

Bolsas do Campus Industrial de Ferrol para alumnado estranxeiro que queira cursar nel estudos de mestrado universitario

1. OBXECTO

O Campus Industrial de Ferrol da Universidade da Coruña (UDC) pretende con esta acción incentivar a súa internacionalización, entendida como acción transversal prioritaria que se concreta en fomentar o número de estudantes estranxeiros/as, así como o número de colaboracións con entidades internacionais.

O Programa de Bolsas do Campus Industrial de Ferrol para Estudos de Mestrado Universitario dirixese a egresados/as estranxeiros/as que queiran cursar estudos oficiais de mestrado universitario nas titulacións do Campus Industrial de Ferrol que se indican a continuación :

- Mestrado universitario en materiais complexos: análise térmica e reoloxía
- Mestrado universitario en deseño, desenvolvemento e comercialización de videoxogos
- Mestrado universitario en eficiencia enerxética e sustentabilidade
- Mestrado universitario en enxeñería en deseño industrial
- Mestrado universitario en informática industrial e robótica
- Mestrado universitario en fabricación aditiva
- Mestrado universitario en tecnoloxía téxtil e moda sustentable
- Mestrado universitario en enxeñería industrial*
- Mestrado universitario en enxeñería naval e oceánica*

* Como se trata dun máster universitarios que habilita para o exercicio de profesión regulada, os solicitantes necesariamente deberán ter o seu título homologado ou declarado equivalente polo ministerio competente.

Ademais, ofreceranse 2 bolsas de matrícula para cursar en modalidade online o mestrado universitario en eficiencia enerxética e sustentabilidade, que é o único dos mestrados do Campus Industrial de Ferrol que permite esta modalidade non presencial.

Os obxectivos deste programa son os seguintes:

- a) Potenciar a internacionalización dos mestrados oficiais do Campus Industrial de Ferrol.
- b) Facilitar o acceso de estudantado estranxeiro a mestrados universitarios adaptados ao Espazo Europeo de Educación Superior (EEES) do Campus Industrial de Ferrol.
- c) Contribuír ao desenvolvemento da calidade dos estudos de posgrao fomentando a mobilidade do estudantado universitario.

2. FINANCIAMENTO

Este programa oferta un total de nove bolsas, sete en modalidade presencial e dúas en modalidade online.

A dotación deste programa irá con cargo á partida orzamentaria 2024 0902 422D 64000 (proxecto 00865) e terá un importe total de 73.800 euros.

2.1 Bolsas en modalidade presencial

No caso das bolsas de modalidade presencial estas estarán destinadas ao financiamento da matrícula e os gastos de viaxe e estancia para alumnado estranxeiro que queira cursar algún



dos mestrados do Campus Industrial de Ferrol arriba sinalados.

No caso de que exista algunha persoa que fose beneficiaria o curso anterior dunha bolsa do Campus Industrial de Ferrol e estea a cursar un mestrado de máis de 60 créditos ECTS, é dicir de máis dun curso de duración, poderá solicitar a bolsa para o segundo curso académico. A concesión desa bolsa está supeditada a que cumpra os requisitos de valoración que se detallarán máis adiante. Estas persoas, en caso de cumprir os requisitos, terán prioridade fronte ás persoas de novo ingreso e por tanto o número de bolsas ofertado a persoas de novo ingreso verase diminuído en función das persoas que consigan a bolsa de continuidade.

A concesión dunha destas bolsas exige ás persoas beneficiarias do pago do importe da matrícula (60 créditos ECTS como máximo). O pago das taxas de secretaría (taxa de apertura de expediente, taxa de expedición de título e seguro) correrá pola súa conta.

Ademais, todas as bolsas para a modalidade presencial inclúen:

- a) un importe destinado a sufragar gastos de viaxe cuxa contía máxima varía segundo o país de procedencia (ver a táboa ao final deste apartado);
- b) e un importe destinado a sufragar gastos de estancia (manutención e aloxamento) no lugar onde se estea cursando presencialmente o correspondente mestrado de 600€/mes durante un período de nove meses correspondentes ao curso académico (setembro 2024 a maio de 2025, ambos inclusive), que se poderá ampliar a once meses no caso de ser necesario permanecer a efectos de avaliación (con límite máximo de xullo de 2025). Para esta ampliación deberá achegarse un xustificante asinado pola persoa coordinadora do programa de mestrado. A asignación só se desembolsará polo período efectivo de estancia da persoa bolseira en España xustificada oportunamente, excluindo o período que poida mediar entre o comezo do curso académico e o desprazamento do/da bolseiro/á o lugar de destino para realizar os estudos correspondentes.

A contía máxima e cada unha das 7 bolsas é de 10.200 €.

Durante a súa estancia, os/as bolseiros/as contarán co apoio e o asesoramento técnico da Oficina do Campus Industrial, como ente encargado da xestión do Programa de Bolsas do Campus Industrial de Ferrol para Estudos de Mestrado Universitario, co fin de que atopen na UDC o ambiente adecuado para aproveitar con todas as garantías a realización do mestrado que cursen. As cuestións que non sexan referentes ás bolsas Campus Industrial de Ferrol deben ser consultadas nos seguintes correos electrónicos:

- Consultas relacionadas co proceso de preinscrición: seccion.admision.master@udc.gal
- Consultas relacionadas coa matrícula: uxai.esteiro.epef@udc.gal ou uxai.esteiro.academico@udc.gal

A contía destinada a sufragar os gastos de viaxe variará en función do país de orixe segundo a táboa que figura a continuación, e en ningún caso será superior aos gastos debidamente xustificadas:

Axuda de viaxe segundo a procedencia	Importe máximo
Portugal	400 €
Escandinavia, Polonia, Romanía, Hungría, Bulgaria, Turquía e países Europeos ao leste destes últimos	1000 €
Resto de países de Europa e países do norte de África	800 €
América	1500 €
Asia, Oceanía, África do Sur	1700 €

2.2 Bolsas en modalidade online

Ofrécense ademais 2 bolsas de matrícula para o Mestrado universitario en eficiencia enerxética e sustentabilidade, que é o único dos mestrados do Campus Industrial de Ferrol que permite esta modalidade non presencial. Nese caso a concesión dunha destas bolsas exime ás persoas beneficiarias do pago do importe da matrícula (60 créditos ECTS como máximo). O pago das taxas de secretaría (taxa de apertura de expediente, taxa de expedición de título e seguro) correrá pola súa conta.

