



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

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**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 (EMJM) 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,  
**University of Aveiro** in Portugal,  
**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 University for Continuing Education Krems, 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.101180266 – MARIHE – ERASMUS-EDU-2024-PEX-EMJM-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](http://ec.europa.eu/programmes/erasmus-plus/resources/programme-guide_en).
- The information provided on **MARIHE website** ([www.marihe.eu](http://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 2024 / No. 03 dated 17. January 2024 ([Curriculum-Continuing-Education-Study-Program „Research and Innovation in Higher Education“, MSc \(CE\)](#))
- All **other documents** which the student has to comply with, provided on MARIHE website ([www.marihe.eu](http://www.marihe.eu))

### 1.3 Participation costs

Participation costs are defined with € 18.000,- for the whole programme (four semesters/maximum 24 months).

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

In order to participate in the master course MARIHE, the student receives an **Erasmus + /EMJM 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): € 18.000,-

- a **monthly subsistence allowance** for the duration of the MARIHE programme including travel, visa, installation and subsistence costs.

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. This period covers study, research, placement activities, thesis preparation and defence, in line with the requirement of the joint Master. During this period, the scholarship can only be awarded in full, and to full-time students (maximum 24 months): € 1.400,- for full months. For partial months, a pro-rata unit cost of 1/30 will be reimbursed for each day, (for example in the event of the scholarship being withdrawn – see § 7, or in case the exact date of the Master's Thesis is not the last day of a month - the Master Thesis defence forms the end of the study programme.)

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

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

- the **contribution to participation costs** will be kept in full by MARIHE consortium to cover the participation costs for the student
- the contribution to **subsistence costs/ the “monthly allowance”** of € 1.400,- for a full month will be paid monthly at least until all exam and graduation requirements are fulfilled, but for a maximum of 24 months.

2.2. 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.

2.3. 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 for the specialization in Asia and Europe as well as the master's thesis (consisting of the last part of the 3<sup>rd</sup> and the 4<sup>th</sup> semester), he/she will be asked in due time to state his/her preference for one specialization at an Asian partner institution and one specialization at a European partner institutions as well as for their host for the master thesis (either the chosen Asian or the chosen European partner institution of the specialization). The student agrees that the final decision for allocating students to the partners offering the specializations and the master's thesis 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.
- 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](mailto: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 5.5, the student commits him/herself to support the consortium through active participation.

#### **§ 4. Student Engagement in Extracurricular Activities**

- 4.1. The MARIHE Consortium actively encourages students to participate in extracurricular activities, as they provide valuable opportunities for personal growth, professional development, and networking. While participation in such activities is voluntary, students who choose to engage in student initiatives, project groups, event organization, or any other extracurricular commitments are expected to fulfil their responsibilities diligently.
- 4.2. By committing to an extracurricular activity, students acknowledge that they are accountable for their contributions and should actively participate in

planning, execution, and follow-up tasks. If students are unable to continue their engagement, they are expected to communicate this in a timely manner to ensure continuity and fairness to other members involved.

4.3. The MARIHE Consortium values integrity, teamwork, and responsibility and expects students to demonstrate professionalism in both academic and extracurricular engagements.

## § 5. Obligations of the Consortium:

5.1. 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.

5.2. 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.

5.3. 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).

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

5.5. 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

**5.6.** For the time of his/her participation within the master course (four semesters) the Coordinator provides a health and accident insurance to the student which is compatible with the minimum requirements as set out by the EACEA. The insurance will 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). The cover must include:

- sickness, pregnancy/childbirth and accident, in particular:
  - direct payment of hospital stays
  - reimbursement of outpatient care and other medical expenses
  - 100% cover for doctor's 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
  - costs for urgent dental care without accident up to 250 EUR per year
  - non-permanent and non-chronic mental disorders
  - pregnancies of less than 6 months (at the moment of departure from the home country to participate in the action) may not be excluded from cover
- death (whether attributable to the activities under the action or not and covering all cases, including suicide), in particular:
  - transport of the mortal remains to the place chosen by the deceased's family
  - funeral and laying-out costs
  - costs of the coffin
- permanent invalidity (whether attributable to the activities under the action or not), in particular partial or full permanent disability resulting from an accident
- third party liability occasioned by physical or material damage to third parties (as provided for under the applicable national law)
- theft and loss of personal belongings, in particular:
  - identification documents (identity card, passport, etc.)
  - travel tickets
  - luggage
- the entire enrolment period (including mobility periods and worldwide travel required for the participation in the master course)

ensure that family members of students can sign the same insurance coverage at their own expense, regardless of their age.

