



Erasmus Mundus Student Agreement Edition 2021-2023

**ERASMUS MUNDUS MASTER'S COURSE IN PUBLIC HEALTH IN DISASTERS
(EMJMPHID)**

The **University of Oviedo**, established in Edificio Histórico de la Universidad, c/ San Francisco 1, 33004, Oviedo, Spain, represented by Prof. Dr. Ignacio Villaverde Menéndez, Rector, Coordinating Institution of the Erasmus Mundus Master's Course EMJMPHID – Master's in Public Health in Disasters, hereafter referred to as "the Institution", the First Signatory, of the one part, and

Name:

Date of Birth:

Place of Birth:

Nationality:

Passport Number:

Permanent address:

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Programme Country

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

This Agreement regulates the mutual rights and obligations between the parties in all what concerns the Erasmus Mundus Master's Course "**Master's in Public Health in Disasters**" (**EMJMPHID**) 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 EMJMPHID Consortium:

- a. University of Oviedo
- b. Karolinska Institutet
- c. University of Nicosia

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 Grant Agreement Nr 2018-1044.

Should the Student successfully complete the full academic track, he/she will be awarded





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with a double **Master's Degree in Public Health in Disasters** by Universidad de Oviedo and Karolinska Institutet or by Universidad de Oviedo and University of Nicosia. This degree is fully recognized as an official Master's degree according to the national regulations in Spain, Sweden and Cyprus, and within the European Higher Education Area according to the Member State and EU regulations.

The Student shall be provided with an official diploma issued by the University of Oviedo as coordinator, and a Diploma Supplement describing the academic track. The 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.

Under this Agreement, the Student must:

- a. Fulfil all the administrative requirements established by the **EMJMPHID** Coordinating University and the partner Universities by the due dates, as specified in Annex 2.
- b. Attend the **EMJMPHID** courses assiduously and comply with the attendance requirements 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.

Amount: 9,000€	Date of payment
4,500€	at registration
4,500 €	September year +1

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.

Under this Agreement, the EMJMPHID Consortium:

- a. Shall make all reasonable efforts to deliver the programme as described in the EMJMPHID Programme Guide and in the EMJMPHID website for the appropriate academic year;
- b. Shall provide the Student with the tuition and learning support associated with the EMJMPHID programme, with reasonable care and skill;
- c. Shall guarantee the award of the **Master's Degree in Public Health in Disasters** and the appropriate 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,



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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 Master's, its academic calendar, course's outline and their evaluation in the website of the Master's 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, and students with special needs.

The EMJMPHID 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.

The Student understands that he/she shall be excluded from the EMJMPHID Master's:

- 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 EMJMPHID Coordinator at the host University;
- b. If the Student is subject to disciplinary measures leading to his/her exclusion from the EMJMPHID Partner Universities;
- c. If the Student is subject to legal prosecution that prevent him/her from attending the EMJMPHID programme;
- d. If the Student withdraws from the EMJMPHID Programme, on his/her own decision or by force majeure.
- e. If the Student fails to successfully pass the prescribed coursework and examinations inherent in the programme of studies.

The exclusion will be decided by the EMJMPHID 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.

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;



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- b. The remaining tuition fees for the EMJMPHID Programme.

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.

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.

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.

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.

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.** EMJMPHID Calendar
- Annex 4.** Student Assessment System and Grading Equivalences
- Annex 5.** Insurance Coverage
- Annex 6.** Assessment of academic performance

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

First Signatory,

The Rector of the University of Oviedo

Place and Date: Oviedo,

Second Signatory,

Place and Date



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ANNEX 1 – Special regulations for Erasmus Mundus Scholarship Holders

- §1.** This Annexe regulates the specific financial relations between the EMJMPHID Consortium and the student having been awarded with an Erasmus Mundus scholarship of Category (Programme or Partner country) in order to participate in the EMJMPHID Programme.
- §2.** The Erasmus Mundus scholarship amounts to a total value of 40,000€ donated to the EMJMPHID Consortium by the European Commission to contribute to the student participation costs on the EMJMPHID, to his/her travel and setting up and to his/her living expenses while attending the EMJMPHID.
- §3.** The scholarship is distributed in the following items:

1. Participation in the EMJMPHID Programme: A total amount of 9,000 € 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 1,000€ per year as a contribution to travel, installation and any other type of costs (exception made to the EU students who are living in a non EU country, following EACEA programme Guide)*.

*In case the student is living in a non-European country, he will receive a trip grant of 2,000€ per year if the distance from his residence to Oviedo is less than 4000km and 3,000€ per year if the distance from his residence to Oviedo is more than 4000km.

3. Monthly allowance: A total amount of 1,000 € as a contribution to the student living expenses while attending the EMJMPHID Programme. Students living in the same country where they are studying will not receive the monthly allowance while they are in their residence country (following EACEA programme Guide).
- §4.** The student agrees to the deduction of the EMJMPHID Programme Tuition Fee (9,000 € /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.** Universidad de Oviedo, as the EMJMPHID 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





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completed the registration process for the second academic year.

2. Monthly allowance: 24 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 EMJMPHID Calendar (Annex 2).

No payment shall be made to the Student until the Institution has received the Erasmus Mundus scholarships from the European Union under the Grant Agreement referred in §1.

For the Student's information, the Grant Agreement (2018-1044) between the Institution and the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities which funds the EMJMPHID 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.

If the Student withdraws from the programme before or during his/her study period or if the Student is excluded from the Master's 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 EMJMPHID 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.

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 EMJMPHID 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.

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:



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- a. The grant allocated for the month of the day of his/her exclusion;
- b. Funds to cover the tuition fees for the EMJMPHID Programme (4,500,00 € per year for scholarship students) that the student has not paid yet.

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.

In case the Student has to leave temporarily the Master's 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.

Under this Agreement, the Student is obliged not to receive any other scholarship or subvention financed by the European Commission under other Community programmes.

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 EMJMPHID Coordinator shall inform the student about any tax that might be applied to the grant.

The Student is not entitled to embark on any labour occupation with a regular salary in parallel to the studies under the ERASMUS MUNDUS European Master's Course.

The cancellation of the scholarship will lead to the termination of the insurance coverage.



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ANNEX 2 – Individualised Study Track

a) Semester 1

Semester 1		
University of Oviedo	ES	X
40 ECTS		

b) Semester 2.

Semester 2		
Karolinska Institutet	SE	<input type="checkbox"/>
University of Nicosia	CY	<input type="checkbox"/>
30 ECTS		

c) Semester 3

Internship – 20 ECTS	Choose one
Entity Name	Type Country
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>
	<input type="checkbox"/>

d) Semester 4

Master's Thesis – 30 ECTS

Master's Thesis Supervising University		
University of Oviedo	ES	<input type="checkbox"/>
Karolinska Institutet	SE	<input type="checkbox"/>
University of Nicosia	CY	<input type="checkbox"/>



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ANNEX 3 – EMJMHPID Calendar

ADMINISTRATIVE

	Activity	Date
Admission & Enroll	Application procedure information	1 st September
	Application submission deadline	31 st December
	Selection process	January – February
	Informal notification to candidates on selection process results	1 – 15 March
	Official decision on Master's' accepted students,	Third week of April
	Start of enrollment	1 st May
	Deadline for confirmation on scholarship acceptance	15 th May
	Deadline for completing enrollment documentation ¹	1 st June
	Confirmation of acceptance deadline for students from the reserved list	15 th June
	Deadline for completing enrollment documentation for students from the reserve list ²	1 st July
	End of enrollment	15 th July

NOTE: Admission process will be start the previous year to the commencement of studies. Selection process and Decision will be done the same year of the commencement of studies.

ACADEMIC

	Activity	Date
1 st & 2 nd Semester	Course Start and Introduction	2 nd week of January
	First Semester	January-June
	First Semester Exams	Following respective course module
	Second Semester	September-December
	Second Semester	Following respective course module
3 rd semester	Internships	January-June (approx.)
3 rd & 4 th Semester	Master Thesis UNIOVI	September-December
	Master Thesis KI	September-December
	Master Thesis UNIC	September-December
	Master thesis presentation (ALL)	December

NOTE: IAB and Consortium Annual meetings will be held during the Introductory Course dates.

¹ Send the application original documents by post, including the bank receipt of the payment of the first tranche of the scholarship for students that are not holders of Erasmus Mundus scholarship.

² Send the application original documents by post, including the bank receipt of the payment of the first tranche of the scholarship for students that are not holders of Erasmus Mundus scholarship.





ANNEX 4 – Student Assessment System and Grading Equivalences

- §1. EMJMPHID student accomplishment will be evaluated through module examinations, internship assessment and Master’s thesis.
- §2. Students will be marked according to the score given in each of the examinations. A global Master’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.

EMJMPHID COMMON GRADING						
Common grading	University of Oviedo		Karolinska Institutet		University of Nicosia	
A (excellent)	Sobresaliente MH	10	Pass with Distinction	A	93-100	A
		9,5			90-92	A-
B (very good)	Sobresaliente	9,4		B	87-89	B+
		9			83-86	B
C (good)	Notable	8,9	Pass	C	80-82	B-
		7			77-79	C+
					73-76	C
					70-72	C-
D (satisfactory)	Aprobado	6,9		D	67-69	D+
		6			63-66	D
E (sufficient)		5,9		E	60-62	D-
		5				
F (fail)	Suspenso	4,9	Fail	Fx	0-59	F
		0		F		

- §3. The Master’s will be successfully completed when all modules are passed. They will be graded according to the score given in each module examination Honours or extraordinary mentions will be awarded by the Master’s 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 Master’s 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 EMJMPHID Subject Extended Information Annexe) and may be adapted to student having special handicaps.
- §5. §1. Students may take each module examinations twice (ordinary and extraordinary examination) during the academic term in which the module is programmed except for the University of Nicosia which will follow the following Scheme of Assessment which states that: “A student who has failed in the resit exam and/or coursework resubmission (i.e. failed a course), will be allowed to retake the failed course in its entirety just once. In such a case, all coursework components will need to be a new piece



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of work, rather than a revision of the previous coursework.”

As well as

the MPH Programme regulations, where items 28-29 state:

28. Students who fail the resit Exam and/or their second coursework attempt, will be allowed to retake the entire failed course for one last time.

29. This final attempt at the failed course will entail repeating the whole course and including all its assessments irrespective of whether any assessments have been passed in previous attempts. When a course is repeated, the coursework needs to be a new piece of work, with the exception of the Research Project, where a third submission of the same project will be accepted following feedback from the Course Lead.”

When a student has to retake a course, they have to re-enroll for it and that automatically leads to the issuing of an invoice so that students can pay the relevant fees. The fees for each course are based on the ECTS credits of that course as described in the Tuition Fees explanation attached. Internships are an essential part of the EMJMPHID programme. Internships will be carried out in a partner university or in a company or research centre associated to the EMJMPHID programme.

- §6. The Internship place and topic will be decided by the Master’s 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.
- §7. Internships will be co-tutored by a Master’s 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.
- §8. 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 Master’s 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.
- §9. The Master’s Thesis shall be submitted before DATE of the year in which the student shall be completing the Master’s 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.
- §10. Master Thesis will be evaluated by a Professor of the supervising University, assisted by two more Professors from other Consortium Members. Thesis will be marked between 0 and 10 points, 5 being the pass mark.



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ANNEX 5 – Insurance Coverage

All students enrolled in the EMJMPHID 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





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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.



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ANNEX 6 – Regulations for assessment of academic performance of students of Erasmus Mundus Master in Public Health and Disasters at the University of Oviedo

The evaluation of academic performance of students is made by a process that assesses three elements:

- (1) *Physical attendance at lectures and seminars.* An attendance to more than 80 % of scheduled lectures and seminars is a prerequisite in order to pass the course. When a student is unable to attend the scheduled lectures and seminars he/she must notify in advance this contingency to the Master's Coordinator and provide subsequent documentation stating the cause of absence. Students may not miss more than 20% of scheduled lectures and seminars, unless there is a reason to justify it and this is properly documented.
- (2) Exams to verify student's knowledge acquisition. Exams may be of theoretical and practical type and also of two types according to their scope: (i) Partial exams referred to a part of the content of the course, and (ii) Final exams related to the complete content of the course.
- (3) Essays and reviews of a specific issue of course contents to be made by students under the supervision of a lecturer.

The weighting of each of the three above elements in the final grade will be as follows: Up to 20% for attendance to lectures and seminars; up to 50% for the total results in the exams and up to 30% for the results obtained in the different essays and reviews performed.

