

**MEMORANDUM OF AGREEMENT  
BETWEEN  
THE UNIVERSITY OF MUHAMMADIYAH MALANG  
AND  
FULBRIGHT INDONESIA  
THE AMERICAN-INDONESIAN EXCHANGE FOUNDATION  
(AMINEF)**

The University of Muhammadiyah Malang and Fulbright Indonesia, the American-Indonesian Exchange Foundation, in consideration of their common interests in promoting friendship and understanding between the Republic of Indonesia and the United States of America, particularly in the areas of international education and cultural exchange, hereby agree to the following articles of agreement:

1. The University of Muhammadiyah Malang, hereinafter referred to as UMM, will provide office space within its campus grounds to be used as a *satellite* branch office for Fulbright Indonesia and the Educational Advising Service of the American-Indonesian Exchange Foundation, hereinafter referred to as AMINEF, beginning January of 2005.
2. UMM will furnish the premises, personnel, and all other items necessary for the operation of AMINEF. The office space to be provided will be 35 square metres in size and will be located at the following campus address: \_\_\_\_\_  
  
The facilities furnished thereto, include, but are not limited to, the following:
  - Air conditioner
  - One telephone line and one facsimile line, fully subsidized by UMM.
  - Internet connection via campus network to accommodate two personal computers linked via the UMM Network backbone.
3. AMINEF also receives permission to make use of various facilities throughout the campus, including the multi-purpose halls, classrooms, common areas and auditoriums. The use of abovementioned facilities and/or rooms shall be coordinated with the respective responsible parties at UMM.
4. UMM will not levy any fees for the intended use of facilities described in Articles 2 and 3 and noted above.
5. UMM will be responsible for the salary obligation inherent in hiring and employing on an ongoing basis a qualified person to manage and overlook the daily operation of the center; AMINEF will provide necessary training and in-service activities for this individual.
6. The mutually agreed expense associated with the improvement of quality/capacity of telephone and facsimile lines, as well as internet connectivity will, at the request of AMINEF, be acknowledged and borne by UMM in accordance with the capability and availability of UMM's computer network and/or third party service provider.
7. UMM will invoice AMINEF for any additional expenses related to Article 6, if deemed necessary, subject to prior notification and agreement, upon completion of the service improvement.
8. UMM shall be entitled to provide substitute office space and facilities, subject to prior mutual agreement, at its discretion and with consideration given for the need for AMINEF to provide a continuity of services of the highest quality relevant to the diverse educational needs of its client population in the Malang area.
9. AMINEF and its visitors will abide by the accepted code of conduct regarding office hours, safety and courtesy within the confines of the campus, and also abide by university regulations and procedures governing the use of university facilities.
10. In cognizance of and respect to the campus code of conduct referred to in Article 9, visitors to AMINEF and those requesting AMINEF services shall not be discriminated against on the basis of ethnic background, race, religion, or cultural origin.
11. The activities of AMINEF and its use of UMM facilities referred to in Articles 2 and 3 are designed to complement one another and shall in no way interfere with or contradict the mission of UMM or in any way demean or damage the interests of UMM and its reputation as an independent higher education institution accredited by the Republic of Indonesia.