



## **STUDENT AGREEMENT ERASMUS+ ERASMUS MUNDUS JOINT MASTER DEGREE (EMJMD)**

### **INTERNATIONAL MASTER IN TECHNOLOGY AND MANAGEMENT FOR CIRCULAR ECONOMY**

between the International Master in Technology and Management for Circular Economy EMJM Coordinating Institute: University of Chemistry and Technology, Prague, a public university established by Act No. 111/1998 Coll., in the wording of subsequent regulations, based at Technická 5, 166 28 Prague 6 – Dejvice, Czech Republic, IČ: 60461373, DIČ: CZ60461373, on behalf of the Consortium formed by the following higher education institutes (HEI's), (Partner Institutions):

- University of Chemistry and Technology, Prague (UCT Prague), Prague, The Czech Republic
- University of Oviedo, Oviedo, Spain
- Åbo Akademi University, Turku, Finland

and the Student

**«Name» «Surname»**

Nationality:

Date of Birth:

Application ID:

Place of Residence at Application Time:

Email:

Both Parties agree to the present Contract under the following terms and conditions:

The Student has been offered the Self-payer place in the Joint Erasmus Mundus Master programme International Master in Technology and Management for Circular Economy. Information about Erasmus Mundus Joint Master programmes can be found in the Programme Guide of Erasmus+ (<https://erasmus-plus.ec.europa.eu/erasmus-programme-guide>).



## GENERAL PROVISIONS

1. The Student engages to pursue the academic programme of the Erasmus+ EMJM in International Master in Technology and Management for Circular Economy (IMATEC), approved by the European Commission under Project Number 101082436 having a duration of two (2) academic years, entirely taught in the English language, with full-time dedication, without undertaking any occupation with a regular salary in parallel to the studies of the master course.
2. The Student declares that she/he has provided authentic information to the best of her/his knowledge during the application and registration periods.
3. The Student declares that she/he meets the necessary admission requirements that are mentioned on the IMATEC programme website (<https://www.imatec-mundus.eu/>) to follow the IMATEC programme.
4. The Student hereby commits to accept the study place in the IMATEC programme.
5. The Student commits herself/himself to obtain her/his residence permit from the national and local authorities for her/his arrival in the host countries if such permit is required. The Partner Institutions will provide the necessary support to the Student in obtaining the residence permit.
6. The Student commits to register as present at the universities she/he studies in according to the policies of these universities and to pay any compulsory registration fees (such as Student Union membership fee and the Student Healthcare fee) if such fees are required by the receiving institutions from their regular students.
7. By signing this agreement, the Student confirms that she/he did not receive previously another EMJM scholarship or an Erasmus Mundus Master Course/Joint Doctorate scholarship.

## STUDY

8. The International Master in Technology and Management for Circular Economy is taught fully in the English language. Some elective courses may be offered also in the local languages of participating institutions should the Student wish to attend them in other than the English language.
9. The possible study tracks and Course Structure Overview of the study program is stated on the official website: <https://www.imatec-mundus.eu/curriculum/>.
10. The Student will be assigned her/his study track before the enrolment. Student can state her/his preference but the final decision on assignment of the study track is with the IMATEC Joint Committee, considering Student's study profile and simultaneously ensuring even distribution of students among study tracks.
11. The Student agrees to follow the mobility programme and to take all necessary measures to move from one Partner Institution to the other as foreseen in the programme. The Student is obliged to take part in all compulsory field trips. The Student must spend at least 2 study periods in 2 countries different from the country of residence of the Student at the enrolment stage.
12. The expected period of studies is September 202X – June/September 202X.
13. The planned mobility is shown below, which, however, may undergo some modifications during its implementation:



#### First Semester | Prague, Czech Republic:

- First week of September, the first academic year (calendar week 36): Arrival in Prague;
- Second week of September: Enrolment Day and Orientation Week at UCTPrague;
- September – mid February: Lectures and exams at UCTPrague;

#### Second Semester | Oviedo, Spain:

- Mid-February (calendar week 7): Moving to Oviedo
- Third week of February: Introductory Day at University of Oviedo;
- February to June: Lectures and exams at University of Oviedo;

#### Summer School & Summer Internship:

- End of June/July: Summer School;
- July to mid-August: Holiday period or possibility to go for a summer internship;

#### Third Semester | Turku, Finland:

- Mid-August, the second academic year: Arrival in Turku;
- Last week in August (calendar week 35): Orientation week at Åbo Akademi University;
- First week of September to December: Lectures and exams at Åbo Akademi University;

#### Fourth Semester:

- January/February–June/July: Thesis period at one of the full Partner Institutions. The thesis work can be done also at an associated and/or industrial partner if desired, but always under supervision by a full Partner;
- June/September: MSc thesis defence and possible graduation ceremony.