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

§ 7. **Withdrawal of scholarship**

7.1. 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*).

7.2. 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.

7.3. In the event of withdrawal of scholarship, the **Contribution to subsistence costs** ("monthly allowance") will only be paid to the student pro rata of the monthly allowance (1/30 will be reimbursed for each day) from the withdrawal of the scholarship.

7.4. In the event of withdrawal of the scholarship **the Contribution to participation costs**, which cover the participation costs of the student, will end at the date of the scholarship withdrawal.

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.

7.5. 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.

### § 8. Expiry of admission

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).

### § 9. 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 2024 / Nr. 68 dated 25. October 2024, 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:69de13f6-91c7-45d1-9051-e9b294f776d8/uwk\\_mb\\_6824.pdf](https://www.donau-uni.ac.at/dam/jcr:69de13f6-91c7-45d1-9051-e9b294f776d8/uwk_mb_6824.pdf) ). In the first two semesters of the overrun, the amount of € 165.00 per semester. (2) From the third semester onwards, the amount of € 330.00 per semester. (3) The minimum administrative fee of € 50.00 is set for socially disadvantaged persons. The reduction to the minimum fee must be authorised by the department management after submission of proof of social need. (4) For students with a disability of at least 50% according to federal law, the minimum administrative fee of € 50.00 is set. The reduction to the minimum fee must be authorised by the head of department upon presentation of proof of the degree of disability.

For Tampere University, the enrolment fee (student union membership fee) for each excess semester is € 32.50. In addition, all degree students are required to pay student health care fee (€ 35.60 / 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 € 4,500.00 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 € 282.40. Amount is subject to change.

For Eötvös Loránd University, the tuition fee for each excess semester from **the** fifth semester onwards is € 2.900,00. The amount is subject to change. If the only remaining study obligation after the programme period is the submission of the Master's Thesis (and its defence in the final examination or the final examination itself). In that case, the student is not obliged to pay tuition fees for the fifth semester.

For University of Aveiro, UA covers half of the master fees that correspond to one year of studies, which means  $0,5 * 3500.00 \text{ €} = 1750.00 \text{ €}$  (the university assumes students have already done some work on their dissertation, so they only need to be enrolled as part-time students).

For Beijing Normal University, if the student has passed the mid-term review but still needs to extend one more semester to finish his/her thesis, then the extension fees will be 4,200.00 Chinese Yuan. That is roughly 553.00 Euro.

For Thapar Institute of Engineering & Technology, for students writing their master's thesis and need to extend his/her studies - As per TIET rules, the fees will be charged for the semester extension on a per-semester basis. The fee amount will be communicated by Dean Academic Affairs.

Students who are unable to complete the specialization at Thapar Institute of Engineering and Technology in the designated timeline will be required to pay as per the details below:

- If a student fails the final exam and has to re-appear for the exam only, the charge will be INR 1,500.00 - As per the TIET rules, the fees will be charged Rs. 2,000.00 per exam
- If a student has to completely re-do a module, the charge will be INR 8,000.00 per module. - As per the TIET rules, the fees will be charged Rs. 8,000.00 per module
- Furthermore, the student has to pay additional fees for housing:
  - Guest House option: INR 850.00 for single room/day or INR 950.00 for double room/day plus INR 500.00/day for three meals per day

- Hostel option: INR 700.00/day incl. three meals per day
- Transportation: vehicle cost INR 12.00/km;
- The institute reserves the right to make amendments to stated fees / charges.

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.

#### **§ 10. Complaint procedure**

In case the student wants to complain officially he/she should contact the academic director of the host institution in written. The academic director of the host will be responsible for addressing the complaint. The institutional rules of the host organisation for complaint procedures should be applied. In case the issue cannot be resolved, the student should contact the academic director of the coordinator, UWK in written who will then address the complaint. If necessary, the academic director of the coordinator will forward the complaint to the Consortium and the Quality Management Board for further discussion and resolution.

#### **§ 11. Erasmus Mundus Student and Alumni Association**

Please take note of the **Erasmus Mundus Students and Alumni Association (EMA)**, which is an association for students and alumni of Erasmus Mundus Master and Doctoral programmes. EMA's aims are to help EMJM students and alumni, promote higher education, and be a go-to network for alumni across the world. Get more information and become a member of EMA here: <https://www.em-a.eu/>

**§ 12. 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 treats them according to the following privacy statement: [privacy statement - the EACEA Mobility Tool - European Commission](#). 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

**The student:**

\_\_\_\_\_  
(name of the student)