

Student's Agreement

European Masters Programme in Software Engineering - EMSE

The **<insert the First/Second Hosting Full Partner>** member of the European Masters Programme in Software Engineering Consortium, hereafter referred to as "First/Second Hosting Full Partner", represented by **<insert the name of the Academic representative>**

and

The European Masters Programme in Software Engineering Consortium, hereafter referred to as "the Consortium", represented by prof. Barbara Russo, PhD

and

First/given name: **<First Name>**
Surname/Last name/Family name: **<Surname>**
Date of birth: **<date of birth>**
Place of birth: **<place of birth>**
Nationality: **<nationality>**
E-mail Address: **<e-mail address>**
Passport/ID number: **<passport/ID number>**

Hereafter referred to as "the Student"

HAVE AGREED THE FOLLOWING

I. PRELIMINARIES

1. This agreement stipulates the rights and the obligations of the Student for the participation to the European Masters Programme in Software Engineering (hereafter referred to as "EMSE") during the Student's stay at the **<insert the First Hosting Full Partner>** and **<insert the Second Hosting Full Partner>**.
2. The EMSE is an Erasmus Mundus Joint Master Degree (EMJMD) of the Key action 1 – Erasmus+ programme.

II. PROGRAMME AND MOBILITY SCHEMA

1. The EMSE has duration of two academic years and is run by the following consortium partners: Free University of Bolzano-Bozen (Italy) (Coordinator), Technische Universität Kaiserslautern (Germany), Universidad Politécnica de Madrid (Spain) and University of Oulu (Finland).
2. The EMSE is a two-year programme of 120 ECTS (60 ECTS per year).
3. The Student will attend the first year **<20xx-yy>** at **<insert the First Hosting Full Partner>** and the second year **<20xx-yy>** at **<insert the Second Hosting Full Partner>**.

III. STUDY CURRICULUM

The EMSE curriculum is structured as follows:

1 st Year		2 nd Year			
1 st semester	2 nd semester	3 rd semester		4 th semester	
Foundations		Internship	8-14 ECTS	Master Thesis	30 ECTS
Verification and Validation (EMSE -VV)	8-12 ECTS				
Empirical Software Engineering Research (EMSE -ESER)	8-10 ECTS				
Software Process and Project Management (EMSE -SPPM)	8-10 ECTS				
Requirements and Design of Software Systems (EMSE -RDSS)	8-14 ECTS				
Advanced Topics in Software Engineering			8-20 ECTS		
Transversal Skills			12-17 ECTS		
Free Choice			12 ECTS		
Local language/culture course at partner 1 st Year		Local language/culture Course at partner 2 nd year			
<div style="border: 1px solid black; background-color: #90EE90; padding: 5px; display: inline-block;"> Summer School in ESE </div>					

IV. KEY STUDY RULES AND REGULATIONS

1. **Mobility rule.** The Students must complete 52 out of 60 ECTS required for the first academic year by the second exam session and in any case no later than October 31st of the second academic year. The Student will be considered out of the EMSE in case of no fulfillment of this rule.
2. **Curriculum rule.**
 - a. The Student is requested to pass one local language exam at each Hosting Institution.
 - b. The Student shall attend the Summer School in Empirical Software Engineering (ESE) at the end of the first year.
 - c. The student shall perform an Internship
3. According to the attended institutions, the following local regulations shall also apply:

Institution	Local Regulation(s)
UNIBZ	The “ <i>Ordinamento e Regolamento didattico del corso di Laurea Magistrale in Ingegneria del Software</i> ” applies: https://www.unibz.it/it/inf/progs/regulations/default.html
UNIKL	The local regulations “ <i>Allgemeine Masterprüfungsordnung der Fachbereiche Architektur, Bauingenieurwesen, Biologie, Elektrotechnik und Informationstechnik, Informatik, Maschinenbau und Verfahrenstechnik, Raum- und Umweltplanung sowie Chemie der Technischen Universität Kaiserslautern (AMPO)</i> ” and “ <i>Fachprüfungsordnung für die Masterstudiengänge “Informatik/Computer Science”, “Angewandte Informatik/Applied Computer Science”, “Sozioinformatik/Socio-Informatics”, und “European Master on Software Engineering” an der TU Kaiserslautern</i> ” apply: http://www.uni-kl.de/fileadmin/ha-4/42-Pruefung/Pruefungsordnungen/AMPO.pdf

UPM	The regulations in force for the local “ <i>Máster Universitario en Ingeniería del Software – European Master in Software Engineering</i> ” apply: http://www.upm.es/institucional/UPM/NormativaLegislacion/LegislacionNormativa/NormativaAlumnos
OY	The Regulation of the University of Oulu: http://www.oulu.fi/science/forms