A contía máxima de cada unha das dúas bolsas é de 1.200 €.

3. PERFIL DAS PERSOAS SOLICITANTES

A convocatoria está aberta a todos/as aqueles/as egresados/as estranxeiros/as que estean interesados/as en cursar as titulacións de mestrado universitario do Campus Industrial de Ferrol indicadas anteriormente durante o curso académico 2024/25, e que cumpran os seguintes requisitos:

- Ter nacionalidade estranxeira.
- Cursar a titulación previa nunha área de coñecemento afíno mestrado solicitado.
- Estar en posesión dun título dunha universidade estranxeira que faculte no país expedidor para acceder a estudos de mestrado. Así mesmo, poderán acceder as persoas tituladas conforme a sistemas educativos alleos ao EEES, sen necesidade de homologar os seus títulos, tras comprobar a UDC que as persoas solicitantes acreditan un nivel de formación equivalente aos correspondentes títulos universitarios españois e que faculta no país expedidor do título para o acceso as ensinanzas de Mestrado.
- Aquelas persoas beneficiarias da bolsa na convocatoria de axudas 2023/24 do CIF que queiran continuar no segundo ano de mestrado.

Os/as aspirantes poderán sinalar, por orde de preferencia, ata dúas titulacións de mestrado do seu interese.

4. PRESENTACIÓN DE SOLICITUDES.

A presentación de solicitudes realizarase **dentro do correspondente prazo de preinscrición**, xeral ou extraordinario para a prescrición nos mestrados universitarios da UDC, a través dun



envío ao correo electrónico internacionalizacion.campus.industrial@udc.gal da seguinte documentación:

- a) Anexo I.
- b) Documento de identidade/pasaporte.
- c) Carta de motivación persoal para a realización do mestrado.
- d) Currículo vitae e documentación xustificativa dos méritos alegados segundo o indicado no apartado 5.
- e) Resgardo de preinscrición no mestrado.
 - A preinscrición e matrícula no mestrado universitario realizarase a través da plataforma SIGMA na web: https://www.udc.es/es/futuros_estudiantes/masteres/acceso-a-preinscripcion/
- f) Declaración de equivalencia da nota media do expediente académico universitario realizado en centros estranxeiros (https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_medias)
- g) Poderá achegarse tamén aval e proxecto formativo (modelo en Anexo II) dun /unha investigador/a de o Campus Industrial de Ferrol, no caso de que a persoa solicitante manifeste interese en realizar unha tese doutoral neste campus tras a finalización dos estudos de mestrado.

A posibilidade de realizar unha solicitude de bolsa nos seguintes prazos de preinscrición estará supeditada a que nos anteriores prazos non fose outorgada a totalidade de bolsas recollidas nesta convocatoria. Os prazos de preinscrición e matrícula poden consultarse na páxina https://www.udc.es/es/futuros_estudiantes/masteres/

O alumnado de continuidade terá que presentar unha certificación académica coas cualificacións obtidas durante o primeiro curso de mestrado.

As solicitudes tamén poderán presentarse en calquera dos rexistros que indicao artigo 16 da Lei 39/2015, do 1 de outubro, do Procedemento Administrativo Común das Administracións Públicas.

As solicitudes que se presenten por procedementos distintos dos previamente especificados resultarán excluídas.

A concesión da bolsa quedará condicionada á efectiva matrícula no mestrado para o que se concedeu a bolsa. No caso de que o alumno/a non se matricule quedará directamente excluído da bolsa, isto implica que debe matricularse aínda cando non se resolveu a concesión da mesma.

Para os efectos do proceso de avaliación, só terase en conta a información contida na documentación achegada na data de peche do prazo de preinscrición correspondente.

5. SELECCIÓN

As bolsas serán concedidas, segundo os requisitos expostos nesta convocatoria, por unha comisión composta polas seguintes persoas:

- a) Ana Isabel Ares Pernas, vicerreitora do Campus de Ferrol e Responsabilidade Social
- b) Marcos Míguez González, director do Campus Industrial de Ferrol
- c) María Eugenia Díaz Caneiro, técnico de Internacionalización do Campus Industrial de Ferrol
- d) Andrés Piñón Pazos, coordinador da Comisión de Docencia.

A Comisión de Selección terá en conta os seguintes criterios para as bolsas de continuidade no segundo curso do mestrado:

- a) O alumno ou alumna non poderá ter ningunha materia suspensa.
- b) A nota media numérica das cualificacións do primeiro curso, segundo se indica na certificación académica, non poderá ser inferior a 7.

