

Erasmus Mundus Joint Master Degree Programme
on the Engineering of Data-intensive Intelligent Software Systems
EDISS

STUDENT AGREEMENT

between

Åbo Akademi University, Finland,

The coordinating institution of the EDISS programme, on behalf
of the Consortium formed by the following partner universities

- Åbo Akademi University (AAU), Finland (Consortium Coordinator)
- Mälardalen University (MDH), Sweden
- University of L'Aquila (UAQ), Italy
- University of the Balearic Islands (UIB), Spain,

represented by Stefan Willför, Vice-rector of Åbo Akademi University

and

the EMJMD partner country scholarship holder

First name(s):

Family name:

Nationality:

Date of birth:

Place of residence at application time:

Telephone number:

Email:

hereafter referred to as **“the Student”**.

Both parties have agreed to the terms and conditions stated below.

1 GENERAL PROVISIONS

1.1 All admitted students in the Erasmus Mundus Joint Master Degree Programme on the Engineering of Data-intensive Intelligent Software Systems (hereinafter EDISS) shall sign the Student Agreement, which regulates the Student's rights and responsibilities, before being enrolled in the programme.

1.2 The Student Agreement contains an Appendix which must be signed by the Student and the Vice-rector of Åbo Akademi University in the second semester of the first academic year before the Student travels to the second-year university. The Appendix states the specialization track at the second-year university as agreed during the first academic year by the Student and the Consortium.

1.3 The Programme Board will define, and if needed can update, the content of the Student Agreement.

1.4 The Student is encouraged to get acquainted with the EMJMD action in general. The Consortium refers to the Erasmus+ Programme Guide and its section EMJD:
https://ec.europa.eu/programmes/erasmus-plus/programme-guide/part-b/key-action-2/partnerships-cooperation/erasmus-mundus-action_en

2 ADMISSION TO THE EDISS PROGRAMME

2.1 The Student declares that she/he meets the necessary admission requirements that are mentioned on the EDISS programme website (<https://www.master-ediss.eu/>) to follow the EDISS programme.

2.2 The Student declares that she/he has provided authentic information to the best of her/his knowledge during the application and registration periods.

2.3 The Student hereby commits to accept the study place in the EDISS programme.

2.4 The Student commits herself/himself to obtain her/his residence permit from the national and local authorities for her/his arrival in the host countries, if such permit is required.

2.5 The Student commits to register as present at the universities she/he studies in according to the policies of these universities and to pay any compulsory registration fees (such as Student Union membership fee and the Student Healthcare fee) if such fees are required.

2.6 According to the policies at AAU, the Student must register as present at AAU also for the second academic year. The Student must pay the compulsory Finnish Student Union membership fee and the compulsory Finnish Student Healthcare fee also for this second academic year herself/himself.

2.7 If the Student will graduate later than in July 2023, the Student must register as present at AAU also for the first semester of the third academic year in order to receive her/his diploma from AAU. In this case, the Student must pay the compulsory Finnish Student Union fee and the compulsory Finnish Student Healthcare fee for this academic semester herself/himself.

3 ACADEMIC STRUCTURE OF THE EDISS PROGRAMME

3.1 The Student commits to complete at least 120 ECTS in the EDISS programme with the standard study period of two years. The programme is composed of the key elements mentioned below.

- The first academic year of studies takes place at AAU. The studies start with compulsory orientation activities which are organized during weeks 34 and 35 in Åbo, Finland. Teaching at AAU is given from September to May.
- Compulsory Winter School participation for the first time during the second semester of the first academic year.
- During the summer term, June – August, the Student commits to carry out and complete a compulsory internship at one of the associate partners or Consortium universities. The length of the internship should at least be two months and a maximum of three months. Practical aspects regarding the internship such as supervision, reporting and choosing an appropriate institution and country for the internship, shall be discussed beforehand with the Consortium Committee Coordinator (slafond@abo.fi).
- The second academic year consists of studies on the specialization track at the agreed partner university. The second-year studies follow the academic calendar of the university in question. The Student shall take part in the orientation activities organized at the second-year university.
- Compulsory Winter School participation for the second time during the second semester of the second academic year.
- The Student will write a master's thesis during her/his second academic year. An academic staff member from the second-year university is the main supervisor and an academic staff member from the first-year university can be the co-supervisor. There may be additional supervisors appointed, as necessary and always in compliance with the applicable regulations of the second-year university. Presentations and submission of the master's thesis, as well as a possible graduation ceremony will be organized based on the second-year university regulations. The Student shall graduate by the end of her/his second academic year and the Student shall receive a double degree from AAU and from the second-year university upon graduation.