V. DEGREES

- EMSE issue a <double> degree. The Student is awarded <insert the degree name> from <First Hosting Institution> and <insert the degree name> of <Second Hosting Institution> according to the following schema:

Hosting Full Partner	Name of Degree
Free University of Bozen-Bolzano	Laurea Magistrale in Ingegneria del Software
Technical University Kaiserslautern	Master of Science
Universidad Politécnica de Madrid	Máster Universitario en Ingeniería del Software – European Master in Software Engineering
University of Oulu	Master of Science (“Filosofian maisteri” in Finnish)

VI. REGULATORY FRAMEWORK

- The national regulations of the country where the Student is registered for studying in conjunction with the Consortium’s decisions shall be applicable to any points not considered herein.

VII. TUITION FEE

- For each academic year, the tuition fee is <insert tuition fee amount here> EUR and are paid to the EMSE Coordinator according to its financial rules.
- The tuition fee for any further year(s) is < to be filled out according to the Hosting Institution's policy > and will be paid directly to <insert here the Hosting Institution> by the student.
- The tuition fee of the first year is paid in two installments. The first installment is paid to confirm the participation: the admitted Student shall pay the first installment of <percentage of PrC or PaC tuition fee> EUR on <dd/mm/yyyy>.
- The second installment of the first year tuition fee is paid on <dd/mm/yyyy> and the whole second year tuition fee on <dd/mm/yyyy>.
- The EMSE tuition fee covers for both years the local enrolment fees, insurance coverage according to the guidelines specified by the European Commission, attendance to the local language course foreseen by the EMSE study plan, all compulsory programme modules, and provides a lump sum for the participation to the Summer School. It also includes all administrative costs of a Full Partner related to issuing the degree diploma and diploma supplement. The tuition fee does not include costs that Students incur for stamps or national taxes.

VIII. REGULATION OF THE SCHOLARSHIP (APPLY ONLY TO SCHOLARSHIP-HOLDERS. TO BE REMOVED IN CASE OF SELF-PAYING STUDENTS)

- The grant amounts to <amount> EUR in total concerning the attendance at both Hosting Full Partners.
- The EMSE tuition fee is covered by the Erasmus Mundus scholarship for the first two years. Any advanced payment concerning the tuition fee made by the Student will be reimbursed.
- The first year grant amounts <amount> EUR, the second year grant amounts <amount> EUR.

4. The Student shall start to receive the financial assistance when this agreement has been duly signed by the Legal Representative of the Consortium Coordinator, the Academic Representatives of the Hosting Full Partners, and the Student.
5. The payments to the student shall start within 30 days after the last signature date of the present agreement provided that the Student:
 - Has officially enrolled at the Institution; and
 - Has informed the Coordinator about his/her bank account within the European Union.Any delay in fulfilling the above conditions will proportionally postpone the commencement of the payments. After 60 days of delay, the present agreement is terminated.
6. With the first payment, the Student will receive the reimbursement of **<amount to reimburse>** EUR of any eventual advanced payment for the tuition fee and **<amount for travelling>** EUR for travelling expenses and **<amount for installation costs>** EUR for installation costs
7. Starting with the first payment, the Student will receive 12 monthly allowances for subsistence per academic year. The monthly allowance amounts to 1,000 EUR.
8. Monthly allowances will not be paid for the periods of time spent in the country of residence of the Student nor for the part that exceeds 3 months period (or the equivalent of 15 ECTS) spent in any Partner Country.
9. The payments will be drawn to the Student's European bank account. The Coordinator on behalf of the Consortium cannot be held liable for any problems in the transaction or any losses related to fluctuations in the exchange rate.
10. The payments shall be made in compliance with the usual practice of the Full Partners. If, for any reason, a payment cannot be made, the respective arrears shall be due in the following payments.

IX. HEALTH INSURANCE

1. All Students are covered by the same insurance. Insurance costs are covered by the participation costs. EMSE Consortium will provide the Students with a complete insurance coverage according to the guidelines specified by the European Commission. The insurance coverage must commence at the start of EMSE in which the student is enrolled and remain valid until the end of the course. It can be brought forward up to two months if the Student arrives in the destination country earlier and extended beyond for max two months after the end of the course.
2. The health insurance complies with the minimum requirements for the health and accident insurance coverage provided under Erasmus Mundus Joint Master Degrees.

X. CONSORTIUM'S OBLIGATIONS

1. Under the present agreement, the Consortium shall:
 - Recognize the Student's study times, study and examination achievements on the basis of courses, internships, Summer School, master theses and final grades and in accordance with the ECTS credit system;
 - Guarantee the award of a **<double>** degree after successful completion of the Programme;
 - Treat the Student according to the ethical Code of Conduct;
 - Support the Student in relation to housing and visa procedure and offers integration service to Students with special needs;
 - Provide help in administrative issues especially by International Offices;
 - Assist the Student through local academic mentors;
 - Provide the Student with local language courses;
 - Give the Student access to on-site and online learning facilities;
 - Inform the Student in case of drop-out;
 - Provide the Student with the relevant information about EMSE; and
 - Timely communicate the Student about any change concerning EMSE.
2. Under the present agreement, the Coordinator shall:
 - Communicate in writing any suspension or termination of the grant; and

- Ensure the financial coverage for the payments.

XI. STUDENT'S OBLIGATIONS

1. Under the present agreement, the Student is obliged:
 - To enroll full-time in the EMSE;
 - To respect all the Consortium as well as the 1st year and 2nd year key rules and regulations concerning the Programme;
 - To study assiduously and with the objective of successfully passing all exams and thesis work according to the EMSE study plan;
 - To provide timely information about the ECTS gained and his/her overall performance; in particular,
 - o To transmit to the Second Hosting Institution the transcripts of records of the first year and the certification of the local language course by October 31st of the second year.
 - o To provide the Second Hosting Institution with the the certification of the local language course before in time for the graduation procedure of the Istitution.
 - To avoid plagiarism;
 - To be in contact with the respective local Academic representative to timely resolve issues related his/her study in EMSE;
 - To inform the Consortium in case of temporary absence (e.g., due to a personal case of hardship, force majeure);
 - **If Scholarship holder**, to inform the Consortium about the award of any EU grant. Students benefiting from an EMJMD scholarship cannot benefit from another EU grant while pursuing their EMJMD studies;
 - To participate in the EMJMD surveys and evaluations;
 - To join and participate in the Erasmus Mundus Students and Alumni Association (EMA, see <http://www.em-a.eu/>); and
 - To respect the Student's Ethical Code.
2. The Student must inform the Consortium representative immediately in writing on:
 - Any academic, medical or personal reason for extended absence and justify with usual certificates/documents;
 - Any vocational occupation with a regular salary in parallel to the studies for approval;
 - Any changes of his/her private address and email address as well as of his/her bank account details by updating them in the personal account of the student portal.
3. Furthermore, the Student authorizes the Institution's officials to act on Student's behalf in all administrative actions related to EMSE.

XII. SUSPENSION OR TERMINATION OF THE GRANT

1. The Consortium shall be entitled to suspend the monthly payments under the following circumstances:
 - Failure to fulfill the EMSE key rules;
 - Inconsistencies of the subjects and thesis work with the EMSE study plan and learning objectives.
2. The Student shall be entitled to voluntarily terminate the grant at any time. To do so, he/she shall notify the Consortium in writing.

XIII. GENERAL TERMS

1. The grant does not create or entitle any employer-employee relation between the Institution and the student, and therefore, is not subject to direct taxation.
2. Any alteration of the present agreement must be communicated in writing; all alterations of the initial situation must be immediately communicated by the Student to the Consortium.

3. Without prejudice to the general consequences laid down in national law applicable in the present Agreement, the Institution reserves the right to cease the effects of the present Agreement, without recourse to any juridical procedure apart from adequate communication to the student. Failing agreement by both parts, the Italian courts are designated as the only competent authorities to resolve any legal dispute between the Institution and the Student emerging from the agreement. The present agreement will be governed by Italian Law in conjunction with the consortium's regulations applicable to any points not considered herein.
4. 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 not the object of the present agreement.

XIV. FURTHER INFORMATION

Further information about the EMJMD is described in the following documents:

General Description of Erasmus+: https://eacea.ec.europa.eu/erasmus-plus_en

Erasmus+ Programme Guide (see section Erasmus Mundus Joint Master Degrees): http://ec.europa.eu/programmes/erasmus-plus/discover/guide/index_en.htm

The signatories declare that they have read and accept the conditions and terms laid down in the present agreement.



The Legal Representative of EMSE Consortium

Date

EMSE Consortium Coordinator

Date

The Academic Representative of the Hosting First Institution

Date

The Academic Representative of the Hosting Second Institution

Date

The Student

Date

<Student Name>

Contact details of the Consortium for any written communication:

Prof. Barbara Russo, PhD

EMSE Consortium
Faculty of Computer Science
Free University of Bozen-Bolzano
Domenikanerplatz - Piazza Domenicani, 3
39100 Bozen – Bolzano
ITALY¹

¹ Three copies of this agreement should be signed: one for the student, another for the Consortium's Coordinator, Prof. Barbara Russo and a third copy for the corresponding Institution Officials. Each page should be signed in the margin by the University, the Consortium and the Student.

