

Partner Country Student Agreement (Edition 2022/2024)
ERASMUS MUNDUS JOINT MASTER DEGREE IN
Theoretical Chemistry and Computational Modelling

The Universidad Autónoma de Madrid established in Carretera de Colmenar Viejo, km. 15.5, Cantoblanco, 28049-Madrid (Spain), Coordinating Institution of the Erasmus Mundus Joint Master Degree in ***Theoretical Chemistry and Computational Modelling (TCCM)***, represented by Irene Martín Cortés, the Vice-Rector of Internationalization (Resolution 2nd of July 2021, BOCM 8th of July 2021), of the one part, and **NAME, SURNAME, born on DATE OF BIRTH, in PLACE OF BIRTH, with NATIONALITY** and passport number **PASSPORT, the student**, of the other part,

HAVE AGREED to the following terms and conditions.

Article 1: Objective of the present agreement

§1. The student has been admitted to join the European Master TCCM and selected to be awarded with an Erasmus Mundus Joint Master Degree scholarship. He/she shall be locally registered at **UNIVERSITY** hereinafter the Main Host Institution, where he/she will perform the TCCM Master Studies, apart from the mandatory mobility periods regulated under Article 3. This student agreement provides the general framework regulating his/her rights and duties.

Article 2: Background

§1. The Erasmus Mundus Joint Master Degree (EMJMD) TCCM is an integrated joint Master programme organized and launched by 9 European Universities: the Universidad Autónoma de Madrid (UAM, Spain), the University Paul Sabatier Toulouse III (UPS, France) the University of Groningen (RUG, The Netherlands), the University of Leuven (KULeuven, Belgium), the University of Barcelona (UB, Spain), the University of Perugia (UNIPG, Italy), Sobornne University (SU, France), University of Trieste (UNITS) and The University of Valencia (UVEG, Spain), that is approved and cofunded by the Education, Audiovisual & Culture Executive Agency (EACEA) under the Erasmus Mundus Joint Master Degree.

§2. The EACEA has provided the funds to award a Programme Country - Erasmus + scholarship to the student, to follow the 2021/2023 Edition of the TCCM Master Programme, on the basis of the documentation provided by him proving that he complies with the following minimum requirements: being a national of a EU/EEA Member States or, if not, having performed his/her main activity in any of the mentioned Member States for more than a total of 12 months over the past five years, not having been awarded before with an Erasmus + (Key Action 1) scholarship.

§3. The above mentioned funding is regulated under the GRANT AGREEMENT NUMBER 2019-1539 for the edition concerned and the Guide of the Erasmus +. In case of conflict of interest among those regulations and the ones collected in this agreement, the first ones shall prevail.

Article 3: EMJMD TCCM description: contents and structure

§1. **Description:** Students who successfully perform TCCM Master Studies will become specialists able to apply and develop new methods and computational codes, and to follow future doctoral studies in Chemistry, Physics, Life Sciences or Materials Science. They will be also able to develop professional activities as experts in molecular design in the pharmaceutical, petrochemical and new-materials industry, or in any company as computational experts.

§2. **Duration and content:** The duration of the programme is two years (120 ECTS).

§2a. The M1 is organized at each full partner university and is to some extent adapted to the initial level of the students that have done a bachelor in that country and to national regulations and characteristics of the Masters in the country. The consortium guarantees that a common set of fundamental content

is delivered in all degree-awarding universities and that at the end of M1 all students of the Master have the same level of knowledge in these subjects. It also contemplates an integration course (3-5 days), at the very beginning of the master where all the students will come together and also meet the second-year students, as the course will be done in the same place that the compulsory M2 course. During this course students will receive the general rules of the master, an overview of the teaching and research option offered in the TCCM EMJMD and specific training in transferable skills (see Article 5. §2).

§2b. The second year (M2)) is organized at international level and is completely common, as all elective subjects are offered to all students. Courses (compulsory and electives) will be offered in the first semester and the second semester will be used exclusively for the master thesis. Students will attend the same courses and will have the same lecturers. All the courses will be face-to-face courses, except one of the elective subjects in which modern technologies in remote learning will be used. That implies that all students, except those registered in the same country where the course is organized, will have to do mobility periods abroad to attend the courses. The Master will finish with the presentation of a Master Thesis written on an original research project. The work related to the Master thesis can be completed during a mobility period in a university of the consortium from a different program country. If required, extra mobilities related with this work or with internship periods to acquire specific competences, could be done in any of the associated partner from programme or partner countries.

