



Deliverable 7

Joint Student Agreement

Grant Agreement number:	101180422
Project acronym:	MEMSE
Project title:	Joint Masters in Emerging Material Science and Engineering
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Core Partners:	WUST (PL), FHM (DE)
Associate Partners:	CUB (SK), UNILIM (FR), IITM (IN), BUET (BD)



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Executive Summary

The Master in Emerging Materials Science and Engineering (MEMSE) is an Erasmus Mundus Design Measure project funded under the ERASMUS-EDU-2024-EMJM-DESIGN call (Grant Agreement No. 101180422). The purpose of this Design Measure is to develop a robust framework for the creation of a new, high-level, transnational Joint Master Degree in Emerging Materials Science and Engineering.

This document lays down the admission requirements, the procedures and regulations governing application, selection and monitoring of students, including academic rules and regulations regulating examinations, grading and assessment process and student performance evaluation. It will also include template application forms, the detailed selection process include the selection mechanisms eg minimum academic requirements and language level, the selection committee composition, the interview process, the monitoring of students during the course of study as well as when on internship/secondment and or thesis placements. The deliverable holds as a standalone document. It also forms a part of the draft consortium agreement and the area of student management for the MEMSE Programme.

The ultimate ambition of MEMSE is to establish a sustainable, internationally competitive Joint Master programme capable of producing future-ready graduates equipped to lead innovation in emerging materials science and engineering across Europe and globally. This Deliverable facilitated that.

1. Introduction

The Master in Emerging Materials Science and Engineering (MEMSE) is an Erasmus Mundus Design Measure project funded under the ERASMUS-EDU-2024-EMJM-DESIGN call (Grant Agreement No. 101180422).

This document lays down the admission requirements, the procedures and regulations governing application, selection and monitoring of students, including academic rules and regulations regulating examinations, grading and assessment process and student performance evaluation. It will also include template application forms, the detailed selection process include the selection mechanisms eg minimum academic requirements and language level, the selection committee composition, the interview process, the monitoring of students during the course of study as well as when on internship/secondment and or thesis placements. The deliverable holds as a standalone document. It also forms a part of the draft consortium agreement and the area of student management for the MEMSE Programme.

The Strategy is given in the Appendix along with its own Annexes.

2. Deviation from Original Plan

The submission of this Deliverable was delayed.

3. Conclusions

This Deliverable provided a joint strategy to describe the admission requirements, the procedures and regulations governing application, selection and monitoring of students, including academic rules and regulations regulating examinations, grading and assessment process and student performance evaluation. The deliverable holds as a standalone document. It also forms a part of the draft consortium agreement and the area of student management for the MEMSE Programme.

Appendix: MEMSE Joint Student Agreement

STUDENT AGREEMENT

Between the Student:

First Name	
Surname	
Date of Birth	
Nationality	
Address	
Signature and Date	

and:

The Consortium of universities *University of Limerick (UL), Limerick, Ireland, Wroclaw University of Science and Technology, Wroclaw, Poland and FH Münster, Steinfurt, Germany* (hereafter referred to as Core Partners) taking part in the

Erasmus Mundus Master in Emerging Materials Science and Engineering (MEMSE)

represented by the Coordinator on behalf of the MEMSE

Consortium:

Dr. Tofail

Syed

Department of Physics and

Bernal Institute

University of

Limerick

Limerick,
Ireland

The parties above agree that:

1. This Agreement regulates the mutual rights and obligations between the parties in all that concerns the Erasmus Mundus Master of Science in the Master in Emerging Materials Science and Engineering (hereafter MEMSE) to be delivered according to:

- (a) The European Charter for Higher Education (ECHE);
- (b) Other relevant national and international laws.

The Student and the Partner Universities are obliged to participate fully in MEMSE in accordance with **the Programme** of studies.

1. The Programme

- (a) MEMSE is a comprehensive 2-year (4 semesters, 120 ECTS) full-time Master programme. It combines the specific expertise and programme specializations offered by the three **Core Partners** and four **Associate Partners** of the Consortium. **Core Partners** are the degree awarding universities.
- (b) MEMSE will provide advanced education and interdisciplinary training in the field of sustainable materials, advanced manufacturing technologies, and emerging material systems. It integrates expertise from multiple institutions and combines academic coursework, international mobility, research training, and industry engagement.
- (c) MEMSE addresses global technological and environmental challenges through innovation in sustainable materials and technologies through an academic structure that is built on the following key principles:
- International mobility and collaborative education
 - Integration of sustainability and emerging materials science
 - Strong connection between academia and industry
 - Interdisciplinary training across materials science, engineering, and sustainable technologies
 - Joint academic oversight across partner institutions.
 - Students enrolled in the Programme will benefit from access to the research infrastructure, academic expertise, and industrial networks of all Partners.
- (d) **The Programme** curriculum includes three compulsory mobilities. A mobility is defined as studying a full semester and obtaining at least 30 ECTS at a University that is different than the University where the student studied in the previous semester. The mobility scheme is specified in MEMSE Programme, Grading and Graduation Specifications included as specified in the MEMSE Handbook and Regulations. Mobilities must take place in the first three semesters of the

Programme within the first two academic years (AY). Students will follow the following compulsory mobility paths:

Mobility 1. Foundations and Sustainability Frameworks @ University of Limerick (UL), Ireland, Semester 1, Academic Year 1: Mobility to Wroclaw University of Science and Technology (WUST), Poland.

Mobility 2. Advanced Materials Processing and Computational Approaches @ Wroclaw University of Science and Technology (WUST), Poland Semester 1, Academic Year 1: Mobility to FH Münster, Germany.

Mobility 3. Specialisation Tracks and Applied Laboratories @ FH Münster, Germany. Semester 1, Academic Year 2. Mobility to Any Partner of the Programme for Master Thesis and Colloquium.

- (c) To graduate from MEMSE, student must carry out research in Semester 2 of Academic Year 2 to complete and submit a Master Thesis. The Master thesis will be supervised under a structured consortium framework designed to ensure academic quality, joint ownership, and interdisciplinary perspectives.
- (d) For each course/module/thesis the examination criteria of the host Partner, where the course/module/thesis is taken, apply. Examination results are transferred between/with Core Partners and fully recognized by all Partners.
- (e) All marks/grades obtained by students for courses/module/thesis completed at each Core Partner institution will be converted according to the MEMSE Consortium Student Grade Conversion Table.
- (f) Core Partners process respective Grade rechecks and repeat examinations students according to the local Regulations and Academic Calendar for deadlines.
- (g) The Student recognizes that in the case of failure on one course, a

provisional validation of the corresponding mobility may be granted. The final validation will be subject to either a resit of the failed assessment if conditions and local rules allow and the resit takes place at the beginning of the following semester, or to a retake and successful passing of the course in the following year, which may require re-enrolling at the university offering this course, retaking the entire course and paying the tuition fees for this course. This applies also to the MEMSE spring/summer/winter schools. Resits or retakes will not be granted for the purposes of grade improvement.

(h) The Student shall select and have approval for their research topic for the Master thesis no later than 31 May of Semester 2 of the Academic Year 1. The Master thesis project will be subject to approval from the Governing Board and relevant committees at the respective University regarding its feasibility, ethical aspects and concordance with the objectives and learning outcomes of MEMSE. The Student shall express preferences for supervisor(s), thesis topics, Partner to host the research. While the student can choose from listed topics and supervisors from any of the **Partners** of the Consortium, there must be co-supervision from one of the Core Partners. Based on these preferences and the availability of supervisors, the consortium shall approve or assign research thesis. JPMB holds the ultimate discretion of the allocation of thesis topic and Partner/s.

(i) The Student shall submit and defend their master thesis in the 2nd year by the 31st of August. Student must recognise that if the thesis is not defended by this date for any reason on the Student's side, the thesis shall remain incomplete and roll into the following academic year a full fee for the following year shall be due to the student.

2. Degree award

The Programme is a 'Joint Programme' with an integrated curriculum coordinated by the University of Limerick, Ireland (the Coordinator) and offered jointly by the Core Partners leading to multiple degrees awarded by the Core Partners attesting to the successful completion of the Programme. Upon successful completion of

requirements of the Programme, students will receive:

- Three individual master's degrees, each issued by one of the Core Partners in accordance with the respective national regulations and institutional procedures.

In addition to the individual institutional degrees, students will also receive:

- A joint common certificate issued by the Consortium, confirming successful completion of the MESMAT joint master programme.

The joint certificate will be signed by the authorised representatives of the three Core Partners (such as the Partner Leader, or Head of Department, programme director, or institutional leadership). The Certificate will serve as formal recognition of the collaborative nature of the Programme and the integrated curriculum completed across the Partners.

The Degree Supplement will include a transcript of records covering all the courses the student has successfully completed within **the Programme**, explanation of the joint nature of MEMSE, **the Programme** structure and content, mobility and grading scheme. This diploma supplement is designed to enhance recognition and understanding of the degree award among employers, universities and other interested organizations.

The Partner Universities will convert grades between universities to the ECTS grading scale in accordance with the following scheme:

UL	WUST	FHM	ECTS
A1 (First Honours)	19-20	5.0	A
A2 (First Honours)	18	5.0	A
B1 (Honours 2.1)	16-17	4.5	B

B2 (Honours 2.1)	14-15	4.5	B
B3 (Honours 2.2)	13	4.0	C
C1 (Honours 2.2)	12	3.5	D
C2 (Third Honours)	11	3.0	E
C3 (Third Honours)	10	3.0	E
D1	FAIL	FAIL	F
F	FAIL	FAIL	F

3. Participation costs

Students receiving scholarships from EACEA through the EMJM Grant do not require to pay any tuition fees. Fees are waived in the Programme for EU-students who are not in receipt of any scholarships from EACEA through the EMJM Grant. Non-EU students who are not in receipt of any scholarships from EACEA through the EMJM Grant are liable to pay a tuition fee according to the regulations of the Core Partners. All students are responsible for the cost of travel, accommodation and other living expenses.

4. Obligations of the Partners of MEMSE

The Partner Universities are obliged to:

- (a) Deliver **the Programme** as described in the MEMSE Handbook published on **the Programme** website, including academic content, calendar, structure, degree awards and participation costs.
- (b) Provide well-qualified staff and high-quality resources to teach and support the Student during **the Programme**.
- (c) Ensure that **the Programme** is well organized, well taught and up-to-date.
- (d) Maintain robust quality assurance procedures that incorporate student feedback and external scrutiny.
- (e) Apply procedures and processes for teaching and assessment in a fair, just and equitable way for all MEMSE Students
- (f) Further responsibilities are summarized as follows:

Responsibility	Description
Module Delivery	Partner institutions deliver specific modules aligned with their academic expertise
Research Supervision	Academic staff supervise master's thesis projects
Curriculum Development	Institutions contribute to curriculum design and updates
Assessment	Institutions conduct examinations and assessments for modules they deliver
Credit Recognition	Institutions recognise academic credits earned during mobility

5. Obligations of Core Partners

Core Partners are responsible for student enrolment, onboarding, day to day student administration and management, pastoral care, programme delivery, learning outcomes, assessment, grading and award of degree.

6. Rights of Programme Students

- (a) Each Partner University will have a Partner Leader and a Subject Expert who act as initial contact and source of advice for queries and concerns at the individual Partner University, whether academic, logistic, administrative, social or cultural.
 - (b) Each Partner will offer the Student all the services that are also available to local students (e.g. language courses, library access, social services, internet access, sports facilities) during their stay at the relevant university, unless restricted to do so by local law or factors beyond Partner's control.
 - (c) The rights and responsibilities of students during their stay at a Partner shall be the same as those of the other Master students enrolled at that university. Students will enjoy the same benefits and shall be likewise subjected to the regulations and standards of conduct which are in force at the Partner University where they are enrolled.
 - (d) Each Partner will offer information on local and national administrative and logistical processes, for example university enrolment, accommodation (cost of living, finding and renting flats), university facilities, Programme-related travel, visa information, registration with local authorities and residence permits. This information shall be provided to students in the MEMSE Handbook and individual university welcome brochures prior to the start of the edition of **the Programme** in which they are enrolled, and upon student's request by relevant services at each Partner. Information provided by **the Programme** about legal matters, such as national visa and residence permit information does not replace consultation with the competent legal authorities.
 - (e) The Student has the right to raise complaints regarding academic and administrative aspects of MEMSE by following the procedures established in the MEMSE Handbook. Complaints should be initiated at the relevant level, generally starting at a local level with the Local Administrative Coordinator at the specific Partner University concerned. Formal complaints should
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be submitted by filling in the complaints form which can be obtained from the European Administrative Coordinator. Any further legal dispute between the Consortium and the Student emerging from this agreement will be subject to the exclusive jurisdiction of the Courts of Ireland.

7. Obligations of Programme Students

The Student is obliged to:

- (a) Attend and actively participate in **the Programme** (lectures, seminars, teaching and learning events including the MEMSE Summer School, assignments, etc.)
- (b) Follow the compulsory mobility path to which the Student has been allocated
- (c) Uphold professional and academic ethics during the study cycle
- (d) Comply with the local code of conduct at any university he or she is enrolled at or organization he or she is working at
- (e) Commit no fraudulent act, in particular abstain from cheating, falsification or plagiarism of academic work including those involving artificial intelligence (AI)
- (f) Not abuse or misuse equipment and facilities, nor perform any unauthorized access or violation of departmental, school or university rules
- (g) Deliver the expected outputs (projects, assignments, publications, etc.) in accordance with **the Programme's** requirements
- (h) Achieve the expected performance results in order to be allowed to continue participating in MEMSE
- (i) Inform the Local Academic Coordinator at the university at which the Student is enrolled of any prolonged absence and justify it with official certificates whenever required. An absence of more than 28 days without justified reasons will be considered withdrawal from **the Programme**. This includes the 4th semester of **the Programme** (second semester of academic year two) until the submission of the thesis, during which the student must be present at the university of their primary supervisor, except with a justified absence communicated to and accepted by the

supervisor, the university, and the consortium.

- (j) Inform the Local Academic Coordinator as soon as possible at the university at which the Student is enrolled of any circumstances that impede the Student from taking an exam and/or other forms of course evaluation.
- (k) Adhere to the academic regulations of the partners and the consortium.

8. Insurance

The Consortium shall ensure that all students are covered by an emergency travel insurance for illness, accident, death, permanent disability, and third-party liability during the entire period of studies, as specified in the MEMSE Handbook. This insurance will be paid from Erasmus Mundus Grant awarded to MEMSE in 2022, and shall have no additional costs for the students. This insurance is valid worldwide, although only for short visits to one's home country, but does not cover all expenses (such as preventative care).

Partner Universities are 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 the present Agreement.

9. Intermission

Intermission from studies in **the Programme** will only be granted to the student in cases of grave and exceptional circumstances, and only if such intermission is allowed by study rules of the given Partner University. Periods of intermission will not normally be granted for periods longer than 2 semesters. Applications for intermission should be made in advance to the MEMSE Governing Board, and require the acceptance of the given Partner University, and the support of the master thesis supervisor or/and the Local Academic Coordinator.

10. Modification of the Student Agreement

Any alteration to the present Agreement must be agreed by the Consortium and the Student in writing. All alterations to the initial

situation of the Student must be immediately communicated by the Student to the Consortium. Upon mutual agreement of contractual modifications, the Consortium will issue addenda to the present Agreement, in accordance with the rules of each relative Partner University.

11. Termination of the Student Agreement

This Agreement may be ceased by any of the parties. Cessation must be communicated in writing to the other party, including the reasons for ceasing the contractual relationship.

Failure to comply with obligations of MEMSE Students laid down in this Student Agreement may be a reason for the Consortium to dissolve the agreement.

Termination will be communicated in writing setting out the reasons and effective from 14 days of the dated communication.

12. Handling of Student's Personal Data

Partner Universities will store the Student's personal information and documentation securely and confidentially unless informed otherwise or legally required to disclose it. MEMSE is committed to protecting Students' personal data. The Consortium's Data Policy is in line with the General Data Protection Regulation (EU) 2016/679. Additionally, all Quality Assurance data for **the Programme** are collected anonymously.

By signing this Student Agreement, the Student confirms that he/she has received the MEMSE handbook and understands his/her obligation to abide by the policies therein.

SIGNED AS AGREED BY:

The Coordinator Dr. Tofail Syed Department of Physics and Bernal Institute	The Student: Name: Place
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University of Limerick Limerick,
Ireland

Signature:

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Date:

Signature:

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