



**Memorandum of Understanding (MoU)
for
Building Capabilities for professional Nursery Teacher's Training (NTT)
and Early Child Development Program through its NTT Partner
Program**

This Memorandum of Understanding ("MoU") is made on this ____ day of _____ 2026,
BY AND BETWEEN:

Adiuvaret Research & Education Foundation (AREF), a section 8 organisation incorporated with Govt. of India to focus in research and education aspects of child development including establishing best practices in skill building across the globe. The team at AREF have also developed comprehensive training programs and certificate courses which would help early childhood development professionals and teachers in India.

And

_____ (School/ NGO/ Education Institution), a well-established institution having mission to develop capabilities for early child development through development of curriculum, syllabus, pedagogy. It also intends in developing teaching and skill building capabilities among the teachers, home makers, school counsellors, early child development consultants, preschool owners and other stakeholders who would like to contribute in the field of early child development and preschool management.

Whereas, AREF in collaboration with Global Business School and Research Centre (GBSRC), Dr D Y Patil Vidyapeeth, Pune has developed a highly professional NTT program that helps teachers and professionals in early child development in establishing high standard skill building in a daycare and preschools across the globe.

Whereas, after running the program successfully for more than 4 years, AREF is extending this program for the qualified Preschools, NGOs and other educational institutions to run the program in their institution with the similar vigour and outcome. To make the program standardised, the following aspects are included in the NTT Partner Program.

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1. AREF has published 12 books as 12 modules as a part of the NTT Partner program to make the program as a highly standardised program. All these books will be the core training material for the NTT program for all the students joining the program. The Modules/ Books are as follows;
 - i. Introduction to Preschool Education; Curriculum, Syllabus, Pedagogy, Session plan and Time Table
 - ii. The Complete Preschool Teacher: Roles, Skills, Characteristics and Classroom Practices
 - iii. Management of Learning Environment in Preschool
 - iv. Management of Cognitive Skill Development in Preschool
 - v. Management of Language Development among Children in Preschool
 - vi. Management of Social and Emotional Skill Development in Preschool
 - vii. Physical Development and Management of Motor Skill in Preschool
 - viii. Management of Environmental Skill in Preschool
 - ix. Methods and Techniques of Skill Development in Preschool
 - x. Managing Children with Special Needs in Preschool
 - xi. Management of Preschool Skill Assessment and Evaluation
 - xii. Management of Health and Nutrition among Preschool Children
2. AREF has structured the program in 2 training program as per the convenient of the students. Under the NTT Partner Program, partners may suggest either of the program to the students
 - i. A program of one year duration having all the 12 modules covered in this. This program covers 150 hours of teaching and learning during the training duration of 12 months (48 weeks). This translates to around 12.5 hours of teaching hours per module and around 3.5 hours per week. Such teaching hours can be managed as per the convenience of the partner school/ organisation. The program is divided into 2 semesters with 6 months each and 1st 6 modules will be completed in 1st semester and balance 6 modules will be completed in 2nd semester. This one-year program includes 2 term end/ semester end examination (after finish of each semester) and also includes a project that will enable participants to be more innovative as a preschool teacher and enabler. The fee for this 1-year program is fixed at **Rs.24,000 (all inclusive)**. However, the partner organisations while recruiting students for a batch may extend any amount of discount based on their convenience.
 - ii. Another program will be of 6 months duration with the first 9 modules included in it. This program will be of 90 hours of teaching and learning which translates

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to 10 hours per module and around 4 hours per week. This program will be having only one exam at the end of the 9 months and there will be no project included in this program. The fee for this 6 months program is fixed at **Rs.15,000 (all inclusive)**. However, the partner organisations while recruiting students for a batch may extend any amount of discount based on their convenience.

3. AREF As a part of the NTT Partner Program, the partner organisations (Preschool/ NGO/ Institution) will choose at least one associate who will be designated as the **Lead Trainer** under this partner Program. The lead trainer will go through a ToT (Training of Trainers) program of 3 months to understand how to run these programs at their centres. The lead trainers must be holding a degree of either B.Ed or M.Ed or Mphil or PhD. If the lead trainer does not have such degree, a prior written approval must be taken from AREF or GBSRC, DPU to become the lead trainer to run such program at the institutions. For additional members to take the ToT, an additional training fees must be paid.

Whereas, _____ (School/ NGO/ Education Institution) has shown interest to run the program at their premises by abiding all the terms and conditions specified in the MoU.

4. PURPOSE OF THE MoU

The purpose of this MoU is to establish a collaboration between AREF and _____ (School/ NGO/ Education Institution) for the Nursery Teachers Training (NTT) Programs in two formats as follows:

- **One-year Program**
- **Six-month Program**

Where as the partner institute/ NGO/ Preschool will conduct the classes for the NTT at their respective centres, AREF will provide complete academic and administrative support for the same.

5. RESPONSIBILITY OF AREF

As a part of the MoU, Aduvaret Research & Education Foundation (AREF) will have the following responsibilities to support the program.

- i. AREF will assist the partner institutes in generation of leads for the admission into the course. AREF will run regular marketing campaign for this to provide leads to the centres on regular interval.