§3. Organization: The first year is mostly organized locally, by each of the 9 partner institutions. The International Intensive Course will be organized every year in a different country, on a rotating basis. During the second year, a research activity (minimum 3 months) has to be carried out abroad, in one of the TCCM Partner Institutions (see Article 2. §1) located in a country different from that of the student's Main Host Institution.

§4. Mandatory mobility periods: At least 30 ECTS of the whole study period (see Article 3, point §2 above) shall be carried out in a country different from the one in which the last university degree was obtained. The student shall carry out a period of study/research corresponding to at least 30 ECTS in a second full partner institution (see Article 2. §1) located in a country different from that of the Main Host Institution.

§5. Teaching language: During the first year, it will usually be the one employed in the Main Host Institution (**LANGUAGES**). The teaching language of the M2 intensive course will be English. In both cases, the student will have access to the teaching material in English. He/she may have access to training in the mentioned local language.

§6. Master Thesis: The programme will end with the dissertation of a Master Thesis. The presentation and the dissertation should be done compulsorily in two languages of the European Union.

§7. Degree-Awarding: The completion of the curriculum will be rewarded by a joined/multiple Master Degree detailing both the interdisciplinary and specialized curriculum. A Diploma Supplement describing personal curriculum contents will also be delivered.

Article 4: Scholarship Regulations

§1. The student has been selected to be awarded with an Erasmus + grant to perform TCCM Master studies and admitted to the Main Host Institution on the basis of the information and documents provided along the application for Erasmus + grants and when locally registering at his/her Main Host Institution. In the event of discovering false document or testimony among them it would result in the immediate cancellation of the admission to the program and/or the deprivation of the status as a recipient of an Erasmus + scholarship.

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

§3. The student is not entitled to embark on any vocational occupation with a regular salary in parallel to the Erasmus Mundus TCCM studies, unless it is ensured that this occupation will not affect the necessary commitment to the Master studies and responsibilities settled in Article 6. The student cannot receive any contribution from any European Commission program apart from the Erasmus + scholarship.

The student can, optionally, carry out activities under the direction of his/her tutor /supervisor (see Article 5. §2) and suggested for the student to develop complementary skills of interest (such as initiating the process of drafting a proposal or report, effective communication of science to different audiences, etc).

§4. These scholarships are incompatible with other grants financed with public or private funds that have a similar purpose, as well as with any work or professional activity with schedules that coincide with the studies and, in general, with the receipt of any amount that has a salary nature, provided that this affects the training and research purpose of the grant. In case of doubt, the Research Committee shall be responsible for declaring the compatibility of the grants.

§5. Amount of the scholarship: The student has been entitled for an EM scholarship awarded by the EACEA. The grant, amounting to 34.000€, will be distributed along the maximum period of award of the (twenty four months) in accordance with the following terms:

- The Tuition fees of the TCCM Master courses (3500 € each year) will be transferred to the partner institution.
- The remaining participation costs associated with the TCCM Master Courses (500 € each year will be administered by the Coordinating Institution. This includes an insurance package for the entire period of the award of the grant covering at least the minimum requirements imposed by the EACEA).
- A contribution to the travel costs per year: 1.000 € will be transferred to the partner institution.
- A contribution of 1000 € per month for the entire duration of the EMJMD study programme to be paid on a monthly basis directly to an account located in the country of the Main Host Institution. (*See Page 8 of this agreement*).

§5. Extent of the scholarship: The scholarship is awarded to follow the TCCM Master Courses for a period of twenty four months from the 1st of September of the year of award (year n), to the 30th of August of the year $n+2$, with the following considerations:

§5a. The living allowance will be paid from the month of arrival of the student to the Main Host Institution, to the month twenty four (unless the scholarship is cancelled or interrupted for any reason). Any authorized late arrival (see Article 6.§1) will result in the loss of the monthly allowance(s) corresponding to the month(s) prior to the arrival, but never in a prolongation on the extent of the grant. Any delay in the arrival can never be larger than three months.

§5b. In case of a force major interruption of the attendance to the Master Courses (fully justified and authorized) the payment of the monthly allowance will be interrupted. The amounts corresponding to the period of interruption could be paid once the student has come back to the Main Host Institution in case that he/she is able to catch up his/her study/research activities, but only if the EACEA authorizes the payment and there is no need to extend the eligibility period lay out on Article 4. §5. The payment will be completely cancelled in case of resigning or exclusion.

§5c. In case that the student can succeed to get the Master degree before the month 24, he/she can continue perceiving the scholarship up to the month 24, provided that he/she continues working in the same research activities in his/her Main Host Institution. For this to occur, a specific authorization from the Coordinator of the Master should be requested on written procedure, by the scholarship holder and his/her Local Tutor.

§5d. In case that the student cannot succeed to get the Master degree before the month 24, he/she may be awarded with a second chance following the procedure already established within its Main Host Institution, provided that he/she is able to prove that has the funds to cover the participation costs associated to the extra months, the insurance coverage from the month 26 to the month he succeeds to get the Master degree, and its own living expenses.

§6. Holiday periods: The holiday periods should be agreed with the Master Representative at the student's Main Host Institution, but cannot last more than 30 calendar days.

§7. Use of the scholarship amounts: The student authorizes the TCCM Consortium to manage his/her scholarship amounts (Article 4. §4) according with the rules established in the Erasmus + Program Guide, and in particular:

§7a. The payment of the scholarship amounts will be only made effective upon the incorporation into the Main Host Institution and the signature by the scholarship holder of three copies of this Student Agreement.

§7b. The student authorizes the Coordinating Institution to deduct the tuition fees of 3500€/year and the remaining participation costs of 5500 €/year from the Erasmus + contribution.

§7c. The financing of the scholarship will be made from the budget approved in the Grant Agreement and it is subject to the existence of sufficient funds in accordance with the receipt of the payments set out by the EACEA.

Article 5: Additional rights of the TCCM student

§1. The student has the right to access the installations of the Main Host Institution and the facilities usually offered to foreign students. He/she will have a work space with the necessary facilities to carry out the study and research activities (computer, access to computer centers, institutional accounts, etc.)

§2. The selected candidate will be assigned a Local Tutor and a Master Thesis Supervisor - although both persons could be the same- at the doctorate level and affiliated to the same Institution where the student will perform the main activities related to the Master Course. At least one of them should have a permanent position in this institution (or the possibility to have it) to ensure a proper supervision of the student along

the period of award of the grant (see Article 4. §5).

§3. On accepting the tutoring and/or supervision of the scholarship holder, both the Local Tutor and Master Thesis Supervisor accepts the duty of completing the monitoring (progress and final) reports on the scholarship holder requested by the Coordinating Institution. Regardless of this, any problem or difficulty arisen or bad performance of the student should be communicated immediately to the Coordinator of the Master TCCM.

§4. In case of a temporary absence of any or both of the persons mentioned above, it should be established a mechanism to avoid an interruption on the supervision of the Master student, that could be either replacing it by virtual supervision (by video-conference) or a temporary designation of another tutor/supervisor.

§5. The scholarship holders could have the collaboration of another doctor for the supervision of his/her research activities in case that it were advisable due to the nature of the research project.

§6. Regardless of what is mentioned in the previous point, the scholarship holder should have a local supervisor affiliated to the institution of the consortium where the student will spent his/her mandatory research periods. This person will collaborate on the supervision of his/her research work.

§7. The mentoring of the research activities of the scholarship holders can be done in collaboration with an early stage researcher, working in the Main Host Institution or any of the Partner Institutions visited during the mandatory mobility periods.

Article6: Responsibilities

§1. The student

§1a. The student hereby commits him/herself on his or her honour to duly attend the TCCM programme and attend the prescribed lectures and examinations.

§1b. The student should agree with the Local Tutor the date in which he/she should join the Master program, to deal on time with the specific paperwork at the Main Host Institution, usually among the 15th of August and the 15th of September of the year of award. Arrivals later that the 15th of September can be accorded with the Local Tutor if there is a justified reason, but the scholarship will be cancelled in case that the student do not join the Master program along the first fifteen days without prior consent.

§1c. In case that the student were unable to join the Master program along the first month because of a force majeure problem (for example, is case of being the substitute of a late resign) the student and Local Tutor should request the approval of the Coordinator of the Master. If consent is given, the student should be aware that he/she should follow a personalized plan to catch up the other students and that this will result in the consequences collected in Article 4, §5a.

§1d. The student must meet the regulations listed in this agreement and those established by the Coordinating Institution for a proper supervision of his/her work and the development of the Master activities in each Partner Institution (such as the compliment of reports, surveys, etc)

§1e. The student agrees to put his/her best efforts to develop the master studies and research activities within the period established for that purpose.

§1f. The student holds the responsibility of fulfilling with any legal requirement necessary to ensure his/her stay in the Consortium Countries. In case of failure to comply with legal status/regulations, any consequences will be only under the student responsibility

§1g. The student should request permission for any leaving lasting more than one week.

§1h. In case of withdrawal to the scholarship, he/she must notify it in writing to the Main Host Institution Representative and the Coordinator of the Master.

§1i. The beneficiaries are obliged to acknowledge the funding of the EACEA in any outcome resulting from his/her attendance to the Master Courses (as publications, poster and oral communications resulting from its master's thesis research activities, the Thesis dissertation, etc.)

§2. The Coordinating Institution

§2a. The Universidad Autónoma de Madrid (UAM) will be in charge of supervising the compliance with the rights of the students.

§2b. UAM will send the notification letters of award of the scholarship to the student.

§2c. The Universidad Autónoma de Madrid will be in charge of the general management of the TCCM Master Programme, the receipt of the student's grant, the distribution to the student's Main Host Institution of the amounts detailed in Article 4. §4, and the management of the remaining participation costs.

§2d. The Coordinating institution will contract for the student an insurance package complying with the EACEA's minimum insurance requirements. This insurance will entry into force at the moment the students leaves his/her origin country and will be valid for the entire duration of the Master

Programme (see Article 4. §5) and up to two months after its finalization, provided that the student does not leave the Main Host Institution to start another study program, work or a holiday period.

Article 7: Drop-out Regulations

§1. In case of non-attendance to the course (lectures, practical sessions, field trips, informative and official meetings...)

- i) that the student cannot justify with medical certificates,
- ii) for which permission has not been granted by the **TCCM** staff (to ensure permission, the student shall preferably ask in advance),

If the student fails to validate a year of study,

If the student is the subject of disciplinary measures leading to his/her exclusion from the **TCCM** Partner Universities,

If the student is the subject of legal prosecutions that prevent him/her from attending the **TCCM** programme,

If the student withdraws from the **TCCM** programme, on his/her own decision or by force majeure,

The student understands that he/she shall be excluded from the **TCCM** Master.

§2. In such an event, the student hereby makes a commitment on his/her honour to reimburse the **TCCM** Coordinating Institution (Universidad Autónoma de Madrid, (Spain)) the excess funding from the grant(s) allocated to him/her, which consists in:

- any **TCCM** funds received covering the period following the date of exclusion,
- at the beginning of the Master programme, part or totality (based on the number of months attended) of the (five hundred Euros/month) that were deposited on the bank account opened for his/her use as **TCCM** student of the Main Host Institution (bank data provided in an annex to this agreement).
- except for the sums stipulated in Article 7. §3 and Article 7. §5.

§3. As an exception to Article 7. §2, the student shall not refund sums he/she perceived for the following:

- the rent of his/her accommodation, for the month of the day of his/her exclusion,
- the bank fees corresponding to his/her accommodation insurance, between the day of his/her exclusion and the end of the calendar month,
- the bank charges to pay for his/her bank account and his/her visa card, between the day of his/her exclusion and the end of the calendar year,
- participation costs perceived for the remainder of the **TCCM** programme (but see Article 7. §4): total participation costs amount to 4.500 € per year for Partner Country students,
- sums the student shall need to live between the day of his/her exclusion and the end of the calendar month, i.e. for food, transportation, within a limit he/she shall agree on with the **TCCM** Coordinating Institution (Universidad Autónoma de Madrid (Spain)).

§4. Upon exclusion, the student shall in due time and before his/her departure pay for the following:

- the rent of his/her accommodation, for the month of the day of his/her exclusion,
- the bank fees corresponding to his/her accommodation insurance, for the month of the day of his/her exclusion,
- the bank fees to pay for his/her bank account and his/her visa card, for the year of the day of his/her exclusion,
- the unpaid participation costs for the **TCCM** programme: total participation costs amount to 9.000 € per year for Partner Country students.

§5. The **TCCM** Coordinating Institution (Universidad Autónoma de Madrid (Spain)) shall for its part allocate the student funds and instructions enabling him/her to fulfill his/her commitments in Article 7. §4. The funds consist in:

- the grant allocated for the month of the day of his/her exclusion,
- funds to cover the participation costs for the **TCCM** programme (9.000 € per year for Partner Country students) that the student has not paid yet.

§6. In addition, the **TCCM** Coordinating Institution (Universidad Autónoma de Madrid (Spain)) shall allocate the student funds to cover the cost of travel back to his/her country of origin that the student shall not refund.

§7. For the student's information, the **GRANT AGREEMENT NUMBER 2019-1539** between the **TCCM** Coordinating Institution (Universidad Autónoma de Madrid (Spain)) and the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities which funds the **TCCM** programme, imposes upon the **TCCM** Coordinating Institution (Universidad Autónoma de Madrid (Spain)), following the exclusion or the withdrawal of a student from the programme,

- i) to make the remainder of the grant allocated to that student available to a new applicant,

- ii) to refund the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities with the remainder of the grant allocated to that student if no new applicant is enrolled as a replacement,
- iii) except for funds mentioned in Article 7. §3 and Article 7. §5, and for the prescribed use only (Article 7. §3 and Article 7. §5).

Article 8: Additional provisions

§1. The Institution is 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 Agreement. The Student is obliged to accept the necessary insurance related to the activities for the full duration of the study period.

§2. Any alteration to the present Agreement must be communicated in writing. All alterations to the initial situation must be immediately communicated by the student to Pedagogical Commission. Upon mutual agreement of contractual modifications, the Pedagogical Commission will issue an addendum to the present agreement.

§3. In case of complaint, the student may appeal to The Pedagogical Comisión of the Consortium with a reasoned writing. The Pedagogical Commission of the Consortium will consider the issue and will solve it within a month. However for a specific complaint about a specific service or facility provided by a member institution, the student shall invoke the complaints procedure of that institution or contact the local supervisor.

§4. Without prejudice to the general consequences laid down in national law applicable in the present Agreement, the TCCM Coordinating Institution (Universidad Autónoma de Madrid (Spain)) reserves the right to cease the effects of the present Agreement, without recourse to any juridical procedure apart from adequate communication to the student. Failing agreement by both parts, the Spanish courts are designated as the only competent authorities to resolve any legal dispute between the Institution and the Student emerging from the Agreement. The present Agreement will be governed by Spanish Law.

§5. The personal data, reports and supporting documents collected by the European Master TCCM will be only requested for the purpose of managing the master and scholarship programme. They shall be securely stored during a minimum of three years after its finalization. This data will not be disclosed unless requested by the Erasmus Mundus Student and Alumni Association (EMA), the Insurance Company that will issue the insurance package for the student, the Erasmus + Office (EACEA), any of the stakeholders of the Programme for evaluation and monitoring purposes, or prior consent is given by the student. At any moment, he/she will have the right of access, rectification and cancellation, according to the legal parameters required by law (Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016) and subject to the Erasmus + regulations, by sending a motivated letter containing its original signature, a proof of identity (as the passport) and the full postal address for notification purposes, to the e-mail address: emtccm@uam.es.

In _____, on _____

In _____, on _____

(signature)

(signature)

The student, _____,
(student's name)

The Vice-Rector of Internationalization
(Resolution 2/07/2021, B.O.C.M. 08/07/2021) of
the TCCM Coordinating Institution (Universidad
Autónoma de Madrid, Spain),
Irene Martín Cortés



COMMUNICATION OF BANKING INFORMATION AND PERSONAL DATA
Erasmus Mundus Scholarship Holder

P E R S O N A L D A T A

Full name		PASSPORT NUMBER	
<input type="text"/>		<input type="text"/>	
Address (in the main most country)			
<input type="text"/>			
City	<input type="text"/>	Country	<input type="text"/>
E-mail	<input type="text"/>	Phone number	<input type="text"/>

B A N K A C C O U N T

Account holder	<input type="text"/>
Bank name	<input type="text"/>
Bank address	<input type="text"/>
Country	<input type="text"/>
IBAN	<input type="text"/>
BIC/SWIFT	<input type="text"/>

I certify that above information declared is complete and true.

DATE + SIGNATURE ACCOUNT HOLDER (Mandatory)