

MEMORANDUM OF AGREEMENT

for the

ERASMUS MUNDUS

Consortium

Governing the Erasmus Mundus funded

**European Master in the Psychology of Global Mobility,
Inclusion and Diversity in Society**

Background

The Consortium was formally established in 2016 to offer and manage a joint European Master degree programme in the Psychology of Global Mobility, Inclusion and Diversity in Society, under the European Commission ERASMUS + programme.

This agreement represents the terms under which the programme will be managed for the period September 2016 - 2021, resulting from the successful outcome to the Consortium's application as communicated by the Education, Audiovisual and Culture Executive Agency's (EACEA) letter dated 13th of July 2016, under the Grant Agreement No 2016-2167/001-001-EMJMD signed on the 26th of September 2016.

Parties to the Consortium Agreement

ISCTE-Instituto Universitário de Lisboa (ISCTE-IUL),

*Avenida das Forças Armadas
1649-026 Lisbon, Portugal*

hereafter referred to as **the Coordinating Institution, and a Full Partner** represented by:

Prof. Dr. Luis Antero Reto, Rector of ISCTE-IUL

And the following degree-awarding Universities:

<i>SWPS Uniwersytet Humanistyczny Społeczny (SWPS) Ul. Chodakowska 19/31 03- 815 Warsaw, Poland</i>	<i>Koç Üniversitesi (KU) Rumeli Feneri Yolu Sarıyer 34450 Istanbul, Turkey</i>	<i>University of Limerick (UL) National Technological Park, Plassey Limerick, Ireland</i>	<i>Universitetet i Oslo (UiO) Problemveien 5-7 0313 Oslo, Norway</i>
represented by:	represented by:	represented by:	represented by:
<i>Prof. Dr. Roman Cieslak, Rector</i>	<i>Prof. Dr. İrsadi Aksun Vice President for Research and Development</i>	<i>Prof. Dr. Pat Phelan Vice President Academic Registrar</i>	<i>Prof. Dr. Ole Petter Ottersen Rector</i>

Hereafter collectively referred to as **the Full Partners,**

HAVE AGREED to the following terms and conditions, including those in the annexes, which form an integral part of this Consortium Agreement.

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Article 1. Purpose and scope of the Agreement

Point 1. All Parties to this Agreement agree to cooperate fully in all aspects of the preparation, delivery and quality assurance of the Joint Master Programme **European Master in the Psychology of Global Mobility, Inclusion and Diversity in Society (Global-MINDS)** (hereafter referred to as the Programme) to provide all the necessary resources and support required to run the Programme efficiently, and to comply with the terms and conditions of specific agreements with the Education, Audiovisual and Culture Executive Agency (hereafter referred to as EACEA) in support of the Programme, as well as with the relevant European regulations, in particular:

- (a) The European Charter for Higher Education (ECHE);
- (b) The guidelines and good practices of the Erasmus + program, in particular the Erasmus+ program guide 2015, EACEA Guidelines for JMD consortium agreement and the EMJMD Project Handbook 2016;
- (c) The Global-MINDS proposal to the Call EAC/A04/2015 2016_EMJMD, submission number: 574444-EPP-1-2016-1-PT-EPPKA1-JMD-MOB;
- (d) The Grant Agreement No 2016-2167/001-001-EMJMD between EACEA, acting under powers delegated by the European Commission, and the Coordinating Institution representing the five Full Partners under powers delegated by the Full Partners by means of the respective mandates;
- (e) Other relevant national and international laws.

Point 2. All Parties to this Agreement shall commit themselves to the on-going management of the agreement, to the maintenance of the quality and standards of the award and to ensuring as positive a student experience as possible throughout. The Full Partners shall achieve these through collaborative work via the Governing Board and its sub-groups. Each Partner shall respect the decision of other partners, arrived at following due process, such as assessment, discipline etc. The terms and conditions set out in this Agreement shall apply to the Programme offered jointly by members of the Consortium.

Point 3. This Consortium Agreement specifies the rights and obligations of the Full and Associated Partners in the preparation and delivery of the Programme. In signing this agreement, all the parties respect without reservation its terms and conditions, including the financial agreements set in the document Global-Minds Consortium Partner Financial Agreements included as ANNEX 6, and note their general obligations and roles, including those relating to data protection, as outlined in the Grant Agreement which is given as ANNEX 12.

Point 4. Each Full Partner shall, by signing this agreement, confirm that it has:

- (f) The legal capacity to enter into this agreement;
- (g) The legal capacity to award joint or double degrees;
- (h) Accredited the Programme in accordance with Institution and National requirements as per institutional involvement in the Consortium, or has made all necessary arrangements to have the Programme accredited before the first student intake;
- (i) The Institution's commitment to engage in the Programme.

Point 5. This Consortium Agreement and the associated Annexes contain the entire agreement of the Full Partners. No other written or verbal agreement made on or prior to the entry into force of this Consortium Agreement will be binding for the Full Partners.

Article 2. Duration and validity of the Agreement

Point 1. Entry into force, duration and termination

- (a) An entity becomes a Full Partner to this Consortium Agreement upon signature by a duly authorized representative.
- (b) An entity or an individual becomes an Associated Partner to this Consortium Agreement upon signature of a bilateral agreement with the Consortium.
- (c) This Consortium Agreement shall have effect from the date on which it has been signed by all Full Partners until September 21st 2021 and shall continue in full force and effect until complete fulfilment of all obligations undertaken by the Parties to this Agreement under the Grant Agreement and under this Consortium Agreement. Unless otherwise agreed by the Governing Board, after this date this Consortium Agreement shall be extended automatically for the next academic year. The number of extension periods is not limited. However, this Consortium Agreement may be terminated in accordance with the terms of this Consortium Agreement and ANNEX II, Article II.16 of the Grant Agreement.
- (d) The provisions relating to liability, applicable law and settlement of disputes shall survive the expiration or termination of this Consortium Agreement as agreed in respective articles.
- (e) Termination shall not affect any rights or obligations of Full and Associated Partners leaving the Consortium incurred prior to the date of termination, unless otherwise agreed between the Governing Board and the leaving Partner. This includes the obligation to provide all input, deliverables and documents for the period of its participation.

Point 2. Amendment

This Consortium Agreement may be modified by the Governing Board by means of a written annex univocally approved by the Governing Board and signed by all Full Partners. Whenever appropriate, EACEA shall be notified of these modifications in accordance with ANNEX II, Article II.12 of the Grant Agreement.

Point 3. Admission of a new Consortium Member

While this Agreement is in force, a new Associated Partner may be admitted to the Consortium upon unanimous consent of the Governing Board and upon signature of a bilateral agreement with an authorized Consortium representative. A new Full Partner may be admitted in the Consortium only in exceptional circumstances, upon unanimous consent of the Governing Board, in accordance with ANNEX II, Article II.12 of the Grant Agreement and upon EACEA's approval.

Point 4. Withdrawal of Consortium Members

- (a) A Full Partner may only withdraw from the Consortium on request or with the consent of the Governing Board and for a good cause, that is, in case of a breach of this Agreement or any circumstances that would render the implementation of the Programme and program-related activities illegal or unethical.
- (b) An Associated Partner may withdraw thirty days after a written notice from the Associated Partner stating this intention is received by the Governing Board and the Coordinating Institution.
- (c) In case the withdrawing Full or Associated Partner is or is about to be hosting Students (commencing one month before the planned physical arrival of the student) at the time of the withdrawal notice, this Full or Associated Partner must ensure that the students are given the

possibility to complete the semester or the internship as planned, obtain the corresponding credits and, whenever applicable, the diploma issued jointly with this Partner.

Article 3. Settlement of disputes

Point 1. Any dispute arising out of or in connection with this Agreement, including any question regarding its existence, validity or termination, if not resolved by conciliation or mutual settlement between the Parties within a reasonable time, shall be submitted to arbitration. The details of the subject and circumstances of the dispute shall be communicated in writing by the Party alleging the same to the other Party/parties.

Point 2. The Governing Board shall act as first level of arbitration.

Point 3. In the event of failure to resolve the disagreement by the Governing Board, each Full Partner shall appoint a member to an Arbitration Panel from outside the subject area of the Programme. Members of the Arbitration Panel may be members of the partner institutions or appointed from outside the institutions if this is deemed appropriate. The Arbitration Panel shall appoint an independent Chair.

Point 4. The Panel so constituted shall determine its choice of law, set its own rules of procedure and adjudicate the matter submitted to it.

Point 5. The decision of the Panel shall be final, and upon it being communicated to the Parties, they shall abide by it forthwith.

Article 4. Liability

Point 1. The Consortium shall be responsible for the delivery of the Programme, as outlined in its application to EACEA and in accordance with the EACEA's general and financial regulations. In particular, all Partners shall be jointly and severally liable for ensuring compliance with the terms of the Grant Agreement, noting the implications of failing to meet the stated objectives to the satisfaction of EACEA as stipulated in Article I.9.5 of the Grant Agreement (a copy of the extract is appended to this Agreement in ANNEX 6). It shall also note the responsibility of complying with the data protection requirements as stipulated in ANNEX II, Article II.6 of the Grant Agreement.

Article 5. Promotion of the Programme

Point 1. The Full Partners commit to collaborate in active and innovative promotion of the Programme at a national, European and international level, and to use all of their existing networks to disseminate the Programme and the funding scheme as widely and as effectively as possible.

Point 2. The Governing Board shall work closely with the marketing, communication and Public Relations offices from each of the Full Partner institutions to develop a distinctive and unique brand, a Programme logo and a set of promotion tools.

Point 3. A detailed promotion plan shall be set and reviewed annually by the Governing Board.

Article 6. Obligations and responsibilities of Consortium Members

Point 1. Consortium Members are: the Coordinating Institution, Full Partners and Associated Partners. General obligations and roles of Consortium Members are stipulated in ANNEX II, Article II.1 of the Grant Agreement.

Point 2. The Coordinating Institution

The Consortium has identified ISCTE – University Institute of Lisbon as the Coordinating Institution for the scheme that has entered into an agreement, on behalf of the Consortium, with EACEA.

- (a) The Coordinating Institution shall be responsible for (1) all formal contacts with EACEA, including the signature of the contract on behalf of the Consortium and the submission of the reports required under the terms of the contract with the EACEA, (2) managing the administrative, legal and financial aspects of the Consortium on the basis of the terms of this Agreement and the contract with EACEA, and (3) ensuring that all the necessary arrangements and resources are available for the effective delivery and management of the Programme. The Coordinating institution has the primary legal responsibility towards EACEA for the proper execution of this agreement.
- (b) The Coordinating Institution shall be responsible for (4) maintaining, during the term of this Agreement and for a period of five years after its termination or expiry, full records of the Programme, including details of the students, their academic progress, awards achieved and such other information as necessary.
- (c) The Coordinating Institution shall be responsible for (5) coordinating the issuing of transcripts and/or Diploma Supplements.
- (d) The Coordinating Institution shall ensure that each of the Full Partners (6) is fully debriefed about any formal contacts with EACEA, (7) receives in draft all formal reports for EACEA with a minimum of five days for reply.

Point 3. Full Partners

- (a) Full Partners are Higher Education Institutions that have an instrumental role in the implementation of the Programme and actively participate in the coordination, delivery and management of the Programme.
- (b) Full Partners shall be responsible for (1) ensuring full support from their University, including all the resources, academic/administrative staff and facilities necessary to effectively deliver and manage the Programme at a local level, in particular for hosting Global-MINDS students (at least 15 per intake in the first semester and at least 10 per intake in the second semester), delivering transcripts and diplomas; (2) ensuring prompt communication with the Coordinating Institution, in particular in relation to any change of circumstances or difficulties in the execution of this agreement, (3) ensuring the reliability of all information communicated to the Coordinating University, in particular in relation to all financial matters, (4) ensuring the availability of all relevant documentation related to the delivery and management of the Programme at a local level, and (5) supplying this documentation in a timely manner and no later than ten workdays after any formal request, unless otherwise agreed.

Point 4. Associated Partners

- (a) Associated Partners are (1) Higher Education Institutions or individual scholars (Academic Associated Partners), or (2) other organizations (companies, non-governmental organizations, national or international administration bodies; Organizational Associated Partners), that contribute to the divulgation, delivery, monitoring, evaluation and/or sustainable development of the Programme.
- (b) Associated Partners collaborate with the Consortium on an ad-hoc basis and are not entitled to benefit directly from the grant.
- (c) Forms of collaboration between Associated Partners and the Consortium shall be specified in separate bilateral protocols.
- (d) Each Associated Partner shall sign a bilateral protocol with the Full Partner(s) they will collaborate with. These bilateral protocols shall be previously approved by the Governing Board.

Article 7. Programme management

Point 1. Consortium Coordinators

Global-MINDS shall be coordinated by:

- (a) The European Consortium Coordinator, who shall be responsible for the overall management of the Programme at a central level;
- (b) The European Administrative Coordinator, who shall be responsible for the administrative management of the Programme at a central level, in particular for the financial management. This role shall be remunerated and financed from the Consortium budget;
- (c) Local Academic Coordinators and Local Administrative Coordinators, who shall be responsible for the local management of the Programme at their Partner institution.

Consortium Coordinators shall be supported by:

- (d) The Technical Secretariat consisting of the Main Administration Office at the Coordinating Institution and of the Local Administrative Coordinators;
- (e) Local Corporate Relations Officers at each Full Partner institution;
- (f) Local International Relations Offices at each Full Partner institution.

Point 2. Governing Board

The Consortium shall establish a joint Governing Board which shall be the ultimate decision-making body of the Consortium, supervise the delivery of the Programme and be responsible for strategic management of the Programme, including strategic direction, funding, scientific contents and technical aspects. It is recognized that the Governing Board shall act in an advisory capacity when reporting to the degree awarding universities/bodies on issues such as standards etc. It shall, however, monitor Partner Institutions' compliance with this Agreement and the associated Annexes.

