undertake to keep confidential and not disclose the contents of this Agreement, as well as all information disclosed to or obtained by the Parties from each other pursuant to this Agreement, and other information or documents that may come into the possession of the Parties in connection with performance of their obligations under this Agreement.
- 4) All Notice/s to be given under this Agreement shall be delivered either by (1) Registered Post, or (2) by Courier Service, or (3) by electronic mail to the applicable Party at the contact details indicated below.

**Miles:**

Name: Miles Education Private Limited  
 Attention: Mr. Varun Jain  
 Designation: CEO  
 Address: 2<sup>nd</sup> Floor, Mantri Avenue, Koramangala 8<sup>th</sup> Block, Bangalore – 560047  
 Email: varun.jain@mileseducation.com



**Institutional Partner:**

Name: Rajagiri College of Management and Applied Sciences  
 Attention: Rev. Fr. Dr. Mathew Vattathara CMA  
 Designation: Director  
 Address: Rajagiri Valley Road, Rajagiri Valley, Kakkanad, Kerala – 682039, India  
 Email: office@rajagiricollege.edu.in

*Varun Jain*

*Mathew Vattathara*

- 5) This Agreement is valid for an initial period of 3 years from the date of execution and is renewable for further additional periods through a written Addendum duly signed by both the parties at the time of renewal.
- 6) This Agreement, the construction and enforcement of its terms and the interpretation of the rights and duties of the Parties hereto shall be subject to and be governed by the applicable laws of India, and any conflicts thereon shall be tried by the competent courts of Kochi jurisdiction.

IN WITNESS WHEREOF, the Parties to this Agreement have hereunto subscribed to their respective hands by its authorized signatories on the date first above mentioned, in presence of the Witnesses.

**For Miles Education Private Limited**

**For Rajagiri College of Management and Applied Sciences**

*[Handwritten Signature]*

*[Handwritten Signature]*

Name: Mr. Varun Jain  
Designation: CEO

Name: Rev. Fr. Dr. Mathew Vattathara CMI  
Designation: Director

**Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039**

Witness 1:

Witness 1:

*[Handwritten Signature]*

*[Handwritten Signature]*

Signature: \_\_\_\_\_  
Name: Mr. Michael Wagner  
Designation: Vice President

Signature: \_\_\_\_\_  
Name: Dr. Laly Mathew  
Designation: Principal

**PRINCIPAL  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039**

Witness 2:

Witness 2:

Signature: *As/Mani*  
Name: Mr. Mani A S  
Designation: Assistant Vice President

Signature: *[Handwritten Signature]*  
Name: Mr. Ashish C Pius  
Designation: Assistant Professor




**Annexure A: Commercial Terms for US-CMA program**


The below stated terms and conditions have been expressly agreed by and between Miles and Institutional Partner:

Sl.	Items	Details
a)	Miles Offerings & Support (Core Curriculum)	<ol style="list-style-type: none"> <li>1. Provide CMA Study Materials.</li> <li>2. Provide Admission support.</li> <li>3. Provide Examination Services.</li> </ol>
b)	Price	<ol style="list-style-type: none"> <li>1. CMA Study Materials = INR 39,000</li> <li>2. Admission Support = INR 11,250</li> <li>3. Examination Services = INR 11,250</li> <li>4. Training Services = INR 6,000 (Inclusive of GST)</li> </ol> <p>(Miles agrees to pay INR 5,000 per student to Rajagiri College of Management and Applied Sciences once the full fees received per student by Miles).</p>
c)	Payment Terms	<p>Payable by the Institutional Partner to Miles</p> <p>Beginning of Semester I:</p> <ol style="list-style-type: none"> <li>1. Study Materials = INR 19,500 per student.</li> <li>2. Admission Support = INR 5,625 per student.</li> <li>3. Examination Services = INR 5,625 per student.</li> <li>4. Training Services = INR 3,000 per student.</li> </ol> <p>Beginning of Semester III:</p> <ol style="list-style-type: none"> <li>1. Study Materials = INR 19,500 per student.</li> <li>2. Admission Support = INR 5,625 per student.</li> <li>3. Examination Services = INR 5,625 per student.</li> <li>4. Training Services = INR 3,000 per student.</li> </ol>
d)	IMA fees (to be paid directly by the students for the CMA exams)	Students would pay IMA membership, CMA certification entrance and CMA exam fees directly to IMA. They would be eligible for discounted fees under the IMA-Wiley-Miles arrangement. However, the discounts are at the sole discretion of IMA.

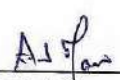
**For Miles Education Private Limited**

  
 Name: Mr. Varun Jain  
 Designation: CEO

Witness 1:

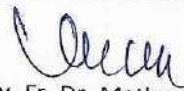
  
 Signature: \_\_\_\_\_  
 Name: Mr. Michael Wagner  
 Designation: Vice President

Witness 2:


  
 Signature: \_\_\_\_\_  
 Name: Mr. Mani A S  
 Designation: Assistant Vice President



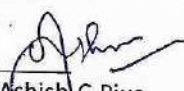
**For Rajagiri College of Management and Applied Sciences**

  
 Name: Rev. Fr. Dr. Mathew Vattathara CMI  
 Designation: Director

Witness 1:  
 Rajagiri College of Management & Applied Sciences  
 Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

  
 Signature: \_\_\_\_\_  
 Name: Dr. Laly Mathew  
 Designation: Principal  
 Rajagiri College of Management & Applied Sciences  
 Rajagiri Valley. P. O., Kakkanad - 682 039

Witness 2:

  
 Signature: \_\_\_\_\_  
 Name: Mr. Ashish C Pius  
 Designation: Assistant Professor





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**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding ("MOU") is entered into on this the 4<sup>th</sup> day of December 2023 by and between.

Newman College, Thodupuzha represented by its Principal, having address at Newman College, Thodupuzha, Idukki, Kerala – 685585 hereinafter referred to as First Party (which expression, unless repugnant to the context or meaning thereof, shall be deemed to mean and include its successors-in-interest, representatives and permitted assignees).

AND

RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES, Rajagiri Valley, Kakkanad, Kerala – 682039, India represented by its director Rev. Fr. (Dr.) Mathew Vattathara CMI, Rajagiri Valley, Kakkanad, Kerala – 682039 hereinafter referred to as the Second Party (which expression, unless repugnant to the context or meaning thereof, shall be deemed to mean and include its successors-in-interest, representatives and assignees).

Hereinafter Newman College, Thodupuzha and RCMAS are individually referred to as "Party" collectively as "Parties".

ATHIRA, M.A SL NO. 31919 DT. 14/7/2023  
STAMP VENDOR ₹ ..... SOLD TO .....  
THRIKKAKARA .....  
1 Page

Director  
Rajagiri college of  
management & Applied  
sciences Rajagiri valley. po  
kakkanad.



## WHEREAS

- A. Both parties are affiliated colleges offering UG and PG Programmes conferred by Mahatma Gandhi University.
- B. First Party & Second Party believe that collaboration and co-operation between themselves will promote more effective use of their resources and provide each of them enhanced opportunities.
- C. The Parties intend to cooperate and focus their efforts on areas of designing and offering Skill Based Training and Faculty Development Programmes.
- D. Both Parties, being legal entities in themselves desire to sign this MOU for advancing their mutual interests.

## NOW THIS MOU WITNESSETH AND THE PARTIES HEREBY AGREE AS FOLLOWS:

### 1. RELATIONSHIP BETWEEN THE PARTIES

Both parties believe that close co-operation between the two would be of major benefit to the student and faculty community to enhance their skills and knowledge.

1.1 Joint Management Development Programmes under the common seal of Newman College, Thodupuzha and Rajagiri College of Management And Applied Sciences (RCMAS)

1.2 Joint training programs and workshops

1.3 Conducting seminars and symposiums.

1.4 Exchange of faculty to the mutual benefit of both the institutions.

1.5 Collaboration in teaching, research and development, and consultancy studies in the field of mutual interest

1.6 Conducting programs of variety of nature for capacity building and any other event in tune with capacity building.

1.7 It is expressly agreed that **First Party** and **Second Party** are acting under this MOU as independent contractors, and the relationship established under this MOU shall not be construed as a partnership.

1.8 Neither Party is authorized to use the other Party's name in any way, to make any representations or create any obligation or liability, expressed or implied, on behalf of the other Party, without the prior written consent of the other Party.

1.9 Neither Party shall have, nor represent itself as having, any authority under the terms of this MOU to make agreements of any kind in the name of or binding upon the other Party, to pledge the other Party's credit, or to extend credit on behalf of the other Party.

## **2. DATA PRIVACY**

2.1 Both Parties highly value the privacy and security of the confidential information that they hold and are committed to ensure that all data is processed with the highest level of security and integrity.

2.2 Both Parties agrees and confirms that they shall keep the information of students shared with them under this MOU for providing Services and shall only be used for the purpose of providing Services.

2.3 If any personal data needs to be processed as part of this MoU, a separate Non-Disclosure Agreement will be executed between the Parties.

## **3. FINANCIAL COMMITMENT:**

The agreement doesn't involve any financial commitment Any act/event which involves finance needs to be worked out mutually prior to it. Both parties need to reach a signed agreement regarding financial involvement, if at all, any, clearly stating their committed amount involved.

## **4. INTELLECTUAL PROPERTY**

4.1 Nothing contained in this MOU shall, by express grant, implication, Estoppel or otherwise, create in either Party any right, title, interest, or license in or to the intellectual property (including but not limited to know-how, inventions, patents, copyrights and designs) of the other Party.

## **5. VARIATION**

5.1 No addition or modification of, any provision of this MOU shall be binding on either party unless made in writing and signed by duly authorised representatives of the Parties.

## **6. VALIDITY**

6.1 Validity of this MoU is Three years from the date of execution.

6.2 Both Parties are at liberty to terminate this MoU with 30 days' prior notice in writing.

## **7. LIABILITY**

7.1 Both the Parties shall be solely responsible for any and all claims and/or damages if not in conformity with the objectives mentioned in this MoU and the institutional rules and procedures.

7.2 The Parties acknowledge that this MoU shall not bring any legal obligations on the matters in connection with this MoU and conflicts arising out of this shall be primarily resolved by mutual discussions of the Parties hereto.

The courts in Ernakulam, shall have exclusive jurisdiction on disputes arising out of this MOU.

## **8. CONFIDENTIALITY**


8.1 Each of the Parties will keep confidential (both during and 3 years after termination of this MOU) all information concerning the operations of either party which is obtained or received as a result of the entering into or the performance of this MoU unless the information is in the public domain, or the Parties are under legal obligation to disclose the information.

**IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THESE AT  
PRESENT ON THE DAY AND DATE FIRST HEREINABOVE WRITTEN.**



**For Rajagiri College of Management  
and Applied Sciences**

**For NEW MAN COLLEGE**

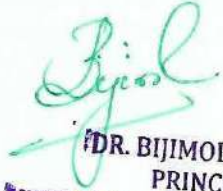
Signature:   
Name: Fr.(Dr.)Mathew Vattathara CMI  
Designation: Director

**DIRECTOR**

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

Witness 1:



Signature: 

Name:

**DR. BIJIMOL THOMAS  
PRINCIPAL**

Designation: **NEWMAN COLLEGE, THODUPUZHA  
PEN: 467337**

Witness 2:


Signature: 

Name: Dr. Laly Mathew

Designation: Principal

**PRINCIPAL**

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039

Signature: 

Name:

**Dr. Anju T.R.  
Asst - Professor  
Newman College**





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CN 580806

MEMORANDUM OF UNDERSTANDING BETWEEN Fr. (Dr.) MATHEW VATTATHARA CMI, RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES AS THE FIRST PARTY

AND

DR. AJAY SANKER, DIRECTOR, LAURUS INSTITUTE FOR TRAINING & HR, KARIPAI ROAD, NORTH KALAMASSERY, ERNAKULAM AS THE SECOND PARTY, ENTERED AND SIGNED ON 21 NOVEMBER 2023.

**OBJECTIVE:**

The first party wishes to appoint the second party as their academic partner for the Taekwondo classes offered by them and the second party hereby agrees to run their training course for the first party under the following mutual responsibilities, terms, and conditions. In contrast, the First Party provides undergraduate courses affiliated with MG University through RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES located at Kakkanad.

Therefore, the first and second parties agree to the following responsibilities, terms and conditions set forth in this memorandum of understanding (MOU).

**1.0 SCOPE OF AGREEMENT**

This Agreement shall extend only to the negotiation, and upon each Party obtaining its necessary approvals, the executing and performing its duties and discharging its obligations under the Agreement (including all additions, amendments and modifications thereof), and shall have no other purpose.

ATHIRA M.A SL NO. 10440 DT. 21/11/2023  
STAMP VENDOR ₹..... SOLD TO..... Director Rajagiri college of management Applied sciences, Rajagiri valley - PO 50 Kakkannad.





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## 2.0 AGREEMENT

## 3.0 PURPOSE OF THE AGREEMENT

LAURUS INSTITUTE FOR TRAINING & HR shall conduct or provide coaching of Value added course in LOGISTICS & SUPPLY CHAIN MANAGEMENT in association with RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES.

## 4.0 TERM OF THE AGREEMENT

This Agreement shall be valid for a term of 3 years from the date of execution, which is the 21 November 2023 to 20 November 2026. But will exercise all the right to conduct classes and academic operation for the first batch which is from 2023 to 2026. Upon the expiry of this period the agreement shall expire automatically unless: -

- This agreement is renewed or change the terms and conditions mutually by both parties, unanimously, expressly and in writing.
- The agreement is renewed by either party expressly and in writing, intimation of which is served upon the authorized representative of the other party in person and the party so intimated does not respond in the alternative within a period of 15 days from the date of the intimation being received.
- No any other third party is allowed to conduct add courses provided by LAURUS INSTITUTE, the second party, when this agreement made and also before the completion of this agreement.

Ats  
ATHIRA, M.A SLNO. 62475 DT. 14/11/2023  
STAMP VENDOR ₹..... SOLD TO.....  
THRIKKAKARA.....

Director  
Rajagiri college of management  
& Applied sciences, Rajagiri valley - PO, Kakkanad



## **5.0 PERFORMANCE OF THE AGREEMENT - RESPECTIVE DUTIES**

**5.1** LAURUS INSTITUTE FOR TRAINING will make sure the prospective student is briefed on the terms and conditions about the course.

**5.2** Both parties will ensure that the reputation and brand value of either RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES or LAURUS INSTITUTE FOR TRAINING is not tarnished or compromised through the means of any action, statement, etc. of any of their respective employees acting on their behalf.

**5.3** The Parties intend to perform the responsibilities under the Agreement with an integrated team and work effort.

**5.4** Each Party shall contribute such time and attention as may be necessary to prosecute and carry out the purposes of the Agreement and to perform the services required by the Agreement in accordance with the terms and conditions of the Agreement.

**5.5** Each Party shall assign sufficient competent personnel and shall supply expertise and services if and as and where required in order to successfully discharge the rights and duties of each party under the Agreement.

## **6.0 KEY RESPONSIBILITIES - RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**

The Following Facilities will be provided at LAURUS INSTITUTE FOR TRAINING. for Conducting Value Added Course:

**6.1** Provide required classroom space /seating to conduct the add on courses.

**6.2** College may arrange a staff to be the point of contact to deal with all communications with LAURUS INSTITUTE FOR TRAINING.

**6.3** Promote Add on course LOGISTICS & SUPPLY CHAIN MANAGEMENT among students, parents and faculty.

## **7.0 Payment & Collection of fees**

**7.1** LAURUS INSTITUTE FOR TRAINING have no responsibility to collect the fees from students.

**7.2** RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES must complete the payments of LAURUS INSTITUTE FOR TRAINING after the completion of the classes. The payment should clear it with the GST amount of 18% of taxable amount.

**7.3** The college does not have any rights to change/alter the LAURUS INSTITUTE FOR TRAINING course fee structure decided and communicated as per our prospectus.

## **8. Commercial Engagement between both parties**

Commercials per candidate

Logistics and Supply Chain Management: INR 2360(Rupees Two Thousand Three Hundred and Sixty only) including 18% GST.

## **9.KEY RESPONSIBILITIES - LAURUS INSTITUTE FOR TRAINING & HR**

9.1 The second party will provide coaching for add on courses for the first party with the brand name of LAURUS INSTITUTE FOR TRAINING.

9.2 LAURUS INSTITUTE FOR TRAINING will not compromise academic quality.

9.3 LAURUS INSTITUTE FOR TRAINING will be responsible for student evaluation, academic session for their add on courses, projects and final placements support of the students.

9.4 Add-on courses will be under the full responsibility of the second party for their students.

## **10.0 DETAILS OF COURSES AND DURATION**

**Course Name:** LOGISTICS & SUPPLY CHAIN MANAGEMENT

**Total Hours:** 30 hrs.

### **Includes with fees:**

1. Industrial Visit

The following below mentioned Additional programs and certifications fees would be extra:

Options: 1. Internship Program (Rupees Ten Thousand per student) 2. Language Training 3. Soft Skills Training 4. Study Materials

## **11.0 DISPUTES**

11.1 All disputes arising in connection with this Agreement shall be settled, if possible, by good faith negotiation of the parties. If the matter is not resolved may by the giving of written notice, cause the matter to be referred to arbitration to

arbitration within seven (7) days.

11.2 The award and determination of the arbitrator shall be final and binding. The arbitrator shall not have any authority to alter or change any provision of the Agreement or to substitute any new provisions instead of any of them or make an award contrary to the terms of this the Agreement.

## **12.0 NOTICE**

12.1 Notice shall be given.

12.2 Any notices required or permitted to be given pursuant to this Agreement shall be in writing in sent via certified mail, receipt requested, express overnightcourier or email to the address of the parties hereto, or to such other address as may be specified from time to time in writing in accordance with the terms of thisSection. Such notice shall be deemed to have been received on the date received.

## **13.0 LIABILITIES**

13.1 Both LAURUS INSTITUTE FOR TRAINING and RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES shall not be liable to each other for any of their actions.

13.2 Both LAURUS INSTITUTE FOR TRAINING and RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES shall have no liabilities towards each other regarding any damage caused by the actions of the trainees/students directly or indirectly on any tangible or intangible asset of either LAURUS INSTITUTE FOR TRAINING or RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES Such actions will be viewed purely as actions of the individual.



## **14.0 OTHER PROVISIONS**

14.1 This Agreement constitutes the entire agreement between the Parties and is subject to no other oral or written proposals, agreements, or understandings whatsoever, and can only be supplemented or amended by a written document subscribed by the Parties.

14.2 This Agreement is binding upon the heirs, court-appointed representatives, assigns, successors of the Parties. The interests and rights of a Party in the

Agreement and as a member of this Agreement shall not be transferable or assignable without written consent of the other Party.

14.3 All modifications or amendments to this Agreement shall be set forth in writing and signed by a duly authorized representative of each Party. Signatures sent electronically by email shall be considered binding.

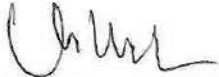
## 15 FORCE MAJEURE

The Parties shall not be liable for failure to perform any obligations hereunder arising from of God, acts of Government, acts of enemy or changes in the laws of the land which render performance of this agreement impossible and/ or in the event of happening of any of the force majeure contingencies or happening of any event beyond the control of the Parties, the Parties shall stand discharged of their obligations hereunder.

Signed on 21 November 2023 by both parties in two original copies, each party acknowledging having received one copy.

**For Rajagiri College of Management  
and Applied Sciences**

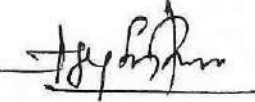
**For LAURUS INSTITUTE FOR  
TRAINING & HR**

Signature: 

Name: Fr. (Dr.) Mathew Vattathara CMI  
Designation: Director

Rajagiri College of Management & Applied Sciences

Witness 1: Rajagiri Valley P.O., Kakkanad, Kochi- 682 039


Signature: 

Name: Dr. AJAY SANKER  
Designation: Director

Managing Director

Laurus Institute for  
Training & Human Resource



Signature: 

Name: Dr. Laly Mathew

Designation: Principal

**PRINCIPAL**

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039



Signature: 

Name: Vipin



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MEMORANDUM OF UNDERSTANDING BETWEEN Fr. (Dr.) MATHEW VATTATHARA CMI, RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES AS THE FIRST PARTY

AND

MR. ELDHOSEP. ABY, MANAGING DIRECTOR, JEONG UI SPORTS AND FITNESS PVT. LTD., 3<sup>rd</sup> FLOOR, MODISSERIL BUILDING, NEAR TRIKKAKKARA TEMPLE, EDAPPALLY – PUKKATTUPADY ROAD, CUSAT P.O., ERNAKULAM, PIN. 682022 AS THE SECOND PARTY, ENTERED AND SIGNED ON 16 NOVEMBER 2023.

**OBJECTIVE:**

The first party wishes to appoint the second party as their academic partner for the Taekwondo classes offered by them and the second party hereby agrees to run their training course for the first party under the following mutual responsibilities, terms, and conditions. In contrast, the First Party provides undergraduate courses affiliated with MG University through RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES located at Kakkanad.

Therefore, the first and second parties agree to the following responsibilities, terms and conditions set forth in this memorandum of understanding (MOU).

Atc  
ATHIRA M. SL NO. 31928 DT. 14/17/2023  
STAMP VENDOR ₹100/- SOLD TO  
THRIKKAKKARA

Director.  
Rajagiri college of  
management & Applied  
Sciences  
Rajagiri valley. po  
kakkanad.





## **1.0 SCOPE OF AGREEMENT**

**1.1** This Agreement shall extend only to the negotiation, and upon each Party obtaining its necessary approvals, the executing and performing its duties and discharging its obligations under the Agreement (including all additions, amendments and modifications thereof), and shall have no other purpose.

## **2.0 AGREEMENT**

Neither Party shall be authorized to modify the Agreements or to make commitments on behalf of the other Party unless authorized to do so expressly and in writing. Either Party has the right to refuse to lower the price or alter or accept terms and conditions, other than those stipulated in this agreement. The parties agree that an addendum to this agreement would be signed to set out an alteration or change in the agreement, which would be executed by both the parties.

## **3.0 PURPOSE OF THE AGREEMENT**

JEONG UI SPORTS AND FITNESS PVT. LTD. shall conduct or provide coaching as Value added courses in TAEKWONDO in association with RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES.

## **4.0 TERM OF THE AGREEMENT**

This Agreement shall be valid for a term of 3 years from the date of execution, which is the 16 November 2023 to 15 November 2026. But will exercise all the right to conduct classes and academic operation for the first batch which is from 2023 to 2026. Upon the expiry of this period the agreement shall expire automatically unless: -

- a) This agreement is renewed or change the terms and conditions mutually by both parties, unanimously, expressly and in writing.
- b) The agreement is renewed by either party expressly and in writing, intimation of which is served upon the authorized representative of the other party in person and the party so intimated does not respond in the alternative within a period of 15 days from the date of the intimation being received.



c) No any other third party is allowed to conduct add courses provided by Jiong Ui, the second party, when this agreement made and also before the completion of this agreement.

## **5.0 PERFORMANCE OF THE AGREEMENT - RESPECTIVE DUTIES**

**5.1** JEONG UI SPORTS AND FITNESS PVT. LTD. will make sure the prospective student is briefed on the terms and conditions about the course.

**5.2** Both parties will ensure that the reputation and brand value of either RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES or JEONG UI SPORTS AND FITNESS PVT. LTD. is not tarnished or compromised through the means of any action, statement, etc. of any of their respective employees acting on their behalf.

**5.3** The Parties intend to perform the responsibilities under the Agreement with an integrated team and work effort.

**5.4** Each Party shall contribute such time and attention as may be necessary to prosecute and carry out the purposes of the Agreement and to perform the services required by the Agreement in accordance with the terms and conditions of the Agreement.

**5.5** Each Party shall assign sufficient competent personnel and shall supply expertise and services if and as and where required in order to successfully discharge the rights and duties of each party under the Agreement.

## **6. KEY RESPONSIBILITIES - RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**

The Following Facilities will be provided at JEONG UI SPORTS AND FITNESS PVT. LTD. for Conducting Value Added Courses in Taekwondo:

**6.1** Provide required training space / auditorium / seating to conduct the add on courses including physical training, exams, belt promotion test and championships.

**6.2** College may arrange a staff to be the point of contact to deal with all communications with JEONG UI SPORTS AND FITNESS PVT. LTD.



6.3 Seminar hall/Class Room to conduct value addition sessions.

6.4 Promote Add on course of Taekwondo among students, parents and faculty.

### 1. Payment & Collection of fees

- a) JEONG UI SPORTS AND FITNESS PVT. LTD. have no responsibility to collect the fees from students.
- b) RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES must complete the payments of JEONG UI SPORTS AND FITNESS PVT. LTD. after the completion of the classes. The payment should clear it with the GST amount of 18% of taxable amount.
- c) The college does not have any rights to change/alter the JEONG UI SPORTS AND FITNESS PVT. LTD. course fee structure decided and communicated as per our prospectus.

### 2. Commercial Engagement between both parties

Commercials per candidate

- **TAEKWONDO** INR 6,000/- (including taxes) with JEONG Ui certification.
  - 1) Taekwondo – Association approved certificate
- The belt promotion test fees will be borne by students as per norms of Jeong Ui.
- In case of failure in exam by any candidate, retake fees will not be included in the overall fees paid by the student.
- Retake fees are subject to the vendor fees of ongoing term.
- Taekwondo Uniforms can be availed by paying Rs.1,000/- or Rs.3,000/- extra according to the preference of the student. Taekwondo Uniform is mandatory.
- Fee for championships should be paid by the students.
- The payment for the program needs to be paid semester wise at the beginning of each semester by each candidate.
- RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES should not directly absorb or enter into terms with the faculties appointed by JEONG UI SPORTS AND FITNESS PVT. LTD.
- **If any students need additional courses or certifications the course and exam fees will pay extra.**

b

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## **7. KEY RESPONSIBILITIES - JEONG UI SPORTS AND FITNESS PVT. LTD.**

7.1 The second party will provide coaching for add on courses for the first party with a brand name of JEONG UI .

7.2 JEONG UI SPORTS AND FITNESS PVT. LTD. will not compromise in the academic quality.

7.3 JEONG UI SPORTS AND FITNESS PVT. LTD. will be responsible for student evaluation, academic session for their add on courses, belt promotion test and selection for championships.

