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## Erasmus+ Student Agreement Edition 2016-2018

### ERASMUS+ JMD IN MECHATRONIC ENGINEERING (EU4M)

The **University of Oviedo**, established in Edificio Histórico de la Universidad, c/ San Francisco 1, 33004, Oviedo, Spain, represented by Prof. Dr. Santiago García Granda, Rector, Coordinating Institution of the Erasmus+ Masters Course in Mechatronic Engineering – EU4M JMD, hereafter referred to as “the Institution”, the First Signatory, of the one part, and

Name: [Given\_Name] [SURNAME]

Date of Birth: [xx/xx/xx]

Place of Birth: [Place\_of\_Birth]

Nationality: [Nationality]

Passport Number: [Passport]

Permanent address: [Address]

Erasmus+ Category: [Scholarship Holder / Self-paying Student]

hereafter referred to as “the Student”, the Second Signatory on the other hand, celebrate this Agreement under the following terms and conditions:

**§1.** This Agreement regulates the mutual rights and obligations between the parties in all what concerns the Erasmus+ JMD in Mechatronic Engineering (**EU4M**) to be delivered according to the Programme Guide, the individualised study track attached as Annex 2 within the calendar attached as Annex 3 by the partner institutions of the EU4M Consortium:

- a. University of Oviedo (UniOvi)
- b. Hochschule Karlsruhe – Technik und Wirtschaft (HSKA)
- c. École Nationale Supérieure de Mécanique et des Microtechniques de Besançon (ENSMM)
- d. Ivanovo State Power Engineering University (ISPU)
- e. Nile University (NILE)

with the cooperation of the Associated Members.

The programme is supported by the European Commission Erasmus+ Programme, through the provision of Erasmus+ Scholarships to selected students and a flat fee to the Consortium, under the Grant Agreement (GA) No. 2015-2708 / 001-001.

**§2.** Should the Student successfully complete the full academic track, he/she will be awarded with a Joint Master Degree by the Coordinating Institution or, in case a Joint Degree is not possible, a

Master Degree by the University where they have spent a study period equivalent to 30 or 60 ECTS (in accordance with national provisions for the award of a Master Diploma):

- a) UniOvi: Master Degree in Mechatronic Engineering (Master Universitario Erasmus Mundus en Ingeniería Mecatrónica)
- b) HSKA: Master of Science in Mechatronic and Micro-Mechatronic Systems
- c) ENSMM: Master Degree in Speciality Mechatronics and Microtechnologies (Diplôme National de Master – Spécialité Mécatronique et Microtechniques)
- d) ISPU Diploma of standard pattern: Master in Control of Engineering Systems (Магистр. Управление в технических системах).
- e) NILE: Master in Mechatronic Engineering (ماجستير فى هندسة يات رون ت ميكا ال).

§3. The Student shall be provided with an official diploma issued by the degree awarding University, and a Diploma Supplement describing the academic track. The Diploma Supplement shall list all the courses taken and the title of the thesis with their accompanying ECTS credit points and grades with specification of training hours, language of instruction, institution delivering the course and all other relevant details such as the ECTS system. The Supplement will provide a description of the nature, level, content, context and status of the studies pursued and successfully completed by the student.

§4. Under this Agreement, the Student must:

- a. Fulfil all the administrative requirements established by the EU4M Coordinating University and the partner Universities by the due dates, as specified in Annex 2.
- b. Attend the EU4M courses assiduously with the objective of successfully passing the prescribed coursework and examinations inherent in the programme of studies.
- c. Pay the tuition fees according to the schedule below or accept the deduction of that amount out of the Erasmus+ Scholarship according to Annex 1 to this Agreement.

Semester	Payment Deadline	Amount (in euros)	Internal Use
Reservation		[450.00 or 900.00]	
S1	31/08/2016	[1,800.00 or 3,600.00]	
S2	15/02/2017	[2,250.00 or 4,500.00]	
S3	31/08/2017	[2,250.00 or 4,500.00]	
S4	15/02/2018	[2,250.00 or 4,500.00]	

18,000€ in total for non-EU students  
9,000€ in total for EU students

Tuition fees must be transferred to the following account:

Bank: Banco Santander

Bank Address: C/ Diecinueve de Julio 5 – 33002 Oviedo (Spain)

IBAN: ES13 0049 6734 7629 1628 5305

(please indicate your name and “EU4M” in the concept of the bank transfer)

§5. The attendance referred to will be recognised by the respective institutions as an integral part of the qualification for which the Student is preparing, as long as the Student is successful in the respective examinations and/or assessments. The student assessment procedures, the course grading system, and the equivalences between each partner University grading system is attached to this Agreement as Annex 4.

