

## EMJMD

European Master in Translational Cosmetic and Dermatological Sciences  
(EMOTION)

# STUDENT AGREEMENT

Intake 2019-2021

**The EMOTION Coordinating Institution** Università del Piemonte Orientale (address: via Duomo 6, Vercelli, Italy), represented by the Programme Coordinator prof. Armando Genazzani, On behalf of the EMOTION Consortium formed by the following Universities:

- Università del Piemonte Orientale, Italy (UPO)
- Universidad Miguel Hernandez de Elche, Spain (UMH)
- Humboldt-Universität zu Berlin, Germany (HU)
- University of Namur, Belgium (UNAMUR)

### And the Student

Surname / Family name:

First Given name:

Date of Birth (*dd/mm/yyyy*):

Place of birth:

Nationality:

Passport number:

Email:

**agree on the following terms and conditions:**

### 0. General provisions

1. The Student will obtain assistance from the relevant administrative units of the Partner Institutions (e.g. International Office, Secretariat) with general administrative formalities.
2. The EMOTION Consortium is exonerated from any responsibility for accidents, illnesses, injuries, issues related to delays in visa/residence permit application procedures, visa/stay permit assistance for Students' family, losses or damages to persons or goods resulting from or in any way related to the activities that are object of the present contract.

### Section 1: Applicable to all EMOTION Students



1. The Student commits him/herself to attend all compulsory modules and study activities of EMOTION Programme, which starts in September 2019, has been approved by the European Commission and has a nominal duration of 2 academic years comprising 120 ECTS.
2. The universities will endeavour to provide the Student with tuition, supervision, assessment and support services of a professional standard.
3. Relevant information concerning the structure and organization of the Programme and the academic calendar, including induction week, workshops and holidays periods, are published on the dedicated EMOTION website (<http://www.emotion-master.eu/>).
4. The Programme is organized in four semesters:

First year		Second year	
I semester	II semester	III semester	IV semester
UPO	UPO	Mobility period chosen between UMH or UNAMUR	Final elective project

The Student is enrolled at Coordinating University – UPO. The third semester has to be carried out at UMH or UNAMUR. The number of students attending UMH or UNAMUR will be balanced in numbers. Allocation of students to one of the institutions will be done based on student preference and merit (i.e. top students based on ECTS marks will be allowed to choose their destination up to completion of allocated places). During the fourth semester, the Student will complete the final elective project at a private company, at a research laboratory with which one of the institutions has a partnership agreement or in a research laboratory of any of the four Partner Institutions.

The Institution at which the Student is resident at any one time shall be referred to as the “Host Institution”.

All proposals for specific individual EMOTION Programme mobility pathways, including the location and the subject of the final elective project, have to be validated by the Joint Consortium Board. The Partner Institutions are committed to facilitating the Student preferences wherever deemed practical and appropriate.

5. Local rules and regulations of Host Institution apply to the corresponding courses/modules, regarding grading of courses/modules, re-sits, consultation of graded work etc.
6. Different grading systems are in place at the European Partner Institutions. Within EMOTION Programme, the following system for grade conversion is applicable:

ECTS grading scale	UPO	UMH	UNAMUR	HU

A	30	8,5/10	16,5-20	1
B	29	8,2/8,4	16-16,4	1,1/1,2
B	28	7,9/8,1	15,5-15,9	1,3/1,4
B	27	7,5/7,9	15-15,4	1,5
C-D	26	7,2/7,4	14,6-14,9	1,6/1,8
C-D	25	6,9/7,1	14,1-14,5	1,9/2,1
C-D	24	6,5/6,8	13,5-14	2,2/2,5
D-E	23	6,4	12,8-13,4	2,6
D-E	22	6,3	12,2-12,7	2,7/2,8
D-E	21	6,1/6,2	11,7-12,1	2,9/3,1
D-E	20	5,9/6	11,2-11,6	3,2/3,4
D-E	19	5,7/5,8	10,6-11,1	3,5/3,7
D-E	18	5,5/5,6	10-10,5	3,8/3,9
FAIL	17/0	0/5,4	0-9,9	4,0/5,0

A grade superior or equal to E has to be obtained in order to be awarded with the ECTS corresponding to the teaching unit. If the Student fails an examination, he/she will have the opportunity to sit an additional examination. The regular local procedure established by the Host Institution for retaking the exams applies. The degrees awarded will be accompanied with a diploma supplement which will document the grades and ECTS achieved in each component of the double degree.