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- ii. AREF will add the institution name as a “**Designated Centre**” for the program on its website www.adiuvaretfoundation.com. Through such addition, AREF will also provide leads generated and shared directly to the email ID of the partner organisation.
- iii. AREF will integrate the NTT program details in the partner institute's website to facilitate the information flow to the potential students looking for such programs.
- iv. AREF will provide the customised admission form to the partner institute with the predefined branding. AREF will also facilitate the online admission form in the website of the partner institute to receive online applications for the program.
- v. AREF will provide all the collaterals with co-branding to promote the program locally in the locations of the partner institute.
- vi. AREF will provide the registration number assigned to each and every student joining the program at the partner institution. The same registration number will be printed in the marksheets and certificate provided jointly by AREF and GBSRC, Dr D Y Patil Vidyapeeth Pune.
- vii. AREF will supply complete learning and teaching material including the 12 published books for each and every registration made at the partner institutions.
- viii. AREF will provide complete teaching/ session plan for the 1 year and 6 months program
- ix. AREF will provide the detailed support for the Project under the 1 year program
- x. AREF will supply the question paper for the term end examination as a part of the program
- xi. AREF will supply both marksheets and certificate for each and every candidate registered at the partner's institute after successful completion of the program. The marksheets and certificates will not be issued if the registration number is not allocated to a particular student.
- xii. AREF will provide unlimited access to its related program listed in Udemy
- xiii. AREF will issue an authorised certificate as a NTT centre
- xiv. AREF will issue the “Lead Trainer” certification to the teachers who are trained in the ToT and orientation program
- xv. **AREF has** nominated Mrs. Arpita Datir as the primary point of contact for all matters regarding Logistics, Payments, Local office Management and other related matters of AREF

6. PARTNER AGREEMENT FEES and CHARGES

Adiuvalet Research & Education Foundation (AREF) will charge a partnership fee and student registration fee which are as follows.

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- i. AREF will charge a MoU fee of Rs.15,000 (Rupees Fifteen Thousand only) upon signing of the agreement for creation of a centre for the NTT program at the partner institution. The MoU fee will cover the following
- a. A set of 12 Books as the training material
 - b. A 3 months orientation program and ToT (Training of Trainers) for a single Lead Trainer as defined in Para 3.
 - c. If the partner institute wants to nominate additional teacher for the ToT and orientation program, additional charges of Rs.5000 (Rupees Five Thousand) will be charged per teacher.
 - d. Provide soft copies of customised flyer and admission form.
 - e. 200 copies of general flyer where the partner institute may use to promote the program for their school
 - f. Integration of NTT program details, online lead generation mechanism and other online support in the Partner Institute's website.
- ii. AREF will charge a student registration fee of Rs.6588 (Rupees Six Thousand and Eighty Eight) per student upon their admission into 1 year NTT program. The details of the fees are as follows

Sr No	Items	Price
1	Study Material - 12 Books	3588
2	Registration and Certification Charges	2000
3	Project Charges	500
4	Exam Charges	500
Total		6588

- iii. AREF will charge a student registration fee of Rs.5191 (Rupees Five Thousand One Hundred and Ninety-One) per student upon their admission into 6 months NTT program. The details of the fees are as follows

Sr No	Items	Price
1	Study Material - 9 Books	2691
2	Registration and Certification Charges	2000
3	Exam Charges	500
Total		5191

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5. RESPONSIBILITY OF PARTNER INSTITUTE

As a part of the MoU, Partner Institute will have the following responsibilities to support the program.

- i. Partner Institutes will decide the batch dates for the program and inform to AREF well in advance to facilitate in generating leads for the batch.
- ii. Partner institutes will provide the access to their website in order to integrate the online support system for the NTT program
- iii. Partner Institutes will regularly check their registered email ID for the potential leads which are either generated through the AREF website or the website of the partner institute
- iv. Partner Institute will provide the list of students admitted to a particular batch for the generation and supply of registration number for the students of the particular batch.
- v. Partner Institutes must complete all the classes as per the session plan provided by AREF of a particular batch.
- vi. Partner institutes must comply with all the dates for project submission, examination dates and submission of marks for generation of certificate and marksheets.
- vii. At any point of time the partner institutes may shift the students to another centre or to AREF by transferring appropriate fee applicable to the student.
- viii. **The partner institute will** nominate an associate as the primary point of contact for all matters regarding Logistics, Payments, Local office Management and other related matters of the **NTT Program**.

6. DURATION AND RENEWAL

This MoU shall remain valid for a period of three (3) years from the date of signing. It may be extended or modified through mutual written consent of all Parties.

7. CONFIDENTIALITY

Both the Parties agree to maintain confidentiality regarding curriculum, academic materials, financial information, and any proprietary processes used under this collaboration, unless prior written permission is obtained.

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8. INTELLECTUAL PROPERTY

All the Academic content developed by AREF under the NTT Partner Program shall remain the intellectual property of AREF. If any specific academic material designed and developed by the partner institute shall be specified and put up for inclusion in the program with the IP of the partner institute. Program-specific materials created jointly may be considered shared IP unless otherwise agreed.

9. TERMINATION

This MoU may be terminated by any Party with a 90-day written notice to the other Parties. Ongoing batches shall be completed without disruption, and financial settlements shall be handled accordingly.

10. DISPUTE RESOLUTION

Any dispute arising out of this MoU shall be resolved through consultation and mutual dialogue among the Parties. If unresolved, the matter may be referred to arbitration under the Arbitration and Conciliation Act, 1996. Jurisdiction will be in Pune, Maharashtra.

11. GENERAL TERMS

This MoU signifies intent and partnership; it does not create legal or financial liabilities beyond the terms expressly stated. Any additional responsibilities or expansions will require supplementary agreements.

12. SIGNATURES

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Deepa Hebbar
Academic Head
Early Childhood Education, AREF

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Dr/Mr./Mrs _____

Centre Name _____

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