A Comisión de Selección terá en conta os seguintes criterios para as bolsas de nova incorporación:

5.1. Modalidade presencial:

- a) Priorizaranse aquelas solicitudes dirixidas a mestrados que tivesen unha matrícula inferior ao 50% das prazas ofertadas no curso 2023/2024.
- b) Non se poderán conceder máis de dúas bolsas por mestrado, a menos que non haxa solicitudes suficientes para outros mestrados.
- c) Darase preferencia a aquelas solicitudes que contén cun aval dun/a investigador/a adscrito/á o Campus Industrial de Ferrol e que lle poida dar continuidade ao proxecto formativo da persoa beneficiaria, no caso de que queira realizar unha tese de doutoramento neste campus.
- d) Valoración do expediente académico e do currículum vitae (máximo 5 puntos). Para iso terase en conta o seguinte baremo:
 - Nota media do expediente (máximo 2 puntos):
 - 8,5-10: 2 puntos
 - 7-8,4: 1,5 puntos
 - 6-6,9: 1 punto
 - 5-5,9: 0,5 puntos
 - Premios extraordinarios: 1 punto por premio (máximo 2 puntos).
 - Nivel de coñecemento de inglés (máximo 1 punto). Competencia lingüística acreditable do idioma inglés:
 - Nivel básico (A2-B1) ou equivalente: 0,25 puntos
 - Nivel intermedio (B2) ou equivalente: 0,5 puntos
 - Nivel avanzado (C1) ou equivalente: 1 punto

Todos estes méritos deben acreditarse cos certificados correspondentes, en caso de non poder comprobarse a súa veracidade non se terán en conta. A nota media do expediente académico para os títulos obtidos en sistemas universitarios estranxeiros debe calcularse de acordo co disposto na resolución do 18 de setembro de 2017, da Secretaría Xeral de Universidades do Ministerio de Ciencia

e Innovación pola que se actualiza a relación de escalas de cualificación dos estudos ou títulos universitarios estranxeiros e as equivalencias ao sistema de cualificación das universidades españolas, publicadas polas resolucións do 21 de marzo de 2016 e do 20 de xuño de 2016. A información pode consultarse na seguinte ligazón: <http://www.educacionyfp.gob.es/servicios-al-ciudadano/catalogo/general/20/203615/ficha/203615>

A persoa solicitante terá que tramitar a declaración de equivalencia da nota media de acordo con este procedemento e achegala xunto ao resto da documentación. A certificación só será válida se está acompañada da copia do certificado académico oficial e no seu caso da tradución correspondente a español ou inglés.

e) Valoración da carta de motivación (1 punto).

A bolsa será concedida para un mestrado en concreto de entre os elixidos polo/a solicitante.

O/a bolseiro/a non poderá utilizar a bolsa para cursar outro mestrado diferente daquel para o que lle foi concedida.

5.2. Modalidade online (Mestrado en eficiencia enerxética e sustentabilidade):

Para seleccionar entre as solicitudes valorarase unicamente o expediente académico e o currículo vitae, seguindo o baremo que se describe no punto 5.d. É imprescindible acreditar todos os méritos cos certificados correspondentes tal e como se indica neste punto.

6. RESOLUCIÓN E PUBLICACIÓN

A resolución das bolsas non se realizará ata que se esgote o prazo de inscrición extraordinario e fose publicada a lista de persoas admitidas en cada un dos mestrados. De quedaren bolsas vacantes, publicarase unha resolución posterior segundo as datas do primeiro prazo do procedemento ordinario. É importante lembrar que o alumnado debe matricularse aínda cando non se resolveu a bolsa, senón decaerá directamente no seu dereito á mesma. Unha vez analizadas as solicitudes publicarase na Sede Electrónica da UDC (<https://sede.udc.gal>) as relacións provisionais de persoas admitidas e excluídas, xunto coa causa da exclusión.

As persoas beneficiarias de forma provisional da bolsa recibirán unha comunicación individual na dirección de correo electrónico que indicasen na solicitude. Dispoñerán dun prazo de cinco días hábiles para presentar calquera reclamación e/ou achegar a documentación requirida.

Transcorrido o prazo de reclamacións, e unha vez resoltas motivadamente, a comisión de selección publicará na Sede electrónica da UDC a resolución de adxudicación definitiva.

Ademais da dos/as nove bolseiros/as seleccionados/as (sete bolseiros/as na modalidade presencial e dous bolseiros/as na modalidade online), elaborase unha lista de suplentes para cubrir as posibles vacantes ou renuncias que se poidan producir ao longo do procedemento para cada unha das modalidades. A ordenación das persoas suplentes farase segundo os mesmos criterios de selección.

O procedemento de pago será o estipulado no apartado 10.



7. OBRIGACIÓN DAS PERSOAS BENEFICIARIAS

- a) A persoa beneficiaria comprométese a cumprir as normas e as obrigacións específicas establecidas nesta convocatoria, así como a remitir á Oficina do Campus Industrial a información que lle sexa requirida en relación coa bolsa.
- b) Enviar á Oficina do Campus Industrial (internacionalizacion.campus.industrial@udc.gal) o documento de aceptación da bolsa e das condicións desta (Anexo I).
- c) Formalizar a correspondente matrícula na UDC en estudos oficiais de mestrado universitario do Campus Industrial de Ferrol no curso 2024/25, atendendo ao procedemento e aos prazos regulamentarios establecidos e enviar á oficina do Campus Industrial unha copia do xustificante de matrícula.
- d) Ocuparse persoalmente de realizar todos os trámites necesarios para conseguir o visado de entrada a España, así como, no seu caso, para legalizar toda a documentación necesaria para constituír o seu expediente académico.
- e) As persoas bolseiras están obrigadas a realizar as actividades previstas nos programas de formación e cumprir os obxectivos destes, polo que deberán superar as probas correspondentes ás materias e os créditos en que se matriculen.
- f) As persoas bolseiras están obrigadas a comunicar á Oficina do Campus Industrial a súa renuncia á bolsa tan pronto como se produza a causa que a determine.

As bolsas concederanse a tempo completo. En caso de renuncia ou incumprimento das súas obrigacións, a persoa bolseira deberá reintegrar as cantidades xa percibidas, xunto con intereses de demora que correspondan, salvo en casos excepcionais autorizados polo Vicerreitorado do Campus de Ferrol e Responsabilidade Social, previo informe da dirección do Campus Industrial.

Considérase un caso excepcional aquel no que a persoa beneficiaria queira obter unha dobre titulación e realice o seu traballo de fin de mestrado noutra universidade, a condición de que esa posibilidade estea exposta no plan formativo do mestrado. En todo caso, a persoa beneficiaria comprométese a presentar o título de mestrado unha vez terminado. De non facelo, deberá reintegrar as cantidades xa percibidas.