3.2 The language of teaching of the EDISS programme is English. However, all the partner universities offer beginner level language courses in the local language/s to facilitate the Student's social and cultural integration. The Student is welcome to take these courses if she/he wants to at her/his own expense, if a course fee is imposed.

3.3 Detailed information on the programme structure is published on the EDISS website <https://www.master-ediss.eu/>

4 EDISS CURRICULUM AND STUDY TRACKS

4.1 The first-year university is always AAU, Finland. The compulsory courses during the first year are the following

Data Science (5 ECTS), Artificial intelligence (5 ECTS), Machine learning (5 ECTS), Embedded AI (5 ECTS), Internship (Associated and HEI partners) (5 ECTS), Winter school (Associated and HEI partners) (5 ECTS), Data Intensive Engineering I (5 ECTS), Data Intensive Engineering II (5 ECTS).

In addition to the above-mentioned courses, the Student must select at least four elective courses from the EDISS study plan during the first year at AAU.

4.2 The second-year university and specialization track will be one of the following:

- **MDH:** Industrial Machine Learning – Software Engineering
- **UAQ:** Model Driven Machine Learning – Software Engineering
- **UIB:** Computer Vision and Intelligent Systems

Both compulsory and elective courses are included in the second year studies. Further information on the second-year specialization tracks is found at <https://www.master-ediss.eu/index.php/second-year-specializations/>

4.3 The Student will be assigned to one of the three above-mentioned second-year universities on the competitive basis in regards to the following criteria:

- Academic merit – the academic performance of the Student at AAU (GPA-point average of the Student's grades within the EDISS programme)
- The preference of the Student – the Student shall express her/his preference during the Winter School, which is organized in the second academic semester of the first year. The Student is required to provide the Consortium a preferable order of the second-year universities by the time of the Winter School.

- The second-year specialization track of the Student must be approved by the EDISS Selection Committee on behalf of the all the universities in the Consortium.

4.4 The Student must accept the decided second-year university even though it would differ from the first preference of the Student. Once the decision has been made, the Student and the Vice-rector of Åbo Akademi University will sign the Appendix of this Student Agreement, where the name of the chosen second-year university will be indicated.

4.5 The Student is obliged to **study full time** in the EDISS programme, thus the Student is not allowed to start working on any vocational occupation with regular salary in parallel to his/her studies in the EDISS programme.

4.6 The Student is obliged to follow the courses of the EDISS programme so that she/he will obtain at least 60 ECTS during the first academic year (a minimum of 30 ECTS per academic semester), which is a prerequisite for continuing the studies for the second academic year and for keeping the scholarship. The Student commits to follow her/his individual study plan, which shall be approved by the EDISS Programme Board on behalf of all the universities in the Consortium. Should the study plan need to be changed, the new study plan must be approved by the EDISS programme board and the approval must be provided in writing.

4.7 The Student must follow the general rules of the hosting university, which apply to all students and staff members. The Student commits to behave in a responsible and ethical manner during her/his studies and to respect the rules and procedures for the use of equipment and installations. Any type of academic misconduct (e.g. cheating in an examination) will be taken to the Programme Board who can decide to exclude the Student from the EDISS programme. In addition, the Student must follow the regulations of the country where the studies take place.

4.8 In the case of pregnancy, the Student is entitled to maternity leave. The rearrangements concerning the study curriculum and scholarship payment schedule must always be negotiated in advance with the local EDISS Coordinator in the country where the studies take place at the time.

4.9 Throughout the studies, it is the Student's responsibility to keep her/his contact information updated in the student register of AAU and the Student register of the second-year university, as well as on the possible profile on the intranet of the partner universities.

