



Erasmus Mundus Joint Master

Student Agreement

For the

International Master in Sustainable Drug Discovery

This Agreement, drawn up for the S-DISCO programme, governs the relationship between:

Ghent University, representing the S-DISCO consortium

hereinafter referred to as «the Coordinating Organisation», represented by its Legal Representative:

Prof. Dr. Rik Van de Walle, Rector, in this particular case represented by Prof. Dr. Bart De Spiegeleer, Ottergemsesteenweg 460, 9000 Gent, Belgium,

and

Mr/Msfrom
(nationality)

Hereinafter referred to as «the student».

It has been agreed as follows:

Article 1. Object

The Coordinator and the student undertake to carry out the activities referred to in this agreement, in the framework of the International Master of Science in Sustainable Drug Discovery (S-DISCO). This agreement, which all parties declare they have read and approved, governs the relationship between the parties and defines the rights and obligations associated with their participation in the above educational programme.



Erasmus+

Article 2. Study programme

The S-DISCO programme 2023 - 2025 starts September 18th 2023 at Ghent University and ends with the solemn graduation ceremony on September 14th 2025 (or an alternative date assigned by Ghent University).

The coordinator and the partner universities undertake to:

- award a joint degree carrying the qualification of *International Master of Science in Sustainable Drug Discovery*, accompanied by the relevant national degrees of those partners unable to join in the joint degree;
- provide a complete diploma supplement mentioning in detail the course units completed and the credits and grade obtained;
- fully recognise the academic programme proposed by the different universities as the official programme of the S-DISCO Master;
- take all measures necessary for the preparation, implementation and efficient operation of the studies;
- provide the student following the S-DISCO programme with all the conditions and facilities included in the proposal, including offering assistance with (= providing information on) visas and permits, assist in finding housing, coaching, special needs, an insurance scheme as provided by S-DISCO, a student handbook, student guides and advisors, counselling and monitoring services, access to libraries, necessary information about the course, a designated website, *etc.*;
- assist the student to fulfil the administrative formalities required;
- provide, if, where and when possible, the student with logistical support to facilitate the mobility and installation to and in each of the partner universities;
- provide the student with insurance for the scholarly activities within the regular duration of the programme (24 months) or the duration of the programme according to the European minimum requirements.

To fully and successfully complete the programme, the student needs to complete an entire mobility scheme, pass all the courses the student has registered for, successfully complete the internship, obtain a minimum of 120 ECTS, and successfully defend the master's dissertation.

Article 3. Obligations of the student

The undersigned student undertakes to:

- respect the discipline, guidelines and regulations imposed by the participating universities concerning courses, tasks, working hours, ECTS, mobility, the rules in force, and any other legal provisions in order to obtain the S-DISCO diplomas;
- provide at any time in the process of application, study and master's dissertation research, correct and timely information to the Coordinator pertaining to academic and administrative issues of interest to the proper management of the S-DISCO programme;

- attend and actively participate in the joint programme (lectures, seminars, training courses, etc.) in accordance with the relevant requirements;
- accept that attendance to classes is mandatory;
- deliver the expected outputs (examinations, projects, essays, publications, etc.) in accordance with the joint programme's requirements;
- obtain the expected performance results in order to be allowed to continue the S-DISCO programme;
- inform the Coordinator in advance if he/she wishes to withdraw from the programme and follow the required procedures of each hosting university;
- pay the programme cost, including the yearly tuition fee as described below;
- indicate preference of 3rd semester specialization at the start of the programme;
- timely (max. 1 week after the S-DISCO day in the 1st master year) submit to the Management Board min. two options for master's dissertation topics at two different places.

Students may be asked to sign an additional agreement by some of the hosting universities, for instance to get access to the building and labs. Such an agreement may stipulate a code of conduct, confidentiality, property rights etc.

The Management Board of S-DISCO, chaired by its Coordinator, will, in cases of violation of the Student Agreement by the Student, decide on consequences for the Student.

Article 4. Programme cost & other costs

Students without an EMJM scholarship are expected to pay the full yearly programme cost of S-DISCO for one year before the 15th of August preceding the start of the 1st academic year, before the 1st of September preceding the start of the 2nd academic year and before the 15th of October or the 15th of February preceding the start of any additional semester(s). Details for the payment will be provided at enrolment.

The payment of the programme cost covers tuition fees, institutional enrolments, the mandatory EMJM insurance and the extra costs for organising the programme (including laboratory work and excursions, project and master's dissertation research). Costs related to participation in extracurricular courses (e.g. language courses, additional elective courses) and other costs (e.g. costs related to internal mobility) are at the charge of the students. The student must cover travel, living and subsistence costs.

After their selection, students with special needs can indicate what their special needs are and what budget should be allocated accordingly.

The student also takes notice of the insurance scheme coverage, and agrees that additional insurance aspects that may not be covered by this insurance, such as any designated insurance policies instructed as mandatory by each hosting university, are at his/her own expenses. Accompanying spouses and/or children can be covered by this insurance scheme at cost of the student, after having informed the coordination secretariat.

The programme cost is paid at Ghent University.



The student understands that he/she may be excluded from the S-DISCO programme if:

- the student cannot justify his/her absence from mandatory lectures, practical sessions, field trips, informative and official meetings with medical certificates or explicit permission by the S-DISCO staff (to ensure permission, the student must ask in advance);
- the student obtained insufficient credits and if corrective actions are not followed up;
- the student is the subject of disciplinary measures leading to his/her exclusion from the S-DISCO Partner Institutions;
- the student is the subject of legal prosecutions that prevent him/her from attending the S-DISCO programme;
- the student withdraws from the S-DISCO programme, on his/her own decision or by force majeure.

Re-registration beyond the regular duration (24 months) or leave of absence:

- students who have not successfully completed at least 120 ECTS at the end of 24 months of regular study programme need to re-enrol for at least one additional semester.
- If a student needs to be enrolled for one or more additional semester(s) after the fourth semester, the programme cost to be paid is the regular programme cost, but reduced to one semester of the annual programme cost.
- A student can address the Management Board (MB) to request a (partial) waiver for an additional semester but needs to do so before September 1st (fall semester) or February 1st (spring semester). The S-DISCO Management Board will decide case per case whether or not a waiver is possible or advisable.
- The payment of the additional programme cost covers the institutional enrolments but **not** the insurance. In this case, students are no longer automatically subscribed to the European insurance scheme. Students can in this case choose to continue the insurance on their own financial means.

Article 5. Withdrawal from the programme or leave of absence

If a registered student decides to withdraw permanently from the programme, or wants to take a leave of absence from the programme, the student needs to inform the MB in writing. In addition, the student needs to inform UGent and follow the administrative rules and regulations of the university in which the student is registered for that semester. If a student withdraws from the programme or if a student is granted a leave of absence during either semester of the academic year, he/she will be eligible for a refund in accordance with the conditions set forth below. UGent will notify the other full partner universities about the withdrawal. In case a student was requested to withdraw for failure to maintain a satisfactory scholastic standing, no refund is possible. For scholarship students, the payment of the scholarship is blocked immediately in all aforementioned cases.

The effective date is the date that UGent receives the student's written request for withdrawal or leave of absence.

A student who is required to withdraw because of a violation of regulations will not receive a tuition refund.

Written notice of withdrawal/Leave	Programme cost % that can be refunded upon request
Before start of academic activities first semester	100% of annual programme cost for the first academic year
Between first and last day of academic activities first semester	No more than 50% of annual programme cost for the first academic year
Between first day and last day of academic activities second semester	No refund possible
Between first and last day of academic activities third semester	No more than 50% of annual programme cost for the second academic year
Between first day and last day of academic activities fourth semester	No refund possible
Forced withdrawal (violation of regulations, insufficient performance)	No refund possible

Article 6. Examination and education regulations

Students following courses within S-DISCO at any of the full or associated partner universities are bound by the examination and education regulations of the partner university where the student is taking the course.

This refers to and includes all rules, guidelines, regulations and information regarding course work, project work, internship, master's dissertation, methodologies used in education, criteria for admission to courses and timetables, as well as all information regarding thresholds for passing examinations and re-sits, additional semesters, or any other relevant information linked to any form of educational or research activity linked to the S-DISCO programme.

Students are not allowed to retake exams for a course to obtain a higher grade when they have already passed for this course.

Copies (or links to) the partner university's rules and regulations:

Ghent University: <https://www.ugent.be/student/en/class-exam-exchange-intern/class-exam/education-examination-code>

Article 7. Appeal

In case a student wishes to discuss a problem, difficulty or issue, or if the student wishes to make an appeal, then the following actions need to be taken:

1. Contact the Local Contact of the S-DISCO programme at the partner university;
2. If the issue is related to local rules and regulations, and the student finds no satisfactory solution at the S-DISCO Local Contact, the ombudsperson of the local faculty or partner university must be contacted;

3. When the issue is related to S-DISCO rules and regulations, and the S-DISCO Local Contact cannot offer a solution or if the issue is related to local rules and regulations, and the student finds no satisfactory solution at the partner university ombudsperson, then address the S-DISCO Management Board in writing through SDISCO@UGent.be;

4. In case no satisfactory solution has been reached with the S-DISCO Management Board, one can finally opt to contact the Ghent University ombudsperson. Consult the Education and Examination Code of Ghent University for further information, available on the UGent website.

The student must provide the Coordinator immediately with any information he/she may require about the execution of the activities governed by this Agreement.

Article 8. Student representation

Students are represented in the programme and the partner universities in different ways:

- Through the S-DISCO Student and Alumni association.
- Through student representatives who are invited in each of the S-DISCO Management Board meetings for the parts where no confidential information is discussed.
- Through student representatives in the S-DISCO Education Quality Assurance Board (EQAB).
- Through the student representatives in the overarching faculty and university organisations.

Article 9. Privacy

The student

- Declares that he/she was informed that images will be taken by the S-DISCO Consortium, in regard to the International Master of Science in Sustainable Drug Discovery (S-DISCO);
- Declares that he/she was informed that he/she might be portrayed recognizable and identifiable in these images;
- Declares that he/she gives his/her express consent to the S-DISCO consortium, to take his/her image;
- Irrevocably gives the right to the S-DISCO consortium, to use, publish, reproduce and distribute his/her image without any restriction;
- Declares that he/she was informed that these images will be used by the S-DISCO consortium in regard to the International Master of Science of Sustainable Drug Discovery (S-DISCO);
- Declares that he/she fully and definitively waives any claim to any right, title or interest relating the aforementioned images and/or elements of these images. All intellectual and property rights remain with the S-DISCO consortium;
- Gives the S-DISCO consortium explicit consent for the use of his/her academic e-mail address by a third party.

URL's where the information set out in Articles 13 and 14 of the GDPR can be found on the websites of the individual full partners.

Article 10. Confidential master's dissertation

It is possible that during the programme, the master's dissertation promotor indicates a confidential master's dissertation. In these cases, the student needs to sign a nondisclosure agreement wherein both parties acknowledge that any technology, product or other intellectual property is identified as confidential information.

Wherein neither party acquires any intellectual property right under the nondisclosure agreement except the limited right to use the confidential information in the framework of the master's dissertation.

Article 11. Liability

Each contracting party must exonerate the other from any civil liability for damages suffered by him or his staff as a result of performance of this agreement, provided such damages are not the result of serious and deliberate misconduct on the part of the other party or his staff.

Article 12. Jurisdiction clause

Where no amicable agreement can be reached, the courts of Belgium will have sole jurisdiction in any disputes between the contracting parties concerning this agreement. The law applicable to this Agreement is the law of the country of the Coordinating Organisation (Belgium).

Article 13. Amendments or additions to the Agreement

Amendments to this Agreement may be made only by codicil signed on behalf of each of the parties by the signatories to this Agreement.

This Agreement was signed in duplicate, and all parties receive a copy.

S-DISCO Coordinator

Student

Date:

Date:

represented by the Coordinator, and each student.