A concesión dunha destas bolsas non establece ningunha relación contractual ou estatutaria coa UDC nin implica ningún compromiso en canto á posterior incorporación ao seu cadro de persoal.

8. INCOMPATIBILIDADES

Estas bolsas son incompatibles con:

- a) outras bolsas ou axudas financiadas con fondos públicos ou privados, así como con salarios que impliquen calquera vinculación contractual ou estatutaria da persoa bolseira, ou con calquera tipo de ingresos como consecuencia da prestación de servizos profesionais ou a realización dun traballo remunerado que supoña a obtención de ganancias superiores no seu importe ao 30% do salario mínimo interprofesional español no curso académico;



- b) as axudas destinadas a cubrir accións formativas no marco de programas de intercambio internacional.

Serán compatibles coas prácticas remuneradas sempre que estas se integren no plan de estudos do mestrado.

9. ACEPTACIÓN E RENUNCIA

As persoas bolsieras comprométese a cumprir todas as condicións recollidas nesta convocatoria mediante a presentación dos documentos que figuran a continuación, que deberán entregar na Oficina do Campus Industrial, segundo se indique na resolución definitiva, no prazo de sete días hábiles, que contarán a partir do día hábil seguinte ao da publicación da resolución coa lista definitiva:

- a) Aceptación ou renuncia da bolsa e declaración xurada conforme non teñen concedidas outras bolsas ou axudas financiadas con fondos públicos ou privados para o mesmo fin, ou que sexan incompatibles, así como salarios que impliquen a súa vinculación contractual ou estatutaria, ou calquera tipo de ingreso pola prestación de servizos profesionais ou a realización de traballo remunerado que supoña a obtención de ganancias superiores no seu importe ao 30% do salario mínimo interprofesional español no curso académico (Anexo III).
- b) Xustificante de matrícula no mestrado.

10. PAGO

O pago do importe da bolsa (estancia e gastos de viaxe) realizarao a UDC mediante transferencia a unha conta bancaria europea, preferiblemente española, na que a persoa beneficiaria figure como titular, coas retencións correspondentes.

A persoa beneficiaria deberá enviar ao correo internacionalizacion.campus.industrial@udc.gal no prazo de 5 días hábiles desde a súa chegada ao destino no que inicie os estudos os seguintes documentos:

- a) Xustificante bancario do número de conta europea
- b) Copia do pasaporte
- c) Impreso de alta de terceiros (https://sede.udc.gal/services/procedures/ECO_003)

O pago dos importes correspondentes (estancia e viaxe) farase en varios abonos:

- a) Primeiro pago. Unha vez acreditada a matrícula no mestrado e previa xustificación dos gastos de viaxe, procederase ao pago dos importes correspondentes á viaxe e a primeira contía correspondente a manutención e aloxamento.
- b) Mensualmente a contía da bolsa destinada aos gastos de manutención e aloxamento

contemplada no apartado 2, salvo informe desfavorable do/da coordinador/a do mestrado.

En ningún caso pagarase o importe da bolsa (estancia) correspondente ao período que poida mediar entre o comezo do curso académico e o desprazamento do/da bolseiro/á o lugar de destino para realizar os estudos correspondentes.

11. INCUMPRIMENTOS

A eventual ocultación ou falseamento de datos, así como o incumprimento total ou parcial dos requisitos e obrigacións establecidos nesta convocatoria e nas demais normas aplicables, ou das condicións que, no seu caso, establézanse nas correspondentes resolucións de concesión, darán lugar á revogación da bolsa, o que implicará o reintegro das cantidades percibidas na súa totalidade.

12. PROTECCIÓN DE DATOS.

En cumprimento do artigo 13 do Regulamento (UE) 2016/679, do Parlamento Europeo e do Consello, do 27 de abril, relativo a a protección das persoas físicas no que respecta ao tratamento de datos persoais e á libre circulación destes datos (Regulamento Xeral de Protección de Datos ou RGPD), e do artigo 11 da Lei Orgánica 3/2018, do 5 de decembro, de Protección de Datos Persoais e garantía dos dereitos dixitais (LOPD), informámoslle que os datos que a persoa interesada facilite mediante a concorrencia a esta convocatoria serán tratados baixo a responsabilidade da Universidade da Coruña (UDC), cos seguintes datos de contacto: rúa da Maestranza 9, 15001 A Coruña, teléfono 981 167 000, correo electrónico secretariaxeral@udc.gal.

A solicitude de bolsa implica a aceptación do contido da convocatoria e a autorización para que os seus datos persoais sexan utilizados pola UDC coa finalidade da correcta xestión das bolsas. Todas as persoas que entren en contacto con estes datos co devandito fin cumpriran o deber de confidencialidade establecido no artigo 5 da LOPD.

Mediante a concorrencia a esta convocatoria, a persoa interesada consente expresamente a publicación dos seus datos na resolución da solicitude nos Taboleiros físicos da UDC e dentro do Taboleiro Oficial da Sede electrónica da UDC, na forma prevista na disposición adicional 7.^a da LOPD. A resolución desta convocatoria permanecerá publicada en tal Taboleiros. Os datos persoais serán conservados mentres resulten necesarios para as finalidades do tratamento e, en todo caso, durante os prazos establecidos pola lexislación vixente, sen prexuízo do previsto en relación co exercicio do dereito de supresión e outros dereitos contemplados na LOPD.

A persoa interesada consente o tratamento dos datos para os efectos de cumprir coa finalidade descrita nesta convocatoria, e terá dereito a retirar o seu consentimento en calquera momento, sen efectos retroactivos. Ten dereito a solicitar ao responsable do tratamento, en calquera momento, o acceso, a rectificación ou a supresión dos seus datos persoais e a limitación do seu tratamento. Tamén terá dereito a opoñerse ao citado tratamento, así como a solicitar, salvo casos de interese público e/ou exercicio de poder público, a portabilidade dos seus datos.

