CANDIDATE'S GUIDE – MUNDUS LINDO THIRD COHORT

INTRODUCTION - ERASMUS MUNDUS PROGRAMME

The Erasmus Mundus Action 2 Programme is a cooperation and mobility programme in the framework of European Commission Higher Education, which delegates the organization thereof to the European Agency ("Education, Culture and Audiovisual Executive Agency", EACEA)

All of the general information concerning the Erasmus Mundus Programme together with its goals can be found at http://eacea.ec.europa.eu/erasmus_mundus/

INTRODUCTION – MUNDUS LINDO PROJECT

MUNDUS LINDO is an Eramus Mundus Action 2 project managed by a consortium of twenty universities, seven of which are European and thirteen Latin American, and is framed within the European Call for Erasmus Mundus Action 2. It is funded in full by the European Commission.

In line with the aims of the Erasmus Mundus Programme, the MUNDUS LINDO Project seeks to foster cooperation in higher education between the European Union and those Latin American countries that are members of the Consortium: Bolivia, Brazil, Chile, Cuba, Ecuador, Paraguay and Peru. The main feature of the Project is its social commitment and its resolve to ensure the involvement of less favoured social sectors. The Project's webpage is: http://www.uva.es/munduslindo/

MEMBER UNIVERSITIES COMPRISING THE CONSORTIUM:

The University of Valladolid (UVa) is coordinating this project, and the University of La Frontera (UFRO) is the co-coordinator. The MUNDUS LINDO consortium comprises the following 20 universities:

European Universities:
The University of Valladolid, Spain (UVa)
University of Porto, Portugal (UP)
Rijksuniversiteit Groningen, the Netherlands (RUG)
University of Bologna, Italy (UNIBO)
Uppsala University, Sweden (UU)
Polytechnic University of Valencia, Spain (UPV)
Ghent University, Belgium (UGent)

Latin-American Universities:
Lay University of Eloy Alfaro de Manabí, Ecuador (ULEAM)

National University of Itapúa, Paraguay (UNI)
San Simon University, Bolivia (UMSS)
Technical University of Oruro, Bolivia (UTO)
National Mayor University of San Marcos, Peru (UNMSM)
Andean University of Cusco, Peru (UANDINA)
Federal University of Rio Grande do Sul, Brazil (UFRGS)
Federal University of Santa Catarina, Brazil (UFSC)
Rio de Janeiro Federal University, Brazil (UFRJ)
University of La Frontera, Chile (UFRO)
University of Chile, Chile (UCH)
University of Tarapacá, Chile (UTA)
University of Oriente, Cuba (UO)

CONTACT PERSONS:

The contact persons at the universities are (e-mail addresses can be found in
http://www.uva.es/munduslindo/contacts):

University	Contact person
UVa	Mar Fernández – Project Coordinator Marian Calvo – Contact person
UFRO	Berta Schnettler – Project Co-coordinator
UP	Barbara Costa Ana Paiva
RUG	Joyce Fongers
UNIBO	Livia Mercatelli
UU	Gustaf Cars
UPV	Begoña Lluzar
UGENT	Barbara Claeys

ULEAM	Jakeline Estela Jaramillo Barcia
UNI	Verónica Scheid
UMSS	Néstor Guzmán C.
UTO	Luis Blanco
UNMSM	Mary Flora Lara Diaz
UANDINA	Magna Cusimayta
UFRGS	Liane Hentschke
UFSC	Andrè de Avila Ramos
UFRJ	Vitor Alevato do Amaral
UCH	Daniel Wolff
UTA	Carlos Herrera Saavedra
UO	Luisa Villafruela Loperena

AREAS OF STUDY

Certain areas of study are established in the European Call for Erasmus Mundus Action 2, and grants are only available for the following areas.

