



**Memorandum of Understanding
between the
Karolinska Institutet, Stockholm, Sweden
and
Intramural Research Program of the National Institutes of Health, Bethesda, MD, USA
to renew a collaborative Graduate Partnership Program (2001)**

Preamble

1. Karolinska Institutet (KI) of Sweden and the Intramural Research Program (IRP) of the National Institutes of Health (NIH) of the United States of America (U.S.) (the Parties) have a shared interest in scientific progress and fostering collaborative research in the fields of Neuroscience and Psychiatry as well as in the training of the next generation of outstanding investigators that will advance the field in the interest of national and global health. To these ends, we renew the NIH-KI Joint Doctoral Training Program in Neuroscience (Neuroscience Program) for the training of doctoral students and to promote ground-breaking research that could lead to a better understanding of brain function, neurological diseases, neuropsychiatric disorders and new medical diagnostics and treatments. The Neuroscience Program will additionally address the advancement of methodology for human brain imaging. Based on a long history of excellence in research in these focal science areas at both KI and the NIH IRP, it is valuable to cooperate in the training of doctoral students in Neuroscience which it is hoped will lead to better collaborative interactions and joint scientific research between faculty and scientists from these institutions. The Neuroscience Program will provide the possibility for graduate students, with either NIH or KI as the Sponsoring Institution, to divide their training for a doctoral degree between the two participating Institutes. This Memorandum of Understanding (MOU) establishes general terms for collaboration between the NIH IRP and KI to support these shared interests.
2. The Parties acknowledge that the recruitment of students into the Neuroscience Program can be done through a process initiated and led by the NIH or through a process initiated and led by KI. The students recruited into the Neuroscience Program via a process initiated and led by NIH shall have NIH as the Sponsoring Institution. Students recruited into the Neuroscience Program via a process initiated and led by KI shall have KI as the Sponsoring Institution. The responsibilities thereof are outlined below.
3. The NIH IRP will provide mentoring of the doctoral students enrolled in the Neuroscience Program (regardless of Sponsoring Institution) through designated members of its research staff, as well as provision of laboratory facilities. The NIH mentors will be required to take a short web course for supervisors of doctoral students at KI. The NIH IRP will also provide professional and career development opportunities for doctoral students through programs offered by the Office of Intramural Training & Education (OITE), the Graduate Partnerships Program (GPP), the National Institute of Mental Health (NIMH) Office of Fellowship Training.

4. KI will provide mentoring through designated members of its research staff, as well as didactic training and academic support to all doctoral students enrolled in the Neuroscience Program including the awarding of doctoral degrees (PhD) to candidates who have successfully completed the requirements specified by KI.
5. This relationship will link together two groups of investigators located on geographically separate campuses for the advancement of knowledge and research in the discipline of Neuroscience. To establish and maintain this relationship in a mutually beneficial fashion, the responsibilities of the Parties are described in the following document.
6. This agreement shall be governed by Swedish law.

The Neuroscience Program

1. Training of Students with NIH as Sponsoring Institution:

All students in the Neuroscience Program will be, as a general rule, full time doctoral students¹. As such, KI will provide the basic formal educational structure for all such students. It is understood that all students, regardless of Sponsoring Institution, will meet all qualifications, degree and program requirements as determined by KI and as set out in this MOU. Students with NIH as the Sponsoring Institution will spend a minimum of 18 months at KI.

To ensure that the students recruited to the Neuroscience Program are of a high academic standard, the NIH IRP and KI will both take an active role in promoting the Program. Prospective applicants and Principal Investigators (PI's) will be informed of this Program through the NIMH, GPP, and the Neuroscience Program web sites, informal conversations with colleagues and students, at appropriate regional and national scientific meetings, and with written recruitment material.

Subject to the availability of funds and in compliance with applicable laws, regulations and policies, the NIH will provide for as many as 3 fellowships for students with NIH as the Sponsoring Institution each year. Students will be appointed using the Pre-doctoral Intramural Research Training Award (IRTA) mechanism and will continue in this designation through the duration of their graduate training in the program. Each fellowship will include a stipend, health benefits and travel allowances as necessary to fulfill the purposes of the training while the students are doing research within the Neuroscience Program. Stipend parity will be enforced for all graduate students (Pre-doctoral IRTAs) admitted to the program to align with stipend regulations established by the NIH Office of Intramural Research (OIR) annually. These student fellowships will be provided for 4 years of study² for each student admitted, depending upon adequate student progress. NIH mentors may also be required to provide funds for travel to KI activities such as retreats, annual Neuroscience Program seminars, and committee meetings. In addition, KI will use its best endeavors to aid students with NIH as the Sponsoring Institution in locating university housing while at KI.

