

AGREEMENT FOR TUITION-WAIVER SCHOLARSHIP HOLDER**ERASMUS MUNDUS JOINT MASTER DEGREES 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:

- University of Tartu (UT), Estonia (coordinator);
- Uppsala University (UU), Sweden;
- University Claude Bernard Lyon 1 (UCBL), France;
- Åbo Akademi University (ÅAU), Finland.

Represented by the Coordinator, International Admissions Coordinator,

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

Date of birth or Estonian 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 Degrees (EMJMD) 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 (for more information about EMJMD programme see Erasmus+ Programme Guide - section EMJMD).

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

First study-year:

1.2.1. At **UT**: General analytical chemistry module (21); Metrology and quality management module (9); Socio-economical module (12) (includes a language course for 6 ECTS, e.g., Swedish or French); Elective courses (9); Internship (practical speciality training) (6); Optional courses (3).

Second study-year:

1.2.2. Specialisation module at **UU**: Organic and bioorganic analysis and multimodal separation techniques (30)
or

1.2.3. Specialisation module at **UCBL**: Industrial analytical chemistry module (30)
or

1.2.4. Specialisation module at **ÅAU**: Electroanalysis module (25); Swedish language (5).

1.2.5. Master's thesis (30) is a jointly delivered module. It includes the participation in two Winter Schools¹ (WS) as one of its mandatory components.

1.3. Detailed information regarding the structure and organisation of the EACH programme is published on the EACH programme's website <https://each.ut.ee/EACH/the-study-program/>.

1.4. The language of teaching of the EACH programme is English.

2. Study-tracks and milestones of the study period

2.1. The standard study period of the EACH programme is two years (includes breaks/holidays). The study period varies according to the assigned study track, e.g., for UU the duration of the programme is usually 22 months, for UCBL and ÅAU, the study-period is usually 24 months.

2.2. The first-year university is UT, Estonia. The academic year starts on 02.09.2024. The official examination periods of the first academic year are December 2024 to January 2025, and May to June 2025. The exact exam

¹ The Winter Schools take place between semesters one and two, and semesters three and four. The WS is usually held as an intensive seminar during one week in January. If needed, the WS can be conducted as online teaching. In case the WS is cancelled by the organisers due to unforeseeable reasons the number of obligatory participations at WS is reduced.

times will be agreed with the lecturer of each course and the timing depends on the course duration. The academic calendar of UT is available at <https://ois2.ut.ee/#/academic-calendar>.

2.3. The second-year university will be one of the following: UU, UCBL, ÅAU. Further information on the EACH programme study tracks is available at <https://each.ut.ee/EACH/the-study-program/>. The academic calendars of the second-year universities are available at <https://each.ut.ee/EACH/study-regulations/>.

2.4. The Student will be assigned to one of the three second-year universities indicated above during the Winter School 2025 by the EACH Academic Board on the competitive basis considering the following criteria:

2.4.1. academic merit – the academic performance during the first semester (GPA-grade point average of following obligatory courses – LOKT.06.032 Practical Chemical Analysis; LOFY.01.039 Measurement Data Processing; LTKT.06.015 Quality Systems);

2.4.2. Student's preference – the Student can express their preference twice: at the time of admission and during the Winter School 2025. In both cases, the Student is required to rank two (2) choices out of three (3) possible.

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 in the EACH programme 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 table shall be used if transferring the grades:

Status	Grade	ECTS Equivalent	UT	UCBL*	UU	ÅAU	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 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
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, score 14 corresponds to B, score 12 corresponds to C, score 11 corresponds to D, and score 10 corresponds to E.

3.4. Rules governing other matters of studies, such as registration to courses, requirements for thesis submission and defence, internship duration and reporting, etc. are described at <https://each.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 (incl. plagiarism, the disrespecting of deadlines, etc.) or poor academic progress;

4.4. use photo, audio and video materials collected during events related to the EACH programme for promoting the programme (on the website, in brochures, etc.) with the consent of the Student. The Student has the right to withdraw from the previous permission at any time.

4.5. collect and forward data submitted during the application to the EACEA. The 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 and treated according to the following privacy statement:

https://each.ut.ee/EACH/wp-content/uploads/2017/09/Privacy_statement_EMT.pdf.

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 learn about the structure and organisation of the EACH programme published on the EACH programme's website;
- 6.2. to commence studies at UT at the beginning of the EACH programme and at the assigned second-year university in accordance with deadlines set in respective academic calendars;
- 6.3. **to study full time** and abide by the first- and second-year universities' study regulations;
- 6.4. to follow the rules and regulations established for using laboratories, other related facilities and information technology infrastructure at the first- and second-year universities. In particular, to undergo safety instruction for the use of laboratory facilities;
- 6.5. to inform the Consortium Administrative Coordinator (Anu Teearu-Ojakäär, anu.teearu@ut.ee) if either academic or administrative difficulties arise;
- 6.6. to 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.);
- 6.7. to immediately inform the Consortium Administrative Coordinator of the Student's intention to quit the EACH programme;
- 6.8. to follow the Consortium's Academic Code of Conduct, available in the Study Regulations section at <https://each.ut.ee/EACH/study-regulations/>.

7. The Student is obliged to follow the courses of the EACH programme for the value of at least 60 ECTS credits in the first year and pass all the obligatory courses of the first study-year. Out of these 60 ECTS credits, 6 ECTS credits will be allocated for the Internship (will be awarded at the end of the second semester).

If the Student fails to earn 60 ECTS credits in the first year or fails to pass any of the first year's obligatory courses, the Student is asked to submit to the Consortium Committee a clear individual study-plan for the successful completion of the EACH programme. It is in the capacity of the Consortium Committee to decide whether and under what conditions the Student can continue studies in the second-year university. If the Student is unable to continue the studies in the EACH programme the Consortium is expected to offer the Student a study-place in a similar study programme, yet the Consortium is not obliged to guarantee an opportunity to study free of charge.

8. The Student is obliged to **participate in the surveys/evaluations** conducted by the EACH Consortium and the European Council/EACEA.

9. The Student is obliged to **join the Erasmus Mundus Students and Alumni Association** (EMA, see <https://www.em-a.eu/>).

10. The Student must refer to the EACH programme and its EMJMD status in a correct manner in written and oral publications (such as, academic publications, conference publications, etc.).

11. The Student is obliged to promote their status as an EACH programme participant by:

- 11.1. being an active EACH programme ambassador and helping in distributing information about the programme (through social media and other means);
- 11.2. submitting a testimonial and/or blog post (during studies or up to one year after graduation) about Student's experience in the EACH programme that can be shared via the EACH website;

12. After graduation (by October 31 of the year of graduation, at the latest), the Student is obliged to send to the Coordinator and/or Administrative Coordinator information on their professional engagement/status after graduating from the EACH programme and what position the Student is holding (this information is monitored by the EACH programme and used for promoting and reporting about the programme).

13. The Student has the right to:

13.1. follow the courses and any other type of teaching activity integrated into the EACH programme (such as Winter School, Internship);

13.2. have access to laboratories, other related facilities and information technology infrastructure at all universities of the Consortium in accordance with the rules and regulations established for using laboratories, other related facilities and information technology;

13.3. receive administrative support at all universities of the Consortium;

13.4. have adequate educational support throughout the EACH programme and supervision of the master's thesis;

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

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

TUITION-WAIVER SCHOLARSHIP AND TUITION FEE

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

14.1. tuition-waiver throughout the EACH programme and essential study materials (incl. the language courses);

14.2. Winter School costs (incl. accommodation costs during WS; travel costs if travelling with the group from the first- or second-year location to the WS and/or back);

14.3. orientation course and reception upon arrival to first- and second-year universities;

14.4. on-going support service and counselling by the corresponding administrative units at both universities. The services include consultation on local registration, bank account, housing, etc.;

14.5. tutor/student assistant to help with everyday issues like settling in the dorm, registering for courses, getting medical help, etc.

15. In full-time studies, the Student will not pay tuition fee provided the Student follows full time workload each semester.

16. The Student will not pay the tuition fee in the first semester. In the second semester, the Student will not pay the tuition fee if the Student earns at least 24 ECTS credits prescribed in the EACH programme in the first semester. 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 to avoid payment for the missing ECTS credits. The ECTS credits to be obtained for the internship (6 ECTS) will be allocated at the end of the second semester.

For transferring to the second-year university, 60 ECTS credits prescribed in the EACH programme must be completed at UT (as stated in clause 7).

17. If the Student does not fulfil the conditions prescribed in clause 16, the Student needs to submit to the Consortium Committee a clear individual study-plan for the successful completion of the EACH programme. It is in the capacity of the Consortium Committee to decide whether and under what conditions the Student can continue studies in the second-year university. The Consortium has the right to charge for missing ECTS credits in accordance with the conditions of reimbursement of study costs in degree study, described at <https://ut.ee/en/content/cost-tuition> (section "If you have a tuition-waiver student place").

18. 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 rules described at <https://ut.ee/en/content/cost-tuition> (section "If you have a tuition-waiver student place").

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

20. The Student who holds tuition-waiver scholarship and who is excluded from the EACH programme due to lack of (or insufficient) performance, or academic misconduct has, after adequate information/warning from the Consortium, the tuition-waiver scholarship stopped.

DEGREES TO BE AWARDED

21. Upon completion of the EACH programme, the Student will, after fulfilling the local (AAU, UCBL or UU) degree requirements and handing in the application for degree, if requested by the university, be awarded with Master's Degrees and Diploma Supplements from the two universities in which the Student has studied. The degrees are legally recognised by the relevant national authorities. The degrees to be awarded depend on the assigned study-track. The possible combinations are the following:

- Master of Science (Excellence in Analytical Chemistry) – UT + Master of Science – UU;
- Master of Science (Excellence in Analytical Chemistry) – UT + Master of Physical and Analytical Chemistry – UCBL;
- Master of Science (Excellence in Analytical Chemistry) – UT + Master of Science (Technology), (Master's programme in Excellence in Analytical Chemistry (EACH)) – AAU.

In addition, upon graduation the Student will receive diploma supplement issued by the EACH Consortium and explaining the completion of the jointly designed and delivered EACH programme.

TERMINATION, CHANGES AND DISPUTES

22. The Agreement will terminate as of exclusion of the Student from both the first- and second-year universities.

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

24. 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 the 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.

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

International Admissions Coordinator

Student

Name: Katrin Küüinal

Name:

Place: Ülikooli 18-132, Tartu 50090, Estonia

Place:

Date:

Date:

Signature: _____

Signature: _____