

**Erasmus Mundus Student Contract**  
**(Scholarship Holder)**

between

the University of Oldenburg, Ammerländer Heerstraße 114 -118, 26129 Oldenburg, Germany,  
coordinating institution of the Erasmus Mundus Master Course  
European Master in Migration and Intercultural Relations (EMMIR),  
represented by Dr. Lydia Potts, EMMIR Primary Coordinator

and

Full Name:  
Date of birth:  
Place of birth:

hereafter referred to as “the student”

have agreed to the following terms and conditions:

## § 1 EMMIR CURRICULUM

1.1 The student commits himself/herself/themselves to a 2-year study period (120 ECTS) during the academic years 2023/2024 and 2024/2025 at the EMMIR partner universities according to his/her/their individual study plan and mobility track, which will be approved by the Primary Coordinator and the EMMIR Consortium Committee. The study plan will be constructed in such a way that he/she/they can obtain at least 60 ECTS during the first study year, which is a prerequisite for continuing in the second study year. He/she/they will complete all the requirements of the study programme by June 30, 2025, at the latest. In return, the relevant diploma documents will be issued by 31 August 2025.

1.2 Upon successful completion of the programme, the student receives a joint Master of Arts degree titled “European Master in Migration and Intercultural Relations” issued by all partner universities. The degree diploma is accompanied by a diploma supplement and a detailed transcript of records.

1.3 Key elements and milestones of the 1<sup>th</sup> EMMIR edition programme are as follows:

Semester 1	Fri, 01 Sep. Mon, 04 Sep.	Orientation Days	University of Oldenburg (UOL)
	4 to 30 Sep. 2023	Intensive Phase  <i>MM11: Introduction to Migration Studies Studying Global Migration in the 21<sup>st</sup> Century (8 ECTS)</i>	UOL supported by partners and guest lecturers
	2 Oct. to 22 Dec. 2023	<i>MM12: Evaluating and Developing Research Methods for Transcultural Contexts (14 ECTS)</i>  <i>MM13: Theorising Historical and Contemporary Migration Processes &amp; Intercultural Relations (8 ECTS)</i>  <i>German Language Course</i>	UOL
	22 Dec. 2023 to 6 Jan. 2024	Winter break	
Semester 2	8 Jan. to 28 June 2024	<i>MM21: Emigration and Immigration – A Northern European Perspective (12 ECTS)</i>  <i>MM22: Theorising Migration and Multiculturalism (18 ECTS) (3 submodules of choice, each of 6 ECTS)</i>	University of Stavanger (UIS) in cooperation with the University of Nova Gorica (UNG)

Semester 3	1 July to 30 Nov. 2024	MM31: <i>Project-based Internship (15 ECTS)</i>  MM32: <i>Focus Module (15 ECTS) at AUW (TBC), MUST, Wits, UOL, RBU, USB or UNG</i>	Any of the partner institutions
	2 Dec. to 6 Dec. 2024	MM41: MA Dissertation Proposal Colloquium	UOL
Semester 4	9 Dec. 2024 to 30 June 2025	MM41: MA Dissertation research and writing	Any of the partner institutions
	April 2025 (TBD)	EMMIR Conference by RBU-CRG	UOL EMMIR Team and RBU-CRG
	30 June 2025	MM41: MA Dissertation submission deadline	
	31 Aug 2025, in Sep. 2025	Diplomas issued Graduation ceremony	UOL

1.4 The student's second year mobility path will be bindingly agreed upon in March 2024, following consultations throughout the first semester. The curriculum includes the following mandatory mobility periods:

- Semester 1: all students at University of Oldenburg
- Semester 2: all students at University of Stavanger
- Semester 3: Internship, preferably at an associated partner organisation
- Semester 3: Focus module at any of the partner universities providing a module\*
- Semester 4: Proposal colloquium at the University of Oldenburg
- Semester 4: EMMIR Conference by RBU-CRG (location TBC)
- Semester 4: MA Dissertation research and writing at any of the partner universities

\*The students will be on leave from the University of Oldenburg for semesters spent at another partner institution.

1.5 Partners' third semester focus modules may have a minimum of 3 students and maximum of 8 students (see Student Handbook for further details). The Consortium Committee reserves the right to cancel one or more of the focus modules, especially if the minimum number has not been reached or if student safety would be at risk.

