



With the support of the
Erasmus+ Programme
of the European Union



STUDENT AGREEMENT – DRAFT
**for holders of an Erasmus + /Erasmus Mundus Joint Master Degree
scholarship**

Universität für Weiterbildung Krems (University for Continuing Education Krems), whose registered office is at Dr.-Karl-Dorrek-Straße 30, 3500 Krems, Austria (hereinafter referred to as "**Coordinator**"), is the coordinating institution of the Erasmus + /Erasmus Mundus Joint Master Degree (EMJMD) programme entitled: "Research and Innovation in Higher Education" (hereinafter referred to as "**MARIHE**").

MARIHE is jointly conducted by the MARIHE consortium partners:

University for Continuing Education Krems in Austria (coordinator),
Tampere University in Finland,
Osnabrück University of Applied Sciences in Germany,
Eötvös Loránd University (ELTE) in Hungary,
Beijing Normal University in China and
Thapar Institute of Engineering and Technology (deemed to be University) in India,
hereinafter referred to as "**Consortium**".

The Coordinator, represented by the Rectorate, of the one part, and the student:

Surname:

First name:

Date of birth:

Place of birth:

Nationality:

Home address:

(hereinafter referred to as "**the student**"), of the other part,

HAVE AGREED to the following terms and conditions:

§ 1. The MARIHE Programme

1.1 The student will participate in **MARIHE**, funded by the **European Commission** under project reference **No. 599185-EPP-1-2018-1-AT-EPPKA1-JMD-MOB**. At the Coordinator's, the unit responsible for conducting MARIHE is the Department for Higher Education Research.

1.2 The regulations set out in the following documents form an integral part of this student agreement:

- **Erasmus+ Programme Guide** in the most recent version, available at http://ec.europa.eu/programmes/erasmus-plus/resources/programme-guide_en.
- The information provided on **MARIHE website** (www.marihe.eu)
- The "**Registration and Application for Admission**" form of University for Continuing Education Krems signed by the student and submitted to the Coordinator, including the **Ordinance regarding the legal terms and conditions for enrolment in, and carrying out of, university courses at University for Continuing Education Krems** in the most recent version (available at: <https://www.donau-uni.ac.at/de/universitaet/organisation/mitteilungsblaetter.html>)
- The **other application documents** that the student has submitted to the Coordinator.
- The **Curriculum** of University for Continuing Education Krems in the most recent version, available at University Bulletin 2018 / No. 99 dated November 21, 2018 (https://www.donau-uni.ac.at/dam/jcr:e75f7236-38a8-4be6-a898-5468ee7bb6b7/duk_mb_9918.pdf)
- All **other documents** which the student has to comply with, provided on MARIHE website (www.marihe.eu)

1.3 Participation costs

Participation costs are defined with 12.000 € for the whole programme (four semesters/maximum 24 months). For scholarship holders from Erasmus+ programme countries, MARIHE Consortium applies a fee waiver of 3.000 €, so the participation costs are defined with 9.000 € for the whole programme (four semesters/maximum 24 months).

§ 2. Amount and payment of the Erasmus + /EMJMD scholarship

2.1. In order to participate in the master course MARIHE, the student receives an **Erasmus + /EMJMD scholarship**, which includes

- a contribution to the **students' participation costs** (including the tuition fees, full insurance coverage and any other mandatory costs related to the students' participation in the Master);
- a contribution to **student travel and installation costs**;
- a **monthly subsistence allowance** for the duration of the MARIHE programme (maximum 24 months).

The amount of the scholarship depends on (cf. Erasmus+ programme guide as denoted in §2):

- the student's nationality and subsequently his/her assignment to the category of "Erasmus+ programme countries" or the category of "Erasmus+ partner countries",
- the country and place of residence as indicated by the student in the documents submitted for scholarship application, and subsequently the distance from the place of residence to the place of the MARIHE Coordinator (University for Continuing Education Krems, Austria). For calculating the distance, the official Erasmus+ Programme Distance Calculator will be used: https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

The scholarship is calculated according to the following regulations:

2.2. Contribution to participation costs

- for a scholarship holder from Erasmus+ partner countries ("category A"): **6.000 €** per year,
- for a scholarship holder from Erasmus+ programme countries ("category B"): **4.500 €** per year.

This means that for all scholarship holders (no matter which category) the scholarship will cover all participation costs for four semesters.

2.3. Contribution to travel and installation costs

The contribution to travel and installation costs takes into account the country and place of residence of the scholarship holder (**at the time of application to the EMJMD**). As a proof of residence, the Coordinator will ask from the student a residence certificate and certificates regarding the student's occupational or educational situation in the country and place of residence.

- For a scholarship holder who is resident of an Erasmus+ programme country: 1.000 € travel costs per year,
- for a scholarship holder who is resident of an Erasmus+ partner country and whose place of residence is **less** than 4.000 km away from the Coordinator (University for Continuing Education Krems, Austria): 2.000 € travel costs per year plus a one-time payment of 1.000 € installation costs at the beginning of the master course,
- for a scholarship holder who is resident of an Erasmus+ partner country and whose place of residence is **more** than 4.000 km away from the Coordinator (University for Continuing Education Krems, Austria): 3.000 € travel costs per year plus a one-time payment of 1.000 € installation costs at the beginning of the master course.

2.4. Contribution to subsistence costs ("monthly allowance")

- For all scholarship holders: **1.000 € per month** for the entire duration of the EMJMD study programme (for MARIHE: at least until all exam and graduation requirements are fulfilled, for 24 months maximum), but:
- contribution to subsistence costs will **not** be given to scholarship holders for the periods (months) of the EMJMD (study / research / internship placement / thesis preparation) spent in their country of residence and will not be given to scholarship holders from partner countries for the time spent in partner countries exceeding three months.

The total amount of the scholarship is first to be transferred to MARIHE Coordinator.

2.5. For paying the scholarship to the students, the Coordinator will apply the following payment scheme:

- the **contribution to participation costs** (cf. 2.2) will be kept in full by MARIHE consortium to cover the participation costs for the student
- the **two annual contributions to travel costs** (cf. 2.3) will be paid in the 2nd and 10th month of the master course,
- if applicable: the **one-time payment for installation costs** (cf. 2.3) will be paid in the 2nd month of the master course,
- the contribution to **subsistence costs/ the "monthly allowance"** of 1.000 € (cf. 2.4) will be paid monthly at least until all exam and graduation requirements are fulfilled, but for a maximum of 24 months.

2.6. All scholarship payments will be done by bank transfer to a **SEPA (Single European Payments Area) bank account, denoted in Euro and** established by the student. The student will provide the respective data (account number etc.) to the Coordinator at the beginning of studies. Scholarship payments will be transferred only after the Coordinator has received and processed the respective bank account data.

2.7. The student understands that possible tax obligations that may result from the scholarship, in Austria or in other countries the student is a resident of, are solely in the student's own responsibility and that the Coordinator and the other consortium partners of MARIHE cannot be made responsible for fulfilling such obligations.

§ 3. Student's rights and obligations

3.1. By signing this agreement, the student commits him/herself on his/ her honour to duly attend MARIHE programme and attend the prescribed lectures, examinations and internship as set out in the curriculum and published by the consortium partners conferring the joint degree.

3.2. The student understands that for the mobility of the study period in Asia and for specialization (consisting of the last part of the 3rd and the 4th semester), he/she will be asked in due time to state his/her preference for one destination for the study period and for one of the specializations offered. The student agrees that the final decision for allocating students to the partners offering the study trip to Asia and to the specialization lies with the Consortium.

3.3. The student commits him/herself to respect the Consortium's code of conduct and the regulations of the MARIHE master course in general, but also of the host institutions. (see documents in 1.2)

3.4. The student agrees to get a personal e-mail address from University for Continuing Education Krems at the beginning of the programme (firstname.lastname@edu.donau-uni.ac.at) and accepts that information concerning his/her studies will only be sent to this e-mail address. An eventual forwarding of mail from this address to another e-mail address will be in the responsibility of the student.

3.5. The student has the right to use all the normal student services and facilities offered to local students of all consortium partners.

3.6. As to the quality assurance measures mentioned in 4.5, the student commits him/herself to support the consortium through active participation.

§ 4. Obligations of the Consortium:

4.1. The Consortium is obliged to deliver the MARIHE programme as defined in the joint curriculum in relation to the programmes content, structure, mobility tracks, participation costs and degrees awarded.

4.2. In addition to 4.1, the Consortium is obliged to provide support to students of the MARIHE master course when it comes to the organization of their mobilities foreseen in the master course and during installation in the host universities.

4.3. The Consortium is obliged to provide all necessary information to the student in relation to

- the content of the master course (content, study methodology, learning outcomes),
- examination methodologies, procedures and criteria; this includes the timetable and conditions for re-sits as well as the performance threshold to be reached in order to continue participation in the joint programme,
- results of written examinations and other ways of student performance, which should be provided within a reasonable time from the date the work was submitted to evaluation. An opportunity should be arranged for the student to discuss with the teacher responsible and/or to see the written or otherwise recorded evaluation of his/her performance,
- organisational matters (academic calendar, student services, visa regulations for the host countries, health and accident insurance).

4.4. The Consortium partners commit themselves to keep information described under 4.3 up to date.

4.5. The Consortium commits itself to quality assurance measures, coordinated by the Consortium's Quality Board, including the students', teachers' and stakeholders' perspective and covering the following levels of evaluation:

- a programme evaluation at the end of the programme,
- semester evaluation at the end of each semester,
- module evaluation

4.6. For the time of his/her participation within the master course (four semesters) and, if applicable, up to 2 months before the official start, the Coordinator provides a health and accident insurance to the student which is compatible with the minimum requirements as set out by the EACEA ([https://wayback.archive-it.org/12090/20210124180501/https://eacea.ec.europa.eu/sites/eacea-site/files/2018_emjmd - annex ix - final.pdf](https://wayback.archive-it.org/12090/20210124180501/https://eacea.ec.europa.eu/sites/eacea-site/files/2018_emjmd_-_annex_ix_-_final.pdf))

4.7. If the EMJMD grantee status of the student ends, the insurance also ends.

§ 5. Legal protection in examinations depends on national regulations. (in Austria see § 77 and 79 Universitätsgesetz/Universities Act)

§ 6. **Withdrawal of scholarship**

6.1. In case of expiry of admission to the MARIHE Programme the Coordinator may withdraw the student's scholarship after consultation with the consortium board in accordance with the cooperation agreement. The student understands that the reasons for the expiry of the admission for the MARIHE Programme depend on the national regulations of the Higher Education Institutions (in Austria: § 71 Universities Act).

6.2. In the case of violation of the Code of Conduct of the consortium or the regulations of the MARIHE master course, the Coordinator may withdraw the student's scholarship after consultation with the consortium board in accordance with the cooperation agreement.

6.3. In the event of withdrawal of scholarship, the **Contribution to subsistence costs** ("monthly allowance") will only be paid to the student until the end of the concerning calendar month of the withdrawal of scholarship.

6.4. In the event of withdrawal of scholarship **the Contribution to participation costs**, which cover the participation costs of the student, will end at the end of the concerning study year.

For clarification: The student does not have to refund the contribution to the participation costs applicable to the study period, which the student has already attended till the end of the concerning study year.

6.5. In the event of withdrawal of scholarship the Contribution to **travel costs** will end at the end of the concerning study year.

6.6.For the student's information, the regulations of the agreement between the Coordinator and the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities which funds the MARIHE programme, imposes upon the Coordinator following the withdrawal of scholarship for the programme

- to make the remainder of the grant allocated to that student available to a new applicant or
- 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,

§ 7. Fees for exceeding the duration of studies

The enrolment fees for the given course duration of four semesters/maximum 24 months is included in the participation costs as described in § 1.3.

For enrolment beyond the given course duration, enrolment and/or tuition fees have to be paid by the student.

For University of Continuing Education Krems, the fees are set in the notification bulletin 2020/no. 70 dated October 20, 2020, regulation on fees for exceeding the duration of studies stipulated in the curriculum ("*Verordnung über Gebühren bei Überschreitung der vorgesehenen Studiendauer*"), in the respective valid version (https://www.donau-uni.ac.at/dam/jcr:435767f8-f1da-42d6-a6b0-ab7423c84e17/duk_mb_7020.pdf). Currently, the fees are € 125,- per semester for the first two semesters and € 250,- per semester from the third semester exceeding the duration of studies onwards. In case of social indigence, a reduction of continuation fees to a minimum contribution of € 50,- is possible. Amount is subject to change. The reduction to the minimum contribution is to be approved by the head of the department after submission of proof of social need.

For students who are determined to have a disability of at least 50% according to federal regulations, an administrative minimum contribution of € 50.00 shall be set. Amount is subject to change. The reduction to the minimum contribution is to be approved by the head of the department after submission of proof of the degree of disability.

For Tampere University, the enrolment fee (student union membership fee) for each excess semester is € 31,-. In addition, all degree students are required to pay student health care fee (€ 35,80 / semester) to the Social Insurance Institution of Finland (Kela). The amount of the enrolment fee and the health care fee is subject to change.

Non-EU/EEA students hosted by Tampere University for their specialization (Research and Innovation) are furthermore subject to paying tuition fees after the 24-month programme period. If the only remaining study unit after the programme period is the Master's Thesis, the student is not obliged to pay tuition fees for the fifth semester. From sixth semester onwards, tuition fees of € 3.000,- per semester will be charged. Amount is subject to change.

Students hosted by Tampere University for the specialization are not required to pay tuition fees to other partner universities. Likewise, Tampere University does not charge tuition fees from students hosted by other partner universities for specialization. Please note, that this regulation only concerns tuition fees, not other fees!

For Osnabrück University of Applied Sciences, the semester fee for each excess semester from fifth semester onwards is € 314,53. Amount is subject to change.

For ELTE, the tuition fee for each excess semester from fifth semester onwards is € 2.900,-. Amount is subject to change. If the only remaining study unit after the programme period is the Master's Thesis, the student is not obliged to pay tuition fees for the fifth semester.

Students who are unable to complete the study trip at Thapar Institute of Engineering and Technology/India in the designated timeline will be required to pay INR Rs 8000 per ECTS and for accommodation and food INR Rs 10000 to 15000 per month.

The student is aware that due to the joint degree/double degree structure enrolment/tuition fees for enrolment beyond the given course duration have to be paid by the student to all Consortium partners where the student has to be enrolled until graduation and where the above explained regulations stipulate this.

§ 8. Regulation regarding the start of the programme in 2022

The student is aware that due to the COVID-19 pandemic situation MARIHE consortium partners may decide to deliver teaching periods partially or fully through online teaching. This may depend on practical matters such as travel restrictions or on regulations introduced by institutional leadership at the consortium partners' institutions or by local or national authorities. In order to receive the student services foreseen in this situation, and to be granted the scholarship, the student is required to complete enrolment in person at University for Continuing Education Krems at the start of the 1st semester (teaching period), and is required to take up residence and stay in Austria for the whole duration of the 1st semester (teaching period).

The student choosing the Learning and Teaching specialization of Eötvös Loránd University (ELTE) is required to complete enrolment in person at ELTE in the 1st semester. This requirement may be subject to change due to the COVID pandemic situation.

§9. Privacy statement

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 through the EACEA Mobility Tool and treated according to the following privacy statement: [privacy statement emt.pdf \(europa.eu\)](#). For the Privacy Policy of MARIHE, please see: <http://www.marihe.eu/privacy-policy> .

Signed in Krems, on _____

For the Rectorate of

University for Continuing Education Krems

Mag. Friedrich Faulhammer, Rector

Student

Univ.-Prof. Mag. Dr. Peter Parycek, MAS MSc
Vice-Rector for Educational Affairs/
Academic Continuing Education and Digital Transformation (CDO)