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STUDENT AGREEMENT

ERASMUS MUNDUS JOINT MASTER IN PLANETARY GEOSCIENCES
GEOPLANET

For Erasmus Mundus Scholarship holders
Academic year 20XX / 20XX

Between the coordinating institution

Nantes Université, with registered office at 1 quai de Tourville, BP 13522, 44035 Nantes Cedex 1

Hereinafter referred to as “coordinating institution” and legally represented by Prof. Carine BERNAULT, President of Nantes Université,

On behalf of the EMJM GEOPLANET Partnership formed by Nantes Université and the following universities (‘the Institutions’):

- **UNIVERSIDADE DE COIMBRA**, Paço Das Escolas 3001-451 COIMBRA, Portugal, represented by Cristina Maria PINTO ALBUQUERQUE, under delegated authority given by “Despacho n.º 4011/2021, April 21, hereinafter referred to as “UC”,
- **UNIVERSITÀ DEGLI STUDI GABRIELE D'ANNUNZIO DI CHIETI-PESCARA**, Via dei Vestini 31 66013 CHIETI, Italia, represented by Sergio CAPUTI, hereinafter referred to as “UdA”,

COLLECTIVELY REFER to in this agreement (the "Agreement") as the "Institutions" or the "Partners" according to the context.



And the scholarship holder

Last name or surname (as in passport): _____

First name or given name (as in passport): _____

Nationality: _____

Gender: _____

Passport number: _____

Date, town, country of birth: _____, _____, _____

Full Home address: _____

Telephone number/cell phone: _____

E-mail address: _____

Hereinafter referred to as "the scholarship holder" or "the student",

Agree on this contract under the following terms and conditions:



1. General conditions

1.1 Objective of the agreement

The purpose of this agreement is to determine the obligations of each party of this agreement, in respect of the Grant Agreement n°101081552 between Nantes Université, representing the partnership, and the Education Audiovisual and Culture Executive Agency (EACEA) of the European Commission, and in accordance with the regulations of the EACEA.

1.2 General information about the programme

The Student commits himself/herself to attend the academic Programme of the Erasmus Mundus Joint Master (EMJM) GeoPlaNet ('the Programme') starting on **September XXXX** for a duration of 2 academic years. The location at which the Student must present him/herself is:

University of Coimbra

Paço Das Escolas 3001-451 COIMBRA, Portugal

Relevant information concerning the structure and organisation of the EMJM Programme is published on the website: <https://geoplanet-impj.eu/>. During the first three semesters (S1, S2 & S3) of the two years Programme, the Student shall participate into the following academic pathway:

S1 – Universidade de Coimbra, Portugal

S2 – Università degli Studi Gabriele d'Annunzio, Chieti-Pescara, Italy

S3 – Nantes Université, France

S4 is dedicated to an internship, which that can take place anywhere in the world, through approval by the JPMC and the completion of a dissertation (see 1.5).

1.3 Requirements of the programme

The student confirms that he/she now meets the requirements to follow the Programme, particularly that:

- he/she holds a Bachelor's (or equivalent) degree in one of the fields of earth science, physics, mathematics, astrophysics, geology, engineering.
- he/she has achieved a minimum level of English of B2, equivalent to the International English Language Testing System (IELTS) (between 5 and 6,5, with a minimum of 5.0 in all four components) or an equivalent qualification obtained through a 'secure English language test' which is valid at time of registration.
- For Native English speakers, the language certificate shall not be mandatory.

1.4 Assessment (S1, 2, 3)

The Student must pass all the modules of the EMJM program at each Host Institution and must validate 30 European Credit Transfer and Accumulation System (ECTS) credits for each semester.



Assessment conditions (type of exam etc.) are decided individually for each module. A grade is given per module assessment by the Host Institution according to the regulations and procedures as well as the performance criteria applied at the Host Institution.

Retake exams for taught modules will be allowed and supervised according to the regulations of the relevant Host Institution. If the student does not pass a semester, one retake session shall take place directly after the end of the course or during the following semester (under the supervision of a local teacher or the internship supervisor).

If the Student fails to meet the assessment requirements for a module, including any resit attempts permitted by the Host Institution, the situation will be analysed by the JPMC. If no solution has been found, in the worst case, he/she will be informed that they have not satisfied the conditions for an award and must leave the programme.

1.5 Assessment (S4)

During Semester 4, the Student will carry out an internship (5 or 6 months) within one of the partner Institutions or in an organisation of his/her choice outside the GeoPlaNet Consortium. The organisation and its localisation as well as the subject of the internship and research project must be approved by the JPMC.

At the end of the research project, the Student will have to submit a dissertation and defend it during an oral presentation. The oral presentation will be given in person in one of the 3 partner Institutions. Shall the Student be not able to travel back to the Partner institutions, the possibility of defending the dissertation through a virtual session (videoconference) could be arranged, if validated by JPMC. The dissertation will be submitted to a jury appointed by the JPMC.

The Student must attain a minimum overall mark of 10/20 to achieve the required 30 ECTS credits for this semester.

1.6 Academic documents

The Programme Coordinator will retain the documents for the current academic year and six years after the end of the Master programme, during which students will be able to consult their copies. After this period copies will be destroyed.

1.7 Degree awarded

At the end of the two-years programme, if the Student has obtained a minimum of 30 ECTS credits from each Institutions (S1, S2 and S3) and 30 ECTS Credits from the internship / dissertation (S4), he/she will receive a:

- A joint Certificate, detailing the two-years EMJM programme and the internship carried out ;
- Diploma Supplement, mentioning the courses attended at each Host Institution and the ECTS obtain for each course unit.



2. EMJM Scholarship

2.1 Participation fees

Scholarship Holder students will pay no registration fee. All costs related to the study period: tuition and examination fees, insurance, access to library and electronic resources, administration costs, computing facilities and the costs of additional learning activities, will be covered by the 3 Universities.

2.2 Scholarship

Eligibility

Students who have previously obtained an EMJM scholarship are not eligible to apply for an additional EMJM scholarship.

The scholarship holder student cannot receive any other scholarship or funds from Erasmus + or from another EU funded programme to follow the GeoPlaNet-EMJM master course (for the entire period of enrolment in the course).

Scholarship payment rules & schedule

Nantes Université will pay to the Scholarship Holder Student a monthly scholarship corresponding to 1400 € for each full month of attendance, during the study period that covers study, research, placement activities, thesis preparation and defence for a total of 24 months.

The scholarship will be paid for the period running from September 20XX, for 24 months maximum, until August 31st 20XX.

The scholarship will be a contribution to the costs incurred by the beneficiary students and shall cover:

- travel,
- visa,
- installation and subsistence costs.

The allowances will be paid in EUROS on a **European bank account**, opened in the name of the student.

The scholarship payments to the Student's bank account shall start at the beginning of the next month following Student arrival in the Host Institution and after registration process, provided the Student has sent an official bank account attestation (including IBAN and SWIFT code) to the Coordinating Institution.

Provided that the student arrives in early September, the first payment will consist of a two month-payment in early October. Then monthly installments will be made at the beginning of each month during the 22 remaining months of the EMJM, starting from the beginning of December.



Nantes Université cannot be held responsible for late payment of the monthly allowance or reimbursement due to any circumstance beyond its control.

If the student leaves the programme early, he/she will have to repay the money received for the period of study not taken.

Scholarships are awarded on the basis of student attendance on a pro-rata basis. If the student arrives after the beginning of the programme and cannot start the programme in September due to any circumstances or needs to leave the programme temporarily (maternity leave, sickness) payments will be suspended during this absence. If the student needs to start the programme remotely because of visa issues for instance, the student will need to prove his/her attendance to the lectures in order to receive the scholarship during this period.

2.3 The Student gives his/her consent to the Coordinating Institution for his/her bank account information to be shared with its nominated payment service agent to pay scholarship monies. The Coordinating Institution will use and store Banking information provided by the Student in a safe and secure way, and it will only be used for the benefit of the Student. Personal data will be retained for the duration of the Student's EMJM GeoPlaNet, and it will not be kept for longer than is necessary for its given purpose.

If a change occurs to the Student's bank account, the Student must inform the Coordinating Institution.

2.4 Individual needs

Students with special needs will have the possibility to benefit from financial support to cover the costs related to their individual needs. Students who wish to benefit from this scheme shall describe before arrival the nature, duration and frequency of the specific support they require so that the Partnership can evaluate the costs.

3. EMJM Scholarship in case of interruption

The Student is expected to achieve a high standard of attendance and participation. The EMJM scholarship can be interrupted if:

- The Student did not reach the minimum academic requirements to continue the Programme;
- The Student is excluded from the Programme because of serious violation of the ethical code of the Host Institution;
- The Student does not actively participate in the Programme activities (such as in lectures, tutorials, field trips etc.) owing to personal motives/ choices:
 - that the Student cannot justify with medical certificates or any other official support documentation;
 - for which authorisation has not been given by the Host Institution.



The monthly EMJM subsistence allowance payments will be immediately stopped if:

- The Student does not meet the above-mentioned requirements for performance or participation;
- He/she withdraws their participation in the Programme;
- He/she is excluded from the course.

4 Insurance

4.1 Scholarship students will be provided with insurance throughout the entire period of the Programme. This insurance policy covers all EACEA minimum requirements (medical expenses, civil responsibility and repatriation cost to the country of the Student etc.).

4.2 The coordinating institution will not reimburse insurance tickets bought by the Scholarship holder unless given specific authorisation from the EACEA. If he/she withdraws before the starting date of the programme, the Scholarship holder commits to reimburse any insurance expenses already incurred by the coordinating institution.

4.3 The Student gives his/her consent to the EMJM GeoPlaNet Partnership for his/her personal data, which is necessary for the processing of his/her insurance cover, to be shared with its nominated insurance broker. The EMJM Partnership will store personal data provided by the Student for the duration of the Student's EMJM and for a period of 8 years after the end of his/her EMJM GeoPlaNet. The Partnership's nominated insurance broker will retain the Student's personal data for a period of 10 years from commencement of his/her insurance cover.

5 Support and services

5.1 The Student will be provided with a Personal Academic Tutor (PAT) at each Host Institution for the entire period of stay at this Institution. Should the Student encounter any sort of academic, logistic, administrative, social or cultural issue at faculty level, his/her PAT will be the first contact person for advice and support.

5.2 The Student will be provided with individual assistance before, during and after the programme. This assistance will be provided from the Programme Coordinator as well as the International Relations Officer or equivalent at each Host Institution. This support will cover all administrative procedures he/she may require (i.e. travel information, registration, orientation days, student card, accommodation, sports facilities, cultural and social events, and if needed, residence permits, registration with the local authorities and visa information).

5.3 The student is encouraged to become a member of the Erasmus Mundus Students and Alumni Association (EMA). Members have access to lots of resources and benefits, including



discovering new events, projects, and networking opportunities. For the registration procedure see : <https://www.em-a.eu/>

6 Responsibility and commitment

- 6.1** The scholarship holder shall obey the laws and regulations from each host country. He/she shall behave in a civil and correct manner during the entire period of the Programme and is responsible for the consequences of his/her actions. Should a serious offence occur, the Partnership might consider to cancel this contract and, consequently, to stop paying further allowance to the Student.
- 6.2** The Student is responsible for paying any debts incurred during the EMJM scholarship period. The Partnership shall not be responsible for any loss, damage or injury to third parties caused by the Student.
- 6.3** The Student commits to respecting the arrival and departure dates established for his/her mobility period. If late arrival is allowed with specific authorisation from the EACEA (and is justified with relevant support documentation), the Student agrees that the amount of his/her total scholarship grant may be reduced.
- 6.4** If the Student decides to stop his/her EMJM scholarship after the start of his/her mobility, an extensive motivation must be provided in written format to the Coordinating institution (letter and supporting documentation if relevant). The Coordinating Institution will evaluate the motivation and inform him/her whether the entire scholarship will be revoked or not. If it be so, the Student shall transfer the received scholarship to the Coordinating institution's account through bank transfer.
- 6.5** During his/her study periods, the Student shall:
- behave ethically;
 - behave in a responsible manner and inform the consortium members of any problems encountered during the participation to the programme.
 - not act fraudulently;
 - not cheat nor commit any kind of falsification or plagiarism of any academic or research work;
 - not abuse or misuse the access to facilities, equipment or installations;
 - not perform any unauthorised access or violation of departmental, school or university rules.
 - fulfil the requirements of the EMJM programme
 - follow the regulations of the Host Institution regarding assessment resits

Any violation of these above-mentioned rules will be referred to the JPMC who may be allowed to exclude the Student from the Programme.



- 6.6** All rights in intellectual property produced during the two academic years starting on **01/09/20XX**, shall belong exclusively to the Host Institution where the intellectual property was developed. The Student shall not at any time disclose to any third party any confidential information from this academic Programme.
- 6.7** If the Student wants to complain about a service provided by a Host Institution, the first step shall be to contact his or her Personal Academic Tutor and to follow the complaint procedure implemented at this particular Institution. Should the Student have any other type of complaint (including appeals), he/she shall directly refer to the JPMC. The JPMC will consider the issue and will be responsible to solve it as soon as possible.
- 6.8** Unless provided by law in the country or region of the relevant Partner Institution, the Partnership is under no legal liability for accidents, illnesses, injuries, losses or damages to persons or goods resulting from or in any way related to the activities that are object of this Agreement.
- 6.9** As an Erasmus Mundus scholarship holder, the student shall participate in all evaluations and surveys conducted by the Coordinating Institution, the EMJM Consortium or by the EACEA, granting authority of this Programme. This can include evaluations during the duration of the Programme or after the participation to the Programme.

7 Modification or premature termination of this Agreement, and dispute resolution

- 7.1** If the Student's situation changes or he/she wishes to modify this Agreement, he/she must notify the Coordinating Institution immediately.
- 7.2** In any event, any modification to this Agreement must be written and signed by both parties.
- 7.3** Without prejudice to the general consequences laid down in national law, the Partnership may give written notice to the student to terminate this Agreement immediately.

8 Processing of Personal Data

- 8.1** Access to personal data by the Institutions shall be limited to the extent necessary for the implementation, management and monitoring of the Agreement.
- 8.2** The Institutions undertake to adopt appropriate technical and organisational security measures having regard to the risks inherent in the processing and to the nature of the personal data concerned, in order to:
- prevent any unauthorised person from accessing computer systems processing personal data, and especially:
 - unauthorised reading, copying, alteration or removal of storage media;
 - unauthorised data input as well as any unauthorised disclosure, alteration or erasure of stored personal data;



- unauthorised persons from using data-processing systems by means of data transmission facilities;
- ensure that authorised users of a data-processing system can access only the personal data to which their access right refers;
- record which personal data have been communicated, when and to whom;
- ensure that personal data being processed on behalf of third parties are processed in the manner prescribed by the EACEA;
- ensure that, during communication of personal data and transport of storage media, the data cannot be read, copied or erased without authorisation;
- ensure prompt deletion of personal data when there is no need to retain it;
- design their organisational structure in such a way that it meets the legal data protection requirements of their respective countries of domicile.

8.3 For each Student, the Partnership is required to report to the EACEA the following data:

- Number of scholarship allowances payments
- Total amounts received
- Number of ECTS achieved during the programme
- Date of graduation
- Name of degree delivered
- Type of degree delivered
- Mobility data (such as time periods spent at each Host institution, activity carried out etc.)

Nantes Université will be responsible for uploading this personal data of Students onto the EACEA's Mobility Database for financial monitoring and reporting as well as for statistical purposes.

In addition, for each Student, the following personal data shall be collected and processed:

- **Contact information** (family and first names; address; postal code, city and country of residence; nationality; email address; telephone number; life partner; number of children; gender; and year of birth)
- **Information related to the programme and EMJM scholarship** (course title; category of scholarships; type of candidate, institution delivering previous degree; university of origin and country of university of origin; institutions visited or studied at; and arrival and departure dates from host institution).

Further information can be found on EACEA's Privacy Statement for the processing of personal data in the context of the Erasmus Mundus academic mobility scheme (see link : https://eacea.ec.europa.eu/sites/eacea-site/files/privacy_statement_p4-2013.pdf)

Nantes Université
Chantal Gauthier
Dean of the Faculty of Science and Technology
Nantes Université
Done at _____, Date

The scholarship holder
First and LAST name of the Student:

Done at _____, Date