7. Both the Student and the EMOTION Consortium adhere to what is described in the handbook of EMOTION Programme.

8. The Student will attend at least the 80% of the teaching lessons, the laboratories and the other activities such as workshops and other events. The Student commits to behave in a responsible and ethical manner during his/her studies. The Student will commit no fraudulent act (such as, but not limited to, plagiarism of academic work, cheating, falsification). The Student furthermore declares not to misuse or abuse the access that is granted as part of EMOTION Programme to equipment and installations. Breach of this commitment on the part of the Student will be treated by the relevant local and EMOTION Programme governing bodies and may cause the exclusion of the Student from EMOTION Programme.

9. Upon completion of all compulsory courses and modules of the EMOTION Programme (120 ECTS), the Student will receive a Double Degree: a Master degree from UPO and a Master degree from the European partner university at which he/she has completed the third semester of EMOTION studies (UMH or UNAMUR), in accordance with both the applicable local and general EMOTION rules and regulations. A Diploma Supplement containing details about the whole educational pathway, the teaching units attended by the Student and the ECTS grades will also be awarded by the two hosting institutions awarding the Double degree.

## Section 2: Applicable only to Erasmus+ EMJMD EMOTION scholarship Students

10. The EMOTION Coordinating Institution will provide the Student with basic insurance for the nominal two-year duration of EMOTION Programme. The insurance provided is in line with the EMJMD insurance requirements as set by the EACEA and is covered by the Erasmus+ EMJMD EMOTION scholarship.

11. The EMOTION Programme participation fees cover the Student’s participation in all mandatory mobility modules of EMOTION Programme at the different Partner Institutions. The EMOTION participation fees are covered by the Erasmus+ EMJMD EMOTION scholarship.

12. Scholarship amounts for the different components of the Erasmus+ EMJMD EMOTION scholarship:

	<b>Partner Country Student*</b>	<b>Programme Country Student*</b>
Contribution to travel costs	€ 3.000 or 2.000 per year**	€ 1.000 per year
Contribution to installation costs	€ 1.000 per year	n/a
Contribution to participation costs (including insurance)	€ 4.500 per year	€ 4.500 per year
Contribution to subsistence costs	€ 1.000 per month	€ 1.000 per month

\* Programme countries are the Member States of the EU, former Yugoslav, Republic of Macedonia, Iceland, Lichtenstein, Norway and Turkey. Partner countries are all other countries. Erasmus+ EMJMD EMOTION scholarship Students are informed by the Coordinating Institution to which category they belong:

- Students whose citizenship is one of the Erasmus+ Partner Countries count as Partner Country Students;
- Partner Country Students who are not residents nor have carried out their main activity (studies, training or work) for more than a total of 12 months over the last five years in any Programme Country are considered as Partner Country Students. The five-year reference period for this 12-months rule is calculated backwards as from the submission deadline (defined by the consortia) of applying for an EMJMD Student scholarship;
- Students whose citizenship is one of the Erasmus+ Programme Countries count as Programme Country Students. Students with a Partner Country citizenship who do not fulfil the Partner Country criteria defined above (12-months rule) count as Programme Country Students.

\*\* Partner country Students whose original place of residence is located at less than 4.000 km from the coordinating institution receive € 2,000 per year for the nominal duration of the two year EMOTION Programme. Partner country Students whose original place of residence is located at more than 4.000 km from the coordinating institution receive € 3,000 per year for the nominal duration of the two year EMOTION Programme. This calculation of distance is done using the Erasmus+ tool dedicated to this purpose.

13. Contribution to subsistence costs will not be paid out to the scholarship holders for the EMOTION Programme in periods (e.g. study/research/placement/thesis) spent in their original country of residence, nor to scholarship holders from a Partner Country for the EMOTION Programme periods exceeding three months spent in any Partner Country.

14. All scholarship funds paid out to the scholarship holder will have to be managed properly by the scholarship holder. They will have to ensure sufficient funds are available throughout the study programme in order to be able to participate in all mandatory study activities. The EMOTION

Consortium is not responsible for providing the Student with extrafunding in case he/she has insufficient funds remaining to participate in the mandatory EMOTION Programme study activities.

15. Installation costs are meant to cover additional costs such as the visa application procedure, issuing of residence permit, temporary accommodation costs etc.

16. Students who have already obtained an Erasmus+ EMJMD scholarship or an ErasmusMundus Master/Doctoral Course scholarship are not eligible for an additional scholarship under the EMJMD action. Students benefiting from an EMJMD scholarship cannot benefit from another EU grant while pursuing their EMJMD studies. Should this apply to the Student, they commit to informing the EMOTION Coordinating Institution as soon as possible.

17. The scholarship does not create or entitle an employer-employee relation between the EMOTION Coordinating Institution and the Student.

18. Upon arrival at Coordinating Institution, the Student will have to open a local bank account. His/her scholarship funds will be paid, by bank transfer, to this account. If a change occurs in his/her account details, the Student has the responsibility to inform the EMOTION Coordinating Institution as soon as possible.

