

The scholarship contract has to be in German language for legal reasons. This non-official English translation of the contract is only for supporting you in understanding the contract. The only legally binding version is the one in German! – version March 22, 2024

Contract

between

the University of Münster, Schlossplatz 2, 48149 Münster,
represented by the Rector, acting for her the Chancellor of the University of Münster,
performing institution: Institute for Geoinformatics
project lead: Dr. Christoph Brox
- in the following referred as „University“

and

Student xy

Address

.....
- in the following referred as „grant-holder“

about granting an Erasmus Mundus scholarship

Preamble

In the framework of the Erasmus+/ERASMUS MUNDUS Programme, funded by the European Commission – project no. 101049796, the University grants a scholarship for participation in the Master Programme in “Geospatial Technologies”. The grant-holder has successfully applied for this scholarship. Locations of the study programme are:

1. Semester: New University of Lisbon, Portugal/University Jaume I, Spain
2. Semester: University of Münster
3. Semester: New University of Lisbon, Portugal/University Jaume I, Spain/University of Münster

§ 1

The University commits to grant an Erasmus Mundus scholarship to the grant-holder in the period of 09.09.24 – 08.03.26 (see <http://mastergeotech.info/master-program/schedules/>). This scholarship consists of

- Living costs allowances of 1.400 € per month, 18 rates in total;
- An insurance package according to the guidelines of the European Commission Agency EACEA
- Coverage of tuition fees for three semesters
- One version of the diploma certificate after graduation.

Before the payment of the 1. rate, the grant-holder has to confirm by original signature the acceptance of the scholarship according to annex 1.

The gant-holder agrees that he/she will receive the first scholarship rate of 1.400 € earliest after he/she had provided the required document (see annex 1) to the hosting university and that one had passed on the documents to the University of Münster.

Payments are with the reservation of the retrieval of the funds by the European Commission.

§ 2

The scholarship does not imply an employment; it is no remuneration in the sense of § 14 SGB IV. The scholarship does not underlie the obligation to contribute to social insurance. A possible payment of taxes is only in responsibility of the grant-holder.

The insurance package is designed for studying abroad and fulfils the requirements for receiving a visa in the countries of the Consortium. However, this insurance package does not cover all possible risks. The grant-holder is obliged to check the insurance package when receiving the insurance policy and if applicable taking care of own additional arrangements (e.g., closing an additional contract based on own discretion and on own costs).

§ 3

The grant-holder underlays the administrative and security regulations of the hosting Universities and is - in the context of this contract - obliged to confidentiality regarding instances and documents stated as confidential.

§ 4

The grant-holder is obliged to:

- Confirm the acceptance of the scholarship (annex 1) via email to Dr. Christoph Brox, broxc@uni-muenster.de until [xx.xx.xxxx],
- and to confirm the acceptance of the scholarship (annex 1) in an original version and to provide it to the study coordinator of the hosting university in order to pass it on to the University of Münster,
- Having sole responsibility for taking care of required entry documents to the European Community.
- Provide the required documents for the enrolment at the hosting university
- Immediately inform the University about each issue becoming known to the grant-holder, which endangers the realization of the goals of this scholarship, as well as immediately informing the University about changes of personal circumstances.
- Complete the Master Programme in Geospatial Technologies (90 ECTS credit points) within the contracted duration according to the study program and examination regulations (see http://mastergeotech.info/?page_id=122)

In case of not fulfilling these obligations, this scholarship contract and the admission to the study program become invalid immediately.

Furthermore, the grant-holder agrees to the following obligations:

- To precisely attend the courses and modules according to the study program (see <http://mastergeotech.info>)
- To stay during the official semester times (see <http://mastergeotech.info>) at the location of the hosting university – exceptions require a permission of the hosting university
- To participate on own costs at the GeoMundus conference (www.geomundus.org) as part of the study programme
- Not to start any employment during the duration of the scholarship
- Not receiving any other funding by the European Commission or EU programs in parallel to the Erasmus Mundus scholarship
- To always act according to the rules of good practices in science.

In case of the European Commission rejecting scholarship payments, because the grant-holder did not fulfil respectively did not fulfil in time the above-mentioned duties, the grant-holder is liable for damages towards the University, if the grant-holder is responsible for not fulfilling respectively not fulfilling in time.

§ 5

The grant-holder will receive the following services:

- Pre-arrival information and support, i.e., contacting the respective Embassies for visa support, and mediation of accommodation facilities,
- Welcome and orientation event at the beginning of the first and the second semester
- Enrolment in respective national language courses (Portuguese/Spanish/German for beginners, free of charge) in the first and the second semester,

- Coaching the grant-holder with administrative issues, e.g., opening bank account, registration at city council, visa extension, enrolment at the university,
- Issuing of certificates and diplomas according to the regulations and fees of UNL NOVA-IMS, whereas one issue will be free of charge,
- Dedicated contact persons for any type of problems at each institute,
- Free access to the services for socio-cultural integration of the International Offices/International Students Centres of the three universities.

§ 6

The University has the right to withdraw this contract on severe causes without previous notice by written notification. A severe cause is especially, if in evidence the grant-holder is not making the effort to achieve the goals of the scholarship in the required and appropriate way or if the obligations in § 4 will not be fulfilled. The same comes into effect if the European Commission does not, respectively does not any more provide the required funds for the performance of the project.

According to the EC Agency (EACEA), the regulations regarding the COVID 19 pandemic and its effects are as follows:

- For granting and keeping the scholarship, it is mandatory that the grant-holder spends at least two out of three semesters at the location of the foreseen hosting university and that during this time teaching will be in-classroom teaching.
- In case it is foreseeable that the previous condition cannot be fulfilled because (a) the hosting university can only provide online teaching due to local or national regulations or (b) the grant-holder cannot be at the foreseen location due to travel restrictions, the scholarship will immediately be cancelled.

§ 7

The contract comes into force by signature. Changes and additions require written documentation. The contract between the European Commission and the University – mentioned in the preamble – including the programme guidelines, and the confirmation of accepting the scholarship (annex 1) are part of this contract and known to the grant-holder in terms of its essential contents (see <https://erasmus-plus.ec.europa.eu/de/node/2699>).

In case of a part of this contract being effectless, it does not affect the other regulations. The contract partners are obliged, to replace the effectless regulation by a regulation achieving an equivalent result.

For this contract, only German law is applicable. Place of jurisdiction is Münster.

Münster, _____, 20xx
 Rectorate – The Chancellor
 On behalf of

Annex 1: Confirmation of accepting the scholarship

Informal English translation – the legally binding version has to be in German. Please also fill in place/date and signature in the German version above!

Name grant-holder
Address grant-holder

University of Münster
Conducting entity: Institute for Geoinformatics, Dr. Christoph Brox

Signed scanned version (PDF) by email to: broxc@uni-muenster.de (until xx.xx.20xx)

Signed original version to be handed to the hosting university of the first semester at the enrolment.

Confirming the acceptance of the Erasmus Mundus scholarship

Hereby I confirm that I accept the Erasmus Mundus scholarship for the Master program in Geospatial Technologies. I declare that I explicitly agree to the rights and obligations described in the scholarship agreement of [date] within the project of the European Union, project number 101049796.

I am aware of the fact that the first scholarship rate CANNOT be paid directly after the arrival at the hosting country, but only I will have provided the following documents to the hosting university:

- the original version or certified copies of the Bachelor degree certificates (Transcript and diploma), with an original stamp and signature, so that the hosting university is able to process the enrolment. Furthermore, if applicable, I will provide an official translation into English, German, Portuguese, or Spanish, has to be provided, if these documents are not in one of these languages.
- A student data sheet according to a provided template, signed in an original paper version;
- The application form from the online application system, to be printed and signed in an original paper version;
- A signed paper version of the confirmation of accepting the Erasmus Mundus scholarship (German version).

I confirm that I will open a SEPA-conformant EU bank account with IBAN/BIC numbers (if not done already) and I will provide the bank data in the student data sheet.

I am aware of the fact that only after the provision of these documents the University of Münster is able to initiate the first scholarship rate. Therefore, the first rate can EARLIEST be received on my bank account two weeks after the University of Münster will have received the respective documents. I will take care of own financial resources for living expenses in the first weeks after arrival.

Place, date _____

(Signature grant-holder)