Tal dereitos poderá exercelos mediante solicitude remitida á seguinte dirección: Secretaría Xeral, Reitoría da UDC, rúa da Maestranza 9, 15001 A Coruña, ou ben ao correo electrónico



secretariaxeral@udc.gal, coa referencia «Protección de datos», a través de un escrito asinado para o efecto co cal achegará unha fotocopia do seu DNI. Igualmente poderá dirixir esta solicitude directamente á persoa que sexa a delegada de Protección de Datos, á mesma dirección postal antes indicada, ou ao correo electrónico dpd@udc.gal.

Así mesmo, ten dereito a presentar unha reclamación ante a Axencia Española de Protección de Datos (AEPD).

Vicerreitora do Campus de Ferrol e Responsabilidade Social

Ana Isabel Ares Pernas

Anexo I Formulario de inscrición

DATOS DA PERSOA SOLICITANTE	
Nome	
Apelidos	
Nº pasaporte/NIE	

É alumno/a de continuidade?	
	SI (Indique mestrado: _____)
	NON

Master para o que se solicita a bolsa por orde de preferencia	
1	
2	

No caso de que o mestrado o permita. Modalidade escollida para cursalo	
Presencial	
Online	

Documentación adxunta para estudantes de continuidade	
	Certificado de cualificacións no curso 2023/2024 (primeiro curso de mestrado)

Documentación adxunta para estudantes de nova matrícula	
	CV e xustificantes de méritos alegados
	DNI/pasaporte/NIE
	Carta de motivación
	Aval e/ou proxecto formativo
	Certificado de preinscrición e declaración de nota media

Firma da persoa solicitante

Data

Anexo II
Aval e proxecto formativo

DATOS DA PERSOA SOLICITANTE DA BOLSA

Nome e apelidos	
------------------------	--

**DATOS DA PERSOA INVESTIGADORA DO CAMPUS INDUSTRIAL
QUE AVALA Á PERSOA SOLICITANTE**

Nome e apelidos	
------------------------	--

BREVE DESCRICIÓN DO PROXECTO FORMATIVO

(Proxecto de tese doutoral que a persoa podería realizar no Campus Industrial de Ferrol baixo a dirección da persoa investigadora que a avala)

Firma da persoa solicitante

Firma da persoa investigadora que se compromete a realizar un seguemento académico da persoa solicitante



Anexo III

Aceptación ou renuncia da bolsa

DATOS DA PERSOA BENEFICIARIA

Nome e apelidos		NIE/Pasaporte	
----------------------------	--	----------------------	--

Ao aceptar a bolsa, a persoa beneficiaria:

- Declara que coñece, cumpre e acepta as condicións da bolsa que se lle concedeu.
- Comprométese a cumprir as normas da convocatoria e desenvolver a actividade que se estimou merecedora da axuda, así como a devolver o importe percibido en caso de incumprimento.

<input type="checkbox"/>	Acepto a axuda nas condicións sinaladas pola convocatoria.
<input type="checkbox"/>	Renuncio á axuda nas condicións sinaladas pola convocatoria.

Declaración doutras axudas para o mesmo fin

<input type="checkbox"/>	Declaro que NON recibín outras axudas para o mesmo fin. Declaro baixo a miña responsabilidade que non teño concedidas outras bolsas ou axudas financiadas con fondos públicos ou privados para o mesmo fin, ou que sexan incompatibles, así como que non obtiven salarios que impliquen calquera vinculación contractual ou estatutaria, ou calquera tipo de ingresos que supoñan a obtención de ganancias superiores no seu importe ao 30% do salario mínimo interprofesional no cursoa cadémico.
--------------------------	---

Firma da persoa beneficiaria

Data

FERROL INDUSTRIAL CAMPUS SCHOLARSHIPS FOR UNIVERSITY MASTER'S DEGREES

1. PURPOSE

Ferrol Industrial Campus (CIF) of the University of A Coruña (UDC), aims to encourage Internationalisation as a crucial transversal action to increase the number of foreign students in Industrial Campus of Ferrol, as well as the number of collaborations with international entities. This CIF scholarship programme for master's degrees is aimed at foreign graduates who wish to study an official master's degree from the following list:

- Master's degree in complex materials: thermal analysis and rheology
- Master's degree in design, development and marketing of videogames
- Master's degree in energy efficiency and sustainability
- Master's degree in industrial design engineering
- Master's degree in industrial computing and robotics
- Master's degree in additive manufacturing
- Master's degree in textile technology and sustainable fashion
- Master's degree in industrial engineering*
- Master's degree in naval architecture and oceanic engineering*

* As this is a university master's degree that qualifies for the exercise of a regulated profession, applicants must have their degree officially recognised or declared equivalent by the competent ministry.

Additionally, 2 scholarships will be offered to study online the master's degree in energy efficiency and sustainability, as this is the only Ferrol Industrial Campus master's degree that offers such possibility.

The objectives of this programme are:

- To promote the internationalisation of the official master's degrees of Ferrol Industrial Campus of the University of A Coruña.
- To facilitate the access of foreign students to master's degrees adapted to the European Higher Education Area (EHEA) at Ferrol Industrial Campus.
- To contribute to the development of the quality of postgraduate studies by encouraging student mobility.

2. FUNDING

This programme offers a total of 9 scholarships, 7 for on campus master's degrees and 2 for the virtual master's degree.

The allocation for this programme will be charged to 2024 0902 422D 64000 (project 00865) and will have a total amount of € 73.800.

2.1 On-campus scholarships

Each of these on-campus scholarships will be used to finance tuition fees, travel expenses and

accommodation related to the master's degree courses at Ferrol Industrial Campus.

In the event that an applicant has already been a beneficiary of a scholarship from Ferrol Industrial Campus in the previous academic year and s/he is studying a master's degree of more than 60 ECTS (more than one academic year), he/she may apply for the grant for the second academic year. The granting of this scholarship is subject to the fulfilment of the assessment requirements that will be detailed below. These people, if they meet the requirements, will have priority over new applicants and, therefore, the number of scholarships offered may be reduced.

