

THE REGULATIONS AND THE CALL FOR THE "UNIVERSITAT DE GIRONA / BANCO DE SANTANDER" GRANTS FOR THE MASTER'S DEGREE STUDIES AT THE UNIVERSITY OF GIRONA FOR THE 2019-20 COURSE. FORMAT FOR INTERNATIONAL STUDENTS

1.- Aim of the call

One of the priorities of the quality policies of university studies is its internationalization. With regard to official master's degrees, this translates into the need for talented international students, the incorporation of prestigious international professors and the establishment of partnerships with foreign universities to offer double international degrees. These three aspects are independent, but there is an important inter-relationship that reinforces them mutually.

For this reason, the University of Girona has developed a programme of tuition grants for students from outside the Spanish university system who want to take an official master's degree at the UdG. These grants are intended to help promote the internationalization of the master's degrees of the University of Girona.

The aim of this call is to award 22 grants for the official master's degrees of the University of Girona listed in Annex I to students who have obtained a degree that gives access to the master's degree from a university that does not belong to the Spanish university system.

Of these 22 grants, two are initially reserved for the Master's Degree in Advanced Catalysis and Molecular Modelling, in accordance with the double degree agreement signed with the University of Guanajuato.

2.- Proposed budget and value of grants

The total amount allocated to this call is €88,000 from the costing unit 11.12.014 and budgeting application 481.99. The maximum amount of each grant will be the total of the enrolment costs for 60 credits, to a maximum of €4,000, of an official master's degree from the University of Girona for the academic year 2019-2020. This amount will be determined by the Government of Catalonia in the decree that fixes the prices of academic services in public universities in Catalonia for the 2019-2020 academic year.

In the case of the grants for the Master's Degree in Advanced Catalysis and Molecular Modelling, the amount of the grants will be €2,000 each, as indicated in the corresponding agreement.

3.- Grant recipients

Students that have been pre-enrolled in the master's degree courses listed in Annex I may apply for these grants. Although grants can be applied for in all the masters in which they are pre-enrolled, only one grant per person will be awarded and provided that the applicant is not in possession of, or the fulfilling legal requirements for

obtaining, a title of the same level or higher, except for the cases of double degrees under the agreement.

4.- Requisites of the candidates

Those interested in being beneficiaries of the grants must meet the following requirements, at the deadline for submission of the applications:

- a. Have completed the studies that give access to the master's degree in a university outside Spain and not have a Spanish residence permit.
- b. Have pre-enrolled for any of the official master's degrees listed in Annex I.
- c. Have paid the corresponding administrative fee for a university master's degree, in accordance with the decree of current prices for the academic services of the Catalan public universities.
- d. The pre-enrolment to the Master's Degree must have been completed along with all the required documentation, including the Average Grades Equivalence Document from the Ministry of Education.

5.- Submission of applications

[Applications](#) should be submitted online through the University of Girona webpage.

The interested party will receive confirmation of the presentation of your application by email. Without this confirmation email, the application will not be considered as submitted.

6.- Deadline for submission of applications and procedure

The deadline for submission of applications will begin on the day after the announcement of the call on the electronic noticeboard of the University of Girona webpage and **will end on 30 April 2019 at 11:59 p.m. (UTC +1: 00)**

Within a maximum period of 10 working days following the end of the period for submission of applications, the provisional list of admissions and exclusions will be published on the electronic noticeboard of the University of Girona webpage, indicating the reason for any exclusion. There will be a period of 10 working days to present the required documentation or formulate any allegations that are considered relevant. Failure to present these within the 10 days will lead to the application being withdrawn, in accordance with article 68 of the Law 39/2015, of 1 October, on common administrative procedure of public administrations. The submission of the application implies the acceptance of the regulations of this call.

7.- Authorization to obtain data

The presentation of the grant application involves authorizing the University of Girona to obtain and contrast the necessary data of the applicant and the members of the family unit that are liable for tax with the public authorities, universities or of higher education study centres, that correspond in each case. This includes the Spanish State Tax Administration (AEAT), the land registry or any other administration, with the aim of satisfactorily undertaking the procedure. Should there be any technical difficulties

that impede the transfer of data, the necessary documents may be requested from the applicant.