7.4 Add-on courses will be under the full responsibility of the second party for their students.

## **8.DETAILS OF COURSES AND DURATION**

### **A) TAEKWONDO**

Total Hours: 30 hrs

Students Strength : Minimum 10 students per batch.

Includes with fees:

1. Taekwondo Training
2. Basic equipment (providing to use)
3. Study materials (soft copy)
4. Enrolment form and guidelines

Exclusions:

1. Uniform
2. Belt promotion test
3. Championship fees
4. Personal equipment

## **9.0 DISPUTES**

9.1 All disputes arising in connection with this Agreement shall be settled, if possible, by good faith negotiation of the parties. If the matter is not resolved may by the giving of written notice, cause the matter to be referred to arbitration to arbitration within seven (7) days.

**9.2** The award and determination of the arbitrator shall be final and binding. The arbitrator shall not have any authority to alter or change any provision of the Agreement or to substitute any new provisions instead of any of them or make an award contrary to the terms of this the Agreement.

## **10.0 NOTICE**

**10.1** Notice shall be given.

**10.2** Any notices required or permitted to be given pursuant to this Agreement shall be in writing in sent via certified mail, receipt requested, express overnight courier or email to the address of the parties hereto, or to such other address as may be specified from time to time in writing in accordance with the terms of this Section. Such notice shall be deemed to have been received on the date received.

## **11.0 LIABILITIES**

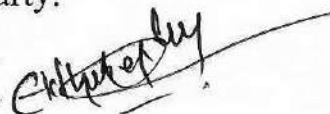
**11.1** Both JEONG UI SPORTS AND FITNESS PVT. LTD. and RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES shall not be liable to each other for any of their actions.

**11.2** Both JEONG UI SPORTS AND FITNESS PVT. LTD. and RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES shall have no liabilities towards each other regarding any damage caused by the actions of the trainees/students directly or indirectly on any tangible or intangible asset of either JEONG UI SPORTS AND FITNESS PVT. LTD. or RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES Such actions will be viewed purely as actions of the individual.

## **12.0 OTHER PROVISIONS**

**12.1** This Agreement constitutes the entire agreement between the Parties, and is subject to no other oral or written proposals, agreements or understandings whatsoever, and can only be supplemented or amended by a written document subscribed by the Parties.

**12.2** This Agreement is binding upon the heirs, court-appointed representatives, assigns, successors of the Parties. The interests and rights of a Party in the Agreement and as a member of this Agreement shall not be transferable or assignable without written consent of the other Party.



12.3 All modifications or amendments to this Agreement shall be set forth in writing and signed by a duly authorized representative of each Party. Signatures sent electronically by email shall be considered binding.

### 13.0 FORCE MAJEURE

The Parties shall not be liable for failure to perform any obligations hereunder arising from of God, acts of Government, acts of enemy or changes in the laws of the land which render performance of this agreement impossible and/ or in the event of happening of any of the force majeure contingencies or happening of any event beyond the control of the Parties, the Parties shall stand discharged of their obligations hereunder.

Signed on 16<sup>th</sup> day of November 2023 by both parties in two original copies, each party acknowledging having received one copy.

**For Rajagiri College of Management and Applied Sciences**

Signature:



Name: Fr. (Dr.) Mathew Vattathara CMI

Designation: DIRECTOR  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

Witness 1:

Signature:



Name: Dr. Laly Mathew

Designation: Principal

**PRINCIPAL**

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039



**For JEONG UI SPORTS AND FITNESS PVT.LTD.**

Signature:



Name: Mr. Eldhose P. Aby  
Designation: Managing Director

Witness 2:

Signature:



Name: Dr. Bipin Das UR

Designation: Head of the Department  
(Physical Education)

**Dr. BIPIN DAS U. R.**  
Assistant Professor  
Department of Physical Education  
Rajagiri College of Management & Applied Sciences, Kakkanad-682 039





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## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into as of 20<sup>th</sup> October 2023 ("Effective Date") KVJ Analytics, 67/6288, III- Floor, Lalan Towers,, High Court Junction, Cochin - 682 031., India (hereinafter referred to as "KVJ Analytics" which expression shall unless repugnant to the context shall mean and include its successors and assigns).

Rajagiri College of Management and Applied sciences (RCMAS), Rajagiri Valley Post, Cochin Kerala, India (hereinafter referred to as the "College" which expression shall unless repugnant to the context shall mean and include its successors and permitted assigns). KVJ Analytics and college are hereinafter collectively referred as "Parties" and individually as a "Party".

WHEREAS KVJ Analytics (First Party) is an educational and business consultancy, operating towards the vision of a data-driven business culture, that assists in effective decision making in corporate-organisation and facilitate this through a series of need-based interventions involving consultancy, and training. KVJ Analytics is a Data Analytics and Visualization Consultancy.

NO. 20955/18.10.23/RS-100/-

KVJ Analytics  
High Court cochin

SANTHOSHKUMAR  
STAMP VENDOR  
NARAKKAL





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WHEREAS RCMAS (Second Party) managed by Carmelites of Mary Immaculate (CMI) Fathers

And whereas pursuant to discussions, the Parties have decided to lay down the terms of their understanding regarding Industry Oriented Advanced Excel Training Program and Microsoft Certification.

NOW, THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. This MoU is effective from the Effective Date and shall remain in force for a period of Three Year.
2. The Second Party desired to deliver Industry oriented **Training and Certification to students of RCMAS and** approached first party to facilitate the Training and Certification process.
3. The Second Party requested to conduct the training Batch by batch and the same has been approved by the First party.

NO 20956/18.10.23/RS 100/-

KVJ Analytics  
High court cochin





## **Infrastructure and Technical Requirement**

4. The Second Party has the responsibility to provide all Infrastructure and Technical requirement for conducting **Training and Execution of the Microsoft Excel Expert Data Visualization Examination and industry orientation and Microsoft Power Point** in the place of second Party.
  - The second Party has to provide all the infrastructure and support from the system administrator for the successful execution of the program. (System configuration: 1.8 Ghz processor, 2 GB Ram, Windows 10 or above, MS Office 2019 and above With high speed internet)
  - The entire participant should have laptop/desktop with Power BI Software or MS Office 2019
5. First party has the right to inspect all the System and install the required software for the smooth functioning of the training and examination only with the permission of second party.

## **Training and Certification process:-**

6. Both the parties mutually agreed to conduct Excel Expert Certification Data Visualization training and and Microsoft Power Point Certification.
7. One batch of training, practice, and examination can complete in 30Hours.

## **8. FEES & PAYMENT TERMS:**

- In consideration of the rights granted and services provide, the second party shall pay an amount of Rs. 3000.00 (Rupees Three Thousand only) for each student for the training and Certification. + GST @18% (Rs, 540.00), for All Certifications.
- All sums due under this MoU will be paid within 5 days from the date of invoice from KVJ Analytics.
- All amounts payable under this MoU shall be exclusive of all taxes and levies.

9. The course certificate is issued by the KVJ Analytics and the same shall be and distributed by batch wise and First party will be responsible for the issue of certificate.
10. Either party may terminate the MoU with a prior written notice of 30 days to the other Party, without any reason.
11. The loss occurred if any in case of termination shall be borne by the party who is at fault.
12. KVJ shall not be liable in any event for any special, consequential, incidental, or indirect damages arising out of or in connection with this MoU. To the extent permitted under law, KVJ Analytics expressly disclaims all warranties of any kind, whether express or implied, including, but not limited to any implied warranties of merchantability, fitness for a particular purpose, accuracy and completeness of the Content, Methodology, Courses, software, and any warranty relating to the Content being free from any errors.
13. This MoU shall be governed by and construed in all respects in accordance with the laws of India. Any dispute and/or difference arising out of or pertaining to this MoU, shall first be resolved by the Parties through negotiations, failing which, the same shall be referred for arbitration.
14. Stamp duty and other taxes and levies on this 'MoU' shall be borne by the First Party

**15. Exam Objective and other details described below.**

**Data Visualization**

In this 30 Hours workshop, our structured Power BI Training course follows a hands-on end-to-end process of importing data and transforming this into a stunning interactive dashboard shared in the cloud. The main goal of the workshop is to provide tools and techniques to learn corporate practices & reinforcing decision-making skills. These programs will help to improve the practical knowledge of the aspirant and help to analyze data, create stories, and generate insights. It will further train you in extending your skills to industry strength analytics using Power BI . Training is hands-on, with participants working along with instructors, learning within the context of the real world, and practical examples

## Objective Domains

The main goal of the workshop is to provide

- The course provides the foundation to become a Analyst and BI Developer
- These programs will help to improve the practical knowledge of the aspirant
- These programs will help to create industry orientation in Analytics and visualization

## Topics Covered

### Data Analysis using Power BI

- Introduction to Data
- Introduction to Data Visualization
- Getting started with Power BI.
- Introducing natural-language queries
- Quick Insights
- Visual Interactions
- Streamline your workflow in BI
- Build basic dynamic dashboards
- Project 1
- Project 2
- Understand Power BI Desktop in detail
- Flow and Navigation
- Query Editor Various Applications
- Calculation of Basic columns and measures (DAX)
- Creating Power BI Model Building
- Build stunning Dashboards.
- Project 3
- Project 4
- Introduction Power Query Editor
- Data Preparation
- Data Transformation
- Merge and Append data.
- Pivot and Unpivot
- Conditional Columns
- Integrate with Reports
- Project 5 (Integration with Finance)

- Project 6 (Integration with Marketing)
- Combine data using joins, blends, unions, and relationships.
- Developing Dashboard
- Advanced Dax
- Improving the report by using measures
- Choosing the right visualization
- Custom visualizations
- Project 7(Integration with HR)
- Assessment

## **Excel Expert Course content**

### **Manage workbook options and settings**

#### **Manage workbooks**

##### **copy macros between workbooks**

- reference data in other workbooks
- enable macros in a workbook
- manage workbook versions

##### **Prepare workbooks for collaboration restrict editing**

- protect worksheets and cell ranges
- protect workbook structure
- configure formula calculation options
- manage comments

##### **Use and configure language options**

- configure editing and display languages
- use language-specific features

##### **Manage and format data**

###### **Fill cells based on existing data**

- fill cells by using Flash Fill
- fill cells by using advanced Fill Series options

###### **Format and validate data**

###### **create custom number formats**

- configure data validation
- group and ungroup data
- calculate data by inserting subtotals and totals
- remove duplicate records

### **Apply advanced conditional formatting and filtering**

- create custom conditional formatting rules
- create conditional formatting rules that use formulas
- manage conditional formatting rules

### **Create advanced formulas and macros**

#### **Perform logical operations in formulas**

perform logical operations by using nested functions including the IF(), IFS(), SWITCH(), SUMIF(), AVERAGEIF(), COUNTIF(), SUMIFS(), AVERAGEIFS(), COUNTIFS(), MAXIFS(), MINIFS(), AND(), OR(), and NOT() functions

#### **Look up data by using functions**

look up data by using the VLOOKUP(), HLOOKUP(), MATCH(), and INDEX() functions

#### **Use advanced date and time functions**

- reference date and time by using the NOW() and TODAY() functions
- calculate dates by using the WEEKDAY() and WORKDAY() functions

#### **Perform data analysis**

- summarize data from multiple ranges by using the Consolidate feature
- perform what-if analysis by using Goal Seek and Scenario Manager
- forecast data by using the AND(), IF(), and NPER() functions
- calculate financial data by using the PMT() function

#### **Troubleshoot formulas**

- trace precedence and dependence
- monitor cells and formulas by using the Watch Window
- validate formulas by using error checking rules
- evaluate formulas

#### **Create and modify simple macros**

- record simple macros
- name simple macros
- edit simple macros

#### **Manage advanced charts and tables**

#### **Create and modify advanced charts**

- create and modify dual axis charts
- create and modify charts including Box & Whisker, Combo, Funnel, Histogram, Map, Sunburst, and Waterfall charts

### **Create and modify PivotTables**

- create PivotTables
- modify field selections and options
- create slicers
- group PivotTable data
- add calculated fields
- format data

### **Create and modify Pivot Charts**

- create Pivot Charts
- manipulate options in existing Pivot Charts
- apply styles to Pivot Charts
- drill down into PivotChart details

### **Pedagogy**

This program uses student collaboration tools, Student engagement Gamification, Quiz, Videos, hands on training and Industry orientation module .

### **Evaluation Pattern**

- Assignment
- Mock Test
- Final Exam

### **Microsoft Power Point Certification**

#### **Manage Presentations**

##### **Modify slide masters, handout masters, and note masters**

- Change slide master theme or background elements
- Modify slide master content
- Create slide layouts
- Modify slide layouts
- Modify the handout master
- Modify the notes master

##### **Change presentation options and views**

- Change slide size
- Display presentations in different views
- Modify built-in presentation properties

##### **Configure print settings for presentations**

- Print slides
- Print notes pages
- Print handouts

### **Configure and present slide shows**

- Create custom slide shows
- Configure slide show options
- Rehearse slide show timing
- Set up slide show recording options
- Present slide shows by using Presenter View

### **Prepare presentations for collaboration and distribution**

- Restrict editing
- Protect presentations by using passwords
- Inspect presentations and correct issues
- Manage comments
- Preserve presentation content
- Export presentations to other formats

### **Manage Slides**

#### **Insert slides**

- Import Word document outlines
- Insert slides from another presentation
- Insert slides and select slide layouts
- Insert Summary Zoom slides
- Duplicate slides

#### **Modify slides**

- Hide and unhide slides
- Modify individual slide backgrounds
- Insert slide headers, footers, and page numbers

#### **Order and group slides**

- Create sections
- Reorder slides and sections
- Rename sections

### **Insert and Format Text, Shapes, and Images**

#### **Format text**

- Apply formatting and styles to text
- Format text in multiple columns
- Create bulleted and numbered lists

#### **Insert links**

- Insert hyperlinks
- Insert Section Zoom links and Slide Zoom links

**Insert and format images**

- Resize and crop images
- Apply built-in styles and effects to images
- Insert screenshots and screen clippings

**Insert and format graphic elements**

- Insert graphic elements
- Draw by using digital ink
- Add text to graphic elements
- Resize graphic elements
- Format graphic elements
- Apply built-in styles to graphic elements
- Add alt text to graphic elements for accessibility

**Order, align, and group slide content**

- Order slide content
- Align slide content
- Group slide content
- Display alignment tools

**Insert Tables, Charts, SmartArt, 3D Models, and Media****Insert and format tables**

- Create and insert tables
- Insert and delete table rows and columns
- Apply built-in table styles

**Insert and modify charts**

- Create and insert charts
- Modify charts

**Insert and format SmartArt graphics**

- Insert SmartArt graphics
- Convert between SmartArt graphics and lists
- Add and modify SmartArt graphic content

**Insert and modify 3D models**

- Insert 3D models
- Modify 3D model appearance

**Insert and manage media**

- Insert audio and video clips
- Create and insert screen recordings
- Configure media playback options



**Apply Transitions and Animations**

**Apply and configure slide transitions**

- Apply basic and 3D slide transitions
- Configure transition effects and timing

**Animate slide content**

- Animate text and graphic elements
- Animate 3D models
- Configure animation effects and timing
- Configure animation paths
- Reorder animations on a slide

**Pedagogy**

This program uses student collaboration tools, Student engagement Gamification, Quiz, Videos, hands on training and Industry orientation module .

**Evaluation Pattern**

- Assignment
- Mock Test
- Final Exam

**IN WITNESS WHEREOF THE PARTIES THROUGH THEIR DULY AUTHORISED REPRESENTATIVES HAVE SIGNED THIS MoU.**

**KVJ ANALYTICS** 

By \_\_\_\_\_

Name: MERIN KURIEN

Title: FOUNDER, CEO

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

**For Rajagiri College of Management and Applied Sciences**

By 

Name: Rev. Fr. (Dr.) **Mathew Vattathara CMI**

**DIRECTOR**

Title: **Director** *For* Rajagiri College of Management & Applied Sciences,  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

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

*In the presence of:*



*In the presence of:*



**PRINCIPAL**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039



केरल KERALA

This Memorandum of Understanding (hereinafter referred to as "MoU") is made between.

DY 426888

**RAJAGIRI College of Management & Applied Sciences** (hereinafter referred to as "RAJAGIRI college") having its main office at Rajagiri Valley, P.O, Kakkanad, Kochi 682039, Kerala, India.

AND

The **CHARTERED INSTITUTE FOR SECURITIES & INVESTMENT** (hereinafter referred to as "CISI"), having its main office at 20 Fenchurch Street, London, EC3M 3BY;

AND

**GREENAPPLE SUCESS FACTORS Pvt Ltd** (hereinafter referred to as "GreenApple"), having its corporate office at V 15, 3<sup>rd</sup> Floor, JC Chambers, Panampally Nagar, Kochi 682036, Kerala, India.

Hereinafter referred to individually as "the Party" and collectively as "the Parties".

Whereas

- Rajagiri College of Management and Applied Sciences is an affiliated college offering undergraduate & post-graduate degrees conferred by Mahatma Gandhi University.
- The Chartered Institute for Securities & Investment (CISI) is the leading professional body for securities, investment, wealth and financial planning professionals. Dedicated to professionalism since it emerged from the London Stock exchange in 1992, its purpose is to champion lifelong learning and integrity, raising individual standards of knowledge, skills and behavior globally to enhance public trust and confidence in financial services.
- GreenApple Success Factors believes in the holistic transformation of our clientele's professional efficiency, through our focused and frugal approach. We work closely with our patrons in understanding & providing realistic solutions to them. We strive to provide every client with innovative approach each time to achieve their optimum potential. The only thing constant in our approach is: Client First. We understand that every business situation is different, so a boxed approach never works. Primary thrust for us is to have a constant engagement with our client, which defines the route ahead without any ambiguity. Result is transparent & immaculate.

ATHIRA. M.A SL NO. 31925 DT. 14/7/2023  
STAMP VENDOR ₹ 100/SOLD TO  
DIRECTOR  
THAKKARA  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

Director  
Rajagiri college of management  
& Applied sciences  
Rajagiri valley. po  
kakkanad.



## **Purpose**

The Parties wish to collaborate in offering of International Certificate in Wealth & Investment Management (ICWIM) -India at Rajagiri College.

Rajagiri College, the CISI and GreenApple wish to establish a mechanism whereby students have the opportunity to achieve International Certificate in Wealth & Investment Management (ICWIM) -India, awarded by CISI, as a complement to their academic degrees.

This agreement sets out a framework for doing this.

## **Effective Date**

This MoU shall be considered effective as of the date of signing by the Parties (11<sup>th</sup> October 2023) (hereinafter referred to as the "Effective Date") and is valid for a period of three (3) years.

The Parties hereby agree:

### **1. Qualification provision**


- 1.1. The Parties have agreed to collaborate to offer the CISI's 'International Certificate in Wealth & Investment Management (ICWIM)
- 1.2. Additional CISI qualifications may be added to the list as addendums with the consent of the Parties if there is sufficient demand from the students.

### **2. Rajagiri College will:**

- 2.1. Receive the student fee of 500GBP (50,000 INR).
- 2.2. Make payment of 150GBP to CISI, 300GBP (30,000 INR) to GreenApple and retain 50 (5000 INR)GBP.
- 2.3. Be responsible for providing a platform to interact with the students to promote the certification- International Certificate in Wealth and Investment Management (ICWIM)
- 2.4. Provide a platform to offer student orientation seminars.

### **3. The CISI will:**

- 3.1. Provide students who register for International Certificate in Wealth & Investment Management (ICWIM) -India shall receive the following from CISI:
  - PDF Workbook
  - E-book
  - Revision Express e-learning tool Sample Paper
  - One-year free access to student membership
- 3.2. Develop a bespoke exam booking form for Rajagiri College. The form shall be completed and sent to CISI who will make the registrations.
- 3.3. Nominate a relationship manager and an administrator from its Customer Support team to make exam bookings and coordinate with GreenApple and Rajagiri College.
- 3.4. Provide candidates with 12 months' Student membership. Students will be able to access the full range of CISI member benefits. This includes a significant range of e-learning modules via CISI's Professional Refresher platform, a video library of CISI's best events via CISITV, and a highly regarded online magazine, The Review.
- 3.5. Offer testing through its global testing partner, Prometric – this may be in test centers of via remote invigilation.
- 3.6. Support Rajagiri College should they wish to set up a CISI computer-based examinations center.

  
**DIRECTOR**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039



Rajagiri College would need to meet the CISI and Prometric requirements and would be expected to cover all their own administrative costs, including invigilation. Four (4) months shall be allowed for the completion of this setup process.

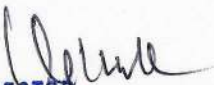
**4. GreenApple will:**

- 4.1. Give provide a hybrid mode training to the students.
- 4.2. Leverage its large global corporate financial institutional clients in creating internship and final placement opportunities for the students.

**5. Marketing and promotional activities**

- 5.1. CISI and GreenApple shall prepare the marketing collaterals for the course and provide a copy of marketing collateral to Rajagiri College for documentation, reporting and promotional purposes.
- 5.2. The Parties agree to use their respective logos on websites and administration documents where possible.
- 5.3. The Parties agree not to alter, deface, mutilate or tamper with the Logos, trademarks etc. during such activities.
- 5.4. For the above purpose, the Parties grant each other non-transferable, non-licensable, global right to use the logos, trademarks etc as may be required, at no cost, in such promotional and marketing activities including branding, packaging both in physical and digital form. The use shall be limited solely and strictly to the purpose as agreed in this clause and which is considered necessary for effecting the business contemplated under this agreement.
- 5.5. All marketing collateral and content created under this clause shall be jointly owned by the Parties and shall be used only till the term of this agreement unless agreed otherwise in writing. At expiry or termination of the agreement, the Parties agree to cease from using each other's logos. under this clause and shall return all the materials and confidential information exchanged during business by and between the Parties.
- 5.6. The following is a list of methods through which CISI and GreenApple can support this marketing/promotional campaign:
  - Design of flyers
  - Design of banners
  - Promotion on social media
  - Presentations to students and open groups
  - CISI together with GreenApple to collaborate/assist in organising joint seminars, conferences, panel discussions, common research projects and publications, whilst other forms of co-operation may be arranged by the parties during the term of this MoU
- 5.7. CISI will enable Rajagiri college to use the CISI logo as their Education Partner.
- 5.8. Rajagiri College will list details of the partnership with CISI and GreenApple on their website, including the CISI and GreenApple logo.



  
DIRECTOR  
Rajagiri College of Management & Applied Sciences  
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**6. Payments & Tax related functions:**

- 6.1. GreenApple Success Factors shall bear the administrative bank charges towards all fund transfers. The remaining payment will be paid to the GreenApple Success Factors account which will attract tax implications as per the laws of the land.
- 6.2. CISI prices are updated annually, and the prices reflected in this document are accurate until 31<sup>st</sup> March 2023.
- 6.3. All costs relating to the administration of admission and infrastructure shall be borne by Rajagiri College.
- 6.4. Rajagiri College shall be responsible for the collection, maintenance and drawing up of accounts in accordance with the relevant accounting standards and applicable laws.
- 6.5. All fees collected in connection with the course detailed in Annexure A shall be deposited in the Bank Account owned and operated by Rajagiri College and personnel authorized to operate this account shall be by Rajagiri College.
- 6.6. Rajagiri College shall pay to GreenApple upon complete receipt of fees from students along with the student registration process, and before the commencement of the training programme.
- 6.7. All revenue accrued shall be apportioned as agreed hereunder and based on actual collection of fees the same shall be allocated on the agreed revenue split terms. The same shall be subject to all the applicable taxes including GST, TDS and other prevailing tax dues and the same shall be accounted for before the settlement of the monthly accounts and distribution of the revenue. Other than the aforementioned statutory expenses, all other personal taxes shall be borne by respective Parties, and it shall be their sole responsibility to file all the necessary returns to that effect.
- 6.8. All payment due to each Party shall be payable solely from the proceeds and revenue of the transaction contemplated through this agreement. No Party shall be liable for either Party's portion of revenue, costs and expenses other than expressly agreed to in this agreement elsewhere.
- 6.10 All Title to property, both movable and immovable, to remain with the respective owner as on the date of execution of the agreement unless a separate agreement is executed to this effect by both Parties.
7. **Intellectual Property:** The intellectual property of all other CISI qualifications, study materials and any translation remain, at all times, the property of the CISI.
8. **Confidentiality:** Each of the Parties will keep confidential (both during and after the termination of this agreement) all information concerning the operations of either party which is obtained or received as a result of the entering into or the performance of this agreement unless the information is in the public domain, or the disclosing party is under legal obligation to disclose the information.

  
DIRECTOR

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

**9. Data Privacy:**

9.1 Both parties value highly the privacy and security of the information that they hold, and are committed to ensuring that all data is processed with the highest level of security and integrity;

CISI is subject to the terms of the UK General Data Protection Regulation ("UK GDPR") and must ensure that all data processing undertaken as part of this agreement aligns with these standards.

9.2 If personal data, as defined by the UK GDPR, will be processed as part of this MoU, a separate data sharing agreement will be implemented with input and agreement from both parties.

a. Where required, supplementary documents or risk assessments necessary for making restricted data transfers will be completed with input and agreement from both parties.