The awarding of the grant exempts beneficiaries from the payment of the enrolment fee (60 ECTS max). The payment of the secretarial fees (registration fee, degree issuing fee and insurance) shall be paid by the beneficiary.

In addition, all on-campus scholarships include:

- a) An amount for travel expenses, whose maximum amount varies according to the country of origin (see table)
- b) An amount for living expenses (board and lodging) in the place where the corresponding master's degree is being taught. This amount corresponds to €600/month for 9 months (one academic year), extendable to 11 months in the event that it is necessary to stay for assessment purposes (deadline July 2025). For this extension, a supporting document signed by the coordinator of the master's degree must be provided. The grant will only cover the actual stay in Spain, duly justified, excluding the period between the beginning of the academic year and the beneficiary's travel to the place of destination.

The maximum amount of each of the 7 scholarships is €10.200.

During the period of stay and to find the appropriate environment with all the guarantees to make the most of the master's degree, the beneficiaries will have the support and technical advice of the Industrial Campus Office, in charge of the management of the Ferrol Industrial Campus Master's Scholarship Programme. For those issues not directly related to the scholarship programme itself, please contact the following UDC services:

- Master's degree Admission and pre-enrolment: seccion.admision.master@udc.gal
- Master's degree Enrolment: uxai.esteiro.epef@udc.gal
uxai.esteiro.academico@udc.gal

The amount to cover travel expenses will vary according to the country of origin stated in the table below and will never be higher than the duly justified expenses:

Travel funds according to country of origin	Maximum amount
Portugal	€400
Scandinavia, Poland, Romania, Hungary, Bulgaria, Turkey and Eastern European countries of the latter.	€1000
Rest of Europe and North Africa	€800
America	€1500
Asia, Oceania and Southern Africa	€1700

2.2. Online scholarships

Additionally, 2 enrolment grants are offered for the master's degree in Energy Efficiency and Sustainability, which is the only master's degree at Ferrol Industrial Campus that allows this non-face to face possibility. In this case, the awarding of one of these grants exempts the beneficiaries from paying the enrolment fee (maximum 60 ECTS credits). The payment of the administrative fees (academic records' opening fee, degree issuing fee and insurance) will be at their own expense.

The maximum amount of each of the 2 scholarships is €1.200

3. PROFILE OF APPLICANTS

The call is open to all foreign graduates who are interested in studying the aforementioned master's degrees at Ferrol Industrial Campus during the 2024/2025 academic year and who meet the following requirements:

- Having a foreign nationality.
- Having completed a previous degree in an area of knowledge related to the master's degree applied for.
- Holding a degree from a foreign university that entitles the holder to access master's studies in the issuing country. Likewise, those with degrees from educational systems outside the European Higher Education Area may also be admitted without the need for their degrees to be recognised, once the University has verified that the applicants accredit a level of education equivalent to the corresponding Spanish university degrees and that they are eligible in the issuing country to access to master's studies.
- Those 2023/24 beneficiaries wishing to continue with the second academic year of their master's degree

Applicants may indicate, in order of preference, up to two master's degrees of their interest.

4. SUBMISSION OF APPLICATIONS

Applications must be submitted within the corresponding general or extraordinary pre-enrolment period, by sending the following documentation to the email address internacionalizacion.campus.industrial@udc.gal:

- a) Annex I
- b) Identity card/passport
- c) Letter of personal motivation for taking the master's degree
- d) Curriculum vitae and supporting documentation of the merits as indicated in section 5.
- e) Proof of pre-enrolment in the master's degree.
 - Pre-registration and enrolment in the university master's degree will be carried out through the SIGMA platform on the website: https://www.udc.es/es/futuros_estudiantes/masteres/acceso-a-preinscripcion/
- f) Declaration of average grades from foreign universities (https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_medias)
- g) A training project (model in Annex II) supported by a researcher from Ferrol Industrial Campus may also be attached, in the event that the applicant expresses interest in carrying out a doctoral thesis on this campus after the master's degree.

The possibility of applying for a grant in the following pre-enrolment periods will be subject to not having been awarded all the grants included in this call for applications in the previous periods. The pre-enrolment and enrolment deadlines can be consulted on the website: https://www.udc.es/es/futuros_estudiantes/masteres/

Continuing students will have to present an academic certificate with the qualifications of the first year of the master's degree.

Applications may also be submitted at any of the registers indicated in article 16 of Law 39/2015 of 1 October of the Common Administrative Procedure of Public Administrations.

Applications submitted by procedures other than those specified above will be excluded.

The awarding of the scholarship is conditional upon effective enrolment in the master's degree for which the scholarship has been granted. If the selected applicant for the scholarship does not complete the enrolment, s/he will be directly rejected. This means applicants must complete the enrolment even if the results of the call have not been published.

For the purposes of the evaluation process, only the information contained in the documentation provided by the closing date of the relevant pre-registration period will be considered.

5. SELECTION

Grants will be awarded according to the requirements set out in this call by a Selection Committee composed of the following persons:

- a) Ana Isabel Ares Pernas, ViceRector for Ferrol Campus and Social Responsibility.
- b) Marcos Míguez González, Director of Ferrol Industrial Campus.

c) María Eugenia Díaz Caneiro, Internationalisation officer at Ferrol Industrial Campus.

d) Andrés Piñón Pazos, coordinator of the Teaching Committee

For the second-year applicants, the criteria taken into account by the Selection Committee are:

- a) All first-year modules must have been passed.
- b) The average of the first-year grades must be over 7 points out of 10.

The Selection Committee will consider the following criteria for new applicants:

5.1. On Campus

- a) Priority will be given to applications for master's degrees with less than 50% students enrolled in the academic year 2023/2024.
- b) No more than 2 scholarships can be awarded per master's degree unless there are insufficient applications for the others.
- c) Preference will be given to those applications that have the support of a researcher attached to the CIF and that can give continuity to the beneficiary by means of a training project in the event that the student wishes to carry out a doctoral thesis at CIF.
- d) Academic records and CV (5 point max), calculated as follows:
 - Academic records (2 points max):
 - 8.5-10: 2 points
 - 7-8.4: 1,5 points
 - 6-6.9: 1 point
 - 5-5.9: 0,5 points.
 - Excellence awards (2 points max): 1 point for each award
 - English knowledge (1 point max):
 - A2-B1 or equivalent: 0.25 points
 - B2 or equivalent: 0.50 points
 - C1 or equivalent: 1 point

All these merits must be accredited with the corresponding certificates. If their veracity cannot be probed, they will not be taken into account. The average mark of the academic transcript for degrees obtained in foreign university systems must be calculated in accordance with the provisions of the resolution of 18th September 2017, of the General Secretariat for Universities of the Ministry of Science and Innovation, which updated the list of grading scales for foreign university studies or degrees and the equivalences to the grading system of Spanish universities, published by the resolutions of 21st March 2016 and 20th June 2016. The information can be consulted at the following link: <http://www.educacionyfp.gob.es/servicios-al-ciudadano/catalogo/general/20/203615/ficha/203615>

The applicant will have to process the declaration of equivalence of the average mark in accordance with this procedure and provide it together with the rest of the documentation. The certification will only be valid if it is accompanied by a copy of the official academic certificate and, where appropriate, the corresponding translation into Spanish or English.

e) Letter of motivation (1 point max)

The scholarship will be awarded to a candidate for a specific master's degree from among those chosen by the applicant.

The scholarship holder must not use the scholarship for a master's degree other than the one for which it has been awarded.

5.2. Online (Master's degree in energy efficiency and sustainability)

Only the academic records and the CV will be assessed in order to select from among the applications, following the scale described in point 5.d. All merits must be accredited with the corresponding certificates as indicated in that point.

6. DECISION AND PUBLICATION

Grants will not be awarded until the registration deadline for the extraordinary procedure has been met and the list of those admitted to each of the master's degrees has been published. In case the total amount of scholarships was not awarded, another list will be published according to the dates of the first period of the ordinary procedure. It is important to remember that students must enrol even if the grant has not been awarded, otherwise they will lose their right to the grant. Once the applications have been analysed, the provisional lists of admitted and excluded applicants will be published on the UDC Electronic noticeboard (<https://sede.udc.gal>), together with the reasons for exclusion.

The provisional beneficiaries of the scholarship will receive an individual communication at the e-mail address indicated in the application form. They will have a period of five working days to submit a complaint and/or provide the required documentation.

Once the complaining period is over and requests have been addressed, the Selection Committee will publish the final list of beneficiaries on the electronic noticeboard of the University of A Coruña.

Apart from to the 9 grant holders selected (7 on-campus and 2 online), a list of substitute students for each of the attendance option (on-campus and online) will be drawn up to cover possible vacancies or resignations that may occur during the procedure. The order of the substitute students will be made according to the same selection criteria.

The payment procedure shall be as stipulated in paragraph 10.

7. DUTIES OF THE BENEFICIARIES

- a) The beneficiaries undertake to comply with the specific rules and duties established in this call for applications and to submit to the Industrial Campus Office any information required in relation to this grant.
- b) Send to the Industrial Campus Office (internacionalizacion.campus.industrial@udc.gal) a document accepting the scholarship and its conditions (Annex I).
- c) Complete the corresponding enrolment for the master's degree at the University of A Coruña for the academic year 2024/25. Official deadlines and processes must be followed and so the beneficiaries must send to the Industrial Campus office a copy of the enrolment certificate.
- d) Develop all the necessary procedures to obtain a visa to enter Spain and, where appropriate, the legalisation of all the necessary documentation to constitute their academic records.

- e) Beneficiaries are obliged to carry out the activities detailed in the training programme and to fulfil their objectives by passing the modules' assessment and credits enrolled.
- f) In case of refusal, beneficiaries must communicate so to the Ferrol Industrial Campus Office as well as the reason of such refusal.

Grants shall be awarded on a full-time basis. In the event of resignation or non-fulfilment of their obligations, the beneficiaries must repay the amounts already received, together with interest for late payment, except in exceptional cases authorised by the ViceRectorate for Ferrol Campus and Social Responsibility according to a report from the management of the Industrial Campus.

An exceptional case is considered if the beneficiary wishes to obtain a double degree by carrying out the final master's degree project at another university, provided that this possibility is included in the master's degree training plan. In any case, the beneficiary undertakes to present the master's degree upon completion of the course, otherwise the amounts already received must be reimbursed.

The awarding of one of these grants does not establish a contractual or statutory relationship with the University of A Coruña, nor does it imply any commitment regarding subsequent incorporation into its staff.

8. INCOMPATIBILITIES

These grants are incompatible with:

- Other scholarships or grants financed with public or private funds, as well as with salaries that imply any contractual or statutory link of the beneficiary, or with any type of income as a consequence of the provision of professional services or the performance of remunerated work that implies the obtaining of earnings exceeding thirty percent of the Spanish Minimum Interprofessional Salary in the academic year.
- Aid to cover training actions in the framework of international exchange programmes

They shall be compatible with paid internships as long as they are part of the master's syllabus.

9. ACCEPTANCE AND RESIGNATION

Beneficiaries undertake to comply with all the conditions set out in this call by submitting the documents listed below, which must be delivered to the Industrial Campus Office, as indicated in the final decision, within 7 working days, starting on the working day following publication of the decision with the final list:

- a) Acceptance or waiver of the scholarship and sworn statement that they have not been awarded other scholarships or grants financed with public or private funds for the same purpose, or that are incompatible, as well as salaries that imply their contractual or statutory link, or any type of income for the provision of professional services or the performance of paid work that involves obtaining earnings in excess of 30% of the Spanish minimum wage in the academic year (Annex III).
- b) Proof of enrolment in the master's degree.