4.10 The EDISS Consortium commits to provide the Student relevant and necessary administrative assistance together with the International Relations Offices at each partner university as well as access to the support services of the universities (such as counselling, tutoring, and academic supervision) with reasonable care and high professional standards.

4.11 Should the Student have any special needs, she/he shall be granted suitable and necessary services to be able to participate in the examinations and course work in the best way possible.

5 EVALUATION AND GRADING

5.1 The Student agrees to the assessment of her/his performance in the EDISS programme based on the assignments and examination of the specific courses and according to the policies at the EDISS partner universities. The examination procedures and evaluation criteria are described in the course descriptions or communicated by the designated lecturer in the first session of the course. Exam and holiday periods are organized according to the policies at the EDISS partner universities. Stipulations applying to students when registering to subjects and taking exams are those in force at the university where the subject is lectured.

5.2 The Student must regularly attend the courses in her/his study plan, and when required, complete all assignments and participate in mandatory activities such as examinations, intermediate tests, seminars and conferences. Justified “force majeure” cases, such as an acute illness, can be considered and approved by the local EDISS Coordinator, provided that the Student informs the local Coordinator of such an event without delay. Failed exams, lack of sufficient progress in the evaluation activities or failure to regularly attend the EDISS courses and mandatory activities can be grounds for suspending the payment of the scholarship.

5.3 The Student expressly complies with the procedures for handling cases of plagiarism as defined by the EDISS partner universities. The Student is aware that the partner universities do not accept plagiarism in any form and that the universities may and will use plagiarism detection software to identify possible cases of plagiarism. All cases of plagiarism shall be reported to the local EDISS Coordinator. If the Student has been found to have committed plagiarism, or she/he has shown other types of academic misconduct (such as cheating in an exam) the consequences (such as suspension or losing credits for the course) will be based on the policies at the university in question. Depending on the severity of the case, the Programme Board can decide to exclude the Student from the EDISS programme with the same economic consequences as described in § 5.2.

5.4 The grading scales for the universities are given below:

5.4.1 Grading scale at AAU and MDH

- A (5) EXCELLENT: outstanding performance with only minor errors
- B (4) VERY GOOD: above the average standard but with some errors
- C (3) GOOD: generally sound work with a number of notable errors
- D (2) SATISFACTORY: fair but with significant shortcomings
- E (1) SUFFICIENT: performance meets the minimum criteria
- F (FAIL): performance does not meet the minimum academic criteria.

Some courses are graded on a pass/fail basis

5.4.2 Grading at UAQ

UAQ Grading interval/ grade	ECTS grades	Term used in English
30 e lode	A	Excellent
29-30	B	Very good
27-28	C	Good
24-26	D	Satisfactory
18-23	E	Pass
<18	F	Fail

5.4.3 Grading at UIB

UIB Grading interval/ grade	Term in Spanish	ECTS grades	Term used in English
9-10	<i>Matrícula de honor</i>	A	Distinction
9-10	<i>Sobresaliente (Excel·lent in Catalan)</i>	A	Excellent
8-8.9	<i>Notable</i>	B	Very good
7-7.9	<i>Notable</i>	C	Good
6-6.9	<i>Aprobado</i>	D	Satisfactory
5-5.9	<i>Aprobado</i>	E	Pass
< 5	<i>Suspenso</i>	F	Fail

6 EMJMD DIPLOMA

6.1 The Consortium ensures that each Student who has been accepted to the EDISS programme and who has successfully completed her/his studies under this programme shall be awarded a double degree. One of the diplomas is always awarded by AAU (Finland), and the other diploma is awarded by the partner university that hosts the Student during the second-year specialization track. Both of the diplomas are officially recognized legal documents and they state that the Student has completed a master's degree at the university in question.

6.2 Depending on the chosen second-year specialization track followed during the EDISS programme, the Student will obtain one of the following degrees in addition to the *Master of Science degree (Technology) in Computer Engineering* received from AAU:

- *Master of Science in Computer Science* or *Master of Science in Computer Science with specialization in Software Engineering* (depending on the chosen courses) from MDH
- *Master's degree in Computer Science* from UAQ
- *Master's degree in Intelligent Systems* from UIB

6.3 In addition, each Student who has been accepted to the EDISS programme and who has successfully completed her/his studies in this programme shall receive a Joint Diploma Supplement alongside with the master's degree diplomas. The Joint Diploma Supplement will provide a description of the nature, level, content, context and status of the studies pursued and successfully completed by the student.

