

Student Agreement

for the Erasmus Mundus Joint Master Degree (EMJMD) programme
“International Master of Science in Soils & Global Change” (IMSOGLO)

This Agreement, drawn up for the IMSOGLO programme, governs the relationship between:

Ghent University, representing the IMSOGLO consortium

hereinafter referred to as «the Coordinating Organisation», represented by its Legal Representative: Rik Van de Walle, Rector, in this particular case represented by Prof. Dr. Peter Finke, Coupure Links 653, 9000 Gent, Belgium,

and

Mr/Ms. of ...

Hereinafter referred to as «the student».

It has been agreed as follows:

Article 1. Object

The Coordinator and the student undertake to carry out the activities referred to in this agreement, in the framework of the International Master of Science in Soils & Global Change (IMSOGLO). This agreement, which all parties declare they have read and approved, governs the relationship between the parties and defines the rights and obligations associated with their participation in the above educational programme.

Article 2. Study programme

The IMSOGLO programme 202x – 202x+1 starts in the 1st week of September 202x at Ghent University and ends with the solemn graduation ceremony during the 3rd week of September 202x+2 (or an alternative date assigned by Ghent University).

To fully and successfully complete the programme, the student needs to complete the entire mobility scheme in one of the specializations, pass all the courses the student has registered for, successfully complete the internship obtain a minimum of 120 ECTS, and successfully defend the master thesis.

Upon a successful completion of the programme, the student will receive a joint diploma awarded by the consortium carrying the degree of *International Master of Science in Soils & Global change*, with the specialization either: Soil Biogeochemistry and Global Change or Physical Land Resources and Global Change depending on the specialization taken by the student. This diploma is accompanied by

a joint diploma supplement signed by the involved universities in that specific specialization, entitling the student to bear the title of Master in Science. The full mobility scheme is depicted in Fig. 2.1.

Fig. 2.1. The IMSOGLO mobility scheme.

Program structure		Mobility pathways			
Specialization A Soil biogeochemistry and global change	Specialization B Physical land resources and global change	sem.	Specialization A Soil biogeochemistry and global change	Specialization B Physical land resources and global change	
UGent		1	UGent	UGent	UGent
BOKU		2	BOKU	BOKU	UGent
summer activity					
UGOE	AU	3	UGOE	UGOE	AU
thesis		4	UGOE	BOKU	UGent

The official study programme is published by Ghent University (<http://www.studiegids.ugent.be>).

Article 3. Obligations of IMSOGLO consortium

The coordinator and the partner universities undertake to:

- award a joint diploma carrying the degree of *International Master of Science in Soils & Global Change*;
- provide a complete diploma supplement mentioning in detail the course units completed and the credits and grade obtained;
- fully recognise the academic programme proposed by the different universities as the official programme of the IMSOGLO Master;
- take all measures necessary for the preparation, implementation and efficient operation of the studies;
- provide to the students following the IMSOGLO programme with all the conditions and facilities included in the proposal, including offering assistance with (= providing information on) visas and permits, housing, coaching, an insurance scheme as provided by IMSOGLO, a student handbook, Student guides and advisors, counselling and monitoring services, access to libraries, a designated website providing all necessary information about the course etc.;
- assist the Student to fulfil the administrative formalities required;
- provide, if, where and when possible, the students with logistical support to facilitate the mobility and installation to and in each of the partner universities;
- Provide the student with health insurance within the regular duration of the programme (24 months) or the duration of the programme according to the European minimum requirements.



Article 4. Obligations of the student

The undersigned student undertakes to:

- respect the discipline, guidelines and regulations imposed by the participating universities concerning courses, tasks, working hours, ECTS, mobility, the rules in force, and any other legal provisions in order to obtain the IMSOGLO diploma;
- provide at any time in the process of application, study and thesis research, correct and timely information to the Coordinator pertaining to academic and administrative issues of interest to the proper management of the IMSOGLO programme;
- attend and actively participate in the joint programme (lectures, seminars, training courses, etc.) in accordance with the relevant requirements;
- accept that attendance to classes is mandatory;
- deliver the expected outputs (examinations, projects, essays, publications, etc.) in accordance with the joint programme's requirements;
- obtain the expected performance results in order to be allowed to continue the IMSOGLO programme;
- inform the Coordinator in advance if he/she wishes to withdraw from the programme;
- pay the yearly tuition fee as described below;
- choose his/her Specialization at the deadline for submission of scholarship application (via e-Consort before March 1) or (for self-paying students only) before October 31st of the first Master year.
- timely (1 September at the start of the 2nd master year) submit at least two options for thesis topics to the Management Board. One of the topics should have a promoter from one of the Universities organizing the chosen specialization, at least one other topic should have a promoter from the other University organizing the chosen specialization;
- participate to surveys carried out by any of the partners, and EACEA, addressing the quality of the courses and teachers.

The Management Board of IMSOGLO, chaired by its coordinator, will, in cases of violation of the Student Agreement by the Student, decide on consequences for the Student.

Article 5. Tuition fee & other costs

Students are expected to pay the full yearly programme cost of IMSOGLO for one year before the 15th of August preceding the start of the 1st academic year, before the 1st of September preceding the start of the 2nd academic year and before the 15th of October or the 15th of February preceding the start of any additional semester(s). Details for the payment will be provided at enrolment. For scholarship students, the programme costs are paid from the scholarship budget.

The payment of the programme cost covers tuition fees, institutional enrolments, insurance and the extra costs for organising the programme (including laboratory work and excursions, project and master thesis research). Costs related to participation in the elective language courses and other costs



(e.g., costs related to internal mobility) are at the charge of the students. The student must cover travel, living and subsistence costs.

The student also takes notice of the insurance scheme coverage and agrees that additional insurance aspects that may not be covered by this insurance are at his/her own expenses. Accompanying spouses and/or children can be covered by this insurance scheme at cost of the student, after having informed the coordination secretariat.

The programme cost is paid at Ghent University.

The student can be excluded from the IMSOGLO programme

- if the student cannot justify his/her absence from mandatory lectures, practical sessions, field trips, informative and official meetings with medical certificates or explicit permission by the IMSOGLO staff (to ensure permission, the student must ask in advance);
- if the student fails to validate a year of study;
- if the student is the subject of disciplinary measures leading to his/her exclusion from the IMSOGLO Partner Institutions;
- if the student is the subject of legal prosecutions that prevent him/her from attending the IMSOGLO programme;
- if the student withdraws from the IMSOGLO programme, on his/her own decision or by force majeure.

Article 6. Re-registration beyond the regular duration (24 months) or leave of absence

- Students who have not successfully completed at least 120 ECTS at the end of 24 months of regular study programme need to re-enrol for at least one additional semester.
- If a student needs to be enrolled for one or more additional semester(s) in the academic year after the fourth semester, the programme cost to be paid is the [regular programme cost](#) per semester (2250 euro for students from the EU + former Yugoslav; Republic of Northern Macedonia; Iceland; Liechtenstein; Norway; Turkey and 4500 euro for students of other nationalities) multiplied by the number of extra semesters followed.
- Scholarship students will lose their scholarship, including programme cost, after the 24 months of the regular study programme.
- A student can address the Management Board to request a (partial) waiver for an additional semester but needs to do so before October 1st (fall semester) or February 1st (spring semester). The IMSOGLO Management Board will decide case per case whether or not a waiver is possible or advisable.
- The payment of the additional tuition fee covers the institutional enrolments but **not** the insurance. In this case, students are no longer automatically subscribed to the European insurance scheme. Students can in this case choose to continue the insurance on their own financial means.

Article 7. Withdrawal from the programme or leave of absence

If a registered student decides to withdraw permanently from the programme or wants to take a leave of absence from the programme, the student needs to inform the MB in writing. If a student withdraws from the programme (or was requested to withdraw for failure to maintain a satisfactory scholastic standing) or if a student is granted a leave of absence during either semester of the academic year, s/he will be eligible for a refund in accordance with the conditions set forth below. This eligibility is restricted to students without a scholarship.

The effective date is the date the student files a written request for withdrawal or leave of absence. A student who is required to withdraw because of a violation of regulations will not receive a tuition refund.

Written notice of withdrawal	Programme cost % that can be refunded upon request
Before start of academic activities first semester	100% of annual programme cost for the first academic year
Between first and last day of academic activities first semester	No more than 50% of annual programme cost for the first academic year
Between first day and last day of academic activities second semester	No refund possible
Between first and last day of academic activities third semester	No more than 50% of annual programme cost for the second academic year
Between first day and last day of academic activities fourth semester	No refund possible

Article 8. Examination and education regulations

Students following courses within IMSOGLO at any of the core or associated partner universities are bound by the examination and education regulations of the partner university where the student is taking the course.