10. PAYMENT



The payment of the grant amount (stay and travel expenses) will be made by the University of A Coruña by means of a transfer to a European bank account, preferably an Spanish one, in which the beneficiary is the account holder, with the corresponding deductions being applied.

The beneficiary must send an email to internacionalizacion.campus.industrial@udc.gal, within 5 working days of arrival at the destination where he/she will begin his/her studies:

- a) Bank proof of the European account number
- b) Copy of passport
- c) Third party registration form (https://sede.udc.gal/services/procedures/ECO_003)

The payment of the corresponding amounts (stay and travel) will be made in several instalments:

- a) First payment. Once enrolment in the master's degree has been accredited and the travel expenses have been justified, the amounts corresponding to travel and the first amount corresponding to board and lodging will be paid.
- b) Monthly, the amount of the grant for board and lodging expenses referred in section II, unless an unfavourable report is issued by the master's degree coordinator.

In no case shall the amount of the scholarship (stay) be paid for the period between the beginning of the academic year and the scholarship holder's travel to the place of destination to accomplish the corresponding studies.

11. UNFULFILLMENT

Any concealment, data falsification, total or partial unfulfillment of the requirements and obligations established in this call and in the other applicable rules, as well as with the conditions that, where applicable, are established in the corresponding award resolutions, will lead to the revocation of the contract with the full reimbursement of the amounts received.

12. DATA PROTECTION

In compliance with Article 13 of Regulation (EU) 2016/679, of the European Parliament and of the Council, of 27 April, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data ("General Data Protection Regulation" or GDPR), and with Article 11 of Organic Law 3/2018, of 5 December, on the protection of personal data and guarantee of digital rights (LOPD), we inform you that the data provided by the interested party through the participation in this call for applications will be processed under the responsibility of the University of A Coruña (UDC), whose contact details are Rúa Maestranza 9, 15001, A Coruña, phone +34981167000, email secretariaxeral@udc.gal.

The grant application implies acceptance of the content of the call for applications and authorisation for your personal data to be used by the UDC for the purpose of the correct management of the grants. All persons who come into contact with this data for this purpose shall comply with the duty of confidentiality established in article 5 of the LOPD.

By taking part in this call for applications, the interested party expressly consents to the publication of their data in the resolution of the application on the physical Boards of the UDC and on the Official Board of the UDC's Electronic Headquarters, in the manner provided for in additional provision 7.^a of the LOPD. The resolution of this call for applications will remain published on these notice boards. The personal data will be kept for as long as they are necessary for the purposes of

the processing and, in any case, for the periods established by the legislation in force, without prejudice to the provisions relating to the exercise of the right of deletion and other rights provided for in the LOPD.

The interested party consents to the processing of the data for the purposes of fulfilling the purpose described in this call, and shall have the right to withdraw their consent at any time, without retroactive effect. You have the right to request from the data controller, at any time, access to, rectification or erasure of your personal data and restriction of their processing. You also have the right to object to such processing and, except in cases of public interest and/or exercise of official authority, to request the portability of your data.

These rights may be exercised by sending a request to the following address: General Secretariat, Rectorate of the UDC, Calle de la Maestranza 9, 15001 A Coruña, or by e-mail to secretariaxeral@udc.gal, with the reference "Data Protection", by means of a signed letter to this effect, enclosing a photocopy of your National Identity Document (DNI). You may also address this request directly to the person who is the Data Protection Delegate, at the same postal address indicated above, or by e-mail to dpd@udc.gal.

Likewise, you have the right to file a complaint with the Spanish Data Protection Agency (AEPD).

ViceRector for Ferrol Campus and Social Responsibility

Ana Isabel Ares Pernas

Annex I Application Form

APPLICANT'S DATA

Name	
Surname	
Passport number	

Were you a grant's beneficiary at CIF last year?

Yes (Please indicate which master's degree: _____)
No

Master's degree you are applying for (in order of preference)

1	
2	

In case the master's degree allows so, what would you prefer?

On-campus	
Online	

Supportive documents for second-year applicants

Academic records at UDC 2023/24 (first year of your master's degree)
--

Supportive documents for new applicants

CV and merits
Passport/ID/NIE
Letter of motivation
Training Project and support from CIF professor/researcher
Pre-enrolment certificate and declaration of average grades

Applicant's signature

Date



Annex II Training Project and CIF reference

APPLICANT'S DATA

Name and Surname	
-------------------------	--

CIF PROFESOR/RESEARCHER WHO ACTS AS A GUARANTOR

Name and Surname	
-------------------------	--

BRIEF DESCRIPTION OF THE TRAINING PROJECT

(PhD project the applicant may develop at Ferrol Industrial Campus under the supervision of the reference researcher once s/he finishes the master's degree)

Applicant's signature

Signature of the researcher who undertakes to
carry out an academic follow-up of the applicant



Annex III Scholarship Acceptance or Refusal

APPLICANT'S DATA			
Name and Surname		Passport/ID	

By accepting the scholarship, the beneficiary:

- a) Declares that s/he is aware of, complies with and accepts the conditions of the grant awarded to him/her.
- b) Undertakes to comply with the rules of the call for applications and to carry out the activity that was deemed worthy of the grant, as well as to return the amount received in the event of non-compliance.

	I accept the grant under the conditions stated by the Call
	I reject the grant under the conditions stated by the Call

Declaration of grants for the same purpose

I declare that I have NOT received other grants for the same purpose. I declare under my responsibility that I have not been awarded any other publicly or privately funded scholarships or grants for the same purpose, or that they are incompatible, and that I have not received salaries that imply any contractual or statutory link, or any type of income that involves obtaining earnings of more than 30% of the minimum wage in the academic year.

Applicant's signature

Date