

Annex III to the Partnership Agreement of the GLOBE-Erasmus
Mundus Joint Master in Global Change Ecology and
Biodiversity Management project

Student Agreement Draft

GLOBE-Erasmus Mundus Joint Master in Global Change
Ecology and Biodiversity Management

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Student Agreement

Erasmus Mundus Joint Master in

Global Change Ecology and Biodiversity Management

§1. Generalities

The GLOBE EMJM follows the Erasmus+ Program Guide related to the Key Action 2: Cooperation among organizations and institutions - Partnership for excellence - Erasmus Mundus action. This Student Agreement details all essential rules applicable to the Master programme and having a direct impact on students. The GLOBE Student Agreement establishes guidelines and procedures for the implementation of courses, as well as outlining the shared rights, obligations, and responsibilities of students and consortium partners participating in the GLOBE Erasmus Mundus Joint Master (EMJM). This agreement covers various aspects of the student's involvement in the joint programme, including academic matters, administrative procedures, and financial considerations. The agreement will take effect once both parties have signed it, and its start date will be determined by the date of the last signature.

§2. Parties

The University Rey Juan Carlos, established in Calle Tulipán s/n. 28933 Móstoles, Madrid, Spain, **Coordinating Institution** of the Erasmus Mundus Joint Master GLOBE, represented in this contract by its Programme Coordinator (hereafter the Coordinator) and on behalf of the GLOBE EMJM Consortium (hereafter the Consortium) formed by the following full partner universities:

- Universidad Rey Juan Carlos, hereafter referred to as URJC, Spain
- Bangor University, hereafter referred to as BU, UK
- University of Lisbon (Universidade de Lisboa), hereafter referred to as ULISBOA, Portugal
- Universidad Autónoma de Tlaxcala, hereafter referred to as UATx, Mexico

of the one part, as the Student,

Name, First name: _____

Home Address: _____

Date and place of birth (dd/mm/yy):

Nationality: _____

Passport number: _____

Phone numbers: H) _____ C) _____ W) _____

E-mail address: _____

Social Security #: _____

Study Period

Starting academic year: 20____/ 20____//

Duration study period: from ____/____/____ to ____/____/____

and the Programme Coordinator, of the other part:

Name, First name: _____

Title:

Address: _____

HAVE AGREED to the following terms and conditions:

§3. Key Elements

Key Aspects of the GLOBE- Erasmus Mundus Joint Master in Global Change Ecology and Biodiversity Management (EMJM) Programme:

3.1. Access: The student declares to meet the requirements to follow the Erasmus Mundus Joint Master in Global Change Ecology and Biodiversity Management (GLOBE). Specifically, the student holds a Bachelor's degree (or equivalent) and has the required English proficiency (as mentioned on the EMJM-GLOBE admission requirements and online application tool). The student declares that the information provided during the application and registration was reliable.

3.2. Duration: The GLOBE EMJM covers a period of two academic years (120 ECTS).

3.3. Programme Structure: The curriculum is structured as follows:

- First Semester: Hosted by the Universidad Rey Juan Carlos (URJC).
- Second Semester: Conducted at Bangor University (BU).
- Summer School: Organized by the Universidad Autónoma de Tlaxcala (UATx) during the summer between the first and the second academic year.
- Third Semester: Based at the Universidade de Lisboa (ULisboa).
- Fourth Semester: Devoted to the completion of the Master Thesis, supervised by one of the partner institutions.

3.4. Mandatory Mobility Periods: The student is obligated to participate in three mandatory mobility periods. These periods entail spending one semester at URJC, another at BU, and a third one at ULisboa. The student can opt to spend the fourth semester in any partner institution to develop their master thesis, or in an associated partner, tutored by a full partner institution.

3.5. Mandatory events and Milestones of the Academic Calendar: Apart from the teaching activities of each semester, the programme foresees the implementation of complementary academic activities. The students are mandated to attend these events if they are scheduled in their edition's version of the programme. These events may include the following and/or alternative similar events:

3.4.1. Welcome Week: The student would attend the welcome week hosted by a Full partner institution to provide students with essential academic and practical information.

3.4.2. Thesis Orientation Week: The student would attend the thesis orientation week hosted by a Full partner institution to provide students with guidelines for master thesis development and project ideas

3.4.3. Summer School: The student will attend a summer school, which is organized by UATx, as a Full partner institution, and held at the start of their second academic year.

