

**ERASMUS+ INTERNATIONAL CREDIT MOBILITY PROGRAMME
CALL FOR APPLICATIONS MOBILITY GRANTS FOR BACHELOR STUDENTS AT
UNIVERSIDAD CARLOS III DE MADRID
2022-2023 ACADEMIC YEAR**

The Erasmus+ Program aims to improve the quality of Higher Education and to develop its European dimension, by strengthening transnational cooperation between Higher Education Institutions, promoting mobility and improving transparency and academic recognition for skills and qualifications within the European Union.

Student Mobility, included in the Key Action 1 (KA1) of the Erasmus+ Program International Credit Mobility (ICM), is now open to mobility between HEIs in Europe and other Partner Countries around the world.

Within the framework of the Erasmus+ 2020 Call, the Universidad Carlos III de Madrid (UC3M) has obtained funds for students' mobility during the academic year 2022-2023, between UC3M and Non-European Partner Universities.

CALL FOR APPLICATIONS

1. Purpose of the Call

Call for mobility stays at Universidad Carlos III de Madrid for bachelor students from the following participating Higher Education Institutions: Ateneo de Manila University (The Philippines), Georgia Institute of Technology (United States), Mapua University (The Philippines), Nanyang Technological University (Singapore), Purdue University (United States), Royal Melbourne Institute of Technology (Australia), Singapore Management University (Singapore), Universidad Nacional Autónoma de Nicaragua (Nicaragua), Waterloo University (Canada) and Yonsei University (South Korea).

2. Duration of the stay

The exchange shall take place during the Fall Semester of the academic year 2022-2023.

3. Grants

The selected students will benefit from tuition fee waiver for courses taken at UC3M, notwithstanding other fees for the use of certain services or activities that might be applicable.

The Erasmus+ grant is a contribution to the costs of the planned Erasmus+ mobility period as follows:

ID DOCUMENTO: UBw3HbZdyP
Verificación código: <https://sede.uc3m.es/verificacion>

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Country	Sending University	Nº of grants	Duration of Stay	Grant Amount	
				Subsistence *	Travel
Australia	Royal Melbourne Institute of Technology	3	3-5 months	850 €/month	1.500 €
Canada	Waterloo University	1	3-5 months	850 €/month	820 €
Nicaragua	Universidad Nacional Autónoma de Nicaragua	1	3-5 months	850 €/month	1.500 €
Singapore	Nanyang Technological University	2	3-5 months	850 €/month	1.500 €
Singapore	Singapore Management University	1	3-5 months	850 €/month	1.500 €
South Korea	Yonsei University	2	3-5 months	850 €/month	1.500 €
The Philippines	Ateneo de Manila University	2	3-5 months	850 €/month	1.500 €
The Philippines	Mapua University	2	3-5 months	850 €/month	1.500 €
United States	Georgia Institute of Technology	1	3-5 months	850 €/month	820 €
United States	Purdue University	1	3-5 months	850 €/month	820 €

*Monthly Subsistence: 850 € /complete month + 1/30 of the monthly allowance for each additional day up to a maximum of 5 months.

The mobility period can be from a minimum of 3 months to a maximum of 5 months. The grant will be paid in case the mobility comprises an onsite stay of a minimum of 3 months.

The grant will also cover the travel assistance insurance expenses corresponding to the general policy offered by UC3M to international and exchange students.

The selected participants are free to make travel and accommodation arrangements that best suit their needs. Important: For booking their flights and accommodation, selected participants need to advance their own funds since the mobility grant will be paid only once their stay begins (see procedures for grants payment in section 8). It is highly advisable to make bookings (flights, accommodation etc.) on conditions that allow full reimbursement in case of cancellation of travel.

Students with special needs: A person with special needs is a potential participant whose individual physical, mental or health-related condition is such that his/her participation in the mobility would not be possible without extra financial support.

To access the grants established in the Erasmus+ Programme for persons with special needs in the field of Higher Education, participants must have a disability legally recognised and qualified to a degree of 33 % or more, as well as complying with the rest of the admissibility criteria established in the Programme, and must apply for such aid through the International Relations Service of the Universidad Carlos III de Madrid.

