



GRADUATE SCHOOL
UNIVERSITY OF THE PHILIPPINES LOS BAÑOS

Jose B. Juliano Avenue, College, Laguna 4031, Philippines
+6349 536 3414 / 2310 | gs.uplb@up.edu.ph | http://gs.uplb.edu.ph



MEMORANDUM OF UNDERSTANDING FOR OFF-CAMPUS
GRADUATE WORK IN ABSENTIA

KNOW ALL MEN BY THESE PRESENTS:

This agreement is entered into this ___ day of ___, ___ by and among:

The UNIVERSITY OF THE PHILIPPINES LOS BAÑOS, through the ___
a government institution of higher learning,
(Department)
created and existing under and by virtue of Act No. 1870, as amended, hereinafter referred to as the
UPLB and represented by its Chancellor, Dr. ___;

The ___
(Name of Cooperating Institution)

Hereinafter referred to as the ___ and
represented herein by its ___;

- and -

(Name of Student)

a M.S./Ph.D. graduate student of the ___
(Major)
of legal age, ___, Filipino/ Foreign citizen residing at ___
(Civil status)

WITNESSETH:

WHEREAS, UPLB is a government institution established to provide advanced educational
training and expertise in the field of biological, physical, social and humanities.

WHEREAS, ___



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NOW THEREFORE, for and in consideration of the above premises and the covenants hereinafter setforth, the parties, hereby agree as follows:

I. Responsibilities of the Parties:

A. UPLB, through the Graduate School, shall:

1. Assign _____ a M.S./Ph.D. Graduate student of _____
(Name of Student) (Department)
To the _____
(Name of Cooperating Institution)
where he/she will conduct his/her graduate work or investigation;
2. Provide the assigned student the necessary guidance on the research investigation.

B. The _____ shall:
(Name of Cooperating Institution)

1. Allow _____ to conduct his/her graduate work or investigation within its jurisdiction; and
(Name of Student)
2. Extend to his/her possible assistance within its means.

C. _____ shall:
(Name of Student)

1. Submit a semi-annual report of the progress of work and a final report upon completion of the work to his/her adviser; and
2. Furnish the cooperating station or institution copy of said reports.

II. Ownership of the Output/Intellectual Property Rights:

Any result of the graduate work or investigation under the agreement shall be jointly owned by all the parties and shall be available for publication by any of the parties, depending on their mutual consent, full credit being given in every case to the others though whose cooperation the work has been made possible.

III. Publication of the Graduate Work:

Any publication arising from this agreement shall identify the UPLB and _____
_____ as the sources of the output.
(Name of Student)

UPLB reserves the right to use all data and findings arising from this agreement in the pursuit of its academic programs.



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IV. Term:

The Graduate Work or investigation shall commence on (Start Date) and
To be completed by the end of (End Date).

IN WITNESS WHEREOF, the parties have hereunto set their hands this
day of at Los Baños,
Laguna, Philippines,

UNIVERSITY OF THE PHILIPPINES LOS BAÑOS
(Name of Cooperating Institution)

By: Chancellor
By:

(Name of Student)

SIGNED IN THE PRESENCE OF:

College Secretary Witnesses Dean



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ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
PROVINCE OF LAGUNA.....) S.S.
MUNICIPALITY OF LOS BAÑOS.)
X-----X

BEFORE ME, a Notary Public for and in the Province of Laguna, this ____ day of
_____, _____ appeared UPLB Chancellor _____
with CTC No. _____ issued at _____
on _____, _____; _____, with CTC No.
_____ issued at _____ on
_____, _____; and _____ with
CTC No. _____ issued at _____
on _____, _____; made known to me to be the same persons
who executed the foregoing instrument, which consist of _____ () pages, including this
page, signed by the parties and their instrumental witnesses on each and every page thereof and they
acknowledged to me that the same is their own free and voluntary act and deed and that of the entities
they respectively represent.

WITNESS MY HAND AND NOTIAL SEAL on the date and place first above-written.

Notary Public

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

UPLB-GS MOA for Graduate Work in Absentia/