3.4.5. Project conference and graduation week: The student would attend this event, which will be hosted by a Full partner institution.

§4. Academic aspects

The GLOBE EMJM offers a two-year (120 ECTS) programme designed and delivered by a consortium of universities: Universidad Rey Juan Carlos (Madrid, Spain), Bangor University (Bangor, UK), Universidade de Lisboa (Lisbon, Portugal), and Universidad Autónoma de Tlaxcala (Mexico).

As of its current structure, as approved by the Consortium in 2023, during the first semester of the Erasmus Mundus GLOBE Joint Master at the Universidad Rey Juan Carlos (URJC), the student will gain basic understanding on global change drivers and biodiversity conservation, while also acquiring transversal skills related to scientific writing and analytical tools. In the second semester of the GLOBE Master at Bangor University, the student will go through a consolidation phase where they will focus on specialised training modules. The Summer School at the Universidad Autónoma de Tlaxcala (UATx) will offer a comprehensive educational programme focusing on several central themes, including biodiversity and animal ecophysiology, global change, human health and biodiversity loss, and science communication. In the third semester of the Erasmus Mundus Master GLOBE, organised by Universidade de Lisboa (ULisboa), the student will specialise in environmental management. In the fourth semester, the student will have the opportunity to conduct research and write the master's dissertation at any of the four institutions involved in the programme, also in combination with one of the Associated Partners to the programme or a third party. The three mobility periods as well as the summer school are mandatory. The following programme structure is compulsory for all GLOBE EMJM students:

Module structure	Number of Credits (ECTS)	Institution
1st semester: Introduction and General Concepts		
Conservation strategies for biodiversity	4.5 ECTS	URJC
Statistical modelling and data science	6 ECTS	URJC
Global change: drivers and impacts	6 ECTS	URJC
Scientific writing, reporting, and communication	4.5 ECTS	URJC
Evolutionary consequences of global change	4.5 ECTS	URJC
Integrative field course	4.5 ECTS	URJC
2nd semester: An Opportunity for Students to Consolidate their Knowledge of Biodiversity and Conservation Science.		
Practical/Research methods in wildlife conservation	7.5 ECTS	BU
Human-wildlife coexistence	7.5 ECTS	BU
Genetics and conservation of small populations	7.5 ECTS	BU
Botanical ecology & ecosystems services	7.5 ECTS	BU
3rd semester: Summer School (UATx)		
Summer school	5 ECTS	UATx
3rd semester: An Opportunity for Students to implement managerial solutions (ULisboa)		
Ecological sustainability	3 ECTS	ULisboa
Ecosystem services and bioeconomy	6 ECTS	ULisboa

Environmental assessment	6 ECTS	ULisboa
Environmental policies and governance	6 ECTS	ULisboa
Natural risks	6 ECTS	ULisboa
Project in ecology and environmental management	3 ECTS	ULisboa
4th semester: Master's thesis		
Master thesis	25 ECTS	Any partner institution or Associated Partner

The students' academic progress will be evaluated through a combination of oral presentations, resolution of case studies, group projects, and written exams, including written reports, among other evaluation procedures. The grading of all activities will follow the national grading scales of each institution. The evaluation procedure of each module will be clearly explained to the students for each module. According to the local regulation of the hosting institution the student can be reassessed in case of failure.

Once the student fulfils the necessary 120 European Credit Transfer and Accumulation System (ECTS) credits, **he/she will receive multiple degrees from the participating institutions as long as they achieve the requirements of each institution. The Coordinating Institution, URJC, will grant a degree for the whole 120 ECTS programme, and a Diploma Supplement describing the personal curriculum path across the full 120 ECTS curriculum of the programme. The GLOBE Consortium commits to pursue the implementation of a joint degree with the seals of all Partners able to contribute by their national legal context.**

§5. Student obligations

Under the present agreement, an enrolled student is obliged to:

