UNIVERSITY MASTER’S DEGREE FULL SCHOLARSHIPS PROGRAM
ACADEMIC YEAR 2018/2019- January 29th, 2018
(M01-1819)

Announcement of University Master’s Degree Full Scholarships to study the University Master’s degree, detailed at ANNEX I, during the academic year 2018/2019.

Full scholarships will include the corresponding amount /sum to cover the costs of tuition and a monthly payment provided by the Departments.

This Call for applications contemplates extensions for scholarships number according to the point 6.

1. REQUIREMENTS FOR APPLICANTS

Applicants must be degree holders or students in the final year of the degree, provided that they will become degree holders before the beginning date of the scholarship period. Applicants must have previously applied for admission or been admitted to the program they are requesting financial aid for.

2. DURATION

The duration of the full scholarships will extend over the academic year 2018/2019. The scholarship can be renewed for one semester periods. In any case, its maximum duration will be the length of the Master’s degree program in which the applicant is enrolled, or exceptionally, the necessary period to finish the master’s thesis, not exceeding six months. The decision of renewal shall, in any case, be conditioned upon the effective enrolment and proof of the positive use of the scholarship.

At any time, while the scholarship perception, the University may check the fulfilment of the enrolment requirements listed above. If the University deduces that the awarded beneficiary is not effectively enrolled, the scholarship will be cancelled and the perceived payments must be returned.

3. AMOUNT OF THE SCHOLARSHIPS

The monthly sum of the full scholarship will be a gross quantity of 909 Euro. In addition, the scholarships will include the corresponding amount /sum to cover the costs of tuition, attending to the following criteria:

- The one-year Master programme: the fee corresponding to 60 ECTs
- The one-year and a half Master programme: the fee corresponding to 90 ECTs
- The two-year Master programme: the fee corresponding to 120 ECTs

According to the previous criteria, the financial aid corresponding to the tuition fees will not be directly received by the awarded students, as they will be exempt from paying the corresponding fees.
Beneficiaries will have General Social Security Plan coverage in accordance with First Additional Provision of the Law Real Decreto 1493/2011 de 24 de Octubre that regulates conditions of inclusion in General Social Security Plan for students in training programmes.

4. DEDICATION AND CONDITIONS

The beneficiaries of these scholarships will carry out their activities in the master’s program in which they are enrolled and will cooperate in the corresponding Department training lessons.

This scholarship is incompatible with any:

   a) Contractual links
   b) Scholarships financed by public or private funds, Spanish or foreign

It will be compatible with the sole exception of participation in research projects carried out under Article 83 of the national law Ley Orgánica de Universidades 6/2001.

5. APPLICATION AND DEADLINE

   a) Application:

   Requested application form and documentation must be sent through the link:
   https://aplicaciones.uc3m.es/convoca/sol/login.do?env=RRHH

   b) Required documentation:

   1. A copy of DNI or passport or NIE (Numero de Identidad de Extranjero).
   2. A copy of his/her official academic transcript, including a complete listing of subjects, grades awarded for each subject, completion date and the grade point average.
   3. Curriculum Vitae.
   4. Effective admission in the corresponding University master’s degree Programme or application for admission.

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

   The documentation will be only accepted in Spanish or English.

   c) Deadline:

   The period for the submission of applications will end on February 23rd, 2018.

6. EXTENSION FOR SCHOLARSHIPS NUMBER

It is contemplated publishing Extensions for Scholarships Number before the starting date for academic year 2018/2019. The period for the submission of applications will be open again.

Those candidates, who have been admitted at the present Call, will be taken into account for future Extensions, in the same Master and academic year. It will not be necessary they submit documentation again.
7. PROVISIONAL LIST OF CANDIDATES
The provisional list of admitted and excluded candidates to the process will be published on the website of this call, indicating the causes of exclusion and the deadline to rectify them.

The submission of documents for the correction must be sent through the link: https://aplicaciones.uc3m.es/convoca/sol/login.do?env=RRHH

8. SELECTION AND EVALUATION CRITERIA
The Selection committee will follow the following criteria for the proposal development and evaluation:

a) **Grade point average**: standardized according to the average scores of curricular studies at the Universities: till **9 points**.

b) **Curriculum Vitae**: till **1 point**.

In case of equal score, priority will be given to the candidate with a higher score obtained in the previous paragraph a)

If there is still equal score considering the previous rule, priority will be given according to the following listing of criteria:

1st. Number of years to complete the degree
2nd. Number of exceptional (A+)
3rd. Number of excellent (A)
4th. If there is still equal score, female sex will have preference

9. AWARD RESOLUTION OF THE CALL
The award resolution with the definitive list of selected candidates, will be published on the website of this call.

If applicable, it can be published partial award resolution.

10. ACCEPTANCE
The awarded students must accept the scholarship within a maximum period indicated in the award resolution announcement. That period may be extended for three months for justified reasons.

Candidates must provide the following documents for acceptance to make the scholarship into effect:

a) A copy of his/her bachelor’s degree or the bachelor’s degree application certificate

b) **Certificate** to prove the enrolment in the fulltime Master awarded with this scholarship

c) A photocopy of his/her Social Security Number

d) Non-European Union beneficiaries must present the corresponding student visa which allows them to the scholarship acceptance.
11. AID LOSS

The scholarship could be cancelled due to the following causes:

a) The awarded scholarship period expires
b) Resignation
c) The beneficiary does not pass the Master’s studies
d) The awarded student did not pay the Master tuition fees
e) Negligent and evident inhibition for the activities fulfilment
f) The beneficiary is involved in a disciplinary offence
g) The beneficiary does not fulfil the Department’s minimum score criteria
## ANNEX I

<table>
<thead>
<tr>
<th>DEPARTAMENT</th>
<th>REF. NUMBER</th>
<th>NUMBER OF SCHOLARSHIPS</th>
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<td>BUSINESS AND FINANCE</td>
<td>120</td>
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