

Double Degree Agreement

on

[TITLE]

between

HEI's official name

And

HEI's official name

The [name of the HEI], hereinafter referred as [acronym], represented by [name of the representative] and the [name of the HEI], hereinafter referred as [acronym], represented by [name of the representative],

Agree on the following terms regarding a **DOUBLE DEGREE PROGRAMME** on [name of the programme]

1. PURPOSE OF THE AGREEMENT AND RELEVANCE FOR THE RETHINKe PROJECT

The aim of this agreement is to establish a double degree programme with regard to these official degrees:

- a) Master/PhD in [name of the first programme], official degree of the current academic offer of [acronym of HEI].
- b) Master/PhD in [name of the first programme], official degree of the current academic offer of [acronym of HEI].

By means of this agreement, students enrolled in one of these programmes could be awarded with both degrees, providing that they fulfil the conditions and requirements established in the following clauses.

The double degree set up by this agreement is intended to be a relevant academic tool to achieve the following basic objectives of the RETHINKe project in the field/s of [environmental sciences / climate engineering / urban planning / architecture]:

- a).....
- b).....
- c).....

2. MUTUAL CREDIT RECOGNITION UNDER THIS AGREEMENT

Students taking part in this double degree programme will have to get a total of [number] ECTS credits to be awarded with both degrees. Part of those total ECTS credits must be earned at the student's home institution and other part at the other university involved in this double programme.

All the ECTS credits and grades awarded by one university to students taking part in this double degree programme will be fully recognized by the other institution, according to the terms and conditions established in the Annex to this agreement.

3. DOUBLE DEGREE STUDY PROGRAMME

Students participating in the double degree programme must follow the study programme set out in this agreement's Annex in order to be awarded with both degrees.

The administrative procedure to obtain each official degree after having completed the study programme is defined and managed by the issuing institution.

A new edition of the double degree programme will take place every academic year, only provided that both titles are officially implemented during that year at the partner institutions.

It is agreed and understood that each University has the right and responsibility to make changes to its curricula to meet accreditation standards. Any such changes that impact upon the Double Degree program will be promptly and duly communicated to the other University in writing.

4. NUMBER OF STUDENTS

Every year a maximum number of [number] students from each party will take part in this double programme. Each partner institution will reserve the necessary places for these students in the programmes affected by this agreement.

This number may be increased by mutual written consent.

5. ENROLMENT CONDITIONS

Both institutions will set up a proper internal procedure to select the students that will take part in the double degree among those enrolled in the degrees affected by this agreement. The conditions of access to the double degree will be stipulated by each institution.

In any case, every student taking part in this programme must, at least, accredit a CEFRL «B1» level in English language.

[Other special conditions required from the students should be established here]

Students' home university will communicate by the [date for giving notice of the participating student to the other party] a list with the name, passport and other relevant data of all the students taking part in this programme. All the students included in this list will be also registered as ordinary degree seeking students at the other institution.

Students will pay their regular tuition fees and taxes at the home institution. No further tuition costs will be charged by the host institution, except for the following: [fees that will be charged by the host institution]

For all purposes, students will be considered as students enrolled at the two universities.

6. MANDATORY STUDENT MOBILITY

Mobility in accordance to this agreement's clauses is mandatory for every student taking part in the double degree programme. Teaching staff mobility could be eventually required as well.

Whenever available, student and teaching staff mobility will be carried out under the Erasmus+ programme. The parties agree on establishing a specific Erasmus+ exchange agreement suitable to implement this provision.

Should the Erasmus+ programme be not available to finance the mobility, this double degree agreement, in itself, is considered by both parties a valid agreement for exchanging students and staff. These exchanges will take place according to the following terms:

6.1. Duration of student exchanges

The exchange period shall not exceed the provisions of the learning programme included in the Annex.

6.2. Exchange conditions

- a) Exchanges students will conform to the requirements established in this agreement and will be subject to all the rules and procedures of the home and the host institutions.
- b) Exchange students will be enrolled as regular degree seeking students in the programme of the host institution affected by this agreement. During the exchange period all of them will be registered and attend the courses and activities established in the learning programme included in the Annex.
- c) Exchange students will be provided with the same academic resources and supporting services as normally provided to regular students at the host institution of the same academic level.
- d) Exchange students shall take out appropriate health, life and non-life insurance.
- e) Both institutions undertake to award official transcripts of academic records to the students. These transcripts shall be communicated to the other party in order to get the full academic recognition established in section 2.
- f) The host institution will help exchange students in the search of accommodation by providing all the available information.

6.3 Financial Responsibilities

Exchange students will be responsible for the payment of housing-related costs, transportation, food, life, non-life and medical insurance, medical treatment and all other personal expenses.

7. FACULTY EXCHANGES

Both parties agree on the possibility of exchanging Faculty. This mobility will be governed by specific arrangements between the parties. The details of such arrangements will be

negotiated at the appropriate time, according to the academic needs of the double programme and the available funding.

8. ACADEMIC COMMISSION

In order to ensure the good development of the double degree programme, an Academic Commission will be formed including the coordinators of both degrees and one additional representative named by each institution.

This Academic Commission will be responsible to examine the efficiency of the learning programme and the academic results achieved by the students, as well as the resources supplied by both institutions.

The Academic Commission will also be in charge of suggesting modifications suitable to improve the programme quality. The members of this Commission will meet, either personally or on-line, at least once a year.

9. FINANCIAL CONDITIONS

The signature of this agreement does not mean any financial commitment for any of the parties.

10. PROCEDURE FOR DISPUTE RESOLUTION

The parties agree to resolve any dispute arising from the interpretation or performance of the present agreement by common consent. In case that the dispute could not be solved that way, it will be resolved by arbitration of a technical commission formed by three members. Each party will designate a member of the arbitration commission and the third member will be agreed by both parties.

11. ENTRY IN FORCE AND DURATION OF THE AGREEMENT

The present agreement shall entry in force after being signed by both parties.

The agreement is valid for a period of 5 years and may be renewed for identical periods with the express written consent of the two parties.

12. CONTACT DATA FOR NOTICES REGARDING THIS AGREEMENT:

[name of the party HEI]

Contact:

Address:

Phone:

E-mail:

[name of the party HEI]

Contact:

Address:

Phone:

E-mail:

In witness whereof, the present agreement is signed in duplicate by the official representatives of both institutions.

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX

Xosé Luis Armesto Barbeito
Rector
University of A Coruña

Date: _____

Date: _____

ANNEX

STUDY PROGRAMME

The study plan has to include sufficient and clear information about the following matters:

- Structure of both degrees: number of semesters, number of credits required, degree's specialities (if applicable), etc.
- A list of the courses that students have to take at home and abroad for getting both degrees and the moment where they are expected to go abroad. If the study plan allows two or more academic paths to achieve both titles, all of them must be clearly exposed as different options for the students
- Academic conditions for the exposition and public defense of the final dissertation/project.
- Other academic conditions to fulfill by students to get the award(s): internships, on-line additional courses, other academic activities...
- Grading systems of both institutions and grading conversion system that will be applied to students participating in the double programme.