

STUDENT AGREEMENT
for the 2018/2019 and 2019/2020 Academic Years

June 8, 2018

Name of student:
Address:

We are writing in the name of the MESPOM Consortium offering the two-year Masters of Environmental Sciences, Policy and Management Program (hereinafter the “**Program**”) starting in 2018/19 academic year jointly offered by

Közép-európai Egyetem, (1051 Budapest, Nador u. 9., Hungary)
in English: Central European University, a Hungarian accredited university registered by the Hungarian Education Office under registration number FI 27861; hereinafter referred to as “**CEU**”,

Lunds Universitet, (22100 Lund, Paradisgatan 5c, Sweden)
in English: Lund University, accreditation number 29459-EPP-1-2014-1-SE-EPPKA3-ECHE hereinafter referred to as “**LU**”,

The University of Manchester, (Oxford Rd, Manchester M13 9PL, the United Kingdom)
accreditation number 28432-EPP-1-2014-1-UK-EPPKA3-ECHE hereinafter referred to as “**UoM**”,

PANEPISTIMIO AIGAIU, (81100 Mytilene, LOFOS PANEPISTIMIOU, Greece)
in English: the University of the Aegean, accreditation number 29118-EPP-1-2014-1-GR-EPPKA3-ECHE hereinafter referred to as “**UAegean**”.

CEU, LU, UoM and UAegean are hereinafter jointly referred to as the “**MESPOM Consortium**”, individually as “**Consortium university**”.

The Program is funded by the European Union through the Erasmus+ Programme administered by the Education, Audiovisual and Culture Executive Agency.

1. Acceptance Offer

On behalf of the MESPOM Consortium, CEU is pleased to offer you a place of study in the two-year Masters of Environmental Sciences, Policy and Management Program on Lund Track starting in 2018/19 academic year.

The academic year begins on September 3, 2018 at Central European University, Budapest

This offer of admission is conditional until you have submitted satisfactory official documentation of completion of the relevant degree for admission to your program, i.e., submission of a final official

Bachelor's degree diploma and transcript for admissions to a Master's program or Bachelor's and Master's degree diplomas and transcripts for admission to a doctoral program. Deadline to submit HARD COPIES of the official academic documents: 15 August 2018 (For detailed information about the academic documents please visit (<https://www.ceu.edu/after-you-apply/accepted-students/academic-records>)).

2. Financial Aid Award

You have been awarded an

Erasmus Mundus Joint Master Degree (EMJMD) SCHOLARSHIP OF THE EUROPEAN UNION

The EMJMD scholarship for Programme countries equals maximum of 33,000 Euro for the whole period of your study. See attached *EMJMD Scholarship Information* for details about the payments of your scholarship. In addition you have been awarded a 43.75% MESPOM Consortium Tuition Waiver in the value of 14,000 Euro for the period of your study.

3. Tuition, Fees, Financial Dues, and General Deposit

In accepting a place of study in the Master's of Environmental Sciences, Policy and Management Program (MESPOM), you are required to make the following payments based on the payment schedule outlined below.

4. Payments

Tuition Fees:

2018/2019 MESPOM Tuition Fee – 56.25%: 4500Euro

2019/2020 MESPOM Tuition Fee – 56.25%: 4500 Euro

Total MESPOM tuition: 9,000 Euro

4.1 Payment Schedule:

Tuition and fees are payable in installments, by August 2018 and 2019, and January 2019 and 2020. Tuition is paid by subtracting it from your EMJMD Scholarship. You will be paid the remaining scholarship amount by the 4th day of every month according to the attached *EMJMD Scholarship Information*.

4.2 Financial Dues

1. *Financial resources for accommodation and living expenses, based on your personal needs.* Please also refer to the [breakdown of expected costs](#) in the [CEU Online Orientation](#) and on the [MESPOM Website](#).
2. *All your travel- (and visa, if applicable) related costs and expenses incurred before your arrival at CEU.*
3. *General Deposit (200 EUR)*

This General Deposit is due at the time you are accepting a place of study at CEU. The deposit can be paid on-line via the CEU Payment Gateway. For students who have confirmed their place of study but do not enroll, the General Deposit is not refundable. For students who enroll, the deposit sum is used as a damage deposit for the duration of their study. The deposit will be

refunded shortly before graduation or withdrawal from CEU, as part of the leaving procedure, less any damage costs assessed or fees outstanding on the student's account.

General Deposit Payment Deadline: June 12, 2018

Online payment site (bank card payment): <https://payments.ceu.edu/>

5. Visa Requirements

Please carefully read the relevant section on [Visa Requirements and Residence in Hungary](#). Upon receipt of this signed Student Agreement and the General Deposit CEU will issue a special Confirmation of Acceptance letter for consular purposes when necessary.

6. Financial Aid General Conditions

1. All financial aid is awarded to the individual named in this document and is non-transferable.
2. Financial aid awards are given only to enrolled students. Termination of enrollment will result in automatic cancellation of the financial aid.
3. Students benefiting from an EMJMD scholarship cannot benefit from another EU grant while pursuing their EMJMD studies.

7. Residential Arrangements, Health Insurance, Travel Arrangements

Please go to the on-line orientation website to find information about accommodation <https://www.ceu.edu/oo> for information about alternative accommodation. Students may inquire about the availability of a room in the CEU Residence Center and, if available, reserve it by writing an email to the [Residence Center](#) Management at resman@ceu.edu.

Enrolled students are insured during their stay in the 27 European Union countries, the EEA/EFTA countries (Iceland, Liechtenstein and Norway), the countries that are candidates for membership of the European Union (Croatia, FYROM, Turkey) as well as the countries of the Third Country Partners/associated members identified by the Consortium as study destinations.

The cover includes worldwide travel required for the participation in the Erasmus MESPOM Program. Reasons for travel may be: departure to the destination where the action will take place, travel between the participating higher education institutions, return trip home following completion of the action or during the academic breaks within the specific eligibility period of the action, preparatory meetings, mid-term evaluation meetings, final evaluation meeting, courses, conferences, seminars, research, cultural and intercultural sessions.

In the event of a return trip home during the period covered by his/her EMJMD scholarship; the participants shall also receive cover for medical costs and urgent dental care. This coverage must be guaranteed for periods up to 4 weeks.

Marsh Insurance Broker places coverage for the Erasmus Mundus students with insurer XL Catlin. All information about the insurance solution **EMPA** (Erasmus Mundus Protect & Assist) coverage is available on the website www.marsh.be/empa.

The EMPA (Erasmus Mundus Protect and Assist) insurance solution is fully compliant with the EACEA minimum requirements and that the mandatory extended period of coverage for insured students is included. To be precise: up to max. 2 months prior to the official date for the start of the program and up to max. 2 months after the official end of the same action, insofar as the student is not taking up an activity other than that for which the grant has been awarded ([in accordance with the minimum requirements of the EACEA \[https://eacea.ec.europa.eu/sites/eacea-site/files/2017_emjmd_-_annex_ix.pdf\]\(https://eacea.ec.europa.eu/sites/eacea-site/files/2017_emjmd_-_annex_ix.pdf\)](#)).

For more information about the Health Insurance of MESPOM students, the General Conditions of EMPA MARSH Insurance can be read here: https://www.ceu.edu/studentlife/onlineorientation/health/erasmus_mundus.

8. General Rules and Regulations

All relevant student policies are available under <http://documents.ceu.edu>. Students should fulfill all requirements for residency and health insurance in Hungary and in the EU as detailed by MESPOM Handbook. Failure to do so may result in the termination of enrollment or disbursement of financial aid. Regular updates and assistance on these matters are provided by CEU's Student Services. By signing the present form you indicate that you will adhere to the relevant regulations in Hungary and other countries of MESPOM Consortium partners. Student policies also include appeal and Disciplinary Code procedures.

Student Handbook

The key elements of MESPOM such mandatory mobility requirements and restrictions, academic calendar, thesis submission and graduation ceremony as well as academic outputs, grading mechanisms, graduation requirements, the structure of the degree award package, services to the students provided by Consortium partners etc. are available in **MESPOM Handbook** enclosed with this Student Agreement.

9. Data Protection and Public Information

9.1 The personal data provided by you in connection to the Program shall be registered and controlled by the MESPOM Consortium universities as joint data controllers.

9.2 **Joint data control:** During the Program the Consortium universities control the data of the students as data subjects. Having regard to the fact that the Consortium universities jointly determine the purposes and means of the data control determined above is considered joint data control under the Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation; hereinafter referred to as "**GDPR**"). The respective tasks and responsibilities of the Consortium universities are set out in an agreement concluded between the Consortium universities. The respective responsibilities of the Consortium universities are determined by them as follows: each Consortium university is responsible for data control carried by them, in particular that the personal data collected by such Consortium university are transmitted to the other Consortium university in line with the relevant legal requirements. The data subject acknowledges that under the present section – in case of data control based on prior consent – they are entitled to give their consent exclusively to the joint data control of the Consortium universities. Irrespective of the content of the agreement mentioned above the data subject shall be entitled to exercise his/her rights determined by the present section in terms of any of the Consortium universities.

9.3 Legal basis of data control:

9.3.1 *Mandatory data control*

The data control in connection to the Program is on the one hand deemed to be mandatory data control, in terms of :

- a. personal data essentially necessary for the performance of obligations and exercising of the rights of applicants and students, education and research activities, registering data as specified in relevant legislation and the operation of a graduate tracking system under Article 18 (1) of

Hungarian Act CCIV of 2011 on Higher Education (hereinafter: the Hungarian Higher Education Act), and

- b. personal data controlled under REGULATION (EU) No 1288/2013 OF THE EUROPEAN PARLIAMENT AND OF THE COUNCIL of 11 December 2013 establishing 'Erasmus+': the Union programme for education, training, youth and sport and repealing Decisions No 1719/2006/EC, No 1720/2006/EC and No 1298/2008/EC.

9.3.2 *Data control based on prior consent*

On the other hand the personal data not falling under the scope of mandatory data control the data control is based on the explicit, prior, voluntary consent of the data subject as follows: personal data controlled for publication as per subsection 9.10 below

9.3.3 *Data control based on legitimate interest*

- a. personal data controlled for the Use of Anti-plagiarism Software as per subsection 9.9. below
- b. personal data control for the operation of camera surveillance systems as per subsection 9.8 below in accordance with Hungarian Act CXXXIII of 2005 on the rules of personal and property protection and private investigators.

9.4 **Scope of personal data controlled:**

- 9.4.1 Personal data controlled under Section 9.3.1. a.: personal data determined by Annex 3 of the Hungarian Higher-Education Act
- 9.4.2 Personal data controlled under Section 9.3.1. b.: name, nationality, gender, year of birth, special needs (if any), city of residence, country of residence, email address, institution delivering previous degree, previous employment, information on academic progress (no. of ECTS completed, degree earned), information on scholarship amounts disbursed to the student.
- 9.4.3 Personal data controlled under Section 9.3.2.: the student's name, country of origin and field(s) of study, masters thesis.
- 9.4.5 Personal data controlled under Section 9.3.3.a.: student's first name, surname, email address, and any student ID no. generated when submitting papers through the Turnitin service (anti-plagiarism Software).
- 9.4.6 Personal data controlled under Section 9.3.3.b: the student's image.

9.5 **Aim of data control:**

- 9.5.1 In terms of Section 9.3.1. a. and 9.3.1. b.: your personal data is controlled by the Consortium universities in order to make you be able to participate in the Program (provision of academic services);
- 9.5.2 In terms of Section 9.3.2.: provision of academic services;
- 9.5.3 In terms of Section 9.3.3.a.: to prevent fraud and to ensure the inspection of originality and authenticity of theses, exam papers and any other written assignments and to ensure equal opportunities to participants (provision of academic services);
- 9.5.4 In terms of Section 9.3.3.b.: security and protection of property.

The Consortium universities shall not use the personal data specified by this section for purposes not determined by it. The transmission of personal data to third parties or authorities –except when it is otherwise provided by law – shall be carried out exclusively based on your prior, explicit consent.

9.6 Duration of data control:

9.6.1 In terms of Section 9.3.1. a. and 9.3.1. b.: determined by the abovementioned regulatory rules;

9.6.2 In terms of Section 9.3.2.: the Consortium universities shall control the personal data of the data subject until the completion of the aim of data control or until the data subject requests the erasure thereof.

9.6.3 In terms of Section 9.3.3.a.: the Consortium universities shall control the personal data of the data subject until the completion of the aim of data control or until the data subject requests the erasure thereof.

9.6.4 In terms of Section 9.3.3.b.: the Consortium universities shall control the personal data of the data subject until the completion of the aim of data control or until the data subject requests the erasure thereof.

In terms of data control falling under Section 3.1., by signing this Confirmation Form, you expressly acknowledge the control of your personal data by the Consortium Universities according to legal provisions applicable in the countries of the Consortium university.

In terms of data control falling under Section 3.2. by signing this Confirmation Form, you grant permission to the Consortium and to each Consortium university to manage your personal data, according to legal provisions applicable in the countries of the Consortium university.

Access to such data will be granted to authorized Consortium university personnel only. The Consortium shall protect students' personal data from illegal access, alteration, transferring, publication, cancellation or annihilation in accordance with applicable legal regulations. Personal data may be transmitted electronically via the Internet or other IT/CT equipment, in which case action will be taken to ensure adequate protection.

9.7 Rights you are entitled to regarding the data control

9.7.1 Right for information

You as data subject may request information on the management of your data. You as data subject may request information primary at the following addresses:

CEU: coordinator@mespom.eu

LU: msc.program@iiee.lu.se

UAegean: secr-env@aegean.gr

UoM: earth.support@manchester.ac.uk

Pursuant to the request of You as data subject, the Consortium universities are obliged to provide information on your data that they control, as well as the data processed by the data processor(s) they contracted, their sources, the objective of the control, its legal grounds and duration, the name and address of the data processor(s) and the activities they undertake in connection with control, in addition to the legal grounds and recipients should the personal data of You as data subject not be transferred. The Consortium universities shall provide clear information in writing within the shortest possible space of time following the submission of the request; however, no later than within 30 days from the receipt of such request. Information is provided free of charge, if the individual requesting the

information has not yet submitted a request for information to the controller in connection with the same scope of data in the same year. In other cases, costs may be charged. Reimbursed costs that have already been paid must be reimbursed in the event that the data was illegitimately controlled, or the request for information leads to correction.

The Consortium universities are only entitled to deny a request for information if it is permitted by law. The Consortium universities must notify You as data subject about the grounds on which the request for information was denied. In this case, the Consortium universities must inform You as data subject of the means available to facilitate legal redress.

9.7.2 Right for correction

You as data subject may request the Consortium universities to correct your personal data recorded incorrectly, provided that You as data subject at the same time provide the Consortium universities with the correct personal data. The Consortium universities shall fulfil your request for correction within 30 days from the receipt of your request and inform You thereon.

9.7.3 Right for blocking, deletion and objection

Except for data management ordered by law (as in Section 3.1.), You as data subject may request the blocking or deletion of your personal data. The Consortium universities inform You as data subject about the blocking or deletion. The Consortium universities may refuse the blocking or deletion of personal data if the data management is based on law, and the data management is required for the legitimate interests pursued by the Consortium universities. In case of refusal for blocking or deletion, the Consortium universities shall inform You as data subject about the reason of such refusal including information on the remedies available.

