



**Erasmus Mundus External Cooperation Window
Lot 15 (Brazil)**

EU-Brazil Startup

Call for Applications 2009

Project coordinated by Politecnico di Torino
<http://www.eubrazilstartup.eu>

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1. INTRODUCTION

EU-Brazil Startup is an institution-based mobility and scholarship project organized by a Consortium of some of the most prestigious universities in Europe and Brazil. It is developed within the frame of the **Erasmus Mundus External Cooperation Window** (EM ECW) program, which is a cooperation and mobility scheme in the area of higher education funded by the European Commission. The EM ECW objective is to promote the exchange of persons, knowledge and skills at the higher education level.

EU-Brazil Startup is one of the 4 EMECW projects selected by the European Commission for Lot 15 (Brazil) in 2009.

The project is aimed at students and scholars from Brazil and from the European partner Universities willing to spend a mobility period abroad, respectively in Europe and Brazil, for the purpose of studying, teaching or carrying out training and research. Students and scholars can choose from a wide variety of academic fields at different levels of study (Undergraduate, Doctorate, post-doctorate and staff exchange) offered by one of the partner Universities. Scholarships will be given to applicants selected by the Consortium.

The project finances the expenses engendered by the mobility, including travel costs, subsistence allowances, tuition fees and insurance costs.

All mobilities in this project must begin before 1st September 2010.

EU-Brazil Startup project web site:

www.eubrazilstartup.eu

External Cooperation Window program web site:

http://eacea.ec.europa.eu/erasmus_mundus/programme/action2_en.php

2. PARTNER UNIVERSITIES

The project is managed by a Consortium of partner Universities including 11 Brazilian Universities and 8 European Universities coordinated by Politecnico di Torino (Italy).

BRAZILIAN UNIVERSITIES

PUCPR - Pontificia Universidade Catolica do Paraná
UFMG - Universidade Federal de Minas Gerais
UFMS - Universidade Federal do Mato Grosso do Sul
UFPA - Universidade Federal do Pará
UFPE - Universidade Federal de Pernambuco
UFSC - Universidade Federal de Santa Catarina
UFRGS - Universidade Federal do Rio Grande do Sul
UFRJ - Universidade Federal do Rio de Janeiro
UNB - Universidade de Brasilia
UNICAMP - Universidade Estadual de Campinas
USP - Universidade de São Paulo

EUROPEAN UNIVERSITIES

Politecnico di Torino - ITALY – PARTNERSHIP COORDINATOR
CTU - Czech Technical University in Prague – CZECH REPUBLIC
Grenoble Institute of Technology - FRANCE
Instituto Superior Técnico, Lisbon - PORTUGAL

KTH - Royal Institute of Technology of Stockholm - SWEDEN
 Politecnico di Milano – ITALY
 UPC – Universitat Politècnica de Catalunya - SPAIN
 UPM – Universidad Politécnica de Madrid - SPAIN

3. TARGET GROUPS AND TYPES OF MOBILITIES

There are two Target Groups for individual mobility flows and five different types of individual mobility for students and academic staff, according to the External Cooperation Windows program specifications.

3.1. Target Groups

Target Group	Target Beneficiaries	Types of mobility	Countries of mobile individuals
TARGET GROUP 1	Students and academic staff nationals of Brazil and EU registered in, employed by or associated to one of the Universities member of the partnership.	undergraduate, doctorate, post-doctorate, academic staff	Brazil and European Countries
TARGET GROUP 3	Nationals of Brazil who are in particularly vulnerable situations, for political or economic reasons or because of physical disabilities. The Partners identify the following specific conditions as belonging to vulnerable groups : <ul style="list-style-type: none"> - Candidates having a refugee status or asylum beneficiaries (international or according to the national legislation of one of the European recipient countries); - it can be proved that they have been the object of unjustified expulsion from university on racial, ethnic, religious, political, gender or sexual inclination or - they belong to an indigenous population targeted by a specific national policy or IDPs (Internally Displaced Persons) 	doctorate	Only Brazil

3.2. Types of mobility

The different types of individual mobility are the following:

- Undergraduates
- Doctorates
- Post-doctorate fellowships
- Academic staff

3.3. Student mobilities

For what concerns students, the project allows for the participation as exchange students or as degree students as here defined.

Exchange Students

Undergraduate, doctorate and post-doctorate students belonging to Target Group 1, both from Brazil and from Europe, can apply for scholarships as exchange students. Exchange students are registered at a university (home university) and temporarily study at a partner university (host university). The exchange period can be one or more semesters. Exchange students do not necessarily obtain a diploma from the host institution. However, all academic results will be sent to the students' home university and will be recognized by using the two ECTS tools: the [Learning Agreement](#) and the transcript of records. Exchange students need the approval for mobility by both their home and host university. The approval for mobility, through the [Forwarding Letter](#), state that the student is allowed to participate to the mobility program according to the internal rules of the home institution.

Degree students

Doctorate Brazilian students belonging to Target Group 1 and 3 can apply for scholarships covering a full degree program. Degree students register at a European University and are not registered at any other University in the home country. Degree students completing the program will obtain a diploma from the host university in the EU.

4. SCHOLARSHIPS

Selected applicants will be awarded a scholarship which will cover a monthly subsistence allowance, travel costs and insurance. Participants will not be required to pay any tuition fees at the host university.

Applicants cannot benefit from more than one scholarship within the EU-Brazil Startup project.

Mobility for student and academic staff between the European or between Third-country institutions involved in the partnership is not eligible.

In order to start receiving the scholarship, all selected participants will be required to subscribe a specific agreement concerning their duties and responsibilities in relation to the scholarship program.

Scholarships to all beneficiaries, both Brazilian and European, will be paid on bank accounts in Europe. Beneficiaries will be required to provide a reference bank account in Europe for payments. No payment will be done in other forms such as cash or cheques.

4.1. Number and duration of available scholarships

Scholarships of different duration are available depending on the applicant's nationality, Target Group and level of studies:

	From Brazil to EU			
	Target Group 1		Target Group 3	
	Number	Months	Number	Months
Undergraduate	20	6		
	34	10		
Doctorate	10	6	2	34
	34	10		
	6	34		
Post-Doctorate	2	10		

Academic staff	11	2		
Total	117		2	

From EU to Brazil		
Target Group 1		
	Number	Months
Undergraduate	8	6
Master	15	10
Doctorate	19	10
Post-Doctorate	1	10
Academic staff	8	1
Total	51	

Scholarship durations are in relation to academic calendars according to the following European Commission rules:

10 months = 1 academic year

34 months = 3 academic years

4.2. Subsistence allowance

For the duration of the mobility period beneficiaries will receive the following monthly subsistence allowance:

Undergraduate	1,000 euro
Master	1,000 euro
Doctorate	1,500 euro
Post-Doctorate	1,800 euro
Academic Staff	2,500 euro

4.3. Travel costs and insurance

Each beneficiary's travel costs will be covered by the project within the total limit of 2,000 euro. This rate is established by the European Commission on the basis of the linear distance between the location of origin of the beneficiary and the hosting university premises. Travel costs can include the costs borne by participants for obtaining the visa.

Each beneficiary will receive a full insurance coverage (health, travel, accident) for the duration of the scholarship period. The costs for such insurance are covered by the project.

4.4. Tuition fees

No tuition or registration fees will be requested by the hosting universities to any of the participants, at any level. A small fee may be charged to the incoming participants by the host universities to cover costs such as library services, student trade unions, laboratory consumable costs, local taxes or similar, on an equal basis as the local students.

Exchange students will continue paying their registration fees at their university of origin. The tuition fees for students applying for a full degree program will be covered by the project.

5. FIELDS OF STUDY

The project offers mobility opportunities in the following study areas as defined by the European Commission:

2. Architecture, urban and regional planning
3. Art and Design
4. Business Studies, Management Sciences
6. Engineering, Technology
7. Geography, Geology
11. Mathematics, Informatics
13. Natural Sciences

The full list of specific courses or programs available at all levels at each partner University is provided on the project website (http://www.eubrazilstartup.eu/application/fields_of_study)

Detailed information provided there for each course or program includes course description, specific language and academic requirements for admission, program duration. Links to each university are also provided for further probing.

Only courses or programs listed on the project website are available for applications.

6. ELIGIBILITY

6.1. General eligibility rules

1. Applicants cannot benefit from more than one scholarship within the EU-Brazil Startup project.
2. Mobility flows for students and academic staff between the European or between Third-country institutions involved in the partnership are not eligible.
3. Applicants must belong to one of the Target Groups as defined above. Applicants must state to which Target Group they belong at the time of the application.
4. The required academic qualifications must be held at the time when the mobility starts.
5. Applicants must meet the minimum academic qualifications specified below for each level. They must also have any additional academic qualifications as required for the specific course or program they are applying for.
6. Applicants must have sufficient knowledge of the language in which the courses are held.

6.2. Eligibility of Brazilian applicants towards Europe

1. Applicants must have the nationality of Brazil.
2. For target group 1: applicants need to be registered or employed at one of the Brazilian partner institutions.
3. For target group 3: applicants must be part of the vulnerable target groups.

6.3. Eligibility of European applicants towards Brazil

1. Applicants must have the nationality of one of the 27 European Member States of the European Union, or of one of the following countries: Croatia, Turkey, Iceland, Liechtenstein and Norway.
2. Applicants must be registered or employed at one of the partner European institutions.

3. For post-doctorate mobility only, applicants must have obtained a doctorate degree in the last two years and must have the support of one of the European partner universities to carry out a post-doctorate mobility.

6.4. Minimum academic qualifications

Undergraduate

Undergraduate refers to the single-cycle Brazilian university system and includes both Undergraduate and Master in the EU Countries where the 3+2 Bologna system is applied.

1. Applicants are eligible to apply if they have completed at least 1 year of undergraduate university studies.
2. Specific courses or programs may have additional requirements for entry.

PhD

1. Applicants are eligible to apply if they have completed an Undergraduate Degree (for students coming from universities where the single-cycle university system is in force) or Master Degree (students coming from universities where the 3+2 system is in force) or have started their PhD studies already. Students currently enrolled in a Undergraduate or Master program that will finish before the PhD program or course may also apply, but they must declare their current situation and their commitment to obtain the necessary certification by the time the mobility starts through the [Statement Of Commitment](#).
2. Some universities have special programs for their PhD students and some special courses that students need to apply for.

Post-Doctorate

1. Applicants are eligible if they hold a Doctorate degree from a University in Brazil or in Europe.
2. Post-doctorate activity abroad can consist in research, training and/or following highly specialized courses.

Academic staff

Academic staff mobility refers exclusively to training, teaching and/or research activities performed by invited academic staff of partner universities in host institutions which are members of the partnership. The exchange may constitute a post-per-post exchange or a one-way visitor flow to or from a third-country.

Academic staff undertaking a period of teaching, training or research in a partner University must:

- work in or be associated to one of the participating institutions
- strictly academic staff as well as university administrative staff is eligible;
- have the nationality of one of the eligible countries
- be fully integrated into the Department or Faculty of the host institution.

7. APPLICATION

All applications must be submitted online through the application system provided on the project web site. See the application page at:

www.eubrazilstartup.eu/application

It is possible to submit up to 2 applications to different universities. Applicants cannot benefit from more than one scholarship within the EU-Brazil Startup project.

The call for application for the 2009/10 Academic Year will be open from **October 19th to December 6th 2009**.

All mobilities within this project must begin before **1st September 2010**.

While filling in the application, the applicant is requested to provide the following information:

- Personal data: all Personal Data fields are compulsory. Applicants should provide their valid e-mail address because all communication will be realised by mail.
- Target group and study level
- Academic data: all data concerning the level of education (and diploma) are obligatory. The following data will be requested: Institution Name, Location, Start Date, End Date, Name of Programme/Degree and Average mark. At the moment that mobility starts, the beneficiaries should possess the diploma requested for the type of mobility they have been selected for.
- Host institution and course: students and scholars should only apply for a study field equivalent to their current or previous study program and of which they master the language.
- Language competences: applicants should prove their knowledge of the language in which the courses are held.

Only applications with a serious statement of purpose will be processed.

The application must be submitted online only and no hard copies of the application or of the required documents should be sent or delivered. After the selection process, the host university may ask the selected candidates to send them one original hard copy of the application including all the attachments. If asked to, selected candidates must also present the originals for verification at the host university for registration.

7.1. Required documents

Applicants, either students, scholars or academic staff, must provide with their application a number of documents certifying their identity, eligibility and academic qualifications. Examples of required documents are: CV, motivation letter, transcripts of records, language certifications, diplomas or other documents to certify the study level needed for the selected course or programme at the host university.

The application is only valid if all the compulsory documents have been uploaded on the online application system. All attached documents should be in English or an official English translation must be provided. All certificates/degrees have to be certified by stamps of the university.

The required documents depend on the type of mobility and on the target group, as well as on the course or program selected by the applicant. Specific information on the academic and language requirements for each program at each university are provided on the project website in the Fields of Study section.

The following are the minimum compulsory documents to be uploaded with the application. Academic and Language certifications must comply to what required for the specific course or program:

All levels	<ul style="list-style-type: none"> - Passport or National Identity Card - Your CV in Europass format - Language certification - Motivation letter (maximum one page): reasons for applying for this EMECW Project, particular skills and abilities, academic interests and work experience (if relevant), commitment to return to the home institution / country, benefits of the period abroad for the applicant and for the socio-economical environment, preferred start date and duration of mobility they are interested in.
Undergraduate	<ul style="list-style-type: none"> - Academic Certification: Transcript of records of 1 year of University studies (including average mark) and any additional Academic Certification required for the specific course at the university they are applying for (please see Fields of Study).
Doctorate	<ul style="list-style-type: none"> - Academic Certification: Undergraduate Degree Certificate (for students coming from universities with 5 years undergraduate studies) or Master Degree Certificate (for students coming from universities with 5 years undergraduate studies), Transcript of records of University studies (if applicable) and any additional Academic Certification required for the specific course at the university they are applying for (please see Fields of Study). - Project proposal outlining the research activities that you intend to carry out at the host University - Pre-acceptance letter from the host university stating that they are willing to host the student, it should include the program of the research activities to be carried out.
Post-Doctorate	<ul style="list-style-type: none"> - Academic Certification: Doctorate Degree Certificate and any additional Academic Certification required for the specific course at the university they are applying for (please see Fields of Study). - Project proposal outlining the research activities that the applicant intends to carry out at the host University - Pre-acceptance letter from the host university stating that they are willing to host the scholar, it should include the program of the research activities to be carried out.
Academic Staff	Pre-acceptance letter from the host university stating that they are willing to host the applicant, and including the program of lectures to be delivered by the visiting teacher, the research activities or type of training to be carried out.
Target Group 1	<ul style="list-style-type: none"> - Proof of registration or employment: certificate of the home university stating that the applicant is currently enrolled/working in/associated to the university. - Forwarding Letter signed and stamped by home University.
Target Group 3	Proof of special conditions (official document certifying the applicant special conditions)

IMPORTANT:

- All documents must be uploaded in the pdf or jpg format.
- Applicants must also attach any additional Academic Certification required for the specific course at the university they are applying for (please see Fields of Study).
- In case candidates do not hold at the moment of the application the required Academic or Language Certification because they are still attending the course or carrying out the related academic activity, they should upload a **Statement of Commitment**, stating that they will hold the required documents at the time when the mobility starts.

8. SELECTION

The applications will be evaluated as follows:

- The university that receives an application will verify the eligibility of the candidate, that is if all the administrative and academic requirements are met as specified by the project and by the University.
- If the candidate is eligible, the University will grade his/her application on the basis of the evaluation criteria listed below and taking into account the specific conditions for the program you applied for.
- The University will rank the application and will provide the ranking to the Project Coordinator.
- The Consortium will collect the selected candidates lists from all the Partner Universities and will generate the final overall nominated candidate list. The lists will include the candidates nominated by the Partnership as well as a number of reserves
- The list of nominated candidates will be submitted for approval to the Education Audiovisual and Culture Executive Agency (EACEA) of the European Commission.

Evaluation criteria for the selection:

- Academic relevance verified through transcripts of records, academic certificates, project proposal, or teaching/working experience, in relation to the requirements for the course or program given by the host institution
- Language skills, in relation to the requirements for the course or program given by the host institution
- Motivation
- Letters of recommendation (where applicable)
- Gender balance
- Level of vulnerability and socio-economic status

For each applicant, all the applications submitted to different Universities will be evaluated as described above. If all else equal, the order of the applications will be considered as the applicant's preference.

All applicants will be notified of the selection outcome within two months of the Call for Application closing, whether they have been nominated, whether they are on a reserve list or they are ineligible.

Candidates that have been selected and nominated for a scholarship will be required to accept the scholarship within 10 calendar days by filling in the relevant acceptance form that will be sent to them.

For every nominated candidate that will renounce or not accept within the deadline, the Partnership will nominate the first candidate in the reserve list for the same target group, level and duration of scholarship, will notify him/her and ask for acceptance as described above.

All communication with the applicants during the selection process will occur through email.

9. ADMISSION

Nominated students and scholars having accepted to participate in the project will be required to comply with the local admission requirements at the host University and will have to follow the standard individual registration procedure at their host institution.

All mobilities must begin before **1st September 2010**.

For exchange students: before starting the mobility, selected applicants will be required to draft an ECTS [Learning Agreement](#), to be signed by both host and home institution.

After receiving the candidate acceptance form, the host University will be responsible for contacting the applicant and providing him/her with all necessary information for admission to the University.

Partner Universities are bound to admitting the selected candidates except in case of fraud by the applicant in the application process.

All grant holders will be asked to subscribe a specific financial agreement concerning their duties and responsibilities in relation to the scholarship. This agreement will need to be signed before the grant holder can start receiving the scholarship.

The host university will provide the following services to the Incoming grant holder:

- Assistance with visa issues
- Assistance with finding adequate housing
- Provide orientation upon arrival through the direct contact with qualified University faculty or personnel
- For exchange students, set up the Learning Agreement with the student and with the home University, before the start of mobility