7 ERASMUS MUNDUS STUDENT SCHOLARSHIP

7.1 The Student accepts to receive the Erasmus Mundus scholarship (EMJMD scholarship) from the European Commission. The total amount of the scholarship over the 24-month period of the programme consists of

	Programme country student	Partner country student
Participation costs / academic year	4500 €	9000 €
Installation costs (paid once)	n/a	1000 €
Travel costs / academic year	1000 €	2000 € or 3000 € depending on the distance between Åbo Akademi University and the Student's city of residence at application time
Subsistence costs / month (max 24 months)	1000 €	1000 €
Total	35 000 € over the two-year programme	47 000 € or 49 000 € over the two-year programme

The list of programme and partner countries is visible on the EDISS website: <https://www.master-ediss.eu/index.php/scholarship/> The Student has also been informed in her/his admission letter about the category in which she/he belongs to, according to the information that the Student has provided the Consortium.

7.2 The Student must primarily use the EMJMD scholarship to cover expenses that are directly related to performing the studies in the EDISS programme. The above-mentioned grants shall be used e.g. for the following purposes:

a) The participation costs cover the educational expenses in the partner universities the Student studies in. These expenses include

- tuition fees, courses, academic supervision, exams and counselling
- administrative costs related to the issuing of the diploma and the joint diploma supplement
- university support services such as use of library services and use of IT services in accordance with university regulations and policies concerning degree studies
- orientation activities and student tutoring

- accident and health insurance in accordance with § 8 and the Winter School participation (travel costs if travelling with the whole group and accommodation costs).

The grant for the participation costs does not cover e.g. course material, student union fees, or additional fees related to participation in courses that are not included in the EDISS study plan. If the Student wishes to attend courses that are not included in the study plan (e.g. courses in the local language), she/he agrees to pay in full any potential additional tuition and admission fees that may be incurred. A list of what is not included in the participation costs is also available on the EDISS website: <https://www.master-ediss.eu/index.php/scholarship/>.

b) The grant for the installation costs shall be used for costs regarding e.g. the residence permit process and temporary accommodation costs.

c) The grant for the travel costs shall be used for paying the Student's travel to the EDISS partner universities. The travel grant will be 2000 € per academic year if the Student's place of residence at application time was less than 4000 km from AAU, and the travel grant will be 3000 € per academic year if the Student's place of residence at application time was 4000 km or more from AAU.

d) The grant for subsistence costs shall be used to cover daily living costs such as housing and meals. For both programme and partner country students, the monthly allowance will not cover the periods when the Student is in her/his country of residence, and for partner country students when the Student studies in any other partner country for more than 3 months.

7.3. The Student must open a personal bank account in a Single Euro Payments Area (SEPA) country, and preferably in Finland, and provide full details of the account (the name of the bank, the BIC number and the IBAN account number) to the EDISS programme office in the local countries. The received scholarship (excluding the grant to cover participation costs, which are directly deducted from the scholarship) will only be transferred to this account. If a change occurs in the account details of the Student, she/he is responsible to promptly communicate these changes in the bank details to the EDISS Consortium. If the Student does not provide the bank account information, the Consortium cannot pay the scholarship.

7.4 The Student accepts the following tentative pay schedule for the scholarship:

- a. The participation costs will be directly deducted from the scholarship by the EDISS Consortium as EDISS participation costs.
- b. The contribution to installation costs (only for partner country students) will be paid in September 2021.
- c. The contribution to travel costs will be paid in two instalments in September 2021 and in September 2022.
- d. The contribution to subsistence costs are to be paid up to a maximum of 24 months, from September 2021 to August 2023. However, the first instalment for September 2021 will not be paid before the Student has arrived in Åbo/Turku, Finland, filled in a Grant Payment Form and provided the name of the Finnish bank/bank in a SEPA country, a BIC number and an IBAN account number where the scholarship shall be paid. The scholarship is not paid in cash nor on a non-European bank account.

7.5 The Student accepts that the Consortium reserves the right to change the scholarship payment schedule.

7.6 The main prerequisites for receiving the Erasmus Mundus scholarship and continuing in the EDISS programme is sufficient academic progress according to the study plan (60 ECTS per academic year).

7.7 The Student shall pass the first year at AAU (minimum 60 ECTS) with the total average grade of 2 in order to continue her/his studies for the second year in the programme. Cases when the Student's average grade is below 2 will be taken to the Programme Board and based on the reviewing it is possible that the Student might lose her/his right for the scholarship.

7.8 The Student agrees to spend most of the study/teaching/research period in the European countries represented by the Consortium. However, the Student can spend a learning/training/research/fieldwork period of a maximum of 3 months in a third country represented in the Consortium as full or associate partner, under the direct supervision of one of the Consortium partners and only if this country is different from the Student's country of origin. Subsistence costs are not awarded to all students for the course periods (study/research/placement/thesis preparation) spent in their country of residence at application time, nor to students from a partner country for the EMJMD periods exceeding one trimester (i.e. 3 months or equivalent of 15 ECTS) spent in any country that is not represented by the Consortium.

7.9 The Student declares that she/he did not previously receive any EMJMD scholarships from the European Commission to study in Europe.

7.10 The EMJMD scholarship can only be paid to the Student while she/he is studying. The scholarship is not paid while the Student is on maternity leave or sick leave.

7.11 The EMJMD scholarship does not create or entitle an employer-employee relation between the student and the EDISS partner universities.

7.12 If the Student is unable to successfully finish her/his studies by the end of the second academic year (exact timing depends on the second-year university), the Consortium is not obliged to provide additional scholarships or other benefits for the Student.

8 INSURANCE

8.1 The Consortium provides a sufficient health and medical insurance from Erasmus Mundus Student Protection for all the enrolled students to carry out studies within the EDISS programme. The insurance is valid for the official programme duration and it follows the coverage set by the EACEA and requested by the Finnish Immigration Service in order to obtain a residence permit. The insurance is at no extra-costs for the Student.

8.2 The Student has received the terms of the insurance (including coverage, conditions, restrictions, helpdesk contacts) in March 2021 prior her/his arrival at AAU.

8.3 The Student is obliged to accept the provided insurance for the full duration of the two-year studies.

8.4 The partner universities are exonerated from any responsibility for accidents, illnesses, injuries, losses or damages to persons or goods resulting from the activities that are the object of the present agreement.

8.5 For any additional need, the Student will take full responsibility for her/his health and social insurance.

9 DISCONTINUATION OF THE SCHOLARSHIP AND EXCLUSION FROM THE EDISS PROGRAMME

9.1 The Programme Board can exclude the Student from the EDISS programme if during the first academic year at AAU the Student

- a) does not start her/his studies
- b) does not regularly attend the compulsory course activities (e.g. lectures, seminars, tutorials, practical sessions, official meetings) and cannot justify the absence with medical certificates, or for which permission has not been granted by the local EDISS Coordinator beforehand;
- c) is the subject of disciplinary measures leading to exclusion from the EDISS programme;
- d) is the subject of legal prosecutions that prevent the student from attending the EDISS programme;
- e) drops out or withdraws from the EDISS programme of her/his free will or by "force majeure";
- f) or shows insufficient academic results in regards to § 7.6 and § 7.7

In the case of exclusion during the first academic year, the Student will keep her/his student right at AAU but will lose the possibility to study at MDH, UAQ and UIB within the EDISS programme. The Student excluded from the EDISS programme by the Programme Board will be transferred to the international Master's Degree Programme in Information Technology, and will need to follow the general AAU regulations, including tuition fee regulation, to continue her/his studies at AAU. The Student will automatically lose her/his Erasmus Mundus scholarship and will need to reimburse the already paid scholarship to the Consortium.

9.2 In addition to the above-mentioned cases, in the case of cancellation or discontinuing the programme, or unapproved deviation from the approved personal study plan, or having made false declarations during the application stage such as in regards to § 7.9, the payment of the scholarship will be cancelled, the Student is obligated to reimburse the already paid scholarship and the Consortium is not obliged to provide any financial support for the Student to be able to return to her/his country of residence.

9.3. If the Student discontinues her/his studies in the EDISS programme or is excluded from the programme during the second academic year, same rules apply as mentioned in § 9.2. However, the Student can continue her/his studies at the second-year university under the normal regulations of the university, including tuition fee regulation, on the condition that she/he still complies with the university policies.

10 MANDATORY PARTICIPATION

10.1 The Student is obliged to participate in the surveys, evaluations and final reports conducted by the EDISS Consortium as well as to participate in the surveys and evaluations of the Erasmus+ EMJMD surveys from the European Union Education, Audiovisual and Culture Executive Agency (EACEA).

10.2 The Student commits to become a member of the Erasmus Mundus Students and Alumni Association (EMA) upon her/his enrollment in the EDISS programme. EMA is the international, professional and personal network for Erasmus Mundus students and graduates and serves as channel of communication for students, alumni, institutions and the European Commission (see: <https://www.em-a.eu/>)

10.3 The Student becomes automatically an EDISS alumna upon graduation and is encouraged to participate in activities within the EDISS alumni network.

11 PERMISSIONS

11.1 The Student gives the EDISS partner universities permission to share information within the Consortium on study records and other information that is relevant for teaching purposes or for following the Student's performance within the programme.

11.2 During the EDISS programme the Student may be photographed and/or filmed. These images are used for promotional purposes of EDISS and the partner universities only. The Student shall choose one of the options below:

☐ I agree that the recorded images of me (photographs, audio, or video images and recordings) taken during the EDISS programme by the partner universities can be used free of charge in hard copy or digital form for any of the following purposes:

- The promotion, communication and dissemination of EDISS activities and programmes. These may be used on the EDISS website and the websites of the partner universities, leaflets, posters, social media, display screens and presentations that are relevant for the EDISS programme
- To generate training material (e.g. online learning materials or similar materials). These may be used by EDISS students and shared with other individuals involved in EDISS and may be presented at conferences

☐ I don't want my image to be used as described above. I ask that my face is blurred in case it is recognizable on a photograph or a screen shot (apart from crowd shots for which no authorization is necessary)

12 USE OF PERSONAL DATA

12.1 The Student accepts the collection and processing of her/his personal data by the EACEA Agency (including the utilization of the EMT database). More information about the Privacy Statement document is available at https://ec.europa.eu/programmes/erasmus-plus/specific-privacy-statement_en

12.2 The Student accepts the collection and processing of her/his personal data by the Åbo Akademi University. More information is available at <https://www.abo.fi/en/processing-of-personal-data-at-abo-akademi-university/>

13 DISPUTE SETTLEMENTS

13.1 Should any disputes arise under the terms of this Student Agreement; attempts will be made in a conciliatory manner by the Student and the EDISS Consortium Coordinator.

13.2 If no agreement can be reached, the Student accepts that her/his rights of appeal shall be in accordance with the regulations and appeal procedures of the Consortium coordinating university, and any appeal will be dealt with by that university.

14 SIGNATURES

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

Date and place

Signature of the Student

Date and place

Signature of the Vice-rector of Åbo Akademi University

Erasmus Mundus Joint Master Degree Programme on the Engineering of Data-intensive Intelligent Software Systems EDISS

APPENDIX to the STUDENT AGREEMENT

between

Åbo Akademi University, Finland,

coordinating institution of Erasmus Mundus Joint Master Degree Programme on the
Engineering of Data-intensive Intelligent Software Systems (EDISS),
represented by Stefan Willför, Vice-rector of Åbo Akademi University

and

the EMJMD partner country scholarship holder,
i.e. The Student

First name(s):

Family name:

Nationality:

Date of birth:

Place of residence at application time:

Telephone number:

Email:

Have agreed to the following terms and conditions:

1. SECOND YEAR UNIVERSITY

1.1 The Student commits to continue her/his studies at the

(Institution name)

(Country)

The information provided in the Student Agreement applies also for the second-year studies.

2. SIGNATURES

The signatories declare that they have read, understood and accepted the conditions laid down in the present appendix to the Student Agreement

Date and place

Signature of the Student

Date and place

Signature of the Vice-rector of Åbo Akademi University