**10. Variation:** No addition to, or modification of, any provision of this agreement shall be binding on either party unless made in writing and signed by duly authorised representatives of the three Parties

**11. Modern Slavery Act:** The Parties deplore modern slavery in all of its forms and are committed to ensuring that their supply chains are free of such practices. As such, the Parties require that their suppliers are vigilant both in their businesses and in their onwards supply chains for any areas of risk in this regard. The Parties assert that they:

11.1 Have considered the risks of modern slavery being present in their businesses and onwards supply chains; and

11.2 Have reported any such existing concerns to the other Party and will do so if any arise in future

**12. Assignment and Sub-contracting:**

12.1. No Party shall be entitled to assign its rights and obligations under this Agreement to a third party without the prior written consent of the other Parties and, in the case of a proposed assignment to a third party that is owned or controlled by the assigning Party, such consent shall not be unreasonably withheld or delayed

12.2. Neither Party shall enter any form of collateral, guarantee or bond on the basis of this agreement or part thereof with any Third Party for any purpose whatsoever.

**13. Notice:**

All Notices to be given under this agreement All notices which are required to be given under this Agreement shall be in writing and shall be addressed to the Director, Global Business Development of the CISI, Principal or Executive Director of Rajagiri college and the Director of Green Apple to the addresses set out in the first page hereof, or such alternative address as the recipient may designate by notice given in accordance with this clause. It shall be delivered by registered or post or by courier or by electronic mail to the applicable party at the contact details indicated below:

**Rajagiri College**

Name: Rajagiri College of Management and Applied Sciences

Attention: Rev. Fr. (Dr) Mattew Vattathara CMI

Designation: Director- Rajagiri College of Management and Applied sciences

Address: Rajagiri Valley, P.O, Kakkanad, Kochi 682039, Kerala, India.

Email: [director@rajagiricollege.edu.in](mailto:director@rajagiricollege.edu.in)



**DIRECTOR**

**Rajagiri College of Management & Applied Sciences**  
**Rajagiri Valley P.O., Kakkanad, Kochi- 682 039**



**CISI: Chartered Institute for Securities and Investment** Name: Chartered Institute for Securities and Investment  
Attention: Kevin Moore  
Designation: Director, Global Business Development  
Address: 20 Fenchurch Street, London, EC3M 3BY.  
Email: [Kevin.Moore@cisi.org](mailto:Kevin.Moore@cisi.org)

**GreenApple Success Factors:**

Name: GreenApple Success  
Factors Attention: Dr. George V  
Antony Designation: Director  
Address: V 15, 3<sup>rd</sup> Floor, JC Chambers, Panampally Nagar, Kochi 682036, Kerala  
Email: [greenapplesuccessfactors@gmail.com](mailto:greenapplesuccessfactors@gmail.com)

**14. Disputes:**

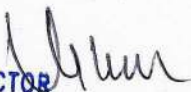
- 14.1. Any dispute will be escalated to the Chief Executive Officer of the CISI, Principal of Rajagiri college and Director of GreenApple.
- 14.2 The Parties shall make every effort to resolve amicably by direct informal negotiation, any disagreement or dispute, arising between them under or in connection with this agreement.
- 14.3 Any dispute or difference whatsoever arising among the Parties to this Agreement out of or relating to the construction, meaning, scope, operation or effect of this Agreement or the validity of the breach thereof, which cannot be resolved through the above-mentioned method, shall be referred to a sole Arbitrator to be appointed by mutual of the Parties herein.
- 14.4 This Agreement, the construction and enforcement of its terms, and the interpretation of the rights and duties of the Parties hereto shall be subject to and be governed by the applicable laws of India, and any conflicts thereon shall be tried by the competent courts of Kerala jurisdiction as agreed by The Parties in mutual consent.

**15. Termination:**

- 15.1 This Agreement is valid for three (3) years and may be terminated at any time with 3 (three) months' notice by any of The Parties.
- 15.2 Upon termination, Rajagiri College must make the outstanding revenue payments to GreenApple and the CISI within 10 (ten) days of termination of the agreement.
- 15.3 This agreement will be renewable at the end of the third year for a period of three (3) years subject to agreement by all the three Parties.
- 15.4 If no students sit the CISI exams during a period of 12 months, the CISI shall review and potentially terminate the MoU.

**16. Proper Law & Arbitration**

Any dispute will be escalated to the Chief Executive of the CISI & Principal of Rajagiri College for resolution, who will attempt to resolve matters between the parties to mutual satisfaction in good faith. If disputes cannot be resolved following the initial escalation, both parties agree to engage an independent party (at cost where necessary) to act as arbitrator. The independent party must be agreed upon by both CISI and Rajagiri college prior to engagement, and both parties will hold equal responsibility for any fees accrued

  
**DIRECTOR**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039



## Annexure A

### Commercial Terms of International Certificate in Wealth & Investment Management (ICWIM)

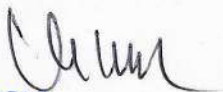
The below stated terms and conditions have been expressly agreed by and between the Parties:

Sl.	Items	Details
a)	Syllabus	Annexure A and B
b)	Programme Fee	500GBP per candidate.
c)	<b>Fee structure</b> GBP150 to CISI UK account and the differential amount to GreenApple Success Factors account.	<b>To CISI UK Account</b> A/c Name: Chartered Institute for Securities & Investment Bank Name: Bank of Scotland Address: PO Box 17235, Edinburgh, EH11 1YH Sort Code: 12-20-29 Account No: 06081530 Swift / BIC: BOFS GB 21281 IBAN: GB51 BOFS 1220 2906 0815 30  <i>*GreenApple Success Factors will make the bank charges</i> <b>To GreenApple Success Factors:</b> Account Number: 0098073000009916 Title: GreenApple Success Factors Bank: The South Indian Bank Ltd. Branch: Banerji Road, Ernakulam IFSC/ NEFT CODE: SIBL0000098
d)	<b>Training Services</b>	1. First batch: GreenApple Success Factors will provide appropriate training to the students.  Rajagiri faculty will deliver the course content from the second batch onwards. However, GreenApple Success Factors shall support Rajagiri in the training for the smooth conduct of the programme.

## Annexure B

Detailed Syllabus for CISI's International certificate in wealth and Management (ICWIM)

- International Certificate in wealth and Investment Management



DIRECTOR

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039



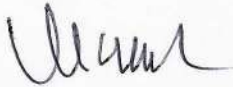


IN WITNESS WHEREOF, the Parties to this Agreement have hereunto subscribed their respective hands by its authorized signatories on the date first above mentioned, in presence of the Witnesses.

For Rajagiri College of Management and Applied Sciences

For Chartered Institute for Securities & Investment

For GreenApple Success Factors



Rev. Fr. (Dr) Mattew Vattathara CMI

DIRECTOR

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

In the presence of:



PRINCIPAL

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039

Place:   
Date: 11.10.2023



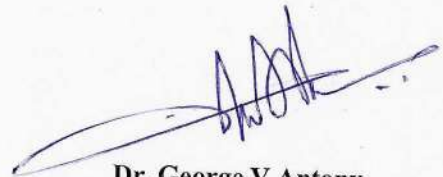
Kevin Moore  
Global Business Development Director

In the presence of:



Ishush C Pius

Place:   
Date: 11/10/2023



Dr. George V Antony  
Director

For Greenapple Success Factors Pvt. Ltd.(OPC)

In the presence of:

Authorised Signatory

Lissy JOSEPH



Place: Kochi  
Date: 11.10.2023





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MEMORANDUM OF UNDERSTANDING

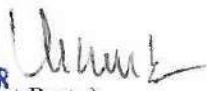
This Memorandum of Understanding was entered on 09<sup>th</sup> October 2023, between **Rajagiri College of Management and Applied Sciences, Kakkanad, Kerala** (hereinafter referred to as the first party) which term shall mean and include its successors, representative, etc., and **Commodity Online Institute of Financial Training (CIFT), c/o Acumen Capital Market (India) Limited, ST Reddiar & Sons, Veeekshanam Road, Kochi, Kerala, 682035**, represented by its director Mr Akhilesh Agarwal (hereinafter referred to as the second party.).

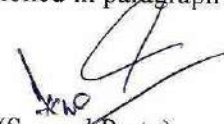
Where the second party is an Affiliated Training Partner with the BFSI Sector Skill Council of India, conducting training in Capital Markets.

The first party desires to have the Second party's financial training program.

The second party accepts the proposal and both parties agree to set forth the following terms and conditions.

1. The Second party will arrange to provide financial market training to equip the students to face placement programs successfully at institutions as decided by the college.
2. The training duration will be a minimum of 30 hrs., spread out through the academic year depending on individual capabilities for imparting training as mentioned in paragraph 1.

  
DIRECTOR  
(First Party)  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi-682 039

  
(Second Party)  
Akhilesh Agarwal  
Director

  
M. R. PADMANABHAN,  
High Court Stamp Vendor  
ERNAKULAM

Acumen Capital Market  
India Ltd,  
Ernakulam.



3. The course will include theory-based training and practical training.
4. Valuation is to be conducted at the College campus.
5. The second party is to conduct the valuation and provide the certificate thereof.
6. The College will provide all necessary infrastructure including classroom facilities, projector, electrical power, etc. to the possible extent. The college will have full control of all the items said above and will provide the required services.
7. The second party will arrange qualified and competent faculty to conduct the classes to the best of the satisfaction of the first party.
8. Practical sessions are purely for educational purposes only. The second party will not be responsible for any profits or losses incurred by the students on their personal trading.
9. The date and time of the classes will be finalized on mutual discussion and can be changed on mutual agreement.
10. The course fee for the said course is Rs.3000 +GST per student (min. 30 students)
11. The course fee will be collected by the first party and paid to the second party.
12. The second party will arrange tests for the students who have completed the training and will get the Training certificate issued by CIFT, Ernakulum to the successful candidates.

This agreement will be in force from 09/10/2023, till the course is completed for the better of the first party. The parties have signed this document under their official seal to this franchise MOU on the day, month, and year mentioned above.

For Acumen Capital Market(India) Limited

Signature:



Name: Akhilesh Agarwal

Designation: Director

Witness 1:

Signature:



Name: Akshitha Agarwal

Designation: Head - Training

For Rajagiri College of Management and Applied Sciences

Signature:



Name: Fr.(Dr.)Mathew Vattathara CMI

Designation: Director

**DIRECTOR**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Vallev P.O., Kakkanad, Kochi- 682 039

Witness 2:

Signature:



Name:

**PRINCIPAL**

Designation: Director

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039



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### MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (here in after called as the 'MOU') is entered in to on this the 3rd DAY of October -Two Thousand and Twenty-Three (03/10/2023), by and between

**Maxval Technologies Private Limited, The First PARTY REPRESENTED** here in by its Vice President, Ms Lyselle D'Souza (here in after referred as 'First Party', the institution which expression, unless excluded by or repugnant to the subject or context shall include its successors-in-office, administrators and assigns).

AND

**Rajagiri College of Management and Applied Science**, and represented herein by its Director Fr. Dr. Mathew Vattathara CMI, (here in after referred to as "Second Party", company which expression, unless excluded by or repugnant to the subject or context shall include its successors - in-office, administrators and assigns).

(First Party and Second Party are hereinafter jointly referred to as 'Parties' and individually as 'Party') as

ATHIRAM M.A SL NO. 31927 DT. 14/17/2023  
STAMP VENDOR ₹100/- SOLD TO.....  
THRIKAKARA.....

DIRECTOR  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkannad, Kochi-682 039

Director.  
Rajagiri college of  
management & Applied  
Sciences  
Rajagiri valley. po  
kakkannad.



## WHEREAS:

- A) First Party is a Software Development and Creative Content Development Firm named:  
**Maxval Technologies Private Limited**
- B) First Party & Second Party believe that collaboration and co-operation between themselves will promote more effective use of their resources, and provide each of them enhanced opportunities.
- C) The Parties intent to cooperate and focus their efforts on areas of communication design and offering Academic Guidance, Skill Based Training and Skill Enhancement related services.
- D) Both Parties, being legal entities in themselves desire to sign this MOU for advancing their mutual interests.
- E) **Rajagiri College of Management and Applied Sciences**, the Second Party, is an Affiliated Self Financing Institution under Mahatma Gandhi University, Kottayam, entitled to offer Graduation and Post Graduation Programmes, Advanced Add on and Certificate Programmes and issue certificates under its Seal.

NOW THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES SET FORTH IN THIS MOU, THE PARTIES HERETO AGREE AS FOLLOWS:

### CLAUSE 1 COOPERATION

Both Parties are united by common interests and objectives, and they shall establish channels of communication and co-operation that will promote and advance their respective operations within the Institution and its related wings. The Parties shall keep each other informed of potential opportunities and shall share all information that may be relevant to secure additional opportunities for one another.

First Party and Second Party co-operation will facilitate effective utilization of the intellectual capabilities of the resources of First Party providing significant inputs to them in developing skill enhancement attitudes and aptitudes so as to direct them to the unfolding opportunities in the field of Communication Design, keeping in mind the needs of the evolving career scene.

The general terms of co-operation shall be governed by this MOU. The Parties shall cooperate with each other and shall, as promptly as is reasonably practical, enter into all relevant agreements, deeds and documents as may be required to give effect to the actions contemplated in terms of this MOU. This MOU shall represent the entire understanding as to the subject matter hereof and shall supersede any prior understanding between the Parties on the subject matter hereof.

  
DIRECTOR  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

## CLAUSE 2 SCOPE OF THE MoU

The experienced employees and resources from the first party could play a key role through Knowledge up-gradation, skill enhancement, innovation in the competitive environs of relevant industries. Both parties believe that close co-operation between the two would be of major benefit to the student community of the second party to enhance their skills and knowledge.

**Workshops/ Seminars/ Interactive Sessions:** First Party will give valuable inputs to the Second Party in providing a student capability building especially as workshops/ Seminars/ Interactive Sessions (Offline/Online) which meaningfully integrates skill enhancement, research aptitudes and career readiness so that the students can fit into the fields of Communication Design and related areas meaningfully.

**Placement Drives:** First Party shall conduct Placement Drives in Offline/Online mode annually once for providing placement opportunities to the student via Campus Placement Drive or via Online Placement Drive.

**Campus Visit:** As Inter- Institution interaction will give an insight in to the latest developments / requirements of the industries, the Second Party shall permit the Resource Persons of the First Party to visit second parties campus and also involve them in Training Programs for the Second Party. The industry-focused training and exposure provided to students through this association will build confidence and prepare the students to have a smooth transition from academic to career environs.

**Skill Development Programs:** First Party will help train the students of Second Party on the field of Communication Design appropriate to their level of education, in order to bridge the skill gap and make them career ready.

**Approvals:** Both Parties are to obtain all internal approvals, consents and permissions of whatsoever nature required for offering the service on the terms specified herein.

**Financial Commitment:** The agreement doesn't involve any financial commitment other than a consultation fee which varies from time to time upon mutual discussions and decisions to be paid by the second party to the first party if needed. Any act/event which involves finance, need to be worked out mutually prior to it. Both parties need to reach a signed agreement regarding financial involvement, if at all, any, clearly stating their committed amount involved.

**Confidentiality of Information and data:** The information and data shared between the First and Second Parties will be kept confidential by both parties and will not be disclosed to any third party, partially or totally, without written consent of the parties concerned.

## CLAUSE 3 INTELLECTUAL PROPERTY

3.1 Nothing contained in this MOU shall, by express grant, implication, Estoppel or otherwise, create in either Party any right, title, interest, or license in or to the intellectual property

(including but not limited to know-how, inventions, patents, copy rights and designs) of the other Party.

#### **CLAUSE 4 VALIDITY**

This Agreement will be valid for a period of Three years from the Date of Signing. It can also be expressly terminated by either Party on mutually agreed terms, during which period, the First and the Second Party, as the case may be, will take effective steps for implementation of this MOU. Any act on the part of the First or Second Party after termination of this Agreement by way of communication, correspondence etc., shall not be construed as an extension of this MOU

Both Parties may terminate this MOU upon 60 calendar days notice in writing. In the event of Termination, both parties have to discharge their obligation.

#### **CLAUSE 5 RELATIONSHIP BETWEEN THE PARTIES**

5.1 It is expressly agreed that **First Party** and **Second Party** are acting under this MOU as independent contractors, and the relationship established under this MOU shall not be construed as a partnership. Neither Party is authorized to use the other Party's name in any way, to make any representations or create any obligation or liability, expressed or implied, on behalf of the other Party, without the prior written consent of the other Party. Neither Party shall have, nor represent itself as having, any authority under the terms of this MOU to make agreements of any kind in the name of or binding upon the other Party, to pledge the other Party's credit, or to extend credit on behalf of the other Party.

First Party  
Maxval Technologies  
Private Limited

Second Party  
Rajagiri College of Management  
& Applied Sciences

Any divergence or difference derived from the interpretation or application of the MoU shall be resolved by arbitration between the parties as per the Arbitration Act, 1996. The place of the arbitration shall be at CMI Sacred Heart Province, Kochi, Kerala of the Second Party. This undertaking is to be construed in accordance with Indian Law with exclusive jurisdiction in the Courts of **Kerala**.

  
DIRECTOR

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Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 022

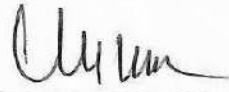
**AGREED:**

**Ms Lyselle D'Souza**  
Vice President  
For Maxval Technnologies Private Limited

**Fr. Dr. Mathew Vattathara CMI**  
Director  
For Rajagiri College of Management and Applied Sciences



Authorized Signatory



**DIRECTOR**  
Authorized Signatory  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi-682 039

<b>Maxval Technnologies Private Limited</b>	<b>Rajagiri College of Management and Applied Sciences</b>
T-251, ITC 5Th Floor, CBD Belapur Station Complex, CBD Belapur, Navi-Mumbai 400614	Rajagiri Valley, Kakkanad, Cochin, Kerala 682039
Contact Details: 91-22-61340340	Contact Details: 0484-2955279
E-mail: contact@maxval.net	E-mail: office@rajagiricollege.edu.in
Web: <a href="https://www.maxval.net/">https://www.maxval.net/</a>	Web: <a href="https://www.rajagiricollege.edu.in/">https://www.rajagiricollege.edu.in/</a>

Witness 1:



**Mr. Febin Jose**  
Creative Director  
Maxval Technnologies Private Limited  
Navi Mumbai

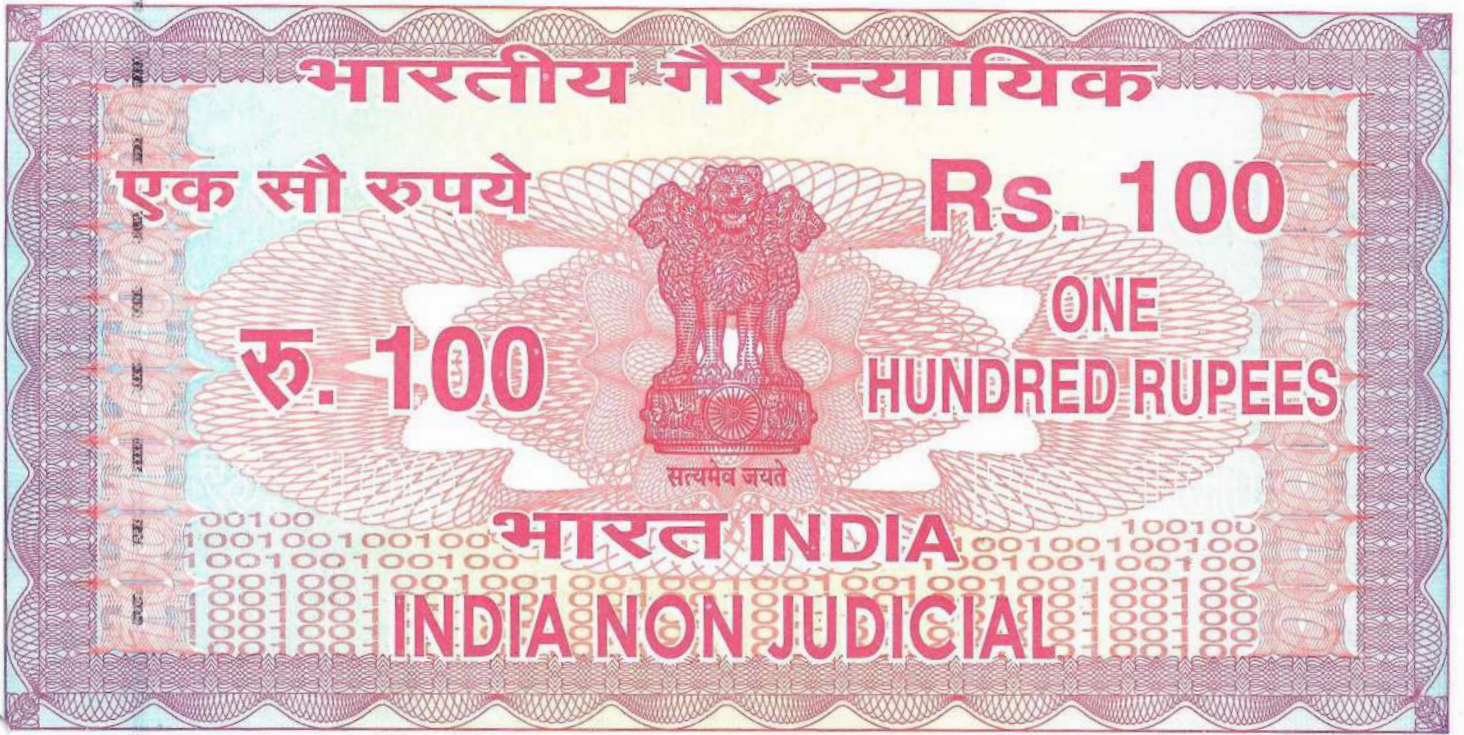
Witness 2:



**Dr. Laly Mathew**  
Principal  
Rajagiri College of Management & Applied Sciences

**PRINCIPAL**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039





കേരളം കേരल KERALA

DY 426889

BINDING MEMORANDUM OF UNDERSTANDING

This binding Memorandum of Understanding (hereinafter referred to as the "MOU") is made this 3<sup>rd</sup> October 2023 by and between:

The Rajagiri College of Management and Applied Sciences and The Sapients established this MoU for foster cooperation in education.

The Sapients is registered as per the laws of India, having its registered office 34/369 PRA -15, 2<sup>nd</sup> Floor, Padivattom Ernakulam by its authorized signatory Dr Retish Ambat, which expression shall, unless repugnant to the meaning or context thereof, be deemed to include its executors, representatives, administrators, successors and assigns) hereinafter referred to as Sapients;

and

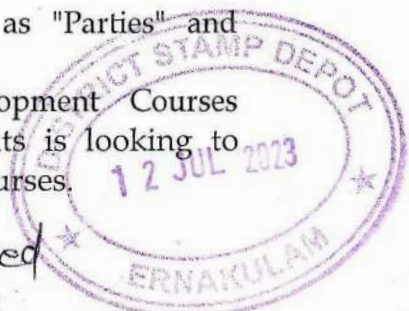
Rajagiri College of Management and Applied Sciences has its address at Rajagiri College of Management and Applied Sciences, Rajagiri Valley P.O, Kakkanad, Cochin - 682 039, Kerala, India. represented by its authorized signatory Fr. (Dr) Mathew Vattathara CMI, (which expression shall, unless repugnant to the meaning or context thereof, be deemed to include its executors, representatives, administrators, successors and assigns) hereinafter referred to as Rajagiri.

Rajagiri and The Sapients are hereinafter together referred to as "Parties" and individually as "Party" AND WHEREAS

1. The Sapients is engaged in various Career Development Courses enhancement for students and corporates. The Sapients is looking to engage with colleges in different Career Development Courses.

ATHIRA. M.A SL NO. 14/17  
STAMP VENDOR ₹ 168/- SOLD TO  
THRIKKAKARA

Rajagiri college of  
management & Applied  
Sciences  
Rajagiri valley .po, kakkanad.



2. Rajagiri College of Management and Applied Sciences has been established with a vision to become a center par excellence of learning, unique in experience, value-based in its approach, and pioneering in its efforts for enriching and fulfilling life. Rajagiri looks forward to delivering programs for its students outside the University curriculum, which will enhance their skills and make them more employable.

Now, both parties have together decided that Rajagiri will partner with The Sapients towards delivering career development courses for its students as per the mutual

conditions laidout in the paragraphs below.

1. This agreement is effective from 03 October 2023 through 2 October 2026
2. The Sapients will provide a value-added program on Career Development and Management Excellence. It's a 40-hour program on soft skills - training in Group Discussion, CV preparation and Interviews.
3. All programs will be under the joint branding of both parties.
4. Roles and Responsibilities

#### Rajagiri

- a. Manage all communication with students
- b. Enrolment and registration of students for respective courses
- c. Provide a single point of contact for coordination with Sapients
- d. Ensuring the attendance of students for the scheduled courses.

#### The Sapients

- a. Design, develop and deliver the training along with the appropriatecontent.
  - b. Sharing the relevant learning materials with the participants.
  - c. Evaluate the participants on the performance, as applicable.
  - d. Provide access to the training tool for all participants.
  - e. Provide daily attendance details to Rajagiri.
5. Both parties shall mutually agree upon the program calendar and time of delivery.
  6. Intellectual Property of all training material delivered shall remain with The Sapients
  7. Either party shall not be liable for any indirect, special, punitive, exemplary, incidental, or consequential damages. Notwithstanding anything contained in this document, in no event, the maximum liability shall exceed a sum of INR 10,000.

DIRECTOR

  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

8. Parties agree that this is a binding MOU and the parties shall have all rights and remedies available under the laws of India.
9. Payment Terms
  - a. The fees for the course (Career Development and Management Excellence) delivered are (Including GST) Rs. 50,000(Rupees Fifty Thousand Only) for a minimum number 30students.
  - b. On the completion of each training program, The Sapients shall raise an invoice forthe program.
  - c. Rajagiri shall make the payment within 15 days of receipt of the invoice.
10. This MoU contains the understanding of the Parties as of the Effective Date and shall supersede all prior oral and written agreements. This MoU shall not be varied except by a written instrument signed by both the Parties.
11. Either party can terminate the whole Agreement before the end of the specified The term, by giving 1 month notice.

In WITNESS WHEREOF, and Rajagiri College of Management and Applied Sciences and have caused this MoU to be signed and delivered by their duly authorized officers, all as of the date first herein above written

For The Sapients

For Rajagiri College of Management and Applied Sciences



Signature:  
Name: Dr. Ratish Ambat  
Designation: Director

Witness 1:



Signature: \_\_\_\_\_  
Name: Mrs. Mary Antony  
Designation: HoD Department of Commerce



Signature:  
Name: Fr. (Dr.) Mathew Vattathara CMI  
Designation: Director  
**DIRECTOR**

Witness 2: **Rajagiri College of Management & Applied Sciences**  
**Rajagiri Valley P.O., Kakkanad, Kochi- 682 039**



Signature: \_\_\_\_\_  
Name: Dr. Laly Mathew  
Designation: Principal  
**PRINCIPAL**

**Rajagiri College of Management & Applied Sciences**  
**Rajagiri Valley. P. O., Kakkanad - 682 039**



# RCMAS

RAJAGIRI COLLEGE OF MANAGEMENT &  
APPLIED SCIENCES  
(Affiliated to Mahatma Gandhi University, Kottayam)

A CMI Institute

Rajagiri Valley P.O., Kakkanad  
Cochin - 682 039, Kerala  
T + 91 484 2955270, 9048899926  
E office@rajagiricollege.edu.in  
www.rajagiricollege.edu.in

## LETTER OF LINKAGE

Between

Department of Commerce  
Rajagiri College of Management and Applied Sciences Kakkanad, Kerala, India

And

Department of Commerce  
St.Xavier's College for Women,  
Aluva

The Department of Commerce at RCMAS Kakkanad, Kerala, India and Department of Commerce, St.Xavier's College for Women, Aluva establish this Letter of linkage to foster cooperation in education and recruitment.

1. Both parties agree to encourage the following activities, in particular to promote academic cooperation
  - a) Exchange of materials in education, publications and academic information
  - b) Exchange of faculties
  - c) Exchange of students
  - d) Other technical assistances

Both parties shall discuss the problems involved to the satisfaction of each party and enter into specific activity agreements based on the mutually agreed objectives and outcomes of the relationship.

2. This Letter of Linkage shall be applicable to educational activities, attached to each party.
3. This Letter of Linkage constitutes the entire agreement between the parties, and all prior discusses agreements, and understandings, whether verbal or in writing, are merged in this agreement.
4. This Letter of Linkage is not considered to be a contract creating legal and financial relationships between the parties. Rather, it is designed to facilitate and develop a genuine and mutually beneficial exchange process/academic relationship, and so forth.
5. This Letter of Linkage shall become effective as of the date of signatures of both parties, which is from August 9<sup>th</sup> 2023. It may be amended by the written consent of the parties.





# RCMAS

RAJAGIRI COLLEGE OF MANAGEMENT & APPLIED SCIENCES  
(Affiliated to Mahatma Gandhi University, Kottayam)

A CMI Institute

Rajagiri Valley P.O., Kakkanad  
Cochin - 682 039, Kerala  
T + 91 484 2955270, 9048899926  
E office@rajagiricollege.edu.in  
www.rajagiricollege.edu.in

6. This Letter of Linkage should be reviewed at the end of the year, to evaluate the progress and the quality of the mutual cooperation. . If the Letter of Linkage is not renewed by mutual consent, then it will conclude at the end of the specified time period.
7. This Letter of Linkage may be terminated by either party with a minimum of 120 days written notice. Activities in progress at the time of termination shall be permitted to conclude as planned unless otherwise agreed.
8. Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, disability, or veteran status.
9. Each party shall designate a person or office to serve as liaison for implementing this Letter of Linkage. For Department of Commerce, St.Xavier's College for women, Aluva, the contact person will be Dr. Raji Mohan. For Department of Commerce, RCMAS, Kakkanad, the contact person will be Dr.Ajosh George, Assistant Professor, Department of Commerce.

For Rajagiri College  
of Management and Applied Sciences,

For St.Xavier's College for Women,

Signature:   
Name: Dr. Mathew Vattathara CMI

Designation: Director  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi-682 039

Witness: 1

Signature:   
Name: Dr. Milon Franz

Designation: Principal  
Prof. Dr. Milon Franz  
Principal  
St.Xavier's College for Women  
Aluva 683101, Kerala

Witness: 2

Signature:   
Dr. Laly Mathew  
Designation: Principal,

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039

09 August, 2023

Signature:   
Dr. Raji Mohan  
HOD  
Dept. of Commerce St.Xavier's College  
for Women.

09 August, 2023





# MACFAST®

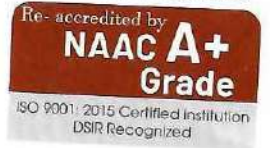
Igniting wisdom since 2001

## Mar Athanasios College For Advanced Studies Tiruvalla

A Minority Institution of the Corporate Educational Agency of the Catholic Archdiocese of Tiruvalla

Affiliated to Mahatma Gandhi University, Kottayam

Approved by AICTE and recognised under section 2(f) of the UGC Act, 1956



### LETTER OF LINKAGE

Between

Department of Management Studies,

Mar Athanasios College for Advanced Studies Tiruvalla (MACFAST), Tiruvalla, Kerala  
India

and

Department of Commerce

Rajagiri College of Management and Applied Sciences (RCMAS), Kakkanad, Kerala, India

The Department of Management Studies at MACFAST and Department of Commerce at RCMAS Kakkanad have established this Letter of Linkage, entered on the 7th of August 2023, to foster cooperation in education.

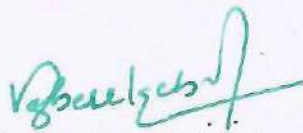
1. Both parties agree to encourage the following activities, in particular to promote academic cooperation.
  - a) Exchange of materials in education, publications and academic information
  - b) Exchange of faculties
  - c) Exchange of students
  - d) Other technical assistances

Both parties shall discuss the problems involved to the satisfaction of each party and enter into specific activity agreements based on the mutually agreed objectives and outcomes of the relationship.

2. This Letter of Linkage shall be applicable to educational activities, attached to each party.
3. This Letter of Linkage constitutes the entire agreement between the parties, and all prior discusses agreements, and understandings, whether verbal or in writing, are merged in this agreement.

Programmes at Main Campus : MCA | MBA | BCA | B.Com | Ph.D. in Management Studies  
Programmes at Biocampus : M.Sc. Bioinformatics | M.Sc. Biotechnology  
M.Sc. Plant Biotechnology | M.Sc. Food Technology & Quality Assurance  
M.Sc. Biochemistry | Ph.D. in Biosciences

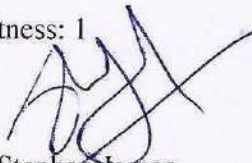
4. This Letter of Linkage is not considered to be a contract creating legal and financial relationships between the parties. Rather, it is designed to facilitate and develop a genuine and mutually beneficial exchange process/academic relationship, and so forth.
5. This Letter of Linkage shall become effective as of the date of signatures of both parties; it may be amended by the written consent of the parties.
6. This Letter of Linkage should be reviewed every year to evaluate the progress and the quality of the mutual cooperation; it may be extended for additional five-year periods upon the written consent of both parties. If the Letter of Linkage is not renewed by mutual consent, then it will conclude on completion of one year from the date of signing the linkage, or after activities in progress have concluded.
7. This Letter of Linkage may be terminated by either party with a minimum of 120 days written notice. Activities in progress at the time of termination shall be permitted to conclude as planned unless otherwise agreed.
8. Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, disability, or veteran status.



Dr. Varghese K. Cheriyan  
Principal  
MACFAST

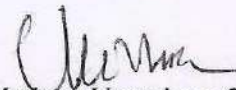


Witness: 1



Mr. Stephen James  
Assistant Professor  
Department of Computer Application





Dr. Mathew Vattathara CMI  
Director

Rajagiri College of Management  
and Applied Sciences (RCMAS)

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

Witness: 2



Dr. Laly Mathew  
Principal  
RCMAS

**PRINCIPAL**

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039



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DY 426886

This Memorandum of Understanding ("MOU") is entered into on this the 2<sup>nd</sup> day of August 2023

**NEED GLOBAL FOUNDATION**, a Charitable Society having its registered address at AR Annex, Seaport Airport Road, Thrikkakara, Ernakulam – 682013 represented by its Secretary Anboja Bashir aged 41 Years, having address at VI/832 C2, AR Annex, Seaport Airport Road, Thrikkakara, Ernakulam – 682013 hereinafter referred to as the **NEED GLOBAL** (which expression, unless repugnant to the context or meaning thereof, shall be deemed to mean and include its successors-in-interest, representatives and permitted assignees).

**AND**

**RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**, Rajagiri Valley, Kakkanad, Kerala – 682039, India represented by its director Rev.Fr.(Dr.) Mathew Vattathara CMI, Rajagiri Valley, Kakkanad, Kerala – 682039 hereinafter referred to as the **RCMAS** (which expression, unless repugnant to the context or meaning thereof, shall be deemed to mean and include its successors-in-interest, representatives and assignees).

ATHIRA. M.A SLNO. 31923 DT. 14/7/2023  
STAMP VENDOR ₹..... SOLD TO.....  
THRIKKAKARA.....

Director  
Rajagiri College of management  
S Applied sciences  
Rajagiri Valley P.O.  
kalekaneb







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DY 426885

Hereinafter NEED GLOBAL and RCMAS are individually referred to as "Party" collectively as "Parties".

**WHEREAS**

- A. NEED GLOBAL is a charitable society registered under the Travancore Cochin Literary Scientific and Charitable Societies Registration Act, 1955 to provide platforms, resources and support to underrepresented communities, fostering diversity and enabling personal and professional development.
- B. RCMAS is an Educational Institution.
- C. NEED GLOBAL has represented to RCMAS that it has necessary expertise in providing internship, placements, training opportunities and offer participation in the social events, for the students of RCMAS ("Service") and they are desirous to collaborate with RCMAS for providing the Services.
- D. Based on the representations by NEED GLOBAL, RCMAS wishes to appoint NEED GLOBAL and obtain Services on the terms and conditions appearing hereafter.

ATHIRA, M.A SLNO. 31922 DT. 14/7/2023  
STAMP VENDOR ₹..... SOLD TO.....  
THRIKKAKARA.....

Director  
Rajagiri College of management  
& Applied Sciences  
Rajagiri valley P.O.  
Kalekand



**NOW THIS MOU WITNESSETH AND THE PARTIES HEREBY AGREE AS FOLLOWS:**

**1. Background and scope of the MOU**

- 1.1 This MoU is entered as a mutual beneficial collaboration between NEED GLOBAL and RCMAS. The NEED GLOBAL shall offer the students of RCMAS the Services and offer participation in the events and functions organized by the NEED GLOBAL for welfare of the students.
- 1.2 The NEED GLOBAL shall in consultation with the placement coordinator of RCMAS;
  - 1.2.1 arrange and assist placement of trained students of RCMAS; and
  - 1.2.2 shall offer internship opportunities for RCMAS students.

**2. Data Privacy**

- 2.1 Both Parties highly value the privacy and security of the confidential information that they hold, and are committed to ensure that all data is processed with the highest level of security and integrity.
- 2.2 NEED GLOBAL agrees and confirms that it shall keep the information of students shared with them under this MOU for providing Services shall be used with utmost safety and will be used only for the purpose of providing Services.
- 2.3 If any personal data needs to be processed as part of this MoU, a separate Non-Disclosure Agreement will be executed between the Parties.
- 2.4 The RCMAS permit NEED GLOBAL to use the trademark / logo limited to the events mutually collaborated between the Parties. NEED GLOBAL shall seek prior written permission from RCMAS each time before using the trademark/logo. The Parties hereby agree to use the trademark/ logo only for posters, brochures or other public domains pertaining to the particular event in which RCMAS collaborates with Need Global.

**3. Variation**

- 3.1 No addition or modification of, any provision of this MOU shall be binding on either party unless made in writing and signed by duly authorised representatives of the Parties.

#### 4. Validity

- 4.1 Validity of this MoU is Three years from the date of execution.
- 4.2 Both Parties are at liberty to terminate this MoU with 30 days' prior notice in writing.

#### 5. Liability

- 5.1 Both the Parties shall be solely responsible for any and all claims and/or damages if not in conformity with the objectives mentioned in this MoU and the institutional rules and procedures.
- 5.2 The Parties acknowledges that this MoU shall not bring any legal obligations on the matters in connection with this MoU and conflicts if any, arising out of this shall be primarily resolved by mutual discussions of the Parties hereto.
- 5.3 The courts in Ernakulam, shall have exclusive jurisdiction on disputes arising out of this MOU.

#### 6. Confidentiality

- 6.1 Each of the Parties will keep confidential (both during and 3 years after termination of this MOU) all information concerning the operations of either party which is obtained or received as a result of the entering into or the performance of this MoU unless the information is in the public domain, or the Parties are under legal obligation to disclose the information.

**IN WITNESS WHEREOF, THE PARTIES HERETO HAVE EXECUTED THESE AT PRESENT ON THE DAY AND DATE FIRST HERE IN ABOVE WRITTEN;**



ANOOJA BASHIR  
For NEED GLOBAL

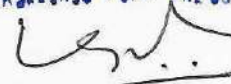
Witness



Abhijith E.S



Rev.Fr.(Dr.) Mathew Vattathara CMI  
DIRECTOR for RCMAS  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkannad Varkki ER2 039



Principal

Dr. Laly Mathew

# NEED

## National Employability Enhancement Drive

### Linkage

Linkage signed on this day the 4<sup>th</sup> of July 2023 by DR. K H Shahjahan Ahmed Hussain, Director, NEED, Crown Jewel, Assisi Junction, Aluva and Rev.Fr.(Dr.) Mathew Vattathara CMI, Director, Rajagiri College of Management & Applied Sciences, Rajagiri Valley P O., Kakkanad, Cochin 682 039.

- 01.) DR. K H Shahjahan Ahmed Hussain, Director, NEED, Crown Jewel, Assisi Junction, Aluva hereafter referred to as Resource Person and
- 02.) Rajagiri College of management & Applied Sciences, Rajagiri Valley Post, Kakkanad, Cochin 682 039 represented by Rev.Fr.(Dr.) Mathew Vattathara CMI, Director, (which expression shall, unless repugnant meaning or context thereof, be deemed to include its executors, representatives, administrators, successors, and assigns) hereafter referred to as Rajagiri.

### WHEREAS

- 01) The Resource Person has agreed to offer a Thirty Hour AGST PLP (Advanced GST Practitioner Level Proficiency Program), in campus at Rajagiri for students, the following terms are agreed upon.
- 02) Rajagiri being the Center of Excellence in education, AGST PLP shall be a futuristic add-on with industry orientation.
- 03) The agreement shall commence on 4<sup>th</sup> July, 2023

### Division of Duties & Responsibilities

#### 1) Resource Person:

- i) Provide training, study materials, training certification & facilitate GST Practitioners' Registration of the Govt. of India.
- ii) Monitor attendance, evaluate performance, conduct continuous evaluation & provide feedback to Rajagiri.

#### 2) Rajagiri:

- i) Communicate, enroll, register, schedule, coordinate & control the conduct of the program.
- ii) Ensure attendance & discipline.

3) Both parties shall prepare the timetable by consensus.

4) IPR for syllabus & study materials shall be exclusively vested with the Resource Person.

5) Parties shall not be liable for indirect, incidental & consequential damages.

6) A fee of Rs. 3000/- (Including GST) per student will be charged for the **NEED**

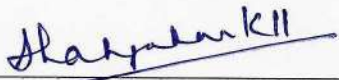

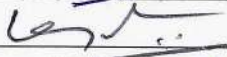



7) Fee shall be collected by Rajagiri and transferred to the Resource Person at the outset.

8) Either party can terminate the agreement before term by issuing three months' notice to the other party.

*Rajagiri*

**NEED**  
**ASSISI JN., ALUVA**

9) The Agreement shall be valid initially for a period of three years and the Agreement will be automatically renewed for a subsequent period of three years, unless terminated in writing.

<b>For Resource Person</b>	<b>For Rajagiri College of Management and Applied Sciences</b>
Name: DR. K H Shahjahan Ahmed Hussain	Name: Rev.Fr.(Dr.) Mathew Vattathara CMI
Designation: Hon. Counselor , Ministry of Corporate Affairs, Government of India	Designation: Director
Signature 	Signature 
Witness 1: 	Witness 1:  DIRECTOR
Name: Dr. Laly Mathew	Name: Lijo George
Designation: Principal, RCMAS	Designation: IT officer
Signature  PRINCIPAL	Signature 

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley. P. O., Kakkanad - 682 039

DR. SHAHJAHAN AHMED HUSSAIN  
The Hon. Counselor & Resource Person  
GOI, MCA, ICAI, ICSI





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EC 188998

**Memorandum of Understanding**

This Agreement of Understanding (hereinafter referred to as the "Agreement") is entered into and executed at **Rajagiri College of Management and Applied Sciences**, Rajagiri Valley Rd, Rajagiri Valley, Kakkanad, Kerala 682039, India on this 04<sup>th</sup> July, 2023 (hereinafter referred to as the Effective Date) by and between:

**NorthStar Academy**, located at #8, 2<sup>nd</sup> Floor, XL Tower, CL Layout, Hosur Main Road, Adugodi, Near Nexus Mall, Koramangala, Bangalore – 560029, India has GSTIN: 29ABIP17546Q1ZR (hereinafter referred to as NSA) or the **First Party**.

AND

**Rajagiri College of Management and Applied Sciences**, Rajagiri Valley Rd, Rajagiri Valley, Kakkanad, Kerala 682039, India (hereinafter referred to as an "Institutional Partner" or the Second Party

For the purpose of this agreement, NSA and Institutional Partner have been individually referred to as a "Party" and collectively as "Parties".

Athm 27464 01/07/2023  
ATHIRA M.A SL NO..... DT.....  
STAMP VENDOR ₹..... SOLD TO.....  
THRIKKAKARA.....

Director  
Rajagiri College of management  
& Applied sciences  
Rajagiri valley p.o.





EC 188999

കേരളം KERALA

**Whereas:**

NSA upskills students and professionals across the world to help them be future-ready and enable their career progression, particularly in the field of accounting, finance and management accounting and Industry Integrated Specialization Program. Founded in the year 2017, NSA offers globally recognized certifications in accounting, finance and management accounting.

**1. About NSA**

- (a) NSA is the gold-approved course provider with the **Institute of Management Accountants, USA**, (hereinafter referred to as "IMA") to offer the US CMA (or Certified Management Accountant) program.
- (b) NSA is a registered course provider with the **American Institute of Certified Public Accountants** (hereinafter referred to as "AICPA").
- (c) NSA is a preferred content provider of **Becker International, USA** to provide training for CMA/CPA Certifications.
- (d) NSA is also an official partner with **Gleim Publications, USA** for Certified Internal Auditor and Enrolled Agent certifications.
- (e) NSA is a preferred partner with **Wiley Efficient Learning** to offer industry recognised certifications in Forensic Accounting, Data Analytics, Cyber Security, Block Chain, AI and ML and a lot more.

Athira M A S LNO  
 Private and Confidential... DT.....  
 STAMP VENDOR... SOLD TO.....  
 THIRUVARUR

Director

Rajagiri College of management



NSA also provides various other courses in the field of finance and management accounting including:

- Certified Public Accountants (CPA);
- Certified Management Accountants (CMA)
- Association of Certified Chartered Accountants (ACCA);
- Financial Risk Management (FRM);
- Certified Financial Analyst (CFA)
- Certified Internal Auditors (CIA);
- Enrolled Agent (EA);
- Diploma in IFRS and Finance for Non Finance
- Other Short Term and Skill Based Courses on Finance, Accounting and Management Accounting

## **2. Responsibilities of NSA**

NSA hereby agrees to provide online live interactive and classroom training (Hybrid) at an amicable timing basis in consultation with the Institutional Partner. The mode of training is subject to the number of students as laid out in **Annexure A**.

## **3. Responsibilities of Institutional Partner**

The Institutional Partner shall ensure payment of fees detailed as detailed out in **Annexure A**.

## **4. Confidentiality**

The Parties have agreed to keep the contents of this agreement confidential and not disclose the contents of this Agreement. The Parties have also agreed not to disclose any information obtained during the course this agreement or anytime thereafter.





## 5. Communication

All communication between the Parties shall be by way of emails. Any important matter or notices to be given should be provided by way of a registered post.

<b>NorthStar Academy</b> <b>Name:</b> Girish Nair <b>Designation:</b> Vice President – Institutional Relations <b>Address:</b> #8, 2 <sup>nd</sup> Floor, XL Tower, CL Layout, Hosur Main Road, Adugodi, Near Nexus Mall, Koramangala, Bangalore – 560029 <b>Email Id:</b> <a href="mailto:girish.n@northstaracad.com">girish.n@northstaracad.com</a> <a href="mailto:institutions@northstaracad.com">institutions@northstaracad.com</a> <b>Contact Number:</b> +91 89040 88103	<b>Institutional Partner:</b> <b>Name:</b> Rev.Fr.(Dr.) Mathew Vattathara CMI <b>Designation:</b> Director <b>Address:</b> Rajagiri Valley Rd, Rajagiri Valley, Kakkanad, Kerala 682039 <b>Email Id:</b> <a href="mailto:director@rajagiricollege.edu.in">director@rajagiricollege.edu.in</a> <b>Contact Number:</b> 98462 12019
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## 6. Tenure





The Agreement shall be valid initially for a period of three years and the Agreement will be automatically renewed for a subsequent period of three years, unless terminated in writing.

## 7. Other Terms and Conditions

- (a) Both the Parties shall have the right to terminate the MoU in the event of a violation of any of the conditions agreed herein, by giving three months' notice to the other Party. In such an event any student already admitted shall be enabled to complete their course of study and appear for the relevant examination. The obligation of both the Parties will continue to be in force during such period irrespective of termination of the MoU.
- (b) In case the parties decide against the further renewal of the agreement after expiry of the tenure, it shall be the responsibility of both parties to ensure that the student already enrolled shall continue and complete the course as per the provision of this MoU and for this purpose, the MoU shall be considered operative in full force.

This agreement, the construction and enforcement of its terms and the interpretations of its rights and duties of the Parties hereto shall be subject to and be governed under the laws of India, and any conflict thereon shall be tried by the component of Bangalore Jurisdiction.

In witness thereof, the parties to this Agreement have hereunto subscribed their respective hands by its authorized signatories on the date of first above mentioned, in presence of the witnesses.

For NorthStar Academy	For Rajagiri College of Management and Applied Sciences
Name: Mr. M Irfat	Name: Rev.Fr.(Dr.) Mathew Vattathara CMI
Designation: Founder and CEO	Designation: Director
Signature 	Signature  DIRECTOR Rajagiri College of Management & Applied Sciences Rajagiri Vallev P.O., Kakkanad, Kochi-682 001
Witness 1:	Witness 1:
Name: Mr. Manoj V	Name: Dr. Laly Mathew
Designation: Sr. Manager – Institutional Relations	Designation: Principal
Signature 	Signature 






**Commercial Terms for B. Com with CPA (Certified Public Accountant)  
for**

**Rajagiri College of Management and Applied Sciences Semester 1 to Semester III**

Nos.	Items	Details
(a)	NSA Offerings	<ol style="list-style-type: none"> <li>1. Provide Becker CPA Study Materials.</li> <li>2. Provide Admission Support</li> <li>3. Provide LMS, Test Bank &amp; Video Access</li> <li>4. Provide Training, Admission &amp; Examination Support</li> </ol>
(b)	Payment Terms	<p><b>Payable by the Institutional Partner to NSA in 4 semesters:</b></p> <ol style="list-style-type: none"> <li>1. Study Materials = INR 49,000 per students.</li> <li>2. Examination Services: INR 15,500 per student</li> <li>3. Admission Support: INR 15,500 per student</li> </ol> <p><i>Note: All the fees mentioned herein are inclusive of GST.</i></p> <p><b>Beginning of Semester I:</b></p> <ol style="list-style-type: none"> <li>1. Study Material: INR 20,000/-</li> <li>2. Examination Services: INR 5,000/-</li> <li>3. Admission Services: INR 5,000/-</li> <li>4.</li> </ol> <p><b>Beginning of Semester II:</b></p> <ol style="list-style-type: none"> <li>1. Study Material: INR 15,000/-</li> <li>2. Examination Services: INR 5,000/-</li> <li>3. Admission Services: INR 5,000/-</li> </ol> <p><b>Beginning of Semester III:</b></p> <ol style="list-style-type: none"> <li>4. Study Material: INR 15,000/-</li> <li>5. Examination Services: INR 5,000/-</li> <li>6. Admission Services: INR 5,000/-</li> </ol> <p>College Share: 7500/- per Student</p>
(c)	CPA Exam & Registration Fees	<ol style="list-style-type: none"> <li>1. To be Paid Directly by the Students before appearing for exams:</li> <li>2. All fees payable towards Evaluation of transcripts, examination, international testing and NTS shall be payable directly by the student to the NASBA/AICPA</li> </ol>

Nos.	Items	Details
		3. With regard to the above, NSA shall provide all the necessary support and guidance to the students.
(d)	Mode of Classes	250 Hours (Classroom + Online Training). NSA has mutually agreed with the Institutional Partner on the minimum number to start with a batch.
(e)	Othersupport (Complimentary by NSA)	<ol style="list-style-type: none"> <li>1. NSA will facilitate guest lectures by industry experts/Alumni for Institutional Partner as per a schedule mutually agreed upon from time to time.</li> <li>2. NSA will guarantee job placements for students who have passed all the 4 papers of the CPA exam.</li> <li>3. NSA will conduct the Train the Trainer (TTT) program, if requested by the Institutional Partner.</li> <li>4. NSA shall provide all necessary support for: <ul style="list-style-type: none"> <li>• Foreign Academic Credential Evaluation</li> <li>• CPA Exam Registration</li> <li>• License after clearing all 4 papers of the CPA Exam.</li> </ul> </li> </ol>

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For NorthStar Academy		For Rajagiri College of Management and Applied Sciences	
Name: Mr. M Irfat		Name: Rev.Fr.(Dr.)Mathew Vattathara CMI	
Designation: Founder and CEO		Designation: Director	
Signature 		Signature  DIRECTOR Rajagiri College of Management & Applied Sciences Rajagiri Vallev P.O. Kakkanad, Kochi- 682	
Witness1:		Witness 1:	
Name: Mr. Manoj V		Name: Dr. Laly Mathew	
Designation: Sr. Manager – Institutional Relations		Designation: Principal	
Signature 		Signature 	





# Career Launcher

## LINKAGE AGREEMENT

This Linkage Agreement is executed on **20<sup>th</sup> June 2023**

**Between**

**Rajagiri College of Management and Applied Sciences**, Rajagiri valley P.O, Kochi, Kerala, 682039 (hereinafter referred to as “**RCMAS**”, which expression shall, unless repugnant to the context or meaning thereof, include its successors, legal representatives and permitted assignees) on **FIRST PART**.

**And**

**Career Launcher Cochin**, 1<sup>st</sup> Floor, Krishnanjali Building, Opp. Ravipuram Temple, Cochin, Kerala, 682016 (hereafter referred to as “**CL COCHIN**”, which expression shall unless repugnant to the context or meaning thereof, include its successors, legal representative and permitted assignees) on **SECOND PART**.

AND WHEREAS, “**RCMAS**” is among the noteworthy academic institutes of Kerala. RCMAS (Rajagiri College of Management and Applied Sciences) is an Autonomous College under CMI, located in Kakkanad, Kerala.

AND WHEREAS, “**CL COCHIN**” a part of “CL Educate Ltd”, one of the leading educational corporates in South Asia. The core area of competence includes virtual/ conventional classroom delivery, web-based education and creation of educational content.



1st Floor, Krishnanjali Tower, Opp.  
Ravipuram Temple, Cochin-16



[www.careerlauncher.com/cochin](http://www.careerlauncher.com/cochin)



[cochin@careerlauncher.com](mailto:cochin@careerlauncher.com)



+91 62 62 270 270, +91 62 62 31118



# Career Launcher

## 1.0 Definitions and Interpretation

1.1 "Linkage" shall mean this agreement executed between RCMAS and CL COCHIN on 20/06/2023.

1.2 "Party" or "Parties" shall mean RCMAS and CL COCHIN individually and collectively as the context may require;

## 2.0 Offering of CL Cochin

The College is looking forward to familiarize students with different aspects of MBA Entrance Tests like CAT, NMAT, CMAT, MAT, KMAT, etc., conducted by various authorities and to impart an exhaustive, integrated preparation for the same

## 3.0 Project Details

Name of the Program	In-House Centre for <b>MBA</b> Weekday Programme
Duration of the program	20-06-2023 to 31-05-2024
Requirements of CL Cochin	<ul style="list-style-type: none"><li>• Permission for doing the promotional activities in RCMAS campus. (Conducting a batchwise seminar, Posters on the notice board, etc.)</li><li>• Promote the programme in Alumni groups.</li><li>• Access to the college every weekday for the training.</li><li>• Complete access to a single Classroom having a minimum capacity of 50 seats.</li><li>• Projector and Whiteboard Facility.</li></ul>



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# Career Launcher

Course and Study Materials	<ul style="list-style-type: none"><li>• Complete Offline Classes. (120+ hours per batch)</li><li>• Physical materials and books.</li><li>• Sectional Tests. (Offline and Online)</li><li>• 30 Full mocks of CAT, 35 Non-CAT Mocks.</li><li>• 200+ Concept Video Lectures by CAT experts GP, Gejo etc.</li><li>• PDP – GD/PI Sessions</li><li>• Internship Support for Portfolio making.</li></ul>
Actual Fee in Satellite Center (Outside Students)	Rs 45,000 + GST (Rupees Forty-Five Thousand + GST) per student.
Special Fee for <b>Rajagiri College of Management and Applied Sciences</b> Students.	Rs 30,000 + GST (Rupees Thirty Thousand + GST) per student.

In addition to the above-mentioned schedule that is an ideal mix of faculty-driven classes + MBA on Demand driven sessions, the students will be provided with the COMPLETE set of Mock TESTS that are online and offline, REVISION sessions and WORKSHOPS and PDP, the Personality Assessment Stage preparatory program that prepares the students for all the commonly used Personality Assessment tools like Group Discussion, Case Study, Essay Writing and Personal Interview



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# Career Launcher

## 3.0 Terms and Conditions

- All classes will be held in offline mode.
- The commencement of the programme will be with a **Grand Inaugural Opening** which also includes an MBA orientation session of an IIM/Equivalent level resource person.
- CL Cochin will intimate the students of other colleges about the programme via both ground-level and digital marketing.
- Every weekday classes, a staff of CL Cochin will be there in the campus of RCMAS and maintaining the discipline is his/her responsibility .
- If there is any damage to the premises given for the inhouse centre at the given time, CL Cochin will be fully responsible for the compensation.
- Final decision of any disciplinary action will be taken by Rajagiri Management.
- Both the parties cannot use the logo each other for any promotional activities without the permission.
- Complete course material shall be provided as per the Course structure of CL COCHIN.
- Individual receipts and subsequent ERP access shall be provided to all the students for the said programme.
- The complete programme shall be an ideal mixture of live classes, audio-video sessions (as per the requirement) and computer-based practice.
- The batch commencement details shall be communicated to the students directly by CL Cochin and a copy of the same shall be forwarded to RCMAS for internal reference.
- The application forms for the various entrance exams need to be purchased by the students separately. However, CL Cochin shall provide the necessary guidance for the same.
- Further to any failure in this terms and conditions, both the parties have all the rights to cancel the Linkage with a notice period of 1 month. If so, CL Cochin will take care of those candidates who have already registered until then.
- Any amendments or modifications to the Linkage must be made in writing and signed by both parties.



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[cochin@careerlauncher.com](mailto:cochin@careerlauncher.com)



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# Career Launcher

## 4.0 Notices

Any notice and other communications provided for in the Agreement shall be in typing in English and shall be first transmitted by email and by call:

In case notices to,

- o CL Cochin: [cochin@careerlauncher.com](mailto:cochin@careerlauncher.com) , +91 81118 31118
- o RCMAS: [anilavarghese@rajagiricollege.edu.in](mailto:anilavarghese@rajagiricollege.edu.in) , +91 88916 52930

## 5.0 Amendment

No amendment to this Linkage shall be valid and binding to the Parties unless it is made in writing and signed by authorized representative of all Parties to this Agreement.

In witness whereof the Parties have caused this Agreement to be executed by their duly authorized representatives on this 20<sup>th</sup> Day of June 2023.

### For CL COCHIN

Name: Midhunjith A.K

Designation: Director

Signature:



Witness:

1) Name: Mr. Arun R

Designation: Head- Campus Relations

Signature

### For RCMAS

Name: Rev. Fr. (Dr.) Mathew Vattathara (CMI)

Designation: Director

Signature:

Name: Dr. Laly Mathew

Designation: Principal

Signature:

2) Name: Ms. Anila Varghese

Designation: Assistant Professor

Signature



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Ravipuram Temple, Cochin-16



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[cochin@careerlauncher.com](mailto:cochin@careerlauncher.com)



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**PREP**  
**ACADEMY**

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## **LINKAGE AGREEMENT**

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Between Rajagiri College of Management and Applied Sciences &  
Prep Academy

4<sup>th</sup> June, 2023

Location: RCMAS, Kakkanad



3rd floor Alamparabil Building,  
TK Rd, Thiruvalla, Kerala 689101



[www.prepacademy.in](http://www.prepacademy.in)



[info@prepacademy.in](mailto:info@prepacademy.in)



94460 56785 **114**

## LINKAGE AGREEMENT

This Linkage is made on this day 4<sup>th</sup> June, 2023 between **PREP ACADEMY** Thiruvalla having its office at Kannattu Baby Memorial Building, Chengannur –689121 and **Rajagiri College of Management and Applied Sciences**, Kakkanad. The scope of the Linkage, the roles and responsibilities of the parties of the Linkage are given below.

### Alliance Objective

This document outlines a strategic understanding between Prep Academy and Rajagiri College of Management and Applied Sciences to work together to offer coaching for students. As opposed to a one time implementation, this is a strategic initiative and requires the total commitment of both Prep Academy and Rajagiri College of Management and Applied Sciences. The coaching initiative would allow Rajagiri College of Management and Applied Sciences, one of the foremost colleges in Kerala, to design world-class curriculum capable of delivering high caliber students required in the fast changing career opportunities.

prepacademy.in focuses on diverse segments of education across the learners of multiple age-groups. We provide excellent educational opportunities that are responsive to the needs of the society and supporting learning through technology to positively impact on the lives of our students. Our mission is to establish and maintain a technology integrated learning environment designed to reach and engage the learner – anyone, anywhere, anytime. We ensure adequate support, training, development, and systems are in place to provide students with the resources, and information necessary for an effective learning environment. Led by a team of highly qualified professionals, including IIT-IIM alumni, with a passion for excellence in education, Prep Academy has been focusing on shaping the lives and careers of many students during the twenty glorious years of its existence. (Website: [www.prepacademy.in](http://www.prepacademy.in); Test Series & Mock Tests: [test.prepacademy.in](http://test.prepacademy.in)).

The objective of the program is to

- Prepare students for **Placement Exams (Aptitude)**.
- Prepare students for **Interviews**.

### Benefits and Outcome

- Prepare & mentor the students for a well-defined career.
- Prepare students for Campus Recruitments.



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Sl No.	Course Name	Price/Trainer/hr (Rs.)
1	Campus Recruitment Training	1000 + GST

**Note:**

- 1 session = 3 hr of class.
- Per day, 2 sessions (6 hr of Class) have to be scheduled
- Price Valid for 1 year & only for Rajagiri College of Management and Applied Sciences.
- Class will be conducted in offline mode.

SL No.	CAMPUS RECRUITMENT TRAINING (SESSIONS)
1	Quantitative Aptitude (Numerical Ability) - 18 hours
2	Logical Reasoning – 12 hours
3	Verbal Ability, Reading Comprehension & Writing Skills – 12 hours
4	General Awareness and Current Affairs – 6 hours
5	Soft Skills & Interview Training – 6 hours



**Additional Benefits to the STUDENTS:** (Eligible for Min Batch Size of 30 No's x 30 Hrs. Programme)

Sl.No	Description	Price
1	<b>eBooks New Edition</b> <ul style="list-style-type: none"> <li>Reasoning</li> <li>Quantitative Aptitude</li> <li>English</li> <li>General Studies</li> </ul>	Free (3 months subscriptions)
2	<b>Quiz (app-Android users)</b> <ul style="list-style-type: none"> <li>GK Quiz</li> <li>IT Awareness</li> <li>Puzzles &amp; Vocabulary</li> <li>Banking Awareness</li> <li>Marketing Awareness</li> </ul>	Free (3 months subscriptions)
3	<b>Current Affairs (app-Android users)</b> <ul style="list-style-type: none"> <li>Daily updates (National &amp; International)</li> <li>Daily current affairs Quiz</li> </ul>	Free (3 months subscriptions)
4	<b>Knowledge Zone (app-Android users)</b> <ul style="list-style-type: none"> <li>Learn English</li> <li>Vocabulary</li> <li>GD &amp; PI</li> <li>Science Terminologies</li> <li>Computer &amp; Banking Terminologies</li> </ul>	Free (3 months subscriptions)

\*\* All of the faculty will be experts in their field and will be having an **experience** of minimum of **5 years**.

\*\* There will be a complementary **Vedic Math Session of 2hr** and an **offline mock**.



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SL No.	Course Name	Per Batch (RS.)
1	Campus Recruitment Training (CRT) – Offline (54 hours per Batch)	RS. 54,000/- + GST

### Coordination and Contact Points

- Prep Academy for operational matters which includes training, handholding component as per CL's guidelines.
- Neither parties will make any presentations pertaining to the other or its business or affairs, without the express written consent and approval of other.
- Contact Persons: **Arun R, Mob: 81118 31118 (For Prep Academy)**  
**Anila Varghese: 88916 52930 (For RCMAS)**

### Responsibilities of the Prep Academy

The Prep Academy shall;

- Develop and provide broad course outline. Follow the course outline, as may be amended from time to time;
- Ascertain for itself the financial viability of the project and shall fund all cost over runs, if any;
- Not make any financial commitment on behalf of RCMAS nor shall take loans or create any other financial liability binding RCMAS under this agreement;
- Have all employees relating to this project on its payroll, or shall invite outside Guest Speakers/faculty on its own, and RCMAS shall have no legal, financial or any other responsibility towards them;
- Maintain records of the students and their regular attendance, and share them with RCMAS.
- All of the students will get free access to the **Mobile Application** as a continuous support of the programme for 1 year.



## Responsibilities of RCMAS:

The RCMAS Management shall:

- a) Not make any financial commitment on behalf of Prep Academy, nor shall take loans or create any other financial liability binding Prep Academy under this agreement;
- b) Provide timely clarifications regarding Academic Inputs and any other necessary information to the Training;
- c) Provide the following minimum infrastructural facilities:
  - i. Classrooms / Computer Lab
  - ii. Necessary furniture
  - iii. Coordinator for managing the training center

## Force Majeure

In the event of non-fulfillment of the contract terms and conditions due to any reason of force majeure namely fires, wars, riots, strikes, natural calamities, etc., neither RCMAS nor Prep Academy shall be held responsible for any loss or consequential loss.

## Breach of Agreement

RCMAS shall have the right to terminate the agreement with Prep Academy, in case Prep Academy violates any of the clauses mentioned in the Linkage, or exploits the students or misuses the partnership with RCMAS in any way. There shall be no liability on the part of any party to the other arising from the termination of this Linkage. **Neither party will disclose the existence, or the terms and conditions, of this Linkage or any information connected with it or any information received from the other or otherwise during the implementation of this Linkage or its subsequent amendments, if any, except as may be required by law or on a strictly “need-to-know” basis for the purpose of implementing this Linkage, or its subsequent amendments, if any, unless express prior written consent of the other party shall have been obtained in advance.**

## Amendment to the Agreement


The obligations of RCMAS have been outlined in this agreement. However, during the operation of the agreement, circumstances may arise which call for alteration or modifications of this Agreement. These modifications/alterations will be mutually discussed and agreed upon in writing.



## Period of Validity

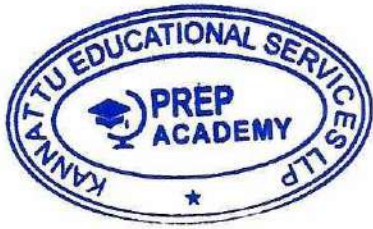
This agreement shall be initially valid for 12 months from the date of signing the agreement and to be renewed subsequently by mutual consent of both the parties.

For Prep Academy

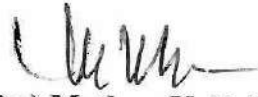


ALLEN THOMAS KANNATTU

Director



For Rajagiri College of Management and Applied Sciences



Rev. Fr. (Dr.) Mathew Vattathara (CMI)

Director **DIRECTOR**

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkannad, Kochi-682 039



Dr. Laly Mathew

Principal

Principal  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley, P. O., Kakkannad - 682 039

## Witness:

1) Name: Ms. Amna Fathima

Designation: LR Faculty

Signature



2) Name: Ms. Anila Varghese

Designation: Assistant Professor

Signature



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**BINDING MEMORANDUM OF UNDERSTANDING**

This binding Memorandum of Understanding (hereinafter referred to as the "MOU") is made this 23<sup>rd</sup> of March 2023 by and between:

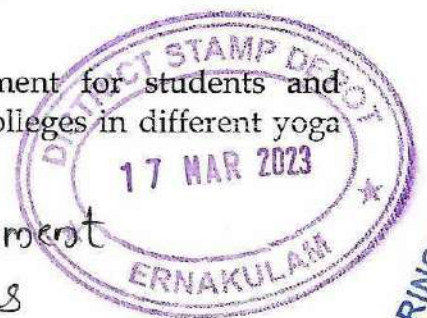
1. Pathanjali Pranayoga Vidyapeedom registered as per the laws of India, having its registered office at Regd no.37/IV/14 Edakkunnam po , Kottayam ,Kerala 695018 by its authorized signatory Dr E M Gopalakrishnan Nair , which expression shall, unless repugnant to the meaning or context thereof, be deemed to include its executors, representatives, administrators, successors and assigns) hereinafter referred to as Pathanjali ;and

2. Rajagiri College of Management and Applied Sciences having its address at Rajagiri College of Management and Applied Sciences, Rajagiri Valley P.O, Kakkanad, Cochin - 682 039, Kerala, India. represented by its authorized signatory Fr. Ajeesh P P CMI Principal, (which expression shall, unless repugnant to the meaning or context thereof, be deemed to include its executors, representatives, administrators, successors and assigns) hereinafter referred to as **Rajagiri**.

Rajagiri and Pathanjali are hereinafter together referred as "Parties" and individually as "Party" AND WHEREAS

1. Pathanjali is engaged in yoga courses enhancement for students and corporates. Pathanjali is looking to engage with colleges in different yoga courses

Principle Rajagiri  
College of management  
& Applied Sciences  
Rajagiri valley



PRINCIPAL  
College of Management & Applied Sciences  
Rajagiri Valley, P. O., Kakkanad



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EA 906680

2. Rajagiri group of institutions has been established with a vision to become a centre par excellence of learning, unique in experience, value based in its approach, and pioneering in its efforts for enriching and fulfilling life. Rajagiri looks forward to deliver programs for its students outside the University curriculum, which will enhance their skill and make them more employable.

Now, both parties have together decided that Rajagiri will partner with Pathanjali towards delivering yoga courses for its students as per the mutual conditions laidout in the paragraphs below.

1. This agreement is effective 20th December 2022 through 20 th December 2024
2. Pathanjali will provide training for courses as described in Annexure 1 of this document.
3. All programs will be under the joint branding of both parties.
4. Roles and Responsibilities

#### Rajagiri

- a. Manage all communication with students
- b. Enrolment and registration of students for respective courses
- c. Provide a single point of contact for coordination with Pathanjali
- d. Ensuring the attendance of students for the scheduled courses.

AG  
ATHIRA M.A. SL NO. .... DT. ....  
STAMP VENDOR ₹. .... SOLD TO. ....  
THRIKAKARA

(2)

99109 20/3/2023  
principle: Rajagiri  
College of management  
& Applied Sciences  
Rajagiri valley



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PRINCIPAL  
Management & Applied  
P. O., Kattank...

## Pathanjali

- a. Design, develop and deliver the trainings along with the appropriate content.
  - b. Sharing the relevant learning materials with the participants.
  - c. Evaluate the participants on the performance, as applicable.
  - d. Provide access to the training tool for all participants.
  - e. Provide daily attendance details to Rajagiri.
5. Both parties shall mutually agree upon the program calendar and time of delivery.
  6. Intellectual Property of all training material delivered shall remain with Pathanjali
  7. Either party shall not be liable for any indirect, special, punitive, exemplary, incidental or consequential damages. Notwithstanding anything contained in this document, in no event, the maximum liability shall exceed a sum of INR 10,000.
  8. Parties agree that this is a binding MOU and the parties shall have all rights and remedies available under the laws of India.
  9. Payment Terms
    - a. The fees of the course (Yoga Diploma) delivered is (Including GST) Rs. 10,000(Rupees Ten Thousand Only) and Pathanjali agrees to pay Rs. 1,000(Rupees One Thousand Only)per student to Rajagiri.
    - b. On the completion of each training program, Pathanjali shall raise an invoice forthe program.
    - c. Rajagiri shall make the payment within 15 days of receipt of the invoice.
  10. This MOU contains the understanding of the Parties as of the Effective Date and shall supersede all prior oral and written agreements. This MOU shall not be varied except by written instrument signed by both the Parties.
  11. Either party can terminate the whole Agreement before the end of the specified term, by giving 3 months' notice.

In WITNESS WHEREOF, and, Rajagiri College of Management and Applied Sciences and have caused this MoU to be signed and delivered by their duly authorized officers, all as of date first herein above written


  
PRINCIPAL  
123  
College of Management & Applied Sciences  
Kannad - 682 031


For Pathanjali Pranayoga Vidyapeedom For Rajagiri College of Management and Applied Sciences

Signature:   
Name: Dr E M Gopalakrishnan Nair,  
Designation: Director

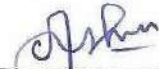
Witness 1:

Signature:   
Name: Dr. Pritha Varughese  
Designation: Asst. Professor, REMAS



Signature:   
Name: Fr. Ajeesh Puthussery CMI  
Designation: Principal

Rajagiri College of Management & Applied Sciences  
Witness 2: Rajagiri Valley. P. O., Kakkanad - 682 039

Signature:   
Name: Asst. Professor  
Designation: Asst. Professor  
REMAS





#### 4. Engagement fee and activity details

##### 4.1. Business Analytics training for Students

The breakup of the training and fee for the training delivery to students is identified as stated hereunder –

SI #	Activities and Deliverables	Cost (INR)																				
1	<p>Business Analytics training for students will include the following modules:</p> <ul style="list-style-type: none"> <li>▪ Fundamentals of Business Analytics – 24 hours</li> <li>▪ Descriptive analytics using Excel – 24 hours</li> <li>▪ Data visualization using Power BI – 24 hours</li> <li>▪ Financial modelling using Excel – 24 hours</li> <li>▪ Introduction to R – 24 hours</li> </ul> <p>*Module wise break up is given below</p> <ul style="list-style-type: none"> <li>▪ Course completion certificate will be awarded on successful completion of course by students.</li> <li>▪ Assessment pattern: For each module below assessment pattern will be followed:</li> </ul> <table border="1"> <thead> <tr> <th>Exam</th> <th>Duration</th> <th>Exam Type</th> <th>Weightage</th> </tr> </thead> <tbody> <tr> <td>Internal Exam 1</td> <td>1 hour</td> <td>Hands on based MCQ</td> <td>25%</td> </tr> <tr> <td>Internal Exam 2</td> <td>1 hour</td> <td>Hands on based MCQ</td> <td>25%</td> </tr> <tr> <td>Final Exam</td> <td>2 hours</td> <td>Hands on based MCQ</td> <td>45%</td> </tr> <tr> <td>Attendance</td> <td></td> <td></td> <td>5%</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>▪ If a student fails to clear the assessment, one retake will be allowed free of cost.</li> <li>▪ After the completion of final exam for each module, a score card will be issued to the students.</li> <li>▪ A Batch can have maximum of 30 students</li> </ul>	Exam	Duration	Exam Type	Weightage	Internal Exam 1	1 hour	Hands on based MCQ	25%	Internal Exam 2	1 hour	Hands on based MCQ	25%	Final Exam	2 hours	Hands on based MCQ	45%	Attendance			5%	<p>INR 15,000 per student Including tax</p>
Exam	Duration	Exam Type	Weightage																			
Internal Exam 1	1 hour	Hands on based MCQ	25%																			
Internal Exam 2	1 hour	Hands on based MCQ	25%																			
Final Exam	2 hours	Hands on based MCQ	45%																			
Attendance			5%																			

##### 4.1.1. Module wise breakup of the Business Analytics

- 4.1.1.1. Fundamentals of Business Analytics – 24 hours
- Importance of Data in Business
  - Big Data
  - Business Intelligence
  - Data Analysis Process
  - Excel for data Exploration & Analytics

- 4.1.1.2. Descriptive analytics using Excel – 24 hours
- Data interpretation using statistical measures
  - Handling missing values and outliers
  - Data distribution
  - Correlation vs causation
  - Advance excel for data modelling

- 4.1.1.3. Data Visualization using Power BI – 24 hours
- Power BI desktop interface
  - Data source connection
  - Data loading and transformation
  - Building Power View Visualizations and data filtering
  - Dashboard and Drill down reports in Power BI

- 4.1.1.4. Introduction to R – 24 hours
- R- Variables, list, vectors and matrix
  - Importing various data sources in R, Data joins in R
  - Data cleaning using GSUB



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- Data mining using DPLYR
- Basic data plotting using GGLOT2

- 4.1.1.5. Financial Modelling – 24 hours
- Modelling of financial worthiness and fraud transactions based on logistic regression
  - Discounted Cash Flow (DCF) Model
  - Three Statement Model
  - Budget and forecast models

## 5. Training Infrastructure/ Support required

### 5.1. Training Infrastructure for online delivery:

- Students must have internet connectivity with min 4 Mbps
- Students must have laptop / desktop with Microsoft windows 8 or above and MS excel 2013 or above

### 5.2. Training infrastructure for classroom delivery (if required):

- The classes will be offered only in online mode during the academic year 2022-23

## 6. This LoE is valid till 31<sup>st</sup> January 2024.

## 7. Mode of delivery:

- KPMG faculty will deliver the courses in full.
- KPMG will be conducting course evaluation for the students to evaluate their skills on domain, analytics, critical thinking, and conceptual knowledge.

## 8. Payment terms:

Engagement fee need to be paid in three milestones as below:

- 1) INR 5,000 per student – Before the start of training
- 2) INR 5,000 per student – After the completion of second 50 hours of training
- 3) INR 5,000 per student – After the completion of 100 hours of training

The fee will be paid to us within 30 days of raising the invoice. The student's course completion certificates shall be issued upon receiving the payment in full.

## General Terms of Business

The standard terms and conditions are enclosed in General Terms of Business.

The Annexure to this letter contains the additional terms of business to which this engagement will be subject. Please indicate your acceptance of these arrangements by signing and returning one copy of this letter. We look forward to working with you in this assignment and would like to inform you that it will receive our close attention.

## Special Circumstances

1. During the engagement term, each party shall keep the other party reasonably informed of any events which relate to COVID 19 or any other such situation that
  - a. is not existing or reasonably foreseeable at the date of the Engagement Letter; AND
  - b. which will materially and adversely affect the notifying party's ability to perform its obligations under the Engagement Letter.
2. Each party will implement mitigation measures to enable the Services to be performed so far as reasonably practicable in the circumstances, including without limitation:



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- a. reducing travel (particularly international travel) and in-person meetings to the minimum necessary level;
  - b. at the party's premises, implementing such infection control procedures as are recommended or required by official bodies in the applicable location;
  - c. implementing internal corporate policies which permit and encourage individual remote working, and technical systems to enable individual remote working;
  - d. implementing telepresence, audio conference, videoconference, and other systems for collaborative working; and
  - e. complying with the regulations, notifications, advisories etc. issued by the relevant authorities ("Notifications").
3. If, as a result of the global COVID19 virus situation, performance by a party of its obligations under the Engagement Letter are rendered impossible or impracticable, the time for performance of such obligations shall be extended by such period as is reasonable in the circumstances without any liability on the nonperforming party, PROVIDED THAT the party in question is complying, and continues to comply, with its obligations pursuant to paragraph 2 above.

Yours faithfully,

  
KK Raman  
Partner  
KPMG Assurance and Consulting Services LLP



We have read this letter including the Annexure fully and confirm our agreement with its terms.

(Signature with date & stamp)   
Fr. Mathew Vattathara CMI, Director, Rajagiri College of Management and Applied Sciences,  
Kakkanad.  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039





# General Terms of Business – Training Services

## 1. Definitions

**"Additional Terms"** means any other terms applicable to the Services included with or referenced in the Engagement Letter and these General Terms.

**"Agreement"** (or **"Services Contract"**) means the contract formed by the Engagement Letter, these General Terms, and any Additional Terms.

**"Affiliate(s)"** means any legal entity that, directly or indirectly, controls, is controlled by, or is under common control with you.

**"Charges"** means the fees, expenses and applicable taxes payable for the Services as mentioned in the Engagement Letter.

**"Confidential Information"** means any information that has been or will be made available, directly or indirectly, by one Party to the other Party in connection with the Services, that is marked or communicated as confidential or whose nature is such that a recipient would reasonably consider it confidential, including, without limitation, business plans, proposals, product development details, methodologies, software code and specifications, and financial information. Confidential Information excludes Excluded Information.

**"Deliverable"** means any advice, report, training material or other product of the Services provided to you in any form including but not limited to the content of the Program pursuant to the Engagement Letter.

**"Engagement Letter"** means the letter sent to you referencing these General Terms of Business.

**"Engagement Team"** means KPMG Persons who are individuals delivering the Services.

**"Excluded Information"** means information that: (i) is or becomes generally available in the public domain through no fault of either the receiving Party or those to whom the receiving Party has disclosed the Confidential Information; or (ii) was previously known to the receiving Party free of any obligation of confidence; or (iii) becomes available to the receiving Party free of any obligation of confidence from a third party who to the reasonable belief of the receiving Party is entitled to make such disclosure; or (iv) was developed by the receiving Party independently of the disclosing Party's Confidential Information.

**"General Terms"** means these terms and conditions.

**"IPRs"** means all intellectual property rights including all rights in and to inventions, utility models, patents, copyright and related rights, trade marks, logos, trade and business names, rights in designs, rights in computer software, database rights, moral rights, rights in Confidential Information (including know-how and trade secrets), in every case whether registered or unregistered and all similar or equivalent rights or forms of protection (whether now or in the future) in any part of the world and references to "IPR" means any of them.

**"KPMG"** or **"we"** (and derivatives) means KPMG contracting party as identified by the Engagement Letter.

**"KPMG Persons"** means KPMG, and each and all of our partners, directors, members, employees and agents together with KPMG International Limited and other KPMG International entities and other member firms of KPMG global organization of independent firms affiliated with KPMG International Limited a private English company limited by guarantee (each a **"Member Firm"**) and any entity associated with us or a Member Firm, and each and all of its personnel including partners, directors, employees and agents, and **"KPMG Person"** means any one of them.

**"Other Beneficiaries"** means any Person identified in the Engagement Letter as a beneficiary of the Services or of any Deliverable other than you.

**"Other KPMG Person(s)"** means KPMG Persons who are not members of the Engagement Team.

**"Party"** means either of KPMG and you and **"Parties"** shall mean both KPMG and you.

**"Person"** means individuals, corporate and unincorporated bodies.

**"Program"** means the training program to be undertaken by KPMG in accordance with terms of the Engagement Letter.

**"Services"** means the services to be delivered by us under the Engagement Letter.

**"Unpublished Price Sensitive Information"** means any information, relating to a company or its securities, directly or indirectly, that is not generally available, which upon becoming generally available is likely to materially affect the price of the



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securities and shall, ordinarily include, but not be restricted to, information relating to the following:

- (i) financial results;
- (ii) dividends;
- (iii) change in capital structure;
- (iv) mergers, de-mergers, acquisitions, delistings, disposals and expansion of business and such other transactions;
- (v) changes in key managerial personnel.

"you" (and derivatives) means the addressee(s) of the Engagement Letter and, if the context requires, Other Beneficiaries.

**2. The Agreement**

2.1 This Agreement sets out the entire agreement between the Parties in connection with the Services and supersedes all previous agreements, promises, representations and understandings between the Parties, whether written or oral, to the extent only that they relate to its subject matter. Where any purchase order/work order ('PO') is issued in connection with the Services, it is hereby mutually agreed between the Parties that no pre-printed terms contained or referred in the PO will be applicable and the Services shall be solely governed by the terms and conditions under the Agreement.

2.2 In entering into this Agreement, neither Party has relied on any statement, representation, assurance or warranty (made innocently or negligently) unless it is set out in this Agreement.

2.3 If there is any inconsistency between the Engagement Letter and any other part of this Agreement, the Engagement Letter prevails to the extent necessary to resolve the inconsistency. If there is any inconsistency between these General Terms and any Additional Terms, the Additional Terms prevail to the extent necessary to resolve the inconsistency.

2.4 Any changes to this Agreement must reference this Agreement, be in writing and signed by all Parties.

2.5 If any provision of the Agreement is found by a court of competent jurisdiction to be invalid, unenforceable or illegal in whole or in part for any reason such decision shall not affect the validity, enforceability or legality of the remaining provisions hereof and the Agreement will be construed as if such invalid, illegal or unenforceable provision was not a part of the Agreement.

**3. Our responsibilities**

3.1 The Services shall be delivered with the reasonable skill and care expected from a skilled and experienced Person engaged in providing services similar to the Services, in a similar context, and in compliance with applicable laws. We do not render legal services and, therefore, none of the Services rendered under the Engagement Letter or any part thereof shall be deemed to be legal services.

3.2 The Services will be provided by an Engagement Team, including any individuals named in the Engagement Letter. We try to minimise team changes, but, where necessary, we may change team members for others of equivalent skills and we shall try to give you reasonable notice of any changes.

3.3 When we work at your premises, we shall comply with applicable site policies communicated to us and agreed in writing and such policies shall be considered as a part of this Agreement.

**4. Your responsibilities**

4.1 You shall provide (and procure that your personnel and representatives provide), in a timely manner, such cooperation, information, documents and access to personnel, premises, systems and facilities, as we reasonably need or request and you shall obtain all necessary licences and permissions. You shall provide a safe and appropriate working environment and perform any actions that are to be performed by you under this Agreement.

4.2 You shall inform us of any changed circumstances or information that may have an impact on the Services and shall ensure that the personnel with whom we deal have the required skills, knowledge and information.

4.3 You are responsible and accountable for managing your affairs, deciding on what to do after receiving any Deliverable and implementing any advice or recommendations.

4.4 You are responsible for making any notifications, registrations and disclosures required of you under any law, rule or regulation.

4.5 We may communicate with you by electronic mail on the basis that in consenting to this method of communication you understand and accept the inherent risks with respect to such mode of communication and you shall perform virus checks as applicable. We may, to the extent permitted by law, intercept such communications in order to monitor them for internal compliance or other statutory purposes. You shall be responsible for security and confidentiality of any electronic storage facility,



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where you request us to send documents pursuant to this Agreement.

46 You shall not, directly or indirectly, solicit the employment of any of our partners, members, directors or employees, as the case may be, involved in performing the Services while the Services are being performed or for a period of 3 months following their completion or following termination of the Agreement, without our prior written consent. This prohibition shall not prevent you at any time from running recruitment advertising campaigns nor from offering employment to any of our partners, members, directors or employees, as the case may be, who may respond to any such campaign.

5. Ownership

5.1 We own all IPRs in any Deliverable and the Program (including any part thereof), except to the extent that the Deliverable incorporate your or third party pre-existing IPR which you or they shall continue to own. We shall retain ownership of our working papers.

5.2 You own any Deliverable in its tangible form on payment in full of our Charges and shall use the Deliverable subject to the terms of this Agreement.

6. Our advice and use of information

6.1 We may provide advice orally, in draft or interim form, but our latest written advice or final written report supersedes anything provided earlier.

6.2 You should not rely on any draft or interim advice. If we give you oral advice, and you wish to rely on it, you shall inform us and we will provide it in writing. You should only rely on our written advice.

6.3 We may rely on any instructions, requests or information supplied by any Person whom we reasonably believe to be authorised by you for such purpose.

6.4 If we receive information from you or from other sources in connection with the Services, we will rely upon it without independent verification.

6.5 Unless a part of the Services, we will not update the Services or the Deliverable after we have delivered the final Deliverable.

6.6 We cannot predict future events or circumstances, and you should not interpret our advice, forecasts or recommendations as a prediction or guarantee of any outcome.

6.7 Unless otherwise agreed, our Services and Deliverable are provided for your internal use only and on the basis that you shall not quote our name or reproduce our logo in any form or medium without our prior written consent. The Deliverable shall not be disclosed to any other Person without our prior written consent except as permitted under the Agreement or except as required by law or by a competent regulatory authority (in which case you shall, if permitted by law or regulation, promptly inform us in writing). You may disclose the Deliverable to your Affiliate(s) who shall then be considered as Other Beneficiaries.

6.8 You may disclose the Deliverable to your legal and other professional advisers if seeking advice in relation to the Services, provided that you inform them that: (i) the Deliverable shall be kept confidential; and (ii) to the fullest extent permitted by law, we accept no liability to them in connection with the Services or the Deliverable.

6.9 Consent to record meetings: Any use of virtual meeting platforms such as Zoom, Google Meet, WebEx, MS Team or any other similar platform for the performance of scope of work/Services under the Engagement Letter shall be subject to the following conditions:

a) Where the Client or any Person on behalf of the Client (together referred to as "Client" for the purpose of this clause) wishes to record the proceedings in whole or in part during any audio and/or video meetings, (together 'Meetings'), it shall be required to provide an explicit written notice to all the attendee(s) of the call who would be representing us or participating on our behalf, prior to the Meeting. It is hereby agreed between the Parties that the recording of the Meeting shall not be permitted unless such consent has been granted in writing prior to the Meeting and mere participation in the Meeting shall not be considered as a consent.

b) Without prejudice to our rights under law and/or contract or otherwise, we shall be entitled to withdraw from the Meeting which is being recorded without our explicit consent.

c) Any such consent, if granted, shall be valid only for that particular Meeting and for the agenda / purpose for which the Meeting is conducted.

d) No reliance shall be placed by the Client on the views expressed or advice provided or recommendations made by us during any such Meetings, whether recorded or not. Consequently, we and KPMG Persons shall not incur any liability to the Client or any other third party arising out of or relating to such recordings.

e) If the Client wishes to rely on any advice provided by us during such Meetings, Client is required to inform us about such requirement and we shall provide the same in writing. Client should only rely on our written advice at all times.



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f) Any consent granted by us shall be considered as revocable and we shall be entitled to withdraw our consent at any time (i.e. before, during or after the Meeting). In case of such revocation during the meeting, the Client undertakes to stop the recording immediately and in any case during or after the Meeting, delete all copies of such recording permanently from its system (including archival systems).

g) Client acknowledges that such recordings, shall be used solely for internal purposes of the Client and cannot be used or relied upon in any other manner whatsoever or disclosed to any other party, and shall ensure the confidentiality of the same in accordance with this clause.

h) Client agrees that such recording shall be without prejudice and that it shall not be entitled to alter, use or rely upon the recording in any manner whatsoever including without limitation in case of any dispute/differences between us and the Client. In no case shall such recording be used against us or our any KPMG Persons in any litigation or regulatory enquiries in any manner whatsoever.

i) Once the recording is done, the Client is obligated to immediately furnish to us an unaltered copy of such recordings, for our records. Client shall permanently delete any recording when such recording is no longer required.

j) Any content presented by us in the Meetings should not be copied in any manner through screen shots or otherwise, without our prior and explicit written consent.

k) Any consent obtained, in a manner other than provided in this clause, will be treated as null and void.

## 7. Confidentiality

7.1 The Parties shall keep each other's Confidential Information confidential and use it only to perform or receive the Services or for exercising their rights or performing their obligations under this Agreement. We shall not disclose your Confidential Information beyond KPMG Persons or subcontractors who are involved in delivery of Services unless permitted by you or by this clause. Each Party will protect the Confidential Information it receives as it would protect its Confidential Information, and exercise at least a reasonable standard of care.

7.2 The Parties may disclose Confidential Information if required by applicable law or regulation but only to the extent required by such law or regulation. The Parties may disclose Confidential Information to their insurers in relation to any dispute relating to this Agreement, in which event such disclosure shall be done privately and in confidence only.

7.3 Subject to our confidentiality obligations herein, we will retain your Confidential Information in accordance with our retention

policy. We shall be entitled to use your Confidential Information and to provide such information to

- (i) KPMG Persons and/or their external legal advisers
- (ii) other parties who facilitate the administration of our business or support our infrastructure

in both cases in order to

- (a) perform client and engagement acceptance procedures (including but not limited to the identification of potential conflicts of interest or compliance with independence requirements),
- (b) perform internal risk assessments and
- (c) support the maintenance of quality and professional standards in the conduct and delivery of services (e.g., quality reviews of the services delivered, to identify and mitigate any KPMG quality, conduct or related risk management issues, facilitate requests by regulators, or the establishment and maintenance of knowledge databases).

We are still responsible for ensuring confidentiality if Confidential Information is shared with or accessed by such parties.

7.4 We may use information we obtain in performing the Services, anonymised and/or aggregated, so that no Personal Data or commercially sensitive information is disclosed, for development of expertise and know-how, benchmarking, analytics, quality assurance and other purposes related to our business.

7.5 Except as required by law or as set forth in this paragraph, neither Party shall acquire any right hereunder to use the name or logo of the other Party or any part thereof, without the express written consent of the other Party. You agree that we may refer to you in our internal and external communication, indicating the general services rendered. Further, for purposes of the Services, you hereby grant to us a limited, revocable, non-exclusive, non-transferable, paid up and royalty-free license, without right of sublicense, to use your logo solely for presentations or reports to you or for internal presentations and intranet sites.

7.6 Where you are a listed entity in India or shall disclose to us any information related to a listed entity in India, the provisions of this clause shall apply. You shall comply with the provisions of the SEBI (Prohibition of Insider Trading) Regulations, 2015, including amendments thereof, ("Regulations") and the restrictions imposed thereby. You agree to use all our oral and written reports and all other communications and advice, strictly in accordance with the Regulations. You shall inform us in writing, in advance in case the information supplied to us will include Unpublished Price Sensitive Information ("UPSI") pertaining to you or any other listed company / companies along with the name of such company / companies to enable us to comply with our obligations under the Regulations. You



acknowledge and agree that we shall not be responsible for determining the difference between price sensitive and non-price sensitive information that would form part of the information disclosed to us. All information supplied to us (in whatever form) which is not in the public domain will be treated as Confidential Information. We recommend that you obtain legal advice to ensure that the information supplied to us is not in contravention of any applicable laws and regulations.

### 8. Our Charges

8.1 We shall invoice you as per the Engagement Letter for the Charges which shall be payable on presentation of our invoice (or at such other time as may be specified in the Engagement Letter) without set-off.

8.2 Upon termination of the Agreement, we shall be entitled to payment of our Charges for Services performed up to the date of termination. In this event, our Charges will be calculated at our agreed hourly rates (or if none are agreed then our relevant standard rates) at the time the Services were performed.

8.3 Where there is more than one addressee of the Engagement Letter, unless the Engagement Letter provides otherwise, each of you shall be jointly and severally liable to pay our Charges.

8.4 If we are required by law, or a regulatory or parliamentary body in any proceedings, forum, or investigation (in which we are not a party or participant but you are) to provide information or produce documents relating to the Services, you shall pay our fees incurred in satisfying such requirements based on our standard rates at that time and any costs, expenses and applicable taxes.

### 9. Managing conflicts of interest

9.1 KPMG Persons may be delivering services to, or approached to deliver services to, or act for another party or parties during and after this engagement with interests that conflict with or are adverse to yours (a "Conflicting Party" or "Conflicting Parties").

9.2 KPMG Persons are free to deliver services to Conflicting Parties, but where the interests of any Conflicting Party directly conflict with yours in relation to the subject matter of the Services then the Engagement Team shall not deliver services to the Conflicting Party and Other KPMG Persons may only deliver services to the Conflicting Party where appropriate Barriers are in place. Where this process is followed and such Barriers are in place, you agree that this will be sufficient to manage such conflict.

9.3 "Barriers" means reasonable safeguards to facilitate the protection of our clients' interests, through information handling procedures and deployment of professionals.

### 10. Third parties and their rights

10.1 KPMG Persons (other than the KPMG contracting Party) may exercise rights given to them in this Agreement.

10.2 The Parties may end or vary this Agreement without anyone else's consent, including any Other Beneficiaries.

10.3 You agree to and accept the provisions of the Agreement on your own behalf and as agent for Other Beneficiaries. Other Beneficiaries (if any) acquire rights and become subject to obligations under this Agreement as if they had each signed a copy of the Engagement Letter and agreed to be bound by it.

10.4 Except as provided herein, the Agreement shall not create or give rise to, nor shall it be intended to create or give rise to, any third party rights. No third party shall have any right to enforce or rely on any provision of the Agreement which does or may confer any right or benefit on any third party, directly or indirectly, expressly or impliedly.

### 11. Circumstances beyond your or our control

11.1 No Party shall be in breach of its obligations under this Agreement or incur liability to the other Party if that Party is unable to comply with this Agreement due to any cause beyond their reasonable control.

11.2 If such an event occurs, the affected Party shall, as soon as reasonably practical, notify the other Party, who may suspend or terminate this Agreement by giving seven days' notice, taking effect if the affected Party has not recommenced the performance of its obligations in that period.

### 12. Waiver, assignment and sub-contractors

12.1 Failure by a Party to exercise or enforce any rights under this Agreement is not a waiver of such rights.

12.2 No Party may assign the benefit of this Agreement.

12.3 We may appoint sub-contractors to assist in delivering the Services, but we remain responsible for performing the Services and we shall procure that they treat your Confidential Information under confidentiality obligations equivalent to those in this Agreement. Where any sub-contractor is not a KPMG Person we will notify you first.



**13. Limitations on our liability**

13.1 Our liability and that of any KPMG Person, in aggregate, to you and to Other Beneficiaries for direct losses or damages under this Agreement and for all claims connected to it, in contract, tort (including negligence), statutory liability or otherwise, shall be limited to the fees paid to us for the Services in last twelve (12) months preceding the claim. Nothing in this Agreement limits our liability for direct losses or damages arising from our fraud or deliberate breach of duty or any other liability which cannot be limited by law.

13.2 In no event shall we (including KPMG Persons) be liable for loss of profits, goodwill, anticipated savings or wasted time and for indirect, special, incidental, exemplary, punitive or consequential loss, claims, costs, expenses or damages.

13.3 Where there is more than one beneficiary of the Services (a "Beneficiary") the limitation on our liability in clause 13.1 shall be apportioned by the Beneficiaries amongst them. No Beneficiary shall dispute or challenge the validity or operation of clause 13.1 on the grounds that no apportionment has been agreed or that the share of the limitation amount apportioned to any Beneficiary is unreasonably low. In this clause, "Beneficiary" includes you and Other Beneficiaries.

13.4 Neither you nor any Other Beneficiaries shall bring any claim against any KPMG Person except KPMG in respect of loss or damage suffered by you arising out of or in connection with this Agreement or the Services. This clause is enforceable by any KPMG Person.

13.5 Any claim from you or Other Beneficiaries in respect of loss or damage suffered as a result of, arising from or in connection with the Agreement must be made within three years from the date of cause of action arising. It is agreed between the Parties that the cause of action shall be deemed to arise on the date on which the activity giving rise to the claim was performed. For the purposes of this clause, a claim shall be made when court or other dispute resolution proceedings are commenced.

**14. Third Party Claims**

14.1 You shall indemnify and hold us harmless from time to time and at all times hereafter, from and against all losses, damages, costs, charges and expenses, harm or injury suffered or incurred by us or any of us arising out of any third party notices, claims, demands, action, suits or proceedings given, made or initiated against us on account of or in relation to (a) the performance, by us or any of us, of all or any of our obligations hereunder (provided that the indemnity under (a) shall not, however, be applicable to the extent that any such notices, claims or demands

actions, suits or proceedings are found by a competent court in its final judgement to have resulted primarily from our wilful default in performing the Services described in the Engagement Letter) or (b) use, copy, duplication or distribution of the Deliverable or Program (or any part thereof) in a manner because of which there is any claim made or threatened against us (c) any default committed by you in the performance of all or any of your obligations hereunder, including breach of our IPRs or (d) providing a copy of our Deliverable to a third party as agreed by us under the Engagement Letter or in writing otherwise.

14.2 If any payment is made by you under this clause you shall not seek recovery of that payment from us at any time.

14.3 In this clause "us" shall include KPMG Persons and "you" shall include Other Beneficiaries.

**15. Termination and Survival**

15.1 Either you or we can terminate this Agreement by giving at least 30 days' prior notice to the other Party at any time. Except where termination is on account of clause 15.2 below, it is agreed between the Parties that (i) the Program shall be completed for all participants who have not finished the Program as on the date of the termination notice by a Party; and (ii) there will not be any new intake of participants for the Program from the date of termination notice by a Party.

15.2 We may terminate this Agreement immediately if: (i) there is a change of law, rule, regulation or professional standard, or circumstances arise that we reasonably believe would cause the relationship between the Parties to violate such law, rule, regulation or professional standard or would prejudice any KPMG Person's ability to comply with applicable independence requirements; or (ii) we believe a conflict of interest cannot be managed, but in that case we shall consult you before we do so.

15.3 Termination shall not affect any rights of any Party accrued before termination. Clauses 1, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15.3, 16, 17, 18, 19 and 20 shall survive expiry or termination of this Agreement, together with any other provision which, by implication, is intended to survive.

**16. Data Protection**

16.1 This clause 16 applies to personal data provided to us by you or on your behalf in connection with the Services ("Personal Data").

16.2 You warrant and represent that you have necessary consent, have provided any necessary notice and have complied



*[Handwritten signature]*



with provisions/actionable required under applicable data protection laws to disclose Personal Data to us in connection with the Services.

16.3 We will take appropriate technical and organisational steps to protect against unauthorised or unlawful processing of Personal Data and accidental loss or destruction of, or damage to, Personal Data.

16.4 We shall process the Personal Data as reasonably required (i) to provide the Services; (ii) for our reasonable business purposes including facilitation and support of our business and quality control; and (iii) to meet our legal and regulatory obligations. We may share Personal Data with KPMG Persons, our subcontractors or other parties who facilitate or support our business. We will only make such a disclosure where it is required in connection with such purposes and in compliance with applicable data protection laws.

16.5 With respect to Personal Data received under the Agreement, we shall notify you promptly: (i) upon receiving a request for Personal Data or other request from a data subject, or if we receive any claim, complaint or allegation relating to the processing of the Personal Data; (ii) upon becoming aware of any breach of security leading to the destruction, loss or unlawful disclosure of the Personal Data in our possession or control.

16.6 You shall inform us if you disclose any Personal Data that is subject to and governed by the General Data Protection Regulation (EU 2016/679) ("**EU Personal Data**"). Upon notice from you under this sub-clause, the Parties shall enter into a mutually agreed data protection exhibit governing the processing of such EU Personal Data which shall form part of these General Terms.

**17. Notices**

17.1 Any notice under this Agreement shall be in writing which includes email, except as set out in this clause. Any notice

alleging breach or terminating this Agreement must be delivered by registered post (or overseas equivalent) to or left (and signed for) at our respective addresses in the Engagement Letter (or such other address as may be notified in writing) addressed to the authorised persons of the relevant Party named in the Engagement Letter and copied to the Parties' respective General Counsel.

**18. Legal and regulatory compliance**

18.1 Notwithstanding any other provision in this Agreement, each Party agrees that the other may make any notifications, registrations and disclosures required by applicable law or regulation and this may include disclosures or registrations relating to money laundering, tax requirements, and criminal or regulatory investigations.

18.2 To the best of its knowledge and information available, each Party represents, warrants and covenants that as on the date of the Engagement Letter, each Party is in compliance with and has not violated applicable laws and regulations relating to anti-corruption and anti-bribery ("**Anti-Corruption Laws**") and agrees and undertakes that it shall not violate Anti-Corruption Laws, including through any of its employees, officers, affiliates, agents, subcontractors, or any other third party acting on its behalf.

**19. Law and jurisdiction**

19.1 This Agreement and all disputes arising on any basis from, under or in connection to it shall be governed exclusively by Indian law and subject to the exclusive jurisdiction of the courts in New Delhi, India.

**20. Feedback on our performance**

20.1 To help us improve our service, we may send you a feedback request. Your feedback will be seen by the Engagement Team leader and the account Lead Partner.



*(Handwritten signature and initials)*



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CM 664870

### AGREEMENT

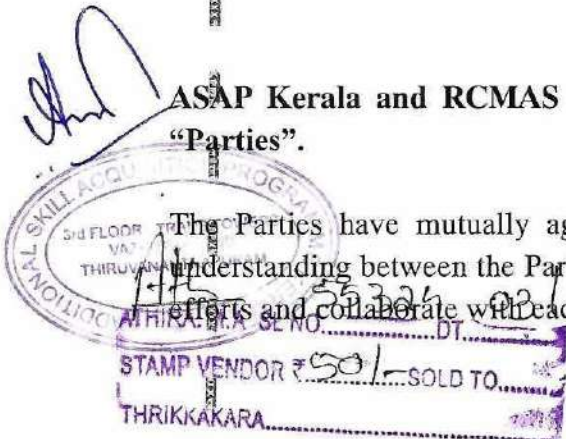
This Agreement is entered into on this 5<sup>th</sup> day of November 2022 by and between:

**Additional Skill Acquisition Programme Kerala**, a Section 8 Company under Higher Education Department, Government of Kerala represented by Anwar Hussain, Head Procurement, having its office at 3rd Floor, Trans Towers, Vazhuthacaud, Thiruvananthapuram, 695014 (hereinafter called as "ASAP Kerala") which expression shall, unless repugnant to the context or meaning thereof, shall include its successors and permitted assigns of the FIRST PARTY.

**Rajagiri College of Management and Applied Sciences (RCMAS)** represented by .Fr Ajeesh Puthussery CMI having its registered office at Rajagiri Valley Kochi, which expression shall unless repugnant to the context or meaning thereof mean and include its successors and assigns of the SECOND PARTY.

ASAP Kerala and RCMAS are hereinafter referred to singly as "**Party**" and jointly as "**Parties**".

The Parties have mutually agreed to enter into this agreement to record the terms and understanding between the Parties and the manner in which the Parties wish to combine their efforts and collaborate with each other.



Principal  
Rajagiri college of management  
and applied sciences  
Rajagiri valley, kakkanad.







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CM 664868

## 2. ROLES AND RESPONSIBILITIES OF FIRST PARTY

In addition to and not in derogation or substitution to any of the obligations, undertakings, terms and conditions or covenants set out elsewhere in this agreement, the First Party shall at its own cost and expense observe, undertake and comply the following obligations:

2.1 The First Party will deploy a Programme Manager (PM) for facilitation of the entire training process and the deployed PM will be responsible for,

- i. Conducting orientation to the students for the approved programmes.
- ii. Conducting awareness programmes on upcoming programmes.
- iii. Monitoring and evaluation of the training quality.

2.2 The First Party shall assign effective trainers to train the students. The implementation of the training programme shall solely dependent on the availability of suitable trainer selected and trained by the First Party.

2.3 The First Party shall provide required training materials, if any.

2.4 The First Party shall take necessary measures to conduct assessment and certification of the eligible students.



Principal of 10  
Rajagiri college of management  
and Applied sciences  
Rajagiri valley, Kakkanad.





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**WHEREAS:**

- a. ASAP Kerala has established different skill development interventions to provide industry relevant, higher order skills including in foreign languages, to different target groups through online and offline modes whose effectiveness is recognised in CII-India Skills Report 2022.
- b. Both Parties have mutually agreed to enter into this Agreement to record the terms and understanding between the Parties and the manner in which the Parties wish to combine their efforts and collaborate with each other in imparting employable skills.

**NOW, THEREFORE,** the Parties hereby record the terms of their understanding as follows:

**1. SCOPE OF AGREEMENT**

- 1.1 The Parties agrees to conduct industry relevant training programmes, wherein the First Party will facilitate the entire training process and the Second Party will support the First Party in smooth conduct of the training.
- 1.2 The Parties agrees to conduct training programmes in accordance with the design of the training modules prescribed by First Party.



ATHIRA, M.A. SL NO. 55323 DT. 03/11/2022  
STAMP VENDOR ₹50/- SOLD TO  
THIRUVAKARA

Principal  
Rajagani college of  
management and applied  
sciences, Rajaganivalley, Icaikarnad.





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### 3. ROLES AND RESPONSIBILITIES OF SECOND PARTY

In addition to and not in derogation or substitution to any of the obligations, undertakings, terms and conditions or covenants set out elsewhere in this agreement, the Second Party shall at its own cost and expense observe, undertake and comply the following obligations:

- 3.1 The Second Party shall provide all support to the First Party for the smooth conduct of the programme.
- 3.2 The Second Party shall facilitate the First Party in student selection and related activities.
- 3.3 The Second Party shall provide sufficient infrastructure facilities as being specified by the First Party from time to time for the conduct of the training which includes spacious classroom/s with sufficient seating capacity.
- 3.4 The Second Party shall arrange equipment like computer/ laptop, whiteboard, marker pen, duster, projector, projector screen and speaker facilities to enable activity based and IT enabled curriculum transaction of the training programmes as and when required.
- 3.5 The Second Party shall give access to its computer lab with a minimum number of 15 systems having network and internet connectivity as and when required by the First Party for the training programme.
- 3.6 The Second party shall arrange for the purchase and supply of training aids like chart papers, worksheets, and other stationery items like notepad, pen, pencil, gift items for the training as per the e-mail/written request of the Trainers assigned by the First Party.
- 3.7 The Second Party shall constitute a committee consisting of the Manager/ PTA

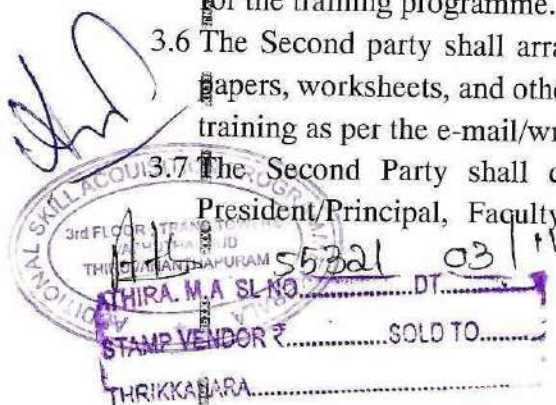
President/Principal, Faculty Co-ordinator, Programme Manager and trainer for the

Page 4 of 10

Principal  
Rajagiri college of management  
and Applied sciences  
Rajagiri velley kakkanad



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administration, coordination and monitoring of ASAP Kerala activities as mentioned under this Agreement.

3.8 The Second Party shall nominate a faculty committed to the cause of providing additional skills to students as Faculty Coordinator/Nodal Officer, and he/she shall be responsible for:

- i. Organizing and monitoring the smooth conduct of training.
- ii. Ensuring regular student attendance, quality programme delivery, and punctuality of the trainer.
- iii. Intimating the class schedule to students, recording of the attendance and effective coordination of the training.
- iv. Maintaining records and accounts related to the training programme, if any.

3.9 The request by Second Party for continuation of existing batches or sanction for new batches shall be solely based on the quality of the infrastructure facilities provided and the administrative support and cooperation extended to the First Party.

3.10 The Second Party shall ensure the remittance of fees by the students as per the mutually agreed timeline.

#### **4. PAYMENT TERMS –INCENTIVE SCHEME**

The Second Party hereby agrees to the incentive scheme as per General Proceedings No. ASAPHQ/650/2021-BD-BS Dated. 08.04.2022 in the following manner,

4.1 The Second Party shall be eligible for an incentive of 10 % of the total student fee if the Party mobilizes minimum batch size of students for a course.

4.2 The Second Party shall be eligible for an incentive of 7% of the total student fee if the Second Party mobilizes half or more of the minimum batch size.

4.3 The incentive scheme mentioned clause 4.1 and 4.2 shall not be applicable to the 'Basic Proficiency in Communicative English' and 'Open Sesame' courses. A fixed amount of Rs.10000/- and Rs. 5000/- shall be provided to the Second Party as Institution Development Fund for a batch of minimum of 25 students for the 'Basic Proficiency in Communicative English' and 'Open Sesame' courses respectively.

4.4 A fixed amount of Rs.5000/- shall be provided to the Second Party as Institution Development Fund for a batch strength of 20-24 students for 'Basic Proficiency in Communicative English' course.

4.5 The Second Party shall have the discretion to use to use incentive/ Institution Development Fund for provision of learning assets, fee subsidy, staff remuneration, refreshments etc.

#### **5. PAYMENT OF INCENTIVE**

The incentive payment to the Second Party for the students (for courses other than 'Basic Proficiency in Communicative English' and 'Open Sesame') shall be paid as follows:



Or

- I. The Second Party shall pay the total fee collected from the students to the First Party before the class commencement after deducting the incentives/ Institution Development Fund as per clause 4 of this Agreement.
- II. The First Party shall commence the training only after receipt of payment of total fees as per clause 5(I) of this Agreement

OR

- I. The First Party shall directly collect the fees from the students and the applicable incentives/ Institution Development Fund as per clause 4 shall be payable to the Second Party after the class commencement.

OR

- I. The Second Party shall pay total fees as instalment to the First Party as per the Table below,

Instalment	Payment	Method
1st	50% of total training cost, one day before the class commencement.	Directly pay to the First Party without deducting the incentive/ Institution Development Fund applicable as per clause 4
2nd	50% of total training cost before completion of 70% the training.	Directly pay to the First Party after deducting the incentive/ Institution Development Fund applicable as per clause 4

- II. The Second Party shall ensure that the payments as per the above Table are effected to the First Party, failing which First Party shall have the right to pause the training process.

## 6. OTHER COVENANTS

**6.1 Representations:** Parties represents and warrants to have full right and legal capacity to execute and fully perform this Agreement and that there are no claims, actions or litigation, either pending or threatened, which will or may in any way limit, restrict, impair or interfere with this Agreement. Neither Party shall represent the other Party in any manner. This Agreement does not give any authority to any of the Parties to represent or exercise opinion or decision, on behalf of the other Parties unless a written consent is received.

**6.2 Successors and Assigns:** The provisions of this Agreement shall be binding upon and inure to the benefit of the Parties hereto and their respective successors and permitted assigns and its connected persons, affiliates, provided that no rights or obligation herein shall be assigned by the parties without the prior written consent of the other Parties.



*Pi*

**6.3 Indemnity:** The Parties hereby undertakes to indemnify and keep the each other Party unconditionally, and its connected persons, affiliates, and their respective employees and agents indemnified against all losses which they may suffer or incur arising from:

- a) Any breach of its respective representations, warranties, covenants, undertakings, or obligations under this agreement; or
- b) Non-fulfilment of or failure to perform any covenant, obligation, Agreement or undertaking contained in this Agreement.

**6.4 Non- Disparagement:** The Parties shall not, at any time during the term of this agreement and thereafter, make statements or representations, or otherwise communicate, directly or indirectly, in writing, orally, or otherwise, or take any action which may, directly or indirectly, disparage the other Parties, its connected persons, affiliates, its partners or the staff of any other Party or any of its connected persons, subsidiaries or affiliates or their respective officers, directors, employees, advisors, businesses or reputations. This provision as aforesaid and the non-disparagement obligation as mentioned in this agreement shall survive the termination of this Agreement.

**6.5 Exclusivity:** Nothing contained herein shall restrict the right of the Parties to enter into negotiations, business arrangements, partnerships, agreements, and the like do not affect the performance of the obligations of the respective parties under any definitive agreement/s the parties shall enter into and as may have been envisaged under this agreement. Nothing contained in this agreement shall restrict either Parties from offering same or similar programmes elsewhere, adhering to the norms if applicable.

**6.6 Relationship:** It is agreed between the Parties that nothing in this agreement shall be deemed to create a partnership, joint venture, or agency relationship between the Parties. No relationship of employer and employee is created between the Parties and / or any person engaged by the Parties.

**6.7 Publicity:** All materials intended to publicize the initiatives and activities resulting from the Parties discussions will be approved by all Parties prior to release. Upon the other Party's prior written consent (which may be via email), respective Party may use the other Party's trade names, trademarks, service marks, logos, domain names and other distinctive brand features in presentations, marketing materials, and website listings for the purpose of publicizing the initiatives and activities resulting from this Agreement. No Party may acquire any right, title or interest in any other Party's trademarks under this Agreement and no Party shall use the trademarks of the other Party without prior written consent.

**6.8 Amendment and Waiver:** No Amendment for change hereof or addition hereto shall be effective or binding on the Parties hereto unless set in writing and executed by the respective duly authorized representatives of the Parties hereto. Further, any waiver of any of the terms hereof shall be valid if made by mutual consent of the Parties.

**6.9 Confidentiality:** Subject to the exceptions provided in this clause hereinafter, Parties agree that they will keep all information pursuant to this Agreement confidential and shall not disclose to any third Person any Confidential Information with respect to the Agreement unless specified here under.

**Exceptions:** Party may disclose Confidential Information:

- i. to the extent to which it is required to be disclosed pursuant to Applicable Law;



- ii. to the extent to which it is specifically permitted by the other Party in writing;
- iii. to the extent that the Confidential Information is publicly available (other than as the result of a breach by such Party of its confidentiality obligation above.
- iv. to its employees and professional advisors, but only to the extent necessary and subject to such employees and professional advisors accepting an equivalent confidentiality obligation to that set out in this Clause Confidentiality

**6.10 Ownership of Materials/Intellectual Property:** Each Party acknowledges and agrees that the other Party owns the intellectual property rights that it owned or controlled prior to or created separately during but unrelated to this Arrangement, including any modifications thereto. Any work by the Parties resulting in the creation of new intellectual property will be governed by the applicable Definitive Agreement(s) that addresses intellectual property ownership. No jointly owned intellectual property is intended to be created by the Parties under this Arrangement. No right or license is granted to either Party or its affiliates under this Arrangement to any Confidential Information, know-how, or other intellectual property right owned or controlled by the other Party or such other Party's affiliates.

**6.11 No other Rights Granted:** Nothing in this Agreement is intended to grant any rights under any patent, copyright or other intellectual property rights of any Party in favour of the other, nor shall this Agreement be construed to grant any Party any rights in or to the other Party's Confidential Information, except the limited right to use such Confidential Information in connection with the Project under this Agreement.

**6.12 Force Majeure:** If the performance of any obligations by any Party as specified in this agreement is prevented, restricted, delayed or interfered by reason of force majeure then notwithstanding anything contained hereinabove, the Party affected shall be excused from its performance to the extent of such performance related to such prevention, restriction, delay or interference and provided the Party so affected uses its best efforts to remove such cause of non-performance and when removed the Party shall continue performance with utmost urgency. For the purpose of this article "Force Majeure" means and includes fire, explosion, cyclone, floods, earth quake, war, revolution, blockage, pandemic or embargo, any law, order, demands or requirements of any Government or statutory authority, strikes, which are not instigated for the purpose of avoiding obligations herein or any other circumstances beyond the control of the Party affected.

**6.13 Disputes:** Any difference or dispute between the Parties concerning the interpretation and/or implementation and/or application of any of the provisions of this agreement shall be settled amicably through mutual consultation or negotiations between the Parties, without reference to any third Party. All disputes, differences or questions arising out of this Agreement including the interpretation of the terms herein or in regard to the obligations, failure or breach of any terms thereof by the Party under this Agreement or of any matter whatsoever arising under this Agreement which have not been mutually settled, shall be referred to Arbitration under the provisions of the Arbitration and Conciliation Act, 1996. The Parties shall mutually appoint an Arbitrator. The place of Arbitration shall be Thiruvananthapuram. The language for Arbitration shall be English. The provisions of this clause shall survive the termination of this Agreement.



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**6.14 Governing Law and Jurisdiction:** This agreement and any matter relating to this agreement shall be governed by and construed in accordance with the laws of India, and shall be subject to exclusive jurisdiction of the courts at Thiruvananthapuram.

**6.15 Notices and notifications:** Any notice or notification required to be given under the provisions of this agreement must be given in writing via mail on the agreed email ID by both parties

**6.16 Matters not provided in:** If any doubt arises as to the interpretation of the provisions of this agreement or as to matters not provided therein, the Parties shall consult with each other for each instance and resolve such doubts in good faith.

**6.17** If for any reason whatsoever any provision of this Agreement becomes invalid, illegal or unenforceable or is declared by any court of competent jurisdiction or any other instrumentality to be invalid, illegal or unenforceable, the validity, legality or enforceability of the remaining provisions shall not be affected in any manner, and the Parties will negotiate in good faith with a view to agreeing one or more provisions which may be substituted for such invalid, unenforceable or illegal provisions, as nearly as is practicable to such invalid, illegal or unenforceable provision.

**6.18** No failure or delay on the part of any of the Parties to this Agreement relating to the exercise of any right, privilege or remedy provided under this Agreement shall operate as a waiver of such right, power, privilege or remedy or as a waiver of any preceding or succeeding breach by the other Party to this Agreement nor shall any single or partial exercise of any right power, privilege or remedy preclude any other or further exercise of any right power privilege or remedy provided in this Agreement all of which are several and cumulative and are not exclusive of each other or of any other rights or remedies otherwise available to a Party at law or in equity.

**6.19 Counterparts:** This Agreement may be executed in counterparts, each of which shall be deemed to be the original and all counterparts shall collectively constitute a single instrument

For **ASAP Kerala**

Name and Designation of  
Authorized Signatory:

Sign:



Date:

Witness: Ms. Kasthika Bhasker



Name and Signature: DPM, Emakulam





For RCMAS



Fr. Ajeesh Puthussery CMI

Principal

PRINCIPAL  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley, P. O., Kakkannad



Witness:

Name and Signature:



Ashish C Pinar

Asst. Professor

Rajagiri College

Cochin - 39



## LETTER OF LINKAGE

This letter of Linkage is entered into on 02 December 2022, between **Rajagiri College of Management and Applied Sciences, Rajagiri Valley, Kakkanad, 682039** (herein after referred to as RCMAS) and **Aviv Consultancy Private Limited, India** with the Corporate Identity Number : U85500KA2023PTC171104 (herein after referred to as Aviv which term unless repugnant to the context shall include its successors and permitted assigns) having its registered office at No.505 A-Wing, Carlton Towers No 1, Old Airport Road, HAI, 2nd Stage, Bangalore North, Bangalore-560008, Karnataka and branch office at Nippon Q1, Level 9, NH 17, Vennala PO, Cochin.

Now **thereof**, in consideration of the terms and conditions set forth herein, the parties agree as follows:

### **1. Definition**

AVIV is engaged in the business of providing customized solutions to students aspiring to study abroad at universities including but not limited to affiliating with the universities for various courses, counseling the students with respect to relevant courses in the affiliated universities, assisting the students with respect to finalizing and submission of their applications, facilitating smooth processing of visas required in the specific countries, amongst other services.

### **2. Scope**

The parties are desirous of exploring possibilities of coming together for a mutually beneficial business relationship, using each other's affiliations, expertise and capabilities to explore possibilities of promoting common areas of Business.

### **3. AVIV provides the following services:**

- a. AVIV hereby agrees to provide admissions support to premium universities in 29 different countries, whereby AVIV will engage with students to promote, identify, and introduce interested students in the selection of countries and Universities, as per the students' preferences.



OVERSEAS EDUCATION PVT. LTD

- b. Further to this, in-depth counselling will also be offered to the students, which will include:
- IELTS / PTE / TOEFL / DET / German language / GRE / GMAT online coaching at a very discounted prices for all Rajagiri students.
  - Advising Rajagiri students on the best programs and degrees, as per their areas of interest in the countries of their preference.
  - Thorough guidance on the best scholarship opportunities based on student grades and universities that offer scholarships for various programs under different schemes.
  - Detailed guidance on the best part-time work opportunities available, while the student is pursuing the course/degree.
  - Complete coordination with the Universities that the student is applying to.
  - Sending all paperwork and documentation to the Universities on behalf of the applicants.
  - Detailed guidance and assistance for the entire visa processing from start to end.
  - Pre-Departure Orientation for all students, which are individually designed by Aviv for each location.
  - Initial assistance for help/advice by the Aviv team (once the student lands in the foreign country) in counties where Aviv has its offices & representatives.
- c. Aviv will conduct Webinars and Seminars specially catered to students of Rajagiri College of Management and Applied Sciences, Kakkanad.
- d. Details with respect to the names of the countries and universities are detailed in Annexure A. Parties agree that the details set out in Annexure A are subject to be amended periodically with the mutual consent of both parties in writing.

**4. RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES, provides the following:**

Rajagiri shall either share or promote with Aviv the database of all present students as well as ex-students for Rajagiri and all affiliated Universities Pan-India, who are specifically interested in studying abroad.

- a. Rajagiri will provide maximum support to Aviv during the conducting of the herein stated Study Abroad Expo, Webinars and Seminars.

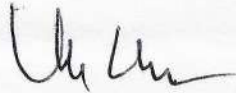
- b. Based on the student and parent requirements for any in person consultation AVIV shall extend its complete support by conducting the same either at the Rajagiri campus or at its own office In Cochin.

This linkage shall remain in effect for a period of One (01) year from the date of signing unless terminated earlier by either party with a 30-day written notice.

IN WITNESS WHEREOF, the parties acknowledge that each has fully read and understood this agreement, and, intending to be legally bound thereby, executed this Agreement on the date set forth above.

FOR AND ON BEHALF OF  
RAJAGIRI COLLEGE OF  
MANAGEMENT AND  
APPLIED  
SCIENCES, KAKKANAD

Signature:



Name: Rev. Fr. Dr Mathew  
Vattathara CMI

Title: Director  
**DIRECTOR**

**Rajagiri College of Management & Applied Science**  
**Rajagiri Valley P.O., Kakkanad, Kochi- 682 039**

FOR AND ON BEHALF OF  
AVIV  
Q1, NIPPON TOWERS  
VENNALA

Signature:



Name: **AMARNATH KISH**

Title:

**DIRECTOR**

WITNESSES:

1. Signature:



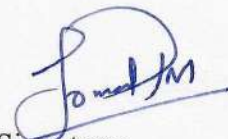
Name: Dr Lal Mathew  
Address: Principal, Rajagiri College  
of Management & Applied Sciences

**PRINCIPAL**

**Rajagiri College of Management & Applied Sciences**  
**Rajagiri Valley. P. O., Kakkanad - 682**



1. Signature:



Name: Jomal P M  
Address: Pothady House  
Thammaam, Kochi-32



Annexure - A

LIST SHOWING THE NUMBER OF UNIVERSITIES/COLLEGES REPRESENTED BY AVIV

Sr. No.	Countries	Total number of Universities / Colleges presently represented AVIV
1	USA	216
2	Canada	104
3	Australia	58
4	New Zealand	29
5	Singapore	15
6	UK	115
7	Ireland	17
8	Germany	18
9	France	23
10	Sweden	9
11	Netherlands	12
12	Austria	2
13	Denmark	2
14	Finland	6
15	Italy	10
16	Hungary	4
17	Switzerland	14
18	Spain	4
19	Lithuania	2
20	Cyprus	3
21	Poland	1
22	Czech Republic	1
23	Dubai	17
24	Malaysia	12
25	Mauritius	1
26	Malta	5
27	China	1
28	Japan	2
29	Vietnam	3
	<b>Total</b>	<b>707</b>

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Agreement is invalid unless signed by all the required parties.

Version: June 2022

Annexure - A

LIST SHOWING THE NUMBER OF UNIVERSITIES/COLLEGES REPRESENTED BY AVIV

Sr. No.	Countries	Total number of Universities / Colleges presently represented <b>AVIV</b>
1	USA	216
2	Canada	104
3	Australia	58
4	New Zealand	29
5	Singapore	15
6	UK	115
7	Ireland	17
8	Germany	18
9	France	23
10	Sweden	9
11	Netherlands	12
12	Austria	2
13	Denmark	2
14	Finland	6
15	Italy	10
16	Hungary	4
17	Switzerland	14
18	Spain	4
19	Lithuania	2
20	Cyprus	3
21	Poland	1
22	Czech Republic	1
23	Dubai	17
24	Malaysia	12
25	Mauritius	1
26	Malta	5
27	China	1
28	Japan	2
29	Vietnam	3
	<b>Total</b>	<b>707</b>

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Agreement is invalid unless signed by all the required parties.

Version: June 2022



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DN 012991

### MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is entered into as of 1<sup>st</sup> November 2022 ("Effective Date") The Strategist, Banerji Road, High Court Junction, Cochin - 682 031., India (hereinafter referred to as "Strategist" which expression shall unless repugnant to the context shall mean and include its successors and assigns) **Rajagiri College of Management and Applied sciences (RCMAS)**, Rajagiri Valley Post, Cochin Kerala , India (hereinafter referred to as the "College" which expression shall unless repugnant to the context shall mean and include its successors and permitted assigns). Strategist and college are hereinafter collectively referred as "**Parties**" and individually as a "**Party**".

**WHEREAS** Strategist (First Party) is an educational and business consultancy, operating towards the vision of a data-driven business culture, that assists in effective decision making in corporate-organisation and facilitate this through a series of need-based interventions involving consultancy, research and training. The Strategist is also an Authorised Testing Centre for Microsoft and Certiport.

No. 17274 /01.11.2022 / Rs.100/-  
Strategist, Ernakulam

SANTHOSH KUMAR K.  
STAMP VENDOR  
NARAKKAL



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DN 012992

WHEREAS RCMAS (Second Party) managed by Carmelites of Mary Immaculate (CMI) Fathers

And whereaspursuant to discussions, the Parties have decided to lay down the terms of their understanding regarding Industry Oriented Advanced Excel Training Program and Microsoft Certification.

NOW, THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. This MoU is effective from the Effective Date and shall remain in force for a period of two Year.
2. The Second Party desired to deliver Industry oriented **Training and Microsoft Certification to students of RCMAS** and approached first party to facilitate the Training and Certification process.
3. The Second Party requested to conduct the training Batch by batch and the same has been approved by the First party.

No. 17275 /01.11.2022 / Rs.100/-  
Strategist, Emakulam

SANTHOSHKUMAR K.  
STAMP VENDOR  
NARAKKAL





### **Infrastructure and Technical Requirement**

4. The Second Party has the responsibility to provide all Infrastructure and Technical requirement for conducting **Training and Execution of the Microsoft Examination and industry orientation** in the place of second Party.
  - The second Party has to provide all the infrastructure and support from the system administrator for the successful execution of the program. (System configuration: 1.8 Ghz processor, 2 GB Ram, Windows 10 or above, MS Office 2019. With high speed internet)
  - The test will be conducting in the presence of The Test Centre Administrator (TCA).
  - The entire participant should have laptop/desktop with Ms. Office 2016/2019.
5. First party has the right to inspect all the System and install the required software for the smooth functioning of the training and examination only with the permission of second party.

### **Training and Certification process:-**

6. Both the parties mutually agreed to conduct **Microsoft Excel (Excel and Excel 2019): Data Analysis, Manipulation, and Presentation; Exam Code (MO-200)**.
7. One batch of training, practice, and examination can complete in 30Hours.

### **8. FEES & PAYMENT TERMS:**

- In consideration of the rights granted and services provide, the second party shall pay an amount of Rs. 2400.00(rupees Two Thousand four hundred only) for each student for the training and Certification. + GST @18%
- All sums due under this MoU will be paid within 5 days from the date of invoice from strategist.
- All amounts payable under this MoU shall be exclusive of all taxes and levies.
- 75 percent of the Payment shall be in advance in favor of the Strategist and remain will be paid only after receiving the course completion certificate of the students.

9. The course certificate is issued by the Certiport and the same shall be and distributed by batch wise and First party will be responsible for the issue of certificate.
10. Either party may terminate the MoU with a prior written notice of 30 days to the other Party, without any reason.
11. The loss occurred If any in case of termination shall be borne by the party who is at fault.
12. Strategist shall not be liable in any event for any special, consequential, incidental, or indirect damages arising out of or in connection with this MoU. To the extent permitted under law, Strategist expressly disclaims all warranties of any kind, whether express or implied, including, but not limited to any implied warranties of merchantability, fitness for a particular purpose, accuracy and completeness of the Content, Methodology, Courses, software, and any warranty relating to the Content being free from any errors.
13. This MoU shall be governed by and construed in all respects in accordance with the laws of India. Any dispute and/or difference arising out of or pertaining to this MoU, shall first be resolved by the Parties through negotiations, failing which, the same shall be referred for arbitration.
14. Stamp duty and other taxes and levies on this 'MoU' shall be borne by the First Party

**15.Exam Objective and other details described below.**

**Microsoft Excel (Excel and Excel 2019): Exam MO-200 .**

The Microsoft Office Specialist: Excel Associate Certification demonstrates competency in the fundamentals of creating and managing worksheets and workbooks, creating cells and ranges, creating tables, applying formulas and functions and creating charts and objects. The exam covers

the ability to create and edit a workbook with multiple sheets, and use a graphic element to represent data visually. Workbook examples include professional-looking budgets, financial statements, team performance charts, sales invoices, and data-entry logs.

## **Objective Domains**

### **Manage Worksheets and Workbooks**

- Import data into workbooks
  - Import data from .txt files
  - Import data from .csv files
- Navigate within workbooks
  - Modify page setup
  - Adjust row height and column width
  - Customize headers and footers
- Customize options and views
  - Modify page setup
  - Adjust row height and column width
  - Customize headers and footers
- Customize options and views
  - Customize the Quick Access toolbar
  - Display and modify workbook content in different views
  - Freeze worksheet rows and columns
  - Change window views
  - Modify basic workbook properties
  - Display formulas
- Configure content for collaboration
  - Set a print area
  - Save workbooks in alternative file formats
  - Configure print settings
  - Inspect workbooks for issues

### **Manage data cells and ranges**

- Manipulate data in worksheets
  - Paste data by using special paste options
  - Fill cells by using Auto Fill
  - Insert and delete multiple columns or rows
  - Insert and delete cells
- Format cells and ranges
  - Merge and unmerge cells
  - Modify cell alignment, orientation, and indentation
  - Format cells by using Format Painter
  - Wrap text within cells

Apply number formats

Apply cell formats from the Format Cells dialog box

Apply cell styles

Clear cell formatting

- Define and reference named ranges

Define a named range

Name a table

- Summarize data visually

Insert Sparklines

Apply built-in conditional formatting

Remove conditional formatting

### **Manage tables and table data**

- Create and format tables

Create Excel tables from cell ranges

Apply table styles

Convert tables to cell ranges

- Modify tables

Add or remove table rows and columns

Configure table style options

Insert and configure total rows

- Filter and sort table data

Filter records

Sort data by multiple columns

### **Perform operations by using formulas and functions**

- Insert references

Insert relative, absolute, and mixed references

Reference named ranges and named tables in formulas

- Calculate and transform data

Perform calculations by using the AVERAGE(), MAX(), MIN(), and SUM() functions

Count cells by using the COUNT(), COUNTA(), and COUNTBLANK() functions

Perform conditional operations by using the IF() function

- Format and modify text

Format text by using RIGHT(), LEFT(), and MID() functions

Format text by using UPPER(), LOWER(), and LEN() functions

Format text by using the CONCAT() and TEXTJOIN() functions

## Manage charts

Create charts

Create chart sheets

- Modify charts

Add data series to charts

Switch between rows and columns in source data

Add and modify chart elements

- Format charts

Apply chart layouts

Apply chart styles

Add alternative text to charts for accessibility

**IN WITNESS WHEREOF THE PARTIES THROUGH THEIR DULY AUTHORISED REPRESENTATIVES HAVE SIGNED THIS MoU.**

**THE STRATEGIST**

By

Name: Lomon Joseph

Title: CEO,

Date: 04/11/2022

**Rajagiri College of Management and Applied sciences (RCMAS)**

By

Name: Fr. Ajeesh Puthussery CMI

Title: Principal

Date: 04/11/2022





# **SIGNATURE RESOURCE HUB**

**THE SIGN OF KNOWLEDGE**

**Date: 07/06/2022**

**RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES, KAKKANAD**

**DEPARTMENT OF COMPUTER SCIENCE**

**LETTER OF LINKAGE**

**Between**

**Department of Computer Science  
RCMAS Kakkanad, Kerala, India**

**And**

**Signature Resource Hub,  
Muvattupuzha**

**The Department of Computer Science at RCMAS Kakkanad, Kerala, India and Signature Resource Hub, Muvattupuzha, Kerala, India, establish this Letter of linkage to foster SoftSkill training.**

**1. Both parties agree to encourage the following activities, to ensure maximum placement and best performance in competitive exams.**

- a) Provide materials that helps students in preparing for competitive exams and placement.**
- b) Provide human resource for training the students in the department.**
- c) Provide the selected students of the department with the chance to groom the other students.**
- d) Other technical assistances**

**Both parties shall discuss the problems involved to the satisfaction of each party and enter into specific activity agreements based on the mutually agreed objectives and outcomes of the relationship.**

**2. This Letter of Linkage shall be applicable to educational activities, attached to each party.**

**3. This Letter of Linkage constitutes the entire agreement between the parties, and all prior discusses agreements, and understandings, whether verbal or in writing, are merged in this agreement.**

**4. This Letter of Linkage is not considered to be a contract creating legal and financial relationships between the parties. Rather, it is designed to faciilitate and develop a genuine and mutuaiiy beneficial exchange process/academic relationship, and so forth.**

 **Email**

signature@signature resolutions.online

 **Address**

2nd Floor. New Colleae Building.



# SIGNATURE RESOURCE HUB

THE SIGN OF KNOWLEDGE

Date: 07/06/2022

- 5.This Letter of Linkage shall become effective as on 7th June 2022, it may be amended by the written consent of the parties.
- 6.This Letter of Linkage should be reviewed every year to evaluate the progress and the quality of the mutual cooperation it may be extended for additional five-year periods upon the written consent of both parties. If the Letter of Linkage is not renewed by mutual consent, then it will conclude at the end of the specified time period, or after activities in progress have concluded.
- 7.This Letter of Linkage may be terminated by either party with a minimum of 120 days written notice. Activities in progress at the time of termination shall be permitted to conclude as planned unless otherwise agreed.
- 8.Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, disability, or veteran status.
- 9.Each party shall designate a person or office to serve as liaison for implementing this Letter of Linkage. For The Department of Computer Science at RCMAS Kakkanad, the contact person will be Ms.Aneesha K Jose. For Signature Resource Hub, Muvattupuzha, the contact person will be Ms. Aiswarya P Das.
- 10.This Letter of Linkage is written in English.

Dr.Mathew Vattathara CMI

Director,

Rajagiri College of Management and Applied Sciences  
Kakkanadu.

Mr.Ajin Mohan

Director

Signature Resource Hub,  
Muvattupuzha.



Witness 1

Dr.Laly Mathew   
Principal,  
Rajagiri College of Management and Applied sciences,  
Kakkanad

Witness 2

Ms. Aiswarya P Das  
HR Manager  
Signature Resource Hub  
Muvattupuzha.

 Email

signature@signature resolutions.online

 Address

2nd Floor. New Colleae Building.

## BINDING MEMORANDUM OF UNDERSTANDING

This binding Memorandum of Understanding (hereinafter referred to as the "MOU") is made this 29<sup>th</sup> of June 2021 ("Effective Date"), by and between:

1. enxcl Business Solutions Private Limited a Private Limited company registered as per the laws of India, having its registered office at TC 55/2443(1), Tattvamasi, Vivekananda Nagar, Pappanamcode P.O Thiruvananthapuram, Kerala 695018 by its authorized signatory Mr. Santhosh Udayanan, CEO , which expression shall, unless repugnant to the meaning or context thereof, be deemed to include its executors, representatives, administrators, successors and assigns) hereinafter referred to as **enxcl** ; and
2. Rajagiri College of Management and Applied Sciences having its address at Rajagiri College of Management and Applied Sciences, Rajagiri Valley P.O, Kakkanad, Cochin - 682 039, Kerala, India. represented by its authorized signatory Fr. Mathew Vattathara CMI, Director, (which expression shall, unless repugnant to the meaning or context thereof, be deemed to include its executors, representatives, administrators, successors and assigns) hereinafter referred to as **Rajagiri**.

Rajagiri and enxcl are hereinafter together referred as "Parties" and individually as "Party"

### AND WHEREAS

1. enxcl is engaged into the provision of Business Consulting for Corporates and skill enhancement for students and corporates. enxcl is looking to engage with colleges in delivering Skill enhancement programs.
2. Rajagiri group of institutions has been established with a vision to become a centre par excellence of learning, unique in experience, value based in its approach, and pioneering in its efforts for enriching and fulfilling LIFE. Rajagiri looks forward to deliver programs for its students outside the University curriculum, which will enhance their skill and make them more employable.

Now, both parties have together decided that Rajagiri will partner with enxcl towards delivering Skill enhancement courses for its students as per the mutual conditions laid out in the paragraphs below.

1. This agreement is effective 01st July 2021 through 30th June 2022
2. enxcl will provide training for courses as described in Annexure 1 of this document.
3. At any point of time both parties may together decide to revise the programs delivered and the same may be implemented by an addendum with a revised Annexure 1.



Any changes to Annexure 1 thus agreed will not alter any other terms of this agreement.

4. All programs will be under the joint branding of both parties.
5. Roles and Responsibilities

#### Rajagiri

- a. Manage all communication with students
- b. Enrolment and registration of students for respective courses
- c. Provide a single point of contact for coordination with enxcl.
- d. Ensuring the attendance of students for the scheduled courses.

#### enxcl

- a. Design, develop and deliver the trainings along with the appropriate content.
  - b. Sharing the relevant learning materials with the participants.
  - c. Evaluate the participants on the performance, as applicable
  - d. Provide access to the training tool for all participants
  - e. Provide daily attendance details to Rajagiri.
  - f. Assessment for certification and issue of certificates
6. All certificates issued on successful completion will be jointly issued by Rajagiri and enxcl and will have the name and logo of both parties.
  7. Both parties shall mutually agree upon the program calendar and time of delivery.
  8. All programs will be delivered online.
  9. Intellectual Property of all training material delivered shall remain with enxcl.
  10. Either party shall not be liable for any indirect, special, punitive, exemplary, incidental or consequential damages. Notwithstanding anything contained in this document, in any event, the maximum liability shall not exceed a sum of INR 10,000.
  11. Parties agree that this is a binding MOU and the parties shall have all rights and remedies available under the laws of India.
  12. Payment Terms
    - a. The fees for each course delivered shall be as provided in Annexure 1.
    - b. On the completion of each training program, enxcl shall raise an invoice for the program.
    - c. Rajagiri shall make the payment within 15 days of receipt of the invoice.

13. This MOU contains the understanding of the Parties as of the Effective Date and shall supersede all prior oral and written agreements. This MOU shall not be varied except by written instrument signed by both the Parties.
14. Either party can terminate the whole Agreement before the end of the specified term, by giving 3 months' notice.
15. Any termination of collaboration under clause 14 above shall be without detriment to the students undergoing the programs at the time of termination.

In WITNESS WHEREOF, enxcl Business Solutions, Rajagiri College of Management and Applied Sciences and have caused this MoU to be signed and delivered by their duly authorized officers, all as of date first herein above written

enxcl Business Solutions

Rajagiri College of Management and Applied Sciences



Santhosh Udayanan,  
Founder and CEO



Fr. Mathew Vattathara CMI  
Director



## Annexure – 1

### 01. MS OFFICE SUITE

MS Office remains the most important office productivity suite in enterprises across the world. Though it has over a dozen business application, the most used packages still are MS Word, Excel, and PowerPoint. This course aims at making participants experts in the most widely used application packages of MS Office suite

Course Name	MS Office Suite (Word, Excel and PowerPoint)
Course Type	Certification
Duration	25 Hours
Fees	INR 15,000 per batch
Batch Size (Recommended)	15
Recommended for	All Graduate and Post Graduate Students

### 02. DIGITAL MARKETING

This course in digital marketing will teach students the basic skills which they can further hone to formulate their own success paths. Online promotion takes place by building websites, writing blog posts, reaching out to target audiences through social media platforms, publishing e-books, online brochures, etc.

Course Name	Digital Marketing
Course Type	Certification
Duration	30 Hours
Fees	INR 20,000 per batch
Batch Size (Recommended)	20
Recommended	All Graduate and Post Graduate Students

### 03. SOFT SKILLS

Skills such as active listening, collaboration, presenting ideas and communicating with colleagues are all highly valued in the modern workplace. Strong soft skills ensure a productive, collaborative and healthy work environment, all crucial attributes for organisations in an increasingly competitive world.

Course Name	Soft Skills
Duration	15 Hours
Fees	INR 20,000 per batch
Batch Size (Recommended)	20
Recommended	All Graduate and Post Graduate Students

**\*\*Taxes will be applicable for all courses as per Government rates**

LETTER OF LINKAGE

Between

Department of Computer Science  
RCMAS Kakkanad, Kerala, India

And

DISHASOFT INFO SOLUTIONS PVT. LTD,  
Muvattupuzha

The Department of Computer Science at RCMAS Kakkanad, Kerala, India and DISHASOFT INFO SOLUTIONS PVT. LTD, Muvattupuzha, Kerala, India, establish this Letter of linkage to foster industrial interaction in education and recruitment.

1. Both parties agree to encourage the following activities, to promote industrial-academic cooperation.
  - a) Exchange of materials that provides students with the idea of the proceedings in the industry.
  - b) Provide human resource for training the students in the department and the newly appointed employees in Dishasoft
  - c) Provide onsite training for the selected students of the department.
  - d) Other technical assistances

Both parties shall discuss the problems involved to the satisfaction of each party and enter into specific activity agreements based on the mutually agreed objectives and outcomes of the relationship.

2. This Letter of Linkage shall be applicable to educational activities, attached to each party.
3. This Letter of Linkage constitutes the entire agreement between the parties, and all prior discusses agreements, and understandings, whether verbal or in writing, are merged in this agreement.
4. This Letter of Linkage is not considered to be a contract creating legal and financial relationships between the parties. Rather, it is designed to facilitate and develop a genuine and mutually beneficial exchange process/academic relationship, and so forth.
5. This Letter of Linkage shall become effective as on 8<sup>th</sup> July 2021, it may be amended by the written consent of the parties.


6. This Letter of Linkage should be reviewed every year to evaluate the progress and the quality of the mutual cooperation it may be extended for additional five-year periods upon the written consent of both parties. If the Letter of Linkage is not renewed by mutual consent, then it will conclude at the end of the specified time period, or after activities in progress have concluded.
7. This Letter of Linkage may be terminated by either party with a minimum of 120 days written notice. Activities in progress at the time of termination shall be permitted to conclude as planned unless otherwise agreed.
8. Both institutions subscribe to a policy of equal opportunity and will not discriminate on the basis of race, religion, color, sex, age, national origin or ancestry, marital status, parental status, disability, or veteran status.
9. Each party shall designate a person or office to serve as liaison for implementing this Letter of Linkage. For The Department of Computer Science at RCMAS Kakkanad ,the contact person will be Ms.Dona Maria Mani. For DISHASOFT INFO SOLUTIONS PVT. LTD, Muvattupuzha, the contact person will be Ms. Aswathy Shaju.
10. This Letter of Linkage is written in English.

Dr.Mathew Vattathara CMI  
Director,  
Rajagiri College of Management and Applied Sciences  
Kakkanadu.



**DIRECTOR**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

Mr.Jomon Michael  
Director  
DISHASOFT INFO SOLUTIONS PVT. LTD,  
Muvattupuzha.





Witness 1.  
Dr.Laly Mathew  
Principal,  
Rajagiri College of Management and Applied Sciences  
Kakkanad



**PRINCIPAL**  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P. O., Kakkanad - 682 039

Witness 2  
Ms. Aswathy Shaju  
HR Manager  
DISHASOFT INFO SOLUTIONS  
PVT. LTD, Muvattupuzha.






കേരളം കേരल KERALA

CZ 990495

**MEMORANDUM OF UNDERSTANDING**

This Memorandum of Understanding (MOU) is entered into at Ernakulam on this the 31<sup>st</sup> day of August, 2021

**BETWEEN**

**THE MATHRUBHUMI PRINTING & PUBLISHING COMPANY LIMITED**, a company registered under the Indian Companies Act 1913, and having its registered office at Mathrubhumi Buildings, K.P. Kesava Menon Road, Kozhikode – 673 001, hereinafter referred to as the “Mathrubhumi Media School”/”Mathrubhumi”, (which expression shall unless repugnant to the context or meaning thereof be deemed to include his successors-in-interest and permitted assigns) represented by its Dean, Shri. M.P. Gopinath on the ONE PART.

**AND**

**RAJAGIRI COLLEGE OF MANAGEMENT AND APPLIED SCIENCES**, an affiliated college offering under-graduate & post-graduate degrees conferred by Mahatma Gandhi University, hereinafter referred to as “Rajagiri”/”RCMAS”, (which expression shall unless repugnant to the context or meaning thereof be deemed to include his

Rs. 100/-  
31/08/2021



*[Signature]*  
DIRECTOR  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O. Kakkanad, Kochi-682 039



*[Signature]*  
L SAJEEVAN  
TAMP VENDOR  
DEAN  
MATHRUBHUMI MEDIA SCHOOL

*[Signature]*  
4 Publishing copy



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CZ 990496

successors-in-interest and permitted assigns) represented by its Director, Rev. Fr. Dr. Mathew Vattathara, CMI on the SECOND PART.

Mathrubhumi and Rajagiri are hereinafter collectively referred to as the 'Parties' and individually as 'Party'.

WHEREAS, Mathrubhumi Media School is part of the Mathrubhumi Printing & Publishing Co. Ltd., one of the leading publishing companies of India. Mathrubhumi Media School is imparting value based journalism through its courses to the young generation of aspiring journalists;

and

WHEREAS, the Second Party is an educational institution in Kochi, affiliated to Mahatma Gandhi University offering under-graduate and post-graduate degree courses; and

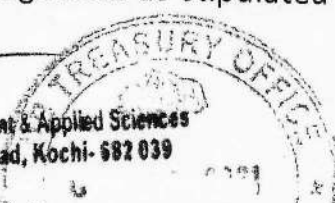
WHEREAS, the Second Party has approached the First Party to impart training through Certificate courses to the students of RCMAS; and

WHEREAS, both parties represent and warrant that they have the necessary authority and rights to enter into this Memorandum of Understanding and to fulfill the obligations as stipulated herein.



DIRECTOR

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039



*Signature of K. Sajeevan*  
K. SAJEEVAN  
STAMP VENDOR

*Signature of G. P. Vattathara*  
G. P. Vattathara, M.P.  
DEAN

MATHRUBHUMI MEDIA SCHOOL



WHEREAS, the Second Party has approached the First Party to impart training through Certificate courses to the students of RCMAS; and

WHEREAS, both parties represent and warrant that they have the necessary authority and rights to enter into this MOU and undertake to fulfill the obligations as stipulated herein.

**NOW THIS DEED WITNESSETH:**

1. The Second Party will start an **Add-On Course (as part of) for B.A. [English, Journalism and Communication] Triple Main** for the academic year 2021-2022, at second party's institute at Kakkanad, Kochi.
2. The First Party role will be strictly confined to conducting classes on the subject '**Certificate Course in Digital Story Telling**' for the above mentioned add-on course of the Second party for the academic year 2021-2022.
3. It is mutually agreed that the First party will conduct the above said Digital Story Telling subject for the add-on course for the academic year 2021-2022 for 30 lecture sessions of one hour each. The date and time for the said 30 sessions will be decided mutually by both the parties.
4. It is mutually agreed that the said 30 lecture sessions of First party will be conducted through online/offline mode. The First Party shall have complete liberty to decide on the syllabus, study materials and the faculty for the subject –**Certificate course in Digital Story Telling and** will issue certificates from Mathrubhumi Media School to successful candidates after evaluation.
5. In consideration whereof, the Second party shall pay an amount of Rs. 1,00,000/- [Rupees one lakh only] to the First party. GST will be extra. This amount shall be paid in two instalments – 50% as advance immediately upon signing of this MOU and balance 50% before the conclusion of the 30 lecture sessions.
6. The relationship between both parties shall be on a 'principal to principal' basis.
7. No modifications to this MOU are allowed unless they are made in writing, signed and sealed by both parties. Second Party shall use the First party's institution name/brand name in their prospectus inviting applications from




9. Neither Party shall be liable to each other for any "Event of Force Majeure" which means an act of God including but not limited to lock down, fire, flood, earthquake, wind, storm, or other natural disaster, epidemic or pandemic; act of any sovereign authority including but not limited to war, invasion, act of foreign enemies, hostilities (whether war be declared or not) civil war, rebellion, terrorist attacks, revolution, insurrection, military or usurped power or confiscation, nationalization, requisition, destruction or damage to property by or under the order of any government or public or local authority or imposition of government law, judgment, order or decree, sanction, embargo or similar action, blockade or labour dispute/unrest, bandh whether declared by any political party or otherwise or any other civil interruption or situation including but not limited to strike lockout or boycott; interruption or failure of utility service including but not limited to electric, power, gas, water, or telephone service; failure of the transportation of any personnel, equipment, input, machinery, supply or material required; breach of contract by any essential personnel; any other matter or cause beyond the control of the Parties.

#### 10. ARBITRATION AND JURISDICTION:

- (a) This MOU shall be construed and interpreted in accordance with the laws of India. Any or All disputes or controversies arising out of or in connection with the interpretation, performance or non-performance, or termination of this MOU, shall, to the extent possible, be settled in the first instance by prompt and good faith negotiations between the Parties. The Parties agree that if a dispute or controversy cannot be resolved by mutual consent within a period of fifteen (15) days, or where the Parties are deadlocked on any decision for a period of thirty (30) days, then the dispute, controversy or deadlock shall be finally settled by arbitration conducted through a sole arbitrator in accordance with the Arbitration and Conciliation Act, 1996.
- (b) The arbitration shall be conducted in English language at Ernakulam, Kerala. The Parties undertake and agree that all arbitral proceedings conducted with reference to this Clause shall be kept strictly confidential and all information disclosed in the course of such arbitral proceedings shall be used solely for the purpose of those proceedings;

  
Coprahan M.  
DEAN  
MATHRUBHUMI MEDIA SCHOOL  
KOCHI-682017



  
DIRECTOR  
Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkannad, Kochi- 682 039

- (c) This MOU shall be governed and construed solely in accordance with the laws of India and the Parties hereby submit to the exclusive jurisdiction of the courts at Ernakulam District. It is hereby clarified that the competent courts, forums, tribunals, quasi-judicial authorities and such other bodies at Ernakulam alone shall be entitled to hear any injunctive proceedings and/or to grant injunctive relief in relation to this MOU.

#### 11. SEVERABILITY:

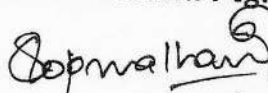
If any term of this MOU is determined to be illegal, invalid, void or voidable the legality or validity of any of the other terms of this MOU shall not be affected and the illegal, invalid or voidable term shall be deemed deleted to the same extent and effect as if it had never been incorporated but all other terms of this MOU shall continue in full force and effect.

#### 12. TERM AND TERMINATION:

This MOU is valid for a period of one year from the date of execution i.e., upto and including 31<sup>st</sup> day of August, 2022. Both parties can terminate this MOU by giving one-month's prior notice to the other party.

IN WITNESS WHEREOF the Parties hereto have set and subscribed their hands and seals on the day first above mentioned.

for The Mathrubhumi Ptg. & Pbg. Co. Ltd.,

  
DEAN

MATHRUBHUMI MEDIA SCHOOL  
KOCHI-682017

[M.P. Gopinath]

Dean, Mathrubhumi Media School

for Rajagiri College of Management and Applied Sciences




Rev. Fr. Dr. Mathew Vattathara  
Director

DIRECTOR

Rajagiri College of Management & Applied Sciences  
Rajagiri Valley P.O., Kakkanad, Kochi- 682 039

WITNESSES:-

1.   
Ms Amala Manavalan  
HOD & Assistant Professor  
RCMAS

2.   
Ms. Manju R. Menon  
Assistant Professor  
RCMAS.

