



***Erasmus Mundus Student Agreement Edition 2018-2020***

**ERASMUS MUNDUS MASTER DEGREE IN EMERGENCY AND CRITICAL CARE NURSING  
(EMJMD NURSING)**

The **University of Oviedo**, established in Edificio Histórico de la Universidad, c/ San Francisco 1, 33004, Oviedo, Spain, represented by Prof. Dr. Santiago García Granda, Rector, Coordinating Institution of the Erasmus Mundus Joint Master Degree EMJMD NURSING – Master in Emergency and Critical Care Nursing, hereafter referred to as “the Institution”, the First Signatory, of the one part, and

Name, Surname:

Date of Birth:

Place of Birth:

Nationality:

Passport Number:

**Erasmus Mundus Partner Country (Non-EU)**

**Erasmus Mundus Programme Country (EU)**

hereafter referred to as “the Student”, the Second Signatory on the other hand, celebrate this Agreement under the following terms and conditions:

- §1. This Agreement regulates the mutual rights and obligations between the parties in all what concerns the Erasmus Mundus Joint Master Degree “**Master in Emergency and Critical Care Nursing**” (**EMJMD NURSING**) to be delivered according to the Programme Guide, the individualised study track attached as Annex 2 within the calendar attached as Annex 2 by the partner institutions of the EMJMD NURSING Consortium:
- a. University of Oviedo
  - b. University of Algarve
  - c. Polytechnic Institute of Santarém
  - d. Edinburgh Napier University

with the cooperation of the Associated Members.

The programme is supported by the European Commission Erasmus Programme, through the provision of Erasmus Mundus Scholarships to selected students and a flat fee to the Consortium, under the Agreement Nr 2017-1934.

- §2. Should the Student successfully complete the full academic track, he/she will be awarded with the **Master’s Degree in Emergency and Critical Care Nursing** by the University of Oviedo, the University of Algarve, the Polytechnic Institute of Santarém and the Edinburgh Napier University. This degree is fully recognized as an official Master’s degree according to the national regulations in Spain, Portugal and UK, and within the European Higher Education Area according to the Member State and EU regulations.



- §3. The Student shall be provided with an official diploma issued by the University of Oviedo on behalf of all partner Universities, and a Diploma Supplement describing the academic track. The Joint Diploma Supplement shall list all the courses taken and the title of the thesis with their accompanying ECTS credit points and grades with specification of training hours, language of instruction, institution delivering the course and all other relevant details such as the ECTS system. The Supplement will provide a description of the nature, level, content, context and status of the studies pursued and successfully completed by the student.
- §4. Under this Agreement, the Student must:
- a. Fulfil all the administrative requirements established by the **EMJMD NURSING** Coordinating University and the partner Universities by the due dates, as specified in Annex 2.
  - b. Attend the **EMJMD NURSING** courses assiduously with the objective of successfully passing the prescribed coursework and examinations inherent in the programme of studies.
  - c. Pay the tuition fees according to the schedule below or accept the deduction of that amount out of the Erasmus Mundus Scholarship according to Annex 1 to this Agreement.

<b>Partner country students</b>	<b>Date of payment</b>
6,666 €	September 2018
3,333 €	September 2019
<b>Programme country students</b>	<b>Date of payment</b>
3,333 €	September 2018
1,667 €	September 2019

- §5. The attendance referred to will be recognised by the respective institutions as an integral part of the qualification for which the Student is preparing, as long as the Student is successful in the respective examinations and/or assessments. The student assessment procedures, the course grading system, and the equivalences between each partner University grading system is attached to this Agreement as Annex 4.
- §6. Under this Agreement, the EMJMD NURSING Consortium:
- a. Shall make all reasonable efforts to deliver the programme as described in the EMJMD NURSING Programme Guide and in the EMJMD NURSING website for the appropriate academic year;
  - b. Shall provide the Student with the tuition and learning support associated with the EMJMD NURSING programme, with reasonable care and skill;
  - c. Shall guarantee the award of the **Joint Master's Degree in Emergency and Critical Care Nursing** and the appropriate Joint Diploma Supplement, if the student successfully completes the programme;



- d. Shall manage its resources efficiently and shall make reasonable modifications to the structure and content of the programme and modify the timetable, location, number of classes and method of delivery of the programme, provided that such modifications are reasonable;
  - e. Shall publish all relevant information concerning the structure and organization of the Masters, its academic calendar, course's outline and their evaluation in the website of the Masters prior to the start of the academic year;
  - f. Shall be transparent in relation to examination processes, degree awarding and ranking;
  - g. Shall mutually recognize the Student's study times, study and examination achievements on the basis of modules, Master's thesis and final grades;
  - h. Shall offer an appropriate insurance scheme, according to the requirements of the Erasmus Mundus Programme;
  - i. Shall support the Student in relation to accommodation and visa procedures and offer an integration service to the Student, his/her family and students with special needs.
- §7.** The EMJMD NURSING Consortium shall offer no financial support for any other costs incurred by the Student unless that is explicitly established in this Agreement and in its Annexes.
- §8.** The Student understands that he/she shall be excluded from the EMJMD NURSING Masters:
- a. In the case of non-attendance to the course (lectures, practical sessions, field trips, informative and official meetings,...) that the Student cannot justify with medical certificates or other valid extenuating circumstances, for which permission has not been granted by the EMJMD NURSING Coordinator at the host University;
  - b. If the Student is subject to disciplinary measures leading to his/her exclusion from the EMJMD NURSING Partner Universities;
  - c. If the Student is subject to legal prosecution that prevent him/her from attending the EMJMD NURSING programme;
  - d. If the Student withdraws from the EMJMD NURSING programme, on his/her own decision or by force majeure.
- §9.** The exclusion will be decided by the EMJMD NURSING Academic Committee based on a report from the Mentoring Professor and after hearing the Student allegation. The Academic Committee's decision can be appealed before the Consortium Committee and further, according to the applicable legislation. The Student shall be fully informed of his/her rights.
- §10.** Upon exclusion, the Student shall pay in due time and before his/her departure:



- a. The rent of his/her accommodation and the bank fees corresponding to his/her accommodation insurance, for the month of the day of his/her exclusion, if it were provided by the host University;
  - b. The remaining tuition fees for the EMJMD NURSING programme.
- §11.** Any alteration to this Agreement or respective 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 the contractual modifications, the Institution will issue an addendum to this Agreement.
- §12.** Without prejudice to the general consequences laid down in national law applicable in this Agreement, the Institution reserves the right to cease the effects of this 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. This Agreement will be governed by Spanish Law.
- §13.** 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 this Agreement.
- §14.** The Student is obliged to accept the necessary insurance related to the activities for the full duration of the study period. The Student shall be covered by the Erasmus Mundus Special Insurance complying with the Erasmus Mundus Programme requirements. Detailed coverage is included in Annex 5.
- §15.** The following annexes constitute an integral part of this Agreement:
- Annex 1.** Special regulations for Erasmus Mundus Scholarship Holders
  - Annex 2.** Individualised Study Track
  - Annex 3.** EMJMD NURSING Calendar
  - Annex 4.** Student Assessment System and Grading Equivalences
  - Annex 5.** Insurance Coverage

The signatories declare that they have read and accept the conditions laid down in this Agreement.

First Signatory

Second Signatory

The Rector of the University of Oviedo

Place and Date: Oviedo,

Place and Date

## **ANNEX 1 – Special regulations for Erasmus Mundus Scholarship Holders**

- §1.** This Annexe regulates the specific financial relations between the EMJMD NURSING consortium and the student having been awarded with an Erasmus Mundus scholarship of Partner and Programme country in order to participate in the EMJMD NURSING programme, according to the Grant Agreement Nr 2017-1934.
- §2.** The Erasmus Mundus scholarship amounts to a total value of €35,000 or 33,000 (depending on the distance according to the EACEA programme guide) and 25,000 euros in the case of the programme country grantees, donated to the EMJMD NURSING consortium by the European Commission to contribute to the student participation costs on the EMJMD NURSING, to his/her travel and setting up and to his/her living expenses while attending the EMJMD NURSING .
- §3.** The scholarship is distributed in the following items:
1. Participation in the EMJMD NURSING Programme: A total amount of 10,000 € for partner country students and 5,000 € for programme country students to cover the EMMC participation costs (including insurance coverage), which will be deducted from the scholarship as provided for in §4.
  2. Mobility: A total amount of €7,000 or 5,000 (depending on the distance according to the EACEA programme guide) as a contribution to travel, installation and any other type of costs for partner country grantees and 2,000 € for programme country grantees.
  3. Monthly allowance: A total amount of €1,000 as a contribution to the student living expenses while attending the EMJMD NURSING Programme (for both partner and programme country grantees).
- §4.** The student agrees to the deduction of the EMJMD NURSING Programme Tuition Fee (€6,666/year or 3,333€/year) from the annual instalments. The Institution shall automatically deduct the Tuition Fee from the payments made by the European Commission, prior to the payment of the Mobility part of the scholarship as provided for in §4.
- §5.** The University of Oviedo, as the EMJMD NURSING Coordinating University, shall transfer the rest of the scholarship to the beneficiary student as regulated in the Grant Agreement.
- §6.** The scholarship will be paid to the Student by bank transfer to the account number identified in Annex 4 of this contract, according to the following timetable:
1. Mobility:
    - a. a first instalment equivalent to the 50% of the total amount at the end of the registration process, at the beginning of the first academic year;



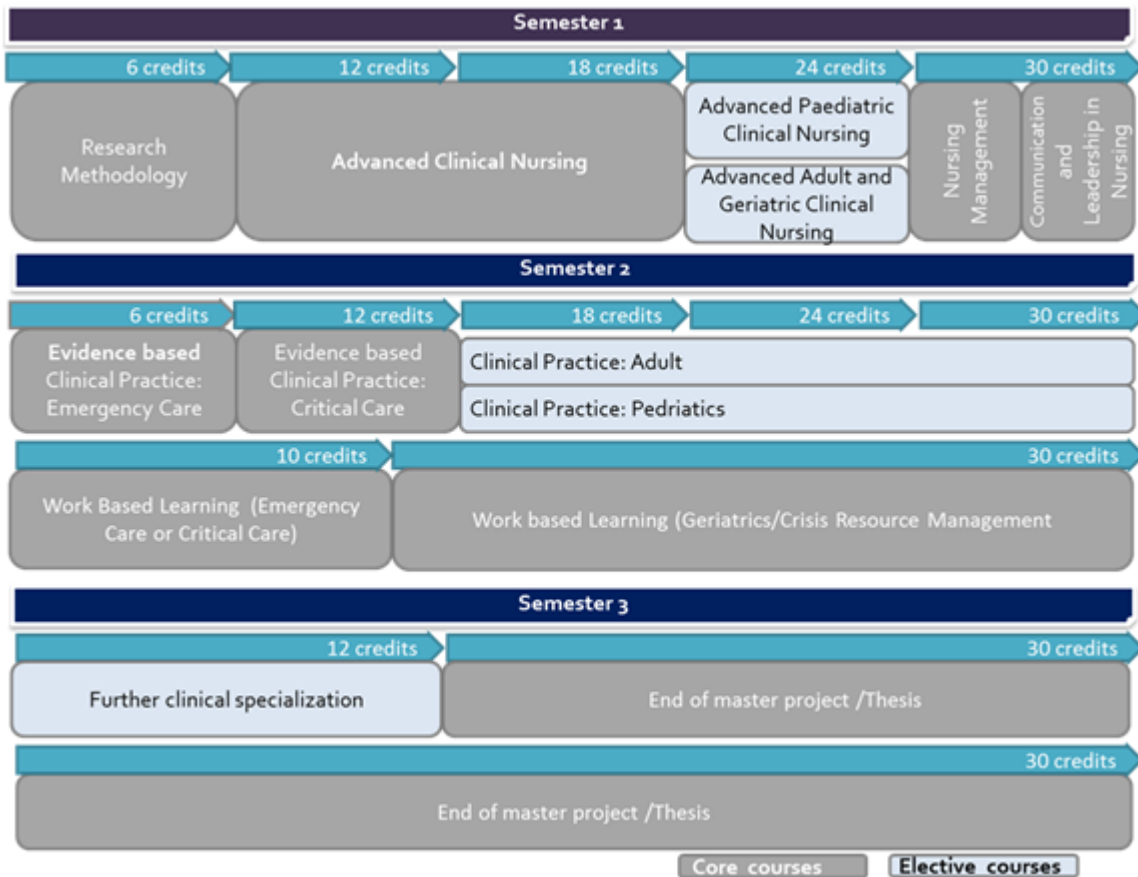
- b. a second instalment equivalent to the 50% of the total amount being paid at the beginning of the second academic year, provided that the Student has completed the registration process for the second academic year.
  2. Monthly allowance: 18 monthly instalments of 1,000 € each, payments of the monthly instalments should begin within 30 days after the beginning date of the Programme, as stated in the EMJMD NURSING Calendar (Annex 2).
- §7.** For the Student's information, the Grant Agreement (2017-1934) between the Institution and the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities which funds the EMJMD NURSING programme, imposes upon the Coordinating Institution, following the exclusion or the withdrawal of a student from the programme:
  - a. To make the remainder of the grant allocated to that student available to a new applicant;
  - b. 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;except for funds mentioned in §9 and §10, and for the prescribed use only.
- §8.** If the Student withdraws from the programme before or during his/her study period or if the Student is excluded from the Masters Course, the Student hereby makes a commitment on his/her honour to reimburse the Institution the excess funding from the grant(s) allocated to him/her, which consists of:
  - a. Any EMJMD NURSING funds received covering student expenses during the period following the date of exclusion;
  - b. Any funding that may have been transferred to the student for his/her use by the Coordinating Institution except for the sums stipulated in §9 and §10.
- §9.** As an exception to §8, the Student shall not refund sums he/she had perceived for the following:
  - a. The rent of his/her accommodation and to pay the bank fees corresponding to his/her accommodation insurance, for the month of the day of his/her exclusion;
  - b. The bank charges to pay for his/her bank account and his/her credit card, between the day of his/her exclusion and the end of the calendar year;
  - c. Tuition fees paid or to be paid for the remainder of the EMJMD NURSING programme
  - d. 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 Institution.



- §10.** The Institution shall for its part allocate the Student funds and instructions enabling him/her to fulfil his/her commitments according to §9. The funds consist in:
- a. The grant allocated for the month of the day of his/her exclusion;
  - b. Funds to cover the tuition fees for the EMJMD NURSING programme (€6,666 and 3,333€ per year for scholarship students) that the student has not paid yet.
- §11.** In addition, the Institution shall allocate the student funds to cover the cost of travel back to his/her country of origin that the student shall not refund.
- §12.** In case the Student has to leave temporarily the Masters Course following duly justified and well documented reasons, the scholarship payment shall be interrupted until the candidate is physically present again at their host institution and can actively participate in the course activities. Any further payment shall be made subject to the authorisation of the EACEA, according to the Erasmus Mundus administrative and financial handbook.
- §13.** Under this Agreement, the Student is obliged not to receive any other scholarship or subvention financed by the European Commission under other Community programmes.
- §14.** The scholarship does not create or entitle an employer-employee relation between the University and the Student, and therefore shall not be subject to social taxation. The EMJMD NURSING Coordinator shall inform the student about any tax that might be applied to the grant.
- §15.** Please note that attendance to all the classes is compulsory. No exception will be made to students who decide to have other activities beside studies.
- §16.** The cancellation of the scholarship will lead to the termination of the insurance coverage.



## ANNEX 2 – Individualised Study Track







### ANNEX 3 – EMJMD NURSING Calendar

	<i>Activity</i>	<i>Date</i>
<i>Admission &amp; Enrolment</i>	<i>Application procedure information</i>	<i>1<sup>st</sup> September</i>
	<i>Application submission deadline</i>	<i>31<sup>th</sup> December</i>
	<i>Selection process</i>	<i>January – February</i> <i>Personal interviews will be carried out during the last week in January</i>
	<i>Decision made public</i>	<i>1 – 15 March</i>
	<i>Deadline for completing documentation</i>	<i>30<sup>th</sup> April</i>
	<i>2<sup>nd</sup> deadline for reserve list documentation</i>	<i>31<sup>st</sup> May</i>
	<i>Start of enrolment</i>	<i>15<sup>st</sup> June</i>
	<i>End of enrolment</i>	<i>15<sup>th</sup> July</i>
<p><b><i>NOTE: Admission process will start the previous year to the commencement of studies. Selection process and Decision will be done the same year of the commencement of studies.</i></b></p>		
<i>1<sup>st</sup> Year</i>	<i>Autumn Semester</i>	<i>September – Jan 25th</i>
	<i>Autumn Semester Exams</i>	<i>2<sup>nd</sup> to 3<sup>rd</sup> week of January</i>
	<i>Spring Semester</i>	<i>Feb 4th – Jun 22th</i>
	<i>Spring Semester Exams</i>	<i>First two weeks in June</i>
<i>2<sup>nd</sup> Year</i>	<i>Internships period/Master’s Thesis preparation</i>	<i>7<sup>th</sup> Sep – 15<sup>th</sup> January</i>
	<i>Master’s Thesis presentation</i>	<i>1<sup>st</sup> fortnight of February</i>

## ANNEX 4 – Student Assessment System and Grading Equivalences

- §1. EMJMD NURSING student accomplishment will be evaluated through module examinations, internship assessment and Master’s Thesis.
- §2. Students will be ranked according to the score given in each of the examinations. A global Masters’ s score will also be awarded. The marks are given in the grading system of the host university and via the translation table shown below to the common grading system.

Common grading	UNIOVI (ES)		UAIG & IPS (PT)		ENU (UK)
A+	Sobresaliente MH	10	A (excellent)		D1-D5
A (excellent)	Sobresaliente	9,5	Excellent	18-20	
B (very good)	Sobresaliente	9-9,4	Very Good	16-17	P4-P5
C (good)	Notable	7-8,9	Good	14-15	P3
D (satisfactory)	Aprobado	5-6,9	Satisfactory	12-13	P2
E (sufficient)			Sufficient	10-11	P1
F (fail)	Suspens o	0-4,9	Fail	0-9	F1-F5 (F6)

- §3. The Masters will be successfully completed when all modules are passed. The Masters global mark will be the ECTS weighted average of all modules’ marks. The Academic Committee will decide the global mark of the degree. Honours or extraordinary mentions will be awarded by the Masters Academic Committee to the 10% top ranked students, based on a report issued by the Academic Committee.
- §4. Students shall successfully pass module examinations to complete each of the Masters modules. Module examinations may consist of several partial examinations. The form of examination is specified in each of the module description (see the detailed description of the module courses on EMJMD NURSING Subject Extended Information Annexe) and may be adapted to student having special handicaps.
- §5. Students may take each module examinations twice (ordinary and extraordinary examination) during the academic term in which the module is programmed.
- §6. Internships are an essential part of the EMJMD NURSING programme. Internships will be carried out in a partner university or in a company or research centre associated to the EMJMD NURSING programme.
- §7. The Internship place and topic will be decided by the Masters Academic Commission in consultation with the Student Mentoring Professor, taking into account Student’s



preferences, Internship Requirements and Student's profile and project availability at each institution. Student marks will be particularly taken into consideration. Academic Committee decision can be appealed before the Consortium Committee and further, according to the applicable legislation.

- §8.** Internships will be co-tutored by a Masters professor and a qualified professional belonging to the associated partner. The Internship period shall be jointly graded with the Master's Thesis. The supervisor of the Internships at the host organisation shall issue a report stating that the student has satisfactorily completed the Internship period, the activities carried out, and its assessment.
- §9.** The Master's Thesis will be connected to the activities to be developed during the internship. The Master's Thesis topic will be decided by the Masters Academic Commission in consultation with the Student Mentoring Professor under the SMP, taking into account Student's preferences, Internship content and Student's profile. The Academic Committee decision can be appealed before the Consortium Committee and further, according to the applicable legislation.
- §10.** The Master's Thesis shall be submitted before 15<sup>st</sup> January of the year in which the student shall be completing the Masters course. The Thesis shall be submitted with a brief report of the Thesis supervisor on the thesis content and methodology, the Internship activities and the outcomes that may be relevant to the Thesis. A chapter of the Master's Thesis will describe the Internship activities and the outcomes that may be relevant to the Thesis.
- §11.** The EMJMD NURSING Master's Thesis will be evaluated by a panel composed of three Masters Professors. One of the members shall belong to the University of the Thesis supervisor, another member shall be a professor on the thesis knowledge area and the third one shall be a professor of any of the other Partner Universities. Thesis will be marked between 0 and 10 points, 5 being the pass mark.

## ANNEXE 5 – Insurance Coverage

All students enrolled in the EMJMD NURSING will be automatically covered by the Course insurance. All participants shall be insured during their stay in the 27 European Union countries, the EEA/EFTA countries (Iceland, Liechtenstein and Norway), the countries that are candidates for membership of the European Union (Croatia, FYROM, Turkey) as well as the countries of the Third Country Partners/associated members identified by the Consortium as study destinations.

Cover will take effect by the time the grant holder starts their journey to participate in the Programme (maximum two months prior to the start of the specific actions eligibility period for which the grantee is enrolled) and will be valid until two months after the end of the same action, unless there is a prior change to the EM grantee status.

The cover will include all worldwide travel required for the participation in the Erasmus Mundus Programme, whatsoever reasons for travel may be such as: departure to the destination where the action will take place, travel between the participating higher education institutions, return trip home following completion of the action or during the academic breaks within the specific eligibility period of the action, preparatory meetings, mid-term evaluation meetings, final evaluation meeting, courses, conferences, seminars, research, cultural and intercultural sessions.

In the event of a return trip home during the period covered by his/her EM scholarship; the participants will also be entitled to receive cover for medical costs and urgent dental care, for periods up to 4 weeks.

The insurance contract will fully cover all the risks set out in points A to G below:

### A. Conditions that must apply

- Non deductible
- Non-permanent and non-chronic mental disorders will not be accepted as exclusions

B. Sickness, accident, pregnancy and childbirth: Insurance will cover out-patient and hospital expenses as a result of sickness, pregnancy, childbirth or accidents arising during the period of cover. If necessary, all hospitalisation costs will be directly paid out. Insurance will offer a 100% cover in respect of:

- doctors' fees
- medicines, examinations and analyses prescribed by a physician
- urgent dental care following an accident
- all hospital expenses and surgical fees (including advances on hospital expenses)
- repatriation in the event of serious illness or accident

Pregnancies at stage less than 6 months, at the moment of departure from the home country to participate in the action, shall not be excluded from cover.



C. Death cover will be provided around the clock and will include death during the period of cover following accident, whether or not it is attributable to the trans-national Erasmus Mundus activity. Cover in the event of death will include, in all cases, even suicide:

- Transport of the mortal remains to the place chosen by the deceased's family
- Funeral and laying-out costs
- The cost of the coffin

D. Permanent invalidity. Students will have round-the-clock cover against partial or full disability of a permanent nature resulting from an accident. The cover must not be restricted to a disability directly attributable to the performance of the trans-national Erasmus Mundus activity.

E. Third-party liability. Students will have round-the-clock cover against financial consequences of third party liability, by virtue of the legislation or case-law of the host country, occasioned by physical or material damage to third parties. In all cases, this cover must extend to the students' host higher education institutions where the student's action may devolve third-party liability to them.

F. Theft and loss of documents. Students will be insured against the risk of theft and loss of the following documents: identification documents (e.g. identity card, passport, etc.) and travel tickets.