4. Eligibility Requisites

Applicants must fulfill the following requisites:

- a) To be nominated by the sending University as exchange student within the framework of the Erasmus+ Interinstitutional Agreement signed between UC3M and the partner institutions.
- b) If planned mobility activities will be conducted in a language that is not the native language of the applicant, to have an appropriate level of the language of instruction, B2 being the minimum level. The sending institution will check that the applicant has the required level before being nominated.

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- c) To be enrolled for degree studies in the sending institution at the time of application and also during the mobility.
- d) To submit their complete application within the deadline.

5. Application and Deadline

The sending universities will pre-select the candidates according to the following procedure:

1. Nominate the candidates in the traditional UC3M online NOMINATION FORM.
2. In Addition, the sending universities will have to send to UC3M, by email to belopezg@pa.uc3m.es, the following information on the nominated candidates that sending universities pre-selected for the grant:
 - **Learning Agreement** (Annex I) signed by the applicant and the sending institution, scanned signatures are accepted. Candidates should complete only the 1st page of the Learning Agreement.
 - **Motivation Letter** written by the candidate (free format) explaining the reasons to participate in the Erasmus+ Program.
 - The **Grade Point Average** (GPA) of the bachelor student.

Period of Application:

Semester	Deadline for submission of applications
Fall 2022/2023	16 May 2022

6. Selection Process and Evaluation Criteria

The selection process of the grant beneficiaries will be based on the principles of equity, fairness and transparency among those candidates nominated and pre-selected by the sending universities and shall be carried out by the UC3M Evaluation Committee, which shall consist of:

- Vice-Rector for Internationalisation and European University at UC3M (or the person delegated by same), who will act as President
- Director of the International Relations Service at UC3M, who will act as Secretary
- Head of Non-European Mobility at UC3M
- Erasmus+ KA107 ICM Coordinator at UC3M

The Committee will take into account the following criteria and scales to award the grants:

- Grade Point Average (GPA): 80% of the total score
- Motivation letter: 20% of the total score

The Vice-Rector for Internationalisation and European University will award the grants in the light of the proposal made by the Evaluation Committee, which will also establish a waiting list of candidates who are not awarded the grant.

The number of available grants established in section 3 is a minimum that will be awarded. Depending on the availability of credit, further grants may be generated or extensions may be

granted. In the case that new grants are generated, candidates will be called from the reserve list resulting from the selection process described above.

The resolution will be published in the UC3M website:

<https://www.uc3m.es/ss/Satellite/cooperacion/castellano/TextoDosColumnas/1371250538493/%23personalyphd#gradoymaster>

Grant Acceptance: the grant beneficiaries must accept the grant by e-mail to belopezg@pa.uc3m.es with the subject "Acceptance Erasmus+ ICM 2022", within 7 calendar days of the publication of the award resolution. Failure to accept will be understood as a waiver of the grant awarded, which will be assigned to the next student according to the waiting list, and so on.

7. Obligations of the Beneficiaries

Acceptance of the grant by the beneficiary implies compliance with the rules laid down in this call for applications, and in particular:

- Carrying out the stay on the dates established in section 2 of this Call for Applications.
- Signing the Erasmus+ Program documents: Learning Agreement, Grant Agreement.
- Completing the EU Survey which will be sent 30 days before the end of the stay at UC3M.
- Complying with any other obligations inherent to the Erasmus+ ICM Program and the internal rules of the sending and the receiving institution.

8. Grant Payment Procedure

The final amount of the grants will be calculated taking into account the duration of the real mobility within the official semester period at UC3M.

Upon their arrival to Spain, the student needs to open a Spanish bank account, where the grant will be paid via a bank transfer. The first instalment of 80% of the total grant will be paid once the student has registered at the host university, signed the Grant Agreement and received the certificate of arrival. The second instalment of 20% of the total grant will be paid at the end of the mobility when the student has completed the online EU survey based on the real duration of the stay.

9. Refund of the Erasmus+ ICM Grant

The sums received shall be repaid in the event of failure to comply with any of the obligations laid down in this Call for Applications, except in cases of force majeure.

10. Academic Recognition

Credits earned by each beneficiary at UC3M will be recognized at the sending institution according to the Study Plan proposed by the student and approved by the academic advisor and reflected in the Learning Agreement that must be signed before the mobility starts.

If the beneficiary waives his/her place without good cause before finishing the entire stay, the courses taken at UC3M up to the date of the waiver may be left without academic recognition.

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11. Information

UC3M will provide the student with information and academic advice upon arrival.

The following persons will act as first contact point for applicants, will guide them on the application procedure, and will also liaise with UC3M Call coordinator on behalf of applicants:

Country	Sending University	Contact Email
Australia	Royal Melbourne Institute of Technology	global.semester@rmit.edu.au
Canada	Waterloo University	studyabroad@uwaterloo.ca
Nicaragua	Universidad Nacional Autónoma de Nicaragua	rmaleanos@unan.edu.ni ; ori@unan.edu.ni
Singapore	Nanyang Technological University	GEM-Trailblazer@ntu.edu.sg ; gem-explorer@ntu.edu.sg
Singapore	Singapore Management University	isep.outbound@smu.edu.sg ; pychong@smu.edu.sg
South Korea	Yonsei University	abroad@yonsei.ac.kr ; study@yonsei.ac.kr
The Philippines	Ateneo de Manila University	outbound.oir@ateneo.edu
The Philippines	Mapua University	reecamus@mapua.edu.ph ; sbsalvador@mapua.edu.ph
United States	Georgia Institute of Technology	education.abroad@oie.gatech.edu ; cully.garbers@oie.gatech.edu
United States	Purdue University	pikel@purdue.edu ; rsiever@purdue.edu

Should any doubt arise over the interpretation of this Call, the Selection Committee will decide and interpret, in any case, in the light of the guidelines of Erasmus+ Program.

12. Data Protection

Responsible for data processing: Universidad Carlos III de Madrid.

Identification of the data processing: Erasmus International Mobility and International Mobility – Non European

Purpose: To manage the selection of candidates in the mobility calls corresponding to each of the groups. Moreover, to manage the execution of the mobility program, corresponding to each group, through the application and monitoring of the mobility of the successful bidder in the organization, institution or entity of destination.

Exercise of rights: Participants may exercise their rights of access, rectification, suppression, limitation, portability and opposition to data processing by sending an email to the following address: dpd@uc3m.es

Additional information: For additional and detailed information about our privacy policy, please visit <https://www.uc3m.es/home/data-protection>

The participant, by means of his or her registration in the present call, consents to his or her personal data being processed for the purpose of managing the allocation of grants from the Carlos III University of Madrid call for the international mobility in the academic year 2022/23. The application of one of the previously indicated types of data processing will be carried out according to the type of mobility requested by the beneficiary.

In compliance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April on the protection of individuals with regard to the processing of personal data and the free movement of such data, and Organic Law 3/2018 on the Protection of Personal Data and Guarantee of Digital Rights, the personal data provided in the application and contained in the documentation as appropriate, will be processed and incorporated into the International Mobility file owned by the International Relations Service of the Carlos III University of Madrid, the entity responsible for processing, with headquarters at C/ Madrid 126, 28903 Getafe (Madrid), for the purpose of managing the process and payments of Erasmus+ grants and the university's own grants during this call for the academic year 2022-23. Participants' data may be transferred to other Units and Services of this University, Bodies and institutions of the European Union, Public Administrations, Universities and Autonomous Bodies of European Educational Programmes; or transferred internationally to those countries with which agreements have been signed outside the European area, within each non-European mobility call. Applicants can exercise their rights of access, rectification, cancellation and opposition by sending an email to the following address: dpd@uc3m.es

All of which is reported in compliance with the General Data Protection Regulations. More information in the data protection section of the website of the Universidad Carlos III de Madrid <https://www.uc3m.es/home/data-protection>

In Getafe, on the date of the electronic signature
(The Rector - By delegation of signature dated 09/06/2021)

The Vice-Rector for Internationalisation and the European University
(Rector's Resolution of 17/09/2019)

Matilde Sánchez Fernández

The present Resolution exhausts the administrative route and against same the following appeal may be made: Optional Appeal for Replacement before the Rector, within one month from the day following the publication of this Resolution, in accordance with the provisions of Section 3 of Chapter II of Title V of Law 39/2015, of 1 October, of the Common Administrative Procedure of Public Administrations; or, Contentious-Administrative Appeal before the Contentious-Administrative Court of Madrid, within two months from the day following the publication of this Resolution, in accordance with the provisions of Article 46 of Law 29/1998, of 13 July, regulating the Contentious-Administrative Jurisdiction.

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