8.- Assessment, selection and awarding of the grants

The selection body for applications will be an Assessment Committee, which will propose a resolution, to be raised to the rector within a maximum period of 5 working days. The Committee will be assisted by the Grants and Scholarships Section, which will advise on the submitted applications.

The Assessment Committee will be composed:

President: The Vice-Rector for Teaching and Academic Planning, or a person delegated by the same

Members: The Vice-Rector for Students and Employment, or a person delegated by the same.

A representative chosen from the deans who are part of the Delegate Commission for Teaching and Students

A representative chosen from the directors of departments and institutes that are part of the Delegate Commission for Teaching and Students

A representative from the students that are part of the Delegate Commission of Teaching and Students

Secretary: The head of the Academic and Student Management Service or delegated person, with voice and no vote

The evaluation, selection and awarding of the grants will be made in accordance with the following criteria:

1.- The applications will be ordered according to the average marks of the academic transcript.

2.- A first assignment will be made where one grant will be awarded to each master's degree from those that appear in Annex I.

3.- In the event that the 22 planned grants are not awarded, a second assignment will be made with a maximum of one second grant for each master's degree.

4.- In the event that grants still remain un-awarded, these will be assigned by order of the average mark of the academic transcript, regardless of the master's degree in which they are pre-enrolled.

Applicants who are not awarded a grant will be placed on a waiting list.

In the case of resignations, revocations or non-enrolment of the beneficiaries, the grant will be awarded, according to the waiting list published, to the first candidate of the

same master's degree. Considering the academic performance, these allocations may only be made until 30 October 2019, unless the grant is assigned to students already enrolled in the corresponding master's degree.

In the event that the master's degree for which a student has obtained a grant is de-programmed, the beneficiary or beneficiary may retain the grant if the student is awarded a place on another master's degree included in the list of Annex I for the academic year 2019- 2020.

In the case that the grants reserved for the double degree of the Master's in Advanced Catalysis and Molecular Modelling from the University of Girona and the University of Guanajuato are not covered, they will be assigned to the other master's degrees in accordance with that established in this call.

In the event of a tie, priority will be given to the candidates for the masters for which less subsidies have been awarded in the same call.

The Assessment Committee is empowered to decide and resolve all those issues that are not set out in the regulations of this call.

9.- Resolution

The rector of the University of Girona will resolve this call within a maximum period of 4 months from the end date of the presentation of applications. The resolution will be published on the electronic noticeboard of the University of Girona webpage.

10.- Notification, publication and protection of data

In accordance with article 45.1 of Law 39/2015, of 1 October, of the common administrative procedure of public administrations, all acts that are made in this call will be notified to the interested parties through publication on the electronic noticeboard of the University of Girona webpage. However, for purely informative purposes, the Grants and Scholarships Section may communicate the resolution to the interested parties by email, as well as any other act that it considers appropriate. In accordance with article 6 of the General Data Protection Regulation 2016/679, of the European Parliament and of the Council, of 27 April 2016, the data will be processed by the University and will not be communicated or ceded without prior consent, except in the cases provided for by law. The University understands that the applicant authorizes the processing of their data for this purpose. At any time, the applicant may exercise their rights of access, rectification, opposition and cancellation by addressing the General Secretary of the University of Girona, Plaça Sant Domènec 3, 17004 GIRONA.

11.- Challenges/Objections

No appeal shall be filed against the legal proceedings that may arise, in accordance with article 112 of Law 39/2015, of 1 October, on the common administrative procedure of public administrations. An appeal may be placed before the rector against the resolution of the awarding of a grant within a period of one month from the day following its publication, in accordance with articles 123 and 124 of the Law 39/2015, dated 1 October, on the common administrative procedure of the public administrations, or directly file a contentious administrative appeal before the

administrative litigation courts of Girona, within two months from the day following its publication, in accordance with articles 8.3, 14.1 and 46.1 of Law 29/1998, of 13 July, regulating the contentious administrative jurisdiction.

Likewise, interested parties may submit any other appeal they deem appropriate for the defense of their interests.

12.- Obligations of the beneficiary of the grant

In addition to the obligations set out in Law 38/2003, of 17 November, on general subsidies, and RD 1721/2007, which establishes the regime of personal grants and scholarships, the beneficiaries of these grants must fulfil the following obligations:

- a. Enrol in the first enrolment period established in the academic and administrative calendar for undergraduate, master's and doctoral studies for the 2019-20 academic year.
- b. Enrol for 60 credits in an official master's degree course of the UdG, of those listed in annex I, for the 2019-2020 academic year. For these purposes, the credits recognized in the double degree agreements are included.
- c. Present the legalized documents (degree and academic transcript) at the time of enrolment.
- d. Communicate resignation, if applicable, by means of a letter addressed to the Grants and Scholarships Section.

Resignation will produce the same effects as revocation.

13.- Incompatibilities of the grant

This grant is incompatible with any other grant for the same purpose.

14.- Acceptance of the grant

Acceptance of the grant implies compliance with the obligations established in rule 12 of this call. The day after the publication of the resolution by the rector, the period of acceptance of the grant will open for a period of 10 working days.

The interested party will receive the acceptance document that must be returned duly completed and signed to the Grants and Scholarships Section.

In the case any candidate proposed to receive the grant does not accept it, does not formalize the registration in the established period or the grant is revoked, the vacant grant will be awarded to the corresponding candidate following the order of the priority waiting list stated in the call, provided that this vacancy occurs within the period established in rule 8 of this call.

The substitute candidates will have a period 10 working days to accept the grant from the date of notification by the Grants and Scholarships Section.

15.- Non-compliance and revocation of the grant

The total or partial non-fulfilment of the obligations and requirements established in the regulations of this call, or of the conditions contained in the resolution of the award, or by concealment or falsification of data, will give rise to the loss of the right to payment of the grant and the obligation to repay the amounts received, with the previous processing of the corresponding record.

Failure to enrol in the master's degree for which the grant was awarded will result in the revocation and will not require explicit renunciation.

Leaving the studies or not passing more than 50% of the enrolled credits will be cause for revocation of the grant.

In the event of revocation, the University of Girona will require the affected person to pay the corresponding tuition fees or the repayment of the grant, as appropriate, with notice that the non-payment of the corresponding amounts will be considered a debt in the terms established by the current decree fixing the prices of academic services in the public universities of Catalonia

Annex I

List of official Master's Degrees from the University of Girona (2019-2020 academic year) to which these grants can be assigned:

Master's Degree in Inclusive Education - Addressing Diversity
Master's Degree in Molecular Biology and Biomedicine
Master's Degree in Food Biotechnology
Master's Degree in Environmental Change: Analysis and Management
Master's Degree in Water Resources Science and Technology
Master's Degree in Smart Cities
Master's Degree in Tourism Management and Planning
Master's Degree in Tort Law
Master's Degree in Business Economics
Master's Degree in Teaching Spanish and Catalan as Second Languages
Master's Degree in Heritage (specialities in Cultural Heritage and Natural Heritage)
Master's Degree in Health Promotion
Master's Degree in Research in Humanities
Master's Degree in Work, Labour Relations and Human Resources
Master's Degree in Cultural Tourism
Joint Master's Degree in Youth and Society (MIJS)
Joint Master's Degree in Policies and Planning for Cities, the Environment and the Landscape (PPCEL)
Joint Master's Degree in Chromatographic Techniques
Master's Degree in Advanced Catalysis and Molecular Modelling
Master's Degree in Mechanics of Materials and Structures (MMS)
Erasmus Mundus European Master's Degree in Tourism Management (EMTM)
Joint Master's Degree in Medical Imaging and Applications (MAIA)