19. The contribution to installation costs (if applicable) are paid out to the Student upon arrival at Coordinating Institution. Installation costs are meant to cover additional costs such as the visa application procedure, issuing of residence permit, temporary accommodation costs etc.

20. The contribution to monthly subsistence costs are paid out in 24 monthly instalments over the course of the EMOTION Programme in the last week of each month to cover the subsistence costs of the following month.

21. The contribution to travel costs for the first year will be paid upon arrival at Coordinating Institution and the contribution to travel costs for the second year will be paid upon beginning of the third semester.

22. Scholarship payments will cease after the nominal two-year duration of the EMOTION Programme or in case of de-registration from the EMOTION Programme. The Student will reimburse the EMOTION Coordinating Institution for the scholarship funds he/she received which exceed the period of enrolment in the EMOTION Programme (e.g. the Student has received their contribution to subsistence costs for November in the last week of October and de-registers per 1 November).

23. The Student who holds scholarship and who is for any reason excluded from the Emotion Programme (the Student did not reach the minimum requirements to continue; lack of active participation due to personal reasons that the Student cannot justify; exclusion from the Programme because of serious infringement of the ethical code, etc.) has to reimburse the portion of the amount he/she has received and that exceed his/her actual insofar incurred expenditure, based on the number of months he/she attended.

24. The Student commits to cooperate with Erasmus+ EMJMD surveys from the European Union Education, Audiovisual and Culture Executive Agency (EACEA).

25. The Student commits to become a member of the Erasmus Mundus Students and Alumni Association (EMA) upon their graduation from EMOTION.

### **Section 3: Applicable to Erasmus+ EMJMD EMOTION non-scholarship Students**

26. Non-EMJMD scholarship Student EMOTION participation fees are 4.500 € per academic year.

27. The EMOTION Programme participation fees cover the Student's participation in all mandatory modules of EMOTION at the different Partner Institutions, in tutored activities and in workshops. This refers to actual participation/attendance of the mandatory modules only. Costs for living, housing, travel, accommodation, visa etc. are not covered.

28. The EMOTION Programme participation fees must be paid in one instalment at the beginning of each year.

29. In case the due payment of the EMOTION participation fee is not received by the EMOTION Coordinating Institution by the set payment deadlines, the EMOTION Consortium reserves the right to de-register the Student from the EMOTION Programme since the first day of the next month.

30. In case the Student decides to de-register from the EMOTION Programme, they will inform the EMOTION Coordinating Institution as soon as possible. De-registration will then be possible per the first day of the next month. In case the Student has paid EMOTION participation fees exceeding his/her enrolment, the Student may submit a request for reimbursement of the participation fees covering the period exceeding his/her enrolment in the EMOTION Programme with the EMOTION Coordinating Institution.

### **Section 4: Services to Students**

31. The Student will have a tutor, that will be assigned during the induction week every year in Novara (UPO - Coordinating Institution). The Student and the tutor will meet in this occasion. The tutors are chosen among the academic staff and will take responsibility for single Students. Should the Student have any kind of difficulty, either academic, logistic or administrative, social or cultural, he/she will have the possibility to refer to his/her tutor for advice. The Student may, with proper justification, ask the JCB to change tutors. In such justification is deemed sufficient, the JCB will assign a new tutor. The student has the opportunity to refer to the Host Institution Programme Directors and, secondly, to the Programme Coordinator, in case of disagreements or problems with the tutor.

32. The Student will obtain assistance from the Offices of Universities with all administrative formalities he/she may need, such as enrolment, welcome reception, accommodation information (cost of living, university residences, renting flats), and, if needed, the residence permit and visa information.



33. In each of the four countries courses to learn local languages (Italian, Spanish, French and German) are organized by the hosting universities and Students may decide to attend them at no extra cost.

34. Students have access to all facilities and services for students present at the Host Institution.

**Section 5: Modification of the Contract and Dispute Resolution Conditions**

35. Any alteration to the present Contract must be communicated in writing. All alterations to the initial situation must be immediately communicated by the Student to the EMOTION Consortium. Upon mutual agreement of contractual modifications, the EMOTION Consortium will issue addenda to the present contract.

36. Without prejudice to the general consequences laid down in national law applicable in the present contract, the EMOTION Consortium reserves the right to cease the effects of the present contract, without recourse to any juridical procedure apart from adequate communication to the Student.

By signing this agreement, the signatories declare that they have read, understood and accept the conditions laid down in the present contract.

The Consortium Coordinator: Prof. Armando Genazzani

Date: ..... Place: .....

Signature.....

The Student:

Date: ..... Place: .....

Signature.....