





CONSORTIUM AGREEMENT

Erasmus Mundus Action 2 – Strand 1, Lot 2 "HERMES"

Development of a Higher Education and Research Area between Europe and the Middle EaSt

between

Université d'Aix-Marseille

58, boulevard Charles Livon, 13284 Marseille, France represented by its President Yvon Berland

and

Université Saint-Joseph

Damascus Street – P.O. Box 17-5208 Mar Mikhaël, 1104 2020 Beirut, Lebanon represented by its Rector Salim Daccache s.j.

and

Universitat de les Illes Balears

Son Lledo, Carretera de Valldemossa km 7,5 07122 Palma de Mallorca, Spain represented by its Rector Llorenç Huguet Rotger

and

Universidad de Cádiz

16, Calle Ancha, 11001 Cadiz, Spain represented by its Rector Eduardo González Mazo

and

Université de Toulon

Avenue de l'Université – BP 20132, 83957 La Garde (Toulon), France represented by its President Marc Saillard

and

Università degli Studi di Genova

5, via Balbi, 16126 Genoa, Italy represented by its Rector Giacomo Deferrari

and

Università degli Studi di Torino

8, via Verdi, 10124 Torino, Italy represented by its Rector Gianmaria Ajani

and

Università degli Studi di Palermo

61, piazza Marina, 90133 Palermo, Italy represented by its Rector Roberto Lagalla

and

Aristotle University of Thessaloniki

University Campus, 54124 Thessaloniki, Greece represented by its Vice-Rector of Academic affairs and Personnel Despo Ath. Lialiou

and

University of Cyprus

P.O. Box 20537, 1678 Nicosia, Cyprus represented by its University Officer Xenia Constantinou

and

Princess Sumaya University for Technology

Khalil Saket Street P.O. Box 1438, 11941 Amman, Jordan represented by its President Issa Batarsh

and

Philadelphia University

Jarash Road P.O. Box 1, 19392 Amman, Jordan represented by its President Mohammad Awwad

and

University of Jordan

Queen Rania Al-Abdallah Street, 11942 Amman, Jordan represented by its President Ekhleif Tarawneh

and

Yarmouk University

University Street, 21163 Irbid, Jordan represented by its President Abdullah M. Al-Musa

and

University of Balamand

Deir El Balamand, P.O. Box 100 Tripoli, Lebanon represented by its Acting President Georges N. Nahas

and

Holy Spirit University of Kaslik

Kaslik main road, 446 Juniyah, Lebanon represented by its Rector Hady Mahfouz

and

An Najah National University

An Najah Old Campus Street, P.O. Box 7 Nablus, Palestinian Territory, Occupied represented by its President Rami Hamdallah

and

Birzeit University

Birzeit University, P.O. Box 14 Ramallah (Birzeit), Palestinian Territory, Occupied represented by its President Khalil Hindi

and

Islamic University of Gaza

Al Talatiny Street P.O. Box 108 Gaza, Palestinian Territory, Occupied represented by its President Kamalain Shaath

and

Arab International University

Khaola Bent Al Azwar Street, P.O. Box 161 Damascus, Syrian Arab Republic represented by its Vice President for International Relations Abdul Ghani Maa Bared

1. Project objectives

The main objective of the HERMES programme coordinated by Aix-Marseille University (AMU) is to develop training and scientific exchanges between European and the Middle East higher education institutions resulting in a strong sustainable contribution to the construction of a Euro-Mediterranean Higher Education and Research & Innovation Area.

2. Definitions

The following definitions will be used in this Consortium Agreement (the "Agreement"):

- HERMES: Erasmus Mundus programme allowing funding and managing mobility flows between the Middle East and Europe
- Project Coordinator: Université d'Aix-Marseille, responsible for the global management of the project
- Project Co-coordinator: Université Saint-Joseph, responsible for the promotion of the programme and the selection of TG2 and TG3 scholarship holders (eligibility check)
- Partner Universities: every university who has signed the Consortium Agreement
- Associated Partners: any organisation that can contribute to the promotion, implementation, monitoring, evaluation activities and/or sustainable development of an Action 1, 2 or 3 consortium / partnership. This applies more specifically to socioeconomic partners, international organisations or in certain cases to third-country higher education institutions. Associated partners are not entitled to benefit directly from the grant
- Middle East countries: will refer to the following group of countries, Jordan, Lebanon, Occupied Palestinian Territory, Syria
- Scholarship Holder / Grantee : a person who has been granted a scholarship within the HERMES partnership
- Home University: A university within the HERMES partnership which is the regular study- or workplace for a Scholarship Holder
- Host University: A university within the HERMES partnership which has agreed to receive Scholarship Holders

- Specific Grant Agreement: Agreement between the European Commission and the Project Coordinator for the HERMES programme
- Partnership Statement : document signed by the legal representative of each partner university in order to be part of the HERMES programme
- Consortium / Steering Committee : responsible for the decision-making of the HERMES programme
- Selection Committee: responsible for the selection of candidates according to the criteria in the selection guidelines
- Participation cost: any compulsory administrative/operational cost related to the participation of the scholarship holders in the HERMES programme
- TG1 (Target group 1): Nationals of the partner universities of the project who are registered in one of the university that is a member of the partnership
- TG 2 (Target group 2): Nationals of the partner countries who are registered at a higher education institution of these countries that is not included in the partnership or have obtained a university degree or equivalent by an institution of these countries
- TG 3 (Target group 3): Nationals of the Middle East countries who are in particularly vulnerable situations, for social and political reasons

3. Organisation of the mobility

3.1 Application procedure and selection procedure

3.1.1 Call for available fields of study

All Partner Universities are required to compile available study and mobility offers which will be registered in the application database by the Coordinator. Further, each Partner University is required to prepare a thorough analysis, in order to find areas and positions that suit the cooperation scheme, in terms of interest from providers and applicants as well as in terms of following the HERMES partnership intentions as stated in the application. The domains and disciplines targeted by Middle East partner universities are: Business studies and management science, Education and teacher training, Engineering and technology, Mathematics and informatics, Medical sciences, Natural sciences and Social sciences.

3.1.2 Standards and criteria for application and selection.

The selection procedure will be centered upon the following selection criteria: at the stage of the academic quality assessment, the partner universities will assess the applications according to 1. academic excellence (grades); 2. language requirements; 3. quality of application (supporting documents) / motivation; 4. priority thematic fields. The relevance of mobility for the host institution, the equity consideration for designated TG1, TG2 and TG3, the equal geographic representation of the partner universities in the mobility scheme, the gender and socio-economic equality, the brain-drain prevention and the future potential cooperations generated by the mobility will be taken into account during the selection committee.

3.1.3 Procedure of selection of scholarship holders

The procedure of selection will follow five steps:

- the eligibility check: the home university performs an eligibility check of the outgoing applications;
- the academic quality assessment: the home university performs a quality assessment and ranks the outgoing applications; the host university performs a quality assessment, ranks the incoming applications and assesses the pedagogical feasibility of the mobility;

- the selection committee: the selection committee examines the ranked lists resulting from the local ranking process and is in charge of the final selection of candidates (principal and reserve lists);
- the validation of the applications: the agreement of host university is essential before the announcement of the selection results to all of the applicants
- the right to appeal: the applicants have 7 days to appeal.

3.2 Logistical and pedagogical support to grantees

Each receiving Partner University is responsible for providing all possible assistance to their incoming Scholarship holders before and during the mobility. This may include instructions on visa procedures, housing, payment of monthly allowances which cannot be reduced, course registration for students and office facilities for post docs and staff, etc. In addition, each receiving Partner University shall provide support that allow the Scholarship Holders to gain an understanding of the host country, for instance by offering language courses, a mentor program and to organize social and cultural events.

