**Eligible participants and activities for Erasmus Mundus Joint Programmes (Action 1 and Action 2)**

**1. Action 1A — Erasmus Mundus Master Courses (EMMCs**)

**Eligible participants and consortium composition**

***EMMC Consorcium composition***

– The Consortium in charge of the implementation of the EMMC is composed of the applicant/coordinating institution and its partners. For contractual and financial management issues, “associated partners” are not considered as part of the consortium.

– The **minimum eligible consortium** consists of full-partner HEIs from three different European countries, at least one of which must be an EU Member State.

***EMMC applicant/coordinating institution***

– Applicants must be HEIs located in a **European country** and must be recognised as HEIs by the relevant authorities of the country in which they are located.

– Please note that branches of third-country HEIs located in eligible applicant countries or branches of European HEIs located in third countries are not considered as eligible applicants.

***EMMC full partners***

– Any HEI recognised as such by the relevant authorities of the country in which it is located can act as a full partner of the consortium implementing an EMMC.

***EMMC associated partners***

– Any organisation that can contribute to the promotion, implementation, evaluation and sustainable development of the EMMC can be considered as an "associated partner" of the consortium.

These organisations are expected to contribute to the strategies developed by the EMMC in particular as regards the course sustainability (supporting the consortium in the implementation, organisation and promotion of the course, providing additional revenues/resources such as additional scholarships for future students, etc.) and the students' employability (ensuring that the academic content of the courses meets the relevant professional needs, contributing to the transfer of knowledge and skills, offering complementary skills courses and/or secondment/placement possibilities, etc.).

***Student candidates for an emmc scholarship***

– Only candidates who have applied to and have been accepted by an EMMC consortium in accordance with its specific students' application and selection criteria, are eligible for a scholarship.

– Students can apply for an Erasmus Mundus scholarship to the Erasmus Mundus Action 1 joint programme (EMMC) of their choice but the number of applications must be limited to maximum three different joint programmes (EMMC and EMJD together).

– Each project may give rise to the award of only one EU grant to any student for the same joint course over the length of the course concerned.

– In order to make the programme more attractive for third-country nationals, the amount of the full-study scholarship will be higher for third-country masters students (Category A scholarships) than for European masters students (Category B scholarships). More specifically:

– **Category A scholarships** can be awarded to third-country masters students selected by EMMC consortia who come from a country other than a European country and who are not residents nor have carried out their main activity (studies, training or work) for more than a total of 12 months over the last five years in one of these countries.

– **Category B scholarships** can be awarded to European masters students selected by EMMC consortia as well as to any masters students selected by EMMC consortia who do not fulfil the Category A criteria defined above.

Students fulfilling the eligibility criteria for both Category A and B – e.g. students with a double nationality – must select the Category of their choice. As a result, they are entitled to apply only to one of the two categories of scholarship at a time.

– Scholarship candidates must have already obtained a first higher education degree or demonstrate a recognised equivalent level of learning according to national legislation and practices.

– Individuals who have already benefited from an EMMC scholarship are not eligible for a second scholarship in order to follow the same or another EMMC.

– Students benefiting from an EMMC scholarship cannot benefit from another EU grant while pursuing their Erasmus Mundus masters studies.

– EMMC students scholarships are awarded exclusively for a full-time enrolment in one of the course editions.

***Scholar candidates for an emmc scholarship***

– EMMC scholarships will be awarded to European and third-country scholars in accordance with the following criteria:

– **Scholarships can be awarded to scholars enrolled in any third-country HEI** who will be selected by the EMMC consortium to contribute to the joint programme within the European partner institutions;

– If the consortium includes third-country partners (either as full partners or associated partners), **scholarships can be awarded to scholars enrolled in a European HEI acting as a full partner institution** for the purpose of contributing to the joint programme within this(/these) third-country partner(s).

– EMMC scholars must demonstrate outstanding academic and/or professional experience and bring concrete added value to the delivery of the EMMC.

– Only candidates who have been accepted by an EMMC in accordance with its specific scholars' selection criteria are eligible for a scholarship.

***Scholarships Table for EMMC***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | Category A scholarships | Category B scholarships | Scholars scholarships |
| I | Contribution to travel, installation and any other type of costs | € 4 000 for a one-year EMMCs; € 8 000 for courses longer than one year | € 3 000 - only if the EMMC includes a mobility period to a third country full/associated partner |  |
| II | Maximum contribution to the EMMC participation costs (including insurance coverage) 40 | € 4 000 / semester | € 2 000 / semester |  |
| III | Monthly allowance41 | € 1 000 / month | € 500 / month |  |
| IV | Living allowance (including travel costs) |  |  | € 1 200 / week for a minimum duration of 2 weeks and a maximum duration of 3 months per scholar |

For Category A scholarships: the minimum scholarship amount for students is € 14 000 for a 10-month EMMC (e.g from September of year "n" to June of "year n+1") if the contribution to EMMC participation costs is € 0. If the contribution to participation costs reaches the maximum threshold of € 4 000 per semester, the maximum scholarship amount for students is € 48 000 for a two-year (/24–month) EMMC.

For Category B scholarships: the minimum scholarship amount for students is € 5 000 for a 10-month EMMC without mobility to a third country, if the contribution to EMMC participation costs is € 0. The maximum scholarship amount for students is € 23 000 for a two-year EMMC with mobility to a third country full/associated partner, if the contribution to participation costs reaches the maximum threshold of € 2 000 per semester.

For scholar scholarships: the minimum scholarship for an individual scholar is € 2 400 for a two-week stay and the maximum scholarship is € 14 400 for a three-month stay.

**Eligible activities for EM action 1A**

EMMCs are designed and implemented by consortia of HEIs from Europe and any other parts of the world. Enrolled students will study in at least two of the European countries represented in the consortium and will be awarded joint, double or multiple degrees on behalf of the consortium after the successful completion of their studies.

***An EMMC must****:*

– Last minimum one and maximum two academic years and must therefore carry between 60 and 120 ECTS credits at master level;

– Be fully developed at the time of the application and be ready to run for at least five consecutive editions as from the academic year following the application year (e.g. an EMMC application submitted in April of year “n-1” must be able to start the first edition of the joint course as from August/September of year “n”);

– Involve European and third-country students and reserve every year a certain number of places for Erasmus Mundus scholarship holders; this number will vary from one year to another and will be communicated to selected EMMC consortia in the autumn of the year preceding the academic year concerned;

– Start at the earliest in August of “year n” and end at the latest by the end of October of “year n+1” (60 ECTS courses) or “year n+2” (120 ECTS courses); the end date includes the communication of the student's final results;

– Have joint student application, selection, admission and examination criteria; the students‟ selection procedure and criteria designed by the consortium will have to be approved by the Agency prior to issuing the first specific grant agreement; the students‟ application procedure and deadline should be designed in such a way that it provides the students with all the necessary information well in advance and with enough time to prepare and submit his/her application (i.e. in principle 4 months before the deadline);

– Agree whether or not to establish tuition fees, in accordance with its members' national legislation. When tuition fees are established, EMMC consortia should ensure that these fees are transparent and clear to applicant students; different fee amounts can be charged to European and third-country students. In setting tuition fees, consortia should bear in mind the maximum contribution to the EMMC participation costs included in the scholarship (see 4.4 below). If the tuition fees established by the consortium are higher than this amount, the consortium should grant the Erasmus Mundus scholarship holders a fee waiver for any fee amount in excess of this maximum contribution;

– Ensure that all full partners are in a position to be a hosting institution for EMMC students and deliver at least the number of ECTS specified hereafter;

– Be designed in a way that allows students to carry out a period of study in at least two of the European countries represented in the consortium31; each of these mandatory mobility periods must include a volume of study/research or equivalent (e.g. field work, laboratory activities, work placement or thesis research, etc.) corresponding to at least:

– 15 ECTS credits or one trimester for third-country full-partner HEIs or

– 20 ECTS for one-year EMMCs and 30 ECTS for EMMCs of a longer duration in the case of European HEIs;

– Without prejudice to the language of instruction, provide for the use of at least two European languages spoken in the countries visited by the students during their EMMC studies and, as appropriate, offer language preparation and assistance for students, in particular by means of courses organised by the institutions in question;

– Guarantee the award on behalf of the consortium of joint, double or multiple degree(s) to all successful students; programmes resulting in the award of joint degrees will be promoted; this/these degree(s) must be recognised or accredited by the European countries in which the participating institutions are located. This eligibility condition must be fulfilled at the latest at the time of enrolment of the first Erasmus Mundus students; failure to do so may lead to the cancellation of the Erasmus Mundus funding;

– Have put in place an insurance scheme that guarantees that students are adequately covered in case of accident, injury, illness, etc. while participating in the EMMC;

– Implement the necessary measures to assist Category A students and third-country scholars in obtaining their required visa and residence permits;

– Develop a common and clear promotion and visibility strategy for the course including, in particular, a dedicated EMMC website referring explicitly to the Erasmus Mundus Programme and providing all necessary information about the course from the academic, financial and administrative points of view;

– Be based on an EMMC Agreement signed by the appropriate governing body of the partner HEIs and covering the most relevant aspects of the course implementation, financing and monitoring;

– Offer the necessary facilities to students (e.g. international office, housing, coaching, assistance with visas, etc.), including where necessary services for family members of grantees and grantees with special needs.

Although EMMCs can operate in any field of study, from single specialised subjects to broader multi-track study areas, applicants are nevertheless invited to consult the annual Calls for Proposals in order to identify possible thematic priorities for the selection year concerned.

***EMMC students holding an Erasmus Mundus scholarship must:***

– Commit themselves to participate in the masters programme in accordance with the terms defined by the consortium in the ***Student Agreement***. Failure to do so could lead to the cancellation of the scholarship;

– Spend their study period in at least two of the full partners located in different European countries. These countries must be different from the country in which the scholarship holder has obtained his/her last university degree; the mandatory mobility periods cannot be replaced by virtual mobility, neither can they take place in institutions outside the consortium;

– Spend most of the study/teaching/research period in the European countries represented in the consortium. However, if the EMMC consortium includes third-country partners (either full partners or associated partners):

– Category A scholarship holders can spend a learning/training/research/fieldwork period of a maximum of one trimester (i.e. 3 months or the equivalent of 15 ECTS) in these third countries, under the direct supervision of one of the consortium partners and only if this country is different from the student's country of origin; periods in excess of this duration or spent in the students country of origin may not be covered by the EMMC scholarship;

– Category B scholarship holders can spend a minimum of one trimester or the equivalent of at least 15 ECTS and up to half of their masters course studies in these third countries, under the direct supervision of one of the consortium partners concerned; periods in excess of this duration may not be covered by the EMMC scholarship.

For both Category A and B scholarships, the minimum duration of 1 trimester (15 ECTS) should correspond to one consecutive stay in the third-country full/associated partner concerned.

***EMMC scholars holding an Erasmus Mundus scholarship must:***

– Commit themselves to actively participate in the masters course activities;

– Spend a minimum of two weeks and a maximum of three months in the partner HEIs;

– Perform teaching/research/student tutoring activities:

– in the European partner HEIs (for scholars from third-country HEIs),

– in the third-country full or associated partner HEIs (for scholars from European partner HEIs);

– Bring concrete added value to the course and students (through teaching of specific classes, leading and participating in seminars or workshops, monitoring and tutoring student research/project activities, participating in thesis reviews, preparing new teaching modules, etc.);

Contribute, after their visiting scholar activities, to the promotion and dissemination of the Erasmus Mundus Programme in general, and the EMMC concerned in particular, in their HEI and country of origin.

**EMMC - award criteria**

The selection of EMMCs will be a competitive process organised by the Agency and based on the assessment of the quality of the proposal from the academic and organisational points of view. This assessment will be based on the following five award criteria (for each award criterion, the application form will include specific questions addressing in detail each of the issues concerned):

|  |  |
| --- | --- |
| Criteria | Weight |
| 1. Academic quality | 30% |
| 2. Course integration | 25% |
| 3. Course management, visibility and sustainability measures | 20% |
| 4. Students’ facilities and follow-up | 15% |
| 5. Quality assurance and evaluation | 10% |
| **Total** | 100% |

**2. Action 1B — Erasmus Mundus Joint Doctorates (EMJDs**)

**Eligible participants and consortium composition**

***EMJD consortium composition***

– The consortium in charge of the implementation of the EMJD is composed of the applicant organisation and its partners. For contractual and financial management issues, “associated partners” are not considered as part of the consortium.

– The **minimum eligible consortium** consists of three full partner HEIs entitled to deliver doctorate degrees, located in different European countries, at least one of which must be an EU Member State.

***EMJD applicant / coordinating institution***

– Applicants must be either:

– a HEI located in a **European country**, entitled to deliver doctorate degrees and recognised as such by the relevant authorities of the country concerned.

– a Doctoral/Graduate/Research School or Research Organisation located in a European country, entitled to deliver doctorate degrees and recognised as such by the relevant authorities of the country concerned.

Please note that (branches of) third-country HEIs located in eligible applicant countries or branches of European HEIs located in other countries are not considered as eligible applicants.

***EMJD full partners***

– Any organisation, particularly HEIs, doctoral/graduate/research schools and research organisations, that contributes directly and structurally to the implementation of the EMJD by recruiting/employing/hosting eligible candidates and providing teaching/training modules or research opportunities can be considered as a full partner. Full partners are expected to play a structural role in the EMJD governing structure(s).

***EMJD associated partners***

– Any other organisation involved in the EMJD implementation or monitoring can be considered as an “associated partner” of the consortium. This applies more specifically to socio-economic partners (i.e. commercial enterprises, in particular SMEs, public authorities or organisations, non-profit or charitable organisations, international/European interest organisations, etc.) that can propose, support and accompany - over a mid- and long-term perspective - specific research projects, contribute to the transfer of knowledge and results as well as the innovation process, assist in the promotion, implementation, evaluation and sustainable development of the EMJD.

***Doctoral candidates eligible for an EMJD fellowship***

– Two different EMJD fellowships can be awarded to doctoral candidates:

– **Category A fellowships** can be awarded to third-country doctoral candidates selected by EMJD consortia who come from a country other than a European country and who are not residents nor have carried out their main activity (studies, work, etc.) for more than a total of 12 months over the last five years in one of these countries. The only exception to this rule applies to third-country doctoral candidates who have previously received an Erasmus Mundus masters scholarship in order to follow an EMMC.

– **Category B fellowships** can be awarded to European doctoral candidates selected by EMJD consortia as well as to any doctoral candidates selected by EMJD consortia who do not fulfil the Category A criteria defined above.

Fellowship candidates fulfilling the eligibility criteria for both Category A and B – e.g. students with double nationality – must select the Category of their choice. As a result, they are entitled to apply only to one of the two categories of fellowship at a time.

– Fellowship candidates must have already obtained a first post-graduate degree or demonstrate a recognised equivalent level of learning according to national legislation and practices.

– Individual EMJD fellowships are awarded exclusively for full-time enrolment in one of the doctoral programmes.

– Individuals who have already benefited from an EMJD fellowship are not eligible for a second grant.

– Doctoral candidates benefiting from an EMJD fellowship cannot benefit from other EU grants while carrying out their Erasmus Mundus doctoral activities.

– Only candidates who have applied to and have been accepted by an EMJD consortium in accordance with its specific doctoral candidate‟s application and selection criteria are eligible for a fellowship.

– Students/Doctoral candidates can apply for an Erasmus Mundus scholarship/fellowship to the Erasmus Mundus Action 1 joint programme (EMMC or EMJD) of their choice but the number of applications must be limited to maximum three different joint programmes.

***Individual Fellowships Table for EMJD***

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Category A fellowship** (amounts for a 3-year doctoral fellowship) | **Category B fellowship** (amounts for a 3-year doctoral fellowship) |
| I | Fixed contribution to the travel, installation and any other types of costs | € 7 500 | € 3 000 - if there is mobility foreseen to third-country full/associated partners |
| II | Fixed contribution to the doctoral candidate participation costs59 | € 300 per month (€ 10 800 for 36 months) for non-laboratory-based EMJDs or € 600 per month (€ 21 600 for 36 months) for laboratory-based EMJDs | |
| III | Fixed living allowance (36 months in total)60 | - € 2 800 per month (i.e. € 100 800 for 36 months) for an "employment contract"  - € 1 400 per month (i.e. € 50 400 for 36 months) for a stipend | |
| Total fellowship amount | | Between € 61 200 (for a Category B fellowship with a non-laboratory-based fixed contribution to participation costs, with no mobility to a third-country full/associated partner based on stipends) and € 129 900 (for a Category A fellowship in a laboratory-based field and with an "employment contract") | |

**Eligible activities for EM action 1B**

EMJDs are designed and implemented by consortia of HEIs and socio-economic partners from Europe and any other parts of the world. Enrolled doctoral candidates will receive high-quality training and carry out their research activities in at least two of the European countries represented in the consortium; after the successful completion of the programme, they will be awarded, on behalf of the consortium, a double, multiple or joint doctorate degree.

***An EMJD must****:*

– Be designed as a training and research programme that will be completed by the candidates within a maximum period of 4 years.

– Be fully developed at the time of the application and be ready to run for at least five consecutive editions as from the academic year following the application year (e.g. an EMJD application submitted in April of "year n-1” must be able to start the first edition of the joint programme as from August/September of "year n”).

– Involve doctoral candidates from Europe and third countries and reserve every year a certain number of places for Erasmus Mundus fellowship holders; this number will vary from one year to another and will be communicated to selected EMJD consortia in the autumn of the year preceding the following edition of the joint programme.

– Ensure that, on a yearly basis, all recruited candidates start their doctorate activities between August “year n” and March “year n+1” and that they complete these activities (including the thesis defence) at the latest by October of “year n + 4”.

– Have a joint governance structure with joint admission, selection, supervision, monitoring and assessment procedures.

– Agree whether or not to establish tuition fees, in accordance with its members' national legislation. When tuition fees are established, EMJD consortia should ensure that these fees are transparent and clear to doctoral candidates. In setting tuition fees, consortia should bear in mind the fixed contribution awarded to the consortium for the doctoral candidate participation costs. If the tuition fees established by the consortium are higher than this amount, the consortium should grant the Erasmus Mundus fellowship holders a fee waiver for any fee amount in excess of this fixed contribution.

– Include training/research periods in at least two of the European countries represented in the consortium. Each of these mobility periods must be instrumental to the fulfilment of the programme and last for at least six months (cumulative or consecutive).

– Ensure that candidates spend at least two thirds of their doctoral programme in Europe for the period covered by the fellowship.

– Guarantee the award on behalf of the consortium of a joint, double or multiple degree(s) to all successful candidates; programmes resulting in the award of joint degrees will be promoted; this/these degree(s) must be recognised or accredited by the European countries in which the participating institutions are located;.

– Offer "employment contracts" to their Erasmus Mundus fellowship holders except in adequately documented cases where national regulation would prohibit this possibility. If such a contract may not be awarded (this will have to be duly justified in the application form), the EMJD consortium may opt for another approach compatible with national legislation and the necessary social security coverage for the fellowship holders.

– Ensure that all the eligibility conditions applicable to Erasmus Mundus fellowship holders enrolled in the doctorate programme are fully met in accordance with the criteria defined under section 5.2.1 above.

– Ensure with a written confirmation that it has received (a) favourable opinion(s) of the relevant ethics committee(s) and, if applicable, the regulatory approval(s) of the competent national or local authority/ies in the country in which the research is to be carried out before beginning any approved research requiring such opinions or approvals. The copy of the official approval from the relevant national or local ethics committees may also be provided to the Agency, if requested.

– Be based on an EMJD Agreement signed by the appropriate authorities of the full partner organisations and covering the most relevant aspects of the programme implementation and monitoring.

– Without prejudice to the language of instruction, provide for the use of at least two European languages spoken in the countries where the HEI involved in the EMJD are situated and, as appropriate, offer language preparation and assistance for doctoral candidates, in particular by means of courses organised by the institutions in question.

Although all domains of research and technological development are eligible for funding, the scope of these domains should be clearly defined in the proposal in order to guarantee the implementation of innovative approaches and ensure that the Erasmus Mundus programme objectives and priorities are fully addressed. The proposed EMJDs should cover identified and recognised areas of excellence in which new paradigms and new approaches are needed. Based on a bottom-up approach, the applicants will be free to identify these areas. If relevant, the annual Call for Proposals may define specific thematic priorities.

***Doctoral candidates holding an Erasmus Mundus fellowship must:***

– Commit to participate in the doctoral programme in accordance with the terms defined by the consortium in the ***Doctoral candidate agreement***. Failure to do so could lead to the cancellation of the fellowship;

– Perform their training/research periods in at least two European countries represented in the consortium; for Category B fellowship holders, two of the countries visited during the EMJD activities must be different from the country in which the doctoral candidate has obtained his/her last university degree;

– Spend most of the doctorate period in the European countries represented in the consortium or among the associated partners. However, if the EMJD consortium includes third-country full and/or associated partners:

– Category A fellowship holders can spend a training/research/ fieldwork period of a maximum duration of one semester (or 6 months, cumulative or consecutive) in these countries; periods in excess of this duration may not be covered by the EMJD fellowship;

– Category B fellowship holders can spend up to one year (cumulative or consecutive) of their doctorate activities in these countries; periods in excess of this duration may not be covered by the EMJD fellowship.

**EMJD - award criteria**

The selection of EMJDs will be a competitive process organised by the Agency and based on the assessment of the quality of the proposal from the academic, research and organisational points of view. This assessment will be based on the following five award criteria. (For each award criterion, the application form will include specific questions addressing in detail each of the issues concerned):

|  |  |
| --- | --- |
| Criteria | Weight |
| 1. Academic and research quality | 25% |
| 2. Partnership experience and composition | 25% |
| 3. European integration and functioning of the programme | 20% |
| 4. Provisions for candidates granted an EMJD fellowship | 15% |
| 5. Management, sustainability and quality assurance of the programme | 15% |
| Total | 100% |

The Agency has established a system for the electronic submission of all applications. For this call for proposals, applicants must send their application using an electronic form available as of February 2011.

This form (including annexes) is considered as the definitive application.

Only applications submitted by the deadline and in accordance with the requirements specified on the relevant application forms will be accepted. Applications submitted on paper, by fax or directly by e-mail will not be examined.

In order to facilitate the identification of experts with the relevant academic and research expertise, applicants for Action 1A (Erasmus Mundus Master Courses — EMMCs) and 1B (Erasmus Mundus Joint Doctorates — EMJDs) are invited to submit a short description of their joint programme (one page maximum including the title, field/area(s) covered, core partners and short summary of the programme structure and key features) preferably one month in advance of the above mentioned deadline (i.e. by 31 March 2011). A template of this summary sheet with the corresponding submission procedure can be downloaded from the following address:

<http://eacea.ec.europa.eu/erasmus_mundus/funding/higher_education_institutions_en.php>