- respect the discipline, guidelines, and regulations at the participating universities concerning courses, tasks, working hours, ECTS, the rules in force, and any other legal provisions in order to obtain the GLOBE diplomas.
- complete all mandatory modules and make every effort to progress with his/her studies in a way that graduation can be realised within two years.
- duly attend and actively participate in all prescribed lectures, activities, and examinations for the whole study programme in each institution visited in the respect of its own and national rules, including the Summer School of the Universidad Autónoma de Tlaxcala (UATx) or any other field trip. In all activities, both personal and academic, the student will respect the ethical principles of their host country.
- successfully complete a total of 60 ECTS annually – for a two-year total of 120 ECTS. The second year of the GLOBE study is conditional upon successful completion of the first year, *i.e.* passing all exams.
- deliver the expected outputs (examinations, projects, essays, publications, etc.) in accordance with the joint programme's requirements.
- obtain the expected performance results in order to be allowed to continue the programme. Each period is assessed following the rules (national and local) of the hosting institution.
- indicate preference of master thesis project and partner institution at the time required by the coordinator.
- participate in all Joint events that might be scheduled (*e.g.* Welcoming week, Thesis Orientation week and Project Conference and Graduation week).
- cooperate in the monitoring of his/her progress. The student also commits to participate in evaluations/surveys conducted by the Consortium and/or the Commission/Agency (EACEA).
- inform the Project Coordinator and the Project Administrative Coordinator in advance if he/she wishes to withdraw from the programme and follow the required procedures of each hosting university.
- **inform the Project Coordinator and the Project Administrative Coordinator as soon as possible of any events or circumstances likely to affect this Agreement.**
- for not scholarship-holders, pay the participation costs (see below).

- for scholarship-holders, not to receive any other scholarship or subsidy financed by the European Commission under other community programmes while studying the GLOBE EMJM.

Students may be asked to sign an additional agreement by some of the hosting universities, for instance, to get access to the building and labs. Such an agreement may stipulate a code of conduct, confidentiality, property rights, etc. Students are encouraged to join the Erasmus Mundus Students and Alumni Association (EMA, see <http://www.em-a.eu/>).

GLOBE maintains a strict policy against plagiarism. Each institution within the GLOBE Consortium actively communicates its zero-tolerance stance towards plagiarism and the consequential severe institutional-level penalties. Any instances of plagiarism or any other type of academic misconduct must be promptly reported to the Coordinator. The occurrence of two plagiarism incidents will result in expulsion from GLOBE, which includes the termination of scholarships.

§6. Services provided by the GLOBE programme

The GLOBE Consortium will provide the following common services at all partner institutions:

- detailed information on programme content and structure, advertised through the programme webpage and other sources.
- assistance to fulfil the administrative formalities required for the student's enrolment in each institution.
- assistance with visa procedures. The student is responsible for applying, paying, and obtaining all necessary visas in due time and will inform the Consortium about all circumstances that might prevent them from getting a visa to one of the partner institutions. The Consortium compromises assistance in this regard. Specifically:
 - students will be well-informed about the timing and logistics involved in transitioning between countries. It is essential for students to have a clear understanding of the number of planned mobilities and to know the respective contacts at each institution for a seamless transition.
 - after acceptance in the programme, students will receive an admission letter that will allow them to ask for VISAS.
 - every institution in the Consortium will establish communication channels with the nearest embassy or consulate of the next destination. This will ensure that all students can collectively initiate their applications, promoting a synchronized process and facilitating a smooth transition for everyone.
- assistance, where and when possible, with accommodation (information on cost of living, university residences, renting flats), opening a bank account, etc.
- assistance, where and when possible, to accompanying families.
- welcome and integration events.
- information on academic and social student counselling, sports facilities, and cultural and social events.
- access to computer facilities, including wireless internet access and university email account, and student card (where available).
- access to virtual classrooms (where available).
- access to university-level peer mentoring programs (where available).
- access to sports facilities, libraries and canteens.
- access to a Local Tutor in each institution.
- master thesis orientation through a Joint event.
- information on local language instruction (A1). Spanish and Portuguese classes will be available at URJC and ULisboa, respectively. To cope with the practicalities of everyday life, e.g. shopping and transportation, and to get the most out of their stay by gaining valuable insights into the culture of the host countries, students are encouraged to engage in local language studies (Spanish and Portuguese) at their host institutions. URJC and ULisboa offer free basic local language courses to GLOBE students. Courses are arranged either at the institution or in cooperation with local municipalities and language schools. Such courses do not give ECTS credits.
- upon completion of the programme, provide a complete Diploma Supplement mentioning in detail the course units completed and the credits and grades obtained.

- insurance – health (sickness, pregnancy/childbirth, and accident, death, invalidity), travel and liability (including third party), theft and loss of personal belongings, etc. according to the requirements of the Erasmus+ Programme and the Grant Agreement. **The cover must take effect from when the students start their journey to participate in the master course (maximum two months before the start of the master course) and until at least two months after the end of the studies (end of the course, unless the student leaves earlier).**
- A comprehensive insurance will be given to all students with an insurance carrier selected by the Consortium. This will be an individual insurance only for students of GLOBE. The student must cover accompanying family members with similar insurance coverage. The contribution to insurance costs is not paid to the student. The Consortium will arrange that the student is covered.

Regardless of the common services provided, each student is accountable for staying well-informed about and adhering to the university and country regulations throughout the whole period they will be enrolled in GLOBE. Additionally, it is the student's responsibility to ensure the validity and accuracy of their visas, bank accounts, and associated documentation in compliance with the relevant legislation, as well as securing lodging for each study period.

§7. Financial aspects

7.1. Participation costs

Self-funded students (i.e. without an EMJM GLOBE scholarship or any other funding that includes fee waivers) are expected to pay the full year programme cost of GLOBE before the start of the 1st academic year, and before the start of the 2nd academic year. Details for the payment will be provided at enrolment.

The participation cost for the GLOBE EMJM is, as of date of signature of this Student Agreement, €4500 for students from EU Member States and third countries associated to the Programme (as listed in the Erasmus+ Programme Guide) and €9000 for students from Third countries not associated to the Programme per annum. It is important to note that the annual GLOBE participation cost payment is non-refundable. Students who do not fulfil the requirements for graduation within 4 semesters will be required to self-pay the tuition fees of any partner university at which they must register beyond the fourth semester. Modifications of the participation costs can be made by decision of the Academic and Management Board of the GLOBE project, but cannot affect to students already enrolled.

Participation costs include:

- enrolment and right to attend classes and exams.
- access to all facilities including libraries, classes, laboratories.
- costs related to all teaching activities of the programme, including field trips, and including the summer school at Mexico.
- insurance – health, travel, liability (see §6).
- tuition fees.

Participation costs do NOT include:

- travel costs to and from partner institutions between mandatory mobility periods.
- visa costs.
- individual module related costs, e.g., books, stationery, etc.
- extra travel costs such as additional insurance asked by embassies.
- additional costs such as diploma or official transcript of records fees, or any other additional costs.

At the application stage, students with special needs can indicate what their special needs are, and the Academic and Management Board of GLOBE will allocate a budget to cover those needs accordingly.

§8. Exclusions from the programme

The student understands that he/she may be excluded from the GLOBE programme if:

- the student cannot justify absence from mandatory lectures, practical sessions, field trips, informative and official meetings or explicit permission by the GLOBE staff (to ensure permission, the student must ask in advance).
- the student obtained insufficient credits and corrective actions were not followed up. If the student makes insufficient progress without adequate justification, an official warning will be issued by the Academic and Management Board. This document will specify measures to be taken by the student and goals to be achieved within a specified time period. During this period, the student will receive special attention and supervision.
- the student is the subject of disciplinary measures, including plagiarism, leading to his/her exclusion from the GLOBE Partner Institutions.
- the student is the subject of legal prosecutions that prevent him/her from attending the GLOBE programme.
- the student withdraws from the GLOBE programme, on his/her own decision or by force majeure (see also §9).

§9. Scholarships

9.1. General aspects

A number of students will receive a GLOBE EMJM scholarship provided by the EACEA (EMJM Scholarships). Decision on the awarding of GLOBE scholarships will be made by the Academic and Management Board based on the ranking of students during the selection procedure, and on geographic balance. **The scholarship holders must comply with the following conditions:**

- **have — at the date of enrolment — a first higher education degree (or demonstrate a recognized equivalent level of learning according to national legislation and practices in the degree-awarding countries).**
- **be enrolled in the EMJM master course.**
- **not 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) and not have received any other scholarship or subvention financed by the European Commission under other programmes.**

9.2. Financial and administrative aspects

The scholarship will be a contribution to the costs incurred by the beneficiary students to cover their travel, visa, installation and subsistence costs during their enrolment in the programme. It is calculated on the basis of a monthly unit cost for the entire period needed by the enrolled scholarship holder to complete the study programme (pro-rata of the actual number of days). The student awarded with an EMJM scholarship will receive a maximum of € 33600 for the entire two-year period of study (24 months). The starting date for the scholarship will be set to the onset of the official academic activities of the EMJM programme. During the study periods, the scholarship can only be awarded in full, and to full-time students. A pro-rata reduction applies for late arrival, early leave of students or absence during the mandatory academic periods. The allowance of 1,400 € for full months will be paid on a monthly basis to the student's personal bank account. In case of reduction of the scholarship, corrective payments will be performed at the end of the 24-month period.