3.3 Academic recognition/quality assurance

One of the main objectives of the HERMES partnership is to help in the development of transparent and fair educational systems and the compatibility between institutions, that is to say mutual recognition of qualifications and periods of study. The consortium will therefore guarantee the smooth transfer of grades, credits, programmes, diplomas and the recognition of skills and qualifications between the EU and Middle East universities. If mandatory law prevents academic recognition, this will be reported to the European Commission and dealt with according to the objectives of the cooperation. Otherwise, the following tools will be used for study credits recognition and transfer: for each Scholarship Holder, a Learning Agreement or a Workplan will be established. The Scholarship Holder and the Home University must define and acknowledge the programme that will be performed and fill in the applicable agreement prior the Scholarship Holder's departure to the Host University. By signing a Learning Agreement or a Workplan, the Home University is committed to full recognition of the academic merit of the period abroad for Scholarship Holders as long as the Scholarship Holders fulfil the requirements described on the Learning Agreement or Workplan. If academic recognition is not possible, this will have to be communicated to the Scholarship Holder before departure from the Home University. In addition, where appropriate, transcripts of records and diploma supplements will be issued by the Host University to all Scholarship Holders.

4. Promotion and communication strategy

All Partner Universities are responsible for the promotion and visibility of the HERMES partnership in general and for the promotion of the call for applications in particular, for example by publishing the call on their website, organising awareness-rising and promotion campaigns and meetings, approaching media and relevant organizations and authorities, and using available information tools (flyers, posters) to reach potential mobility candidates. Each Partner University shall also assist applicants with relevant information to facilitate the application procedure.

The Project Coordinator is responsible for the coordination of the promotion and visibility of the programme (website monitoring and promotional material, organisation of promotion activities).

The Project Co-coordinator is responsible for the diffusion of the information on the program in the Middle East countries.

The Associated partners will promote the programme and its activities on a regional and international scale, to remote universities and vulnerable groups, disseminate the results of the programme, and contribute to the organisation of satellite activities and the sustainability of the programme.

5. Project Management

5.1 Roles and responsibilities of the consortium partners

5.1.1 Coordinator

The Project Coordinator is responsible for the implementation and coordination (administrative and financial) of the project, and it is the only one entitled to communicate with the European Commission.

5.1.2 Co-coordinator

The Project Co-coordinator supports activities for the other partners and associates in the region. It also assists the coordinator in the implementation of the promotion and communication strategy of the project. Finally, it will perform the eligibility check for the Target Group 2 and 3 candidates and organise one of the selection meetings.

5.1.3 Partners

The Partner Universities are responsible for the organisation of mobility and support services for the scholarship holders. They are also in charge of the local administrative and financial budget management, and the reporting to the Project Coordinator when requested.

5.1.4 Committees and teams

The consortium/steering committee consists of a representative from every partner and associate. It is the major decision-making body in the HERMES partnership, responsible for the management and overall implementation of the scholarship scheme, the dissemination of programme outcomes, promotion and monitoring activities. During the annual meetings, the steering committee will discuss topics related to strategic planning, joint quality insurance mechanisms, programme updates, potential problems encountered by partners, mechanisms for dissemination of results, future prospects for the programme as well as the exchange of best practices between the partners. The meetings will be co-chaired by the coordinator and the co-coordinator.

The selection committee consists of one representative from every partner and associate. The associates will be invited and will have a consultative role. This Committee is responsible for the final selection. The gathering will also be the occasion to hold a workshop at the end of the selection meeting to share experiences on the organisation of mobilities (travel arrangement, visas, housing support etc.).

The local management teams consist of representatives of each partner university responsible for the implementation and running of the scholarship scheme at each partner university.

The evaluation team consists of 4 academic staff independent to the programme who will provide an independent evaluation of the project based on the analysis of the different reports provided by the coordinator and partners.