1.6 The third-semester project-based internship (MM31) consists of work in an institution outside the university minimum of 300 hours must be completed in a minimum period of 8 weeks. It is acceptable to combine the internship with the focus module. In this case, the regular time of completion is 16 weeks. An accompanying tutorial (max 10 contact hours) as well as the internship log, the completion of a project report, and a brief summary for publication purposes are integral parts of the internship module. The choice of a suitable institution and the completion of the internship are the responsibility of the student. It should take place in institutions which deal with the subjects of migration and intercultural relations from a political, pedagogical, journalistic, economic, or academic perspective and offer the opportunity to complete an internship oriented towards research and a research project. Students are assisted by the relevant partner university in looking for an appropriate institution for the internship. Internship regulations can be found in section C of the EMMIR Study and Examination Regulations.

**1.7** All modules are taught in English. English academic writing support is provided throughout the programme and is an obligatory part of the study programme.

**1.8** An initial assessment of the student's academic/linguistic competence required to successfully continue and complete the programme (including the continuation of scholarship payments) will be made during the Intensive Phase *Studying Global Migration in the 21<sup>st</sup> Century*. Therefore, assignments will be graded jointly by representatives of at least two EMMIR partner universities. If necessary, the chance to re-sit will be given within the following two weeks.

**1.9** The student agrees to the assessment of his/her/their performance in EMMIR based on assignments and examinations as put down in the Examination and Study Regulations as well as in the Student Handbook. Details on the specifications of each assignment are provided in module descriptions and syllabi and explained by the designated lecturer in the first session of a module.

**1.10** Grading is based on the following scale:

<b>A</b>	An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high degree of independent thinking
<b>B</b>	A very good performance. The candidate demonstrates sound judgement and a good degree of independent thinking.
<b>C</b>	A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.
<b>D</b>	A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.
<b>E</b>	A performance sufficient to warrant a passing grade, but with serious flaws, errors and shortcomings. The candidate demonstrates a very limited degree of judgement and independent thinking.
<b>F</b>	A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

## **§ 2 CODE OF CONDUCT**

**2.1** The student is obliged to regularly attend and actively participate in the courses taught in EMMIR according to his/her/their study plan, and where required, he/she/they will complete the assignments and participate in the examinations. Regular attendance incorporates presence in at least 80% of the scheduled classes; active participation incorporates the preparation of the previously announced mandatory readings and other material. Justified "force majeure" cases, such as acute illness, can be considered and approved by the local EMMIR Course Director, provided the student informs him/her/them of such an event without delay. Attendance and active participation will be assessed by the course instructor as specified in the **syllabi**.

**2.2** The EMMIR Consortium has a zero-tolerance policy on cheating. If a student attempts to influence the result of his/her/their examination by cheating or by using unauthorised materials or any other kind of infringement of the exam regulations, his/her/their performance in the examination concerned will be rated as "failed". In this case, the lecturer/professor must notify the relevant Course Director. In case of dispute, the student will be given a hearing by the Course

Director. The Examination Board must be notified of the issue and will take a decision. The Consortium Committee may exclude the student. The rules and regulations of the university where cheating is uncovered will also come into effect. In some countries, this may lead to measures in addition to the above-mentioned. If a student fails an assignment due to any of the above reasons for a second time in the course of study, the student will be automatically withdrawn from the programme. In this event, the MA degree is conclusively failed. The student expressly complies with this policy.

**2.3** It is the student's responsibility to keep his/her/their contact information and bank details updated in the student profile on eConsort and keep the student page regularly updated.

**2.4** If a student raises a complaint either before, during, or after his/her/their study period, he/she/they agrees to follow step-by-step the procedures outlined in the Student Handbook and in the Study and Exam Regulations.

**2.5** The student agrees to participate in regular programme surveys and evaluations conducted by the Consortium and/or the Commission/Agency. He/she acknowledges that he/she/they has been informed about the role and significance of the Erasmus Mundus Student and Alumni Association (EMA, see <http://www.em-a.eu>) and that he/she/they has been advised to join EMA.

**2.6** In the case of pregnancy, the student is entitled to maternity leave. The length of maternity leave, as well as the rearrangements concerning the study curriculum and scholarship payment schedule, must always be negotiated with the local EMMIR Course Director and are subject to approval by the Primary Coordinator/EMMIR Consortium Committee. Other requests for an interruption of the programme and of scholarship payments can also be made to the Primary Coordinator. If a leave of absence from EMMIR is granted it is for organisational reasons usually effective for a full academic year.

**2.7** If the student discontinues his/her/their studies, he/she/they must give written notice to the EMMIR Consortium Committee/ Primary Coordinator without delay.

### **§ 3 ERASMUS MUNDUS STUDENT SCHOLARSHIP, INSURANCE, AND REGISTRATION**

**3.1** The student accepts that he/she/they will receive the Erasmus Mundus scholarship from the European Commission. The total amount of the scholarship over the 24 months of the programme is **33 600 Euro**, paid in 24 monthly instalments of 1 400 Euro. The amount is intended to contribute towards living expenses during the full-time study period, including e.g. visa and other official fees, vaccinations, travel according to the mobility path **and the conference by RBU/CRG**, as well as other study-related expenses (e.g. optional study trips, materials).

**3.2** In the case of cancellation or discontinuation of the programme, or unapproved deviation from the approved personal study plan, the student agrees to pay back parts or the total amount of the scholarship.

**3.3** The main prerequisite for receiving the Erasmus Mundus scholarship is sufficient academic progress according to the study plan.

**3.4** Scholarships are not paid while the student is on maternity leave or sick leave beyond one month.

**3.5** The student declares that he/she/they did not previously receive any Erasmus Mundus scholarship. He/She/They is fully aware that the EMMIR Consortium Committee reserves the right to cancel his/her/their admission and the Erasmus Mundus scholarship at any time if he/she/they had previously received such a scholarship.

**3.6** Scholarship students do not pay any participation/tuition costs for obligatory course modules and seminars. They also do not pay administrative costs, the participating universities' registration costs, and student service fees. The University of Oldenburg's leave of absence fee for study periods not spent at the University of Oldenburg is also covered.

**3.7** EMMIR also provides health, liability, and travel insurance according to the EACEA minimum requirements for student insurance. The terms of this insurance have been made available on eConsort. The maximum duration of the insurance is 3 years, and it is valid up to three months after graduation if he/she/they continues to stay in Germany.

**3.8** If a student chooses to register at two institutions in parallel, he/she/they has to cover the fee/registration cost of the second institution. A Student who extends his/her/ their study period beyond the four semesters for up to one semester will not have to pay insurance and registration fees. Starting with the 6<sup>th</sup> semester he/she/they have to cover these fees.

#### **§ 4 SERVICES**

**4.1** At the universities hosting the full edition (Oldenburg, Stavanger), the international offices arrange for special international students' orientation days covering all relevant aspects regarding the institution and its facilities, the town and extracurricular activities, and daily life. EMMIR contact persons, international offices, or contact desks for international students at all other partner institutions provide hosted students assistance regarding all significant aspects of their stay at the respective university, always in consultation with the EMMIR Course Director.

**4.2** Each partner institution provides the student with all the support necessary to prepare and implement his/her mobility path as agreed upon with the Consortium coordinator, specifically concerning visa and housing support, and administrative support. For this purpose, each partner institution nominates a Course Director and a Course Administrator/Contact Person. Their names and contact details can be found in the EMMIR Student Handbook and on the programme website.

**4.3** The student agrees to use both online platforms, eConsort and Stud.IP. The Consortium runs these in order to communicate course offers and mobility choices as well as to facilitate course selection, the submission of assignments, grading, and transcripts - among other purposes.

**4.4** Up-to-date information regarding the programme can be found in the Student Handbook as well as on the programme website <http://www.emmir.org>.

#### **§ 5 EXCLUSION FROM EMMIR**

**5.1** The student understands that he/she/they will be excluded from EMMIR

- in the case of repeated non-attendance of a course (lectures, practical sessions, field trips, informative and official meetings) which the student cannot justify with medical certificates, or for which advance permission has not been granted by the Course Director resp. the professor/lecturer in charge,
- if the student fails to validate a year of study,
- if the student is the subject of disciplinary measures leading to his/her/their exclusion from one of the EMMIR Partner Universities,
- if the student is the subject of legal prosecutions that prevent him/her/them from attending the EMMIR programme,

**5.2** In such an event, the student is obliged to reimburse the EMMIR Coordinating Institution the excess funding from the scholarship allocated to him/her/their, in the form of any EM scholarship funds received covering the period following the date of exclusion. Exceptions are stipulated below.

**5.3** As an exception to 5.2, the student need not refund sums he/she/they will need to live between the day of his/her/their exclusion and the end of the calendar month, i.e. for food and transportation, within a limit, he/she/they negotiates with the EMMIR coordinating institution.

**5.4** In addition, the EMMIR Coordinating Institution may allocate the student funds to cover the cost of travel back to his/her country of origin. These funds need not be refunded by the student.

**5.5** Upon exclusion, the student shall in due time and before his/her/their departure pay for the rent of his/her/their accommodation until the end of the contract.

**5.6** The EMMIR Coordinating Institution may for its part allocate the student funds and instructions enabling him/her to fulfil his/her/their commitments.

## **§ 6 DISPUTE SETTLEMENTS**

**6.1** Attempts will be made to solve any disputes arising under the terms of this agreement in a conciliatory manner by the student, the EMMIR Primary Coordinator / the Consortium Committee.

**6.2** If no agreement can be reached, the student accepts that his rights of appeal shall be in accordance with the regulations of the Consortium coordinating University, and any appeal will be dealt with by that university.

## **§ 7 HEALTH AND SAFETY ADVICE**

**7.1** The student declares, that he/she has read and will follow the health and safety advice given by the EMMIR staff and partners and written down in the Student Handbook section 6 "HEALTH AND SAFETY".

The student is alerted to the EMMIR Study and Examination Regulations and the EMMIR Complaint Procedures, to be found at <https://www.emmir.org/important-documents> .

The signatories declare that they have read and accepted the conditions laid down in the present contract.

First Signatory  
(Dr. Lydia Potts, EMMIR Primary Coordinator)

Oldenburg,  
Place and date

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Signature

Second Signatory  
(Student)

Oldenburg,  
Place and date

---

Signature



**Erasmus Mundus Student Contract**  
**(Non fee-paying self-funded student)**

between

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relevant partner university in looking for an appropriate institution for the internship. Internship regulations can be found in section C of the EMMIR Study and Examination Regulations.

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examination concerned will be rated as “failed”. In this case, the lecturer/professor must notify the relevant Course Director. In case of dispute, the student will be given a hearing by the Course Director. The Examination Board must be notified of the issue and will take a decision. The Consortium Committee may exclude the student. The rules and regulations of the university where cheating is uncovered will also come into effect. In some countries, this may lead to measures in addition to the above-mentioned. If a student fails an assignment due to any of the above reasons for a second time in the course of study, the student will be automatically withdrawn from the programme. In this event, the MA degree is conclusively failed. The student expressly complies with this policy.

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**2.6** In the case of pregnancy, the student is entitled to maternity leave. The length of maternity leave, as well as the rearrangements concerning the study curriculum, must always be negotiated with the local EMMIR Course Director and are subject to approval by the Primary Coordinator/EMMIR Consortium Committee. If a leave of absence from EMMIR is granted it is for organisational reasons usually effective for a full academic year.

**2.7** If the student discontinues his/her/their studies, he/she/they must give written notice to the EMMIR Consortium Committee/ Primary Coordinator without delay.

### **§ 3 ERASMUS MUNDUS STUDENT INSURANCE, AND REGISTRATION**

**3.1** As non fee-paying self-funded student, he/she/they is exonerated from the payment of participation costs. The student understands that he/she/they will need the financial means to cover the living, accommodation, and travel costs throughout the whole duration of the programme.

**3.2** Non fee-paying self-funded students do not pay any participation/tuition costs for obligatory course modules and seminars. They also do not pay administrative costs, the participating universities’ registration costs, and student service fees. The University of Oldenburg’s leave of absence fee for study periods not spent at the University of Oldenburg is also covered.

**3.3** EMMIR provides health, liability, and travel insurance according to the EACEA minimum requirements for student insurance. The terms of this insurance have been made available on eConsort. The maximum duration of the insurance is 3 years and is valid up to three months after graduation if he/she/they continues to stay in Germany.

**3.4** If a student chooses to register at two institutions in parallel, he/she/they has to cover the fee/registration cost of the second institution. A Student who extends his/her/ their study period beyond the four semesters for up to one semester will not have to pay insurance and registration fees. Starting with the 6<sup>th</sup> semester he/she/they have to cover these fees.

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**4.4** Up-to-date information regarding the programme can be found in the Student Handbook as well as on the programme website <http://www.emmir.org>.

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**5.2** Upon exclusion, the student shall in due time and before his/her/their departure pay for the rent of his/her/their accommodation until the end of the contract.

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**6.1** Attempts will be made to solve any disputes arising under the terms of this agreement in a conciliatory manner by the student, the EMMIR Primary Coordinator / the Consortium Committee.

**6.2** If no agreement can be reached, the student accepts that his rights of appeal shall be in accordance with the regulations of the Consortium coordinating University, and any appeal will be dealt with by that university.

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**Erasmus Mundus Student Contract**

**(Fee-paying self-funded student)**

between

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Full Name:  
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Semester 1	Fri, 01 Sep. Mon, 04 Sep.	Orientation Days	University of Oldenburg (UOL)
	<b>4 to 30 Sep. 2023</b>	Intensive Phase  <i>MM11: Introduction to Migration Studies Studying Global Migration in the 21<sup>st</sup> Century (8 ECTS)</i>	UOL supported by partners and guest lecturers
	<b>2 Oct. to 22 Dec. 2023</b>	<i>MM12: Evaluating and Developing Research Methods for Transcultural Contexts (14 ECTS)</i>  <i>MM13: Theorising Historical and Contemporary Migration Processes &amp; Intercultural Relations (8 ECTS)</i>  <i>German Language Course</i>	UOL
	<b>22 Dec. 2023 to 6 Jan. 2024</b>	Winter break	
Semester 2	<b>8 Jan. to 28 June 2024</b>	<i>MM21: Emigration and Immigration – A Northern European Perspective (12 ECTS)</i>  <i>MM22: Theorising Migration and Multiculturalism (18 ECTS) (3 submodules of choice, each of 6 ECTS)</i>	University of Stavanger (UIS) in cooperation with the University of Nova Gorica (UNG)

Semester 3	1 July to 30 Nov. 2024	MM31: <i>Project-based Internship (15 ECTS)</i> MM32: <i>Focus Module (15 ECTS) at AUW (TBC), MUST, Wits, UOL, RBU, USB or UNG</i>	Any of the partner institutions
	2 Dec. to 6 Dec. 2024	MM41: MA Dissertation Proposal Colloquium	UOL
Semester 4	9 Dec. 2024 to 30 June 2025	MM41: MA Dissertation research and writing	Any of the partner institutions
	April 2025 (TBD)	EMMIR Conference by RBU-CRG	UOL EMMIR Team and RBU-CRG
	30 June 2025	MM41: MA Dissertation submission deadline	
	31 Aug 2025, in Sep. 2025	Diplomas issued Graduation ceremony	UOL

1.4 The student's second year mobility path will be bindingly agreed upon in March 2024, following consultations throughout the first semester. The curriculum includes the following mandatory mobility periods:

- Semester 1: all students at University of Oldenburg
- Semester 2: all students at University of Stavanger
- Semester 3: Internship, preferably at an associated partner organisation
- Semester 3: Focus module at any of the partner universities providing a module\*
- Semester 4: Proposal colloquium at the University of Oldenburg
- Semester 4: EMMIR Conference by RBU-CRG (location TBC)
- Semester 4: MA Dissertation research and writing at any of the partner universities\*

\* The students will be on leave from the University of Oldenburg for semesters spent at another partner institution.

1.5 Partners' third semester focus modules may have a minimum of 3 students and maximum of 8 students (see Student Handbook for further details). The Consortium Committee reserves the right to cancel one or more of the focus modules, especially if the minimum number has not been reached or if student safety would be at risk.

1.6 The third-semester project-based internship (MM31) consists of work in an institution outside the university minimum of 300 hours must be completed in a minimum period of 8 weeks. It is acceptable to combine the internship with the focus module. In this case, the regular time of completion is 16 weeks. An accompanying tutorial (max 10 contact hours) as well as the internship log, the completion of a project report, and a brief summary for publication purposes are integral parts of the internship module. The choice of a suitable institution and the completion of the internship are the responsibility of the student. It should take place in institutions which deal with the subjects of migration and intercultural relations from a political, pedagogical, journalistic, economic, or academic perspective and offer the opportunity to complete an

internship oriented towards research and a research project. Students are assisted by the relevant partner university in looking for an appropriate institution for the internship. Internship regulations can be found in section C of the EMMIR Study and Examination Regulations.

**1.7** All modules are taught in English. English academic writing support is provided throughout the programme and is an obligatory part of the study programme.

**1.8** An initial assessment of the student's academic/linguistic competence required to successfully continue and complete the programme will be made during the Intensive Phase *Studying Global Migration in the 21<sup>st</sup> Century*. Therefore, assignments will be graded jointly by representatives of at least two EMMIR partner universities. If necessary, the chance to re-sit will be given within the following two weeks.

**1.9** The student agrees to the assessment of his/her/their performance in EMMIR based on assignments and examinations as put down in the Examination and Study Regulations as well as in the Student Handbook. Details on the specifications of each assignment are provided in module descriptions and syllabi and explained by the designated lecturer in the first session of a module.

**1.10** Grading is based on the following scale:

<b>A</b>	An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high degree of independent thinking
<b>B</b>	A very good performance. The candidate demonstrates sound judgement and a good degree of independent thinking.
<b>C</b>	A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.
<b>D</b>	A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.
<b>E</b>	A performance sufficient to warrant a passing grade, but with serious flaws, errors and shortcomings. The candidate demonstrates a very limited degree of judgement and independent thinking.
<b>F</b>	A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

## § 2 CODE OF CONDUCT

**2.1** The student is obliged to regularly attend and actively participate in the courses taught in EMMIR according to his/her/their study plan, and where required, he/she/they will complete the assignments and participate in the examinations. Regular attendance incorporates presence in at least 80% of the scheduled classes; active participation incorporates the preparation of the previously announced mandatory readings and other material. Justified "force majeure" cases, such as acute illness, can be considered and approved by the local EMMIR Course Director, provided the student informs him/her/them of such an event without delay. Attendance and active participation will be assessed by the course instructor as specified in the syllabi.

**2.2** The EMMIR Consortium has a zero-tolerance policy on cheating. If a student attempts to influence the result of his/her/their examination by cheating or by using unauthorised materials

or any other kind of infringement of the exam regulations, his/her/their performance in the examination concerned will be rated as “failed”. In this case, the lecturer/professor must notify the relevant Course Director. In case of dispute, the student will be given a hearing by the Course Director. The Examination Board must be notified of the issue and will take a decision. The Consortium Committee may exclude the student. The rules and regulations of the university where cheating is uncovered will also come into effect. In some countries, this may lead to measures in addition to the above-mentioned. If a student fails an assignment due to any of the above reasons for a second time in the course of study, the student will be automatically withdrawn from the programme. In this event, the MA degree is conclusively failed. The student expressly complies with this policy.

**2.3** It is the student’s responsibility to keep his/her/their contact information and bank details updated in the student profile on eConsort and keep the student page regularly updated.

**2.4** If a student raises a complaint either before, during or after his/her/their study period, he/she/they agrees to follow the procedures outlined in the Student Handbook and in the Study and Exam Regulations.

**2.5** The student agrees to participate in regular programme surveys and evaluations conducted by the consortium and/or the Commission/Agency. He/she/they acknowledges that he/she/they has been informed about the role and significance of the Erasmus Mundus Student and Alumni Association (EMA, see <http://www.em-a.eu>) and that he/she/they has been advised to join EMA.

**2.6** In the case of pregnancy, the student is entitled to maternity leave. The length of maternity leave, as well as the rearrangements concerning the study curriculum, must always be negotiated with the local EMMIR Course Director and are subject to approval by the Primary Coordinator/EMMIR Consortium Committee. Other requests for an interruption of the programme can also be made to the Primary Coordinator. If a leave of absence from EMMIR is granted it is for organisational reasons usually effective for a full academic year.

**2.7** If the student discontinues his/her/their studies, he/she/they must give written notice to the EMMIR Consortium Committee/ Primary Coordinator without delay.

### **§ 3 CONSORTIUM PARTICIPATION COSTS**

**3.1** The student agrees to pay participation costs of **4.500 Euro** per semester, i.e. an overall amount of 18.000 EURO for the two academic years needed to complete the degree. The amount is used by the EMMIR Consortium Committee to provide the students with high-quality education within the programme. If he/she/they wishes to attend courses that are not included in the study plan, he/she/they agrees to pay in full any potential additional tuition and admission fees that may be incurred.

**3.2** The student understands that he/she/they is liable to pay the participation charges in advance. Participation cost payments are due in September 2023 (Semester 1), January 2024 (Semester 2), July 2024 (Semester 3) and December 2024 (Semester 4). Paying the participation costs in due time is a prerequisite for participating in the EMMIR programme. The student agrees to contact the Primary Coordinator immediately if he/she/they encounters any problems in fulfilling his/her/their obligations towards the Consortium.

**3.3** Participation costs cover tuition and all other costs for obligatory course modules and seminars, administrative costs, the participating universities' registration costs and student service fees and the University of Oldenburg's leave of absence fee for study periods not spent at the University of Oldenburg.

**3.4** Participation costs cover health, liability, and travel insurance according to the EACEA minimum requirements for student insurance. The terms of this insurance have been made available on eConsort. The maximum duration of the insurance is 3 years and is valid up to three months after graduation if he/she/they continues to stay in Germany.

**3.5** Failure to pay the participation costs will lead to termination of the student status in the EMMIR programme.

**3.6** Participation costs will not be refunded for the semester during which a student discontinues his/her/their studies.

**3.7** If a student chooses to register at two institutions in parallel, he/she/they has to cover the fee/registration cost of the second institution. A Student who extends his/her/ their study period beyond the four semesters for up to one semester will not have to pay insurance and registration fees. Starting with the 6<sup>th</sup> semester he/she/they have to cover these fees.

#### **§ 4 SERVICES**

**4.1** At the universities hosting the full edition (Oldenburg, Stavanger), the international offices arrange for special international students' orientation days covering all relevant aspects regarding the institution and its facilities, the town and extracurricular activities, and daily life. EMMIR contact persons, international offices or contact desks for international students at all other partner institutions provide hosted students assistance regarding all significant aspects of their stay at the respective university, always in consultation with the EMMIR Course Director.

**4.2** Each partner institution provides the student with all the support necessary to prepare and implement his/her/their mobility path as agreed upon with the Consortium coordinator, specifically concerning visa and housing support, and administrative support. For this purpose, each partner institution nominates a Course Director and a Course Administrator/ Contact Person. Their names and contact details can be found in the EMMIR Student Handbook and on the programme website.

**4.3** The student agrees to use both online platforms, eConsort and Stud.IP. The Consortium runs these in order to communicate course offers and mobility choices as well as to facilitate course selection, the submission of assignments, grading and transcripts - among other purposes.

**4.4** Up-to-date information regarding the programme can be found in the Student Handbook as well as on the programme website <http://www.emmir.org>.

#### **§ 5 EXCLUSION FROM EMMIR**

**5.1** The student understands that he/she/they will be excluded from EMMIR

- in the case of repeated non-attendance of a course (lectures, practical sessions, field trips, informative and official meetings) which the student cannot justify with medical certificates, or for which advance permission has not been granted by the Course Director resp. the professor/lecturer in charge,
- if the student fails to validate a year of study,
- if the student is the subject of disciplinary measures leading to his/her/their exclusion from one of the EMMIR Partner Universities,
- if the student is the subject of legal prosecutions that prevent him/her/them from

**5.2** Upon exclusion, the student shall in due time and before his/her/their departure pay for the rent of his/her/their accommodation until the end of the contract.

## **§ 6 DISPUTE SETTLEMENTS**

**6.1** Attempts will be made to solve any disputes arising under the terms of this agreement in a conciliatory manner by the student, the EMMIR Primary Coordinator / the Consortium Committee.

**6.2** If no agreement can be reached, the student accepts that his rights of appeal shall be in accordance with the regulations of the consortium coordinating University, and any appeal will be dealt with by that university.

## **§ 7 HEALTH AND SAFETY ADVICE**

**7.1** The student declares, that he/she/they has read and will follow the health and safety advice given by the EMMIR staff and partners and written down in the Student Handbook section 6 "HEALTH AND SAFETY"

The student is alerted to the EMMIR Study and Examination Regulations and the EMMIR Complaint Procedures, to be found at <https://www.emmir.org/important-documents> .

The signatories declare that they have read and accepted the conditions laid down in the present contract.

First Signatory  
(Dr. Lydia Potts, EMMIR Primary Coordinator)

Oldenburg,  
Place and date

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Signature

Second Signatory  
(Student)

Oldenburg,  
Place and date

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Signature