The Governing Board shall:

At the academic level:

- (a) Define Consortium policies, make strategic long-term decisions on the program of study, define the Programme structure and ensure the consistency of mobility paths;
- (b) Monitor any changes in Partner Institutions' educational offer and validate syllabuses of new courses to be included in the Programme;

- (c) Be in charge of the selection and admission of Programme students and guest lecturers, validating their mobility projects;
- (d) Monitor the achievement of the Programme's learning objectives;
- (e) Resolve disputes between Consortium Members and Programme students.

At the administrative level:

- (f) Oversee all aspects of delivery of the Programme;
- (g) Monitor progress against targets and define clear effectiveness and efficiency criteria;
- (h) Monitor the implementation of its own decisions;
- (i) Ensure equal division of labour across the Consortium;
- (j) Establish and evaluate models and procedures of funding from the Consortium budget, budget transfers and other financial arrangements relevant to the Programme;
- (k) Receive, discuss and vote on recommendations of the Quality Assurance Board, in particular the Quality Assurance Policy;
- (l) Receive, discuss and approve the annual financial report and other reports required under the terms of contract with EACEA;
- (m) Receive, discuss and vote on the annual Consortium budget plan;
- (n) Monitor budget management, namely tuition fees, EMJMD scholarships and the coverage of Consortium Members' costs;
- (o) Propose means to ensure the long term sustainability of the Programme;
- (p) Review, on an annual basis, Consortium policies set in this Consortium Agreement and the associated Annexes, propose and vote on amendments (as needed);
- (q) Discuss and vote on the admission of new Associated Partners to the Consortium;
- (r) Act as first level of arbitration in case of disputes between Consortium Members.

Point 3. Quality Assurance Board

The Consortium shall establish a joint Quality Assurance Board which shall be responsible for monitoring the quality of the Programme, designing and implementing quality enhancement policies.

Point 4. International Advisory Panel

The Consortium shall establish a joint International Advisory Panel which shall provide independent advice and guidance to the Governing Board and to the Quality Assurance Board. It shall make recommendations on crucial technical choices taking into consideration the international context, on the distribution of resources to comply with priorities, and on activity planning.

Point 5. The detailed management structure of the Consortium, including the structure of the Governing Bodies, as well as the tasks and responsibilities of Consortium Coordinators and of the Governing Bodies, is stipulated in the Global-MINDS Consortium Structure and Organization Description, included as ANNEX 1. The organigram of the Consortium, as well as contact details of Consortium Coordinators, are provided in ANNEX 14.

Article 8. Description of the Programme

Point 1. Structure and objectives of the Programme

- (a) Global-MINDS is a comprehensive 2-year (4 semesters, 120 ECTS) full-time Master program. It combines the specific expertise and specializations offered by the national Masters of five Partner Universities that form the Consortium:
- ISCTE-IUL (Lisbon, Portugal): two-year MSc in Psychology of Intercultural Relations;
 - UiO (University of Oslo, Norway): two-year MPhil in Psychology with specialization in Health Development and Society;
 - SWPS (University of Social Sciences and Humanities, Warsaw, Poland): two-year MA in Psychology with specialization in the Psychology of Global Mobility, Inclusion and Diversity in Society;
 - KU (Koç University, Istanbul, Turkey): two-year MA in Psychology with a specialization in Social and Organizational Psychology.
 - UL (University of Limerick; Ireland): one-year MSc in Psychological Science with a specialization in Applied & Social Psychology.
- (b) Global-MINDS focuses on insights from social and cultural psychology as applied to contemporary societal issues of diversity, tolerance and integration.
- (c) Global-MINDS students shall learn about basic and applied issues in Social and Cultural Psychology and shall gain work experience in this area through internships in the public and/or private sectors. They shall also receive rigorous training in regard to research methods and statistical analyses and complete their Master degree with a thesis project.

Point 2. Student Mobility

The Programme curriculum includes two compulsory mobilities and one or two optional mobilities. A mobility is defined as studying a full semester and obtaining at least 30 ECTS at a University different than in the previous semester. The mobility scheme is specified in Global-MINDS Programme, Grading and Graduation Specifications included as ANNEX 2.

Point 3. Examinations and Grading

- (a) The ECTS system of grading is used. All national marks obtained by Programme students for courses completed at each Full Partner institution will be converted to the ECTS scale according to the Global-MINDS Consortium Student Grade Conversion Table included as ANNEX 7;
- (b) For each course, the examination criteria of the host institution where the course is taken apply. Examination results are fully mutually recognized by all Consortium Members.

Point 4. Internship and Master Thesis

To graduate from Global-MINDS, each student shall complete an internship, as well as submit a master thesis. The detailed requirements in regard to the internship and the master thesis are specified in the document Global-MINDS Programme, Grading and Graduation Specifications included as ANNEX 2.

Point 5. Degree awarding and degree certificates

The Consortium is committed to the awarding of a Joint Master Degree in all the partner institutions in accordance with the appropriate legislation in each of the partner countries, that is:

- (a) Ireland: Universities Act 1997 and Qualifications and Quality Assurance (Education and Training) Act 2012;

- (b) Norway: Lov om universiteter og høyskoler (universitets- og høyskoleloven) from April 1, 2005, last changed June 17, 2016 and Forskrift om krav til mastergrad from Dec 1 2005, last changed January 3, 2017;
- (c) Poland: Law on Higher Education of 27 July 2005 and respective bylaws;
- (d) Portugal: Chapter VI (articles 41-43) of Decree-Law n° 74/2006, of 24 March 2006, changed partially by Decree-Law n° 107/2008; Decree-Law n° 230/2009; Decree-Law n° 115/2013;
- (e) Turkey: Regulation on Establishing Joint Educational Programmes between Turkish HEIs and HEIs abroad (OJ number: 29849 / 06.10.2016, reference: 75850160-105.01.01.01-62196).

The Joint Master Degree shall be issued jointly by all institutions where the student has successfully passed a minimum of 30 ECTS and, if formally required, to which one of the student's master thesis supervisors is affiliated.

Article 9. Global-MINDS students

Point 1. The Full Partners are committed to provide support for Global-MINDS students in preparation for their stay at their institutions, obtaining visas, finding suitable accommodation, induction, orientation, and language support including local language courses. The forms of support provided to students are specified in the document Student Support Activities included as ANNEX 5. Moreover, Global-MINDS students shall be entitled to access all the services offered by the Full Partners to their regular students, with identical access conditions.

Point 2. The rights and obligations of Global-MINDS students are specified in the Global-MINDS Model Student Agreement given as ANNEX 8. The Student Agreement must be signed by each student prior to enrolment in the Programme.

Point 3. The rights and obligations of Global-MINDS students who have been granted an EMJMD scholarship are specified in Global-MINDS Model Scholarship Contract included as ANNEX 9. The Scholarship Contract must be signed by each student receiving a scholarship prior to their enrolment in the Programme.

Point 4. Insurance

The Coordinating Institution will be responsible for securing, in consultation with the Partners, the most appropriate insurance coverage for Global-MINDS students under the terms of this Agreement and as a charge on the funding provided under the contract with EACEA.

Point 5. Student selection, admission and enrolment

In order to become a Global-MINDS student, the candidate must comply with the minimum requirements with regard to administrative prerequisites, academic prerequisites and language prerequisites, successfully pass the selection procedure and enrol in the Programme. The minimum requirements, selection, admission and registration procedures are specified in the document Student Selection, Admission and Enrolment included as ANNEX 3.

Article 10. Guest lecturers and invited scholars

The Consortium shall select and invite high profile experts in fields of relevance to the Programme to act as invited scholars or guest lecturers for the Programme. Roles of invited scholars and guest lecturers, selection procedures, modes of collaboration and financial conditions are specified in the document Global-MINDS Guest Lecturers and Invited Scholars given as ANNEX 4.

Article 11. Budget of the Consortium

Point 1. Income and costs

1.1. The Consortium's financial income consists of:

- (a) Funding from EACEA through the EMJMD Grant. The Grant is paid to the Coordinating Institution and includes: (1) a lump sum of 170 000 EUR to cover costs of consortium management, engaging invited scholars and guest lecturers. This component shall be redistributed among Full Partners by the Coordinating Institution; and (2) unit costs to cover the participation costs and other expenses of Programme students who receive a scholarship. This component shall be redistributed by the Coordinating Institution directly to Scholarship receiving Programme students;
- (b) Tuition fees paid by Global-MINDS students without scholarships;
- (c) Other potential sources of additional funding from public or private organizations, in particular funding for additional scholarships for Programme students.

1.2. The Coordinating Institution is the sole recipient of the EMJMD Grant and bears the primary responsibility for management of the Consortium budget and redistribution of the Grant among Consortium Members and Global-MINDS Students as specified in the document Global-MINDS Consortium Partner Financial Agreements included as ANNEX 6.

1.3. Predicted costs of delivering the Global-MINDS programme, as well as the costs incurred during the preparatory year, are specified in the document Multiannual Budget given as ANNEX 10. These costs shall be reviewed and amended by the Governing Board on an annual basis by means of the annual budget plan.

Point 2. Participation costs

2.1. A unique tuition fee shall be paid by all Global-MINDS students to cover their participation costs. The Governing Board shall approve the participation costs to be charged to students on an annual basis respecting the national practice and legislation of each partner and the guidelines of the EACEA.

2.2. The participation costs shall be quoted in Euros.

2.3. The participation costs shall be collected in accordance with the policy adopted by the Governing Board (see ANNEX 6).

2.4. The participation costs shall be distributed to Partner Institutions on the basis of student enrolments, and in accordance with a formula to be approved annually, as per Global-MINDS Consortium Partner Financial Agreements given in ANNEX 6.

Article 12. Confidentiality and intellectual property

Point 1. Intellectual Property

The ownership and/or control of intellectual property used or generated in connection with the Programme shall apply as follows:

- (a) If generated by the student, subject to the rules of the institution where the student was registered at the time the intellectual property was created;
- (b) If generated by staff, subject to the rules of the employing institution;
- (c) If generated jointly between students and/or staff of two institutions, the institutions shall agree which of them shall manage the intellectual property and for this purpose shall ensure that full assignments of the intellectual property are obtained.

Point 2. Confidentiality

2.1. No party to this Agreement shall divulge to any person (other than those whose province it is to know it or with proper authority) or use for any purpose, any confidential information or any financial information relating to the other which it acquires as a result of entering into this Agreement and shall endeavour to prevent its employees from doing anything which would be a breach of this clause. This restriction shall continue to apply for ten years after the expiration or termination of this Agreement but shall cease to apply to secrets or information which come into the public domain through no fault of the party concerned.

2.2. No party to this Agreement shall divulge to any person (other than those whose province it is to know it, or with proper authority or as required to do so by law) any confidential student data.

2.3. The institutions shall each individually confirm that strict confidentiality will be observed in all communications relating to portable or potentially commercially valuable intellectual property created within the Programme.

SIGNED AS AGREED BY:

The Coordinating Institution:

Prof. Dr. Luís Antero Reto
Rector

ISCTE - Instituto Universitário de Lisboa (ISCTE-IUL)

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Place: Lisbon, Portugal

Date: 12/07/2017

Full Partners:

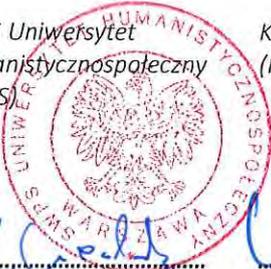
Prof. Dr. Roman Cieslak
Rector

Prof. Dr. Irsadi Aksun
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Prof. Dr. Pat Phelan
Vice President
Academic Registrar

Prof. Dr. Ole Petter Ottersen
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SWPS Uniwersytet
Humanistyczny Społeczny
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Koç Üniversitesi
(KU)

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University of Limerick
(UL)

University of Limerick
Vice President Academic
& Registrar

.....


Universitetet i Oslo
(UiO)

.....


Place: Warsaw, Poland

Place: Istanbul, Turkey

Place: Limerick, Ireland

Place: Oslo, Norway

Date: 4.07.2017

Date: 20.07.2017

Date: 3/8/17

Date: 18/8/17

ANNEX 1: GLOBAL-MINDS CONSORTIUM STRUCTURE AND ORGANIZATION DESCRIPTION

I. Global-MINDS Coordinators

1. European Consortium Coordinator

The Coordinating Institution shall nominate a European Consortium Coordinator.

The European Consortium Coordinator shall be responsible for managing the Programme at a central level and for ensuring that all the responsibilities and obligations of the Coordinating Institution toward EACEA and the Full Partners are fulfilled.

The European Consortium Coordinator shall prepare, together with Local Academic Coordinators and the European Administrative Coordinator, the reports required under the terms of the contract with EACEA, and shall submit them for voting to the Governing Board.

The European Consortium Coordinator shall nominate a Vice-European Consortium Coordinator.

2. European Administrative Coordinator

To ensure effective management of the Programme, Consortium Members agree to finance, from the Consortium budget managed by the Coordinating Institution, a full time position of European Administrative Coordinator.

The European Administrative Coordinator shall be recruited by the Coordinating Institution and based in its facilities, and shall work in close collaboration with the European Consortium Coordinator and the Local Administrative Coordinators. The European Administrative Coordinator shall be responsible for: (1) the overall coordination and management of the administrative and financial aspects of the Programme; (2) supporting and supervising development-related projects in the areas of marketing, Programme divulgation and collaboration with organizational Associated Partners, (3) coordination and facilitation of the delivery of administrative services to Programme students, keeping and updating the general student monitoring database, (4) delivering the annual financial report and the annual Consortium budget proposal, and (5) supporting the delivery of any progress reports required under the terms of contract with EACEA.

3. Local Coordinators

Each of the Full Partners shall nominate a Local Academic Coordinator and a Local Administrative Coordinator. Each Full Partner shall ensure that both their Local Coordinators have sufficient and dedicated time and resources to contribute to the best of their abilities to the effective delivery of the Programme.

Local Academic Coordinators shall be members of each Full Partner's academic staff who represent their University in the Consortium. They shall be responsible for the implementation and management of the Programme at the local level. Local Academic Coordinators shall be supported by Local Administrative Coordinators and shall appoint Vice Local Academic Coordinators.

Local Administrative Coordinators shall be members of each Full Partner's staff and shall be responsible for the management of administrative matters at the local level. They shall be the primary contact points for Programme students for all administrative matters and student affairs.

4. The Technical Secretariat

The Technical Secretariat shall consist of the Main Administration Office at the Coordinating Institution and of the Local Administrative Coordinators. The Technical Secretariat shall provide administration support by dealing with all administrative questions and shall be in charge of practical issues related to students' studies and mobility.

5. Chair of the Quality Assurance Board

To ensure effective management of the Programme, Consortium Members agree to finance, from the Consortium budget managed by the Coordinating Institution, ad-hoc compensation for the Chair of the Quality Assurance Board.

The Chair of the Quality Assurance Board shall be nominated by the Governing Board and compensated for short-term assignments.

6. Local Corporate Relations Officers

Each Full Partner is encouraged to collaborate with Local Corporate Relations Officers. Their role may consist of: (1) monitoring and developing corporate relations within and beyond the Consortium, (2) ensuring the best possible adequacy between the learning outcomes of the Programme and the needs of potential employers; (3) designing and implementing mechanisms of collaboration with organizational partners with the view of sustaining the Programme financially beyond the duration of the contract with EACEA.

7. Contractual Arrangements

Each Consortium Member shall bear the sole responsibility for ensuring that the contractual arrangements between the recruited persons and their University are in accordance with national laws and relevant collective labour agreements.

II. Global-MINDS Governing Bodies

1. GOVERNING BOARD

Members of the Governing Board

The Governing Board shall be composed of permanent members and ad-hoc members.

Permanent members shall be:

- The European Consortium Coordinator (Chair of the Governing Board);

- Local Academic Coordinators from all five universities;
- The European Administrative Coordinator.

Ad-hoc members may be invited by the Chair of Governing Board. They may include:

- One or more Local Administrative Coordinators;
- One or more Local Academic Vice-Coordinators
- One or more representatives of Associated Partners;
- Members of any Partner Institution’s academic and/or administrative staff directly involved in the Programme, as appropriate.

Consortium Members shall use all reasonable endeavours to maintain the continuity of representation. In exceptional cases, Consortium Members have the right to replace their representative and/or to appoint a substitution. The new representative must obtain unanimous approval from the Governing Board.

Meetings of the Governing Board

The Governing Board shall meet at least twice per academic year, including at least one physical meeting. Meetings may be hosted in rotation by the Full Partners in their facilities.

Extraordinary virtual meetings may be held at any time upon request of any permanent member of the Governing Board and upon approval of the Chair of the Governing Board.

Minutes from each meeting of the Governing Board shall be sent to all permanent members and shall be considered as tacitly approved if none of the permanent members objects in writing (i.e., by email to the Chair of the Governing Board) within 15 calendar days after receipt.

Voting

Each permanent member of the Governing Board present or represented at the meeting shall have one vote.

The Governing Board shall not deliberate and decide validly unless a quorum of 70% of its members are present or represented.

Decisions shall be taken by a two-thirds majority of the votes of the members present or represented.

2. QUALITY ASSURANCE BOARD

Mission of the Quality Assurance Board

The Quality Assurance Board shall:

- (a) Design and amend the Quality Assurance Policy of the Consortium, ensuring that it remains in accordance with the Erasmus Mundus Quality Assessment (EMQA) throughout all dimensions of the Programme (teaching methodologies, learning methodologies, training methodologies, learning outcomes evaluation, etc.);

- (b) Divulge and monitor the implementation of the Quality Assurance Policy approved by the Governing Board;
- (c) Be in charge of conducting the annual quality monitoring review conducted on the basis of specific performance indicators and feedback from academic staff and Programme students, and preparing a formal report from this review;
- (d) Monitor the implementation of the agreed Quality Assurance tasks and evaluate their outputs;
- (e) Monitor the quality of learning and teaching activities, formal, non-formal and informal learning outcomes, teaching coordination between semesters and between partners, and propose improvement plans;
- (f) Monitor the quality of the overall academic coordination, board-level coordination, Full Partners' integration and engagement, and propose improvement plans;
- (g) Monitor the adequacy between the learning outcomes of the Programme and the needs of potential employers, including the assessment of any relevant changes in the curriculum;
- (h) Ensure that all stakeholders (students, teaching staff, administrative staff, etc.) are engaged in a participatory way in implementing the Quality Assurance Policy;
- (i) Track the academic and professional achievements of Programme students.

Moreover, the Quality Assurance Board will define:

- (j) The indicators for the continuous internal monitoring and the annual quality monitoring review, including the design of quality monitoring questionnaires to be administered to students and academic staff, student focus groups and other methods of quality evaluation;
- (k) The indicators and procedures for the evaluation and monitoring of learning outcomes.

Members of the Quality Assurance Board

The Quality Assurance Board shall consist of permanent members nominated by the Governing Board and of invited ad-hoc members.

Permanent members are:

- Chair of the Quality Assurance Board, an external expert not affiliated to any of the Full Partners;
- Two Vice-Chairs of the Quality Assurance Board (Local Academic Coordinators);
- Two student delegates from each starting university, elected by their peers.

Ad-hoc members may be invited by the Chair or a Vice-Chair of the Quality Assurance Board and may include:

- Other Local Academic Coordinators;
- Local Academic Vice-Coordinators;
- Members of any Partner Institution's academic and/or administrative staff directly involved in the Programme;
- Representatives of academic and industrial Associated Partners.

Meetings of the Quality Assurance Board

The Quality Assurance Board shall meet at least twice per academic year, with at least one physical meeting. Physical meetings of the Quality Assurance Board shall be held immediately before physical meetings of the Governing Board and hosted by the same Full Partner.

Extraordinary virtual meetings may be held at any time at the request of the Chair or a Vice-Chair of the Quality Assurance Board.

Minutes of the Quality Assurance Board meetings shall be sent to all permanent members of the Governing Board and the Quality Assurance Board and discussed at the next meeting of the Governing Board.

Voting

Each permanent member of the Quality Assurance Board present or represented in the meeting shall have one vote.

The Quality Assurance Board shall not deliberate and decide validly unless a quorum of 70% of its members are present or represented.

Decisions shall be taken by a two-thirds majority of the votes of the members present or represented.

3. INTERNATIONAL ADVISORY PANEL

Members of the International Advisory Panel

The International Advisory Panel shall consist of international experts nominated by the Governing Board and shall be chaired by a Chair appointed by the Governing Board.

All members of the International Advisory Panel shall be required to sign a confidentiality agreement.

Meetings of the International Advisory Panel

The International Advisory Panel shall meet at least twice during the EU funding period. The physical meetings shall comprise of at least three members, including the Chair of the Quality Assurance Board. An extraordinary meeting can be held at any time.

After each meeting, the Chair of the International Advisory Panel shall provide the Governing Board with a formal report including an evaluation of the current state of the Programme and recommendations.

Voting

Each member of the International Advisory Panel present or represented in the meeting shall have one vote.

The International Advisory Panel shall not deliberate and decide validly unless a quorum of at least 70% of its members are present or represented.

Decisions shall be taken by a simple majority, that is, more than half of the votes.

ANNEX 2: GLOBAL-MINDS PROGRAM, GRADING AND GRADUATION SPECIFICATIONS

1. Student Mobility

1.1. Compulsory mobilities

The Programme curriculum includes two compulsory mobilities and one or two optional mobilities. The compulsory mobilities must take place in the first two semesters of the Programme. Students will follow one of the following compulsory mobility paths:

PATH A. Diversity & Inclusion: Semester 1: ISCTE-IUL (Lisbon, Portugal); Semester 2: University of Limerick (Limerick, Ireland)

PATH B. Global Mobility & Acculturation:

B1: Semester 1: ISCTE-IUL (Lisbon, Portugal); Semester 2: UiO (Oslo, Norway)

B2: Semester 1: SWPS (Warsaw, Poland); Semester 2: UiO (Oslo, Norway)

PATH C. Culture & Organizations: Semester 1: SWPS (Warsaw, Poland); Semester 2: KU (Istanbul, Turkey)

Each compulsory mobility path shall have its own curriculum composed of compulsory advanced courses in general fields of social psychology and cultural psychology and research methods and statistics, and optional courses in accordance with the focus of each path. The curricula shall specify targeted learning outcomes for each path in alignment with teaching and assessment methods used.

The list of compulsory and optional courses within each compulsory mobility path for each academic year shall be published on the Programme's website during the application period, subject to change as required. Students' preferred mobility path, including a rank-ordering of all four options, must be declared at the application stage.

The allocation of students to mobility paths will be decided by the Governing Board based on students' preferences and on their position in the absolute ranking of candidates as specified in Article 14, Point 5, and in a manner to ensure an approximately equal distribution of students across all Full Partner Universities (at least 15 per intake in the first semester and at least 10 per intake in the second semester).

Only in exceptional cases to be decided by a two-thirds majority of the Governing Board may a student, upon his/her request, be reallocated to another mobility path.

1.2. Optional mobility

All students shall be encouraged to perform an optional mobility. The optional mobility may take place after the second semester, after the third semester or after both the second and the third semesters. It may be motivated by the student's specific research interests which require the co-supervision of the student's master thesis, or a specific interest concerning internship opportunities, provided by the institution the student is moving to.

Students who wish to stay at their second university are exempted from the optional mobility.

Students who have opted for an optional mobility may choose to:

- (a) Enrol at their starting university;
- (b) Enrol at any other Full Partner university of their choice within the capacity of this university.

3.3. Students who opt for an optional mobility shall submit a written proposal detailing their optional mobility path for approval to the European Consortium Coordinator and the Local Academic Coordinator from the destination university.

2. Global-MINDS joint events: Summer School and Virtual Seminars

In order to bring together Global-MINDS student groups from the different universities, and to build the sense of community among them, the following joint events will be organized:

2.1. Global-MINDS Summer School

The Global-MINDS Summer School constitutes an integral part of Global-MINDS curriculum. It shall be held after the second semester, have the duration of two weeks and consist of activities led by renowned experts in the field (invited scholars/guest lecturers). The participation in the Summer School shall be compulsory for all Global-MINDS students and it will be included in the participation costs.

Students who, for a good reason, are unable to participate in the Summer School after the second semester must notify the Local Academic Coordinator as soon as possible. These students shall participate in the Summer School in the following year.

2.2. Virtual Seminars

Virtual Seminars will be organized weekly throughout the programme. Semester 1: an introduction into the professional relevance of competencies and skills taught in the Global-MINDS programme and introduction to the research areas of the Global-MINDS faculty; Semester 2: possible career outlets for Global-MINDS students and continued introduction to the research areas of the Global-MINDS faculty; Semester 3: Master thesis preparation and internship experience exchange; Semester 4: Master thesis preparation and internship experience exchange.

3. Grading and Graduation Requirements

3.1. Transcripts of records

At the end of each semester, each Full Partner shall issue transcripts of records for all Programme students hosted at their University. The Local Administrative Coordinators will send the transcripts to (1) the Local Administrative Coordinators of the institution to which the student moves in the following semester (if applicable), and (2) to the European Administrative Coordinator to be recorded in the general student monitoring database.

The Coordinating Institution will issue a transcript for all students at the end of each of the two years of the programme.

3.2. Master thesis

The Master thesis project will be subjected to approval from the Governing Board and relevant committees at the respective Full Partner Universities regarding its feasibility, ethical aspects and concordance with the

objectives and learning outcomes of the Global-MINDS Master Programme. The thesis will be jointly supervised by two or more academics from two different Full Partner Universities, with at least one supervisor from an institution in which the Student has studied as part of their compulsory mobility, and the second/third supervisor from other degree-awarding Full Partner Universities. The first supervisor will be chosen by the student, while the second supervisor will be allocated from one of the other Full Partner Universities based on their expertise in the chosen topic and, whenever applicable, formal requirements at a specific university.

3.3. Internship

Each Global-MINDS student shall complete an internship. The internship shall be supervised by a psychologist employed at the organization where the internship takes place, and have a duration of at least 3 months.

Prior to the internship, Global-MINDS students shall submit a brief internship plan specifying their tasks and responsibilities in conjunction with their internship supervisor to the Local Academic Coordinator. After having completed the internship, Global-MINDS students will write a short report on their internship experience, work tasks, and learning outcomes. The internship supervisor shall fill in a brief form about the intern's performance and contribution. These documents will be evaluated by the Local Academic coordinating team as part of the Quality Assurance.

Global-MINDS students will participate in a virtual internship seminar and discuss their work experiences in order to maximize knowledge exchange about possible career outlets for Global-MINDS students. Associated partners, guest lecturers or invited scholars may participate in these seminars as experts in the field who provide additional advice and guidance.

3.4. Final examination

Admission to the oral master thesis examination requires that all courses have been passed, the internship has been completed and that the master thesis has been declared acceptable for a defence by all supervisors.

The Joint Master Degree shall be awarded by the examination committee convened by both supervisors of the specific Master thesis and composed of the representatives of all degree-awarding institutions, including, as possible in accordance with the regulations of the participating Full Partners, a supervisor of the thesis, a reader or two co-readers, and a tenure track faculty member. The oral master thesis examination will have the approximate duration of 45 minutes and will include the presentation of the master thesis by the student and questions delivered by the readers, with the opportunity for answers given by the student. A record shall be kept including all relevant information.

The examination committee will evaluate the Master thesis and attribute a grade. In order to promote consistency in the grading, a standard marking template will be devised. The decision of the examination committee shall enter into force once approved by the Governing Board.

Students shall be entitled to repeat the final master examination only in case of a failure. The dates for repeating the final examination shall be between 3 and 12 months after the failed examination.

The degree shall not be awarded to students unless they have: (1) gathered 120 ECTS within the Programme, (2) completed the four semesters of the Programme, (3) performed the compulsory mobility, (4) completed the internship, and (5) successfully passed the thesis defence.

Joint degree certificates will respect a common template and shall be printed by one of the degree-awarding Full Partners and shipped to the relevant Full Partners for signature. All certificates will include the logo of the EU funding scheme [Erasmus+], of the Programme and of the five Full Partners.

The degree awarding institutions will issue a diploma supplement based on the transcripts issued by the Coordinating Institution as per point 3.1., which will conform to the full requirements of the authorized European Diploma Supplement.

3.5. Resits

In the case of failure on one exam, a provisional validation of the corresponding mobility may be granted. The final validation shall be conditional upon retaking and successfully passing the exam in the following year, which may require the student to re-enrol at the university offering this course and retake the entire course. This procedure shall not be applied for students enrolled at the last intake of the Programme.

ANNEX 3: STUDENT SELECTION, ADMISSION AND ENROLMENT

1. Student eligibility criteria

1.1. Minimum requirements

In order for a student application for the Programme to be taken into consideration, the candidate must comply with the minimum requirements with regard to administrative prerequisites, academic prerequisites and language prerequisites.

Administrative prerequisites are:

- (a) Compliance with the application calendar and deadlines;
- (b) Submission of a complete set of required application documents in English language versions (certified English translation if required).

Academic prerequisites are:

- (c) Completed Bachelor of Science in psychology or another degree in psychology recognized by the EU as a 1st or 2nd cycle degree equivalent to at least 180 ECTS. This prerequisite must be fulfilled at the time of administrative enrolment. Applications from Students in the last year of Bachelor or equivalent study programmes will be accepted conditionally.

Language prerequisites are:

- (d) Proficiency in written and spoken English at a B2 level of the Common European Framework of Reference for Languages (CECR) duly confirmed by language certificates specified in the Call for Applications as per Point 2 of this Annex.

1. 2. Self-financed students

- (a) Applicants not awarded an EMJMD scholarship grant may be admitted in the Programme as self-financed students on the condition that they Comply with visa requirements in the countries they intend to sojourn in;
- (b) Pay the full tuition fee for the whole duration of the programme at enrolment.

A budget simulation will be available on the Programme website to allow applicants to assess their financial ability to enrol as self-financed students prior to application.

2. Student selection and admission

Student application, eligibility, selection, admission and scholarship attribution shall be based on joint criteria and procedures identical for the five Full Partners.

Call for Applications

- (a) The Call for Applications will be launched and disseminated prior to every intake at least three months before the application deadline specified by this Call.
- (b) This call will clearly state the application deadline.

- (c) All the relevant and updated information on the Programme, in particular the tuition fees, application procedures, required documentation and Programme curriculum description must be published on the Programme website.

Application process

- (d) The application process will be entirely online.
- (e) No application will be accepted in any other form.
- (f) A unique application fee of 30 EUR shall be charged at application. This fee shall be reimbursed to all accepted students who enrol for the Programme.
- (g) Non-submitted applications, incomplete applications and applications received after the application deadline will not be taken into consideration.
- (h) All completed applications will be recorded and archived to ensure full transparency of the selection process.

Required documentation

Required documentation must be uploaded as digital copies and in English language versions. The required documents are:

- (i) A completed application form.
- (j) Curriculum Vitae (preferred format: Europass);
- (k) A cover letter (max. 1000 words) demonstrating the consistency between the Programme's objectives and the applicant's motivation, academic/professional background and professional project.
- (l) A scan of passport (a scan of the national ID will be accepted conditionally if the applicant does not have a passport at the time of application);
- (m) A proof of residence (residence certificate or a certificate from the applicant's workplace, study institution or training institution; certified translation to English);
- (n) A scan of an official 1st cycle degree diploma or other eligible diploma in psychology along with an official supplement listing courses taken and the respective grades (certified translation to English). In case of degrees other than the Bachelor or integrated Master degree, a statement of comparability issued by ENIC-NARIC is required. If the applicant has not completed the 1st cycle degree at the time of application, she/he must send available transcripts, proof of current enrolment, and a declaration of the end date;
- (o) At least two recommendation letters specifying the contact details of the referees. If preferred, the referees may send these letters directly to the European Consortium Coordinator;
- (p) Certificates of English language proficiency, at least B2 level of the CEFR. The list of accepted certificates will be published along with the Call for applications. Certificate requirement is waived for students who have proof of at least one year of secondary or university level study in an English language school.
- (q) If applicable, any academic publications of which applicant is the first author or a co-author. In case of publications in languages other than English, an English translation of the abstract should be provided;
- (r) A proof of payment of the application fee.

Privacy policy

Applicants' personal information will be collected and used in accordance with the Regulation (EC) N° 45/2001 of the European Parliament and of the Council from December 18, 2000 on the protection of individuals with regard to the processing of personal data by the Community institutions and bodies and on the free movement of such data (OJ L8 of 12.1.2001, p. 1).

Application support

In order to support the applicants during the application process, two features will be made available on the Programme website:

- (a) A Frequently Asked Questions page covering the application process and the functioning of the application platform;
- (b) Dedicated contact forms for technical support (ensured by the Full Partner responsible for the application process), administrative matters and content-related questions (ensured by the Coordinating Institution). Every request must be answered within 3 business days.

3. Selection and admission procedures

The selection and admission process will consist of three phases: eligibility check, preselection and interview.

3.1. Eligibility check

- (a) Eligibility check will be performed by the European Administrative Coordinator during and immediately after the closure of the Call for Applications. At this stage, the fulfilment of the minimum requirements specified in Point 1 will be verified.
- (b) Candidates whose applications fail to meet any of the above requirements will be considered ineligible and excluded.
- (c) The Coordinating Institution will notify ineligible participants about the reasons of their exclusion and the appeal procedure not later than one month after the closure of the call.

3.2. Preselection

Each eligible application will be evaluated on a 100-point scale by two Local Academic Coordinators or Vice-Academic Coordinators from two different Full Partner Institutions. Any evaluator shall report potential conflict of interest prior to the evaluation. The following joint selection criteria will be applied:

- (a) Academic achievement and potential (adequacy of the academic background, grades and distinctions, participation in research projects, scientific conferences, publications, elevated English language proficiency; 1 to 40)
- (b) Overall quality of the CV and academic and/or other experience (other academic competences, professional and/or volunteering experience in the area of psychology or related, international experience; 1 to 30)
- (c) The quality of the cover letter (motivation, adequacy of the professional project) (1 to 20)
- (d) Recommendation letters (1 to 10)

Evaluators will be required to comment on all four criteria using the Application Assessment Form included below.

Application Evaluation – Phase 1

Applicant Number	
Applicant Name	

Criteria	Score	Comments
Academic Achievement and potential (grades and distinctions; up to 40 points)		

CV Quality: Academic and Other Experience (research experience, international/ volunteering experience, higher English language proficiency; up to 30 points)		
Cover Letter Quality (motivation, career ambitions, match with Global-MINDS; up to 20 points)		
Recommendation Letters (up to 10 points)		

In case of discrepancies greater than 30 points between two evaluators, the application will be evaluated and discussed with a third evaluator (a Local Academic Coordinator from another Full Partner institution). Additionally, in order to ensure high quality of the selection process, 10% of all applications (not less than 10) will be evaluated and discussed with a third evaluator.

The Governing Board shall review the final grading and comments, compile a ranking based on average scores. Best candidates will be invited by email to the 3rd phase (interview). The remaining candidates will be notified by email about the panel's decision and alerted to the appeal procedure.

All candidates will be informed by email of preselection outcome and the overall score of their application. These notifications will be sent not later than two months after the closure of the Call for Applications.

3.3. Interviews

Interviews will be conducted via video conferencing or by telephone by two evaluators. During the interviews, candidates will be assessed against two sets of criteria:

- (a) Individual criteria defined in advance of each interview and completing the information provided in the online application;
- (b) Common criteria specified in the Global-MINDS Interview Evaluation Form included below.

Global-MINDS Interview Evaluation Form

General Interview Information

There will be 3 teams of 2 evaluators.

After completion of the interviews, a meeting of all evaluators will be held to rank-ordered program and partner country scholarship awardees and waitlist candidates for submission to EACEA.

General Information

Interviews will be conducted via video conferencing or by telephone by two evaluators. During the interviews, candidates will be assessed against two sets of criteria:

(c) Individual criteria defined in advance of each interview and completing the information provided in the online application;

Common criteria:

(d) ability to understand questions and provide adequate and concise answers;

(e) ability to demonstrate the adequacy and consistency between the objectives of the Programme and the applicants' background and/or professional project;

(f) Knowledge of psychology methods and statistics;

(g) Motivation and professional project.

Interview Procedure

- Each interview should last for about 10 minutes.
- Ask question from a category, until you feel able to judge the applicant on that category.
- Each jury team should decide if each candidate has sufficient quality to be accepted into the programme, and then rate them on each category and rank order the candidates to be accepted. Please come to consensus for their rating for the candidate.

Selection Decision

Once the interview phase is completed, the Governing Board will agree on the final, absolute ranking of candidates, and on the allocation of candidates to mobility paths based on the candidates' preferences and their position in the ranking.

The absolute ranking shall specify the candidates who:

(a) Have been admitted and awarded an EMJMD scholarship (separate lists for Programme and Partner Country applicants);

(b) Have been included on a reserve list for an EMJMD scholarship (separate lists for Programme and Partner Country applicants);

(c) Have been admitted and may enrol as self-financed students;

(d) Have not been admitted.

Global-MINDS Applicant Interview Evaluation Form

Each candidate evaluated on a separate sheet of form by each jury member

Name of the Candidate:						
Name of the Jury Members:						
Questions	Notes	Evaluation scale				
		Very poor			Excellent	
		1	2	3	4	5
		6	7			
Warm up		1	2	3	4	5
What can you tell us something about what you are doing right now in terms of work or study?						
Give 1 or 2 reasons you decided to study Psychology?						
Motivation		1	2	3	4	5
Could you tell us what motivated you most to apply to Global-MINDS?						
What do you find most interesting about the Global-MINDS programme?						
Match between Global-MINDS and student's aspirations		1	2	3	4	5
What do you know about the programme and why do you think it is suitable for you?						
What is your primary goal in applying to the Global Minds Master programme? In other words, why do you want to study in this programme?						
What do you plan to be doing in five years? Share with us one career goal?						
Psychology: Methods and Statistics		1	2	3	4	5
Share a little about a research experience you have had that you consider important?						
How comfortable do you feel with analysing quantitative data in SPSS or other statistical software packages? Do you have experience with qualitative data analysis? Software?						
Self-reflection		1	2	3	4	5
In your opinion, what could be challenging for you if you are admitted to the Global-MINDS programme?						
If you are accepted to the programme, what do you think you will have to do to be successful?						

Do you think you can succeed easily? <i>(What are the student's expectations from the programme and how confident is the student)</i>	
Can you please tell us about an incident where you encountered personal failure. Why do you think it was a failure? What did you do after you acknowledged the failure? What was the result?	
Are you a self-starter? Can you give us an example of a situation where you did something independently? (Analyze applicant's ability to think and act independently.)	
Personalized questions	1 2 3 4 5 6 7
Other (personalized; e.g. explain more about community projects/ organizations/ volunteering work they have been involved in)	
Other (personalized)	
Finishing	
What other programmes have you applied to and received acceptance from?	
Thanks for answering all of our questions! Do you have any questions for us?	<i>(write down what the question was about)</i>

Level of English proficiency

Low 1 2 3 4 5 6 7 High

Do you think the student will be able to follow in English Courses?

Yes No

3.4. Selection decision

Once the interview phase is completed, the Governing Board will agree on the final, absolute ranking of candidates, and on the allocation of candidates to mobility paths based on the candidates' preferences and their position in the ranking.

The absolute ranking shall specify the candidates who:

- (e) Have been admitted and awarded an EMJMD scholarships;
- (f) Have been included on a reserve list for an EMJMD scholarship;
- (g) Have been admitted and may enrol as self-financed students;
- (h) Have not been admitted.

The European Consortium Coordinator shall communicate the absolute ranking to EACEA.

All candidates admitted to the interview phase will be informed by email of the final score of their application and their place in the ranking. These notifications will be sent not later than one week after the end of the interview period.

Additionally, admitted candidates will be informed of their allocation to a mobility path and of the enrolment procedure, and provided with all relevant documents including the Student Agreement. Candidates who have been awarded the EMJMD grant shall receive the Notice of Award, a document notifying the grantee an award has been made, containing or referencing all terms and conditions of the award, as well as the Scholarship Contract.

3.5. Appeal Procedure

Appeals will only be considered if the applicant believes there has been a failure in the admissions procedure or that they have been discriminated against unlawfully. All appeals should be made in writing within 10 days after the decision has been communicated. All appeals should be directed to the European Consortium Coordinator unless the appeal is regarding the Coordinator, in which case the written appeal should be directed to the Governing Board.

Any appeal will be accorded thorough consideration and will normally be addressed within 28 calendar days of receipt. Where an appeal does not produce the outcome sought by the applicant, reasons should be given for any decision.

The Governing Board is encouraged to acknowledge when an error has been made and to take steps to ensure that similar problems do not arise in future. Due to the requirements of data protection, the Governing Board will only correspond on any issue regarding an application with the applicants themselves, unless the applicant has provided written permission to discuss it with another person.

4. Enrolment and registration

All students shall enrol initially at their starting university, and subsequently at the universities at which they are hosted as part as their compulsory and optional mobility paths.

The Local Administrative Coordinators shall communicate the information about all students enrolled at their University to the European Administrative Coordinator to be recorded in the EACEA mobility tool.

ANNEX 4: GLOBAL-MINDS GUEST LECTURERS AND INVITED SCHOLARS

1. General conditions of guest lecturer/invited scholar's engagement

1.1. Number of guest lecturer/invited scholar positions and duration of engagement

- (a) A minimum of four guest lecturers per intake shall be engaged for a minimum of eight weeks in total per intake. A week is defined as a minimum of four working days out of seven consecutive days. The minimum duration per engagement of a guest scholar lecturer/invited scholar is one week.
- (b) Additional guest lecturer/invited scholar positions may be opened by the Governing Board based on need and availability of funds.

1.2. Modes of collaboration

The Consortium admits two modes of collaboration with guest lecturers and invited scholars:

- (a) Mobility between Consortium Members, in particular from the Associated Partners to the Full Partners;
- (b) Mobility from outside the Consortium, if particularly relevant to the Programme.

The Consortium agrees that the guest lecturers/invited scholars shall have two main roles for the Programme:

- (a) Contribute to a specific compulsory mobility path;
- (b) Contribute to the development of the overall student competencies and skills, in particular in the field of research methods, soft skills and other professional skills relevant for psychologists.

Specifically, the contribution of guest lecturers and invited scholars may consist of, but is not limited to, the following activities: as main activities, (1) giving workshops and/or lectures as part of the Global-MINDS Summer School, (2) teaching other short courses, (3) participating in the research activities of the Programme, and (4) contributing to Programme management, in particular curriculum development, transfer of knowledge, network and partnerships development.

1.3. Funding of guest lecturer/invited scholar positions

Guest lecturer and invited scholar positions shall be financed from the Consortium budget, and may be considered either as shared expenses of the Consortium or specific expenses of a Full Partner. Guest lecturers and invited scholars shall sign a Scholar Agreement with the Consortium.

2. Selection of guest lecturers and invited scholars for the Programme

2.1. The Consortium will select and invite high profile experts in fields relevant to the programme to act as invited scholars for the Programme. Invited scholars are exempted from the selection process.

2.2. Guest lecturers shall pass through an application and selection process. The opening of guest lecturer positions shall be announced in a Call for Proposals published on the Programme website and disseminated via the Consortium and Full Partner networks.

2.3. Applicants are only eligible for guest lecturer positions if they comply with the following criteria:

- (a) A PhD degree in a disciplinary field of high relevance to the project and substantial experience in research and teaching at the High Education level, coaching or training;
- (b) OR a strong professional background in a relevant private, governmental or non-governmental organization combined with substantial experience in teaching at the High Education level, coaching or training;
- (c) Proficiency in written and spoken English;
- (d) Compliance with the application calendar and deadlines.

Scholars paid by other EU funding schemes (including other Erasmus+ actions) shall not be considered eligible.

2.4. Applicants for guest scholar positions shall submit the following documents in English language versions to the European Consortium Coordinator:

- (a) A current CV including relevant research and professional experience;
- (b) An application form clearly specifying the added value of the proposal for the Programme and (if applicable) to the specific mobility path and outlining the proposed teaching activities;
- (c) A declaration that the applicant is not paid by other EU funding schemes, including other Erasmus + actions.

2.5. Selection of guest lecturers

- (a) The Coordinating Institution shall prepare a short list of eligible applicants;
- (b) Guest lecturers shall be selected from this list by the Governing Board taking into account point 2.6 and 2.7 and the following criteria: (1) added value to the delivery of the Global-MINDS programme, (2) adequacy between the applicant's research, teaching or professional experience and the Programme needs, and (3) motivation.
- (c) All applicants shall be informed by the Coordinating Institution of the outcome of their application.
- (d) Unsuccessful applicants may appeal this decision within 10 days from the notification date.

2.6. Invited scholars and guest lecturers for each student intake should come from a different Higher Education Institution (HEI).

2.7. Invited scholars and guest lecturers must fulfil the criteria of mobility between the partners of the Consortium (including to/from associated partners) or mobility from outside the Consortium.

3. Scholar Agreement

Each invited scholar and each guest lecturer must sign, prior to the start date of their activities, a Scholar Agreement with the Consortium represented by the Coordinating Institution. The Scholar Agreement may be negotiated individually and shall specify:

- (a) Salary, payment modalities and modes of reimbursement of travel, accommodation and other costs;
- (b) A detailed description and a calendar of this scholar's activities within the Programme;

- (c) Conditions of annulation of the Scholar Agreement;
- (d) Arrangements in regard to intellectual property rights;
- (e) Required reports from this scholar's activities to the Consortium;
- (f) Contribution to the promotion and dissemination of the Global-MINDS programme in their HEI and country of origin.

ANNEX 5: STUDENT SUPPORT ACTIVITIES

1. Welcome week

In the beginning of each semester, each Full Partner University hosting Global-MINDS students shall organize, in collaboration with the local International Relations Office and the local Academic and Administrative Coordinating team, a Welcome Week in order to orient the students and to provide them with information about language courses, housing, and other practicalities. This information will be delivered in the form of oral presentations and will be backed up with the Welcome Package (see Point 2). Videoconferencing may also be used in order to introduce all local Academic Coordinators to the students.

2. Welcome Package

All Global-MINDS students shall receive an updated welcome package at each Partner Institution with the following information:

- (a) A Global-MINDS Handbook: provides an overview of the Master Programme (e.g., mobility paths, meaning of the joint degree, etc.) including syllabuses; information on the required internship; practical information (e.g., regarding fees, visa, accommodation, email set up, student/ staff ID cards), contact information for various services (e.g., Global-MINDS technical secretariat), etc.;
- (b) A Welcome Brochure: provides information on orientation activities for international students (e.g., campus tours) and other relevant information specific to the Partner Institution where students are hosted.

3. Buddy and advising system

At each Full Partner Institution, Global-MINDS students shall be assigned to a local buddy and an academic advisor.

- (a) The academic advisor shall be a member of the local Global-MINDS teaching staff accompanying the students during their university stay and providing academic information and advice.
- (b) The buddy will be a volunteer recruited among local students. Whenever possible, the buddy will provide the student with support and assistance before his/her study period. Any practical doubt or information can be discussed with the Buddy before their arrival. Local buddies will receive a certificate attesting their involvement in these extra-curricular intercultural activities.

4. Alumni Association

The Full Partners shall encourage Global-MINDS students and alumni to establish an Alumni Association and offer all reasonable support and assistance. However, establishing the Association and specifying its modes of functioning shall be in the responsibility of Programme alumni and students.

ANNEX 6: GLOBAL-MINDS CONSORTIUM PARTNER FINANCIAL AGREEMENTS

1. Budget management

- (a) The Consortium agrees that the period from the 1st of October to the 31st of September of the following calendar year shall be considered one financial year.
- (b) At the end of each financial year, starting from the first year of the first intake, the Coordinating Institution shall draft and submit for voting by the Governing Board an annual budget plan specifying: (1) the planned income for the upcoming academic year, taking into consideration the number of Programme students expected to pay tuition fees, (2) the planned shared expenses related to the promotion, management and delivery of the Programme, in particular the costs of Programme promotion, staff salaries and ad-hoc compensations, (3) planned specific expenses of Full Partners related to the management and delivery of the Programme, in particular expenses related to the organization of meetings of the Consortium governing bodies and travel expenses, (4) planned redistribution of EMJMD scholarships for Programme students, and (5) planned redistribution of the Consortium funding among Full Partners.
- (b) After the budget plan is approved by the Governing Board, the Coordinating Institution shall redistribute funding according to that budget.
- (c) Each of the Full Partners is responsible for managing, in accordance with the annual budget proposal, the grant amount that was allocated to this Partner, and commits to keeping full financial records and documentation for all transactions relating to funds distributed under this Agreement and to make available all requested financial documentation for audit and/or reporting purposes within a maximum of ten working days of the request except as agreed to by all Parties.
- (d) The Coordinating Institution shall ensure timely payments to the Full Partners and Global-MINDS students. In case of any delay, the Coordinating Institution shall inform the concerned parties as soon as possible.
- (e) At the end of each financial year, each Full Partner shall present to the European Administrative Coordinator a short descriptive financial report in writing, specifying the expenses covered from the redistributed grant by this Full Partner.
- (f) At the end of each financial year, the European Administrative Coordinator shall draft and submit for voting by the Governing Board a financial report from this financial year.

2. Tuition fees

The Consortium agrees that:

- (a) Students from Programme Countries will be charged a tuition fee of 6 600 EUR for the whole duration of the Programme, payable in total upon enrolment;
- (b) Students from Partner Countries will be charged a tuition fee of 13 200 EUR for the whole duration of the Programme, payable in total upon enrolment;

(c) The fees shall be paid to the Coordinating Institution, either by the student (in the case of self-financed students), or directly from the EACEA grant (in the case of EMJMD grant holders).

3. Financial Claw-backs and Penalties

Consortium Members note the following clause in the Grant Agreement and agree that in the event of financial penalties, the Coordinating Institution may reclaim a part of the grant amount redistributed to the Full Partners as agreed previously by the Governing Board.

ARTICLE 1.9.5 – Financial Penalties

1.9.5.1 –Penalties in case of non-compliance with Publicity provisions

The obligations to comply with the publicity provisions set out in Article 11.7 constitutes a substantial obligation. Without prejudice to the right to terminate the grant, in case of failure to fulfil this obligation, the Agency may apply a 20% reduction of the grant initially provided for.

1.9.5.2 –Penalties in case of poor, partial, or late implementation

In order to determine the final EU grant, the Agency will analyse and rate the final report on a scale of maximum 100 points. The score given will reflect the project overall performance. With reference to Article 11.25.4, in case of poor, partial or late implementation, the reduction of the grant initially provided for will be as follows:

*25% if the project scores at least 40 points and below 50 points;
35% if the project scores at least 30 points and below 40 points;
55% if the project scores at least 20 points and below 30 points;
75% if the project scores below 20 points.*

ANNEX 7: GLOBAL-MINDS CONSORTIUM STUDENT GRADE CONVERSION TABLE

ECTS	Ireland	Norway	Poland	Portugal	Turkey
A	First Honours (A1, A2)	A	5 (bardzo dobry)	18-20	AA (90-100)
B	Honours 2.1 (B1, B2)	B	4.5 (dobry plus)	16-17	BA (85-89)
C	Honours 2.2 (B3, C1)	C	4.0 (dobry)	14-15	BB (80-84)
D	Third Honours (C2, C3)	D	3.5 (dostateczny plus)	12-13	CB (75-79)
E	Compensating Fail (D1, D2)	E	3.0 (dostateczny)	10-11	CC (70-74)
F	Fail (F, NG – no grade)	F	2 (niedostateczny)	1-9	DC (65-69)
F					DD (60-64)
F					FD (50-59)

ANNEX 8: GLOBAL-MINDS MODEL STUDENT AGREEMENT

GLOBAL-MINDS STUDENT AGREEMENT

Between the Student:

First name	
Surname	
Sex	
Place of birth	
Nationality	
Passport number	
Passport expiry	

And:

The Consortium of universities taking part in the European Master in the Psychology of Global Mobility, Inclusion and Diversity in Society (Global-MINDS):

ISCTE-Instituto Universitário de Lisboa (ISCTE-IUL), Lisbon, Portugal

SWPS University of Social Sciences and Humanities (SWPS), Warsaw, Poland

Koç University (KU), Istanbul, Turkey

University of Limerick (UL), Limerick, Ireland

University of Oslo (UiO), Oslo, Norway

(hereafter referred to as Partner Universities)

represented by the European Consortium Coordinator:

Christin-Melanie Vauclair
ISCTE – Instituto Universitário de Lisboa
Avenida das Forças Armadas
1649-026 LISBOA Portugal

The parties above agree that:

1. This Agreement regulates the mutual rights and obligations between the parties in all that concerns the European Master in the Psychology of **Global Mobility, Inclusion and Diversity in Society** (hereafter Global-MINDS) to be delivered according to:

- (a) The European Charter for Higher Education (ECHE);
- (b) Erasmus+ Programme Guide 2015;

- (c) The Grant Agreement Number 2016-2167 / 001-001 (Project Number 574444-EPP-1-2016-1-PT-EPPKA1-JMD-MOB) between the Education, Audiovisual and Culture Executive Agency (hereafter EACEA), acting under powers delegated by the European Commission, and the Consortium;
- (d) Other relevant national and international laws.

The Student and the Partner Universities are obliged to participate fully in Global-MINDS in accordance with the programme of studies approved and supported by the European Commission Grant Agreement Number 2016-2167 / 001-001 (Project Number 574444-EPP-1-2016-1-PT-EPPKA1-JMD-MOB) signed with the EACEA.

2. Academic programme

(a) Global-MINDS is a comprehensive full-time Master of Science programme with 120 ECTS. The Programme begins 1 October, 2017 and has the duration of four semesters spread over 24 months.

(b) Global-MINDS focuses on insights from social and cultural psychology as applied to contemporary societal issues of diversity, tolerance and integration. It provides students the unique opportunity to acquire sound theoretical skills in this area and to be able to consolidate and apply them by gaining first-hand intercultural experience in two or more of the partner countries.

Global-MINDS students will learn about basic and applied issues in Social and Cultural Psychology and will be able to gain crucial work experience in this area through internships in the public and/or private sectors. They will also receive rigorous training in research methods and statistical analyses and complete their Master degree with an empirical thesis. This will provide students with a broad range of career opportunities in national and international organizations as well as academia. Graduates will be awarded a joint degree by Global-MINDS Partner Universities at which they complete at least 30 ECTS.

(c) Global-MINDS consists of:

- A compulsory mobility path consisting of two mobilities defined as studying full semesters at two different Consortium Universities and obtaining at least 30 ECTS from each of these Universities. The compulsory mobility paths are specified in the GLOBAL MINDS Handbook and regulations.
The Consortium and the Student hereby agree that the Student is allocated to the compulsory mobility path: [SPECIFY NAME]
- One or two optional mobilities to any of the Partner Universities;
- Compulsory participation in the Global-MINDS Summer School, as specified in the Global-MINDS Handbook;
- An internship of 300 hours, with a typical duration of 3 months full-time (18 ECTS).

By a mobility, it is meant that the student has moved to one of the Consortium universities for a full semester and obtained at least 30 ECTS at this university. Shorter sojourns or sojourns for which the student has obtained less than 30 ECTS shall not be considered as a mobility.

(d) The Student recognizes that the student cohort will be distributed equally between the five Partner Universities and the final allocation to compulsory and optional mobilities will be conditional upon the capacity of a specific university, on the availability of internships and on the chosen thesis advisor(s). Within this constraint, the Student is encouraged to express her/his preferences of mobilities.

(e) The Student recognizes that in the case of failure on one exam, a provisional validation of the corresponding mobility may be granted. The final validation will be conditional upon retaking and successfully passing the exam in the following year, which may require re-enrolling at the university offering this course and retaking the entire course.

(f) The Student shall select her/his own research topic for the Master thesis no later than 31 March of the second semester of the program. 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 Global-MINDS. Student research projects will be jointly supervised by at least two academics from two different Partner Universities, including at least one institution in which the Student has studied as part of their compulsory mobility. The Student shall choose the first supervisor and shall be allocated the second supervisor from one of the other Partner Universities based on the expertise in the chosen topic and formal requirements.

(g) The Student shall submit his/her master thesis in the 2nd year until the 30th of June. The defence of the master thesis shall take place by the 13th of September of the same calendar year. The Student recognized that if the thesis is not defended by this date for any reason on the Student's side, a full fee for the following semester shall be due.

3. Degree award

Graduating from the Global-MINDS Master Degree Programme will lead to a joint degree awarded by the Partner Universities which is an internationally recognized Master-level qualification issued jointly by all institutions where the student has successfully passed a minimum of 30 ECTS (the required minimum may vary depending on the specific institution) and, if formally required, the institution to which one of the Student's master thesis supervisors is affiliated.

The Student will be issued a diploma supplement to accompany the degree awarded that includes reference to the joint nature of Global-MINDS, the Programme structure and content, mobility and mark 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 marks between universities to the ECTS grading scale in accordance with the following scheme:

ECTS	Ireland	Norway	Poland	Portugal	Turkey
A	First Honours (A1, A2)	A	5 (bardzo dobry)	18-20	AA (90-100)
B	Honours 2.1 (B1, B2)	B	4.5 (dobry plus)	16-17	BA (85-89)
C	Honours 2.2 (B3, C1)	C	4.0 (dobry)	14-15	BB (80-84)
D	Third Honours (C2, C3)	D	3.5 (dostateczny plus)	12-13	CB (75-79)
E	Compensating Fail (D1, D2)	E	3.0 (dostateczny)	10-11	CC (70-74)
F	Fail (F, NG – no grade)	F	2 (niedostateczny)	1-9	DC (65-69)
F					DD (60-64)
F					FD (50-59)

Independent of the diploma, the Student will receive a transcript of records covering all the courses they have validated within Global-MINDS. This transcript will be issued by ISCTE-IUL at the end of each of the two years of the programme.

4. Participation costs

Global-MINDS participation costs include:

(a) The application fee of 30 EUR. This fee shall be reimbursed to all accepted students who enrol for the Programme.

(b) The unique tuition fee;

For Global-MINDS edition 2017-2019, the unique tuition fee has been set at:

- For students from Partner Countries: 13 200 EUR for the whole duration of the Programme (3 300 EUR per semester) payable in total at enrolment;
- For students from Programme Countries: 6 600 EUR for the whole duration of the Programme (1 650 EUR per semester) payable in total at enrolment;

The Consortium and the Student hereby agree that the Student is classified as a Partner Country /Programme Country [DELETE AS APPROPRIATE] Student in line with the rules governing Erasmus +: EMJMD student scholarships as outlined in the Erasmus+ Programme Guide published by the EACEA.

(c) Costs of compulsory participation in the Global-MINDS Summer School, as specified in the Global-MINDS Handbook. Tuition shall be covered by Global-MINDS for all students. Students will need to pay for their transportation to and for their accommodation during the Summer School.

(d) Compulsory insurance, see point 10. This cost shall be covered by Global-MINDS for all students.

The above costs shall be paid directly to ISCTE-IUL. Payment modes are specified in the Global-MINDS Handbook.

Additional costs (a registration fee, a service fee) may be charged by specific Consortium universities upon enrolment. These costs are covered by the student and shall not be reimbursed by Global-MINDS.

5. Obligations of the Partner Universities

The Partner Universities are obliged to:

- Deliver the Programme in full as approved by the European Commission and as described in the Global-MINDS Handbook published on the Programme website, including academic content, calendar, structure, degree awards and participation costs.
- Provide well-qualified staff and high-quality resources to teach and support the Student during the Programme.
- Ensure that the Programme is well organized, well taught and up-to-date.
- Maintain robust quality assurance procedures that incorporate student feedback and external scrutiny.
- Apply procedures and processes for teaching and assessment in a fair, just and equitable way for all Programme Students.

6. Obligations of Coordinating Institution

The Coordinating Institution is obliged to:

- return to any student who withdraws from the programme before its completion pre-paid tuition in the amount of the fee for any year not yet begun.

7. Rights of Programme Students

- The Student will have an academic advisor at each institution that acts as initial contact point and source of advice for queries and concerns at the individual Partner University, whether academic, logistic, administrative, social or cultural.
- Each Partner University 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 in the relevant university.
- The rights and responsibilities of Programme students during their stay at a Partner University 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.

- (d) Each Partner University 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 Global-MINDS 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 University. The Student has the right to raise complaints regarding academic and administrative aspects of Global-MINDS by following the procedures established in Global-MINDS Handbook and according to Erasmus+ regulations. Complaints should be initiated at the relevant level, generally starting at a local level with the Local Administrative Coordinator at the specific Full or Associated Partner concerned. In the event of failure to resolve student complaint by the Local Administrative Coordinator, complaints will be escalated either to the higher level at the Full or Associated Partner concerned or to the Governing Board depending on the nature of the specific complaint. If not resolved, the Governing Board shall attempt to settle the dispute by arbitration. The courts of the country of the institution where the Student is enrolled shall be considered as the competent authorities to resolve any further legal dispute between the Consortium and the Student emerging from this Agreement.

8. Obligations of Programme Students

The Student is obliged to:

- (a) Attend and actively participate in the programme (lectures, seminars, teaching and learning events including Global-MINDS 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;
- (e) Commit no fraudulent act, in particular abstain from cheating, falsification or plagiarism of academic work;
- (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 Global-MINDS;
- (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 unjustified absence of more than 28 days will be considered withdrawal from Global-MINDS;
- (j) Inform the Local Academic Coordinator 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.

9. Insurance

The Consortium shall ensure that all students are covered by a compulsory and comprehensive insurance for health and Programme-related travels during the entire period of studies that meets the requirements for Erasmus Mundus students outlined by the EACEA, as specified in the Global-MINDS Handbook. This insurance will be paid from Global-MINDS budget and shall have no additional costs for the students.

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.

10. Intermission

Intermission from studies in the programme will only be granted to the student in cases of grave and exceptional circumstances. During periods of intermission, any Scholarship allowance will be suspended. Periods of intermission will not normally be granted for periods longer than 2 semesters. Applications for intermission should be made in advance to the Global-MINDS Governing Board, and require the support of the master thesis supervisor or/and the Local Academic Coordinator.

11. 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.

12. Cessation 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 Global-MINDS Students laid down in this Student Agreement may be a reason for the Consortium to dissolve the agreement and claim back any unspent funds of the Student's Scholarship (if applicable).

13. 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.

In line with EACEA rules governing Erasmus + programmes, data about the Student may be used for the purposes of evaluating the Erasmus + Programme and will be made available to the EACEA, Erasmus + National Structures, EU Delegations and the Erasmus + Student and Alumni Association, acting as stakeholders of Global-MINDS.

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

SIGNED AS AGREED BY:

Global-MINDS European Academic Coordinator, Christin-Melanie Vauclair

on behalf of the Consortium

Date:

Place:

Signature:

Printed Name:

The Student

Date:

Place:

Signature:

Printed Name:

ANNEX 9: GLOBAL-MINDS MODEL SCHOLARSHIP CONTRACT

GLOBAL-MINDS SCHOLARSHIP CONTRACT

Between the Student:

First name	
Surname	
Sex	
Place of birth	
Nationality	
Passport number	
Passport expiry	

And:

The Consortium of universities taking part in the European Master in the Psychology of Global Mobility, Inclusion and Diversity (Global-MINDS):

ISCTE-Instituto Universitário de Lisboa (ISCTE-IUL), Lisbon, Portugal

SWPS University of Social Sciences and Humanities (SWPS), Warsaw, Poland

Koç University (KU), Istanbul, Turkey

University of Limerick (UL), Limerick, Ireland

University of Oslo (UiO), Oslo, Norway

(hereafter referred to as Partner Universities)

represented by the European Programme Coordinator:

Christin-Melanie Vauclair

ISCTE – Instituto Universitário de Lisboa

Avenida das Forças Armadas

1649-026 LISBOA Portugal

The parties above agree that:

1. The Consortium awards to the Student an Erasmus Mundus Joint Degree Scholarship (hereafter the Scholarship) and the Student accepts it. The scholarship is tenable for one year in the first instance, renewable for a second year and subject to satisfactory progress and continued registration as a student in the Programme.

The scholarship is only offered for full-time study and is not compatible with any remunerated professional activity or any other scholarship or support financed by the European Commission under any other Community programme.

2. The Scholarship covers:

- (a) **The tuition fee** as described in the Student Agreement. The Consortium shall retain the tuition fee element of the Scholarship in order to directly pay the tuition to the respective Partner Universities depending upon the designated mobility path.
- (b) A contribution to the student's **travel and installation costs**:

For nationals of Partner Countries or nationals of Programme Countries residing in Partner Countries at the moment of their application for Global-MINDS, residence at less than 4000 km from ISCTE-IUL	2000€ per year for travel costs. 1000€ for installation costs.
For nationals of Partner Countries or nationals of Programme Countries residing in Partner Countries at the moment of their application for Global-MINDS, residence at 4000 km or more from ISCTE-IUL	3000€ per year for travel costs. 1000€ for installation costs.
For nationals of Programme Countries or nationals of Partner Countries residing in Programme Countries at the moment of their application for Global-MINDS	1000€ per year for travel costs.

- (c) A contribution to **subsistence costs**: A monthly subsistence allowance for the entire duration of the Programme (1000€/month).
Contribution to subsistence costs shall not be paid to: scholarship holders for periods (study /research /placement /thesis preparation) spent in their country of residence, nor to scholarship holders from a Partner country for periods exceeding three months spent in any Partner Country.
- (d) Compulsory and comprehensive **insurance** for health and Programme-related travel for the Student for the entire period of studies that meets the requirements for Erasmus Mundus students outlined by the EACEA.
- (e) Coverage of **costs of participation in Global-MINDS Summer School** excluding travel and accommodation.

3. Scholarship Payments:

- (a) The payment of the contribution to travel costs will be made once annually, upon arrival at the hosting Partner University for the 1st and 3rd semester of the programme.
- (b) The payment of the contribution to installation costs will be made once, upon arrival at the hosting Partner University for the 1st semester for the first year of the programme.
- (c) The payment of the contribution to subsistence costs, 1000€ per month, will be paid monthly after commencement of the programme, except when conditions that do not allow payment are met (see point 2c).
- (d) Payments are conditional upon the Student providing **a valid personal European bank account in Euro nominally assigned to the Student** and are subject to fulfilment of the Student's obligations as delineated in the Student Agreement.

4. Cessation of the Scholarship

Payment of the scholarship will **cease immediately if the scholarship holder withdraws from the Programme or fails to comply with the conditions and agreements laid down in this Scholarship Contract and/or the Student Agreement**. Measures will be taken to recover unspent funds already allocated to the Student.

An unjustified absence of more than 28 days will be considered withdrawal from the programme and a reason to cease the scholarship.

5. The Student recognizes that, according to Erasmus+ regulations, ISCTE-IUL as the Coordinating Institution is responsible for the administration and payment of the scholarship.

The Student agrees that the payment scheme is conditional upon the receipt of the Erasmus Mundus Scholarship funds from the EACEA by ISCTE-IUL.

6. The student agrees to provide ISCTE-IUL with all the required information for the management and payment of the scholarship, including any required reports and certificates.

7. The Student agrees to reimburse any funds that, for the Student's personal liability, should be demanded from him/her by ISCTE-IUL according to the regulations of the Erasmus + programme. In particular, the Student agrees to reimburse unspent funds in case of his/her withdrawal or exclusion from the Programme.

8. The scholarship does not create or entitle an employer-employee relation between the Partner Institutions and the Student, and is not subject to direct taxation.

SIGNED AS AGREED BY:

Global-MINDS European Academic Coordinator

on behalf of the Consortium

Date:

Place:

Signature: Printed Name:

The Student

Date:

Place:

Signature: Printed Name:

ANNEX 10: MULTIANNUAL CONSORTIUM BUDGET

Global MINDS Financing for 5 years

Budgeted Income: EU Grant with scholarships & self-funded students (58 scholarships + 34 self-funded students) (1)+(2)+(3)+(4)+(5)	2.894.800 €	
Guaranteed Income EU Grant (including scholarship funding) (58 scholarships) (1)+(2)+(3)+(4)	2.617.600 €	
(1)) EU grant direct contribution to scholarship holders travel and installation costs	356.000 €	*directly transferred to scholarship holders
(2) EU grant direct contribution to scholarship holders subsistence costs	1.392.000 €	
(1)+(2)	1.748.000 €	
(3) Lump sum (EU grant contribution to management costs and scholars' mobility)	170.000 €	*managed by Global-MINDS
(4) EU grant contribution to participation costs	699.600 €	
(3)+(4)	869.600 €	
(5) Participation costs from 34 <u>expected</u> self-funded students	277.200 €	*managed by Global-MINDS but funding not yet secured
Discretionary subtotal of funding (3)+(4)+(5)	1.146.800 €	

Note: Participation costs include: (a) tuition fee; (b) insurance; (c) summer school tuition

Global MINDS Expenses for 5 years

	ISCTE-IUL	SWPS	Oslo	Limerick	Koç
Global MINDS Total Expenses	1.146.800 €				
Expenses centrally covered by the GM Consortium	484.683 €				
<u>Management costs (1)+(2)+(3)+(4)</u>	<u>184.458 €</u>				
(1) European Administrative Coordinator	89.700 €				
(2) GM Management Meetings	54.858 €				
(3) Website & E-consort	25.000 €				
(4) GM Promotion	14.900 €				
<u>Other costs (4)+(5)+(6)</u>	<u>300.225 €</u>				
(4) GM Summer school	172.420 €				
(5) Guest scholars	60.645 €				
(6) Students' insurance	67.160 €				
Income distributed to each GM Full Partner	140.280 €	116.103 €	93.620 €	109.829 €	109.829 €
Funds to cover:					
<u>Promotion</u>	<u>2.500 €</u>	<u>2.500 €</u>	<u>2.500 €</u>	<u>2.500 €</u>	<u>2.500 €</u>
<u>Investment: Library and Laboratory</u>	<u>6.500 €</u>	<u>6.500 €</u>	<u>6.500 €</u>	<u>6.500 €</u>	<u>6.500 €</u>
<u>Overhead</u> (45% ISCTE; 35% Oslo, Limerick & Koç)	108.797 €	**40.635 €	84.620 €	84.620 €	84.620 €
Teaching cost Semester 1 & 2					
(418€ per student per semester - distribution depends on number of students: 46 for ISCTE/SWPS, 31 for UiO/UL/KU; UiO funds redistributed to other partners)	121.369 €	22.483 €	**66.468 €	—	16.209 €
*Teaching & supervision cost, Semester 3 (502€ per student)	46.229 €	*	*	*	*
*Teaching & supervision cost, Semester 4 (502€ per student)	46.229 €	*	*	*	*

Notes: *Semester 3 & 4 teaching and supervision costs not allocated to Full Partner universities in this table, because distribution of students is unknown. If there were equal distribution of students across Full Partner Universities in the 3rd and 4th semesters, full transfer amounts for the 5 years of the project would be: ISCTE – 163.393€; SWPS - 139.216€; UiO – 93.620€; UL - 132.943€; KU - 132.943€. On average during the entire project, ISCTE and SWPS should expect to supply 46 student full course semesters; UiO, UL and KU should expect to supply 31 student full course semesters. Each university should expect to supply approximately 19 internship and 19 thesis semesters. ** The internal distribution of funds allocated to SWPS University of Social Sciences and Humanities reflects increased teaching costs associated with a curriculum that includes new courses developed exclusively for GLOBAL MINDS. Overhead costs (17%) are minimised by pooling available resources across the local masters programmes at SWPS.

Global MINDS student tuition fee distribution*

	For programme	Per semester
Global MINDS average student tuition fee	12.600 €	3.150 €
GM central Consortium Tuition Fee Portion	5.403 €	1.351 €
<u>Management costs (1)+(2)+(3)+(4)</u>	<u>2.139 €</u>	<u>535 €</u>
(1) European Administrative Coordinator	975 €	244 €
(2) GM Management Meetings	596 €	149 €
(3) Website & E-consort	272 €	68 €
(4) GM Promotion	296 €	74 €
<u>Other costs (4)+(5)+(6)</u>	<u>3.263 €</u>	<u>816 €</u>
(4) GM Summer school	1.874 €	469 €
(5) Guest scholars	659 €	165 €
(6) Students' insurance	730 €	183 €
Full Partner Tuition Fee Portions	7.197 €	1.799 €
Management costs for Full Partners: GM promotion	136 €	34 €
Investment costs for Full Partners: Library and Laboratory	353 €	88 €
Overhead	4.862 €	1.215 €
Teaching & Supervision Costs	1.846 €	462 €

*The values presented here are average estimates of how the tuition fee is distributed across budget items. These are not the exact amounts to be distributed per student per partner.

ANNEX 11: DIPLOMA SUPPLEMENT

This Diploma Supplement model was developed by the European Commission, Council of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international ‘transparency’ and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

DIPLOMA SUPPLEMENT

Valid with Diploma No. _____

[NOTE: This is an example of a Diploma Supplement for Mobility Path B. Global-MINDS Joint Master Degrees shall be awarded by two or more Full Partners who have hosted the student and contributed to the 120 ECTS gathered by this student. In case of diplomas issued by other institutions than in the below example, this model shall be adapted accordingly.]

I. INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

- 1.1 Family name(s):
- 1.2 Given name(s):
- 1.3 Date of birth (day/month/year):
- 1.4 Student identification number or code (if available):

2. INFORMATION IDENTIFYING THE QUALIFICATION

2.1 Name of qualification and title conferred (in original language):

European Master in the Psychology of Global Mobility, Inclusion and Diversity in Society (Global-MINDS) a Joint Master Degree financed by the European Commission under Key Action 1: Erasmus Mundus Joint Master Degrees, under the Grant Agreement No. [INSERT REFERENCE NUMBER].
Awarding institutions and titles conferred:

University of Oslo	Master i psykologi, studieretning Helse, utvikling og samfunn
SWPS University of Social Sciences and Humanities	Magister Psychologii

2.2 Main field(s) of study for the qualification: Psychology

2.3 Name and status of awarding institution (in English and original language):

Universitetet i Oslo (Norway)	University of Oslo	University receiving state support
SWPS Uniwersytet Humanistycznospołeczny	SWPS University of Social Sciences and Humanities	Private university

2.4 Name and status of institution administering studies (in original language):

Universitetet i Oslo (Norway)	University of Oslo	University receiving state support
SWPS Uniwersytet Humanistycznospołeczny	SWPS University of Social Sciences and Humanities	Private university

2.5 Language(s) of instruction/examination: English

3. INFORMATION ON THE LEVEL OF THE QUALIFICATION

3.1 Level of qualification: Master level course

3.2 Official length of programme: 2 years (four semesters)

3.3 Access requirements(s):

Bachelor of Science in psychology or another degree in psychology recognized by the EU as a 1st or 2nd cycle degree equivalent to at least 180 ECTS. In case of degrees other than the Bachelor degree, a statement of comparability issued by ENIC-NARIC is required.

4. INFORMATION ON THE CONTENTS AND RESULTS GAINED

4.1 Mode of study: Full-time

4.2 Programme requirements:

European Master in the Psychology of Global Mobility, Inclusion and Diversity in Society (Global-MINDS) is a Master of Science programme providing students with theoretical and practical skills in the areas of Social and Cultural Psychology, Students consolidate and apply these skills by gaining first-hand intercultural experience in two or more of the partner countries.

The Programme curriculum includes one compulsory mobility and one optional mobility. The compulsory mobility takes place after the first semester. Students follow one of the following compulsory mobility paths:

PATH A. Diversity & Inclusion: Semester 1: ISCTE-IUL (Lisbon, Portugal); Semester 2: UL (Limerick, Ireland)

PATH B. Global Mobility & Acculturation: Semester 1: ISCTE-IUL (Lisbon, Portugal) OR SWPS (Warsaw, Poland); Semester 2: UiO (Oslo, Norway)

PATH C. Culture & Organizations: Semester 1: SWPS (Warsaw, Poland); Semester 2: KU (Istanbul, Turkey)

Each compulsory mobility path has its own curriculum and is composed of compulsory advanced courses in general fields of social psychology and cultural psychology and in research methods, and optional courses in accordance with the focus of each path.

4.3 Programme details:

Grades and credits obtained within PATH B: Global Mobility & Acculturation

Semester 1: SWPS University of Social Sciences and Humanities (Warsaw, Poland)

	Course	ECTS Credits	Contact Hours	National Grades	ECTS Grades
Compulsory Courses					
1.					
2.					
3.					
Elective Courses					
4.					
5.					

Semester 2: University of Oslo (Oslo, Norway)

	Course	ECTS Credits	Contact Hours	National Grades	ECTS Grades
Compulsory Courses					
1.					
2.					
3.					
4.					

Elective Courses					
5.					
6.					

Semester 3: University of _____

	Course	ECTS Credits	Contact Hours	National Grades	ECTS Grades
Compulsory Courses					
1.	Master Thesis				
Elective Courses (if applicable)					
2.					

Semester 4: University of _____

	Course	ECTS Credits	Contact Hours	National Grades	ECTS Grades
Compulsory Courses					
1.	Master Thesis				
2.	Internship				
Elective Courses (if applicable)					
3.					

Master thesis:

Title:

First Supervisor:

Second Supervisor:

Grade for the thesis:

Norwegian Scale: _____

Polish Scale: _____

European Common Credit Transfer System Scale: _____

Grade for the final examination:

Norwegian Scale: _____

Polish Scale: _____

European Common Credit Transfer System Scale: _____

4.4 Grading scheme used by the Global-MINDS Programme

All grades obtained within the Global-MINDS programme are expressed in national scales of the Partner Universities and transposed to the European Common Credit Transfer System scale as per the below table.

ECTS	Ireland	Norway	Poland	Portugal	Turkey
A	First Honours (A1, A2)	A	5 (bardzo dobry)	18-20	AA (90-100)
B	Honours 2.1 (B1, B2)	B	4.5 (dobry plus)	16-17	BA (85-89)
C	Honours 2.2 (B3, C1)	C	4.0 (dobry)	14-15	BB (80-84)
D	Third Honours (C2, C3)	D	3.5 (dostateczny plus)	12-13	CB (75-79)
E	Compensating Fail (D1, D2)	E	3.0 (dostateczny)	10-11	CC (70-74)
F	Fail (F, NG – no grade)	F	2 (niedostateczny)	1-9	DC (65-69)
F					DD (60-64)
F					FD (50-59)

4.5 Overall classification of the qualification (in original language and ECTS scale):

5. INFORMATION ON THE FUNCTION OF THE QUALIFICATION

5.1. Access to further study: Doctoral studies, postgraduate studies

5.2. Professional status (if applicable): Graduates of Social and Cultural Psychology have qualifications to deliver psychological assistance, counselling and intervention in these areas, as well as qualifications to conduct scientific research.

6 ADDITIONAL INFORMATION

6.1 Additional information:

Awarded EMJMD scholarship funded by the Education, Audiovisual and Culture Executive Agency of the European Commission under the Grant Agreement No. [INSERT REFERENCE AND DATE]

Participation in the Global-MINDS Summer School [INSERT DATE AND TITLES OF ATTENDED SEMINARS]

6.2 Further information sources:

Global-MINDS website:

University of Oslo website:

University of Social Sciences and Humanities website:

7. CERTIFICATION OF THE SUPPLEMENT

7.1 Date:

7.2 Signature:

For the University of Social Sciences and Humanities:

For the University of Oslo:

7.3 Capacity:

7.4 Official stamp or seal:

8. INFORMATION ON THE NATIONAL HIGHER EDUCATION SYSTEM

8.1. The National Higher Education System in Poland

Criterion for the Access to Higher Education

The total period of education up to the time of graduation from a school allowing for taking a secondary-school leaving examination (maturity examination) lasts 12-15 years. Upon the passing of the secondary school leaving examination (maturity examination), graduates are awarded a secondary school leaving certificate (maturity certificate) which entitles them to apply for admission to a higher education institution.

Higher education system

Higher education system in Poland and the basis for its operation are laid down in the Act of 27 July 2005 – Law on Higher Education. Its provisions are applied both to state (public) and non-State (non-public) higher education institutions, in which programmes of study are offered on the same basis and upon completion of the same requirements. Higher education institutions are divided, irrespective of their status, into academic and vocational ones. An academic higher education institution is a school in which at least one of its organisational units is entitled to award the academic degree of doktor. A vocational higher education institution is a school offering first or second cycle study programmes or one-tier (long-cycle) study programmes, and which is not entitled to award the academic degree of doktor.

Study programmes are offered as first cycle, second cycle and one-tier (long-cycle) programmes and doctoral (third cycle) programmes. First cycle programmes leading to a *licencjat* degree last from 6 to 8 semesters, and those leading to an *inżynier* degree last seven or eight semesters. Second cycle degree programmes last three or four semesters and one-tier (long-cycle) programmes leading to a *magister* degree last from 9 to 12 semesters. Doctoral study programmes last no longer than 4 years and upon completion graduates are awarded a certificate. Under a separate procedure graduates are conferred the academic degree of *doktor* or *doktor w zakresie sztuki*. Higher education programmes and doctoral programmes may be offered as full-time or part-time programmes.

Degrees Conferred upon Graduates of Higher Education Institutions

- *licencjat*, *licencjat pielęgniarstwa* or *licencjat położnictwa*, *inżynier*, *inżynier pożarnictwa*, *inżynier architekt* and *inżynier architekt krajobrazu* – awarded to graduates of first cycle programmes;

- *magister* and equivalent degrees of *magister sztuki*, *magister farmacji*, *magister inżynier*, *magister inżynier architekt*, *magister inżynier architekt krajobrazu*, *magister inżynier pożarnictwa*, *magister pielęgniarstwa*, *magister położnictwa*, *lekarz*, *lekarz dentysta*, *lekarz weterynarii*.

Credits

The number of the ECTS credits provided by the plan of studies for one semester is from 27 to 33, while it is 60 ECTS credits for an academic year. It is necessary to gather 180 – 240 ECTS credits to complete a first cycle programme, 90 – 120 ECTS credits to complete a second cycle programme, and 270 – 360 ECTS credits to complete a one-tier (long-cycle) programme.

Academic Degrees, Degrees within the Scope of Art, Academic Title, Title within the Scope of Art

The academic degrees are the degrees of *doktor* and *doktor habilitowany* of a specific area of science in a given scientific discipline. The degrees awarded in arts are the degrees of *doktor* and *doktor habilitowany* of a specific area of arts in a given artistic discipline.

Academic degrees are conferred by organisational units of higher education institutions, Polish Academy of Sciences and research and development institutions in compliance with the powers granted under a separate procedure.

The academic title is the degree of *profesor* of a specific field of science; the equivalent degree within the scope of art is the degree of *profesor* of a specific field of art. The degree of *profesor* is conferred by the President of the Republic of Poland.

8.2. The National Higher Education System in Norway

All public and private higher education in Norway is subject to Act No. 15 of 1 April 2005 relating to Universities and University Colleges.

Higher education institutions comprise seven universities, eight specialized university institutions, 34 university colleges and two national university colleges of the arts. There are 27 private higher education institutions in Norway with recognised study programmes, but the majority of students in Norway (about 90%) attend state institutions. Higher education institutions in Norway carry out research and offer programmes leading to academic and professionally oriented degrees. Norway introduced bachelor's, master's and PhD degrees in 2002. The regulations covering these degrees, the professional qualifications/titles awarded by the institutions, and the prescribed length of study for each degree, are all laid down in a Royal Decree of 16 December 2005.

Accreditation and evaluation

All institutions of higher education are subject to the authority of the Ministry of Education and Research. An independent national agency for the accreditation and evaluation of higher education in Norway (NOKUT) is responsible for assessing the quality of programmes and institutions. The agency has accreditation powers for all higher education in Norway.

Admission requirements for higher education

The minimum requirement for admission is the successful completion of Norwegian upper secondary education. Admission may also be gained by means of other qualifications recognised as being on par with

the general matriculation standard. Some fields of study have additional entrance requirements. The Upper Secondary School Leaving Certificate is based on 12 years of schooling, extended to 13 years from 1997.

Degrees and qualifications

The "Høgskolekandidat" degree is obtained after two years of study. Holders of this degree may continue their studies and obtain a bachelor's degree. This degree is offered at state university colleges and a few other institutions.

The Bachelor's degree is awarded by all state universities, specialized university institutions, university colleges and a good number of other higher education institutions, both private and public. It is obtained after three years of study.

The Master's degree is awarded by state universities, specialized university institutions, several university colleges and some private institutions. The degree is obtained after two years of study, following the completion of a bachelor's degree. An important part of this degree is independent work, earning between 30 and 60 "studiepoeng"/ECTS credits.

In the fields of medicine, psychology, veterinary science and theology professionally oriented degrees/qualifications of six years duration are awarded.

The Doctoral degree Philosophiae Doctor PhD is awarded after three years of study, following the completion of a master's degree or a six-year professionally oriented degree/qualification. Doctoral programmes are offered by all university-level institutions, by some state university colleges and also by a few private institutions.

There are a few exceptions to this degree structure, listed in the diagram given below.

Credit system and grading

Grades for undergraduate and postgraduate examinations are awarded according to a graded scale from A (highest) to F (lowest), with E as the minimum pass grade. A pass/fail mark is given for some examinations.

A - Excellent - An excellent performance, clearly outstanding. The candidate demonstrates excellent judgement and a high degree of independent thinking.

B - Very good - A very good performance. The candidate demonstrates sound judgement and a very good degree of independent thinking.

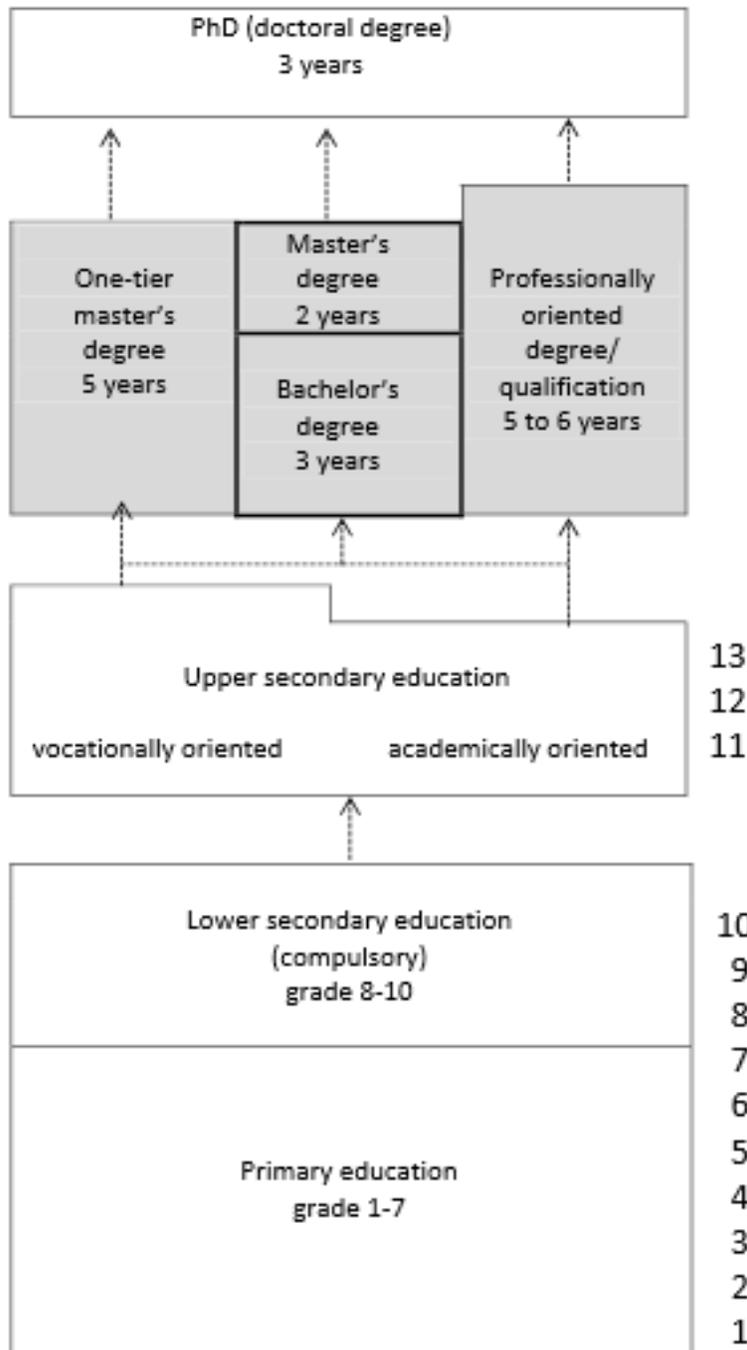
C - Good - A good performance in most areas. The candidate demonstrates a reasonable degree of judgement and independent thinking in the most important areas.

D - Satisfactory - A satisfactory performance, but with significant shortcomings. The candidate demonstrates a limited degree of judgement and independent thinking.

E - Sufficient - A performance that meets the minimum criteria, but no more. The candidate demonstrates a very limited degree of judgement and independent thinking.

F - Fail - A performance that does not meet the minimum academic criteria. The candidate demonstrates an absence of both judgement and independent thinking.

General structure of the Norwegian educational system



Exceptions not included in the diagram:

- Master's degree in architecture from Oslo School of
- Architecture and Design, Oslo: 5 ½ years
- Master's degrees of 1 - 1 ½ years duration
- Bachelor's degrees of 4 years duration (music)
- General Teacher Training: 4 years
- Høgskolekandidat degree: 2 years

8.3. Legal Bases for Awarding a Joint Master Degree

Awarding Joint Master degrees is possible based on the following laws and regulations:

- In Poland: Regulation of the Minister of Science and Higher Education of 11 September 2011;
- In Norway: Lov om universiteter og høyskoler (universitets- og høyskoleloven) from April 1, 2005, last changed Dec 18, 2015 and Forskrift om krav til mastergrad from Dec 1 2005, last changed June 10, 2015, by Kunnskapsdepartementet.



SWPS
UNIVERSITY



KOC
UNIVERSITY

UNIVERSITY
of
LIMERICK



ANNEX 12: DIPLOMA CERTIFICATE



In view of the Consortium Agreement of [INSERT DATE] between the below-mentioned universities, members of the Consortium jointly delivering the **European Master in the Psychology of Global Mobility, Inclusion and Diversity in Society**, [INSERT NAME], Rector of ISCTE – University Institute of Lisbon and (INSERT NAME), Rector of (INSERT NAME), hereby declare that:

(INSERT STUDENT'S FULL NAME)

concluded all the course units of the programme as well as a public master dissertation defense on the DATE, with 120 credits (ECTS) obtained. All legal requirements having been complied with, authorization is given to issue this Diploma of Higher Education conferring the degree of

Master in the Psychology of Global Mobility, Inclusion and Diversity in Society

awarded jointly by [INSERT university names] with a final classification of XX (in ECTS scale).

Executed in [INSERT PLACE], [INSERT DATE]

University Institute of Lisbon

SWPS Uniwersytet
Humanistycznospołeczny

Koç Üniversitesi

University of Limerick

Universitetet i Oslo

INSERT NAME AND TITLE

INSERT NAME, Rector
Name of Faculty
Insert Name, Dean
Issued in the Republic of Poland

INSERT NAME AND TITLE

INSERT NAME AND TITLE

INSERT NAME AND TITLE



Luís Antero Reto, Reitor do ISCTE - Instituto Universitário de Lisboa e (INSERT NAME), Reitor da (INSERT NAME) fazem saber que (INSERT STUDENT'S NAME) concluiu com aproveitamento as unidades curriculares que integram o plano de estudos do curso de Mestrado Europeu e foi aprovado(a) no ato público de defesa da dissertação, aos XX de XXXXX de XXX, tendo obtido 120 créditos, pelo que, em conformidade com as disposições legais em vigor, lhe mandaram passar o presente Diploma em que o(a) declaram habilitado(a) com o grau de Mestre com a classificação final de XX valores.

Text in Polish

Text in Turkish

Text in Norwegian

Owner of the Diploma

Date and place of birth:

Passport number (nationality if required):

Dissertation title:

Dissertation supervisors:

Information about the Master Program

Duration: 4 semesters

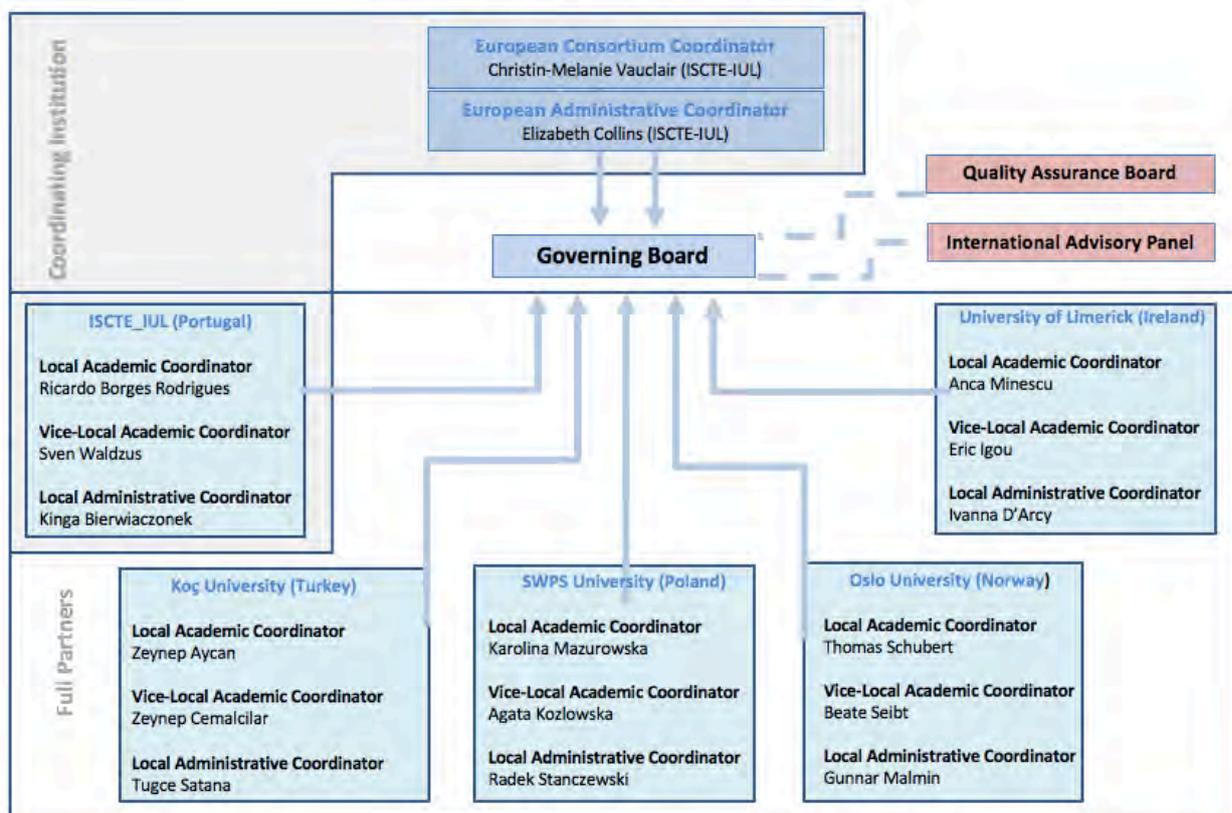
Year of graduation:

Mobility path:



ANNEX 13: ORGANIGRAM OF THE CONSORTIUM

Global MINDS Governing Structure



Contact Details

Name & Project Role	Contacts
ISCTE-Instituto Universitário de Lisboa (ISCTE-IUL) Avenida das Forças Armadas 1649-026 Lisbon, Portugal	
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	Office: AA1.11
Kinga Bierwiazzonek Local Administrative Coordinator	Office: kmbka@iscte.pt Office phone: +351217903948 (Ext. 796081) Office: D508
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	Office : 101
University of Limerick (UL) National Technological Park, Plassey Limerick, Ireland	
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Ivanna D’Arcy Local Administrative Coordinator	Email: Ivanna.DArcy@ul.ie Office phone: +353 61 202594 Office: EO-020