

Co-operation Contract

“International Joint Master’s Programme in Sustainable Development”

§1 Co-operation Partners

The following six universities have jointly developed an “International Joint Master’s Programme in Sustainable Development”

- **Karl-Franzens-University Graz** (Austria, coordinating university), represented by Ao.Univ.-Prof. Alfred Posch (academic representative), Institute of Systems Sciences, Innovation and Sustainable Research, Universitätsstraße 15 G/II, A-8010 Graz,
- **Ca’ Foscari University Venice** (Italy), represented by Prof. Gabriele Zanetto (academic representative), Scienze Ambientali, Dorsoduro 2137 – 30123 Venezia,
- **Leipzig University** (Germany), represented by Prof. Robert Holländer (academic representative), Faculty of Economics and Business Management, Institute for Infrastructure and Resources Management, Marschnerstraße 31, 04109 Leipzig,
- **Utrecht University** (the Netherlands), represented by Prof.dr. Peter Driessen (academic representative), director of the master’s programme Sustainable Development, Faculty of Geosciences, P.O. Box 80115, 3508 TC Utrecht,
- **Basel University** (Switzerland), represented by Prof. Dr. phil. Paul Burger (academic representative), Program Sustainability Research, Department for Social Sciences and Philosophy, Klingelbergstrasse 50, CH-4056 Basel,
- **Hiroshima University** (Japan), represented by Prof. Takao Yamashita (academic representative), Graduate School for International Development and Cooperation, 1-5-1 Kagamiyama, Higashi-Hiroshima, 739-8529.

(1) Consortium

Of the six partners involved in developing the programme the following four universities constitute the “consortium”:

- **Karl-Franzens-University Graz** (Austria), legal representative: Ao. Univ.-Prof. Dr. Roberta Maierhofer, Vice Rector for International Relations,
 - **Ca’ Foscari University Venice** (Italy), legal representative: Prof. Pier Francesco Ghetti, Rector,
 - **Leipzig University** (Germany), legal representative: Prof. Dr. iur. Franz Häuser, Rector,
 - **Utrecht University** (the Netherlands), legal representative: Prof. Dr. Bert van der Zwaan, Dean of the Faculty of Geosciences,
- commonly conferring a joint degree.

The rights connected with these degrees will be acquired from each of the participating states.

(2) Mobility Partners

The following universities are partners in terms of mobility

- **Basel University** (Switzerland), legal representative: Prof. Dr. phil. Ueli Mäder, Dean of the *Philosophisch-Historische Fakultät*,
 - **Hiroshima University** (Japan), legal representative: Prof. Toshimasa Asahara, President.
- For details refer to the contracts between the mobility universities and the consortium.

(3) Legal Prerequisites

The setting up of a Joint/Double Degree Programme is based on the following legal prerequisites:

- at the University of Graz, Austria, on section 51 and 58, UG 2002 (Austrian Universities Act) and section 37, paragraph 3a, Legal Regulations on University Studies
- at the Ca' Foscari University Venice, Italy, on DM (Ministerial Decree) n. 270/2004; Ca' Foscari University Statute and Regulations of Studies
- at Leipzig University, Germany, on the "SächsHG" - Legal regulations of Higher Education in Saxony (2006, 31st January), paragraph 26 (5)
- at Utrecht University, the Netherlands, on the Act on Higher Education and Scientific Research, art 7.13.

§2 Definition of Key Concepts

- **Joint Degree:** refers to a degree programme developed and organised by two or several Higher Education Institutions in collaboration which leads to one joint degree certificate.
- **Consortium:** includes the partner institutions jointly conferring the joint degree
- **Home University:** university where the student starts the programme, where s/he is registered, pursues 60-90 ECTS of his/her studies and that issues the diploma.
- **Mobility Partner:** partner offering a track according to the curriculum that is automatically recognized within the programme. The mobility partner is included in the programme without however conferring the degree. The academic representative of the mobility partner is invited to the selection meeting and takes responsibility for the academic advising of the mobility students.
- **Coordinating University:** is responsible for the planning and organisation of the process of developing and implementing the joint programme including the planning of cooperation meetings, organisation of the selection meetings, storing of all basic student data. It is responsible for organising and planning all procedures concerning the consortium as a whole. However, it is not involved in the necessary steps to be undertaken within every partner university.
- **General Programme Board:** includes the academic representatives or co-representatives of all partner universities and is responsible for programme management, quality management of the programme, curriculum development, and academic advising. Administration of the Board is the responsibility of the coordinating university. The chair of the board will alternate annually.
- **Selection Committee:** includes the academic representatives or co-representatives of the consortium partners for selection of students who want to enrol in the joint programme.

§3 Objectives

An essential part of this project is the implementation of a commonly developed "International Joint Master's Programme in Sustainable Development". The workload amounts to 120 ECTS credits of which at least 30 ECTS credits have to be completed at one of the above named universities and at least 60 ECTS have to be achieved at the home institution. The first semester of study must be completed at the home institution. The overall minimum duration of studies is four semesters. The master's programme will start for the first time with the academic year 2008/2009.

The master's programme promotes mobility in the context of a well structured and rich programme of study. In addition to providing intercultural experience, it increases the international employability of graduates.

§4 Target Group

The target group for the participation in the “International Joint Master’s Programme in Sustainable Development” are highly qualified and motivated students interested in the issue of sustainable development and especially the international dimension of sustainability issues. Moreover, they should be willing and able to analyse and evaluate complex processes from the interdisciplinary perspective.

Admission to this master's programme is normally only granted to persons who have completed an academic degree of at least 180 ECTS credits (bachelor’s degree or equivalent programme of at least 180 ECTS). Applicants have to demonstrate research skills, basic knowledge of social and/or natural sciences and general insights in the subject of sustainable development and intervention strategies.

Graduates from different forms and fields of studies can be admitted if the completed programme is judged to be equivalent in the regular admission procedure of the university for which the student applies.

§5 Application and Admission

The General Programme Board will annually decide on the maximum number of students to be accepted into the programme, at the latest in December of each year. The exchange of students has to be balanced. The maximum capacity of students accepted as well as for the exchange will be published annually on the website.

Application Procedure

Students will apply to the responsible academic representative at the home university of their choice. Students may only apply to one university of the consortium. Applicants will provide the required documents by a commonly announced deadline of April 15 (receiving date). Applicants will be informed of their nomination to the programme within six weeks of the application deadline, with study to begin at the start of the following academic year.

Required documents (in English):

- completed application form¹
- personal motivation letter
- diploma certificate/degree certificate² (+ English translation, officially authorized if student comes from a language background other than that of the chosen home university)
- 2 academic letters of recommendation (at least one of which from a staff members of the bachelor programme)
- transcripts of records
- grade point average (GPA) or average mark
- copy of the passport
- financial statement
- proof of knowledge of English³

Selection criteria

- bachelor degree or equivalent
- grade point average (GPA) or average mark
- motivation letter
- 2 recommendation letters

¹ Completed application form plus the documents listed below

² Where the degree is not yet conferred, the student will be asked to present proof of his / her status and can present the degree certificate at a later date.

³ TOEFL score: 237 (computer-based), 580 (paper-based), 93 (internet-based); IELTS level at least 6,5; EFL Grade B, Trinity Ca' Foscari Certification C1; Cambridge Proficiency Exam (passed), except native speakers and students who have finished a bachelor programme taught in English

The Selection Committee decides whether the applicant is nominated to the programme. In case a nominated student withdraws from his/her application, the next person moves up to take the free place.

Admission to the home university is a separate process according to the usual local procedures for matriculation.

International Offices of the partner universities will take care of the procedures connected to the semester abroad.

§6 Centralized Electronic Student Data

Data of all students pertaining to the Joint Master's Programme are stored centrally at the University of Graz (coordinating university). Each university is granted permission to read the information subject to the data protection acts of the each participating country. Partner universities are obliged to provide the coordinating university with the necessary information.

§7 Tuition Fees

Registration or tuition fees are charged by the home university. Students completing the obligatory semester abroad as part of the master's programme are not charged any further fees provided they pay their fees at their home university.

Students in their mobility phase are regarded as regular/regular-equivalent students and will be granted normal access to the facilities of the host university.

Local fees and health insurance provisions may vary per institution.

§8 Obligatory Semester Abroad

Students are advised to spend the specialisation track in the 2nd semester at a partner university, when all partner universities offer at least one track in English. Students can also apply to spend the 3rd or 4th semester abroad, where it cannot be guaranteed that tracks are offered in English. When applying for the programme students will need to list their specialisation tracks in order of preference. If the specialisation track (in 2nd semester) is at the home university, students have to specify where they want to spend the obligatory semester (3rd or 4th) abroad and explain the motivation for that choice. Places are allocated by the General Programme Board according to available resources.

It is assumed that the general and specific university academic entrance requirements are satisfied upon nomination by the home institution.

The individual Offices of International Relations or the respective counterparts support the guest students by providing them with information on accommodation, infrastructure, language courses, and if applicable, visa requirements.

Mobility students are exempt from registration and tuition fees at the host university.

All tracks of study may be pursued at the 4 consortium partners. If students choose Basel University or Hiroshima university for their mobility semester, the modules listed in the curriculum (see Curriculum § 2) are fully recognized.

§9 Duration and Structure of the Programme

- (1) The Master's programme consists of 120 ECTS credits followed over a period of four semesters.
- (2) At least 60 ECTS must be completed at the home institution and at least 30 ECTS credits at one of the partner universities.

§10 Awarding of the Academic Degree

Students completing the "International Joint Master's Programme in Sustainable Development" earn the master degree "Joint Master of Sustainable Development" that is equivalent to the master degree in the countries of the partner universities as follows:

Austria:	Master of Science	MSc
Germany:	Master of Science	MSc
Italy:	Laurea magistrale	LM
Netherlands:	Master of Science	MSc

Joint Degree (Graz, Venice, Leipzig, Utrecht)

Students earn the Joint Degree mentioned above from the universities Graz, Venice, Leipzig, Utrecht.

Joint Degree (Graz, Leipzig, Utrecht)

Students earn the Joint Degree mentioned above from the universities Graz, Leipzig, Utrecht, in case they do not fulfill the requirements of the Italian ministry.

The home university is responsible for the issuing of the diploma document confirming the qualification accompanied by a detailed record of study (e.g. diploma supplement) keyed to the programme requirements.

§11 Participating Universities and their Assigned Responsibilities

Participating universities are equal partners, with the University of Graz responsible for the coordination. All participating universities are obliged to exchange information concerning the project quarterly.

Each of the universities designates an academic representative and co-representative for the Joint Programme, who will be responsible for the coordination of the degree programme and its academic supervision and will serve on the General Programme Board and – in the case of the consortium partners – also the Selection Committee.

The participating universities are not liable for damages caused by (guest) students and cannot be prosecuted for any accidents caused by students.

§12 Financing

Costs for participation in the master's programme, travel expenses and costs for room and board must be covered by the students themselves. Financial subsidies can be applied for through existing mobility programmes and grants. However, resources are limited.

Teaching is carried out in conjunction with existing degree programmes.

§13 Evaluation and Quality Assurance

The General Programme Board is responsible for the overall management and quality assurance of the programme. Course evaluation is the responsibility of each partner university.

Students and staff of the participating universities will engage in ongoing review and evaluation. The representatives of the participating universities will meet at least once a year to consider these reports together with recommendations for further enhancement.

Other evaluation and quality assurance procedures will be determined per the respective regulations governing the partner institutions.

The evaluation of courses will concentrate on objectives, content, didactic presentation and examination.

§14 Withdrawal from/Termination of the Contract

Two years' notice must be given by any participating university of its intention to withdraw from the programme. After notice of withdrawal the programme will be offered another five semesters. The same regulations also apply in case partner universities want to withdraw tracks.

Partner universities can request a change in their status (from mobility to consortium partners).

New partners have to be agreed on by all partner universities.

This contract is valid without term. Amendments to this contract must be by mutual consent.


§ 15 Controversy Resolution

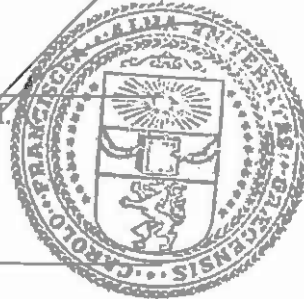
Any controversy arising from or in connection with this contract will be regulated as per the rules and regulations in force at the home university of the student involved.

§ 16 Coming into Effect

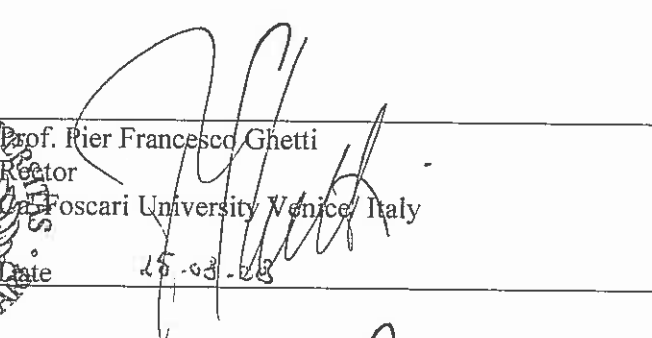
The joint degree programme will start with the academic year 2008/2009.

The cooperation contract will come into effect from the date of signing

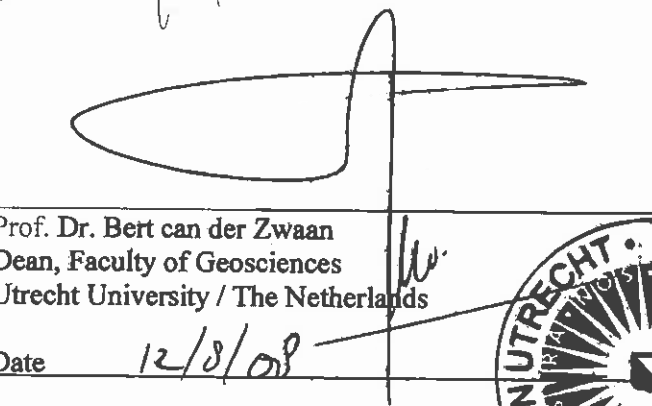

Ao.Univ.-Prof. Dr. Roberta Maierhofer, M.
Vice Rector for International Relations
University of Graz / Austria



Date 29.08.08


Prof. Pier Francesco Ghetti
Rector
Ca' Foscari University Venice / Italy

Date 15.03.08


Prof. Dr. Bert van der Zwaan
Dean, Faculty of Geosciences
Utrecht University / The Netherlands

Date 12/8/08




Rector
Leipzig University / Germany

Date 17.2.2009

