

SpaceMed - Erasmus Mundus Joint Master in Physiology and Medicine of Humans in Space and Extreme Environments

Student Agreement 2026-2028

1. PARTIES TO THE AGREEMENT

The University of Caen Normandy (UCN), established in Esplanade de la Paix 14032 Caen Cedex 5 France, Coordinating Institution of the Erasmus Mundus Joint Master Programme SpaceMed (Erasmus Mundus Joint Master in Physiology and Medicine of Humans in Space and Extreme Environments) represented by Prof. Gaëlle QUARCK (PFRS, 2 rue des Rochambelles, 14032 Caen CEDEX, FRANCE) Coordinator, as party of the first part, and:

Surname/Family Name:	
Forename(s):	
Date of Birth (DD/MM/YYYY):	
Nationality (as stated on passport)	
Full Current Address:	
Post code	
e-mail:	

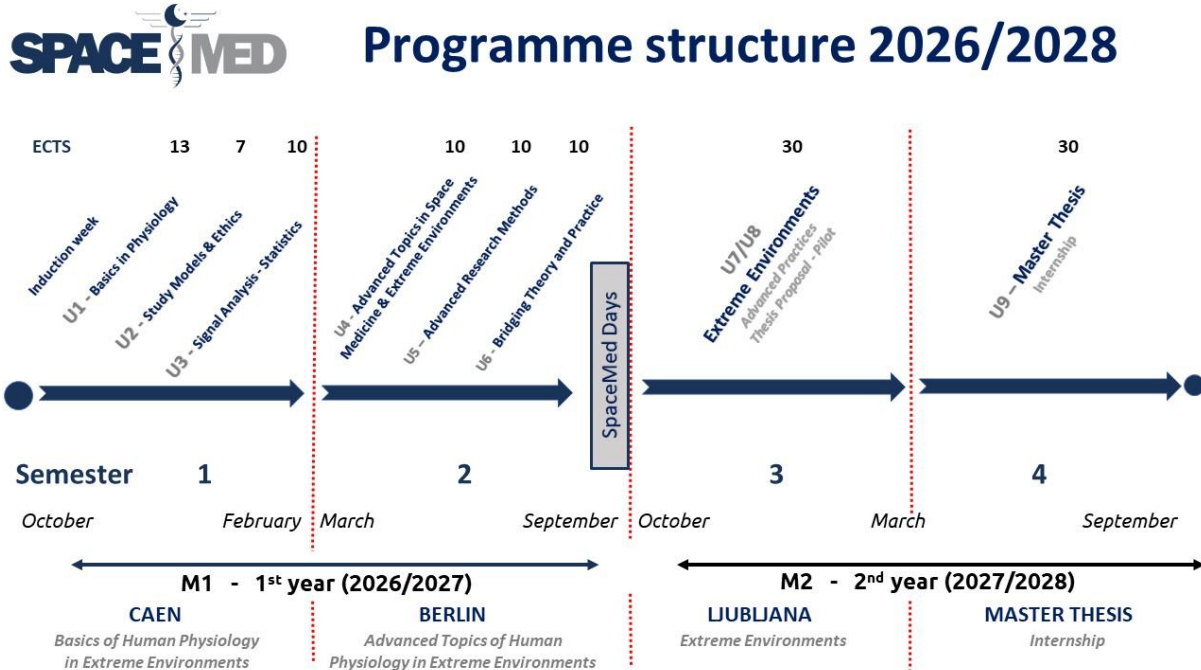
hereafter referred to as **the Student**, party of the second part, have agreed the following terms and conditions.

2. PROGRAMME STRUCTURE

The Student hereby commits him/herself to duly comply with the academic structure and calendar as well as the mandatory mobility defined in the SpaceMed M.Sc. Programme. This is a two-year programme of study, divided into four semesters, whereby the first 3 semester comprise lecture, laboratory demonstrations and field studies, and the semester 4 to the completion of the Master's thesis:

- **Semester 1:** University of Caen Normandy (**UCN-FR**)
- **Semester 2:** Charité - Universitätsmedizin Berlin (**Charité-DE**) / HUMBOLDT-UNIVERSITÄT ZU BERLIN (**UBER**)
- **Semester 3:** Mednarodna podiplomska šola Jožefa Stefana (**MPŠ-SI**), Ljubljana
- **Semester 4:** Master's thesis.