14. The Student will be subject to the academic and examination rules and other applicable rules of each Partner Institution. At each Partner Institution, the Student will be informed before the start of the study about the expected output, the monitoring/evaluation mechanisms, and the number of ECTS the Student is expected to obtain. The examination rules and re-sit options are made clear to the Student before the start of each different study track.
15. In the case of an internship, the Student is obliged to sign an internship agreement in which the duration, supervision, and reporting are confirmed. The Student will be informed about the eligible institutions/countries to do an internship.
16. In the fourth semester, the Student will perform a thesis research work with one of the full Partner Institutions, as well as an associated and/or industrial partner if desired. During the second semester, the Student has to choose between three topics, one topic from each university, in order of preference, or write a research proposal and submit it to the Coordinating Institute. The final decision on the placement of the Student in the fourth semester will be decided by the Joint Committee formed by the members of the Consortium. The choice of the Student to carry out thesis work at a particular Partner Institution may not be respected.

## GRADING SCALE

17. The grading scales of the Partner Institutions are stated below:

Achievement	0 – 49%	50 – 59%	60 – 69%	70 – 79%	80 – 89%	90 – 100%
UCT Grade	F	E	D	C	B	A
ÅAU Grade	F	1	2	3	4	5
UniOvi Grade	0 – 4.9	5.0 – 5.9	6.0 – 6.9	7.0 – 7.9	8.0 – 8.9	9.0 – 10.0
Indicative Student Distribution (Not applicable at ÅAU)	< 5%	10%	20%	35%	20%	10%
Text description (Not applicable at ÅAU)	Fail	Sufficient	Satisfactory	Good	Very Good	Excellent
Pass/Fail	Failed	Passed	Passed	Passed	Passed	Passed

Some courses can be graded on a pass/fail basis only.

## GRADUATION

18. Upon the successful completion of all the components of the master course, the Student will be awarded three degrees from the Erasmus Mundus degree programme International Master in Technology and Management for Circular Economy. The diploma will be issued as a multiple degree – three documents, in agreement with the legislation in the respective country. This degree is accredited by the respective authorities in each country and mutually recognized by the participating Partner Institutions. Each diploma will be accompanied by a Joint Diploma Supplement in which the results obtained at each Partner Institution are shown, together with an explanation of the grading system in each different country.

## ALUMNI

19. All students may join the Erasmus Mundus Students and Alumni Association (EMA, <https://www.em-a.eu/>).

## ADMINISTRATIVE FORMALITIES

20. The Student is obliged to follow the enrolment and registration procedure of each Partner Institution. The Enrolment procedure at:

- i. UCT Prague follows the steps as stated on the official website: <https://study.vscht.cz/enrollment>
- ii. University of Oviedo: Information is provided in a timely manner before the start of the semester
- iii. Åbo Akademi University: <https://www.abo.fi/en/study/already-in/annual-enrollment/#new-student-in-an-international-masters-programme>

21. The Student will be guided regarding information about administrative formalities she/he may need to arrange, such as accommodation, procedures for opening a bank account, information about obtaining



a residence permit/visa, and registration with the local authorities.

- i. To obtain a Czech residence permit, the Student must follow the steps stated at the following website: <https://study.vscht.cz/visa>
- ii. University of Oviedo: <https://www.uniovi.es/en/estudia/movilidad/extranjeros/planifica>
- iii. Åbo Akademi University pre-arrival information is to be found at the following website: <https://www.abo.fi/en/study/already-in/start-your-studies/prearrival-information/>

#### HEALTH INSURANCE

22. The Student undertakes to pay the cost of the compulsory health insurance, which will be arranged for her/him with Aon Student Insurance (Aon Nederland C.V.) for the full duration of the two-year studies without delay after this Agreement becomes signed by the last signatory party.
23. The estimated cost of the health insurance is 700 EUR for the insurance period of 26,5 months. The cost of the health insurance is deducted from the tuition fee stipulated in the clause nr. 27 of this Contract.
24. Detailed information on the coverage and conditions, and a basic summary of the provided coverage is stated on the official website: <https://study.vscht.cz/life-in-prague-czechia/health-insurance>.
25. The Student is obliged to accept the provided insurance for the full duration of the two-year studies.
26. For any additional need, the Student will take full responsibility for her/his health and social insurance.

#### TUITION FEE

27. The tuition fee for the program is 3 700 EUR per semester.
28. The tuition fee is charged per the whole course of studies, i.e. four semesters. The payment of 14 800 EUR is due within 30 days from the day when the last of the Parties signs this Contract. The payment shall be made by a bank transfer or credit/debit card payment (VISA/MASTERCARD) to the bank account held by UCT Prague by Československá obchodní banka a.s. (ČSOB) in the Czech Republic (SWIFT: CEKO CZ PP). The fees related to the transfer shall be borne fully by the Student – the bank transfer should be set with OUR fees instruction, meaning all transfer fees are paid by the sender and the full amount is credited to the beneficiary (UCT Prague) bank account.
29. Detailed instructions for the payment, including bank account number, are provided in the Decision on Assessment of the Fee which forms Annex 1 of this Contract.
30. The Student fully understands that payment of tuition fee serves as a binding confirmation of interest in the studies, however, it does not establish a right to be enrolled in the study programme. The enrolment in the programme will take place only after obtaining a residence permit, if it is required for entry into the European Union, after fulfilling all the requirements necessary for enrolment in the programme (e.g. Recognition of previous foreign education, ...), and after fulfilling all necessary enrolment procedures in person at UCT Prague on the Enrolment Day.
31. The tuition fee paid will be refunded if the Student does not obtain a residence permit in time to arrive in the Czech Republic, or if other circumstances arise that do not allow the Student to start her/his



- studies in time as set by the UCT Prague decree Organization of the Academic Year. In such a case, the tuition fee will be refunded within 30 days from the last day on which the Student could have started the studies. The amount refunded may be reduced by bank charges incurred during the transfer.
32. The tuition fee covers the tuition and the health insurance only; travel, living, and subsistence costs have to be borne by the Student her/himself.
  33. In case of termination of the course (e.g. the Student decides to withdraw for personal reasons or she/he is excluded from the programme because of insufficient performance or serious infringement of the rules of Partner Institutions), the Student is not entitled to any reimbursement of the tuition fee paid, including for the commenced academic year.
  34. This EMJM programme is designed for a 24-month duration. However, due to scheduling and travel constraints, the graduation/final examination may be arranged in a short period of time after the 24-month duration, no fee will be required for this overtime.
  35. If the Student cannot finish her/his studies within 24 months then all additional costs related to such extension of study, including tuition fee for each additional semester in the amount of 3 700 EUR / semester and the health insurance as per the cost provided by the Aon Student Insurance (Aon Nederland C.V.), have to be borne by the Student, only exclusion is the situation described in the previous clause nr. 34.
  36. Rules of the Partner Institutions may oblige the Student to open up a local bank account in a country where these Institutions reside. Banks may charge transfer fees, which will be borne by the Student.

#### PERSONAL DATA PROTECTION

37. The Student consents to use her/his personal data that has been provided in the application for the purposes of evaluation by the European Commission, Erasmus Mundus National Structures in the Czech Republic, Spain, and Finland, EU Delegations and Erasmus Mundus Student and Alumni Association. The Student is obliged to participate in surveys organized by the European Commission.
38. The personal details the Student share with the Partner institution during the application process, either through the application form or other means, will be used, if needed, by all Partner Institutions for the purpose of the application, admission, administration, communication, education, and keeping alumni network up-to-date. The Partner Institutions and other associated and/or industrial partners will process Student's personal details in accordance with the EU General Data Protection Regulation (GDPR).
39. The personal details will be shared when required by law or for the establishment of contracts during these processes with third parties such as partner universities, Immigration Services, housing facilities, municipalities, etc. without Student's prior consent, no information will be shared with persons, companies, or organizations outside the context of the education and support activities.
40. 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 (<https://eacea.ec.europa.eu/mobility/index.cfm>) and treated according to the following privacy statement ([https://eacea.ec.europa.eu/mobility/docs/privacy\\_statement\\_emt.pdf](https://eacea.ec.europa.eu/mobility/docs/privacy_statement_emt.pdf)).

#### GENERAL CONDITIONS



41. The Student is obliged to follow the Study and Examination Rules, the Code of Conduct and the Code of Ethics of each Partner Institution.
  - i. For the UCT Prague the relevant documents are published on its website: <https://intranet.vscht.cz>
  - ii. For University of Oviedo the relevant documents are published on its website: <https://www.uniovi.es/en/conocenos/uniovi/nosotros/etica>
  - iii. For the Åbo Akademi the relevant documents are published on its website: <https://www.abo.fi/en/about-abo-akademi-university/organisation-and-strategy/regulation-documents/>
42. The Partner Institutions will use their best endeavours to provide the Student with tuition, supervision, assessment, and support services of a professional standard. The relevant information concerning the structure and organization of the Master programme will be published on the website.
43. The Student will not abuse or misuse the access to equipment and installations and will not perform any unauthorized access or violation of each Partner Institution's rules. Any incident against this will be treated by the Consortium and may cause the exclusion of the Student from the Master programme.
44. 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 an object of the present Contract.
45. In case of a complaint, the Student may appeal to the Joint Committee of the Consortium. The Consortium will consider the issue and will try to resolve it. If the complaint is about a specific service or facility provided by a Partner Institution, the Student shall follow the procedures of that Institution.



## MODIFICATION OF THE CONTRACT AND DISPUTE RESOLUTION CONDITIONS

Any alteration to the present Contract must be communicated in writing. All alterations to the initial situation must be immediately communicated by the Student to the Coordinating Institute. Upon mutual agreement of contractual modifications, the Consortium will issue an addendum to the present Contract.

The present Contract will be governed by the Czech Law and any disputes shall be decided by the courts of the Czech Republic. The signatories declare that they have read and accept the conditions laid down in the present Contract.

The present Contract shall enter into force on the date when the last of the Parties signs.

### The Coordinating Institute

On .....

Prague, Czech Republic

Signature:

### The Student

On (Date) .....

In (City, country) .....

Signature:

«Name» «Surname»

Dean of the Faculty of Environmental Technology  
University of Chemistry and Technology, Prague



## Annex 1

### Decision on Assessment of the Fee IMATEC | Self-payer

On behalf of the Joint Management Committee of the Erasmus Mundus Project 101082436 — IMATEC, the Dean of the Faculty of Environmental Technology of the University of Chemistry and Technology, Prague (hereinafter the “Dean”) in the proceedings Ref. No 974/XXX/202X regarding the Student «Name» «Surname», born on «Date\_of\_Birth», with residence at «Street», «City», «State», «ZIP\_Code», in compliance with the Section 47a paragraph (1) and (2) of the Act No. 111/1998 Coll., on Higher Education Institutions and Amendments of and Supplements to Other Acts (the Higher Education Act), as amended (hereinafter the “Act”), in conjunction with the Section 58 paragraph (4) of the Act, in compliance with the Fees Related to Study at the UCT Prague, Addendum No. 2, Part IV. Section X., paragraph (5) of the internal regulation Statute of the University of Chemistry and Technology, Prague, as concluded at August 6, 2021 (hereinafter the “Statute”), and in conjunction with the Cooperation Agreement concluded between the University of Chemistry and Technology, Prague, University of Oviedo, and Åbo Akademi University, has decided:

**The Student shall be charged a tuition fee for the study in the master study programme International Master in Technology and Management for Circular Economy taught in the English language at the UCT Prague, University of Oviedo, and Åbo Akademi University starting in the academic year of 202X/202X in total amount of 14 800 EUR for two academic years – the whole duration of the programme.**

The tuition fee shall be paid by a money transfer to the account of the University of Chemistry and Technology, Prague as per the following instructions:

Amount:	14 800 EUR
Bank Account Number:	0130197294
Bank Code:	0300
IBAN:	CZ58_0300_0000_0001_3019_7294
SWIFT:	CEKO CZ PP
Bank Name	ČSOB, a.s.
Bank Address:	Banskobystrická 11, Prague 6, 160 00
Message for Recipient:	Application number + Applicant’s name and surname

**The fee is due within 30 days from the day when the last of the Parties signs the Student Agreement.** The Decision is considered as officially received the day after the Decision is sent by UCT Prague to the applicant.

#### Reasons:

In compliance with Section 58 paragraph 4 of the Act, the Addendum No. 2 of the Statute, and the Cooperation Agreement concluded between the University of Chemistry and Technology, Prague, University of Oviedo, and Åbo Akademi University, the applicant who accepted a Self-payer place in the study programme International Master in Technology and Management for Circular Economy taught in the English language at the UCT Prague, University of Oviedo, and Åbo Akademi University is obliged to pay a tuition fee.

The Dean hereby informs the Student that in case of non-payment of the tuition fee, the Dean, on behalf of the Joint Management Committee of the Erasmus Mundus Project 101082436 — IMATEC, may suspend the applicant's study in compliance with the Student Agreement concluded between the applicant and the University of Chemistry and Technology, Prague, University of Oviedo, and Åbo Akademi University, and in conjunction with the Article 12 paragraphs (10), (11) of the Study and Examination Rules of the University of Chemistry and Technology, Prague.

**Information on rights:**

You may appeal against this Decision to the Joint Management Committee through the Dean within 30 days from delivery hereof.

Dean of the Faculty of Environmental Technology  
University of Chemistry and Technology, Prague