§6. Under this Agreement, the EU4M Consortium:

- a. Shall make all reasonable efforts to deliver the programme as described in the EU4M Programme Guide and in the EU4M website for the appropriate academic year;

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- b. Shall provide the Student with the tuition and learning support associated with the EU4M Programme, with reasonable care and skill;
  - c. Shall guarantee the award of the Masters Degree and the appropriate Joint Diploma Supplement, if the student successfully completes the programme;
  - d. Shall manage its resources efficiently and shall make reasonable modifications to the structure and content of the programme and modify the timetable, location, number of classes and method of delivery of the programme, provided that such modifications are reasonable;
  - e. Shall publish all relevant information concerning the structure and organization of the Masters, its academic calendar, course's outline and their evaluation in the website of the Masters prior to the start of the academic year;
  - f. Shall be transparent in relation to examination processes, degree awarding and ranking;
  - g. Shall mutually recognize the Student's study times, study and examination achievements on the basis of modules, Master's thesis and final grades;
  - h. Shall offer an appropriate insurance scheme, according to the requirements of the Erasmus+ Programme;
  - i. Shall support the Student in relation to accommodation and visa procedures and offer an integration service to the Student, and students with special needs.
- §7.** The EU4M Consortium shall offer no financial support for any other costs incurred by the Student unless that is explicitly established in this Agreement and in its Annexes.
- §8.** The Student understands that he/she shall be excluded from the EU4M Masters:
- a. In the case of non-attendance to the course (lectures, practical sessions, field trips, informative and official meetings,...) that the Student cannot justify with medical certificates or other valid extenuating circumstances, for which permission has not been granted by the EU4M Coordinator at the host University;
  - b. If the Student is subject to disciplinary measures leading to his/her exclusion from the EU4M Partner Universities;
  - c. If the Student is subject to legal prosecution that prevent him/her from attending the EU4M Programme;
  - d. If the Student withdraws from the EU4M Programme, on his/her own decision or by force majeure.
  - e. In case of proven plagiarism or cheating.
  - f. If the student fails a given course after the maximum number of exams offered has been exhausted.
  - g. If the tuition fees corresponding to the registered courses have not been paid before the beginning of the semester when those courses are taught.
- §9.** The exclusion will be decided by the EU4M Academic Committee based on a report from the Tandem Professor and after hearing the Student allegation. The Academic Committee's decision can be appealed before the Consortium Committee and further, according to the applicable legislation. The Student shall be fully informed of his/her rights.
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- §10.** Upon exclusion, the Student shall pay in due time and before his/her departure:
- a. The rent of his/her accommodation and the bank fees corresponding to his/her accommodation insurance, for the month of the day of his/her exclusion, if it were provided by the host University;
  - b. The remaining tuition fees for the EU4M Programme.
- §11.** Any alteration to this Agreement or respective Annexes must be communicated in writing. All alterations to the initial situation must be immediately communicated by the Student to the Institution. Upon mutual agreement of the contractual modifications, the Institution will issue an addendum to this Agreement.
- §12.** Without prejudice to the general consequences laid down in national law applicable in this Agreement, the Institution reserves the right to cease the effects of this Agreement, without recourse to any juridical procedure apart from adequate communication to the Student. Failing agreement by both parts, the Spanish courts are designated as the only competent authorities to resolve any legal dispute between the Institution and the Student emerging from the Agreement. This Agreement will be governed by Spanish Law.
- §13.** The Institution is 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 this Agreement.
- §14.** The Student is obliged to have the necessary insurance related to the activities for the full duration of the study period. The Student shall be covered by the Erasmus+ Special Insurance complying with the Erasmus+ Programme requirements. Detailed coverage is included in Annex 5.
- §15.** The Student shall participate in the mandatory EMJMD programme surveys and/or evaluations, as well as join to the Erasmus Mundus Students and Alumni Association.
- §16.** The following Annexes constitute an integral part of this Agreement:
- a) Annex 1. Special regulations for Erasmus+ Scholarship Holders
  - b) Annex 2. Individualised Study Track
  - c) Annex 3. EU4M Calendar
  - d) Annex 4. Student Assessment System and Grading Equivalences
  - e) Annex 5. Insurance Coverage
  - f) Annex 6. Bank Details Form

