

TERMS AND CONDITIONS OF THE "UNIVERSITY OF GIRONA / BANCO DE SANTANDER" CALL FOR APPLICATIONS FOR GRANTS FOR MASTER'S DEGREE STUDIES AT THE UNIVERSITY OF GIRONA FOR THE 2023-24 ACADEMIC YEAR (INTERNATIONAL STUDENTS CATEGORY)

1. Purpose of the call

The quality policies governing our university programmes prioritise their internationalisation. With regard to official master's programmes, this means attracting talented international students, incorporating internationally prestigious professors and establishing alliances with foreign universities to offer joint international degrees. Although independent, these three aspects are interrelated and mutually reinforce each other.

In response, the University of Girona has introduced a grant programme to cover the registration fees of students from outside the Spanish university system who want to study for an official master's degree at our university. In this way, these grants promote the internationalisation of the University of Girona's master's degree programmes.

The purpose of this call for applications is to award grants to cover the registration fees for the official master's programmes of the University of Girona listed in Annex I and intended for students who are qualified to study for a master's degree in a university that is not part of the Spanish university system.

2. Budget allocation and amount of the grants

The maximum overall amount earmarked for this call is €71,000, charged to spending unit 11.12.014.0007, application 481.99. The maximum amount of each grant will be sufficient to cover all or part of the subsidised fee to register for 60 credits, up to €3,952.20, in an official master's programme at the University of Girona during the 2023-2024 academic year. This amount will be determined by the *Generalitat de Catalunya* in a decree establishing the fees for academic services at public universities in Catalonia for 2023-2024 (30 credits for students registering for the second year of a 90-credit master's degree programme).

3. Grant recipients

All persons who have pre-registered for the master's degree courses listed in Annex I are eligible to apply for these grants. Although it is possible to apply for a grant for all the master's programmes in which one has pre-registered, only one grant per person will be awarded, and provided that they do not hold or meet the legal requirements for obtaining a qualification of equal or higher level.

Persons registered and **studying** at the University of Girona in the first or second year of a 60, 90 or 120 ECTS credit master's degree course listed in Annex I may apply for these grants. In the case of students in the second year of the master's degree, those with a grade point average in the first year of the programme equal to or higher than 6.5 may apply.

4. Candidate requirements

By the end of the application period, interested candidates must:

- a. have completed the necessary studies to begin a master's programme at a foreign university.
- b. not have a residence permit in Spain.
- c. not be in possession of, nor meet the requirements for obtaining, a degree of the same or a higher level issued by a university of the Spanish university system, except in cases of double degrees within the framework of an agreement.
- d. have pre-registered for one of the official master's degrees included in Annex I (for newly admitted students).
- e. have paid the corresponding administrative fee for academic services for university master's degrees, according to the current decree on fees for academic services at Catalan public universities (for newly admitted students).
- f. have a grade point average of 6.5 or higher in the first year of a 90 or 120-credit master's degree programme (for those applying for the second year of the master's degree).
- g. have completed the pre-registration for the master's degree programme, submitting all the required documents, including the grade point average equivalence document issued by the Ministry of Education.
- h. meet the requirements established in RD 967/2014, of 21 November, establishing the requirements and procedure for the homologation and declaration of equivalence to an official university degree and for the validation of foreign higher education studies. This applies only if candidates are applying for a grant to study for one of the master's degrees that leads to the practice of a regulated profession in Spain.

In the event of exceptional cases that do not comply with the literal wording of these requirements, particularly with regard to paragraph b) of these terms and conditions, the Selection Committee is empowered to examine the specific case and determine whether the application is admissible.

5. Submission of applications

Applicants must submit applications electronically on the Banco Santander platform (<https://www.becas-santander.com/es>). The platform requires the applicants to register.

Applicants will receive confirmation of submission of their application by e-mail. Without this confirmation, the application will not be considered as submitted.

6. Application period and procedures

The period for presenting applications begins the day after the call is published on the University of Girona's electronic bulletin board and **will end on 12 May 2023 at 23:59, local time in Girona.**

The University of Girona will publish the provisional list of admitted and excluded applicants on its electronic bulletin board of within a maximum of 10 working days, starting from the end of the period for submitting applications. Reasons for any exclusion will be given, and an additional period of 10 working days will be granted so that the candidates may correct any errors, submit the required documentation or formulate any allegations they deem appropriate. The persons in question will be informed that, if they do not amend their applications or do not submit the required documentation, they will be considered to have withdrawn from the call, in accordance with Article 68 of Law 39/2015, of 1 October on the common administrative procedures of public administrations.

The submission of an application implies acceptance of the terms and conditions of this call.

7. Authorisation for data collection

To complete the procedure satisfactorily, submitting each grant application form authorises the University of Girona to obtain and compare the necessary data on the applicant and eligible members of the family unit with the relevant public bodies, universities or higher education centres, the Spanish Tax Administration Agency (AEAT), the land registry or any other administration. In the event of technical difficulties preventing or hindering the transfer of data, the University of Girona may request the necessary documents from the applicant.

8. Evaluation and selection of applications and awarding of grants

- a. The selection body for applications will be a selection committee, which will issue a proposed decision and submit it to the rector within a maximum of five working days. The Masters Technical Unit will assist and advise the committee on the applications submitted.

This selection committee will consist of:

- President: The vice-rector for Teaching and Academic Planning or a person delegated in that capacity
- Members: The vice-rector for Students, Mobility and Employment
- One representative elected from among the deans who are members of the Executive Committee for Teaching and Students of the Governing Council
- One representative elected from among the heads of departments and institutes who are members of the Executive Committee for Teaching and Students of the Governing Council
- A representative of the students who are members of the Executive Committee for Teaching and Students of the Governing Council
- Secretary: The head of the Academic and Student Administration Service or a person delegated in that capacity

- b. The evaluation, selection and awarding of grants will be based on the following criteria:

- Applicants will be ranked according to the grade point average of their academic transcript, regardless of the master's degree programme and the academic year for which the grant is requested.
- One grant for each master's degree programme will be awarded to the applicants with the highest grade point average until the amount of the call is exhausted.
- If not all the planned grants are awarded, a second award allocation will be made, with a maximum of one second grant for each master's degree programme.
- If there are still grants that have not been awarded, they will be allocated in order of the equivalent grade point average of the academic transcript, regardless of the master's degree programme to which they are applied for.

Applicants who do not obtain a grant will be placed on a waiting list.

If any of the recipients renounce the grant or do not register in the programme, or if the grant is revoked, grants will be awarded to fill vacancies in accordance with the published waiting list. The vacant grant will be awarded to the first applicant of the same master's degree, provided that the applicant has no more than two grants awarded. If the applicant already has two grants, the vacant one will be awarded according to the order on the waiting list.

If there is no one on the waiting list for the same master's degree programme, the vacant grant will be awarded to the first person on the waiting list, regardless of the master's degree.

Based on academic performance, these grants can only be awarded until 30 September 2023 or until 31 October 2023 if the grant is awarded to persons already registered in the relevant master's programme.

If the master's programme for which applicants have obtained a grant is cancelled, the applicants may keep the grant for the 2023-2024 academic year if they obtain a place in another master's programme included in the list in Annex I.

If two or more applicants are equally qualified, grants will be awarded to the student in the master's programme with fewer awarded grants in the same call for applications. If two or more applicants from the same master's degree programme are equally qualified, the grant will be awarded to the applicant with the highest number of subjects with a grade of 9 or more, or 8 or more, etc., according to the grade point average equivalence document, until the tie is broken.

The Delegate Committee for Teaching and Students is empowered to decide and resolve any unforeseen issues that may arise because of the terms and conditions of this call.

9. Resolution

The rector of the University of Girona will resolve this call within four months of the final date to submit applications. The rector's resolution will be posted on the University of Girona's electronic bulletin board.

10. Notification, publication and data protection systems

In accordance with the provisions of Article 45.1 of Law 39/2015 of 1 October on the common administrative procedures of public administrations, all interested parties will be informed of the results of the call through postings on the University of Girona's electronic bulletin board. However, for informative purposes, the Master's Technical Unit may inform interested persons of these or any other results, as considered appropriate, by e-mail.

In accordance with Article 6 of the provisions of the General Data Protection Regulation 2016/679 of the European Parliament and of the Council of 27 April 2016, the University of Girona will process the data and will not communicate or transfer them without the prior consent of the applicant, except in the cases provided for by law.

The University understands that applicants authorise the treatment of their personal data for this purpose. At any moment, applicants may exercise their right to access, modify, rectify and delete any or all of the data in a written request to the Secretary-General of the University of Girona, Plaça Sant Domènec 3, 17071 GIRONA.

11. Appealing decisions

Applicants may not lodge any appeal against administrative procedures that take place, in accordance with the provisions of Article 112 of Law 39/2015 of 1 October on the common

administrative procedures of public administrations. They may lodge a voluntary appeal for reversal against the decision to award grants before the rector within a period of one month from the day of its publication, in accordance with articles 123 and 124 of Law 39/2015 of 1 October on the common administrative procedures of public administrations. In addition, they may lodge a contentious-administrative appeal directly before the administrative courts of Girona, within a period of two months, starting from the day of the publication of the decision, in accordance with articles 8.3, 14.1 and 46.1 of Law 29/1998 of 13 July governing the administrative courts.

Similarly, the interested parties may lodge any appeal they deem appropriate in order to protect their interests.

12. Obligations of grant recipients

In addition to the obligations foreseen in Law 38/2003, of 17 November, on general subsidies, and in Royal Decree 1721/2007 establishing the system of grants for personal study, grant recipients must:

- a. register in the first registration period established in the academic and administrative calendar for bachelor's, master's and doctoral studies for the 2023-24 academic year, between 22 July and 20 September.
- b. register for 60 credits in one of the official UdG master's degree courses listed in Annex I for the 2023-2024 academic year if they are newly admitted students. For these purposes, the credits recognised in the double degree agreements are included.
- c. register for all the credits taught at the UdG that are necessary to complete their studies if they are second-year students of 90 or 120 ECTS credit master's degree programmes.
- d. present the authenticated documents (degree certificate and academic certification) within one month of the start of academic activity.
- e. inform the Master's Technical Unit in writing of their renunciation, if applicable.

Renouncing the grant will have the same effects as having the grant revoked.

13. Incompatibility

Accepting the grant is incompatible with any other grant or financial assistance for the same purpose.

14. Grant acceptance

Accepting the grant implies that recipients agree to meet the obligations in section 12 of this call for applications. A period of 10 working days will begin the day after the rector's resolution is published.

After the receiving the notice of acceptance, the recipient must return it, completed and signed, to the Masters' Technical Unit, and accept the grant through the notification received from the Banco Santander platform.

In the event that a recipient does not accept the grant or does not register for the programme, or the grant is revoked, that grant will be awarded to the next applicant on the prioritised list in the resolution, provided that this vacancy occurs within the period set out in section 8 of this call for applications.

Substitute grant recipients will have 10 working days after the date of notification by the Masters' Technical Unit to accept the grant.

15. Non-compliance and revocation of the grant

- a. Total or partial non-compliance with the obligations or the requirements established in the terms and conditions of this call for applications or with the conditions attached to awarding the grant, as well as data concealment or falsification by the applicant, will lead to disciplinary proceedings and revocation of the grant award. The grant recipient will be required to return any payments received.
- b. Grant recipients who do not register in the master's programme for which the grant was awarded renounce their right to receive the grant without the need for the explicit revocation of said grant.
- c. Grants will be revoked from recipients who abandon the programme or do not pass at least 50% of the programme evaluations.
- d. If the grant is revoked, the University of Girona will require the former recipient to pay the corresponding registration fee or return the grant amount, depending on the case. Said person will be warned that failure to pay the corresponding fee or to return the grant money will result in debt in accordance with the terms established by current law determining academic service fees at public universities in Catalonia.

Annex I. List of official master's degree programmes of the University of Girona (2023-2024 academic year) for which grants may be awarded:

Molecular Biology, Biomedicine and Health

Master's in Molecular Biology and Biomedicine
Master's in Health Promotion

Human Sciences, Heritage and Culture

Master's in Teaching Spanish and Catalan as Second Languages
Master's in Research in the Humanities

Law

Master's in Advocacy
Master's in Tort Law
Master's in Administration Management

Economics and Business

Master's in Business Economics

Education and Psychology

Master's in Inclusive Education - Addressing Diversity
Master's in Migratory Movements in the 21st Century: Concepts, Realities and Actions
Master's in General Health Psychology
Joint Master's in Youth and Society (MIJS)

Environment and Chemistry

Master's in Environmental Change and Socio-Ecological Transition
Master's in Advanced Catalysis and Molecular Modelling
Joint Master's in Chromatographic Techniques

Technology

Master's in Architecture
Master's in Food Biotechnology
Master's in Data Science
Master's in Water Resources Science and Technology
Master's in Medical Image Computing
Master's in Industrial Engineering
Master's in Mechanics of Materials and Structures (MMS)
Master's in Intelligent Robotic Systems (MIRS)
(*Erasmus Mundus Joint Master's in Medical Imaging and Applications (MAIA)
(*Erasmus Mundus Joint Master's in Intelligent Field Robotic System (IFROS)
(*Erasmus Mundus European Master's in Advanced Structural Analysis and Design using Composite Materials (FRP++)

Tourism

Master's in Tourism Management and Planning
Master's in Cultural Tourism
(*Erasmus Mundus European Master's in Tourism Management (EMTM) or Joint Master's in Tourism Management (IU) (to be confirmed)

(* This grant is only available for the academic year in which the student is attending classes at the UdG. During periods at other participating universities, these grants are not available.