

## MEMORANDUM OF UNDERSTANDING

between

**THE UNIVERSITY OF THE SOUTH PACIFIC**

and

[PARTNER UNIVERSITY/INSTITUTION]

### 1.0 Preamble

**The University of the South Pacific**, a body incorporated by the Royal Charter of Her Majesty Queen Elizabeth II and having its principal address at Laucala Campus, Suva, Fiji (hereinafter referred to as ‘**USP**’), is a key contributor to the development of South Pacific nations and a primary source of higher education graduates in the region. Founded in 1968, USP serves the regional needs of its 12 member Countries<sup>1</sup>. One of the major and leading tertiary education providers in the Pacific, USP offers education and training, research and consultancy services, and technical expertise to its members. This steady supply of graduates has contributed to meeting the human resource development needs of the region for almost 46 years. The University, through its Faculty of XXXX will be responsible for implementing this Memorandum of Understanding.

...insert a brief introduction of the partner university/organisation...

### 2.0 Purpose

This Memorandum of Understanding (MOU) is designed to foster a friendly relationship through mutual cooperation in teaching and research between [PARTNER UNIVERSITY] and the University of the South Pacific.

[PARTNER UNIVERSITY] and the University of the South Pacific have reached agreement on the following areas of cooperation, subject to mutual consent and the availability of sufficient funding [EXAMPLE]:

Exchange of faculty

---

<sup>1</sup> Cook Islands, Kiribati, Nauru, Samoa, Tokelau, Tuvalu, Fiji, Marshall Islands, Niue, Solomon Islands, Tonga, Vanuatu

Initialed by Prof. Rajesh Chandra for USP:

Initialed by .....for.....:

Joint research activities  
Participation in seminars and academic meetings  
Exchange of academic materials and other information  
Special short-term academic programs  
Student exchange for research and study

The terms of such mutual assistance and funding for any specific programme and activity shall be mutually discussed and agreed upon in writing by both parties prior to the initiation of a particular program.

Each institution will designate an individual to coordinate this program and all endeavors that may derive from it. For this purpose, [PARTNER UNIVERSITY] designates [Dr. ABC of the Department of XYZ], and the University of the South Pacific designates [Dr. ABC of the Department of XYZ].

### **3.0 Responsibilities**

#### 3.1 Responsibility of USP:

USP shall be responsible for the following:

- i.
- ii.
- iii.
- iv.
- v.
- vi.
- vii.
- viii.
- ix.

#### 3.2 Responsibility of the [Partner University/Organisation]

The [Partner University/Organisation] shall be responsible for the following:

- i.
- ii.
- iii.
- iv.
- v.
- vi.
- vii.
- viii.
- ix.

Initialed by Prof. Rajesh Chandra for USP:

Initialed by .....for.....:

**4.0 Amendment**

No amendment, consent, or waiver of terms of this MOU shall bind either party unless in writing and signed by all parties. Any such amendment, consent, or waiver shall be effective only in the specific instance and for the specified purpose given. The parties to this MOU, by the signatures below of their authorized representatives, acknowledge having read and understood this MOU and agree to be bound by its terms and conditions.

**5.0 Term of MOU**

This MOU shall commence on the date of latest signature and be in effect for [# of years], at which time it shall be reviewed for possible extension. Either party may terminate this MOU by written notification signed by the appropriate official of the institution initiating the notice. However, such notification must be received by the other party at least six months prior to the effective date of termination.

Signed in two original copies in English Language.

\_\_\_\_\_  
**Professor Rajesh Chandra**  
**Vice-Chancellor & President**  
The University of the South Pacific,  
Laucala, Suva, Fiji

\_\_\_\_\_  
[Full Name]  
[Equivalent Title]  
[Partner University]  
[Mailing address where  
any notices should be sent]  
[City]  
[Country]

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

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

Place: \_\_\_\_\_

Place: \_\_\_\_\_

*Witnessed by:*

*Witnessed by:*

[Full Name and Title]

[Full Name and Title]

Signed: \_\_\_\_\_

Signed: \_\_\_\_\_

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

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