

**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN THE
INSTITUTO TECNOLÓGICO DE COSTA RICA,
CARTAGO, COSTA RICA AND
CANADORE COLLEGE OF APPLIED ARTS AND TECHNOLOGY, NORTH
BAY, ONTARIO, CANADA**

Between the “**Instituto Tecnológico de Costa Rica**”, indicated hereinafter as, “**ITCR**” Cartago, Costa Rica, with legal certificate number 4-000-042145, represented by the Rector, María Estrada Sánchez, Ing. identification number 1-974-643, and the **Canadore College of Applied Arts and Technology**, indicated hereinafter as, “**CANADORE**”, North Bay, Ontario, Canada, a public educational institute with a mandate to provide quality educational and training opportunities while supporting the economic growth of North Eastern Ontario under the auspice of the Ministry of Colleges and Universities from the Province of Ontario, Canada, represented by George Burton, President and CEO

IN CONSIDERATION OF:

1. Both Parties are joined by similar interests and objectives both, academically and culturally.
2. That joint efforts in the areas of instruction, investigation and extension of technology and related sciences are necessary in order to contribute with the economic and social improvement of their nations as well as to bring them together.
3. That due to their mission and objectives, institutions shall look forward to establishing appropriate communication channels that will allow scientific, technological and cultural exchanges.
4. That both Parties are committed to similar objectives in areas that promote research, instruction and cultural diffusion.
5. That both Parties are legally empowered to establish cooperative agreements.

We accede to establish a collaborative Agreement subject to the following stipulations:

FIRST: The objective of this Agreement is to install the basis for a reciprocal cooperation that will allow the promotion and development of activities of mutual interest, such as faculty and student exchanges, research projects, as well as the exchange of academic and/or other information of mutual interest.

SECOND: ITCR and CANADORE accede to promote the development of research, educational and cultural activities developed under the scope of this Agreement.

THIRD: Both Parties will promote the development of joint research, technological, and cultural projects between the institutions, as well as mutual cooperation in those areas.

FOURTH: Both Parties will facilitate faculty and student exchanges, subjected to the stipulations of their respective countries and the internal procedures of each Institution.

Faculty exchange shall be entitled to join work groups of specific projects developed by the host Institution, under previously established programs.

Both Parties will provide faculty and students with the necessary facilities.

FIFTH: Both Parties will promote mutual exchange of research information, post-graduate courses, books, publications, and any other information that supports research and education.

SIXTH: For each one of the academic, research, or technology transfer activities to be developed under the scope of this Agreement, a letter of intentions shall be signed, specifying in detail the activities to be developed; such as place, responsible entities, participants, term, program, resources, as well as the financing procedure.

SEVENTH: The coordination of this Agreement and its annual activities will be supervised by named representatives from each Institution. The representative for ITCR will be the Director of Cooperation and International Relations of the Vice Presidency for Research and Extension; and the representative for CANADORE will be the Director Canadore International.

EIGHTH: Notifications with respect to this Agreement shall be provided as follows: ITCR main campus located 600 meters south and 600 meters east of the Courthouse of Cartago, fax (506) 2551-7424, and 100 College Drive, P.O. Box 5001 North Bay, Ontario P1B 8K9, T (705) 474-7600

NINTH: This Agreement is done in duplicate in English and Spanish languages, each of which shall be of equal authenticity.

TENTH: This Agreement of International Cooperation will begin on the date of signature by both parties hereto, and has a limit of **five years**, unless one of the Parties agrees to terminate the Agreement, through written notification, and the corresponding reply from the other Party. The disposal will not affect the projects executed at the time. Active projects, under this Agreement, will continue until their normal conclusion and will not be affected by the expiration of this general Agreement.

ELEVENTH: This Agreement does not create a legal or financial bond among the Parties. This Agreement is a declaration of purposes, which seeks to promote the development of a joint relationship and academic cooperation for the mutual benefit of the Parties. Both legal representatives may continue to establish similar agreements with other institutions, and may generate rules and regulations about the issues discussed.

TWELVTH: This Agreement has no fiscal value.

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María Estrada Sánchez
Rector
Instituto Tecnológico de Costa Rica



George Burton
President
The Canadore College of Applied
Arts and Technology

Place: _____

Place: North Bay ON Canada

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de Costa Rica

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V.B. Legal Department.

Ref.: Co-marco/4/22/2025

**CONVENIO MARCO DE COLABORACIÓN ENTRE EL
INSTITUTO TECNOLÓGICO DE COSTA RICA
Y EL COLEGIO DE ARTES APLICADAS Y TECNOLOGÍA DE
CANADORE**

Este acuerdo se establece entre el “**Instituto Tecnológico de Costa Rica**”, en adelante denominado “**ITCR**”, con sede en Cartago, Costa Rica, número de cédula jurídica 4 – 000 – 042145, representado la Ing. MARÍA ESTRADA SÁNCHEZ, M.Sc., cédula de identidad 1 – 974 – 643; y el **Colegio de Artes Aplicadas y Tecnología de Canadore**, indicado en lo sucesivo como “**CANADORE**”, North Bay, Ontario, Canadá, un instituto de educación pública con el mandato de proporcionar oportunidades educativas y de formación de calidad, apoyando al mismo tiempo el crecimiento económico del noreste de Ontario bajo los auspicios del Ministerio de Colegios Universitarios y Universidades de la Provincia de Ontario, Canadá, representado por George Burton, Presidente y Director Ejecutivo

CONSIDERANDO:

1. Que ambas instituciones se encuentran unidas por intereses y objetivos comunes, en los campos académicos y culturales.
2. Que para contribuir al mejoramiento económico y social de los pueblos y al acercamiento entre ellos, es de fundamental importancia que se establezcan relaciones de intercambio en los campos de la ciencia, la tecnología y la cultura.
3. Que son precisamente las universidades, por razón de su misión, esencia, finalidad y objetivos, las instituciones llamadas a establecer los canales de comunicación que permitan el intercambio del conocimiento científico, tecnológico y cultural.
4. Que tienen igualmente objetivos comunes en lo relativo al fomento de la investigación, la formación, y la difusión de la cultura.
5. Que son instituciones con personalidad jurídica propia, que les permite celebrar convenios de esta naturaleza para el mejor cumplimiento de sus fines.

Conviene en suscribir el presente Convenio Marco de colaboración con sujeción a las siguientes cláusulas:

PRIMERA: El presente convenio tiene como objetivo establecer las bases de una cooperación recíproca, que permita la promoción y realización de actividades de interés común, tales como intercambios en el ámbito académico y estudiantil, proyectos de

investigación, intercambio de información, y otras que sean pertinentes y de interés para ambas instituciones.

SEGUNDA: El **ITCR** y **CANADORE** se comprometen a promover la realización de actividades, en los campos de la docencia, la investigación y la cultura en general, dentro de las áreas fijadas de común acuerdo.

TERCERA: Las partes contratantes fomentarán el desarrollo de proyectos conjuntos de investigación científica, tecnológica y cultural entre ambas universidades, así como todo tipo de colaboración en la materia.

CUARTA: Se facilitará el intercambio de personal académico y de estudiantes, dentro del marco de las disposiciones vinculantes entre ambos países y de los procedimientos internos de cada Institución.

El intercambio académico estará orientado, preferentemente, a que los visitantes trabajen con grupos de la institución huésped en proyectos específicos, bajo programas previamente establecidos.

Las Instituciones signatarias, darán a los académicos o estudiantes, las facilidades necesarias para el buen desempeño de sus funciones.

QUINTA: Ambas partes se proponen fomentar el intercambio recíproco de información, sobre temas de investigación, cursos de postgrado, libros, publicaciones y otros materiales de apoyo a la investigación y la docencia.