¹ Part time doctoral studies are permitted if there is cause, such as e.g. clinical practice, in accordance with KI rules and regulations.

² Doctoral education at KI corresponds to four years of full time studies in accordance with KI rules and regulations (240 ECTS)

It is understood that KI will maintain continued guidance to all doctoral students typical of those offered to students in all graduate programs at the KI as long as they remain in good standing. The NIH Partnership Directors, working closely with the OITE, GPP, and IC Training Offices, will provide advice and problem resolution mechanisms to any program student while pursuing their thesis work at the NIH. All students in the Neuroscience Program with NIH as the Sponsoring Institution will apply to the Program using the GPP application portal. All students will be provided with a complete orientation informing them of services at NIH to support their training and mentoring, including, but not limited to, the OITE, The Foundation for Advanced Education in the Sciences (FAES) Graduate School, the NIH Employee Assistance Program (EAP), the Office of the Ombudsman, and the Career Services Center in the OITE. Furthermore, all students in the Neuroscience Program will be encouraged to participate in career and professional development activities offered by the OITE, GPP, and NIMH Office of Fellowship Training while carrying out their dissertation research on NIH campuses. The Neuroscience Program will ensure that doctoral students have long-term research opportunities in NIH laboratories and will promote the involvement of NIH faculty with each incoming class of students.

2. Training of Students with KI as Sponsoring Institution:

All students in the Neuroscience Program will be, as a general rule, full time graduate students in the NIH-KI Joint Doctoral Program in Neuroscience.³ As such, KI will provide the basic formal educational structure for all such students. It is understood that all students, regardless of the site at which they conduct their dissertation research, will meet all qualifications, degree and program requirements as determined by KI, and as set out in this MOU. Students with KI as the Sponsoring Institution will spend a minimum of 18 months at NIH.

To ensure that the students recruited to the Neuroscience Program are of a high academic standard, KI will take an active role in promoting the Program. Prospective PI's will be informed of this Program through the NIH-KI Joint Doctoral Program in Neuroscience web site, informal conversations with colleagues and students, at appropriate regional and national scientific meetings, and with written recruitment material.

Subject to the availability of funds and in compliance with applicable laws, regulations and policies, KI will provide funding for students with KI as the Sponsoring Institution every alternate year. The funding will include salary according to prevailing rules and regulations at KI, as well as appropriate insurance cover while conducting studies at the NIH. The funding will cover four (4) years of full time studies.

It is understood that KI will maintain long-term commitments to all doctoral students for continued guidance, typical of those offered to students in all doctoral programs at KI as long as they remain in good standing. The NIH Partnership Directors, working closely with the OITE, GPP, and NIMH Office of Fellowship Training, will provide advice and problem resolution mechanisms to any program student while pursuing their thesis work at the NIH.

Students that are not U.S. citizens or lawful permanent residents in the U.S., must possess valid authorization to work at the NIH and be cleared by the Division of International Services (DIS), Office of Research Services (ORS), at the NIH. The DIS can offer immigration sponsorship as necessary to foreign national students.

³ Part time doctoral studies are permitted if there is cause, e.g. clinical practice, in accordance with KI rules and regulations.

3. NIH FACULTY

NIH IRP investigators who are mentors to students within the Neuroscience Program may serve upon request on a NIH-KI Neuroscience student's examination board and may be expected to attend committee meetings throughout the training period. Always subject to applicable laws and regulations, NIH Faculty may also become an adjunct faculty member of the KI, according to the KI rules and guidelines governing appointments and promotions and provided the investigators meet the criteria for initial and continued membership in the graduate faculty. No compensation or other benefits may be provided for such service.