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

First Signatory

Second Signatory

The Rector of the University of Oviedo

Name of the student

Place and Date: Oviedo,

Place and Date

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## ANNEX 1 – Special regulations for Erasmus+ Scholarship Holders

- §1. This Annex regulates the specific financial relations between the EU4M Consortium and the student having been awarded with an Erasmus+ scholarship in order to participate in the EU4M Programme, according to the Grant Agreement (GA) No. 2015-2708 / 001-001.
- §2. The Erasmus+ scholarship amounts to a maximum total value of [GRANT] € donated to the EU4M Consortium by the European Commission to contribute to the student participation costs on the EU4M, to his/her travel and setting up and to his/her living expenses while attending the EU4M.
- §3. The scholarship is distributed in the following items:
1. Participation in the EU4M Programme: A total amount of [9,000 or 18,000] € to cover the JMD participation costs (including insurance coverage), which will be deducted from the scholarship as provided for in §4.
  2. Mobility: A total amount of [TRAVEL] € as a contribution to travel, installation and any other type of costs.
  3. Monthly allowance: A total amount of 1,000 € per month as a contribution to the student living expenses while attending the EU4M Programme. According to the Erasmus+ Programme Guide, contribution to subsistence costs will neither be given to scholarship holders for the Master periods spent in their country of residence, nor to scholarship holders from a Partner Country for the Master periods spent in any Partner Country exceeding one trimester.
- §4. The student agrees to the deduction of the EU4M Programme Tuition Fee ([4,500 or 9,000] € /year) from the annual instalments. The Institution shall automatically deduct the Tuition Fee from the payments made by the European Commission, prior to the payment of the Mobility part of the scholarship as provided for in §3.
- §5. Universidad de Oviedo, as the EU4M Coordinating University, shall transfer the rest of the scholarship to the beneficiary student as regulated in the GA.
- §6. The scholarship will be paid to the Student by bank transfer to the account number identified in Annex 6 of this contract, according to the following timetable:
1. Mobility:
    - a) a first instalment equivalent to 40% of the total amount at the end of the registration process, at the beginning of the first academic year;
    - b) a second instalment equivalent to 40% of the total amount being paid at the beginning of the second academic year, provided that the Student has completed the registration process for the second academic year.
    - c) a last instalment equivalent to 20% of the total amount being paid at the end of the second academic year, upon satisfactory completion of the EU4M JMD Master's Programme.
  2. Monthly allowance: Instalments of 1,000 € each as indicated in §3.3. Payments of the monthly instalments should begin within 30 days after the beginning date of the Programme, as stated in the EU4M Calendar (Annex 3).

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No payment shall be made to the Student until the Institution has received the Erasmus+ scholarships from the European Union under the GA referred in §1.

