

## **Steps Outlined by Institute 'X' for Setting-up Joint Master's Degree Programme**

As the globalization of education requires its growth in different dimensions, setting up a well-balanced Joint/Dual Master's Degree Programme with different international institutes is essential for academic growth institutions. For Institute 'X' we have identified different specific steps to set up the Joint/Dual Master's Degree Programme due to its inherent challenges regarding credit transfer, course structure, and potentially different educational systems.

**Step 1: Identification and Justification-** The Joint/Dual Master Degree Programme (JMDP) should be justified in the proposal based on the following parameters:

- A. There should be a **basic assessment and endorsement for the proposed JMDP** from the department and representative(s) should be assigned for it. Analysis of similar JMDP and advantages should be outlined.
- B. The proposal should include the aspects of
  - Enhanced global standing and up-gradation of research and academic environment/quality.
  - Outline future indirect positive outcomes due to JMDP collaborations with the partner institute.
  - The benefit/gains in regards to job security or global competition for the students.
  - The number of students who may register for the proposed JMDP.

**Step 2: Finding Right Partner and Team-** To find the right partner institute reputation in the specific field should be analysed. The ranking (regional/global) should not be the sole selection criteria. The strength and quality of the Master's programme in the discipline or field of study should be assessed by course structure with respect to home institute.

### **Step 3: Setting up the JMDP (Course Structure, Credit Transfer):**

Determination of course structure and credit is the crucial and most challenging part of setting up JMDP. There are several steps

- A. Determine and develop coursework according to requirements for the Master's programme in both institutes.

- i.* Compile a list of semester wise courses to be taken from both institutions
  - ii.* Shortlist common/ overlapping courses and mutually agree on semester-wise courses conducted at each institute.
  - iii.* Due to different educational systems, the transfer of credits and transcripts should be well defined and documented.
  - iv.* Both institutes should understand and agree on required contact hours with credit requirements and honour/accept transcripts.
  - v.* Language of course should be common and agreed upon
  - vi.* Both institutes should mutually agree on part of the courses mandatory at their institute
  - vii.* Mutually agreed distribution of semester/time in each institute for the students
  - viii.* Time discrepancies in the semester start dates in both should be minimized or adjusted specifically for the JMDP.
  - ix.* Supervisor/ co-supervisor of dissertation/thesis can be decided with mutual consent and representation from both institutes should be there.
  - x.* The proposal and the structure of the dissertation should be shared to understand the requirements and avoid repetition
  - xi.* The outcome (publication/patents) and copyright/IPR should be clearly outlined and shared between the institutes
  - xii.* Seminars should be presented in both institutes, credit (if applicable) evaluation should be at the home institution and agreed upon.
  - xiii.* The plan should be discussed and approved by the academic committee and faculty members of each institute.
- B. Head of both institutes, Dean of Academic Affairs and Head of the concerned departments along with Dean of international Relations Office or equivalent (all parties involved) will sign a written document stating the JMDP framework/requirements/expectations/outcomes and the timeline for completion of the degree.
- C. There should be provision to call a meeting of identified stakeholders on a short notice for calibration/assessment of the JMDP and modification if required.