



தமிழ்நாடு தமில்நாடு TAMILNADU

ச. சிவசுப்பிரமணியன் EM 821181

5 NOV 2025

வசூல் வசூலாண்டு கணக்கு மட்டும்  
சிகிச்சையின் கட்டுப்பாடு.

R. சபாநாயகருப்பன்  
முத்திரைத்தாள் விநியோகியாளர்  
ஆர். சி. எண்: -1131/ஆர்/2/2015  
3/58B, Y. நரசிங்கம், யா. ஒத்தக்கரை  
மதுரை - தமிழ்நாடு




This Memorandum of Understanding, hereinafter called THE MOU entered into on this date 27.11.2025 between Latha Mathavan Arts and Science College having located at Madurai (Hereinafter called LMASC ) and The Export Promotion Centre, affiliated to Tamil Nadu Chamber of Commerce & Industry, Madurai having its Registered Office at 2nd Floor, 178-B, Kamarajar Salai, Madurai 625009, Tamil Nadu, India. (Hereinafter called EPC).

### 1. OBJECTIVE

The Chairman, The Office Bearers, The Core Committee members, The Ordinary members and The Secretariat of EPC have committed themselves to support the student community across Tamil Nadu and India to share the knowledge and wisdom to the next generation. The student outreach program is named as COLLEGECONNECT.



  
DR. K. MATHAVAN  
FOUNDER / CHAIRMAN  
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EDUCATIONAL TRUST  
No. 320, LATHA MATHAVAN ILLAM,  
ANNA NAGAR, MADURAI - 625 020.

Both **LMASC** and **EPC** understand to impart skills and training to the students in export and export related subjects and wishing to collaborate on a **NON PROFIT** motive for the benefit of the students to take up International Business and Export Career.

## 2. KNOWLEDGE SHARING

**EPC** has a main objective of knowledge sharing as its Vision Document. **EPC** shall provide support to the students and willing to share the pool of resources from the members or from outside resources to guide the students in the following areas

- i. EXPORT BASICS
- ii. EXPORT PRODUCT SELECTION
- iii. EXPORT COSTING
- iv. E- COMMERCE
- v. EXPORT FINANCE
- vi. DOCUMENTATION
- vii. LOGISTICS
- viii. EXPORT INSURANCE
- ix. EXPORT MODEL CANVAS

Add /or any other export related subjects. The above subjects shall be imparted in any of the following channels


- i. CAMPUS TRAINING
- ii. CAMPUS WORKSHOP
- iii. OUTSIDE WORKSHOP
- iv. MONTHLY MEETING AT 6 CENTRES WITH REGULAR MEMBERS

## 3. RESOURCES PERSON

**EPC** Secretariat will endeavor to identify the Resources Persons suitable for the topic and depute them for the above activity.

3.1 **LMASC** should arrange for proper local conveyance to venue, accommodation for outstation visitors and nominate a person for coordinating with the Resource Person. All



  
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out of pocket expenses on travel, food, accommodation of the Resources Person should be reimbursed at the time of the meeting.

3.2 LMASC shall request the EPC Secretariat well in advance to conduct such workshop and fix the Resources Person and conduct the activity.

3.3 LMASC shall compensate with honorarium against proper receipts.

#### 4. INTERNSHIP

4.1 EPC members and office bearers are exporters, prospective exporters, export consultants, traders, and businessmen who are a member in one of the 6 centres at present. LMASC shall approach the EPC Secretariat and communicate regarding the requirement for internship. EPC Secretariat shall cascade the information to the EPC members and connect with the college.

4.2. The interns and LMASC shall follow the rules of the organizations in which the offer is provided for. The basic rules like timings, non usage of mobile etc to be strictly adhered to. No fees or salary or allowance shall be paid to the interns during the internship either by EPC or the organization wherein internship is allotted. A certificate from the Organization shall be issued on completion of the course.


#### 4.3 Internship at Secretariat

This is the Apex Centre and internship shall be at Madurai Secretariat. The students shall get opportunity to understand the functioning of EPC and work in the following domains.

- Admin and Coordination with members
- Coordination for exhibition/foreign visit/industry visit
- Membership growth and marketing
- Buddy support for foreign delegates
- Web /IT/Portal maintenance
- Digital Marketing

4.4 EPC shall not be responsible for the disputes, if any, arising between the students and the member during the internship or incompleteness of internship etc.



  
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## 5. VOLUNTEERING

5.1 EPC shall provide opportunity for students of LMASC to attend to the following events subject to the approval of the The Chairman/EPC Secretariat.

- i. EPC summit (yearly)
- ii. Road shows
- iii. Exhibitions/ stalls

## 6. MONTHLY MEETINGS OF THE CENTRES

6.1 There are 6 centres at Madurai, Salem, Hosur, Erode, Coimbatore and Chennai at present. These centres are managed by local office bearers and core committee members. The membership strength ranges from 50 to 200. The monthly meeting is a knowledge sharing platform hosted by the local centres with a topic related to exports. The best topics relating to export are handled by experts in a particular domain.

6.2 The students get the opportunity to attend special meeting at the Local Centres and extend volunteering support by coordinating with the Local GC members. The details of participants shall be sent to the EPC Secretariat by the Local Coordinator.

## 7. MEMBERSHIP

7.1 During the last two semesters, the final year students could join in the nearby EPC as Student members. Attending such meetings enhance their employability and skill in export domain.


## 8. OTHERS

8.1 THE MOU will be in force for 2 years and at the end of the period could be extended with mutual consent.

8.2 Difference of opinion between parties on any activity during the period of MOU shall be resolved with mutual consultation.

8.3 Notwithstanding this MOU, either party understands that this MOU is not exclusive to either of the parties. Both the parties have rights to engage in similar MOUs with other institutions.



  
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8.4 The above terms and conditions can be extended beyond the terms mentioned in this

MOU based on the mutual agreement between

**Latha Mathavan Arts and Science College (LMASC)**

&

**Export Promotion Centre (EPC).**

Date: 27.11.2025

Signed



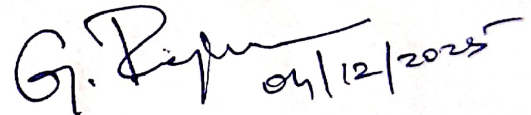
**PRINCIPAL**



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Signed

**CHAIRMAN**



**Export Promotion Centre**

**Latha Mathavan Arts and Science College**

**Madurai**

**Madurai**

