

**STUDENT AGREEMENT**

**MA Advanced Development in Social Work (ADVANCES)**

**FOR ERASMUS MUNDUS SCHOLARSHIP HOLDERS**

**September 2013 entry**

Between the **Student**:

First name	
Surname	
Sex	
Nationality	
Place of birth	
Passport number	
Passport expiry	

And:

The **Consortium** of universities taking part in the “MA Advanced Development in Social Work” Programme (ADVANCES):

- University of Lincoln, United Kingdom
- Aalborg University, Denmark;
- Universidade Tecnica de Lisboa, Institute of Social and Political Sciences (ISCSP), Portugal;
- University Paris Ouest Nanterre La Defense, France;
- University of Warsaw, Poland,

represented by the ADVANCES **Programme Coordinator**:

Dr Michael Rasell  
School of Health and Social Care  
University of Lincoln  
Brayford Pool, Lincoln  
LN6 7TS  
United Kingdom

**The parties above agree that:**

The Student and Consortium partners are obliged to participate fully in the Erasmus Mundus Master programme “Advanced Development in Social Work” in accordance with the programme of studies approved and supported by the European Commission under the Framework Partnership Agreement FPA 2013-0242 and Specific Grant Agreement relating to the September 2013 intake [INSERT NUMBER]

signed with the Education, Audiovisual and Culture Executive Agency of the European Commission (hereafter **EACEA**).

### **Academic programme**

The ADVANCES Programme is designed to impart advanced practice and research skills to students with an educational and professional background in social work or related fields. The Programme has a particular focus on cross-cultural practice and competences. The ADVANCES Consortium will offer students a high level qualification to assist entry to PhD programmes all over the world or to pursue advanced positions in the field of social work practice, consultancy, management, planning and leadership.

The ADVANCES Programme begins on [INSERT DATE] and has a duration of four semesters spread over 22 months. The Programme consists of:

- Semester 1 of classes taught in English at the University of Lincoln
- Semester 2 of classes taught in English at Aalborg University
- End of Year 1: English-language Summer School at Université Paris Ouest
- Semester 3 of classes taught in English at Universidade Tecnica de Lisboa
- Semester 4 of fieldwork and writing of the English-language research project (dissertation) with students distributed equally among all consortium partners
- End of Year 2: English-language student conference at the University of Warsaw

The Student must successfully attend and complete all modules and assessments in order to graduate from the ADVANCES Programme. Students will be given the opportunity to explore themes and topics that most interest them within the set module structure that applies to all participants in the Programme.

The Student recognises that the ADVANCES student cohort will be divided equally between the five Consortium Partners for the purposes of conducting fieldwork and writing research projects (dissertations) in Semester 4. Within this constraint, the Student will be encouraged to express a choice of host university and select their own research topic subject to approval from the ADVANCES Programme Committee and relevant committees in individual universities that the topic is feasible, ethical and meets the ADVANCES objectives and learning outcomes. Student research projects will be jointly supervised by one academic in the host institution and one academic from another Consortium Partner.

### **Degree award**

The ADVANCES Programme will lead to a multiple degree awarded by the Consortium Partners. The Student will receive a nationally recognised Master-level

qualification from each institution where she/he has successfully passed a minimum of 30 ECTS in line with the following table:

<b>Institution</b>	<b>Title of degree awarded in national language</b>	<b>Title of degree awarded in English</b>
University of Lincoln	Master of Arts Advanced Development in Social Work	Master of Arts Advanced Development in Social Work
Aalborg University	Kandidatuddannelsen i avanceret udvikling i socialt arbejde	MA Advanced Development in Social Work
Universidade Tecnica de Lisboa	Mestrado em Serviço Social	Master of Social Work
Université Paris Ouest La Défense Nanterre	Master mention Sciences de l'éducation, spécialité "Education familiale et intervention socio-éducatives"	Master in Educational Sciences, specialisation "Family Upbringing and Socio-Educational Work"
University of Warsaw	Magister Pedagogiki w zakresie Praca społeczno-wychowawcza z dzieckiem i rodziną	Master in Education, major in Child and Family Social Work

The Student will be issued with diploma supplements to accompany the degree awards that include reference to the joint nature of the Programme, the Programme structure and content, mobility and mark scheme. This diploma supplement is designed to enhance recognition and understanding of the degree award among employers, universities and other interested organisations.

In addition to the degree certificates, graduates will receive a joint certificate of studies with the logos of all Consortium Partners and the signatures of Faculty Deans or equivalent to indicate their joint participation in the ADVANCES Programme.

The Consortium Partners will apply transparent schemes for converting marks between ADVANCES universities.

### **Tuition and scholarship matters**

The Consortium and Student hereby agree that the Student is classified as Category A/B [DELETE AS APPROPRIATE] in line with the rules governing Erasmus Mundus student scholarships as outlined in the Erasmus Mundus Programme Guide published by the EACEA.

The participation costs for the ADVANCES Programme (4000 Euros/semester for 'Category A' Students and 2000 Euros/semester for 'Category B' Students) will be fully covered by the EACEA grant. The Consortium can retain the participation costs element of the Student's Erasmus Mundus scholarship in order to directly pay for the tuition.

The participation costs are designed to cover costs related to the provision of the ADVANCES academic programme in Consortium Partners, including library access,

computer facilities, academic tuition, practice placements, language courses that are part of the ADVANCES Programme, travel by students within an EU member state in order to attend compulsory academic activities within the Programme, university administration and socio-cultural activities for the ADVANCES cohort.

The participation costs include compulsory and comprehensive insurance for health and Programme-related travel for the Student for the entire period of studies that meets the requirements for Erasmus Mundus students outlined by the EACEA.

Participation costs do not include: travel to/from ADVANCES institutions, accommodation, personal living expenses, textbooks that a student decides to purchase, personal computers, charges for visas and residence permits levied by national authorities, costs of optional academic and leisure activities.

Upon enrolment, student scholarship holders will be paid their monthly allowance (1000 Euros per month for 'Category A' students and 500 Euros per month for 'Category B' students) each month into a personal bank account held in their name subject to fulfilment of the Student's obligations.

'Category A' Students will also receive a grant of 8000 Euros to contribute to travel, installation, visa related and other costs. This will be paid in two annual instalments at the start of each academic year.

All payments to the Student are subject to the receipt by the ADVANCES Consortium of requisite funds from the EACEA of the European Commission.

The Student recognises that he/she cannot receive any other scholarship or support financed by the European Commission under any other Community programme.

The scholarship does not create or entitle an employer-employee relation between the Institutions and the Student, and is not subject to direct taxation.

Payment of the scholarship and participation costs will cease immediately if the scholarship holder withdraws from the Programme or fails to meet the responsibilities related to the Programme. Measures may be taken to recover unspent funds already distributed to students.

### **Services for the student**

The Student will have an academic tutor at each institution that acts as initial contact point and source of advice for queries and concerns in an individual consortium institution, whether academic, logistic, administrative, social or cultural.

During their stay in the relevant university, each Consortium institution will offer the Student all the services available to local students in line with conditions for local students (e.g. language courses, libraries, social services, internet, sports facilities).

During their stay at each Consortium Partner institution, the rights and responsibilities of the ADVANCES students shall be the same as those of the other postgraduate students enrolled at that university. Students will enjoy the benefits and shall be likewise subject to the regulations and standards of conduct which are in force in the Consortium Partner Institution during their period of study there.

Each Consortium Partner will offer information on local and national administrative and logistical processes, for example university enrolment, accommodation (cost of living, finding and renting flats), university facilities, Programme-related travel, visa information, registration with local authorities and residence permits.

The Student has the right to raise complaints regarding academic and related elements of the Programme by following the procedures established in the Programme Handbook and according to the regulations for the MA Advanced Development in Social Work. Complaints should be initiated at the relevant level, generally starting with the specific institution concerned.

**The Consortium is obliged to:**

- Deliver the joint programme in full as approved by the European Commission and as described in the Programme Handbook published on the ADVANCES consortium website, including academic content, calendar, structure, degree awards and participation costs.
- Provide well-qualified staff and high-quality resources to teach and support the Student during the Programme.
- Ensure that the Programme is well organised, well taught and up-to-date.
- Maintain robust quality assurance procedures that incorporate student feedback and external scrutiny.
- Apply procedures and processes for teaching and assessment in a fair, just and equitable way for all ADVANCES Students.

**The Student is obliged to:**

- Attend and actively participate in the ADVANCES programme (lectures, seminars, teaching and learning events, assignments, etc.).
- Follow the ADVANCES mobility pattern outlined in this Agreement and the Programme Handbook
- Uphold professional social work ethics and academic ethics during studies.
- Commit no fraudulent act and specifically avoid cheating, falsification or plagiarism of academic work.
- Not abuse or misuse equipment and facilities and will not perform any unauthorised access or violation of departmental, school or university rules.
- Deliver the expected outputs (projects, assignments, publications, etc.) in accordance with the joint programme's requirements.

- Achieve the expected performance results in order to be allowed to continue participating in the joint programme.
- If the Student withdraws from the ADVANCES Programme either before or during the period of study, he/she must inform the ADVANCES Programme Coordinator in writing or by email as soon as possible.

Any violation of obligations on the Student will be considered by the ADVANCES Programme Committee and may lead to the exclusion of the Student from the ADVANCES Programme.

The ADVANCES Institutions are 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 the object of the present Agreement.

Consortium institutions will store the Student's personal information and documentation securely and confidentially unless informed otherwise or legally required to disclose it.

In line with EACEA rules governing Erasmus Mundus programmes, data about the Student may be used for the purposes of evaluating the Erasmus Mundus Programme and will be made available to the EACEA, Erasmus Mundus National Structures, EU Delegations and the Erasmus Mundus Student and Alumni Association, acting as stakeholders of the ADVANCES programme.

#### **Modification of the Agreement:**

Any alteration to the present Agreement or respective Annexes must be agreed by both parties in writing. All alterations to the initial situation must be immediately communicated by the Student to ADVANCES Consortium. Upon mutual agreement of contractual modifications, the ADVANCES Consortium will issue addenda to the present Agreement.

This Agreement can be ceased by any of the parties and communicated in writing to the other party. Both parties are obliged to inform in writing of the reasons for ceasing the contractual relationship and to follow the appeal process established by the ADVANCES Consortium and individual partner institutions in case of disagreement.

Without prejudice to the general consequences laid down in national law applicable in the present Agreement, the ADVANCES consortium reserves the right to cease the effects of the present Agreement without recourse to any legal procedure apart from adequate communication to the Student. Failing agreement by both parts, the English courts are designated as the competent authorities to resolve any legal dispute between the ADVANCES Consortium and the Student emerging from the Agreement. The present Agreement will be governed by English Law.

Failure to comply with the conditions and agreements laid down in this Student Agreement can be a reason for the ADVANCES consortium to dissolve the agreement and claim back any surplus grant.

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**SIGNED AS AGREED BY:**

**ADVANCES Programme Coordinator**  
*on behalf of the ADVANCES Consortium*

**The Student**

Date: .....

Date: .....

Place: .....

Place: .....

Signature: .....

Signature: .....

Printed Name: .....

Printed Name: .....