



IMPLEMENTATION AGREEMENT

Between

**Faculty of Teachers Training and Education, Galuh University, Indonesia
and**

**College of Business Management and Accountancy, STI West Negros University,
Philippines**

For Practicum and Joint Lecture Program

This Implementation Agreement (“Agreement”) is made and entered into by and between:

Faculty of Teachers Training and Education, Galuh University, located in Ciamis, West Java, Indonesia, hereinafter referred to as “**FTTE–Galuh University**”, represented by the Dean;

and

College of Arts Sciences, STI West Negros University, located in Bacolod City, Philippines, hereinafter referred to as “**COBMA–STI WNU**”, represented by the Dean.

FTTE–Galuh University and COAS–STI WNU are hereinafter collectively referred to as the “**Parties**”.

1. Purpose

The purpose of this Agreement is to outline the terms and procedures for implementing collaborative activities in the areas of **Teaching Practicum** and **Joint Lectures**, based on the Memorandum of Understanding between the Parties.

2. Scope of Collaboration

The collaboration shall include, but not be limited to:

1. Teaching Practicum

- Exchange of students for supervised teaching practicum at the partner institution.
- Provision of cooperating teachers, mentors, and supervisors.
- Implementation of teaching observation, micro-teaching, and classroom practice.

2. Joint Lectures

- Conduct of virtual or onsite joint lectures involving faculty members from both institutions.
- Joint academic discussions, teaching demonstrations, and lecture series.
- Sharing of educational resources and teaching materials as mutually agreed.



3. Responsibilities of the Parties

FTTE–Galuh University shall:

1. Select and recommend qualified students and faculty to participate in the program.
2. Coordinate schedules, academic requirements, and documentation for practicum and joint lectures.
3. Ensure that participating students follow the rules and regulations of the host institution.
4. Provide support and supervision for students before, during, and after the program.

COBMA–STI WNU shall:

1. Accept nominated students and faculty for practicum and lecture participation, subject to institutional policies.
2. Provide teaching assignments, mentoring, and supervision for practicum students.
3. Coordinate the planning and implementation of joint lecture sessions.
4. Issue certificates or official documentation of participation upon completion.

4. Duration

This Agreement shall be effective for **three (3) years** from the date of signing and may be renewed upon mutual consent of both Parties.

5. Financial Arrangements

1. Each Party shall be responsible for expenses incurred by its own faculty and students, unless otherwise agreed in writing.
2. Any special activities requiring additional funding shall be jointly discussed and approved.

6. Monitoring and Evaluation

The Parties shall jointly monitor and evaluate the implementation of activities under this Agreement at least once per academic year to ensure effectiveness and mutual benefit.

7. Amendments

Any amendment to this Agreement must be made in writing and signed by both Parties.

8. Termination

Either Party may terminate this Agreement with a **30-day written notice**. Ongoing activities shall be completed unless both Parties agree otherwise.

9. Effectivity



This Agreement becomes effective on the date of signing by the authorized representatives of both Parties.

Signed on this Signed on this 2 day of December, 2025.

**For Faculty of Teachers Training and Education
Galuh University, Indonesia**

Dr. Asep Amam, S.Pd., M.Pd
Dean, FTTE–Galuh University

**For College of Business Management and Accountancy
STI West Negros University, Philippines**

Dr. Mima Villanueva
Dean, COBMA–STI WNU

Witnesses

Andi Rustandi, S.Pd., M.Pd.

Head of Language of Literature Laboratory

Dr. Yasmine Pascual Dormido LPT
Director External Affair and Linkages