After the last payment, the student should sign the acknowledgement of receipt of the grant without delay and hand it to the GLOBE Consortium representative at the institution where the student is registered and currently studying.

The scholarship (and scholarship payments) will be suspended if students are forced to temporarily interrupt their studies (following duly justified and well documented reasons) and resume them afterwards, provided that the program is still ongoing (payments after the end of the program will be ineligible). Any absence from the programme needs to be applied for in advance with a template provided by the consortium.

Any deliberate failure on the part of the student to fulfil the conditions expected in terms of attendance at the Erasmus Mundus Joint Master Programme GLOBE, in particular non-fulfilment of the conditions stipulated in the present Agreement (see §8), constitutes sufficient reason for action to be taken towards resolving the issue and could lead to reimbursement of the scholarship awarded. In the case of reimbursement, the Coordinating Institution will determine the amount to be reimbursed, basing itself on the portion of the amount s/he should have received, and which exceeds his/her actual expenditure incurred thus far (i.e. based on the number of months attended/completed, and/or a copy of their return ticket).

An extension of the scholarship is not possible. The student needs to commit to good performance and finishing with the master thesis within 24 months.

9.3. Money transfers

All payments will be by direct transfer to a Spanish bank account specified by the scholarship recipient. Immediately upon arrival at the first-year institution, the recipient must open a European bank account and forward the account details (including the IBAN number) to the Project Administrative Coordinator.

9.4. The project partners (Full and Associated) or any other third party may also fund partial or full scholarships (Consortium scholarships) or fee waivers, which allocation and conditions would observe the rules of its specific financing scheme, and be in general alignment with the articulate of this Student Agreement.

§10. Complaints, appeals, and terminations

In case of complaints about a specific service, academic decisions, or facility provided by a partner institution, the student shall invoke the complaints procedure of that institution. Any complaints arising in relation to the GLOBE programme, or termination of studies, must without delay be brought to the attention of the Coordinator. In case of a complaint about the services provided by the programme, the student may appeal to the Coordinator. The Coordinator will consider the issue and, depending on its nature, may raise it to appropriate governing and associated bodies (like the Academic and Management Board of the GLOBE Project, or the EACEA), and will solve it as soon as possible. The Coordinator can also be addressed in case of complaints about local concerns.

If a registered student decides to withdraw permanently from the programme or wants to take a leave of absence from the programme, the student needs to inform the Coordinator in writing, and follow the administrative rules and regulations of the university in which the student is registered for that semester. If a student withdraws from the programme or if a student is granted a leave of absence during either semester of the academic year, he/she will be eligible for a refund in accordance with the conditions set forth below. The Coordinator will notify the other full partner universities about the withdrawal. In case a student was requested to withdraw for failure to maintain a satisfactory scholastic standing, no refund is possible. For scholarship students, the payment of the scholarship is blocked immediately in all aforementioned cases. The effective date is the date that the Coordinator receives the student's written request for withdrawal or leave of absence. A student who is required to withdraw because of a violation of regulations will not receive a refund of the participation costs.

Any alteration to the present Student Agreement must be communicated in writing. All alterations to the initial situation must be immediately communicated by the student to the coordinating institution. Upon mutual agreement of contractual modifications, the coordinating institution will issue an addendum to the present contract. The Coordinator will amend the agreement on an *ad hoc* basis in case of temporary termination, e.g. on the grounds of health reasons.

§11. Online resources

Further resources related to the EMJM programmes can be found online at <https://erasmus-plus.ec.europa.eu/opportunities/opportunities-for-individuals/students/erasmus-mundus-joint-masters>. Resources related to the GLOBE EMJM can be found online at <https://globe-master.eu/>.

§12. Liability

Each contracting party must exonerate the other from any civil liability for damages suffered by him or his staff as a result of performance of this agreement, provided such damages are not the result of serious and deliberate misconduct on the part of the other party or its staff.

Date:

Date:

Student signature

Project Co-ordinator signature