The sustainability team consists of 4 representatives of all partners as well as two of the associated partners who will have to find funds for the continuation of HERMES after the end of the programme.

5.2 Financial management of the project

The financial arrangements for the HERMES partnership are regulated by the Specific Grant Agreement and its annexes. There are two different types of budgets for the HERMES partnership, one for the implementation of student mobility and one for the management of the programme.

The implementation of student mobility has a fixed budget for the scholarships (according to the Erasmus Mundus financial rules, the amount of the scholarships cannot be reduced), covering on one hand monthly allowances (undergraduates/master - 1000 €, doctorates -1500 €, post-doctorates – 1800 €, staff – 2500 €), and on the other hand participation costs for mobilities of 10 months or higher (3000 € per year/per registration). The amount transferred to the Partner Universities will be in accordance with the mobility granted to that Partner University, and will also correspond to the actual number of incoming scholarship holders and outgoing scholarships holders to Palestine. As for the Palestinian Partner Universities, they will receive the amount corresponding to the participation costs for mobilities of 10 months or higher. In case of outgoing scholarship holders to Syria, the amounts of the scholarships, travel costs, insurance costs and participation costs will be transferred to the home Partner University which will give it directly to the scholarships holders. Also, the Partner Universities will be responsible for providing the insurance and arranging travel for the incoming scholarship holders and outgoing scholarship holders to Palestine. Funding will be transferred regularly. Exceptionally, the Coordinator will also take care of providing insurance and arranging travel for the scholarship holders of the University of Genoa, and it will be in charge of providing insurance for the scholarship holders of the University of Turin. As regards the mobility of post-doctorates and staff, in case of national legal provision that prevents the host university from paying the full subsistence allowances to the grantees, the corresponding funds could be transferred to the home university if it is able to pay the full subsistence allowances to post-doctorates and staff.

For the management of the project, a fixed amount of 5000 euros is granted to each Partner University. The first payment of 2500 euros will be made as soon as the Partner University has signed the consortium agreement and has fulfilled its obligations regarding participation at the first consortium meeting (unless the absence is justified). The second payment of 1500 euros will be made once the European Commission has paid the second part of the grant to the Project Coordinator. The third payment of 1000 euros will be made once the full funding from the European Commission is given to the Coordinator.

The coordinator reserves the possibility of transferring additional amounts to partner universities in order to perform its management function efficiently, or in case of geopolitical changes in the Middle East Region.

The funds for the management of the project can be used by the Partner Universities for meetings (travel costs), promotion, administrative costs, etc. The Partner Universities shall report about the use of the two types of grants to the Project coordinator on demand, and give the supporting documents when requested.

An additional amount of 10 000 euros is also granted to the Co-coordinator. The first payment of 5000 euros will be made as soon as the Partner University has signed the consortium agreement and has fulfilled its obligations regarding participation at the first consortium meeting (unless the absence is justified). The second payment of 3000 euros will be made once the European Commission has paid the second part of the grant to the Project Coordinator. The third payment of 2000 euros will be made once the European Commission has given full funding to the Project Coordinator.

6. Reporting

Any changes in the mobility shall be reported by the affected Host University to the Project coordinator. All Partner Universities must provide the Project coordinator with any necessary documentation as requested, including the original accounts related to the HERMES programme of Partner Universities, and documents proving the mobility and the academic activity.

All Partner Universities are required to keep all verifications and supporting documents for a period of 5 years from the date of the financial closure of the HERMES partnership.

If a Partner University has not duly performed its reporting obligations, the Project Coordinator is entitled to withhold any payments of EU contribution due to a Partner University until such reporting obligations have been fulfilled.

Pre-financed amounts of the EU contribution not used for financing the HERMES partnership in accordance with the Specific Grant Agreement shall be repaid to the Project Coordinator. This applies for all activities, the organisation of mobility and the implementation of mobility.

7. Legal relationship

The legal relationship between the Partner Universities, including the Project Coordinator and Co-coordinator, is regulated by the Agreement, the Partnership Statement and the Specific Agreement. In case of conflict between the provisions of this Agreement and the provisions of the above-mentioned agreements, the Specific Agreement takes precedence.

8. Beginning and termination

This Agreement will be effective from the date of signature of all Parties, provided that the HERMES partnership enters into force, and will remain in force up to and including the end date of the HERMES partnership as established by the Specific Grant Agreement.

9. Disputes

The Parties agree that they shall attempt to resolve any interpretation and/or any dispute arising from this Agreement through amicable settlement.

Made in _____ in twenty (20) originals

In order to facilitate the signature process of the consortium agreement for the HERMES programme, the legal representative of each Partner shall sign this "Sheet of signature" in twenty (20) originals and return these original copies duly signed to AMU.

AMU will prepare original versions and return to each Party an original exemplary completed with all signed sheets of signature.

Université d'Aix-Marseille	
Legal representative: Yvon Berland	
Function: President	
Date:	
Signature and stamp:	

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Université Saint-Joseph
Legal representative: Salim Daccache s.j.
Function: Rector
Date:
Signature and stamp:

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Universitat de les Illes Balears
Legal representative: Llorenç Huguet Rotger
Function: Rector
Date:
Signature and stamp:

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Universidad de Cádiz
Legal representative: Eduardo González Mazo
Function: Rector
Date:
Signature and stamp:

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Ur	niversité de Toulon
Le	gal representative: Marc Saillard
Fu	nction: President
Da	ate:
Sig	gnature and stamp:
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Università degli Studi di Genova
Legal representative: Giacomo Deferrari
Function: Rector
Date:
Signature and stamp:

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Unive	rsitä degli Si	tudi di Torino				
Legal	representat	ive: Gianmaria	Ajani			
Funct	ion: Rector					
Date:						
Signa	ture and sta	mp:				

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	Università degli Studi di Palermo
	Legal representative: Roberto Lagalla
	Function: Rector
	Date:
	Signature and stamp:

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Aristotle University of Thessaloniki
Legal representative: Despo Ath. Lialiou
Function: Vice-Rector of Academic affairs and Personnel
Date:
Signature and stamp:

Made in _____ in twenty (20) originals

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University of Cyprus
Legal representative: Xenia Constantinou
Function: University Officer
Date:
Signature and stamp:

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Princess Sumaya University for Technology
Legal representative: Issa Batarsh
Function: President
Date:
Signature and stamp:

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Philadelphia University
Legal representative: Mohammad Awwad
Function: President
Date:
Signature and stamp:

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University of Jordan	
Legal representative: Ekhleif Tarawneh	
Function: President	
Date:	
Signature and stamp:	

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Yarmouk University
Legal representative: Abdullah M. Al-Musa
Function: President
Date:
Signature and stamp:

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University of Balamand
Legal representative: Georges N. Nahas
Function: Acting President
Date:
Signature and stamp:

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e in	in twenty (20) originals	
Holy Spirit	University of Kaslik	
Legal repre	sentative: Hady Mahfouz	
Function: F	ector	
Date:		
Signature a	nd stamp:	

Made in _____ in twenty (20) originals

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An Najah National University	
Legal representative: Rami Hamdallah	
Function: President	
Date:	
Signature and stamp:	

Made in

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By signing the present document, the signatory becomes a Party to this consortium agreement and undertakes to be committed by the whole of its provisions.

in twenty (20) originals

Birzeit University
Legal representative: Khalil Hindi
Function: President
Date:
Signature and stamp:

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Islamic University of Gaza
Legal representative: Kamalain Shaath
Function: President
Date:
Signature and stamp:

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Arab International University
Legal representative: Abdul Ghani Maa Bared
Function: Vice President for International Relations
Date:
Signature and stamp: