

## **CALL FOR SCHOLARSHIPS TO PROMOTE INTERNATIONALISATION IN STUDIES FOR MASTER'S DEGREES AT UAM IN 2017"**

(Approved by the Governing Board on March, 31st 2017 and published in the BOUAM nº4 on April 27th, 2017)

### **Introductory remarks**

One of the distinguishing features of Universidad Autónoma de Madrid is its international aspirations, as included in its 2025 Strategy Document approved by the Governing Board at its meeting in December 2016. The launch of the new educational programmes Erasmus Mundus Joint Master Degrees and the European Joint Doctorates has driven reforms in higher education in many countries. The reforms have the common goal of making progress towards the knowledge society by extending the global reach of the institutions that generate this knowledge. Within this context, the strategic plan identifies the internationalisation of study programmes as a key action that can foster the development of complete lines of study in English and the acquisition of linguistic competences for academic and other staff (PDI and PAS), with the aim of increasing the range of international programmes offered, as well as the number of students that participate in them. The purpose of this call for applications is to support domestic Master programmes with multiple or joint degrees that can be taken entirely in English, by attracting non-resident foreign students. It is governed by the following terms and conditions:

### **TERMS AND CONDITIONS OF THE CALL FOR APPLICATIONS**

The award of scholarships under this call for applications will be made in accordance with the following procedure:

#### **1. Number and purpose of the scholarships**

One scholarship is offered for each of the university Master's degrees included on the UAM website for the 2017/18 academic year, provided the course meets the following conditions:

1. It may be taken entirely in English: in other words both the compulsory subjects and a sufficient number of electives needed to complete the Master's degree, the tutorials for the Master's Project and any internships that are part of the course, may all be taken English.
2. In the case of the Erasmus Mundus programmes, they must be self-financed, the beneficiary must be enrolled at UAM for at least 30 ECTS, or if the agreement governing the programme does not allow it, UAM must receive the corresponding enrolment fees for at least this number of credits.

The scholarships are aimed at highly motivated students with a good academic record who in the academic year 2017/18 will begin to study one of the university Master's courses that meets the above requirements. They are designed to cover half the enrolment fees and will be awarded under a system that is transparent, objective and competitive. APPENDIX I lists the university Master programmes that meet the requirements of the call for applications in the academic year 2017/18.

## 2. Characteristics of the scholarships

The scholarships consist of the reimbursement of 50% of the public tuition fees for the 2017/18 academic course. They are applicable to enrolment in a maximum of 60 ECTS, and are not compatible with any other financial assistance for enrolment specifically for Master's studies paid from UAM funds, or with any other assistance that finances over 50% of the enrolment fee.

## 3. Submission of applications

### 3.1. Requirements

1. Nationality other than Spanish.
2. Residence in a country other than Spain for at least the 12 months prior to the start of the academic year 2017/18, in other words up to 11 September 2017.
3. Have completed the application process for admission to the corresponding university Master's degree for the 2017/18 year before applying for the scholarship.
4. Have an average grade for the degree that gives eligibility to take the Master (1) of at least 7.5 (on a scale of 0 to 10) <sup>(2)</sup>.
5. Have an accredited level of English of B2, according to the Common European Framework of Reference for Languages.
6. To be eligible for the scholarship, applicants must be included in the list of those accepted for admission in the initial enrolment period for the corresponding UAM university Master's degree, and must complete their enrolment before 24 September 2017.

(1) The degree giving eligibility to take the Master's must always be a bachelor's degree or equivalent.

(2) In the case of a degree completed fully or partly abroad, a *Declaración de equivalencia de la nota media* (Average Grade Equivalence Declaration, certifying the equivalence of the grades to those of the Spanish system) must be included, as issued by the Spanish Ministry of Education, Culture and Sport.

### 3.2. Documents and period for submission

The period for submitting applications is 15th April to 15th May 2017. The requests must be accompanied by the following documents:

- a) Photocopy of a valid passport.
- b) CV and covering letter, both in English.
- c) Personal academic certificate, including all the subjects passed in the degree that gives eligibility to take the Master's, with its credits, grades obtained, the academic year and the average grade. In the case of degrees completed fully or partly abroad, a "*Declaración de equivalencia de la nota media*" (Statement of Equivalence of the

Average Grade, certifying the equivalence of the grades to those in the Spanish system) must be included, issued by the Ministry of Education, Culture and Sport.

- d) A letter of recommendation from a teacher at the institution where the applicant completed his or her studies may also be included.

Candidates must present the standard application form in electronic format (see APPENDIX II) together with attached documents to the Postgraduate Studies Centre at the following e-mail address: [posgrado.official@uam.es](mailto:posgrado.official@uam.es), with the subject line "APPLICATION FOR MASTER SCHOLARSHIP".

Submission of the application implies acceptance of the terms and conditions of the call for applications and consent to receive any appropriate notifications at the e-mail address specified.

#### **4. List of those accepted or rejected in the selection process**

When the period for submitting applications has concluded, the provisional list of candidates accepted or rejected for the selection process will be published on the notice board of the Postgraduate Studies Centre, indicating the reason for rejection where appropriate.

If the application is incomplete or includes errors that can be corrected, the applicant will be required via e-mail to put right the problem, or submit any extra documents required, within a maximum of ten working days counting from the day following the publication of this provisional list. The amendment must be sent to [posgrado.official@uam.es](mailto:posgrado.official@uam.es). Applicants who do not do so shall be understood to have relinquished their application, in accordance with the provisions of Article 68 of Law 39/2015 of 1 October, on common administrative procedures in the public administration.

If the application is incomplete or includes errors that can be corrected, the applicant will be required via the e-mail address included in the application to put right the problem, or submit any extra documents required, within a maximum of ten working days counting from the day following the publication of this provisional list. This amendment must be submitted to the Postgraduate Studies Centre. Applicants who do not do so shall be understood to have relinquished their application, in accordance with the provisions of Article 68 of Law 39/2015 of 1 October, on common administrative procedures in the public administration.

On 7 June 2017, the final list of those accepted and rejected in the selection process will be published. The decision is subject to the corresponding appeal.

#### **5. Assessment and selection of candidates**

The applications for each Master will be assessed by the Coordination Committee of each Master, according to the following criteria:

1. The average grade on the academic record, on the scale of 0 to 10 established under Article 5 of Royal Decree 1125/2003 of 5 September.

2. Up to 2 additional points may be added by the Coordination Committee of each Master's degree, depending on their opinion of how well the applicant fits the profile of the Master's degree, as based on the rest of the documentation provided.

The total score must be expressed to two decimal points and will be published together with the final decision on the applicants.

The Coordinator of each Master must send the ordered list of applicants for these scholarships who have been admitted to the Postgraduate Studies Centre, together with the general decision on students admitted to the first application period, whose deadline is 28 June 2017.

## **6. Decision and acceptance**

The UAM Postgraduate Studies Committee, which forms part of the selection process, must approve the provisional decision, as well as the start of the process of checking there is no ineligibility. This decision will be published on 4 July 2017 on the notice boards and the institutional UAM website. It will also include the applications that have been rejected, and those on the waiting list, if there is one.

The applicants selected in the provisional decision will be required to send to send a letter of acceptance of the scholarship in the terms specified in this call for applications to [posgrado.oficial@uam.es](mailto:posgrado.oficial@uam.es) within 10 calendar days following the publication (APPENDIX III), and will receive their credential as beneficiary. Applicants who not present this acceptance letter within the deadline stipulated shall be understood to have relinquished their application. Once the applications that have been relinquished have been processed, the scholarships still available will be awarded to those on the waiting list of the respective Master's degree.

The Governing Board must approve the final Decision on the scholarships, which will be published in the BOUAM. If any applicant relinquishes the scholarship after this time, the scholarships made available will also be granted from the waiting list of applicants for the Master's degree, in order.

The decision is subject to corresponding appeal.

### **Single Final Provision Entry into force**

This decision will enter into force on the day following its publication in the "*Boletín Oficial de la Universidad Autónoma de Madrid*" (Official Bulletin of the UAM).

This call for applications has exhausted administrative procedures and may be appealed in contentious-administrative proceedings two months starting from the date of its publication. The call for applications may also be appealed on the grounds of administrative review within one month of publication and before the same body that has issued it, in accordance with the provisions of Articles 123 and 124 of Law 39/2015 of 1 October, on common administrative procedures in the public administration.

## APPENDIX I

### LIST OF THE MAXIMUM NUMBER OF SCHOLARSHIPS PER MASTER'S DEGREE

MASTER'S DEGREE	SCHOLARSHIPS
Master's Degree in Bioinformatics and Computational Biology	1
Master's Degree in Molecular Biomedicine	1
Master's Degree in Biomolecules and Cell Dynamics	1
Master's Degree in Biotechnology (2015)	1
Master's Degree in Inland Water Quality Assessment (2014)	1
Master's Degree in International Economics (2015)	1
Master's Degree in Literary and Cultural Studies in Great Britain and Anglophone Countries: Literature, Culture, Communication and	1
Master's Degree in Condensed Matter Physics and Biological Systems	1
Master's Degree in Theoretical Physics (2013)	1
Master's Degree in English Applied Linguistics	1
Master's Degree in Mathematics and Applications	1
Master's Degree in Molecular Nanoscience Nanotechnology	1
Master's Degree in Theoretical Chemistry and Computational Modelling (2013)	1
<b>TOTAL</b>	<b>13</b>

**APPENDIX II**  
**APPLICATION FORM**

**APPLICANT'S DETAILS**

<b>First surname:</b>		<b>Second surname:</b>		<b>First name:</b>		<b>Man</b>	
						<b>Woman</b>	
<b>DNI/Passport/NIE:</b>	<b>Date of Birth:</b>	<b>Age:</b>	<b>Country:</b>		<b>Province:</b>		
<b>Habitual residence:</b>				<b>Town/City:</b>		<b>Postal code:</b>	
<b>Phone:</b>				<b>E-mail:</b>			

**ACADEMIC BACKGROUND**

<b>Degree:</b>	<b>Country:</b>
<b>University in which studies were completed:</b>	
<b>Average grade of the academic record for the degree providing eligibility to take the Master's Degree (in accordance with point 3.1.4 of the call for applications):</b>	

**Name of the Official Master's Degree to be studied:**

The applicant affirms that all the information included in this application is accurate.

In \_\_\_\_\_ on [date] [month] 2017

(Signature of applicant)

## APPENDIX III

### LETTER OF ACCEPTANCE OF THE SCHOLARSHIP

Surname(s)..... First name: .....

With ID/passport No. .... and residence

in ..... No. ....

Floor..... Town/City .....

Post Code ..... Province .....

Phone: ..... E-mail: .....

who is a student enrolled in 2017/18 for the Official Master's Degree .....  
..... at Universidad Autónoma de Madrid.

**I ACCEPT** the Scholarship for Master's Degree Studies - UAM 2017, charged to the budget of Universidad Autónoma de Madrid, which consists of 50% of the public enrolment price for the year 2017/18, of the Official Master's Degree of the UAM, in accordance with the Call for Applications issued on March 31st 2017.

**AND SWEAR OR AFFIRM** that I am not receiving any other scholarship or financial assistance from public or private funds to study on the official Master's Degree course.

This Scholarship shall be terminated on relinquishment or ineligibility on the part of the beneficiary.

Madrid, [date] [month] 20.....

Signed: .....