Pursuant to the relevant legal regulations You as data subject may object the control of your personal data.

9.7.4 Enforcement of your rights as data subject

You as data subject may submit your request for information, correction, and deletion to any of the following addresses:

CEU: Nádor utca 9, 1051 Budapest, Hungary, coordinator@mespom.eu
LU: IIIIEE, Box 196, 22100, Lund, Sweden, msc.program@iiiee.lu.se
UAegean: Xenia Building, University Hill, 81100, Mytilene, Lesvos, Greece secr-env@aegean.gr
UoM: Williamson Building, Oxford Road, Manchester M13 9PL earth.support@manchester.ac.uk

Should any of the Consortium universities fail to fulfil your request regarding correction, blocking or deletion, it shall provide the reasons and legal grounds for rejecting the request submitted in connection with correction, blocking or deletion within a period of 30 days following the receipt of the request. Should the request for correction, blocking or deletion be rejected, the Consortium universities shall notify You as data subject of the opportunities available to seek legal redress via the courts and on the help available from the relevant national authority as follows:

- regarding CEU: National Authority for Data Protection and Freedom of Information;
- regarding LU: the Swedish Data Protection Authority www.datainspektionen.se
- regarding UAegean: Hellenic Data Protection Authority www.dpa.gr;
- regarding UoM: Information Commissioner's Office www.ico.org.uk

In case of information, correction, deletion, objection the Consortium universities act in accordance with the applicable legislations. In case of infringement You as data subject may request the investigation of the superior of the person acting on behalf of the Consortium universities, and may contact the internal data protection officer appointed at the controller.

In case of violation of rights, You as data subject may turn to court and enforce your rights under the applicable legal regulations.

You as data subject may turn to the relevant national authority in case of violation of your right for protection of personal data, and request the inspection of the relevant national authority.

The Consortium universities can be held liable for any damage caused as an outcome of the illegitimate control of the data that has been proven as it is prescribed in the applicable laws.

The Consortium universities shall be obliged to compensate for damages caused to You as data subject as an outcome of the illegitimate control of your data or a breach of data security requirements. The Consortium universities are also responsible for any damage caused by the data processor to You as data subject. The Consortium universities shall be exempt from liability should it be able to prove that the damages were caused by circumstances beyond its immediate control. Damages do not need to be compensated should they have ensued from the deliberate or serious negligence of the aggrieved party.

9.8 Camera surveillance

The Consortium universities may operate camera surveillance systems on their premises. By signing this Student Agreement you acknowledge that your image and/or voice may be recorded at these premises for property security and safeguarding purposes.

9.9 Consent for the Use of Anti-plagiarism Software

By accepting this Offer, the student hereby gives permission to the University to check the originality and authenticity of theses, exam papers and other written assignments submitted during, or subsequent to, courses taken, through the use of anti-plagiarism software services. For this purpose, the university may submit (upload) an electronic copy of the written work. Students retain copyright to all written work produced in the course of their enrollment at CEU.

9.10 Public Information

The Master's theses may be made publicly available through the websites of the universities you will be enrolled at. The publication of MA theses and doctoral dissertations is regulated by the relevant clauses of the CEU [Student Rights, Rules and Academic Regulations](#) and [Doctoral Regulations](#).

10. Participation in E+ and EMJMD activities

For the purposes of monitoring, evaluation and improvement of the E+/Erasmus Mundus programme and MESPOM operation, the student is expected to participate in mandatory evaluations/surveys conducted by the MESPOM Consortium and/or the European Commission (including the European Agency for Culture, Education and Audiovisual). The students are also strongly encouraged to join the Erasmus Mundus Students and Alumni Association (EMA) (<http://www.em-a.eu/>).

11. Governing Law and Jurisdiction

Any questions not governed by this agreement, except educational ones, shall be resolved pursuant to the applicable Hungarian legislation, and in particular pursuant to the Hungarian Civil Code (Act V of 2013). The parties agree that all disputes arising from, or in connection with, the present agreement,

its breach, termination, validity or interpretation, shall be decided by, and all claims concerning this agreement will belong to, the exclusive jurisdiction and authority – depending on the value in question - of the Buda Central District Court, according to the Civil Procedure Code of Hungary.

PLEASE NOTE THAT IN CASE LEGAL REGULATIONS CHANGE, THE CONDITIONS OF YOUR ADMISSION AS INDICATED IN THE PRESENT STUDENT AGREEMENT MAY VARY. CEU RESERVES THE RIGHT TO UNILATERALLY MODIFY SUCH CONDITIONS IN ORDER TO COMPLY WITH THE APPLICABLE LAWS BY NOTIFYING THE STUDENT THEREOF.

12. Non-Discrimination Policy

Central European University does not discriminate on the basis of - including, but not limited to - race, color, national and ethnic origin, religion, gender or sexual orientation in administering its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.

Please go on to the next page to indicate your acceptance of the terms and conditions of this offer.

13. Confirmation of Place of Study

By signing below, I verify that I have read and understood the terms and conditions outlined in the Student Agreement.

I hereby accept the offer of a place of study in the MESPOM Consortium's Master's of Environmental Sciences, Policy and Management for the 2018/2019 and 2019/2020 academic years under the terms and conditions outlined in this Student Agreement.

I hereby decline the offer of a place of study in the MESPOM Consortium's Master's of Environmental Sciences, Policy and Management for the 2018/2019 and 2019/2020 academic years.

Please provide the reason for your refusal (for statistical purposes only)

14. Management of Personal Data

I hereby acknowledge that I have read and understood CEU's Personal Data Protection Policy¹ and Privacy Notice² and give my explicit consent to CEU to manage my personal data for the following purposes:

Marketing purposes

Publishing my name, country of origin and field(s) of study on the CEU's web pages and any printed materials including the graduation ceremony program.

Signature

Date

In order to formally respond to this offer of admission, please ***print out, complete and sign*** this form, and return it as an ***email attachment*** to
Central European University, Office of Admissions
Email: enrollment@ceu.edu

by **June 12, 2018** at the latest.

Your failure to do so may cause this offer to be cancelled.

¹ <https://documents.ceu.edu/documents/p-1805>

² <https://www.ceu.edu/privacy>

**EMJMD Scholarship Information
Programme Country**

**THE EMJMD SCHOLARSHIP EQUALS MAXIMUM OF 33,000 EURO FOR THE
WHOLE PERIOD OF THE STUDENT'S ENROLLMENT IN THE MASTER OF
ENVIRONMENTAL SCIENCES, POLICY AND MANAGEMENT PROGRAM
(MESPOM).**

**2018/2019 AND 2019/2020 ACADEMIC YEAR
PAYMENT SCHEDULE**

The EMJMD Scholarship is paid to each student through the MESPOM Consortium. The MESPOM tuition fee of 4,500 Euro per year is paid in two semester installments of 2,250 Euro each in September and January of each academic year by withdrawing it from the scholarship.

	EMJMD Scholarship			
	Contribution to living expenses	Travel costs	Participation fee (drawn directly from the scholarship)	Receivable for living and travel and cost
September	€1000	€1000	€2250	€2000
October	€1000			€1000
November	€1000			€1000
December	€1000			€1000
January	€1000		€2250	€1000
February	€1000			€1000
March	€1000			€1000
April	€1000			€1000
May	€1000			€1000
June	€1000			€1000
July, August*	€1000			€1000
Total (one year)	€11000	€1000	€4500	€12000
Total (two years)	€22000	€2000	€9000	€33000

*First year only

Note: In case bank charges related to the disbursement of the EMJMD Scholarship or to the payment of the MESPOM tuition fee are incurred, these are covered by the student.