This refers to and includes all rules, guidelines, regulations and information regarding course work, project work, internship, master thesis, methodologies used in education, criteria for admission to courses and timetables, as well as all information regarding thresholds for passing examinations and re-sits, additional semesters, or any other relevant information linked to any form of educational or research activity linked to the IMSOGLO programme.

Exam results at the partner institutes are converted to the 0-20 grade system of Ghent University by the examiner(s) of the partner university and confirmed by the overarching IMSOGLO-exam commission.

Article 9. Appeal

In case a student wishes to discuss a problem, difficulty or issue, or if the student wishes to make an appeal, then the following actions need to be taken:

1. Contact the Local Coordinator of the IMSOGLO programme at the partner university;
2. If the issue is related to local rules and regulations, and the student finds no satisfactory solution at the IMSOGLO Local Coordinator, the ombudsperson of the local faculty or partner university must be contacted;
3. When the issue is related to IMSOGLO rules and regulations, and the IMSOGLO Local Coordinator cannot offer a solution or if the issue is related to local rules and regulations, and you find no satisfactory solution at the partner university ombudsperson, then address the IMSOGLO Management Board in writing, through imsoglo@ugent.be;
4. In case no satisfactory solution has been reached with the IMSOGLO Management Board, one can finally opt to contact the Ghent University ombudsperson. Consult the examinations and educational of Ghent University for further information, available on the UGent website.

The student must provide the Coordinator immediately with any information s/he may require about the execution of the activities governed by this Agreement.

Article 10. Student representation

Students are represented in the programme and the partner universities in different ways:

- Through an IMSOGLO Student and Alumni association
- Through a student representative who is invited in each of the IMSOGLO Programme Steering Committee meetings for the parts where no confidential information is discussed.

Article 11. Privacy

The student

- Declares that he/she was informed that images will be taken by the IMSOGLO Consortium, in regard to the International Master of Science in Soil & Global Change (IMSOGLO);
- Declares that he/she was informed that he/she might be portrayed recognizable and identifiable in these images;
- Declares that he/she gives his/her express consent to the IMSOGLO consortium, to take his/her image;
- Irrevocably gives the right to IMSOGLO consortium, to use, publish, reproduce and distribute his/her image without any restriction;
- Declares that he/she was informed that these images will be used by the IMSOGLO consortium in regard to the International Master of Science in Soil & Global Change (IMSOGLO)



- Declares that he/she fully and definitively waives any claim to any right, title or interest relating the aforementioned images and/or elements of these images. All intellectual and property rights remain with IMSOGLO consortium
- Gives the IMSOGLO consortium explicit consent for the use of his/her academic e-mail address by a third party
- Agrees that personal data will be processed within the IMSOGLO-consortium, according to the the General Data Protection Regulation. This may imply that personal data are transferred to the associated partners CAS and JRC, but only when needed for implementation of the study program of the individual student

If the student wishes to oppose the above in Article 11 he/she needs to contact the IMSOGLO secretariat via imsoglo@ugent.be.

The student can obtain more information on the collection of personal data in the framework of the General Data Protection Regulation (EU) 2016/679. He/she then needs to contact the IMSOGLO secretariat via imsoglo@ugent.be

Article 12. Confidential master thesis

It is possible that during the programme the thesis promotor indicates a confidential master thesis. In these cases, the student needs to sign a nondisclosure agreement wherein both parties acknowledge that any technology, product or other intellectual property is identified as confidential information.

Wherein neither party acquires any intellectual property rights under the nondisclosure agreement except the limited right to use the confidential information in the framework of the master thesis.

Article 13. Liability

Each contracting party must exonerate the other from any civil liability for damages suffered by him or his staff as a result of performance of this agreement, provided such damages are not the result of serious and deliberate misconduct on the part of the other party or his staff.

Article 14. Jurisdiction clause

Where no amicable agreement can be reached, the courts of Belgium will have sole jurisdiction in any disputes between the contracting parties concerning this agreement. The law applicable to this Agreement is the law of the country of the Coordinating Organisation (Belgium).



Article 15. Amendments or additions to the Agreement

Amendments to this Agreement may be made only by codicil signed on behalf of each of the parties by the signatories to this Agreement.

This Agreement was signed in duplicate, and all parties receive a copy.

IMSOGLO Coordinator

Student

Date:

Date:

Signature:

Signature:

Specimen