- §7.** For the Student's information, the Grant Agreement (GA 2015-2708 / 001-001) between the Institution and the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities which funds the EU4M Programme, imposes upon the Coordinating Institution, following the exclusion or the withdrawal of a student from the programme:
- a. To make the remainder of the grant allocated to that student available to a new applicant;
  - b. To refund the Education, Audiovisual & Culture Executive Agency (EACEA) of the Commission of the European Communities with the remainder of the grant allocated to that student if no new applicant is enrolled as a replacement; except for funds mentioned in §9 and §10, and for the prescribed use only.
- §8.** If the Student withdraws from the programme before or during his/her study period or if the Student is excluded from the Masters Course, the Student hereby makes a commitment on his/her honour to reimburse the Institution the excess funding from the grant(s) allocated to him/her, which consists of:
- a. Any EU4M funds received covering student expenses during the period following the date of exclusion;
  - b. Any funding that may have been transferred to the student for his/her use by the Coordinating Institution except for the sums stipulated in §9 and §10.
- §9.** As an exception to §8, the Student shall not refund sums he/she had perceived for the following:
- a. The rent of his/her accommodation and to pay the bank fees corresponding to his/her accommodation insurance, for the month of the day of his/her exclusion;
  - b. The bank charges to pay for his/her bank account and his/her credit card, between the day of his/her exclusion and the end of the calendar year;
  - c. Tuition fees paid or to be paid for the remainder of the EU4M Programme
  - d. Sums the student shall need to live between the day of his/her exclusion and the end of the calendar month, i.e. for food, transportation, within a limit he/she shall agree on with the Institution.
- §10.** The Institution shall for its part allocate the Student funds and instructions enabling him/her to fulfil his/her commitments according to §9. The funds consist in:
- a. The grant allocated for the month of the day of his/her exclusion;
  - b. Funds to cover the tuition fees for the EU4M Programme ([4,500 or 9,000] € per year for scholarship students) that the student has not paid yet.
- §11.** In addition, the Institution shall allocate the student funds to cover the cost of travel back to his/her country of origin that the student shall not refund.
- §12.** In case the Student has to leave temporarily the Masters Course following duly justified and well documented reasons, the scholarship payment shall be interrupted until the candidate is physically present again at their host institution and can actively participate in the course activities. Any further payment shall be made subject to the authorisation of the EACEA, according to the Erasmus+ administrative and financial handbook.



- §13. Under this Agreement, the Student is obliged not to receive any other scholarship or subvention financed by the European Commission under other Community programmes.
- §14. The scholarship does not create or entitle an employer-employee relation between the University and the Student, and therefore shall not be subject to social taxation. The EU4M Coordinator shall inform the student about any tax that might be applied to the grant.
- §15. The Student is not entitled to embark on any labour occupation with a regular salary in parallel to the studies under the ERASMUS+ European Masters Course.
- §16. The cancellation of the scholarship will lead to the termination of the insurance coverage.

**Table 1**

Monthly instalments for [Given\_Name] [SURNAME]

Month	Amount (€)	Internal Use	Month	Amount (€)	Internal Use
Sep [xx]	[t.b.d.]		Sep [xx+1]	1,000.00	
Oct [xx]	1,000.00		Oct [xx+1]	1,000.00	
Nov [xx]	1,000.00		Nov [xx+1]	1,000.00	
Dec [xx]	1,000.00?		Dec [xx+1]	1,000.00?	
Jan [xx+1]	1,000.00?		Jan [xx+2]	1,000.00?	
Feb [xx+1]	1,000.00?		Feb [xx+2]	1,000.00?	
Mar [xx+1]	1,000.00?		Mar [xx+2]	1,000.00?	
Apr [xx+1]	1,000.00?		Apr [xx+2]	1,000.00?	
May [xx+1]	1,000.00?		May [xx+2]	1,000.00?	
Jun [xx+1]	1,000.00?		Jun [xx+2]	1,000.00?	
Jul [xx+1]	1,000.00?		Jul [xx+2]	1,000.00?	
Aug [xx+1]	[t.b.d.]?		Aug [xx+2]	[t.b.d.]	

Total payment to the Student: [GRANT] €

Sep [xx]: [40% TRAVEL] € for travel, installation and other costs + 1.000 € monthly allowance

Aug [xx+1]: [40% TRAVEL] € for travel, installation and other costs + 1.000 € monthly allowance

Aug [xx+2]: [20% TRAVEL] € for travel, installation and other costs + 1.000 € monthly allowance

*All the amounts in red depend on the nationality of the students and the EU4M Institution where they actually stay.*

*Further information can be found in*

<https://www.eu4m.eu/support/emimd#what>

*or in the Erasmus+ Programme Guide, available at*

[http://ec.europa.eu/programmes/erasmus-plus/documents/erasmus-plus-programme-guide\\_en.pdf](http://ec.europa.eu/programmes/erasmus-plus/documents/erasmus-plus-programme-guide_en.pdf)

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## ANNEX 2 – Individualised Study Track

### a) Year 1. General contents

University	Language of instruction		
University of Oviedo (UniOvi)	<i>Spanish</i>	ES	<input type="checkbox"/>
Hochschule Karlsruhe - Technik und Wirtschaft (HSKA)	<i>German</i>	DE	<input type="checkbox"/>
Nile University (NILE)	<i>English</i>	EG	<input type="checkbox"/>