SEXTA: Para cada actividad, programa o proyecto, bajo el marco de este convenio, se firmará una carta de intenciones específica, en la que se detallarán las actividades a realizar, lugar de ejecución, unidades ejecutoras responsables, participantes, duración, programa y los recursos necesarios para su realización, así como su forma de financiamiento.

SÉTIMA: Para la coordinación del presente Convenio y del programa anual de actividades, el **ITCR** designa a la persona Director de Cooperación y Relaciones Internacionales y el **CANADORE** designa a Laura Solano Moya.

OCTAVO: Para las notificaciones las partes acuerdan que el **ITCR** atenderá en su campus central ubicado en Cartago, de la esquina sureste de los Tribunales de Justicia, 600 metros sur y 600 metros este, y **CANADORE** 100 College Drive, P.O. Box 5001 North Bay, Ontario P1B 8K9, T (705) 474-7600

NOVENA: Este Acuerdo se hace en doble formato en inglés y español, cada uno de los cuales será de igual autenticidad.

DÉCIMO: El presente Convenio Marco de Cooperación entrará en vigor en el momento de su firma y tendrá una vigencia de 5 años, hasta tanto una de las partes solicite su revocatoria, por medio de una nota escrita, y la debida respuesta escrita de la otra parte. La revocatoria del convenio no afectará a los proyectos o actividades en estado de ejecución, los cuales podrán continuar su trabajo hasta su terminación normal.

DÉCIMO PRIMERA: El presente Convenio no crea una relación legal o financiera entre las partes. Este Acuerdo constituye, únicamente, una declaración de intenciones, cuyo fin es promover el desarrollo de auténticas relaciones de beneficio mutuo, en materia de colaboración académica. Nada de lo aquí pactado afectará en forma alguna el pleno derecho de cada una de las instituciones signatarias del presente convenio, de establecer convenios similares con otras universidades, ni de generar la reglamentación y normas legales sobre la materia a tratar.

DÉCIMO SEGUNDA: El presente convenio es gratuito y en virtud de su naturaleza no se comprometen fondos públicos.

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SANCHEZ (FIRMA)
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Ing. María Estrada Sánchez, M.Sc.
Rectora
Instituto Tecnológico de Costa Rica

Lugar: Cartago, Costa Rica.



George Burton
Presidente
El Colegio de Artes Aplicadas y Tecnologías
de Canadore

Lugar: North Bay, ON, Canada

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V.B Asesoría Legal - ITCR

Contract/Agreement Tracking

Initiating Administrator: Lianne Bettiol

Agreement Title: MOU – ITCR and Canadore College

Agreement with: Instituto Tecnológico de Costa Rica ITCR

Type of Agreement: Memorandum of Understanding Renewal

Start Date of Agreement: May 15, 2025 **End Date of Agreement:** May 15, 2030

Certificate of Insurance Required? Yes / **No**

A copy of the contract will be sent to our insurance company by Financial Services. This may take a couple days to process.

NOTE: The original agreement/contract has to be returned to Financial Services once signed by all parties.

Only the President and Vice Presidents have signing authority.

Document Tracking:

Date	Person Resp.	Action	Comments	Task Completed By
05/01/2025	Initiator	Send to Controller for Review	For Review	L. Bettiol
	Controller	Review and provide feedback if necessary		
05/01/2025	Controller	Final Review	Okay to sign	SEM
05/02/2025	Initiator	Send to Director, International Recruitment and Business Development	For approval	L. Bettiol
	Financial Services	Order Certificate of Insurance		
05/02/2025	Vice President	For Signature or for review when President is to sign.	For consideration	L. Bettiol
05/05/2025	President	For sign off on both the English and Spanish MoUs	For final approval	L. Bettiol
	Initiator	Send to Director, International	Sign as witness	
	Initiator	Obtain signatures of other party	Received	
	Initiator	Deliver signed agreement to other party along with Cert. of Insurance		
	Initiator	Ensure Financial Services received signed original copy for vault	Uploaded to Bonfire and Monday.com and forwarded to Finance	
	Financial Services	Files signed original in vault		

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Final Audit Report

2025-05-06

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