Agricultural Sciences
01.1 Agriculture
01.2 Agricultural Economics
01.3 Food Science and Technology
01.4 Horticulture
01.5 Fisheries
01.6 Forestry
01.7 Animal Husbandry
01.8 Tropical / Subtropical Agriculture
01.9 Others – Agricultural Sciences

Architecture, Urban and Regional Planning
02.1 Architecture
02.2 Interior Design
02.3 Urban Planning
02.4 Regional Planning
02.5 Landscape Architecture
02.6 Transport and Traffic Studies
02.9 Others – Arch., Urban and Regional Planning

Business Studies, Management Sciences
04.1 Business Studies with languages
04.2 Business Studies with Technology
04.3 Accountancy, Financial Management
04.4 Tourism, Catering, Hotel Management
04.5 Industrial Rel. and Personnel Management
04.6 Secretarial Studies
04.7 Marketing and Sales Management
04.9 Others – Business Stud., Management Sc.

Education, Teacher Training
05.1 Teacher Training
05.2 Primary Education
05.3 Secondary Education
05.4 Vocational and Technical Education
05.5 Adult Education
05.6 Special Education
05.7 Educational Science, Comparative Education
05.8 Educational Psychology
05.9 Others – Education, Teacher Training

Engineering, Technology
06.1 Mechanical Engineering
06.2 Electrical Engineering
06.3 Chemical Engineering
06.4 Civil Engineering
06.5 Electronic Eng., Telecommunications
06.6 Manufacturing Sc. (incl. CAD, CAM, CAE)
06.7 Materials Science
06.8 Aeronautical Engineering
06.9 Others – Engineering, Technology

Geography, Geology
07.1 Geography
07.2 Environmental Sciences, Ecology
07.3 Geology
07.4 Soil and Water Sciences
07.6 Geodesy, Cartography, Remote Sensing
07.7 Meteorology
07.9 Others – Geography, Geology

Law
10.1 Comparative Law, Law with Languages
10.2 International Law
10.3 Civil Law
10.4 Criminal Law, Criminology
10.5 Constitutional / Public Law
10.6 Public Administration
10.7 European Community / EU Law
10.9 Others – Law

Mathematics, Informatics
11.1 Mathematics
11.2 Statistics
11.3 Informatics, Computer Science
11.4 Artificial Intelligence
11.5 Actuarial Science
11.9 Others – Mathematics, Informatics

Medical Sciences
12.1 Medicine
12.2 Psychiatry and Clinical Psychology
12.3 Dentistry

Natural Sciences
13.1 Biology
13.2 Physics
13.3 Chemistry

12.4 Veterinary Medicine
12.5 Pharmacy
12.6 Nursing, Midwifery, Physiotherapy
12.7 Public Health
12.8 Medical Technology
12.9 Others – Medical Sciences

13.4 Microbiology, Biotechnology
13.5 Nuclear and High Energy Physics
13.6 Biochemistry
13.7 Astronomy, Astrophysics

Social Sciences
14.1 Political Science
14.2 Sociology
14.3 Economics
14.4 Psychology and Behavioral Sciences
14.5 Social Work
14.6 International Relations, European Studies
14.7 Anthropology
14.8 Development Studies
14.9 Others – Social Sciences

Communication and Information Sciences
15.1 Journalism
15.2 Radio/TV Broadcasting
15.3 Public Relations, Publicity, Advertising
15.4 Library Science
15.5 Documentation, Archiving
15.6 Museum Studies, Conservation
15.9 Others, Communication and Information Sc.

Other Areas of Study
Renewable Energy
Climate Change
Human Rights

CALLS FOR MOBILITY GRANTS:

The MUNDUS LINDO Project offers a total of 145 grants, spread over three calls (cohorts):

1st Cohort:
Call: from 1 October to 30 November 2012
Results of the call: Mid February 2013
Types of grants: undergraduate; full doctorate; academic/administrative staff
Start of the mobility:
> Undergraduate: September 2013
> Full doctorate: March – September 2013
> Academic/administrative staff: at any date during the Project

2nd Cohort:
Call: 1 September to 30 November 2013
Results of the call: end of March 2014
Types of grants: Undergraduate (Target Group 3); Staff (Target Group 2, Countries Group A); Master; Sandwich Master; Sandwich doctorate; Post-doctorate.
Start of mobility: September 2014

3rd Cohort:
Call: 30 June to 31 October 2014
Results of the call: end of January 2015
Types of grants:
- Sandwich Doctorate (All target groups; all countries belonging to this project).
  Duration: 6 / 10 months

- Post-Doctorate (Target Group 2 and Target Group 3; all countries belonging to this project). Duration: 6 months

DEFINITION OF "TARGET GROUPS"

The MUNDUS LINDO project envisages three "target groups". In order to know which Target Group you belong to, you should read the following definition of each group:

Target Group 1: Nationals of Latin-American countries belonging to this group who engage in either research studies or academic studies of one of the Latin-American member universities who make up the Consortium.

Target Group 2: Nationals of Latin-American countries belonging to this group who:
- engage in either research studies or academic studies of a university that does not form part of the Consortium.
- have been awarded a university qualification at a university that does not form part of the Consortium.

In TG2, nationals from Latin-American countries belonging to this group who work in public administration, public and private enterprises as well as non-profit organizations are eligible to take part.

Target Group 3: Nationals of Latin-American countries belonging to this group who are in a situation of vulnerability due to social and political reasons. For instance:
1) because of their status as refugees or beneficiaries of asylum (whether international or in accordance with the national legislation of the European countries that have accepted them); or
2) because they have been unjustly expelled from a university for racial, ethnic, religious, political, sexual or gender reasons
3) because they belong to an indigenous population.

CANDIDATE ELIGIBILITY CRITERIA:

In order to be eligible all candidates must meet the following requirements:

- ✓ Be a national of one of the countries belonging to this group

- ✓ Not have lived, studied, engaged in research or worked for 12 months during over the last five years in any European Union member country. Said requirement must be met at the time the grant is applied for and does not apply to candidates in Target Group 3.

- ✓ Have not benefited in the past from an Erasmus Mundus scholarship for the same type of mobility

- ✓ All grant-holders must have sufficient command of the host university's language of instruction.

Additionally, for Target Group 1 (TG1):

✓ Students must be enrolled at one of the Latin-American universities belonging to the Consortium when the grant application is submitted.

Additionally, for Target Group 2 (TG2):

✓ Students must be enrolled or have been awarded a university qualification at a university in one of the countries belonging to this group, which is not included in the Consortium.

Additionally, for Target Group 3 (TG3):

✓ Students must hold the nationality of one of the countries belonging to this group and be in a particular situation of vulnerability for social or political reasons, for instance: refugee status, asylum beneficiary, victim of unjustified expulsion from university on racial, ethnic, religious, political, gender or sexual orientation or to belong to an indigenous population. This situation must be proved through an official mandatory document to be uploaded in the application form. This document must have the approval of the home university.

VERY IMPORTANT FOR ALL CANDIDATES:

It is noteworthy to mention that in addition to these criteria there may be other defined internally by each partner institution of the project, so applicants must make sure to ask the contact person of the institution about the specific **eligibility criteria** established either in their **home institution** (if applicable) or in the **host institution**(s) which they intend to apply to.

AMOUNT OF THE GRANT

Erasmus Mundus grants cover the following

– One return trip from your country to the host university. The starting point for the trip depends on the "Target group" to which you belong:

Target group 1: the home university
Target group 2: the home town
Target group 3: the home town or town of residence

In all instances, the point of arrival will be the European host university.

- Monthly grant depending on the type of mobility:

    Doctorate: 1500 €/month
    Post-doctorate: 1800 €/month

- Participation costs at the host university

- Medical insurance: full medical insurance policy covering illness, accidents, and repatriation in the event of death.

SUBMISSION OF GRANT APPLICATION

Applications for grants should be made through the webpage http://www.uva.es/munduslindo/ and the whole process is conducted **online** (applications may not be submitted by either fax or email).

In order to apply for a grant, it is important to follow these steps:

1. Check the definition of the "target groups" in order to know which one you belong to.

2. Check the eligibility criteria so as to ensure that you meet the requirements to apply for the grant.

3. Check the specific criteria defined internally by each partner institution of the project. Ask the contact person of the institution about the specific eligibility criteria established either in the home institution or in the host institution.

4. Check the courses available at the various European universities. You may only apply for a grant for study programmes for the courses listed.

5. Check the information concerning the documents to be submitted when applying for the grant. All the required documents must be scanned and uploaded with the application.

6. The **Application Form** can be filled in Spanish, Portuguese or English if you apply to UP, UPV and/or UVa. It must be obligatorily filled in **English** if you apply to UGent, RUG, UU and/or UNIBO.

7. All the required **documents** must be submitted in Spanish, Portuguese or English if you apply to UP, UPV and/or UVa. However, they must be obligatorily submitted in **English** if you apply to UGent, RUG, UU and/or UNIBO. In order to facilitate submission of documents in English, during the grant application procedure candidates may submit a translation done by themselves together with the corresponding document in the language of their country of origin.

8. You may choose a maximum of three options. However, the three options must be of three different universities and countries (You may not choose two Spanish universities or the same university more than once)

EVALUATION OF APPLICATIONS AND AWARDING OF GRANTS

Once the period for submission of applications has concluded, home universities in the case of TG1, or the universities allocated in the case of TG2 and TG3, shall conduct a check to ensure that candidates meet the formal requirements and that documents are in order and have been submitted in full before proceeding to validate candidates. Those candidates who are validated shall then form part of the selection process.

During the first stage of the selection process, host universities will assess the applications. During the second stage, the Selection Committee, comprising representatives from European and Latin-American member universities, shall meet to make the final selection of grants.

The Coordinator shall inform all applicants of the outcomes by email. For the Third Cohort, notification of outcomes is expected for the end of January 2015.

DOCUMENTS REQUIRED TO APPLY FOR A GRANT:

In order to apply for a grant, a scanned copy of the various documents described below should be uploaded. Some of these are general documents, common to all types of grant, whereas others are specific to each type of grant.

General documents to be submitted by all applicants:

- Passport or national identity document (Mandatory to all candidates).

- Curriculum vitae, preferably following the EUROPASS model http://europass.cedefop.europa.eu/es/documents/curriculum-vitae (Mandatory to all candidates).

- Certificates accrediting language skills. It is extremely important to check the specific language requirements of the university for which the grant application is being made. If a university requests a certain level of language skills which you are unable to accredit through official documents, your grant application will automatically be rejected (Mandatory to candidates for universites which demand specific language requirements).

- A letter of motivation, setting out the reasons for wishing to take the chosen course of study, in addition to explaining what impact this grant will have on your social environment (Mandatory to all candidates).

- If you are in an unfavourable financial situation, you should submit documents accrediting that this is the case (Mandatory to candidates who declare to be in an unfavourable financial situation).

- Certificate proving the obtained degree – must be issued by the University where the degree was obtained, dated, signed and stamped by the institution. Otherwise, it will not be considered valid and the application will be immediately excluded (Mandatory for Sandwich Doctorate and Postdoctorate).

Specific mandatory documents to be submitted by TG3 applicants:

- A document accrediting your situation of vulnerability due to social and political reasons in the cases described in the definition of TG3. This document must have the approval of the home university.

Specific mandatory documents to be submitted by applicants for Sandwich Doctorate grants

- Academic certificates stating the university studies taken, and clearly indicating the average mark/grade obtained.
- Doctorate research plan supported by the thesis supervisor at the home university.
- Letter of acceptance from the host university. It is not neccesary an official letter, just an exchange of mails showing that there has been previous contact of the applicant with the host university.
- Statement issued by the Home Institution regarding the applicant's enrollment in the Doctorate course.

Specific mandatory documents to be submitted by applicants for Post-doctorate grants:

- Post-doctorate research plan

DEADLINE FOR SUBMISSION OF APPLICATIONS:

The period for submission of applications commences on 30 June and concludes on 31 October, 2014