



Student Agreement
Erasmus Mundus Joint Master Program under Erasmus+
European Master of Science (M.Sc.) in Embedded Computing Systems (EMECS)

The Consortium of the Joint Erasmus Mundus Master Program “*European Master in Embedded Computing Systems*” (EMECS), formed by the following Universities:

- University of Southampton, United Kingdom
- Norwegian University of Science and Technology, Norway
- Technische Universität Kaiserslautern, Germany

On behalf of the EMECS Consortium represented and coordinated by

Prof. Dr.-Ing. Wolfgang Kunz

the **EMECS Program Coordinator** of the one part,

and of the other part, the **STUDENT**

Family name:

First name:

Gender:

Date of birth:

Nationality:

Passport number:

Passport expiry:

Scholarship Holder (*select Category*)

Category Partner Country:

Category Program Country:

Self-funded Student (yes/no):

HAVE AGREED to the following terms and conditions:

Preamble

The joint EMECS COORDINATION OFFICE is at the Technische Universität Kaiserslautern, Germany, represented by the EMECS Coordinator, Prof. Dr.-Ing. Wolfgang Kunz, on behalf of the EMECS Consortium is responsible towards the students for the obligations arising from the agreement. The EMECS Coordinator exercises the functions specified in this student agreement. The EMECS student agreement shall constitute the fundamentals on which the Consortium and the students can build a positive and cooperative work for an excellent learning environment and excellent academic achievements.



§ 1 - Study Track

The **STUDENT** hereby commits him/herself on his/her honour to duly attend the EMECS program and the prescribed and/ or individually stipulated lectures, seminars, projects and examinations in his/her individual mobility track at least at two of the following participating universities - in accordance with the program of studies supported by the European Commission: Technische Universität Kaiserslautern, Germany, Norwegian University of Science and Technology in Trondheim, University of Southampton, UK. The standard duration of the EMECS programme is two years and it runs from 20xx to 20xx.

The enrolment universities of the Student will be:

University for the 1st year of the EMECS:

University for the 2nd year of the EMECS:

§ 2 – Services

§ 2 a Services to the Student

The universities will use their best endeavors to provide the students with information about tuition, supervision, assessment and support services of a professional standard.

The **STUDENT** should make him/herself familiar with the specific academic and organizational procedures with support by the Universities` teams.

The EMECS Team will help the students to get familiar with either academic, logistic or administrative matters and also help integrate in social and cultural terms as well as possible.

If he/she is a Scholarship holder, the Student will be covered by the EMECS consortium with a Health Insurance, Personal Liability and Accident Insurance. If the Student is not granted an EMECS scholarship he/she has to get a health insurance on his/her own.

Student service information can get found on the EMECS website under www.emecs.eu.

The **EMECS Team** can get reached via email: emecs@eit.uni-kl.de or on phone: +49 (0)631 205 2840.



§ 3 - Code of Conduct

Under the present Agreement, the **STUDENT** is obliged:

- to obtain his/her residence permit from the national and local Authorities upon his/her arrival in the host countries if required;
- to participate in the orientation and welcome meetings / courses as well as informative and official meetings and events;
- to attend assiduously, and with the objective of successfully passing, the courses, seminars, laboratories and the thesis inherent in the program of studies;
- to refuse any other scholarship or subvention financed by the Commission of the European Communities under other Community programs.
- to participate in the EMECS student surveys/evaluations as well as to join the Erasmus Mundus Students and Alumni Association (EMA, www.em-a.eu)

The attendances referred in § 1 are recognized by the respective Universities as integral parts of the qualification for which the **STUDENT** is preparing, as long as he/she is successful in the respective examinations and/or assessments.

§ 3.1 In case of non-attendance to the course due to reasons:

- i) which the Student cannot justify with medical certificates
- ii) for which permission has not been granted by the **EMECS COORDINATING OFFICE** or the EMECS board members,

If the Student fails to validate a year of study,

If the Student is the subject of disciplinary measures leading to his/her exclusion from the EMECS Partner Universities,

If the Student is the subject of legal prosecution that prevent him/her from attending the EMECS programme,

If the Student withdraws from the EMECS program, on his/her own decision or by force majeure, the Student understands that he/she shall be excluded from the EMECS programme.

§ 3.2 Furthermore the Student shall be excluded from the EMECS programme for good cause, for example

- if the student does not use the grants (Scholarship Holder) in accordance with their designated purpose
- in case of serious disciplinary offences.

The following sections § 3.3 and § 3.4 are only applicable to Scholarship Holders:

§ 3.3 In such an event, the student hereby makes a commitment on his/her honour to reimburse the **EMECS COORDINATING OFFICE** (Technische Universität Kaiserslautern, Germany) the excess funding from the grant(s) allocated to him/her, which consists in:

- any EMECS funds received covering the period following the date of exclusion,
- at the beginning of the Master program, part or totality (based on the number of months attended) of the amount that were deposited on the account opened for his/her use by the **EMECS COORDINATING OFFICE** or the local University officials,
- except for the sums stipulated in §3.4 and §3.6.



§ 3.4 As an exception to §3.3, the Student shall not refund sums he/she perceived for the following:

- the rent of his/her accommodation, for the month of the day of his/her exclusion,
- the bank fees corresponding to his/her accommodation insurance, between the day of his/her exclusion and the end of the calendar month,
- the bank charges to pay for his/her bank account and his/her credit card, between the day of his/her exclusion and the end of the academic year, participation costs perceived for the remainder of the EMECS programme (but see §6): participation costs amount to 8000 € per year for non-European students and 4000 € per year for European students,
- sums the student shall need to live between the day of his/her exclusion and the end of the calendar month, i.e. for food, transportation, within a limit he/she shall agree on with the **EMECS COORDINATING OFFICE**.

§ 3.5 Upon exclusion, the Student shall in due time and before his/her departure pay for the following:

- the rent of his/her accommodation, for the month of the day of his/her exclusion,
- the bank fees corresponding to his/her accommodation insurance, for the month of the day of his/her exclusion,
- the bank fees to pay for his/her bank account and his/her credit card, for the academic year of the day of his/her exclusion,

§ 3.6 The Student engages to behave with ethics during his/her studies. He/she will commit no fraudulent act, and will specially avoid cheating, falsification or plagiarism of any academic work. Moreover, he/she will not abuse or misuse the access to equipment and installations and will not perform any unauthorized access or violation of departmental or university rules. Any incident against this compromise will be treated by the Consortium and may cause the exclusion of the Student from the EMECS program.

§ 4 - Academic Area

§ 4a Academic Program

EMECS is a two-years master's program. A total of 120 ECTS (European Credit Transfer and Accumulations System) credit points must be acquired. The curriculum consists of a *core program*, an *elective program* and a *Master's thesis*. The core program covers the fundamentals of Embedded Computing Systems and offers an equivalent education in all three institutions. The elective program reflects the specific profiles of the participating partner universities and their associated research institutes.

Every student spends two consecutive semesters (mobility phase) at two institutions of the consortium and earns 60 ECTS credits (or more) at each institution.

Due to the binding definition of a *core program* no formal restrictions exist regarding the possible choices and the order of institutions within the consortium. This choice will only be influenced by the individual student's interest and partner profiles.

The mobility phases of each student will be decided after the Student is accepted to the program. Mobility phases may be changed at a later stage if the coordinators of the involved universities agree with the change. Each mobility phase will start with an orientation phase (including a language course in Germany and Norway).



Core Program (45 ECTS)

The core program consists of three study areas:

- Embedded System Hardware Architectures
- System Software
- System-on-Chip (SoC) Design Methodology

The three partner universities have agreed on the contents of these *core study areas*. All teaching modules of the core program are mandatory to all students and need to be finished within the first year of study at one of the partner universities. The core program guarantees that all students can achieve an equivalent educational level regarding the basic principles of embedded system design and architecture. After completion of the core program, no matter at which partner institution, students will be able to take full profit of the elective program and project activities offered throughout the consortium.

Elective Program (45 ECTS)

The *elective program* consists of four *study areas*:

- Advanced Topics in Embedded Systems
- Communication & Signal Processing
- Automation & Control
- Microsystems

These areas are offered by all partner universities. Each partner university contributes a number of teaching modules to each elective study area. The teaching modules within an elective study area are varying between universities and reflect specific local strengths, special application areas, design methodologies and architectures of embedded systems.

There are no mandatory teaching modules in the elective program. Every student is assigned a supervisor at each of the two partner universities that he or she attends. Based on the elective program an individual study plan is elaborated and mutually agreed on between the Student and the supervisors.

Master's Thesis (30 ECTS)

The last part of the curriculum during the second year of study is dedicated to a Master's thesis. The Master's thesis is typically embedded into larger research projects conducted by the universities, the local research centres or together with industry. The topic of the Master's thesis is determined during the second year of studies.

In the first year of study (two consecutive semesters at first host University) 60 ECTS credits are required: 45 ECTS credits as core program and 15 credits as elective program. The core program is mandatory. The second year has 30 ECTS credits from the elective program and 30 ECTS credits for the master's thesis.



Taking into account the different grading schemes of the three partner universities the average degree grade is calculated by the table below.

Grade in Norwegian system (NTNU) (ECTS-scheme)	A		B		C		D		E		F	line 1
Grade in German system (TUK)	1.0	1.3	1.7	2.0	2.3	2.7	3.0	3.3	3.7	4.0	5.0	line 2
Grade in UK system (UoS)	≥ 70%		<70%, 60%]		<60%, 55%]		<55%, 50%]		<50%, 40%]		<40%	line 3
Grade value for the calculation of the final grade	NTNU UoS	1.5		3.5		5.5		7.5		9.5		line 4
	TUK	1	2	3	4	5	6	7	8	9	10	line 5
Value of the final grade	2.5	or less	<2.5, 4.5]		<4.5, 6.5]		<6.5, 8.5]		8.5 or more			line 6

For the calculation of the average grade the grades of NTNU (line 1) and the grades of UoS (line 3) are converted into the values of line 4. The grades of TUK (line 2) are converted into the values of line 5. The value of the final grade is calculated by means of the values of line 4 and 5 weighted by the obtained ECTS-credits. The value of the final grade (line 6) is then related to the ECTS-scheme (line 1).

§ 4b Academic Outlines

The Student must successfully attend and complete all modules and assessments in order to graduate from the EMECS Program (also see § 3 Code of Conduct). Students will be given the opportunity to explore themes and topics that most interest them within the module structure that applies to all participants in the Program.

The Student will be encouraged to select his/her own research topic subject to approval from the EMECS Consortium and relevant other academic or industrial institutions that the topic meets the EMECS objectives and learning outcomes. Student research projects with industry will be jointly supervised by one academic in the host institution and one from the company.

To pass a course the Student need a minimum E mark of the ECTS system. In case of failing a subject, a re-sit examination will be managed according to local regulations of examination affairs.

The Student must complete at least two mobility phases of at least 30 ECTS points each. If a scholarship holder has earned less than 15 ECTS points in the first semester or less than 45 ECTS points in his/her first academic year, the EMECS Board will terminate the scholarship of the student unless there is a recommendation to the contrary from the mitigating circumstances panel or equivalent at the host University of the student.



At the end of the program, if all requirements are fulfilled successfully, the Student will receive the Joint Master Degree from the participating Universities with the supplement to the diploma. **Degree:** Master of Science (M.Sc.) in Embedded Computing Systems (Joint Degree)

The Student will be issued with diploma supplements to accompany the degree awards that include reference to the joint nature of the Programme, 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 organisations.

§ 5 - Financial Matters

§ 5.1 Tuition Fees:

The Participation Costs cover the national enrolment fees in each university of the EMECS Program and the orientation and/or language courses to be taken locally.

Tuition fees only cover administrative fees and the academic costs of the program. It does not include costs for living, housing and travel.

- 8000€ per year for Students from Partner Countries.
- 4000€ per year for Students from Program Countries

The following section § 5.2 Scholarship Grant (including § 5.2.1 - 5.2.5) is only applicable to Scholarship Holders:

§ 5.2 Scholarship Grant

The granted students, will receive their scholarship in max. 24 monthly installments of 1000 EUR each, plus two annual installments destined to cover mobility cost and installation in the new country. The Contribution to the travel and installation costs will get calculated as the following: 1.000 EUR per year per scholarship holder resident of a Programme Country for travel costs. 2.000 EUR per year for travel costs + 1.000 EUR for installation costs for scholarship holder resident of a Partner Country whose location is situated at less than 4.000 km from the EMJMD coordinating HEI. 3.000 EUR per year for travel costs + 1.000 EUR for installation costs for scholarship holder resident of a Partner Country whose location is situated at 4.000 KM or more from the EMJMD coordinating HEI.

The scholarship will be paid by bank transfer to the account opened locally at arrival. The Student engages to communicate promptly to the EMECS local contact persons any change of his/her bank details.

§ 5.2.1 Commencement of the Grant

The Student shall start to receive the financial assistance when this agreement has been duly signed by the EMECS COORDINATING OFFICE and the STUDENT. The first payments shall be made at the beginning of the academic year (in September).



§ 5.2.2 Drawing of the Grant

The STUDENT shall receive the grant in accordance with the following schedule from the university he/she stays in the first/second year:

- a. In year 1:
 - i. After this agreement has been signed, the STUDENT shall receive the relevant contribution to travel. For this purpose, the STUDENT shall have informed the EMECS COORDINATING OFFICE and the local University officials of the details of a bank account opened in his/her name in the European country where he/she is taking the *first* years EMECS course. The STUDENT is responsible for supplying the correct details as and when required.
 - ii. The other payments shall be drawn as 12 monthly payments, from September to August. The payments shall be made at the beginning of the month. The STUDENT shall receive 12,000 EURO / 12 month = 1,000 EUR in each monthly payment. If, for any reason, a payment cannot be made, the respective arrears shall be due in the following payment.
- b. In year 2:
 - i. The STUDENT shall receive the relevant contribution to travel. For this purpose, the STUDENT shall have informed the EMECS COORDINATING OFFICE and the local University officials of the details of a bank account opened in his/her name in the European country where he/she is taking the *second* years EMECS course.
 - ii. Like in year one the other payments shall be drawn as 12 monthly payments, from September to August. The payments shall be made at the beginning of the month. The STUDENT shall receive 12,000 EURO / 12 month = 1,000 EUR in each monthly payment.

§ 5.2.3 Suspension and Interruption of the Grant

The EMECS COORDINATING OFFICE shall be entitled to deduct an amount from the grant or even completely suspend the monthly payments under the following circumstances:

- c. Failure to regularly attend classes.
- d. Insufficient proficiency.
- e. The subjects taken by the STUDENT do not match the EMECS study plan.
- f. The payments were not used in accordance with their designated purpose.
- g. In case of serious disciplinary offences.

In the event, that the student has to temporarily leave the EMECS Programme due to well documented reasons, such as serious medical issues and/or serious family reasons, the payment of the grant will get interrupted until the student is able to attend the Programme at the host institution physically again.

§ 5.2.4 Termination of the Grant

In the event that the circumstances stipulated in article 5.2.3 continue over a prolonged period of time, the EMECS COORDINATING OFFICE shall consider the grant to be terminated and no further payments shall be made to the STUDENT.

The STUDENT shall be entitled to voluntarily terminate the grant at any time. To do so, he/she shall have to notify the EMECS COORDINATING OFFICE in writing.



If there are no exceptions as stipulated in § 5 the regular duration of the grant shall terminate at the end of the two academic years (after 24 months).

Both Parties have the right to terminate this Agreement for good cause in exceptional cases without notice.

§ 5.2.5 Payment of the Participation Costs

The amount of the participation costs (including the university's tuition fees) will be payed by the EMECS COORDINATING OFFICE directly to the STUDENT'S first/second year university.

In the case the STUDENT has to advance the money for the university's tuition fee on loan to keep the university's term, he/she has to contact the EMECS COORDINATING OFFICE to get his/her money back.

§ 6 - Online Ressources

Relevant information and contact details of the **EMECS** program: www.emecs.eu

General information about **Erasmus +**: http://ec.europa.eu/programmes/erasmus-plus/node_en

Erasmus Mundus Students and Alumni Association (**EMA**): www.em-a.eu

Electronic Bulletin Board (**ElBulbo**) - Platform for EMECS students, alumni and staff:
<https://bordeaux.eit.uni-kl.de/elbulbo/login.php>

Place, Date

For the EMECS COORDINATING OFFICE

EMECS Program Coordinator

Place, Date

For the STUDENT

Three copies of this contract should be signed: One for the STUDENT, another for the EMECS COORDINATING OFFICE, and a third for the local University officials.