

AGREEMENT FOR tuition waiver scholarship holders

ERASMUS MUNDUS JOINT MASTER' S DEGREE PROGRAMME Excellence in Analytical Chemistry - EACH

The following agreement is between the Coordinator, the University of Tartu, Faculty of Science and Technology, on behalf of the EACH Consortium formed by the following universities:

1. University of Tartu (UT), Estonia
2. Uppsala University (UU), Sweden
3. University Claude Bernard Lyon 1 (UCBL), France
4. Åbo Akademi University (AAU), Finland

Represented by the Coordinator, Dean of the Faculty of Science and Technology,

and the Student (the student's first name(s) and surname)

Date of birth or ID number _____

Both parties agree with the following terms and conditions:

THE EACH PROGRAMME AND ORGANISATION OF STUDIES

1. Structure of the EACH programme

1.1. The Student engages to pursue the Erasmus Mundus Joint Master's Degree programme **EACH** which is approved and funded by the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities under the Erasmus⁺ Programme

1.2. The modules (with ECTS credits in parentheses) of the EACH programme are:

- 1.2.1. At UT: General Analytical Chemistry (21); Metrology (9); Socio-economical module (12); Elective module (9); Practical speciality training (internship) (9).
- 1.2.2. At UU: Open advanced course in chemistry with focus on separation and mass spectrometry (10); Applied analysis of complex samples (15); Swedish language (5)
- 1.2.3. At UCBL: Industrial analytical chemistry (25); French language (5).
- 1.2.4. At AAU: Electroanalysis module (25); Swedish language (5)
- 1.2.5. Master's thesis (30) is a jointly delivered module. It includes the Winter School as one of its mandatory components.

1.3. Detailed information regarding the structure and organization of the EACH programme is published on the programme's website www.analyticalchemistry.eu

2. Study tracks

2.1. The standard study period of the EACH programme is two years, and it runs from September 2015 until September 2017.

2.2. The first year university (home university) is UT, Estonia. The academic year starts on 31.08.2015. The examination periods of the first academic year are: January 2016 and the third week of May/first week of June 2016. The academic calendars of the degree awarding institutions' are available at: www.analyticalchemistry.eu

2.3. The second year university (host university) will be one of the following: UCBL, UU, AAU. Further information on the EACH programme study tracks is at: www.analyticalchemistry.eu

2.4. The Student will be assigned to one of the three host universities, indicated above, on the competitive basis considering the following criteria:

2.4.1. academic merit – study results of the first semester at UT;

2.4.2. student's preference.

Selection to all second year specialisations is determined through a competitive process based on the Student preference and the first semester academic performance (GPA-grade point average). The Student can express the preference twice: at the time of admission and at the end of semester I, during the Winter School held, in the second half of January 2016.

2.5. The decision as to which host university the Student will be assigned is made during the Winter School, in the second half of January 2016.

The Student is required to rank 2 choices out of 3 possible. Using this information and the Student grades (GPA), the EACH Academic Board assigns the Student to one of the second year universities.

GRADING AND CREDITS

3. Grading and credits:

3.1. All institutions involved allocate ECTS credits to courses completed successfully. 15 ECTS credits requires on an average 10 weeks of student's work (including independent work).

3.2. Examination methods used in all universities involved include: written and oral examination, practical tasks. Performance is evaluated according to the regular procedures and methods applied to all students in the universities involved. The Student must meet the requirements set for examinations established by the respective university where the Student is studying.

3.3. The following scaling table shall be used when transferring the grades:

Status	Grade	ECTS Equivalent	UT	UCBL*	UU	AAU	Percentage of acquired knowledge
Pass	Excellent	EXCELLENT - outstanding performance with only minor errors	A	16-20	5	5	91-100
Pass	Very good	VERY GOOD - above the average standard but with some errors	B	14-16		4	86-90
					3	81-85	
Pass	Good	GOOD - generally sound work with a number of notable errors	C	12-14	4	3	71-80
Pass	Satisfactory	SATISFACTORY - fair but with significant shortcomings	D	11-12	3	2	61-70
Pass	Sufficient	SUFFICIENT – performance meets the minimum criteria	E	10-11	3	1	51-60
Fail	Insufficient	FAIL - further work is required	F	<10	F	F	50 or below

* Score 16 corresponds to A.

3.4. Rules governing other matters of studies, such as registration to courses, requirements for thesis defence etc. are described at: <http://www.ut.ee/EACH/study-regulations/>

COORDINATOR'S RIGHTS AND OBLIGATIONS

4. The Coordinator has the right to:

- 4.1. establish rules and regulations necessary for efficient functioning of the EACH programme;
- 4.2. charge the established participation cost from the Student, unless indicated otherwise in the present Agreement;
- 4.3. expulse the student from the EACH programme in the case of academic misconduct or poor academic progress.

5. The Coordinator is obliged to:

- 5.1. inform the Student well in advance of any significant changes in the EACH programme;
- 5.2. establish participation cost in accordance with real costs and charge no more than foreseen in the Agreement;
- 5.3. make available all necessary facilities and guarantee that all measures are taken to provide safe and well equipped learning environment;
- 5.4. make all arrangements necessary for the successful completion of internship in one of the companies or laboratories selected by the EACH programme consortium.

STUDENT'S RIGHTS AND OBLIGATIONS

6. The Student is obliged to comply with the following rules:

- 6.1. to inform the Consortium Administrative Coordinator about accepting or declining the study place by the deadline indicated on the EACH programme website;
- 6.2. to familiarize himself/herself with all the information regarding the structure and organization of the EACH programme published on the EACH programme's website;
- 6.3. to commence studies at the beginning of the EACH programme. In 2015, the academic year at UT begins on August 31, 2015;
- 6.4. **to study full time** and abide by the home and host universities' study regulations;
- 6.5. to follow the rules and regulations established for using laboratories and other related facilities at the home and host university. In particular, to undergo safety instruction for the use of laboratory facilities;
- 6.6. to inform the Consortium Administrative Coordinator if either academic or administrative difficulties arise;
- 6.7. to immediately inform the Consortium Administrative Coordinator if the Student is forced to interrupt the EACH programme for a certain period of time on valid grounds (health, pregnancy, military duty, etc.);
- 6.8. to immediately inform the Consortium Administrative Coordinator of the Student's intention to quit the EACH programme;
- 6.9. to follow the consortium's Academic Code of Conduct, available at <http://www.analyticalchemistry.eu/>.

7. The Student has the right to:

- 7.1. follow the courses and any other type of teaching activity integrated into the EACH programme (such as Winter School, internship).
- 7.2. have an access to laboratories and information technology infrastructure at all universities of the Consortium;
- 7.3. receive administrative support at all universities of the Consortium;
- 7.4. have adequate educational support throughout the EACH programme and supervision of the master's thesis;

7.5. contact Consortium Administrative Coordinator for issues that require immediate attention via e-mail: each@ut.ee;

7.6. receive guidance and counselling at the time of selecting the institution for internship and negotiating with the given institution, if necessary. The list of companies and laboratories available for the EACH students for internship placements are accessible at: <http://www.ut.ee/EACH/training-placements/>

TUITION-WAIVER SCHOLARSHIP AND TUITION FEE

8. The Student has been granted a tuition waiver scholarship. The tuition waiver scholarship covers the following:

8.1. Tuition waiver throughout the EACH programme and essential study materials (including the language courses);

8.2. Orientation course and reception upon arrival;

8.3. On-going support service and counselling by the International Student Services;

8.4. Tutors/student assistant who help with everyday issues like settling in the dorm, registering for classes, getting medical help, etc.

9. In full-time studies the Student will not pay tuition fee provided the Student follows full time work load each semester.

10. The Student will not pay the tuition fee in the first semester if the Student earns at least 24 ECTS credits, and in the second semester if, by the end of the academic year, the Student earns at least 54 ECTS. Thus, by the end of the second semester, the Student is obliged to follow the courses of the EACH programme for the value of at least 54 ECTS and pass all the obligatory courses of the first year. The credits to be obtained for the internship (9 ECTS) will be allocated at the beginning of the third semester but will be included into the second semester workload.

11. If the Student shall not fulfil the conditions prescribed in clause 10, the Student needs to submit to the Consortium Committee a clear individual study plan for the successful completion of the programme. It is in the capacity of the Consortium Committee to decide how the Student can continue studies in the second year university. The Consortium has the right to charge for missing credits in accordance with the Conditions of Compensation of Study Expenses ([http://www.ut.ee/en/university/documents; http://www.ut.ee/sites/default/files/www_ut/kehtib_alates_03.02.2014_oppekulude_huvitamise_tingi_mused_ja_kord_tasemeoppes_en.pdf](http://www.ut.ee/en/university/documents;http://www.ut.ee/sites/default/files/www_ut/kehtib_alates_03.02.2014_oppekulude_huvitamise_tingi_mused_ja_kord_tasemeoppes_en.pdf))

12. In part-time studies the Student is obligated to pay the tuition as a semester fee or based on the credit point price. If the Student who wishes to study part-time would prefer to pay the tuition fee based on the credit point price, the Student must inform UT thereof by 20 September in the autumn semester and 20 February in the spring semester.

13. While the Student is registered as being on academic leave or during extension of studies the Student will pay the tuition fee in accordance with the Conditions of Compensation of Study Expenses ([http://www.ut.ee/en/university/documents; http://www.ut.ee/sites/default/files/www_ut/kehtib_alates_03.02.2014_oppekulude_huvitamise_tingi_mused_ja_kord_tasemeoppes_en.pdf](http://www.ut.ee/en/university/documents;http://www.ut.ee/sites/default/files/www_ut/kehtib_alates_03.02.2014_oppekulude_huvitamise_tingi_mused_ja_kord_tasemeoppes_en.pdf)).

14. If the Student has obtained less than 30 ECTS by the end of the second semester the Student will be exmatriculated from the University of Tartu and excluded from the EACH programme.

15. The Student who holds tuition–waiver scholarship and who decides to withdraw his/her application before or during study period, or who is excluded from the EACH programme due to lack of (or insufficient) performance, has – after adequate information/warning from the consortium – scholarship stopped.

DEGREES TO BE AWARDED

16. Upon completion of the EACH programme, the Student is awarded with two master's degrees and Diploma Supplements from the universities in which he/she has studied. The degrees are legally recognized by the relevant national authorities. The degrees to be awarded depend on the chosen study track. The possible combinations are the following:

- Master of Science in Engineering (Applied Measurement Science) - UT + Master of Science (EACH – Excellence in Analytical Chemistry) – UU
- Master of Science in Engineering (Applied Measurement Science) - UT + Master of Science (Technology) (Masters Programme in Excellence in Analytical Chemistry) – AAU
- Master of Science in Engineering (Applied Measurement Science) - UT + Master of Physical and Analytical Chemistry (Industrial Analysis) – UCBL

CHANGES AND DISPUTES

17. The Agreement will terminate as of exclusion the Student from both the home and the host university.

18. Any changes to the present agreement must be communicated in writing. All alterations to the initial agreement must be immediately communicated by the Student to the Academic Coordinator.

19. Any disputes that have arisen in the performance of this agreement shall be resolved by negotiations. If the parties fail to resolve their disputes by negotiations, they shall be referred to Tartu County Court (Estonia) for resolution. Any matter relating to the interpretation or application of this agreement which is not covered by its respective terms, shall be resolved by reference to the laws of Estonia.

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

Dean of the UT Faculty of Science and Technology

Name:

Place:

Date:

Signature: _____

The Student

Name:

Place:

Date:

Signature: _____