Academic exercises such as a joint retreat, research colloquia, virtual courses and tutorials on the web may be planned, depending on available resources and capacities; which institution will be responsible for any costs of such programs will be negotiated by the Program leadership at NIH and at KI for each occasion (case-by-case). There will be open and proactive efforts to establish scientific collaborations and to share research resources among members of the KI and the NIH communities, subject to each Party's respective policies.

4. UNIVERSITY

KI will provide the basic formal educational structure for all students within the Neuroscience Program. It is understood that all students will meet all requirements for courses and degree programs as determined by KI rules and regulations, and in accordance with relevant Swedish legislation e.g. The Higher Educational Act (Högskolelagen 1992:134) and The Higher Educational Ordinance (Högskoleförordningen 1993:100), as amended from time to time. In addition KI will provide:

- A flexible curriculum that meets the requirements of the Neuroscience Program and recognizes the unique needs of all students, who will be performing dissertation research at remote sites on NIH and KI campuses, respectively.
- Communication of this collaborative effort through, for example, the Neuroscience Program web site, informal conversations with colleagues and students, as well as written recruitment material presented at KI.

The collaboration of faculty from both KI and NIH will be characterized by mutual respect and continuing communication. It is understood that the collaborative projects undertaken will demand active contribution from the PI's involved. Both KI and NIH will encourage their research personnel to participate in this program and to develop joint research collaborations. The Parties will be encouraged to exchange publicly available materials of mutual interest, including such items as scholarly publications, and pertinent research reports, on a voluntary basis. While the spirit of this agreement encourages exchanges of academic materials, neither party is obligated to furnish specific documents or a predetermined quantity of documents to the other. When appropriate, the Parties will seek to invite representatives of each other's research personnel to participate in seminars, conferences and colloquia.

5. LOGISTIC AND ADMINISTRATIVE SUPPORT/PROCEDURES

There will be two points of contact at each institution. The NIH Partnership Directors and the Academic Coordinators to the Neuroscience Program at KI will oversee the academic advising of students in the Program. They will coordinate activities with the GPP at NIH and the Neuroscience Program Co-Directors at NIH who will provide input on all administrative matters.

The NIH OITE holds responsibility for counseling and career advice for all doctoral students on the NIH campuses and will provide such support in coordination with KI for any students enrolled in the Program while they are on NIH campuses. Such efforts will be coordinated with the NIH Partnership Directors, the NIMH Office of Fellowship Training and other involved parties, such as the NIH's DIS, and ORS for foreign national students.

Either Party may terminate this agreement by written notice of 30 days, however, it is understood that all enrolled students will be permitted to complete their degrees, within the Neuroscience Program, with full support from both KI and NIH should the Program be discontinued.

6. USE OF INTELLECTUAL PROPERTY

Acknowledging the differences in law and practice between (i) Sweden, where intellectual property belongs to a high extent to the inventors, however, always subject to agreement, and that materials and/or any other background owned by KI shall never be included in any intellectual property owned by the inventor, and the (ii) U.S., where intellectual property is owned by the Institution that employs the inventor. The rights and obligations of the parties to this Agreement with regard to intellectual property shall be determined and governed by the jurisdiction in which such research is being conducted, so that any invention shall be assigned by the inventor to NIH if the invention is made at NIH. Notwithstanding anything else stated in this Agreement and always abiding with the assignment obligation of inventions stated in this paragraph above, the individual researcher shall always retain a non-exclusive, irrevocable, world-wide, fully-paid license to use any of his/her intellectual property results for internal research and academic purposes only.

7. PUBLICATIONS AND PRESENTATION OF SCIENTIFIC RESEARCH

The publication and presentation of scientific research by GPP Trainees are governed by the same policies as applied to other scientists, either employed by or in training at NIH (NIH Manual Chapter 1184 and Guidelines for the Conduct of Research in the Intramural Research Program at NIH). These policies are comparable to those now described in the Uniform Requirements for Manuscripts Submitted to Biomedical Journals, which were developed by the International Committee of Medical Journal Editors (<http://www.icmje.org/>). GPP Trainees should clearly state their affiliation with the Neuroscience Program and the NIH Graduate Partnerships Program: FIRST NAME, LAST NAME is a participant in the NIH-KI Joint Neuroscience Doctoral Training Program with KI.

8. ETHICAL FRAMEWORK

Each Party shall ensure that its activities under cooperation fully comply with all applicable laws, regulations and guidelines in relevant fields, that are in force during the term of this agreement, including but not limited to:

- (i) Any UNESCO Declaration on Ethics Issues, for instance the Universal Declaration on the Human Genome and Human Rights, the International Declaration on Human Genetic Data and the Universal Declaration on Bioethics and Human Rights, to the extent they are applicable to the Party in the relevant jurisdiction;

(ii) All applicable local, government laws and regulations and guidelines governing health and safety, data protection, and where relevant, the use of human or animal subjects, good laboratory practice and good clinical practice; and

(iii) Any World Medical Association policy included in the Handbook of WMA Policy, for instance The Helsinki Declaration on Ethical Principles for Medical Research involving Human Subjects, International Code of Medical Ethics, Declaration on Ethical Considerations regarding Health Databases and Statement on Animal Use in Biomedical Research, to the extent they are applicable to the Party in the relevant jurisdiction.

The Parties acknowledge that in all research activities under the collaboration they shall secure all necessary approvals from the relevant research ethics committees before undertaking any part of a research project requiring ethics committee approval. Each Party shall also obtain properly signed consent and acknowledgement forms from any human subjects or their legal guardians to be involved in the project. All KI-NIH students and his/her KI mentors, must be covered by the KI Federal-Wide Assurance (FWA) for all the work with human subjects done at KI, which must be under a clinical protocol. This will not be covered by NIH's FWA or tort claims.

The Parties will cooperate for the purpose of ensuring that each of them complies with ethical obligations and will therefore share information relating to ethical approvals obtained in a transparent manner.

9. DISCIPLINARY CODE

While admitted to doctoral education at KI, the prevailing conditions for continuation, withdrawal and termination of the studies of KI applies. However, when the student performs studies at the NIH, in addition, relevant rules and regulations of the NIH apply.

The Parties shall always inform and consult each other prior to any disciplinary action being taken and/or try to resolve any issues arising before any disciplinary action is needed.

10. DISPUTE RESOLUTION

Any dispute or disagreement that may arise in the execution, interpretation or application of this MOU shall be resolved by trustful negotiation by the Parties, in first stage by the Partnership Directors at the NIH and the Academic Coordinators at KI. If no settlement is possible, the Parties may call upon the Scientific Directors at the sponsoring NIH institute and the Dean of Doctoral Education at KI to settle the dispute in a trustful and amicable way.

11. USE OF UNIVERSITY OR LOGOTYPE

Both the NIH and KI agree to not use the name, logo, or any other marks (including but not limited to colours and music) owned by or associated with the other Party or the name of any representative of the other Party without prior written permission.

12. CONTACT PERSONS AT KI AND NIH

For Karolinska Institutet

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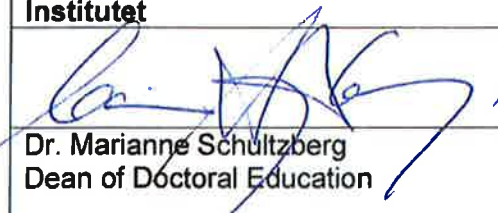
Administrative coordinator:

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13. TERMS OF AGREEMENT

This MOU forms the basis for renewing established relations between the NIH IRP and the KI for research and doctoral education; however, as this collaborative effort progresses, it is expected that new and wider areas of mutual interest may evolve and that there may be additional agreements.

This MOU, written in two identical originals in English, one for each Party to the Agreement, will be in effect for a period of five (5) years prior to evaluation to the program described herein.

Signed on behalf of Karolinska Institutet	Signed on behalf of NIMH
	
Dr. Marianne Schultzberg Dean of Doctoral Education	Dr. Susan Amara Scientific Director
Date: 2017-06-27	Date:
	Signed on behalf of NIMH
	Dr. Janet Clark Director, Office of Fellowship Training
	Date:
	Signed on behalf of NIMH
	Gwen Shinko Director, Office of Intramural Research Administration
	Date:
	Signed on behalf of NIMH
	Dr. Joshua Gordon Director
	Date:
	Signed on behalf of NIH

	Dr. Michael Gottesman Deputy Director Intramural Research
	Date: