

Student Agreement

EMJM Scholarship Beneficiaries

Erasmus Mundus Joint Master CCD-STeDe

Climate Change and Diversity: Sustainable Territorial Development

Università degli Studi di Padova, established in via VIII Febbraio 2 - 35122 Padova Italy, Coordinating Institution of the Erasmus Mundus Joint Master in “Climate Change and Diversity: Sustainable Territorial Development” (CCD-STeDe), represented by Prof. Massimo De Marchi

the **Coordinator** of the one part De Marchi, Massimo; 18/11/1964; Padova; Italian

AND

the **Student**, of the other part [Surname], [Name]; [date of birth dd/mm/aaaa; City of birth; nationality]

HAVE AGREED to the following terms and conditions:

1. Study Programme

The Student commits him/herself to duly attend on a full-time basis the Joint Master Programme, having a legal duration of two (2) academic years, 120 ECTS. The student is obliged to inform the coordinating institution as soon as possible of any events or circumstances likely to affect the Student Agreement

▪ 1.1 Mobility Path and attendance rules

- 1st semester - Università degli Studi di Padova, Italy – 30 ECTS
- 2nd semester - Universidade da Madeira, Portugal – 30 ECTS
- 3rd semester - Università degli Studi di Padova and Universidade da Madeira, Portugal (blended), 15 ECTS of courses, and first step of internship and thesis (15 ECTS)
- 4th semester - Any Consortium Partner for Internship and Thesis – 30 ECTS*

* For UMa Thesis 45 ECTS (it includes internship and some course of the third semester as research preparation), for UNIPD Thesis il 30 ECTS and internship 15 ECTS

The EMJM includes compulsory physical mobility consisting of a minimum of two study periods in two countries, of which at least one must be a EU Member State or third country associated to the Programme (North Macedonia, Iceland, Norway, Serbia, Liechtenstein, and Turkey). These two countries must be different from the country of residence of the student at enrolment stage. Each of the two mandatory study periods must correspond to a workload of at least one academic semester (30 ECTS credits).

Under the present contract, the Student is obliged to attend assiduously, and with the objective of successfully passing all teaching Units (lectures, practical sessions, field trips, informative and official meetings), and final thesis defence. The Student understands that he/she shall be excluded from the CCD-STeDe Erasmus Mundus Joint Master:

- in case of non-attendance to the course
 - the Student cannot justify with any medical certification, for which permission has not been granted in advance by CCD-STeDe Local Director;
- if the Student is subject to disciplinary measures leading to his/her exclusion from CCD-STeDe Partner Universities;
- if the Student withdraws from the CCD-STeDe programme, on his/her own decision or by force majeure.

The Student cannot leave the hosting institution before the official end of the semester, as it is communicated by the CCD-STeDe Local Director.

▪ 1.2 Assessment/Evaluation

If the CCD-STeDe Scientific and Pedagogical Committee finds the Student's actual capacity, skills and/or levels of competence in some crucial areas (linguistic, academic, psychological, etc.) not adequate to allow him/her to continue the joint programme with serious chances of graduation it will discuss and agree ad hoc measures to be taken. In case the student is also a scholarship holder, payments shall be at least suspended waiting for a final decision.

The student commits himself/herself to participate in evaluation/surveys conducted by the two degree-awarding institutions of the programme or by the European Union/EACEA.

▪ 1.3 ECTS and credit requirements

All ECTS acquired during the mobility path will be mutually recognised by the four degree-awarding institutions involved as integral parts of the study programme leading to qualification/degree to be awarded, as long as the Student is successful in the respective examinations and/or assessments.

Examinations and re-sits are performed at the same partner institution where the Teaching Units have been attended, and follow the local calendar, regulations and methods of assessment. ECTS are gained according to local pass/fail rules.

18 credits (considering also re-take exam sessions) is the minimum requirement for students to be allowed to continue to the second semester of studies; 48 ECTS credits (considering also re-take exam sessions) is the minimum requirement for students to be allowed to continue to the third semester of studies; 78 credits (considering also re-take exam sessions) is the minimum requirement for students to be allowed to continue to the fourth semester of studies. For failed course units at the University of Padua, a distance evaluation method could be arranged before the end of April of the first academic year in collaboration with UMA; for failed course units at UMA, a retake period from July till half October by distance evaluation method could be arranged. The administrative admission for visa reasons does not overrule the previous minimum requirements.

If a student fails in more than 12 ECTS at the end of one semester, she/he will not be able to continue the CCD-STeDe programme even within the same academic year, except special conditions to be evaluated by the Partnership Board.

If the student does not obtain 18 credits at the start of the 2nd semester, 48 credits at the start of the 3rd semester or 78 credits at the start of the 4th semester, the Scientific and Pedagogical Commission has the right to revoke student's admission to the program. In case the student is a scholarship holder, payments are automatically suspended.

▪ 1.4 Internship and Thesis rules

Internship and Thesis are jointly carried out under the responsibility of one of the five partner Universities, where the student is spending his/her 4th semester (host University).

Internship and Thesis are strictly bonded to each other. Procedures and consistency assessment will be under the responsibility of the CCD-STeDe Local Director and will be carried out according to the rules of the host University. The case study can be carried out in countries other than the host University.

The specific calendar linked to internship and thesis includes

- Third semester (October): Presentation of the thesis plan
- Third semester (October): Start of internship and preparation of thesis (courses for research preparation)
- Fourth semester (July): End of internship and thesis

The Host University is also in charge of identifying the partner organization monitoring and assessment of student's activities and eventually its confirmation. In any case, the student must, at the end of the Internship, write a 15 to 20 page (each page 2000 characters) report, in English or Portuguese. The Internship and thesis mark is accredited as 15 ECTS and as such it is taken into account in view of acquiring 120 ECTS for graduation. The Student can carry out only one internship from the 3rd semester onwards, also in case of late graduation.

The thesis must be written either in English or Portuguese. A summary (1 to 3 pages x 2000ch) must be added in the other language. Students should mention in the Thesis their complete mobility path.

- Thesis length: 60-100 pages x 2000ch., plus Annexes (if applicable).
- Format and structure: according to the rules of the host University. Front page: see Local Director
- The Host University will adopt necessary procedures to avoid plagiarism.
- Student has full access to libraries and online references of Host University.

Each Internship and Thesis will have a Supervisor chosen by the student among the teaching staff of the host university and agreed upon by the Local Director, according to the selected topic and the competences of the teaching staff.

Student will also have a Discussant from a Partner University different from his/her Host one. The Thesis will be defended online or at one of the Consortium partner Universities. The defence will be evaluated by an ad-hoc Thesis Examination Commission, composed of at least five (5) Professors, at least one for each Consortium partner University.

The mark for the Thesis will be decided by the Thesis Examination Commission on the basis of the Thesis process, the content and the oral presentation. In particular:

- 10% related to the process (Supervisor)
- 55% related to the results (Supervisor: 25% + Discussant: 30%)
- 35% related to the defence and discussion (Thesis Examination Commission).

The thesis, is accredited as 18 ECTS for UNIPD and as such it is taken into account in view of acquiring 120 ECTS for graduation. For UMa the 45 ECTS for thesis results from the combination of thesis and internship.

The Student is expected to pay on its own the travel expenses for both the thesis defence and the graduation ceremony organized at one of the Consortium Partner Universities.

2. Degrees awarded

Upon successful completion of the Joint Master Programme, students shall be awarded the following degrees:

* Laurea Magistrale in Sustainable Territorial Development – Climate Change diversity cooperation, Classe n. LM-81 delle Lauree Magistrali in Scienze per la Cooperazione allo Sviluppo – (D.M. 22/10/2004, n.270), awarded by the University of Padua

* Mestrado em Estudos Regionais e Locais, awarded by Universidade da Madeira, Portugal

3. Grading System

The local grading system applies locally. In order to facilitate the understanding and comparison of grades will be used a conversion table.

The final grade will be calculated for each student by weighing examinations results and corresponding ECTS, using the Italian grading system (/30) Students will therefore be assigned a final grade /110 (Voto di Laurea) and a Grade of merit (A+ to E), based on the common Conversion Table.

4. Diploma and Diploma Supplement

The student obtains the mentioned Diploma only if s/he has acquired a minimum of 120 ECTS and has no financial obligations pending (tuition fees or other fees due to the STeDe Consortium).

The diploma supplement will be delivered according to the Università degli Studi di Padova specific rules, based upon the European Commission template (http://ec.europa.eu/education/tools/diploma-supplement_en.htm).

The student commits him/herself to report in any communication the attendance to all the partner universities involved in their curriculum.

5. Financial management of the scholarship

The student scholarship holder declares to be compliant with the following conditions:

- (i) have — at the date of enrolment — a first higher education degree (or demonstrate a recognised equivalent level of learning according to national legislation and practices in the degree-awarding countries)
- (ii) be enrolled in the EMJM CCD-STeDe, which leads to the award of a double degree from the University of Padova and Universidad Andina Simón Bolívar
- (iii) not have already benefited from a previous Erasmus Mundus Joint Masters (EMJM) scholarship

The EMJM scholarship covers the entire duration of the Master (24 months), through a monthly allowance of 1400 euros. The EMJM scholarship covers

- The tuition fee
- The health and accident insurance for 28 months (two months before the start of the master course until two months after the end of the studies, unless the student leaves earlier).
- Food and accommodation expenses during the summer school (third semester)

The students' scholarship holders are responsible for arranging and paying for the costs implicated in the Erasmus Mundus Programme, for example:

- Passport and visa application fees

- In-country and international travel costs (including the third semester's summer school and the travels in the fourth semester's for internship and thesis)
- Installation and subsistence costs (food and accommodation)
- All other costs

The scholarship will be paid by bank transfer to the Student's Bank Account Details, after the communication of personal Bank Account Details. The exact modalities of scholarship payment are defined in the scholarship agreement, that the student will sign upon his/her arrival in Padova.

The scholarship allocation starts on the 1st September 2024 and ends on the 30th of September 2026.

The scholarship does not create or entitle an employer-employee relation between the University and the Student, and therefore is not subject to direct taxation.

The student's scholarship holder cannot benefit from another EU funded scholarship scheme to follow the same (or another) EMJM master course (for the entire period of enrolment in the course).

If the student does not obtain 18 credits at the start of the 2nd semester, 48 credits at the start of the 3th semester or 78 credits at the start of the 4th semester, even when their scholarship lasts for another half academic year, the Scientific and Pedagogical Commission has the right to revoke student's admission to the program and eventually to require the reimbursement of scholarship instalments for the months do not spent on the programme.

Any alteration to the present Contract or Annexes must be communicated in writing. All alterations to the initial situation must be immediately communicated by the Student to the Institution. Upon mutual agreement of contractual modifications, the Institution will issue an addendum to the present contract.

Any deliberate failure on the part of the Student to fulfil the conditions stipulated in the present contract constitutes sufficient reason for action to be taken including a reimbursement.

In case of not fulfilling of the minimum mobility requirements the scholarship can be reduced (proportionate amount corresponding, for instance, to the missing mobility period of the concerned academic semester)

Without prejudice to the general consequences laid down in national law applicable in the present contract, the Co-ordinating institution reserves the right to cease the effects of the present contract, without recourse to any juridical procedure apart from adequate communication to the Student. Failing agreement by both parts, the Italian courts are designated as the only competent authorities to resolve any legal dispute between the Institution and the Student emerging from the Contract. The present Contract will be governed by Italian Law.

The institutions represented in the CCD-STeDe Consortium are exonerated from any responsibility for accidents, illnesses, injuries, losses or damages to persons or goods resulting from or in any way related to the activities that are the object of the present Contract. The Student is obliged to accept the necessary insurance related to the activities for the full duration of the study period.

If a student withdraws from the program, he/she will not be entitled to claim any fee reimbursement.

6. Tuition Fees Policy

In case of late graduation, the Student must pay extra Tuition fees in order to complete the programme. The amount due is determined as follows:

- 1) 500 Euros by December 2026
- 2) 1200 Euros by February 2027
- 3) 2000 Euros by September 2027

Instructions for payments will be provided in the next enrollment steps.

7. Complaints Procedure

Complaints concerning exams' results will be addressed and discussed within the concerned University according to local rules. Complaints regarding the EMJM CCD-STeDe programme should be addressed within 30 calendar days of the matter arising, to the gender and ethics, and cultural diversity advice Commission. If the commission has not resolved the complaint, the Partner Council (PC) and the Partner Board (PB) tackle the complaint issue and deliberate a final decision.

8. Erasmus Mundus Students and Alumni Association (EMA)

EMA is the Erasmus Mundus Students and Alumni Association. EMA was founded in 2006 and is registered as an AISBL non-profit organisation. Their aims are to help EMJMD students and alumni, promote higher education, and be a go-to network for the Alumni across the world.

To be formally recognised as an EMA member, you need to be registered in EMA's Community Portal. Registration and membership is free of cost and based on the verification of your status, e.g. EMJMD student or alumni. In most cases your EMJMD acceptance letter or degree certificate will be sufficient to be accepted. There are no obligations associated with being an EMA member and it is free of charge.

To become a member, follow this link [Membership | Erasmus Mundus Association \(EMA\) \(em-a.eu\)](#)

The Student _____ Signed in _____ on _____

The Coordinator _____ Signed in _Padova_ on _____