### b) Year 2. Specialization

University	Language of instruction		
University of Oviedo (UniOvi)	ES	<i>System Analysis Mechatronic Production Development</i>	<i>Spanish</i> <input type="checkbox"/>
Hochschule Karlsruhe Technik und Wirtschaft (HSKA)	DE	<i>Micromechatronics Energy Efficiency</i>	<i>German</i> <input type="checkbox"/>
École Nationale Supérieure de Mécanique et des Microtechniques de Besançon (ENSMM)	FR	<i>Mechatronics and Robotics Micromechatronics Advanced MEMS and Microsystems</i>	<i>French</i> <input type="checkbox"/>
Ivanovo State Power Engineering University (ISPU)	RU	<i>Control in Engineering Systems</i>	<i>English</i> <input type="checkbox"/>
Nile University (NILE)	EG	<i>Factory and Process Automation</i>	<i>English</i> <input type="checkbox"/>



Master's Thesis – 30 ECTS

Topic to be chosen before the end of Semester 1

**Master's Thesis Supervising University**

<b>University of Oviedo (UniOvi)</b>	ES	<input type="checkbox"/>
<b>Hochschule Karlsruhe – Technik und Wirtschaft (HSKA)</b>	DE	<input type="checkbox"/>
<b>École Nationale Supérieure de Mécanique et des Microtechniques de Besançon (ENSMM)</b>	FR	<input type="checkbox"/>
<b>Ivanovo State Power Engineering University (ISPU)</b>	RU	<input type="checkbox"/>
<b>Nile University (NILE)</b>	EG	<input type="checkbox"/>

Internship (linked to Master's Thesis)

Specify

Entity Name	Type	Country	
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>
			<input type="checkbox"/>

## ANNEX 3 – EU4M Calendar

### ADMINISTRATIVE

	Activity	Date
<b>Admission &amp; Enrol</b>	Application procedure information	1 <sup>st</sup> September
	Application submission deadline	15 <sup>th</sup> January
	Selection process	January – February
	Decision made public	1 <sup>st</sup> – 15 <sup>th</sup> March
	Deadline for completing documentation	30 <sup>th</sup> April
	2 <sup>nd</sup> deadline for reserve list documentation	31 <sup>st</sup> May
	Start of enrolment	15 <sup>th</sup> June
	End of enrolment	31 <sup>st</sup> July
<b>NOTE:</b> Admission process will start the previous year to the commencement of studies. Selection process and Decision will be done the same year of the commencement of studies.		

### ACADEMIC

	Activity	Date
<b>1<sup>st</sup> Year</b>	Introductory Event (Annual Meeting)	2 <sup>nd</sup> to 3 <sup>rd</sup> week of September
	Autumn Semester	15 <sup>th</sup> Sep/1 <sup>st</sup> Oct – 15 <sup>th</sup> Dec/15 <sup>th</sup> Jan
	Autumn Semester Exams	End January/Beginning February
	Spring Semester	February/March – May/June
	Spring Semester Exams	May/June – July
<b>2<sup>nd</sup> Year</b>	Autumn Semester	15 <sup>th</sup> Sep/1 <sup>st</sup> Oct – 15 <sup>th</sup> Dec/15 <sup>th</sup> Jan
	Autumn Semester Exams	End January/Beginning February
	Internships and/or Master's Thesis	February/March – May/June
	Master's Thesis Presentation	July/August

## ANNEX 4 – Student Assessment System and Grading Equivalences

- §1. EU4M student accomplishment will be evaluated through module examinations, internship assessment and Master's thesis.
- §2. Students will be marked according to the score given in each of the examinations. A global Masters' score will also be awarded. In case a single Joint Degree cannot be defined, the marks are given in the grading system of the host university and via the translation table shown below to the common grading system. ECTS grades will be provided in the Diploma Supplement.

