

**Joint Master's Degree Programme in  
International Humanitarian Action NOHA+  
STUDENT AGREEMENT  
Student recipient of an Erasmus + Scholarship**

**Between the Coordinating Institution,** Universidad de Deusto represented by the Joint Programme Coordinator, Dr. Cristina Churruca Muguruza,  
Instituto de Derechos Humanos  
Universidad de Deusto  
Av. de las Universidades 24  
BILBAO 48007  
SPAIN

On behalf of the NOHA Consortium formed by the following universities:

- Universidad de Deusto, Avenida de las Universidades, 24, 48007 Bilbao, Spain
- Aix-Marseille Université, Jardin du Pharo, 58 Boulevard Charles Livon, 13284 Marseille Cedex 07, France
- Ruhr-Universität Bochum, Universitätsstraße 150, 44801 Bochum, German
- University College Dublin, Belfield, Dublin 4, Ireland
- Rijksuniversiteit Groningen, P.O. Box 72, 9700 AB Groningen, the Netherlands
- University of Malta, Msida MSD 2080, Malta
- Uppsala Universitet, Box 256, SE-751 05 Uppsala, Sweden
- Uniwersytet Warszawski, Krakowskie Przedmieście 26/28, 00-927 Warsaw, Poland

**And the Student**

Surname/Last Name:

Name/First Name:

Date of birth:

Place of Birth:

Nationality:

Passport number:

**Agree on this contract under the following terms and conditions:**

**Object of the Agreement**

1. This Agreement is concluded for the purpose of providing clear guidance to the grantee on their rights and obligations during his/her participation in the academic programme of Erasmus Mundus Joint Master Programme in International Humanitarian Action NOHA+ approved by the European Commission under Grant Agreement.....

**General conditions**

2. **The student commits himself/herself to attend the programme of NOHA+ Erasmus Mundus Master Course in International Humanitarian Action starting in September 2017.** The standard study period is two years. It consists of four semesters: three teaching semesters and a semester to conduct the Master thesis project. These semesters relate to the periods of study that students can rely on as jointly agreed by the NOHA Consortium. The degree programme is full time.

3. **The student declares to meet the admission requirements to follow the proposed academic programme particularly that he/she holds**, as a minimum, a university first cycle degree (Bachelor, EQF level 6) in a discipline of relevance to humanitarian action and that he/she has a recognised qualification in the language(s) of instruction of the universities he/she plans to attend.
4. The Universities will endeavour their best to provide the Student with tuition, supervision, assessment and support services of a professional standard. Relevant information concerning the structure and organization of the Master is published on NOHA+ website (<http://www.nohanet.org/masters>).
5. The student will obtain assistance from the Admission & International Office of the assigned universities with all administrative formalities he/she may need, such as the period of enrolment at the university, welcome day(s), how to get the student card, accommodation information (cost of living, university residences, renting flats), sport facilities as well as cultural and social events, and, if needed, the residence permit, registration with the local authorities and visa information.
6. The student will be provided with a health insurance during the whole period of the studies. The insurance policy will cover all European Erasmus Mundus Minimum Requirements.
7. The Student declares that s/he is familiar with the Master Programme and the Study and Examination Regulations and agrees to adhere to them. The course contents and structure, and the conditions of successful completion of the joint Master's degree programme in International Humanitarian Action are expressed in the Study and Examination Regulations in Appendix to this contract.
8. The Student commits to participate in surveys/evaluations related to the performance of the Erasmus Mundus programme.
9. The Joint Admissions Board determines the particular Mobility Plan for each student during the admission procedure for semester 1 and semester 2 in consultation between the universities involved, the Consortium Secretariat and the NOHA Master's Board of Directors. Upon application, the student can indicate the preferred mobility for the third semester, but a decision on this is taken by the NOHA Master's Board of Directors during the first year of the programme. The mobility plan can only be changed in well-motivated cases.
10. The possible combinations of universities in the student Mobility Plan are subject to the requirements that:
  - the student must follow parts of the degree programme at at least two different joint degree awarding universities of the consortium (listed in article 1) and that
  - at each of these joint degree awarding universities the student is required to complete 30 ECTS credits of the degree programme successfully following the applicable requirements and procedures at the university concerned and that

- irrespective of the mobility, the student must be enrolled in each semester at at least one of the joint degree awarding universities of the consortium. In principle, the first semester university takes care of enrolment in the third semester in case a student follows the third semester at one of the associate partners.
11. In agreement with the Consortium Agreement, the Examination Board of the degree programme is organised in a decentralised manner through a system of Local Examination Boards, or their equivalents, headed by the NOHA Master's Board of Directors. The NOHA Master's Board of Directors is responsible for the overall quality and standards of the degree programme and for agreeing upon the academic standards. It monitors the universities' compliance and is responsible for the degree programme being delivered to the highest academic standards.
  12. Students have the right to know the assessment methods and criteria that will be used by the lecturer, and are entitled to an objective assessment under them in all summative assessments performed on the subject. The assessment methods and criteria are documented in the course manual of the module, which is made available to the participating students before or at the beginning of the module.
  13. In order to effectively guarantee the right of students to the objective assessment of their academic performance and, if necessary, to challenge the qualifications they deem unjustified, a student has the right to obtain adequate information on the lecturers' application of assessment methods and criteria in the student's grading. In principle and unless the university concerned has established another method, the lecturer announces a date, time and venue after the grading where interested students can receive comprehensive information about the applied grading.
  14. The NOHA Master's Board of Directors shall consider complaints about academic judgments, and about matters to do with the student's course of study or research only if the candidate is not satisfied with the outcome reached at the first semester university, second semester university or third semester university.
  15. The student commits to behave with ethics during his/her studies. He/she will commit no fraudulent act, and will especially avoid cheating, falsification or plagiarism of any academic work. Moreover, he/she will not abuse or misuse the access to equipment and installations and will not perform any unauthorized access or violation of department, school or university rules.
  16. Any incident against this compromise will be treated by the NOHA Master's Board of Directors and may cause the exclusion of the student from the NOHA+ Masters course.
  17. Students who have satisfied all the requirements of the degree programme shall be awarded the Joint degree by the universities signatory to the Consortium Agreement at which the student has been awarded at least 30 ECTS. The joint degree awarded shall be testified by the issuance of a joint Master diploma and joint diploma supplement. The diploma supplement shall follow the template developed by the European Commission, the Council of Europe and UNESCO/CEPES and shall be adapted to any further specifications in national legislation where applicable.

### Tuition and scholarship conditions

18. **The NOHA+ Master course** has jointly agreed participation costs. Participations costs starting in the academic year 2017-2018 will be 12,000€ for both European and non-European students. The Erasmus Mundus Joint Master Degree (EMJMD) student scholarships stipulate that the EMJMD contribution to participation costs has:

- a maximum of €9,000 per year per scholarship holder from a Partner Country,
- a maximum of €4,500 per year per scholarship holder from a Programme Country.

Any amount in excess of these maximum contributions must be covered by the participating organisations and will not be charged to the scholarship holder.

19. The amount of scholarships for the granted students of Programme Country and Partner Country will be as follows.

|  | <b>Programme Country</b> | <b>Partner Country</b>  |
|--|--------------------------|---|
| <b>Contribution to the travel and installation costs</b> | 1.000€ per year          | 2.000€ per year<br>+1.000€ for installation cost ( to 4.000km)<br>3.000€ per year<br>+1.000€ for installation cost (+4.000km) |
| <b>Contribution to the participation costs</b>           | 4.500€ per year          | 9.000€ per year   |
| <b>Monthly allowance</b>                                 | 500€ per month           | 1.000€ per month  |

### Management of the scholarship funds.

20. The Coordinating University, the University of Deusto will handle the scholarship funds in accordance with the Administrative and Financial rules of the Erasmus Mundus Programme. All transactions will be done by bank transfer. In this context:

- The contribution to travel and installation costs will be paid in full to students;
- The *monthly amounts* for students will be paid on a monthly basis although, if approved by the Agency, the first three months starting in September 2017 will be paid in advance;
- On the basis of a written agreement with the students, the consortium will deduct the participation costs from the scholarships directly.

### Modification of the contract and dispute resolution conditions

21. The student shall communicate in writing to the NOHA Erasmus Mundus Coordinator and the NOHA Host University Coordinator of any circumstance which may hinder the fulfilment of the obligations of this contract.

The consortium may terminate the grant and cease any further payments, in case of not compliance with the terms and conditions of the grantee, wrong or false information in the application, disrespect of the rule of law, principles of international cooperation or any action which may seriously affect the reputation of the European Community or the Consortium Universities.



In case of non-compliance with the conditions stipulated in this agreement, the student will be requested to reimburse the proportional part of the grant based on the total amount of months the student infringe the conditions of this agreement.

The signatories declare that they have read and accept the conditions laid down in the present contract.

NOHA+ Joint Master's Degree Programme Coordinator

Date

Place

The Student

Date

Place

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#### ANNEXES

1. Student and Examination Regulations
2. Acceptance letter
3. Grant payment procedure
4. Template of Receipt to be signed by grantee upon reception of funds
5. Template of Invoice being issued by NOHA+