

Erasmus Mundus Joint Master Student Agreement For self-funded students [Intake]

The **Ecole des Hautes Etudes en Santé Publique (EHESP School of Public Health)**, **Europubhealth+ coordinating institution** :

Avenue du Professeur Léon Bernard - CS 74312 - 35043 Rennes Cedex, France

Represented by **Isabelle Richard, Dean of EHESP**

On behalf of the EUROPUBHEALTH+ consortium formed by the following institutions:

- **EHESP School of Public Health** – Rennes (France) – Coordinating institution
- **University College Dublin** - School of Public Health, Physiotherapy and Sports Science (Ireland)
- **University of Sheffield** – School of Medicine and Population Health (United Kingdom)
- **University of Granada** – Andalusian School of Public Health (Spain)
- **Jagiellonian University Medical College** – Institute of Public Health - Krakow (Poland)
- **Maastricht University** – Faculty of Health, Medicine and Life Science (The Netherlands)
- **University of Liege** – Faculty of Medicine (Belgium)
- **University of Bordeaux** – Isped, School of Public Health (France)

and **the Student** :

Last Name:

First name:

Date of birth:

Nationality:

have agreed upon the following terms and conditions:

Article 1

The Student was selected by the Consortium to attend the Europubhealth+ Master course (worth 120 [European Credit Transfer System Credits](#)) for *[intake]* academic session and the following mobility track:

[ACADEMIC YEAR] - BASIC ACQUISITIONS - 2 SEMESTERS (60 ECTS)

- **Foundation course (57 ECTS)**
At *[Name of host institution]* - From *[starting date]* to *[end date]*

- **Integration module (3 ECTS)**

At EHESP School of Public Health - Rennes (France) - From *[starting date]* to *[end date]*

[ACADEMIC YEAR] - SPECIALISATION YEAR - 2 SEMESTERS (60 ECTS)
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- **Specialisation (57 ECTS):**

[Name of specialisation] at the *[Name of host institution]* - From *[starting date]* to *[end date]*

- **Integration module (3 ECTS)**

At EHESP School of Public Health - Rennes (France) - From *[starting date]* to *[end date]*. The graduation ceremony for *[Academic year]* cohort will take place in Rennes on *[date]*.

These mandatory mobility periods cannot be replaced by virtual mobility.

Article 2: Requesting a change of second year specialisation

The student is enrolled for the mobility track mentioned in Art. 1 and is not expected to change. Any request for switching to another specialisation for the second year in the programme may be studied by the consortium and should be strongly motivated. To do so, the Student must send a letter to the Consortium to motivate the request at the latest before 15. February of the first academic year. Such request cannot be made before the start of the first academic year. The acceptance is then conditioned upon the agreement of the second year institution the Student was initially selected for, upon the agreement of the institution the Student wants to switch to, and upon final validation of the Consortium and the European Agency EACEA.

Article 3: University services provision – Academic information

The universities of the Consortium will provide the student with tuition, supervision, assessment and support services of professional standards. Relevant information concerning the structure and the organization of the master is published on the EPH+ website: www.europubhealth.org

The academic organisation and assessment rules of the programme are described in the **Joint Academic Guidelines** which are provided to the Student prior to the admission.

Article 4: Awarded Degrees

Upon completion of the entire training programme mentioned above, the Student is awarded a double degree composed as follows:

- One national degree from the first year host institution as mentioned in Art. 1 (Foundation course): *“[Official name Year 1 degree]”*
- One national degree from the institution in which the Student undertakes his second year as mentioned in Art.1 (Specialisation): *“[Official name Year 2 degree]”*
- A Europubhealth+ Joint Achievement Certificate and a Joint Diploma Supplement issued on behalf of the whole consortium. The purpose of the joint diploma supplement is to support students' employability. It is designed to provide sufficient data to allow fair academic and professional recognition of qualifications (degrees, transcripts...). It provides a description of the nature, level,

context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification. The supplement includes the marks obtained and their equivalence in each national grading scheme.

Article 5: Attendance and Interruption rules

A Europubhealth+ Student is a full-time student who is expected to attend all lectures. Regular course attendance is mandatory. Each partner institution has its own specific regulations concerning minimum attendance rate to classes. The Student must comply with the local regulations of the host institution. The Student must attend courses and integration modules from the first day of the programme - including introductory days - to the last day, unless specific authorization is given by the Consortium.

Students obliged to interrupt the course for a short period of time must inform the Coordinating Institution. Justification must be provided to the Coordinating Institution as well as the national course director within one week of the absence.

In the case of the Student having to temporarily leave the course for a longer period following duly justified and well documented reasons such as medical reasons and/or serious family reasons (e.g. need to temporarily take care of a close family member or hospitalisation/death of a family member):

- If the break in studies is short enough for the Student to make up for the lost study time, the Student may remain enrolled in the Master course.
- If the Student is not able to finish the course activities within the respective student intake due to the above-mentioned reasons, then the consortium should find a way to allow the student to finish the Master within one of the following intakes based on a common decision made in compliance with the applicable internal rules of the institution where the Student is enrolled.

However, each case must be addressed individually.

In the case of long absences without any valid justification, the Europubhealth+ consortium will assess the situation and may ask the Student to leave the programme.

If the Student decides to drop out for any reason, he/she must formally inform the Coordinating Institution. If applicable, the involved Foreign Affairs authorities will be informed that the Student is no longer entitled to have a visa to stay in the European Union as a Europubhealth+ student.

Article 6: Financial conditions

6.a) Tuition fees payment

In order to participate in the Master course, the Student must pay the tuition fees to the Europubhealth+ coordinating institution (EHESP School of Public Health) before the beginning of each academic year. The tuition fees amount is *[tuition fees]* for the first year and *[tuition fees]* for the second year. Tuition fees include enrolment in all the teaching units and modules and access to related educational resources, access to library, document centres and related services, language courses in Year 2 where applicable, examination and resit fees, diploma and certificate.

Costs related to accommodation, food, international travel, travel on site, visa are not included in the above mentioned tuition fees.

The Student's admission is definitive once the coordinating institution has received the payment of the first year tuition fees. A definitive admission letter is sent to the Student upon receipt of the payment.

Tuition fees are to be paid by bank transfer with transaction costs at the Student's charge to:

<p style="text-align: center;">Bank holder: Agent comptable - Ecole des hautes études en santé publique 15 Avenue Professeur Léon Bernard, 35043 RENNES CEDEX – France IBAN (International Bank Account Number): FR76 1007 1350 0000 0010 0519 279 Bank identifier code: TRPUFRP1 Name of Bank: TP Rennes Trésorerie Générale</p>

*In order to facilitate the identification of the payment, the Student must include the following information in the bank transfer: **LAST NAME First name EPH [intake].***

6.b) Withdrawal

If the Student withdraws before/on 15. August [*year*], the Europubhealth+ coordinating institution will fully reimburse the amount already paid. If the Student withdraws after 15. August [*year*], the Europubhealth+ coordinating institution will reimburse the amount already paid but will first deduct a handling fee of 500€. In any case, Non-EU Students should bring a guarantee that any engaged visa procedure has been cancelled. If the Student has to withdraw before the course start for a reason that is beyond his/her control (such as visa refusal or serious health issues), the Europubhealth+ coordinating institution may decide to reimburse the amount already paid in full provided that well-documented proves are provided.

If the Student withdraws once the course has started, the tuition fees for the entire ongoing and previous semesters are due [*tuition fees*] before 31st January, and [*half tuition fees*] after 31st January.

Formal withdrawal notification must be sent to the Coordinating institution by registered mail and email. The Coordinating institution considers the reception date of the first withdrawal notification as the effective date of the Student's drop out and there is no retroactive effect.

Article 7: Insurance

The Coordinating institution contracts an insurance policy for the Student for the whole duration of the programme in compliance with the minimum requirements of the [European Agency EACEA \(weblink\)](#).

The Student will be provided with insurance for the whole duration of the programme in compliance with the minimum requirements of the European Agency EACEA including coverage for urgent medical care in case of sickness, pregnancy/childbirth, accident, death, permanent invalidity, third-party liability, theft and loss of personal belongings.

The Student receives an insurance certificate with his/her personal policy details and general conditions before the beginning of the course once the registration is confirmed.

In each country student will also be invited to register to the national health insurance system.

Article 8: Student's individual needs

Students with special needs will have the possibility to benefit from financial support to cover the costs related to their individual needs. Students who wish to benefit from this scheme shall describe before arrival the nature, duration and frequency of the specific support they require so that the Consortium can evaluate the costs.

Article 9: Behaviour

The Student commits to behave with ethics during the study period. He/She will commit no fraudulent act, and will specially 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 departmental, school or university rules. Any incident against this compromise will be treated by the Consortium and may cause the exclusion of the Student from the EPH+ Master course.

Article 10: Local support

Should the Student have any kind of difficulty, either academic, logistic or administrative, social or cultural, he/she will have the possibility to refer for advice to the EPH+ course director and administrative officers at each of his/her assigned universities, as well as possible.

Article 11: Participation in quality assurance processes

The Student commits to taking part in programme surveys/evaluations conducted by the consortium and/or the European Commission/EACEA, and is strongly encouraged to join the Erasmus Mundus Students and Alumni Association (EMA, see <http://www.em-a.eu/>).

Article 11: Complaints

In case of complaint, the Student may appeal to the Consortium. The Consortium will consider the issue and will solve it as soon as possible. However, for specific complaints about a specific service or facility provided by a Partner institution, the Student shall invoke the complaints procedure of that institution.

Article 12: Disclaimer

The Consortium 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 object of the present agreement.

Article 13: Change in situation

Any alteration to the initial situation as laid out in the present document must be immediately communicated to the other party; upon mutual agreement of contractual modifications, the coordinating Institution will issue an addendum to the present contract.

Article 14: Processing of personal data

By signing this agreement, the student authorises the use of his/her personal data in activities related to Europubhealth+. All personal data contained in the agreement shall be processed in accordance with Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation). Such data shall be processed in connection with the implementation and follow-up of the Europubhealth+ project by the Partner Institutions, EACEA and the European Commission, without prejudice to the possibility of passing the data to the bodies responsible for inspection and audit in accordance with EU legislation. The student may, on written request, gain access to his/her personal data and correct any information that is inaccurate or incomplete. He/she should address any queries regarding the processing of his/her personal data to europubhealth@ehesp.fr

The European Education and Culture Executive Agency (EACEA), in the context of managing the Erasmus Mundus Joint Master Degrees, collects and processes the personal data of some of the candidates. In particular, certain data of the scholarship holders (students and scholars), non-scholarship holders and reserve list candidates is shared with the Agency through the EACEA Mobility Tool and treated according to the following privacy statement.

Article 15: In case of litigation

The present agreement will be governed by the French Law.

Both parts will endeavour to solve amicably any controversy related to the interpretation or implementation of the present agreement. Failing agreement by both parts, the French courts are designed as the only competent authorities to resolve any legal dispute between the Consortium and the Student emerging from the present agreement.

The Coordinating Institution

The Student

Isabelle Richard, Dean of EHESP

Place and date :

Place and date :

Signature :

Signature :