	SPAIN	GERMANY	FRANCE	RUSSIA	EGYPT	A-F GRADING	
Sobresaliente (o Matrícula de Honor)	10,0	Sehr gut [Very good]	1,0	18,0	Very good (Excellent)	5,0	100,0
	9,8		1,1	17,7			99,0
	9,7		1,2	17,5			98,0
	9,5		1,3	17,2			97,0
	9,3		1,4	16,9			96,0
	9,2		1,5	16,7			95,0
	9,0		1,6	16,4			94,0
	8,8		1,7	16,1			93,0
	8,7		1,8	15,9			92,0
	8,5		1,9	15,6			91,0
Notable	8,3	Gut [Good]	2,0	15,3	Good	4,0	90,0
	8,2		2,1	15,1			89,0
	8,0		2,2	14,8			88,0
	7,8		2,3	14,5			87,0
	7,7		2,4	14,3			86,0
	7,5		2,5	14,0			85,0
	7,3		2,6	13,7			84,0
	7,2		2,7	13,5			83,0
	7,0		2,8	13,2			82,0
	6,8		2,9	12,9			81,0
Aprobado	6,7	Befriedigend [Satisfactory]	3,0	12,7	Satisfactory	3,0	80,0
	6,5		3,1	12,4			79,0
	6,3		3,2	12,1			78,0
	6,2		3,3	11,9			77,0
	6,0		3,4	11,6			76,0
	5,8		3,5	11,3			75,0
	5,7		3,6	11,1			74,0
	5,5		3,7	10,8			73,0
	5,3		3,8	10,5			72,0
	5,2		3,9	10,3			71,0
Suspenso	5,0	Ausreichend [Acceptable]	4,0	10,0	Unsatisfactory (Fail)		70,0
	4,5		4,1	9,0			
	4,0		4,2	8,0			
	3,5		4,3	7,0			
	3,0		4,4	6,0			
	2,5		4,5	5,0			
	2,0		4,6	4,0			
	1,5		4,7	3,0			
	1,0		4,8	2,0			
	0,5		4,9	1,0			
0,0	5,0	0,0					
						F	

*Shaded bands show the direct equivalence established between the Russian grading system and those in the other EU4M countries. No other mark within the given range will be awarded without written proof.*

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- §3.** The Masters will be successfully completed when all modules are passed. It will be graded according to the score given in each module.
- §4.** Students shall successfully pass module examinations to complete each of the Masters modules. Module examinations may consist of several partial examinations. The form of examination is specified in each of the modules description and may be adapted to student having special handicaps.
- §5.** Students may take each module examinations twice (ordinary and extraordinary examination) during the academic term in which the module is programmed.
- §6.** Internships are an essential part of the EU4M Programme. Internships will be carried out in a partner university or in a company or research centre associated to the EU4M Programme.
- §7.** The Internship place and topic will be decided by the Masters Academic Commission in consultation with the Student Mentoring Professor, taking into account Student's preferences, Internship Requirements and Student's profile and project availability at each institution. Student marks will be particularly taken into consideration. The Academic Committee decision can be appealed before the Consortium Committee and further, according to the applicable legislation.
- §8.** Internships will be co-tutored by a Masters professor and a qualified professional belonging to the associated partner. The Internship period shall be jointly graded with the Master's Thesis. The supervisor of the Internships at the host organisation shall issue a report stating that the student has satisfactorily completed the Internship period, the activities carried out, and its assessment.
- §9.** The Master's Thesis will be connected to the activities to be developed during the internship. The Master's Thesis topic will be decided by the Masters Academic Committee, taking into account Student's preferences, Internship content and Student's profile. The Academic Committee decision can be appealed before the Consortium Committee and further, according to the applicable legislation.
- §10.** The Master's Thesis shall be submitted before the date of the year in which the student shall be completing the Masters course. The Thesis shall be submitted with a brief report of the Thesis supervisor on the thesis content and methodology, the Internship activities and the outcomes that may be relevant to the Thesis.
- §11.** Master's Thesis will be evaluated by a panel of Professors of the supervising University according to the examination rules of the supervising University.

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## ANNEX 5 – Insurance Coverage

All participants shall be insured during their stay in any of the countries where the JMD EU4M is taught, as well as the countries of the Third Country Partners/associated members identified by the Consortium as study destinations.

Cover will take effect by the time the grant holder starts their journey to participate in the Programme (maximum two months prior to the start of the specific actions eligibility period for which the grantee is enrolled) and will be valid until two months after the end of the same action, unless there is a prior change to the E+ grantee status.

The cover will include all worldwide travel required for the participation in the Erasmus+ Programme, whatsoever reasons for travel may be such as: departure to the destination where the action will take place, travel between the participating higher education institutions, return trip home following completion of the action or during the academic breaks within the specific eligibility period of the action, preparatory meetings, mid-term evaluation meetings, final evaluation meeting, courses, conferences, seminars, research, cultural and intercultural sessions.

In the event of a return trip home during the period covered by his/her E+ scholarship; the participants will also be entitled to receive cover for medical costs and urgent dental care, for periods up to 4 weeks.

The insurance contract will fully cover all the risks set out in points A to F below:

A. Conditions that must apply

- Non deductible
- Non-permanent and non-chronic mental disorders will not be accepted as exclusions

B. Sickness, accident, pregnancy and childbirth: Insurance will cover out-patient and hospital expenses as a result of sickness, pregnancy, childbirth or accidents arising during the period of cover. If necessary, all hospitalisation costs will be directly paid out. Insurance will offer a 100% cover in respect of:

- doctors' fees
- medicines, examinations and analyses prescribed by a physician
- urgent dental care following an accident
- all hospital expenses and surgical fees (including advances on hospital expenses)
- repatriation in the event of serious illness or accident

Pregnancies at stage less than 6 months, at the moment of departure from the home country to participate in the action, shall not be excluded from cover.

- C. Death cover will be provided around the clock and will include death during the period of cover following accident, whether or not it is attributable to the trans-national Erasmus+ activity. Cover in the event of death will include, in all cases, even suicide:
- Transport of the mortal remains to the place chosen by the deceased's family
  - Funeral and laying-out costs
  - The cost of the coffin
- D. Permanent invalidity. Students will have round-the-clock cover against partial or full disability of a permanent nature resulting from an accident. The cover must not be restricted to a disability directly attributable to the performance of the trans-national Erasmus+ activity.
- E. Third-party liability. Students will have round-the-clock cover against financial consequences of third party liability, by virtue of the legislation or case-law of the host country, occasioned by physical or material damage to third parties. In all cases, this cover must extend to the students' host higher education institutions where the student's action may devolve third-party liability to them.
- F. Theft and loss of documents. Students will be insured against the risk of theft and loss of the following documents: identification documents (e.g. identity card, passport, etc.) and travel tickets.

It must be noted that some EU4M countries may have special regulations related to insurance coverage. For instance, students arriving in ISPU, Ivanovo, Russia to continue the EU4M JMD programme should have a Voluntary Health Insurance Policy (VHI policy) for the period of their stay in Russia, which is a guarantee for having medical aid delivered in case of health risks arising during their stay in the country. Other specific requirements established by EU4M countries must also be satisfied.



## **ANNEX 6 – Bank Details Form**

In order for Erasmus+ Scholarship Holders to receive their monthly allowance and the payments related to their mobility costs, they must fill in the document provided in the next pages and send it to the Coordinating Institution.

SAMPLE



**FINANCIAL IDENTIFICATION**

**ACCOUNT HOLDER (Please attach a copy of your ID or Passport)**

<b>ID or Passport Number:</b>	
<b>Family Name(s) and Given Name:</b>	
<b>Address:</b>	
<b>City:</b>	<b>Postcode:</b>
<b>Telephone:</b>	<b>E-Mail:</b>

**BANK**

<b>Bank name:</b>	
<b>Branch address:</b>	
<b>BIC / SWIFT Code:</b>	<b>IBAN (Account Number)</b>

**I AUTHORISE** Universidad de Oviedo to update any previously given information with the data provided in this form.

**Date:**

**Signed:**

*NOTE: SEE INSTRUCTIONS OVERLEAF*

## INSTRUCTIONS FOR COMPLETING THE FORM

Please fill in the form using CAPITAL letters.

**CREDITOR'S IDENTIFIER:** Natural or legal person who is to receive the payment. This form must contain the family name(s) and the given name as stated in the creditor's Passport or Identify Card.

**DATA BANK:** It is obligatory to include the IBAN code.  
IBAN codes for bank accounts opened in Spain have up to 24 digits.

SAMPLE