

RESOLUTION OF THE VICE-RECTORATE FOR TEACHING STAFF OF THE CARLOS III UNIVERSITY OF MADRID ANNOUNCING FOUR GRANTS FOR THE STUDY OF UNIVERSITY MASTER'S DEGREE COURSES FOR UKRAINIAN CITIZENS

Universidad Carlos III de Madrid (UC3M), through the present call, aims to provide postgraduate students of Ukrainian nationality with the necessary means to carry out their studies in the Master's degree courses that give access to a Doctorate program, providing them with funding linked to the fulfilment of specific objectives.

This call is part of the actions undertaken by UC3M, within its scope of action, to support Ukrainian citizens who are victims of the current conflict, seeking as far as possible to minimise the consequences of this humanitarian catastrophe.

Therefore, and according RD 38/2003, of 17 November, General Law on Subsidies and other applicable regulations, in particular the Grants Programme for Official Master's Degrees at the Universidad Carlos III de Madrid approved by the Government Council in session on 12 July 2007, UC3M announces, **with immediate effect**, four grants for studies in any of the University Master's Degrees offered at its centers.

And, by virtue of the foregoing,

I HEREBY DECLARE

Article 1

Applicants

1.1. Ukrainian nationals residing in Ukraine and who have moved outside Ukraine since 24 February 2022, who hold a university degree of Graduate, Bachelor, Engineer, Architect or equivalent, or who are final year students of a Bachelor programme and are in a condition to obtain the degree prior by the time the grants are awarded, may apply for the study grants regulated by this call for applications.

1.2. In addition to the previous requirement, applicants must accredit their admission or, failing this, submit an application for admission to a University Master's programme, and which, if passed, will allow access to a Doctoral programme belonging to one of the areas of knowledge of one of the Departments listed in Annex I to this Resolution.

Article 2

Scholarship duration

2.1. The duration of the scholarships may begin once the grant has been awarded until the end of the 2022/2023 academic year, and if the beneficiary is enrolled in a Master's degree programme lasting two academic years (90 or 120 ECTS), it will end at the end of the corresponding academic year.

The total duration of the grant, including renewals, **may include the period strictly necessary for the completion of the Master's thesis, which may in no case exceed six months.**

Article 3

Scholarship amount

3.1. The grants covered by this call for proposals, which in any case will require the applicant to attend the course of study on a full-time basis, will consist of a tuition aid and an academic

performance aid.

3.2. The amount of the registration aid will cover the amount of credits for which the student has registered for the first time in the 2021/2022 academic year, or for 2022/23 academic year and the following academic year if the Master's degree has a duration of two academic years.

3.3. The annual scholarship amount linked to academic performance will be 11,500 euros. The Master's programmes may determine the minimum average grade of the beneficiary's academic achievement required in each term, otherwise it will be 5 out of 10 points.

Article 4

Dedication and conditions

4.1. The students receiving these grants must take the Master's course with the appropriate level of achievement and must collaborate with the Department that announced the grants. The collaboration tasks must be designed to contribute to their future professional or research orientation. In this collaboration with the Department, the beneficiaries will never be responsible for the activities they carry out and must always act under the supervision of a teacher from the Department. This collaboration with the Department may not exceed 450 hours in a year, including a maximum of 45 hours in the classroom/laboratory with students.

4.2. This scholarship is not compatible with any contractual relationship, as well as with other aid, scholarships or grants financed with public or private funds, Spanish or foreign, with a single exception in relation to the participation of beneficiary students in research projects signed by UC3M IMPs under the protection of article 83 of the Organic Law on Universities.

Artículo 5

Application and deadline

5.1. Application, and documentation to be attached with it, shall be submitted through the application:

<https://aplicaciones.uc3m.es/convoca/sol/login.do?env=RRHH>

5.2. The required documentation attached to the application is::

- a) Copy of the DNI or passport or NIE (Foreigner's Identity Number)
- b) b) Certificate of census registration or request for its issue in a municipality of the Autonomous Community of Madrid, with evidence of the date of the applicant's inclusion in the municipal register.
- c) c) Responsible declaration of fulfilling the temporary requirements for relocation from Ukraine.
- d) Copy of the official certificate of studies which expressly states the average grade of the academic record, the subjects that make up the complete program of the corresponding degree, the grades and the dates on which it was obtained.
- e) Curriculum vitae.
- f) Resolution of admission to the corresponding UC3M university Master's programme or, in its absence, application for admission, in which case the applicant must provide proof of admission before the grant is awarded

http://www.uc3m.es/ss/Satellite/Postgrado/es/TextoMixta/1371208864693/Solicitud_de_admision).

- g) Banco Santander application proof:

<http://app.becas-santander.com/program/becas-santander-estudios-extra-ucrania-ayudas-master-univ-carlos-iii-de-madrid-22-23>

Only documentation submitted in Spanish or English will be accepted.

5.3. The deadline for submitting applications will be, from the day after the publication of this call on the University website and will be open until the four grants are awarded or until 30 June 2022, whichever comes first. Applications will be evaluated on a weekly basis and in the case of an award, the results will be published on the university's website.

Artículo 6

Admisión de las candidaturas

6.1. Once the application process has started, the applications submitted in the week immediately before will be accepted and, in the event of exclusion, the applicants will be informed of the reason for exclusion so that they can proceed to rectify the situation immediately.

6.2. Documents used for this amendment must be submitted through the following application:

<https://aplicaciones.uc3m.es/convoca/sol/login.do?env=RRHH>

Artículo 7

Evaluation of applications

7.1. The evaluation will be carried out by a Selection Committee formed by the ViceRectorate with competence in the area of Postgraduate Studies or the person delegated by him, who will chair it, the Management of the corresponding Department and the Management of the Master's Degree for which the grants are being called.

7.2. For the evaluation and subsequent preparation of the corresponding award proposal, the Commission will consider the criteria and scale listed below:

- a) Official academic marks in university curricula (up to 9 points).
- b) Curriculum vitae of the applicant (up to 1 point)

7.3. In the event of equality in the total score, priority will be given to the person with the highest score in the paragraph (a) mentioned above

If, once the above rule has been applied, the tie has not been solved, it will be decided based on the following criteria:

- a) Time for the completion of the bachelor's degree.
- b) Number of honour distinctions.
- c) Number of A+
- d) In case of equal score, positive discrimination against women will be considered when the Department to which the university master's degree is assigned does not exceed 40 per cent of permanent female IDPs.
- e) In those Departments where there is no gender inequality in the percentage set by the above criteria or when, even still a tie exists, the order of the candidates shall be decided by drawing lots, which shall be conducted by the Human Resources and Organization Service.

Article 8

Resolution and notification

8.1 The present call will end by a resolution of the Vice-Rector's Office with competence in the field of Teaching Staff, in view of the proposal prepared by the Selection Committee.

8.2. This resolution, which will put an end to the administrative procedure, will be notified individually to the applicants who are awarded the scholarships, stating the duration and amount of these scholarship, as well as any other mandatory conditions that may be established.

8.3. The decision to grant the scholarship, with the final list of the successful applicants, will be published on the application call's website.

Article 9

Acceptance of scholarship

9.1. Successful applicants must accept the scholarship within the maximum time period indicated in this scholarship's grant resolution, which may be extended by up to three months for duly justified reasons.

9.2. For the scholarship granted to be effectively implemented, the following documentation must be provided at the time of acceptance:

- a) A copy of the graduate's diploma or certificate of application
- b) Document certifying full-time enrolment in the University Master's Degree for which the scholarship was granted.

9.3 Beneficiaries must provide an operational current account in Europe in order for the grants to be transferred.

Article 10

Loss of scholarship

The causes of losing the Master's Degree scholarship are as follow:

- a) Compliance with the total duration of the scholarship
- b) Resignation
- c) The beneficiary does not pass the Master's studies with positive results.
- d) Negligent inhibition in the fulfilment of their activities.
- e) The beneficiary is involved in a disciplinary offence.
- f) Failure to meet the minimum grade criteria established by the Department.
- g) In general, loss of student status in the Master's programme for which the scholarship was granted.

Article 11

Monitoring of scholarship

11.1. By the end of each four-month period of each academic year, except for the last one in which the student completes his or her studies, the corresponding Department shall send the Vice-

Rector's Office with responsibility for Teaching Staff a follow-up report on the students receiving aid in the University Master's programs attached to it.

11.2. Within the immediately previous month to the end of the scholarship, each of the beneficiaries must present a report to the Vice-Rector's Office with responsibility for Teaching Staff, regarding the collaboration with the corresponding Department, indicating the tasks carried out and the teachers who have supervised them. This report must be signed by the student and the Head of the Department.

11.3. UC3M may retain up to 10% of the financial scholarship as long as these reports are not reviewed by the Human Resources and Organization Service, which will act as an administrative support unit of the Vice-Rector's Office with competence in the area of teaching.

Article 12

Legal Process

Appeals against this call and against the administrative acts arising from it may be addressed to the Rector within one month from the day following its publication, in accordance with the provisions of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations.

ANNEX I

DEPARTMENT	REF	MASTER DEGREE	CREDITS	CRITERIA TO DETERMINE THE USE OF THE MASTER'S DEGREE
LIBRARY AND INFORMATION SCIENCE	515	LIBRARIES, ARCHIVES AND DIGITAL CONTINUITY	60	Minimum mark 5 points
BIOENGINEERING AND AEROSPACE ENGINEERING	516	MASTER IN INFORMATION HEALTH ENGINEERING	60	Minimum mark 5 points
MATERIALS SCIENCE AND ENGINEERING AND CHEMICAL ENGINEERING	503	MATERIALS SCIENCE & ENGINEERING	60	Minimum mark 5 points
SOCIAL SCIENCE	504	SOCIAL SCIENCES RESEARCH	120	Minimum mark 5 points
COMUNICATION AND MEDIA STUDIES	506	APPLIED RESEARCH TO MASS MEDIA	60	Minimum mark 5 points
INTERNATIONAL LAW, ECCLESIASTICAL LAW AND PHILOSOPHY OF LAW	517	ADVANCED HUMAN RIGHTS STUDIES	90	Minimum mark 5 points
CRIMINAL LAW, PROCEDURAL LAW AND HISTORY LAW	518	ADVANCED STUDIES IN PUBLIC LAW	60	Minimum mark 5 points
PRIVATE LAW	519	CIVIL LIABILITY	60	Minimum mark 5 points
PUBLIC STATE LAW	520	ADVANCED STUDIES IN PUBLIC LAW	60	Minimum mark 5 points
SOCIAL AND PRIVATE INTERNATIONAL LAW	521	OCCUPATIONAL RISK PREVENTION	60	Minimum mark 5 points.

DEPARTMENT	REF	MASTER DEGREE	CREDITS	CRITERIA TO DETERMINE THE USE OF THE MASTER'S DEGREE
ECONOMIC	507	ECONOMICS ANALISYS	120	Minimun mark 5 points
BUSINESS ADMINISTRATION	508	BUSINESS AND FINANCE	120	Scholarship will be withdrawn in case of fail two subjects
STATISTICS	522	STATISTICS FOR DATA SCIENCE	60	Minimun mark 5 points
FISICS	523	EUROPEAN MASTER OF SCIENCE IN NUCLEAR FUSION AND ENGINEERING PHYSICS	120	Minimun mark 5 points
HUMANITIES: PHILOSOPHY, LANGUAGE AND LITERATURE	524	CULTURAL THEORY AND CRITICISM	60	Passing all subjects of the master's degree.
HUMANITIES: HISTORY, GEOGRAPHY AND ART	525	HISPANIC CULTURAL HERITAGE	60	Minimun mark 5 points
COMPUTER SCIENCE AND ENGINEERING	509	COMPUTER SCIENCE AND TECHNOLOGY	60	Minimun mark 5 points
SYSTEMS ENGINEERING AND AUTOMATION	526	ROBOTICS AND AUTOMATION	90	Minimun mark 5 points
ELECTRICAL ENGINEERING	527	INTERNET OF THINGS: APPLIED TECHNOLOGIES	60	Minimun mark 5 points

DEPARTMENT	REF	MASTER DEGREE	CREDITS	CRITERIA TO DETERMINE THE USE OF THE MASTER'S DEGREE
MECHANICAL ENGINEERING	528	INDUSTRIAL MECHANICS	60	Minimum mark 5 points
TELEMATIC ENGINEERING	531	CYBERSECURITY	60	Minimum mark 5 points
THERMAL AND FLUIDS ENGINEERING	532	INDUSTRIAL MECHANICS	60	Minimum mark 5 points
MATHEMATICS	511	COMPUTATIONAL AND APPLIED MATHEMATICS	60	Minimum mark 5 points
CONTINUUM MECHANICS AND STRUCTURAL ANALYSIS	533	INDUSTRIAL MECHANICS	60	Minimum mark 5 points
ELECTRONIC TECHNOLOGY	534	ELECTRONIC SYSTEMS ENGINEERING	60	The student must obtain in the four-month period an average score of more than 5.5 out of 10, and the number of failed subjects or evaluation not taken will be a maximum of one
SIGNAL AND COMMUNICATIONS THEORY	536	ADVANCED COMMUNICATIONS TECHNOLOGIES	60	Minimum mark 5 points