The structure of the SpaceMed M.Sc. programme is presented in the following figure, outlining where each semester will be taught and the main academic milestones: i) induction week, ii) *SpaceMed days* (one-week workshop), and iii) graduation ceremony.



3. COURSE REQUIREMENTS

The Student hereby commits to:

- attend the Induction week, which is an integral part of the course
- attend compulsory lectures, courses, tutorials, examinations and all other activities which form part of the programme, including the Master thesis Internship scheduled in Semester 4;
- submit course work and other assignments required by the programme by the required deadlines;
- maintain an acceptable level of academic standing;
- maintain proper conduct at all times;
- be adequately prepared for any activity, which is a requirement of the programme;
- comply with any professional standards applicable to the programme;
- abide by any special conditions related to the programme and set out in the prospectus, or otherwise notified by the SpaceMed consortium;
- provide faculty office with an emergency contact name and details, which the Consortium may use at its discretion;
- notify the SpaceMed secretariat of any changes to the information included on the original application (i.e., change of address).

Non-attendance and/or failure to meet course deadlines may be excused in case of illness or other exceptional circumstances.

4. PROGRAMME EVENTS

The Student hereby commits to attend the following events:

- *Induction Days* that are organized at the beginning of the academic year at UCN-FR. In 2026, the Induction Days will take place from October 1st to October 2nd. During this event, the student will be provided with detailed information regarding the programme, partner institutions, coursework assessment and academic rules. Students will be assisted by UCN-FR staff to facilitate any visa issues for non-EU students.
- *SpaceMed days* will take place during the second half of September 2027. This event, will group 1st year students (finishing the 2nd semester) and 2nd year students (finishing their M.Sc. theses) in a conference-like event. The event may be attended by Associated partners and representatives of industrial partners. This will allow students to arrange internships and placements for their M.Sc. thesis (1st year students) or possible job positions (graduate students). In addition, this will be a very good opportunity for students to meet and exchange their experiences.

5. RESEARCH REQUIREMENTS

The Student will conduct a research project approved by the SpaceMed faculty. The research will be supervised by faculty from the SpaceMed consortium, or approved Associated Partners. The thesis project will comprise either research carried out in one of the laboratories of the consortium (including associated partners), or an industry placement in a company whose activity is relevant to SpaceMed. While the majority of students are expected to conduct their thesis research under the supervision and guidance of the consortium faculty, the Student also has the possibility of conducting her/his research under the guidance and supervision of academic faculty of Associated Partners. Internship regulations will be detailed in the internship agreement.

The M.Sc. thesis must be submitted according to the established deadlines. The thesis must be written in English, with abstracts also in French, German and Slovene. The thesis must be submitted in the appropriate SpaceMed format.

The thesis defence (*viva voce*) will be held at the end of Semester 4. The examining committee will comprise faculty from the SpaceMed Consortium.

6. INSURANCE

The SpaceMed consortium has taken out a comprehensive health and travel insurance, tailor-made to the needs of students who are going to study abroad (<https://www.april-international.com>). The selected insurance is APRIL INTERNATIONAL. The proposed coverage meets or exceeds the minimum required level of EACEA mandatory insurance coverage with the EACEA minimum requirements.

7. EXCLUSION

The Student understands that s/he shall be excluded from the SpaceMed programme in the following cases:

- Non-attendance (lectures, practical sessions, field trips, informative and official meetings...)
 - i) that cannot be justified on medical grounds,
 - ii) for which permission has not been granted by the SpaceMed staff (to ensure permission, the student shall seek permission in advance).
- Failure to validate (i.e. pass) a year of study (see academic validation rules in Section 11).

- Disciplinary actions initiated by any member of the SpaceMed consortium (UCN-FR, Charité-DE, MPŠ-SI).
- Legal prosecution that prevents from attending the SpaceMed programme.
- Withdrawal from the SpaceMed programme (decision of student or by *force majeure*).

Student's financial obligations upon exclusion.

Upon exclusion, the Student shall in due time, and before his/her departure, cover the following costs:

- rent for the accommodation, for the month of the day of student's exclusion;
- bank fees corresponding to accommodation insurance, for the month of the day of student's exclusion;

SpaceMed consortium financial obligation in case of student's exclusion

The SpaceMed Coordinating Institution (UCN-FR) shall, for its part, allocate student funds and instructions enabling the Student to fulfil the commitments outlined in Section 8. These funds comprise:

- grant allocated for the month of the day of the Student's exclusion;

8. FINANCIAL OBLIGATIONS FOR SELF-FUNDED STUDENTS

It is the responsibility of self-funded students to ensure that the tuition fees and all other expenses related to the programme are paid on time. Tuition invoice forms will be forwarded by the SpaceMed secretariat.

Tuition fees and expenses do not include the cost of any residential accommodation provided to the Student by the Consortium Universities, or by any third party.

Tuition fees do not cover the cost of additional fees for reassessment (i.e., the cost of having to retake an exam), traveling expenses or other course costs.

The SpaceMed programme administration must be notified, should any payment be made by an external sponsor on behalf of the Student. Such payment must be accompanied by appropriate supporting documentation indicating the names of the sponsor and sponsored student.

Students are bound by the Consortium's regulations regarding the payment of fees, and the consequences of non-payment. If the fees due to the SpaceMed Consortium remain unpaid 28 days after the due date, the Consortium shall be entitled to take legal action to recover the debt and/or take any, or all, of the following steps:

- exclude the student from the program;
- terminate this Agreement;
- withhold from the student any award or qualification;
- suspend its obligations towards the student as outlined in this Agreement;

The student will not be allowed to proceed to any further stage of the program, until all outstanding amounts have been paid, or arrangements for payment have been established to the satisfaction of the Consortium.

For self-funded Student, the registration fees are 5000€ per year (10 000€ for the entire Master's programme).

9. REALLOCATION OF FUNDS

1. In the event of the exclusion or withdrawal of a student from the programme before the start of the intake to which they have been admitted, including no-show and cancellation cases, The Framework Partnership Agreement between the SpaceMed Coordinating Institution (UCN-FR) and the Education, Audiovisual & Culture Executive Agency (EACEA) of the European Commission, which funds the SpaceMed programme, allows the consortium to reallocate the scholarship to another student. A scholarship reallocation of a drop-out student (i.e. a student who has started the course and has benefited from any amount of the scholarship) to a student on the reserve list and/or non-scholarship holders of the same intake is not allowed.
2. In the event that a student fails a course, re-sit options shall meet the regulations of the host Institution. Tuition fees derived from a second or subsequent registration in a SpaceMed course may apply, as they are not covered by the initial participation costs. Any academic period exceeding the duration of the master's degree shall not be covered by the EMJM scholarship (maximum of 24 months).

10. PERMITS AND VISA

During the programme the Student will be studying in a minimum of three different European countries (France, Germany and Slovenia). It is the responsibility of the student to secure the needed residence permits. The Consortium and host institutions will assist students in applying for a visa to enter Europe and in their subsequent moves from country to country within Europe. Students will receive all the necessary information and supporting documents, that will enable them to proceed with resident card and visa application procedures ensuring a timely arrival at the host institutions.

Once admitted to the SpaceMed programme, the Student has already received the following:

1. Letter of acceptance: this is a letter from the Consortium stating the Student has been admitted to the Programme.
2. Students were given one week to reply by email to spacedmed@unicaen.fr stated if they accept to join SpaceMed or not.

11. ACADEMIC RULES

1. Erasmus Mundus students enrol on a full-time basis. They must attend all classes (lectures, laboratory classes, field studies and excursions). Students who have to interrupt their studies for a certain period of time due to justifiable reasons of health, pregnancy or family matters, must give the consortium coordinator and the local coordinator due notification. All such situations will be evaluated on an individual basis.
2. If a student fails (obtains an F) in the first exam session, he/she will have to pass a second exam (or additional evaluation) session. The F will be replaced by the new grade (and the F will not appear in the degree). The second session will be organized at most six months after the first exam to allow the student to prepare for the exam. If a student fails an exam in one institution during one of the three first semesters, he/she will have the possibility to pass a second exam in the institution where he/she will study in the following semester.
3. If after all examinations, a student fails a module, there is no possibility of offsetting and all the modules must be validated.

- **SpaceMed validation rules**

Université de Caen Normandie (UCN-FR) : - The student validates a semester, if he/she gets a total average of E at least.
Charité - Universitätsmedizin (Charité-DE / HUMBOLDT-UNIVERSITÄT ZU BERLIN (UBER): - To validate a semester, the students must have no module with F. - A student must be reassessed, if he/she got an F in the first session.
Mednarodna podiplomska šola Jožefa Stefana (MSP-SI): - To validate a semester, the students must have no module with F. - A student must be reassessed if he/she got an F in the first session.

4. Complaints and problem resolution mechanisms: the students first submit their concerns to the module coordinator. If no consensus can be reached, the students can then submit their concern to the Course Director. Finally, if no satisfactory solution can be found, the Academic Board of the consortium will study and jointly take the necessary actions.

5. At the end of the programme, students will get three Master degree's, one delivered by each university. The degrees delivered within SpaceMed are recognized by all participating partners. The students will also obtain the SpaceMed Diploma Supplement summarizing the courses delivered along the first three semesters and the research training achieved during the fourth semester.

6. The marks will be converted and homogenized according to the conversion rules given below.

Conversion rules: SpaceMed Grading scale

Marks at University of Caen Normandie are expressed on a scale of 0-20.
Marks at Charité - Universitätsmedizin are expressed on a scale of 1- 5.
Mednarodna podiplomska šola Jožefa Stefana are expressed on a scale of 5-10.

First stage: conversion of each university's marks into a common, intermediate, rising scale out of 10

Mark UCN-FR	<10	[10-20]
Intermediate scale	Fail	Mark UCN /2

Mark Charité-DE	>4	[4-1]
Intermediate scale	Fail	5/3 * (7- Mark Charité)

Mark MPŠ-SI	5	6	7	8	9	10
Intermediate scale	Fail	5/4 * (Mark MPŠ – 2)				

Second stage: average of the 3 universities' scores on the common intermediate scale

Third stage: conversion of the grade in the common intermediate scale into a grade, degree or distinction specific to each university (or in the European system).

Mark Conversion – University of Caen Normandie

Intermediate scale	Fail	[5-10]					
Mark UCN-FR	Fail	Average mark *2					
	<10	=10	]10-12[	[12-14[	[14-16[	[16-18[	[18-20]
SpaceMed Erasmus Mundus Grade	Failed	Pass	Sufficient	Satisfactory	Good	Very good	Excellent
	F	E	D	C	B	A	A+

Caen Mark	Caen Grade	SpaceMed Erasmus Mundus Grade	SpaceMed Erasmus Mundus Grade Description
<10	Adjourned	F	Failed
=10	with standard pass	E	Pass
]10-12[		D	Sufficient
[12-14[	with honours	C	Satisfactory
[14-16[	With high honours	B	Good
[16-18[	With highest honours	A	Very Good
[18-20]	With highest honours and distinction	A+	Excellent

Mark Conversion – Charité - Universitätsmedizin

Intermediate scale	Fail	[5-10]			
Mark Charité	Fail	7 – 3/5 * Intermediate mark			
	>4	]3.5-4.0]	]2.5-3.5]	]1.5-2.5]	[1.0-1.5]
Grade Charité	Fail	Sufficient	Satisfactory	Good	Very Good

Mark Conversion – Jožef Stefan International Postgraduate School

Intermediate scale	Fail	[5-10]				
Mark MPŠ-SI	Fail	If (Intermediate mark = 10) Then Intermediate mark Else Trunk (Intermediate mark + 1)				
	5	6	7	8	9	10
Grade MPŠ-SI	Fail	Pass	Good	Very good	Very good	Excellent

Student's Name:
Student's Surname:

Prof. Gaëlle Quarck
SpaceMed Coordinator

Signature:
Date:

Signature:
Date: