La Rochelle Université

D'ici, on voit +loin !

RÈGLEMENT DES ÉTUDES MASTER

Mention GÉNIE CIVIL

2ème année

Parcours NORISK

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univ-larochelle.fr

Sommaire

Foreword

The Master's degree awarded by La Rochelle University is a national degree.

The present study regulations are part of the national regulatory framework defined by the Education Code and the following texts:

- Order of April 25, 2002 relating to the Master's degree;
- Order of January 22, 2014 setting the national framework for training leading to the award of national bachelor's, professional bachelor's and master's degrees;
- Order of May 22, 2018 accrediting the University of La Rochelle for the award of national diplomas. This regulatory framework is completed by the La Rochelle University Examination Charter.

In order to preserve its teaching mission, La Rochelle University provides the possibility of derogating from all or part of the articles of these regulations at any time of the year in the event of a pandemic crisis observed by the competent administrative authority,

The International Masters on Risk Assessment and Management of Civil Infrastructures – NORISK is delivered in partnership between the following four Institutions:

- UMINHO – Universidade do Minho, Portugal;
- UPC – Universitat Politècnica de Catalunya, Spain:
- UNIPD– Università degli Studi di Padova, Italy;
- LRUniv – La Rochelle Université, France.

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1. Admission requirements and registration

1.1. Student Agreement

Each student enrolled in the program should agree the terms and conditions of a personalised student agreement providing the general terms and conditions of the programme. This agreement describes the general provisions, the study period including mobility path, tuition fee conditions, summary of the study programme, health and accident provisions, and scholarship conditions (when applicable). A draft of this agreement is provided in **annex**.

1.2. Enrolment

According to Erasmus Mundus requirements, common standards for admission, a common application procedure and a joint student selection process will be organised. Provisions will be taken as to ensure that the number of students attributed to each awarding party for coursework and thesis are well balanced, particularly in concern to the differentiated entry requirements.

1.2.1. Application

The opportunities to apply are grouped into three calls. Erasmus Mundus Scholarships will only be available during the first call. NORISK also provides Consortium Scholarships. Most of the Consortium Scholarships will be available during the first call. If available, Consortium Scholarships will be considered for the second and third calls.

The application calendar will be set annually according to the host institutions' admission calendar delivering the next academic year offer. The application calendar shall be in line with the internal regulations of each hosting institutions and shall be formally agreed upon in a dedicated Consortium Meeting prior to the opening of the first call.

1.2.2. Admission

Admission to NORISK will be decided on a competitive basis. Students are assessed on the basis of their previous academic record. To be admitted, applicants must:

- Have completed at least 240 ECTS education in Civil Engineering, Industrial and/or Systems Engineering, Materials Engineering, Environmental Engineering or related fields or equivalent, having been awarded a recognised degree in any of such fields. For students having a study period in UNIPD (either coursework or dissertation) a minimum of 300 ECTS education in Civil Engineering, Industrial and/or Systems Engineering, Materials Engineering, Environmental Engineering or related fields or equivalent, having been awarded a recognised degree in any of such fields is required. The Consortium considers this wide spectrum of previous education to be an asset of the Master, which will provide students with opportunities for inter-specialty collaboration.

- Be proficient in English. Students from non-English speaking countries are required to have passed one of the following tests: TOEFL (score 525 – paper based / 72 – internet based or higher) or IELTS (score 6.5 or higher) or equivalent qualifications.

- Students who have not completed their degree but expect to graduate before September 21st, can apply to the Master's course and receive a grant. If selected, their admission will be conditional on the receipt of the degree certificate by the MSc Secretariat before July 31st (EM scholarships) and September 21st (other applicants).

Upon application, students must provide:

- Letter of motivation between 1500 and 5000 characters (spaces included);
- Detailed Curriculum Vitae in European format (https://europa.eu/europass/pt/create-europass-cv);
- Certificates and diplomas from previous universities studies;
- Transcripts of records including grades and course syllabus from previous university studies;
- English proficiency certificates;
- Certificates of relevant work experience and other professional certificates, if any;
- Two recommendation letters (sent by the applicant directly through the application portal);
- Proof of residence (issued within 12 months before the submission deadline) – only for the first call;
- Special educational needs evidenced by a report from a specialist doctor and/or, in specific cases, describing the type of special educational need and its impact for the demands of the NORISK involved Partners setting.

1.2.3. Selection

The selection procedure will be carried out by the Consortium Management Board at UMINHO. Only complete applications will be assessed. The applications will be pre-screened for formal requirements. The applications fulfilling the formal requirements shall be given over to the EMJM Academic Committee for evaluation. Special care will be taken to avoid any discrimination on student selection. Applications will be considered solely on the basis of their academic merits, abilities and potential, regardless of gender, ethnic or national origin, age, disability, religion, sexual orientation or any other irrelevant distinction.

The selection procedure is divided in two stages: i) Academic evaluation of the candidate's curriculum based on the information provided by the applicants through the online Application System; and ii) Interview to the 50 to 70 best ranked preselected students.

i) The academic evaluation of the candidate's curriculum is based on the following criteria:

- Previous higher education studies;
- Content of the previous studies/quality of the institution;
- Relevant work experience;
- Recommendation letters;
- Motivation letter;
- Additional information (publications, awards, etc.).

ii) The interviews will be carried out by videoconference. A maximum number of 5-7 applicants from the same country will be called for interview. The consortium will take measures to increase the number of women and of underrepresented groups to be called to interview, to ensure their merits are adequately assessed. Applicants will be ranked according to their score and the Academic Committee will propose the 50 to 70 best ranked students to form the list of admitted and reserve candidates. This list will be submitted to the partners in the Consortium for approval, within one week

after the interviews. The partners in the Consortium shall approve the list of admitted students and of those which will be proposed for Erasmus Mundus Scholarships or any other available funding, within two weeks after receiving the list. After their feedback, a final ranking list and a reserve list are prepared and proposed to the European Commission.

2. Course organisation & structure

2.1. Structure and content of the programme

NORISK is an International Master in Risk Assessment and Management of Civil Infrastructures. NORISK is a highly specialised Master focusing on risk assessment and management of civil infrastructures. The NORISK EMJM central objective is to prepare a new generation of technicians with solid basic training, within an integrative and multidisciplinary context, that allows them to operate in the risk analysis and infrastructure management market, exploring the common denominator that exists for all sectors of civil and critical infrastructures by providing optimized and sustainable solutions.
NORISK has a duration of one academic year (60 ETCS), Successful students will be awarded a master's degree by the two Universities where they have completed at least 30 ECTS each (60 ECTS in total).

It is held on a rotating basis among partners. Students carry out the entire coursework in one location and the dissertation in another location. The language of instruction and examinations is English.

The NORISK EMJM will provide students with advanced knowledge and skills to work and develop a professional career in the assessment, management, reliability and risk analysis, monitoring, digitalization and intervention on civil infrastructures, particularly, those that support human activities and/or are considered as critical, such as the ones connected to the energy, transport, communications, water, health, defense and national security, banking and financial sectors, among others. In fact, risk assessment combined with concepts such as reliability, robustness, resilience and sustainability.

2.2. Course schedule regulations

Neither lectures, seminars nor any kind of assessment could take place during official university closure dates, that are set each year by each institution.

Timetables allow for a midday break of at least 45 min, within the 11.30am to 14.45pm slot.

2.3. Mobility path

The coursework (30 ECTS) is held on a rotating basis among partners and is concentrated in two countries every two years. UPC does not host coursework part. The dissertation work (30 ECTS) is balanced between all involved institutions (UMINHO, LRUniv, UNIPD, UPC).

There will be three compulsory and one optional physical student mobility:

- 1st mobility – coursework (Mandatory), students must go to one of the coursework host institutions predetermined to that year.
- 2nd mobility – Integration Week (Mandatory), in an institution not hosting the coursework in that year;
- 3rd mobility – dissertation (Mandatory), students must go to a different institution from the 1st mobility.
- 4th mobility – NORISK Workshop (Optional), in an institution not hosting the coursework in that year.

While the Integration Week is financially supported by the Consortium, the students may need to support the physical presence at NORISK Workshop – optionally they can also participate virtually (the participation is Mandatory either physical or virtual).

2.4. Course programme

The NORISK is a one year programme (two semesters). The study programme is composed of seven course units (modules): i) five sequential units (5 ECTS each) and ii) one project-based learning unit along the 1st semester (5 ECTS – 45 hours of lectures and 95 hours of independent student work); and, iii) one dissertation during the 2nd semester (30 ECTS – 15 tutorial hours and 825 hours of independent student work). The curriculum is the same, no matter the student mobility track.

The course units are:

NR1: Introduction to risk assessment and management of infrastructures

Description: Introduce the main aspects concerning the risk management of infrastructures, with an emphasis on those considered as critical. Moreover, important concepts, such as those of redundancy, robustness, resilience, adaptability and mitigation will be respectively introduced. In order to evaluate infrastructure global performance, sustainability assessment concepts and tools will be given. In addition, basic modelling skills and tools, such as multi-physics analysis, scientific programming, geographic information systems, among others, will be provided.

Main learning objectives:

- to identify the main components of risk assessment for infrastructure management;
- to identify the performance level and sustainability of infrastructures, based on quality control tools and advanced modelling;
- to list the main aspects of redundancy, robustness, resilience, adaptation and mitigation;
- to model a multi-physics problem;
- to apply digital tools and use geographic information systems, within a context of risk assessment and infrastructure management;
- to integrate the main concepts and tools for the risk assessment and management of infrastructures into a real case study.

NR2: Reliability and risk analysis of infrastructures

Description: All aspects related to reliability and risk analysis for infrastructural systems will be covered by the syllabus. In detail, students will be introduced in the reliability analysis theory, providing them key concepts related to the definition of limit states, uncertainty sources, types of limit state functions, reliability indexes and target values, current methods for reliability calculation, and time-variant approaches to component and system reliability. Stochastic models will be introduced to complete the overview of methods and models to be used when dealing with reliability assessment. Trainees will be pushed to critically assess key factors involved in the quantification of different types of risks. The last part of the unit will be oriented at providing some practical applications of risk assessments to infrastructure component to different hazards like traffic overloads, earthquakes, floods and landslides.

Main learning objectives:

- to execute a reliability analysis, taking into account the uncertainty sources and the suitable probabilistic load and resistance models;
- to develop time-dependent reliability assessment, capturing time-variant demand and capacity factors;
- to formulate loss models for the quantification of direct and indirect consequences, linked to the occurrence of a natural/man- made events;
- to assess risk of infrastructural systems, combining all concepts and tools related to the topic;
- to outline complex scenarios, like multi-hazard or cascading events, that should be addressed within a risk-based approach;

- to identify key factors involved in the assessment of traffic- and geohazards risk for infrastructure components.

NR3: Infrastructures management and decision supporting tools

- Description: It covers all aspects related to infrastructure management and multi-criteria decision-making tools. It will be given relevant topics, such as those related to value of information, performance predictive modelling, intervention evaluation and optimization, and data or dataset analysis tools. Extreme events as well as climate adaptation topics will be also addressed, being respectively provided concepts and tools for the efficient use of resilience models. Rich with case studies, this course will enable students to develop a long- term, self-sustained, assessment capacity and more effective risk-management strategy.

- Main learning objectives:

- to participate effectively in infrastructure management decisions, including the levels of intervention on the management procedure;
- to use analytical and statistical tools for the correct treatment and validation of data and datasets;
- to develop a multi criteria decision making process, considering different costs, and the future performance conditions;
- to implement the value of information theory for the correct management of civil infrastructures;
- to implement resilience models, so as to address extreme events on the management of infrastructures;
- to identify the main potential effects of climate change and the climate adaptation strategies for infrastructure assets.

NR4: Monitoring and digitalization of infrastructures

- Description: Relevant topics related to sensoring equipment, non-destructive testing techniques, together with visual inspection, will be covered. All steps of data collection, processing, cleansing, such as data mining, machine learning, deep learning and artificial intelligence will be considered within a data analysis framework. Advantages and disadvantages of frequency and time domain modal analysis, under environmental vibrations, will be discussed. Basic principles and benefits of using visual programming will be considered, aiming at developing practical tools for improving the management of infrastructures through model updating. Finally, this course will enable students to develop a digital twin of an infrastructure supported on different sources of information and geospatial technologies (BIM, GIS, among others).

- Main learning objectives:

- to implement Structural Health Monitoring plans and long-term monitoring of infrastructures;
- to identify the state-of-the-art methods for infrastructure assessment, visual inspection, non-destructive testing, sensoring and monitoring systems;
- to choose the most proper method for assessing infrastructure condition affected by different phenomena;
- to apply data collection methods and big data management within the monitoring and digitalization procedures;
- to apply existing operational modal analysis, system identification and model updating tools;
- to use a BIM and GIS digital twin of an infrastructure.

NR5: Assessment and intervention techniques on infrastructures

- Description: Relevant topics related to durability of most used (reinforced and pre-stressed concrete, steel, masonry, among others) and non-conventional construction materials will be addressed. Deterministic, probabilistic, artificial intelligence models will be considered for

lifetime assessment, under realistic exposure conditions, including intervention actions. These models will be used as a basis for estimating the effectiveness, costs and environmental footprint of repair/strengthening techniques. Legal frameworks for carrying out assessment and intervention planning will be presented. Advanced construction materials for repair/strengthening will be also included. Case studies and analysis of practical examples will serve to illustrate and discuss the advantages and disadvantages of different intervention materials and techniques.

- Main learning objectives:

- to assess the infrastructure during their life cycle, and their service life;
- to quantify the effects of degradations and interventions on its service capacity and reliability, using deterministic, probabilistic, and artificial intelligence approaches;
- to diagnose the potential risks associated with the immediate natural environment of a structure;
- to select the most suitable assessment and intervention measures, within an existing portfolio, for a specific case;
- to use the normative knowledges respected during intervention procedures;
- to estimate the effects, environmental impact and costs, when considering assessment/intervention techniques.

NR6: Integrated project in risk analysis and management of infrastructures

- Description: The unit includes two comprehensive case study projects, field visits and seminars. The two case study projects are: i) the development of a project which includes risk analysis, design and reliability of a civil/critical infrastructure; and ii) the analysis, design of interventions in an infrastructure, as well as its management in a complex network of interdependent infrastructures. The second project will be developed among the students of the two involved coursework hosting Institutions, while the first one will be developed only with students of the local hosting Institution. Skills and competences will be ensured during the curricular unit period, due to the adopted teaching methodologies. It is based in a specific learning model, where the development of an integrated project with risk assessment and management of infrastructures is pursued. This learning model allows students to develop their capacity to interrelate knowledge and seek for practical solutions applied in real case studies. Knowledge acquired within other curricular units will be also used here for the project development.

- Main learning objectives:

- to perform risk assessment and management of infrastructures from case studies;
- to apply risk-based management frameworks;
- to implement tools for identifying the most suitable intervention plan on existing infrastructures, based on a decision making process;
- to develop reports from field trips, related to the provided case studies, as well as of the given seminars on topics not covered by other units.

NR7: Dissertation

- Description: This purpose of this unit is that students develop the search for information on concepts, models and instruments relative to the planning of the research work, in order to develop and present an original dissertation work. The research is based on the implementation of the proposed tasks, supporting the development of the work, leading to the written document and its public discussion. In this context, it is intended that students develop their ability to integrate knowledge, handle complex questions, as well as their ability to understand and solve problems in new situations and multidisciplinary contexts, developing solutions and reflections on the subject under study

- Main learning objectives:

- to properly use technics and concepts related to the dissertation work;
- to develop advanced theoretical and practical research;
- to establish a suitable planification of the corresponding dissertation work;
- to interact with the supervision team and associated partners, when needed;
- to develop a written document of the work carried out;
- to establish a public presentation and active discussion of the developed work.

2.5. Types of academic teaching at LRUniv

Four types of academic teaching:

- Lectures (CM = cours magistraux): provide the fundamentals and the framework for learning.
- Seminars (TD = travaux dirigés): illustrate and complement lectures by way of supervised application exercises. Active participation from the students, organised in different groups, is essential, especially by means of oral presentations or commentaries upon documents.
- Accompaniment work (TEA = travail en accompagnement): this is an active pedagogy system designed to develop students' disciplinary and transversal skills (spirit of collaboration, creativity, critical thinking, etc.), thus promoting their professional integration and responding to the evolution of the challenges of higher education. The TEA can take several forms: flipped courses, problem-based learning, project-based approach, professional situation, etc.
- internships and projects: offer students an opportunity to produce their own work while taking part in a research or professional environment in a field where they will qualify, giving them hands-on experience and making them aware of their chosen field characteristics.

The ECTS Course catalogue (**Annex**) provides the student with the description of each course, the components of assignments throughout the course, the weight of each assignment and the composition of the final grade.

1 ECTS is equal to 25 hours of studies: classes, practice, laboratory works and individual study.

2.6. Attendance

Attendance is highly required on each of the modules. Except for these special dispensations, any absence must be justified and reported to:

Lucile MIRONNEAU Master Officer – mail – salle B03d

Any student arriving late or disrupting a class or an assessment session can be excluded. He or she will then be reported as absent.

2.7. Internships

The internship (30 ECTS) encompasses the development of an individual research work, with the supervision of the supervisor, where the specific contents of the dissertation are investigated. Students will be accompanied, in a tutorial regime, by a teacher from the institution conferring the ECTS for the dissertation, with an educational constructivist teaching modality. The process is based on a dynamic orientation of the teacher where, in punctual contact with the student, he will attend to different levels of development, knowledge and maturity of the concepts necessary for the realization of the dissertation, and the knowledge, previously acquired by the student, is of fundamental importance.

> The evaluation of the dissertation consists of its examination by the thesis committee, from the institution conferring the ECTS for the dissertation, taking into account the intrinsic quality of the written document that reflects the research work done. It is also considered a dissertation discussion divided between the oral presentation and the subsequent discussion period. The

final score, following the academic regulations of the institution conferring the ECTS for the dissertation, is based on the dissertation, public presentation and discussion. For graduation, students will have to follow the rules in force at the hosting institution.

Students are responsible for finding their host institution for the internship. Students should prepare an internship agreement online using the University ENT intranet (Environnement Numérique de Travail), via the 'STAGES' application. The internship cannot begin before the internship agreement has been signed for all parties. The internship agreement is issued to the student once the agreement of the referent lecturer has been obtained. Any agreement signed by the student is definitively binding. Failure to comply with this rule results in the non-validation of the internship.

>**Please note:** in the event of an accident during the internship, the student is not covered under "work accident" protection if the agreement is not signed by all parties.

3. Assessments

To test knowledge and understanding of material presented in the theoretical and practical lectures, the student will be assessed via a combination of written and oral examinations, oral presentations, reports, poster presentations, laboratory test, etc.

3.1. Assessment methods and regulations

The evaluation for units NR1 to NR5 is based on the results delivered for each assignment and an exam (occurring in the last week of the corresponding curricular unit). More details are given in the ECTS Course catalogue (**Annex**). Students not approved in continuous assessment will have to pass a final exam (100% of the final grade), occurring in the last two weeks of the first semester.

Exams are made with physically attendance of the students in the local institution conferring the ECTS for the curricular unit. A member of the teaching staff of NORISK will be present during the exams. Exams are made at the same time in the two institutions hosting the 1st semester.

NR6 evaluation consists on the analysis of the written reports submitted by the students and its oral presentation.

Students who fail an exam for a valid reason, e.g. due to illness will follow LRUniv procedures. If a student's mobility track prevents or complicates his/her appearance for a re-take exam, the involved Party will ensure that the student can appear at an alternative form of examination.

The Consortium does not accept plagiarism. All students are expected to be familiar with and fully respect the rules regarding plagiarism at LRUniv. All institutions have a policy of actively informing on their non-acceptance of plagiarism and the associated severe institutional-level sanctions.

3.2. Rules to participate in a formal exam

In order to be able to participate to an exam, students must:

- bring their student ID card, or their University registration certificate and an ID card or passport
- arrive at the exam room before the envelope containing the exam paper is opened. Access to the exam room will be forbidden to any candidate who arrives after the envelope has been opened. In particular instances, should a student arrive late at an examination because of serious or unforeseen circumstances, and if the delay is shorter than the quarter of the time of

the examination scheduled duration, the invigilator may authorise access to the student who is late.

No extra time will be given at the end. The length of the delay and details of extenuating circumstances will be recorded on the administrative record of the examination.

Students are only allowed to keep with them the material that has been permitted and notified on the exam documents, or formally authorised in the case of students with specific disabilities. Mobile phones are strictly prohibited, even for timekeeping. Invigilators will give students instructions about where to leave personal belongings such as bags, briefcases, mobile phones, headphones, etc.

In case of foreseeable delays preventing students from arriving on time at the examination room (e.g. public transport strike), the President of the relevant examination board or his/her representative may decide to postpone the exam at a later time or date, unless otherwise stated in the examination procedure.

Except in case of extenuating circumstances – that is to say in case of not only a compelling but also an unforeseen event – as soon as the exam question papers are handed out, no student will be allowed to stand up and leave the room before the end of the first third of the exam scheduled duration, even if he/she hands back a blank script.

Students asking to leave the exam room temporarily are allowed to do so, but they will be escorted by an invigilator on any toilet breaks.

Students are not allowed any means of communication (mobile phone, watches, etc.), neither during the examination, nor on a temporary break.

If an exam is cancelled after it has been partially or fully completed, only students who have taken the cancelled exam will be allowed to take the replacement exam.

> **Specific case:** If due to covid-19 (or pandemic) restrictions, physical entry to the University premises is prohibited, examinations shall be carried out remotely in accordance with the procedures established by the host country and the host University

4. Grading system

The European Credit Transfer System (ECTS) will be used for grading all modules (“course units”), including the dissertation. The awarding parties will also submit to the Consortium a short report summarising the credit points and grades awarded to the hosted students, in the scale of hosting partnering Institution and in the scale of the Consortium, being the later between 0 (minimum grade) and 100 (maximum grade). Students will be graded for individuals Course Units according to the rules of the hosting partnering Institution. For the translation of the grades, awarding parties’ will use the following conversion

> ECTS grade / Definition	> NORISK [0–100]	> UMINHO [0–20]	> UPC [0.0–10.0]	> UNIPD [0–30]	> UNIPD [0–110]	> LRUniv [0–20]
> A - EXCELLENT	> 100	> 20	> 10.0	> 30 LODE	> 110 LODE	> 20
	> 98, 99	> 19	> 9.8, 9.9	> 30	> 110	> 19
	> 95, 96, 97	> 19	> 9.5, 9.6, 9.7	> 30	> 110	> 18
	> 93, 94	> 19	> 9.3, 9.4	> 30	> 110	> 17
	> 90, 91, 92	> 18	> 9.0, 9.1 9.2	> 30	> 110	> 16
> B – VERY GOOD	> 85, 86, 87, 88, 89	> 17	> 8.5, 8.6, 8.7, 8.8, 8.9	> 29	> 105, 106, 107, 108, 109	> 15
	> 83, 84	> 17	> 8.3, 8.4	> 28	> 102, 103, 104	> 15
	> 80, 81, 82	> 16	> 8.0, 8.1, 8.2	> 27	> 99, 100, 101	> 14
> C – GOOD	> 75, 76, 77, 78, 79	> 15	> 7.5, 7.6, 7.7, 7.8, 7.9	> 26	> 94, 95, 96, 97, 98	> 13
	> 73, 74	> 15	> 7.3, 7.4	> 25	> 91, 92, 93	> 13
	> 70, 71, 72	> 14	> 7.0, 7.1, 7.2	> 24	> 88, 89, 90	> 12
> D – SATISFACTORY	> 65, 66, 67, 68, 69	> 13	> 6.5, 6.6, 6.7, 6.8, 6.9	> 23	> 83, 84, 85, 86, 87	> 11
	> 63, 64	> 13	> 6.3, 6.4	> 22	> 80, 81, 82	> 11
	> 60, 61, 62	> 12	> 6.0, 6.1, 6.2	> 21	> 77, 78, 79	> 11
> E – SUFFICIENT	> 55, 56, 57, 58, 59	> 11	> 5.5, 5.6, 5.7, 5.8, 5.9	> 20	> 72, 73, 74, 75, 76	> 10
	> 53, 54	> 11	> 5.3, 5.4	> 19	> 69, 70, 71	> 10
	> 50, 51, 52	> 10	> 5.0, 5.1, 5.2	> 18	> 66, 67, 68	> 10

> F – FAIL	> <50	> <10	> <5.0	> <18	> <66	> <10

4.1. Deliberation of the juryThe jury deliberates sovereignly in compliance with the regulations in force.

The jury deliberates and decides on the students' grades at the end of each semester. The jury decides on the acquisition of course units and the validation of course semesters.

During the last semester, the jury decides on the awarding of the master's degree by applying the rules of compensation, if necessary.

The results may be contested within two months from the date of the notification.

The jury can only deliberate again on a previous deliberation impaired with illegality, such as by error or omission.

After the announcement of the results, it is forbidden for the jury to meet again and proceed to an additional assessment of the merits of a candidate and formulate new proposals.

4.2. Delivery of the diploma

In order to complete the Master course's requirements, NORISK students will have to acquire 60 ECTS credits by going through at least two awarding parties.

Each awarding party will confer to those NORISK students who will have successfully carried out the complete course and have obtained the minimum requirement of 30 ECTS credits at the Institution itself, an official Degree Diploma, fully and automatically recognising the ECTS credits obtained in the other awarding party, as well as in any other hosting partner.

The Degree will be fully recognised in their own country as:

Portugal Análise do Risco e Gestão de Infraestruturas Civis
Spain Erasmus Mundus Master in Risk Assessment and Management of Civil Infrastructures / Màster Universitari Erasmus Mundus en Avaluació i Gestió de Riscos d'Insfraestructures Civils / Máster Universitario Erasmus Mundus en Evaluación y Gestión de Riesgos de Infraestructuras Civiles
France Master Génie Civil – parcours NORISK – Risk assessment and management of civil infrastructures
Italy Laurea Magistrale in Ingegneria Civile (Classe LM 23)

A Diploma Supplement (DS), based on the Europass Template, will be issued, provided that the institution's regulations allow it, to each student by each involved awarding party Institutions according to the specifications of the institution, in the student's mobility. All documents will be issued in English and in every national language of the issuing Institutions.

4.3. Repeating the year

Repeating the NORISK master's program is not allowed, except with the approval of the course leader in special circumstances.

If a student is dissatisfied with their grades, they have the right to appeal the assessment result(s).

4.4. Access to information on grading and records

Students have the right to be informed about the assessment methods and criteria that will be used by the lecturers, and they are entitled to an objective evaluation of their performance in all assessments. The course coordinator must provide information at the beginning of the course detailing the types of assessments to be conducted.

The University where the student completes part of their NORISK master is responsible for recording the student's individual results obtained at that University and for providing transcripts of records that include those results to the Programme Coordinator University and all partners.

To ensure that students have the right to an objective assessment of their academic performance and, if necessary, to challenge grades they believe are unjustified, students have the right to obtain clear information on the teacher's application of assessment methods and criteria. In principle, and unless the University has established a different procedure, the lecturer will announce a date, time, and venue after the grading for students to receive detailed information about the grading process.=

Students have the right to access their examination records during the examination period, which includes the publication and review of the assessment. If a student disagrees with the assessment, they have the right to appeal.

Each partner must retain and safeguard all assessment evidence for each student for at least two years after graduation.

5. Academic malpractice

5.1. Interference with the proper functioning of the establishment

Falsification of official documents, such as medical certificates, is punishable by disciplinary and criminal prosecution. Any user who is the author or accomplice of an act likely to undermine the order or proper functioning of the establishment is liable to disciplinary proceedings.

Only the Disciplinary Commission is competent to deal with situations that may be subject to disciplinary proceedings.

The Disciplinary Commission may be referred to when a student of the University is the author or accomplice of the following acts:

Fraud or attempted fraud committed during university registration;
Fraud or attempted fraud committed during an examination;
Fraud or attempted fraud committed in a competition;
Acts likely to undermine the order or proper functioning of the University (forgery and use of forgeries, physical or verbal assaults, discriminatory harassment, sexual and sexist violence, theft, disruption of classes or exams, etc.).

5.1. Failure, withdrawal and appeal

The student must notify the coordinating lecturer of the course immediately if he/she intends to withdraw and assignment of an examination, providing satisfactory evidence. If the reason for withdrawal is adequately documented and accepted, the deadline could be extended, or a new assignment or examination may be scheduled. If a deadline for an assignment is missed or the student is absent for an examination without a valid and documented reason, it will be marked as FAILED.

Each student has the right to appeal assessment results. To do so, the student will provide, to the Programme Coordinator, a statement detailing the reasons for the appeal. The Programme Board will be informed within three working days and will communicate with the lecture, who will either accept the appeal and change the grade or reject it. In either case, the student may accept the grade or request a further assessment. If a further assessment is requested, the Programme Board will assign the evaluation to two other examiners, and the final grade will be the average of their two marks.

5.2. Cheating

The Consortium of Universities has a zero-tolerance policy on cheating. Acts such as plagiarism, fabrication, or falsification of results are considered deliberate attempts by a student to partially or entirely obstruct an accurate assessment of their knowledge, skills, and competence.

If a student is found cheating during an examination, the lecturer must immediately notify the Academic Coordinator. The regulations of the partner University where the cheating was discovered will apply.

6. Students with disabilities

For students with disabilities, the Programme Board establishes regulated examination conditions on a case-by-case basis, considering the student's individual needs and medical advice provided by the appropriate disability service.

The University of La Rochelle supports the implementation of suitable alternative and/or additional arrangements to facilitate the learning of students with disabilities. These arrangements may include adjustments to teaching organisation, such as individualized timetables or alternative assessment methods. A student may be exempted from full attendance at lectures, seminars, and practical works or may request to extend the duration of their learning program.

Students with a disability, as defined in Article L.114 of the French Act on social and family law, are entitled to the following accommodations during examinations:

Examination conditions: These include access to premises, appropriate material setup, question paper format, technical aids, and assistance from staff (e.g., writing help) as required by the student's situation.
Extended time: Students may receive additional time for one or more examinations, with the extra time not exceeding one-third of the scheduled exam duration. In exceptional cases, further extensions may be granted upon explicit request from the University medical centre's doctor.
Retention of examination marks: Marks obtained during examinations, as well as those earned under the "professional experience validation scheme," if applicable, can be retained for five years.

If a student is unable to complete specific requirements on time due to long-standing health issues or other justifiable reasons, the Programme Board may grant an extended deadline. To receive approval, the student must submit a formal request accompanied by sufficient documentation.

6.1. Specific requirements

Students with specific requirements are expected to make a written request asking for an appointment with their course lecturer, who will consider the student's difficulties and constraints and operate alternative arrangements in order to enable the student to meet the relevant learning outcomes. A learning agreement will then be set up between the course programme teaching team and the student. The objective is for students to achieve their course successfully. On one hand, it states alternative arrangements that have been decided by the teaching team, on the other hand, it states the full engagement from the student. This document is always communicated to the relevant student office.

Alternative arrangements could be made for students with specific requirements, such as, but not limited to, the following:

The extension of the examination period over several examination sessions,
Special arrangements during examinations or exemption from examinations,
Course extension over a longer period,
Individual timetables with a possibility of not for special allowance regarding absences.

6.2. Procedures

Any student with a disability is responsible for addressing his/her request to the University's medical centre (SDSU) or to the Office for Student with disabilities (Relais Handicap), in order to state his/her disabilities and find the adequate arrangements that can be implemented by the University for the successful achievement of the programme.

In order to benefit from alternative arrangements due to specific requirements, students shall make a written request to academic coordinator by 10th October of the relevant Academic year. Beyond this date, the University cannot guarantee that alternative arrangements will be possible. Furthermore, a request for special examination arrangements will not always be possible if it is made at a too short period of time before the examination dates.

Students are expected to give sufficient notice regarding any change in their situation and report it as soon as possible to allow due consideration of their new situation.

> ANNEX: Draft of student agreement

> ANNEX: ECTS Course catalogue

Master Génie civil parcours NORISK : International Masters in Risk Assessment and Management of Civil Infrastructures

										CM	TD	TEA	Z_ESM03	Contrôle de	Connaissance
Semestre	UE Qualité	UE Code & UE Libellé	UE à Choix (O/C/F)	UE Crédits	UE Coefficient	EC Code	EC Libellé	EC à Choix (O/C/F)	Crédits	EC Coefficient	200	40	10	1	Session 1	Session 2
3	U.E. Majeure	251-3-1 - Introduction to risk assessment and management of infrastructures	O	5	5	251-3-11	Introduction to risk assessment and management of infrastructures	O	5	5	30	15	20		0.5*E1+0.5*PR	E2
		251-3-2 - Reliability and risk analysis of infrastructures	O	5	5	251-3-21	Reliability and risk analysis of infrastructures	O	5	5	30	15	20		0.5*E1+0.5*PR	E2
		251-3-3 - Infrastructure management and decision supporting tools	O	5	5	251-3-31	Infrastructure management and decision supporting tools	O	5	5	30	15	20		0.5*E1+0.5*PR	E2
		251-3-4 - Monitoring and digitalization of infrastructures	O	5	5	251-3-41	Monitoring and digitalization of infrastructures	O	5	5	30	15	20		0.5*E1+0.5*PR	E2
		251-3-5 - Assessment and intervention techniques on infrastructures	O	5	5	251-3-51	Assessment and intervention techniques on infrastructures	O	5	5	30	15	20		0.5*E1+0.5*PR	E2
		251-3-6 - Integrated Project in Risk Analysis and Management of Infrastructures	O	5	5	251-3-61	Integrated Project in Risk Analysis and Management of Infrastructures	O	5	5	15		60		PR	E2
4	U.E. Transversale	251-4-0 - Dissertation (4 months)	O	30	1	251-4-01	Dissertation (4 months)	O	30	1				1	PR	M2

Calendrier 2024- 2025

Master mention Génie civil parcours No Risk
2ème année

Septembre 2024	Octobre 2024	Novembre 2024	Décembre 2024	Janvier 2025	Février 2025	Mars 2025	Avril 2025	Mai 2025	Juin 2025	Juillet 2025	Août ##
D 1	M 1 Welcome	V 1 Toussaint	D 1	M 1 Jour de l'An 1	S 1 NR4 Exam	S 1	M 1	J 1 F. du travail	D 1	M 1	V 1
L 2	M 2 1st Country 40	S 2	L 2	J 2	D 2	D 2	M 2 14	V 2	L 2	M 2 27	S 2
M 3	J 3	D 3	M 3	V 3	L 3	L 3	J 3	S 3	M 3	J 3	D 3
M 4 36	V 4	L 4	M 4 49	S 4	M 4	M 4	V 4	D 4	M 4 23	V 4	L 4
J 5	S 5	M 5	J 5	D 5	M 5 6	M 5 NR6 Exam 10	S 5	L 5	J 5	S 5	M 5
V 6	D 6	M 6 45	V 6	L 6	J 6	J 6 Study day	D 6	M 6	V 6	D 6	M 6 32
S 7	L 7	J 7	S 7	M 7	V 7	V 7 Jury 1ere session	L 7	M 7 19	S 7	L 7	J 7
D 8	M 8	V 8	D 8	M 8 NR3 Exam	S 8	S 8	M 8	J 8 Victoire	D 8	M 8	V 8
L 9	M 9 41	S 9	L 9	J 9	D 9	D 9	M 9 15	V 9	L 9 Pentecôte	M 9 28	S 9
M 10	J 10	D 10	M 10	V 10	L 10	L 10 Ex NR 1&2	J 10	S 10	M 10	J 10	D 10
M 11 37	V 11	L 11 Armistice	M 11	S 11	M 11	M 11 Ex NR 3&4	V 11	D 11	M 11 24	V 11	L 11
J 12	S 12	M 12	J 12	D 12	M 12 7	M 12 Ex NR 5&6	S 12	L 12	J 12	S 12	M 12
V 13	D 13	M 13 46	V 13	L 13	J 13	J 13 Welcome	D 13	M 13	V 13	D 13	M 13 33
S 14	L 14	J 14	S 14	M 14	V 14	V 14 2nd Country	L 14	M 14 20	S 14	L 14 F. nationale	J 14
D 15	M 15	V 15	D 15	M 15 3	S 15	S 15	M 15	J 15	D 15	M 15	V 15 Assompti
L 16	M 16 42	S 16	L 16	J 16	D 16	D 16	M 16 16	V 16	L 16	M 16 29	S 16
M 17	J 17	D 17	M 17	V 17	L 17	L 17	J 17	S 17	M 17	J 17	D 17
M 18 38	V 18	L 18	M 18 51	S 18	M 18	M 18	V 18	D 18	M 18 25	V 18	L 18
J 19	S 19	M 19	J 19	D 19	M 19 8	M 19 12	S 19	L 19	J 19	S 19	M 19
V 20	D 20	M 20 47	V 20	L 20	J 20	J 20	D 20	M 20	V 20	D 20	M 20 34
S 21	L 21	J 21	S 21	M 21	V 21	V 21	L 21 L. de Pâques	M 21 21	S 21	L 21	J 21
D 22	M 22	V 22 NR2 Exam	D 22	M 22 4	S 22	S 22	M 22	J 22	D 22	M 22	V 22
L 23	M 23 43	S 23	L 23	J 23	D 23	D 23	M 23 17	V 23	L 23	M 23 30	S 23
M 24	J 24	D 24	M 24	V 24	L 24	L 24	J 24	S 24	M 24	J 24	D 24
M 25 39	V 25 NR1 Exam	L 25	M 25 Noël 52	S 25	M 25	M 25	V 25	D 25	M 25 26	V 25	L 25
J 26	S 26	M 26	J 26	D 26	M 26 9	M 26 13	S 26	L 26	J 26	S 26	M 26
V 27	D 27	M 27 Intégration WEEK	V 27	L 27	J 27	J 27	D 27	M 27	V 27	D 27	M 27
S 28	L 28	J 28	S 28	M 28	V 28	V 28	L 28	M 28 22	S 28	L 28	J 28
D 29	M 29	V 29	D 29	M 29 5		S 29	M 29	J 29 Ascension	D 29	M 29	V 29
L 30	M 30 44	S 30	L 30	J 30		D 30	M 30 18	V 30	L 30	M 30 Soutenances 31	S 30 jury
	J 31		M 31	V 31		L 31		S 31		J 31 Soutenances	D 31

Enseignements du 1er semestre

Période de stage 4 mois NR7

Attention : semaine 43 et 8 : vacances Université de La Rochelle

NR 1 ***NR2*** ***NR3*** ***NR4*** ***NR5*** ***NR6***

Vacances

Dimanche ou jours férié

Affichage des résultats :			
Semestre impair-session1	Semestre pair-session1ou pré-jury	Résultats définitifs	30/08/25
Semestre impair-session2			

NORISK STUDENT AGREEMENT

International Masters on Risk Assessment and Management of Civil Infrastructures - NORISK

The NORISK Coordinating Institution University of Minho, located in Largo do Paço, 4704-553 Braga, Portugal, represented by the Programme Coordinator Professor José António Silva de Carvalho Campos e Matos, on behalf of the NORISK Consortium formed by the following Universities/Institutions:

- Universidade do Minho, Portugal (UMINHO)
- Universitat Politècnica de Catalunya (UPC)
- Universita Degli Studi di Padova, Italy (UNIPD)
- La Rochelle Université, France (LRU)

and the Student

SURNAME
FIRST NAME
DATE OF BIRTH
PLACE OF BIRTH
PASSPORT NUMBER
EMAIL

agree on the following terms and conditions:

1 General provisions

1.1 The Student will obtain assistance from relevant administrative units of Partner Institutions (e.g. Secretariat) with general administrative formalities.

1.2 The NORISK Consortium is exonerated from any responsibility for accidents, illnesses, injuries, issues related to delays in visa/residence permit application procedures, visa/stay permit assistance for Students' family, losses or damages to persons or goods resulting from or in any way related to the activities that are object of the present contract.

2 Study period

2.1 The NORISK programme starts on 1 st of October 2024 and ends, at least, on 31st of July 2025.

2.2 The student mobility track is the following:

First semester	Second semester
First Institution	**Second Institution**
University of Minho	La Rochelle Université

2.3 The master programme starts with the welcome and 1st country days in the first institution of the mobility track. Then, the Course Modules corresponding to the 1st semester NR1 to NR6 start on [3rd] October [2024] up to [12th] March [2025], according to the details provided in Section 4. The second semester for NR6 and NR7 starts on [13th] March [2024] and

ends, at least, on 31st July [2025]. The dissertation period respects the rules of the hosting institution and may be extended up to 30th September [2025]. Additional fees could be requested from the hosting institutions if the dissertation is extended after 30th September 2025.

3 Tuition Fee: Payment and coverage

3.1 When the student is awarded with an Erasmus Mundus or Consortium Scholarship, he/she is exempted from total or partial payment of the tuition fee (i.e. tuition fees are covered by the scholarships without intervention of the student). Otherwise, the tuition fees are due to Universidade do Minho.

3.2 The NORISK Master programme requires mobility, which implies to study in two Universities from two European countries. The costs of traveling, lodging, living, etc. are not included in the fees of the Master, so the NORISK student has to cover these costs necessarily by herself or himself (e.g. either through funds coming from the attributed scholarship, or from personal funds, or both).

3.3 Insurance policy, the compulsory university insurance, registration and the student's record management, and issue of the NORISK Consortium Certificate are covered by the Consortium.

3.4 For other official certificates or other official documents (e.g. course diploma, duplicates of certificates) in any University of the NORISK consortium, he/she must pay the fees established for those official documents.

4 Details of the Study Programme

4.1 The student is aware that the NORISK programme comprises 60 ECTS credit points, with 30 ECTS credit points corresponding to the Course Modules NR1 to NR6 and 30 ECTS credit points corresponding to the dissertation (Course Module NR7). The list of Course Modules is shown below:

Course Modules	ECTS	Semester	Language
NR1 Introduction to risk assessment and management	5	1	English
NR2 Monitoring and digitalization on Civil Infrastructures	5	1	English
NR3 Reliability and risk analysis	5	1	English
NR4 Assessment, maintenance and strengthening techniques	5	1	English
NR5 Management under extreme events	5	1	English
NR6 Integrated project	5	1	English
NR7 Dissertation	30	2	English

4.2 The student understands that Course Modules NR1 to NR5 occur in consecutive blocks, normally with lectures in the morning period, and individual or group work in the afternoon to complete the assignments provided by the teaching staff. Course Module NR6 occurs along the second semester. The student is aware that he/she will be subject to exams according to the dates fixed in the programme calendar attached to this document. The student also understands that the evaluation process of NR1 to NR5 are partly composed of the grading in the written exam (50%) and the grading in the assignments (50%). For NR6 and NR7, the projects are evaluated on the basis of a written report (50%) and an oral defense (50%)

4.3 A continuous examination period corresponds to the exam day scheduled at the end of each Course Module and it takes place at the first institution - see all dates in the Appendix. Students that failed in continuous assessment will have a retake for NR1 to NR5. The examination retake will be written, will count for 100% of the final grade and will take place between [10] and [12] March [2025] at the second hosting institution;

4.4 After being approved in a given Course Module, the student cannot take exam re-sit for grade improvement in the same academic year. If grade improvement is intended, it needs to be taken in the next academic year, with need to re-enroll in the specific Course Module for grade improvement. The inscription in the next academic year implies additional fees.

4.5 The mobility track could contain an internship during the second semester for the dissertation. If such internship is planned, a specific contract will be made in such concern. The regulation and the administrative procedures that the student has to follow in order to run the professional internship are the regulations of the University of the Consortium that supervises the professional internship and the regulation in the country where the internship is done. The agreement between the hosting institution and the University of the Consortium supervising the internship should be fulfilled.

4.6 Local rules and regulations of Host Institution apply to the corresponding Course Modules, regarding grading of Course Modules, re-sits, consultation of graded work etc.

4.7 Different grading systems are in place at the European Partner Institutions within NORISK Programme.

4.8 A final grade superior or equal to 10 (UMINHO scale), 5 (UPC scale), 18 (UNIPD scale) or 10 (LRU scale), has to be obtained in order to be awarded with the ECTS credit point corresponding to the Course Module during the continuous or retake examination periods.

4.9 Upon validation of 60 ECTS at each hosting institution, the NORISK Institutions that are part of the student's mobility track will issue a diploma of the Masters Degree, including at least one diploma supplement with transcript of records (the student must request the diploma and transcript of records to the academic services of each institution). The degree awarding institution and degree awarded are as follows: University of Minho, Portugal: UMINHO, Portugal - Análise do Risco e Gestão de Infraestruturas Civis; UPC, Spain - Máster Universitario Erasmus Mundus en Evaluación y gestión de riesgos de infraestructuras civiles – NORISK; LRU, France - Master Génie Civil – parcours NORISK; UNIPD, Italy - Laurea Magistrale in Ingegneria Civile – "NORISK – Risk Assessment and management of civil infrastructures.

4.10 The student fully understands the programme calendar attached to this document, for which he/she does not wish to communicate any specific constraint beforehand and intends to comply fully, particularly in regard to: welcome days; examination periods; holiday periods; dissertation submission and defence. The Consortium Management Board may perform minor adjustments to this calendar with at least 1 month advancement, but no changes will have impact on travelling and lodging arrangements.

4.11 The integration week takes place between [25th] and [29th] of November [2024]. The student acknowledges that he/she will follow the instructions to participate and will be engaged in the activities promoted by the Consortium.

4.12 The student will strictly adhere to the study plan agreed upon with the programme coordinator and understands that any deviation from the stated study must be approved by the Consortium Management Board.

5 Health and accident insurance

5.1 During his/her stay in Europe within the NORISK master programme, the student understands that he/she will be the beneficiary of an Erasmus Mundus Insurance coverage provided by NORISK Consortium. The student was informed of the characteristics of such insurance.

6 Specific Conditions (Apply only for Erasmus Mundus Joint Master Scholarship Holders)

6.1 The scholarship will be used only for the coverage of study-related travel expenditures, subsistence costs and tuition fees that the student will incur during the participation in the International Masters on Risk Assessment and Management of Civil Infrastructures-NORISK; funds may not be used for any other purposes outside the programme.

6.2 The Erasmus Mundus Joint Master (EMJM) Scholarship includes: A Full Scholarship, of 1400 EURO per month, to cover subsistence, installation and travel and fee waiver. Contribution to subsistence costs will not be given to the scholarship holders for the study/thesis periods spent in their country of residence, nor to scholarship holders from a Partner Country for

the programme periods exceeding one trimester (i.e. 3 months or the equivalent of 15 ECTS credits) spent in any Partner Country.

6.3 Despite of the financial support provided by the scholarship, the student is responsible for the necessary arrangements and payment of all travel and lodging related expenses (for first and second institution of enrolment, as well as for the integration week).

6.4 The scholarship does not create or entitle an employer-employee relation between the NORISK Coordinating Institution and the Student.

6.5 Upon arrival at first Institution, the Student will have to open a local bank account and inform the NORISK Coordinating Institution accordingly. His/her scholarship funds will be paid, by bank transfer, to this account. If a change occurs in his/her account details, the Student has the responsibility to inform the NORISK Coordinating Institution.

6.6 If the dissertation is extended to September, the subsistence costs will be extended for the months of August and September.

6.7 The student will abide by all rules and regulations stipulated by the EU Erasmus Mundus programme.

6.8 In the event that the student discontinues the programme for personal or non-medical reasons, he/she agrees to repay the grant proportional to the ECTS credit points attended within 10 months of the date of discontinuation of the programme. In such situation, the NORISK Consortium will provide a certificate of the Course Modules completed.

6.9 The student understands that he/she is not allowed to become absent from the enrolment institution, namely by leaving the country, without a formal authorization of the NORISK coordinator and of the local coordinator.

6.10 The student understands that he/she will be considered absentee if he/she fails to attend 2/3 of the lessons or 2/3 of the independent work sessions, in each Course Module. The absenteeism implies as penalty the termination of the Scholarship contract. However, if absenteeism in the Course Module is caused by 'force majeure' a case-by-case analysis will be made by the Consortium Management Board, as to decide on potential special procedure that waives the need for 2/3 presence (e.g. special tutoring, special assignments) in due observation to the rules of the institution where the student is attending the coursework. The student should communicate in advance with the Consortium Management Board if he/she has a particular situation implying absenteeism.

6.11 By signing this contract, the Student acknowledges the acceptance of the Erasmus Mundus Scholarship for the European Master in Risk Assessment and Management of Civil Infrastructures - NORISK.

6.12 The Student confirms that he/she did not receive any Erasmus Mundus Joint Masters Degree Scholarship or an Erasmus Mundus Master Course/joint Doctorate scholarship before. The student further confirms that he/she is not currently benefiting from any grant funded by the EU budget.

6.13 The Student is fully aware of the online resources of the EMJM actions in general that may cover potentially omitted subjects in this agreement, particularly the Erasmus+ instructions in: https://ec.europa.eu/programmes/erasmus-plus/opportunities/individuals/students/erasmus-mundus-joint-masters-scholarships_en.

7 Further rules/agreements

7.1 The student will send a final study report and programme evaluation to the Management Board after completion of the programme.

7.2 The student is aware that the participation to the continuous examination sessions is mandatory. He/she will be considered absentee if he/she fails to attend the examination of each Course Module. The absenteeism implies automatic failure in the Course Module concerned. This means that the presence and evaluation in such Course Module would need to be ensured in a further academic year. However, if absenteeism in the Course Module is caused by 'force majeure' and well justified situations, the student could present the written examination in the retake sessions.

7.3 The student was made aware of the set of services that are made available to him/her by both the institutions through which his/her mobility track passes, particularly in concern to: administrative support by International Office, academic tutoring/mentoring mechanisms, local language courses and access to on-site and online learning facilities.

7.4 The student will fully abide to the mandatory participation of EMJM students in program/survey evaluations, as well as in the joining of the Erasmus Mundus Students and Alumni Association (EMA, see http://www.em-a.eu/).

7.5 Issuing of NORISK certificates (either local or consortium) are dependent on the confirmation of participation on all questionnaires issued by the consortium coordination or local host institution.

7.6 The student has received the 'Student guide' for both institutions of his/her mobility track, which include key information on all the administrative requirements in view of installation at both sites.

7.7 The student commits to behave in a responsible and ethical manner during the studies. He/she will commit no fraudulent act (such as, but not limited to, plagiarism, cheating, falsification). The student furthermore declares not to misuse or abuse the access that is granted as part of the NORISK EMJM to facilities, equipment and installations etc. Breach of this commitment on the part of the student will be treated by the relevant local and NORISK governing bodies and may cause the exclusion of the student from the NORISK EMJM.

8 Modification of the Contract and Dispute Resolution Conditions

8.1 Any alteration to the present Contract must be communicated in writing. All alterations to the initial situation must be immediately communicated by the Student to the NORISK Consortium. Upon mutual agreement of contractual modifications, the NORISK Consortium will issue addenda to the present contract.

8.2 In case of complaint, the student may appeal to the NORISK Consortium Management Board with a reasoned writing. The NORISK Consortium Management Board will consider the issue and will solve it within a month. However, for a specific complaint about a specific service or facility provided by a partner institution, the student shall invoke the complaints procedure of that institution.

8.3 Without prejudice to the general consequences laid down in national law applicable in the present contract, the NORISK Consortium reserves the right to cease the effects of the present contract, without recourse to any juridical procedure apart from adequate communication to the Student.

By signing this agreement, the signatories declare that they have read, understood and accept the conditions laid down in the present contract.

1st October [2024]

José Campos e Matos	[Student Name]
NORISK Programme Coordinator	Student

	OCTOBER 2023		NOVEMBER 2023		DECEMBER 2023		JANUARY 2024		FEBRUARY 2024		MARCH 2024		APRIL 2024		MAY 2024		JUNE 2024		JULY 2024	
Sun	1																			
Mon	2	Welcome					1	Holiday					1	Holiday					1	NR7
Tue	3	1st Country					2	NR3					2	NR7					2	
Wed	4	NR1	1	Holiday			3						3		1	Holiday			3	
Thu	5	Holiday	2	NR2			4		1	NR4			4		2	NR7			4	
Fri	6	NR1	3		1	Holiday	5		2		1	NR5	5		3				5	
Sat	7		4		2		6		3		2		6		4		1		6	
Sun	8		5		3		7		4		3		7		5		2		7	
Mon	9		6		4	NR2	8		5		4	NR5	8		6		3		8	
Tue	10		7		5	NR2: Exam	9		6	NR4	5	NR5: Exam	9		7	NR7	4		9	
Wed	11	NR1	8	NR2	6		10	NR3	7		6		10	NR7	8		5	NR7	10	NR7
Thu	12		9		7	NR6	11		8		7	NR6	11		9	Holiday	6		11	
Fri	13		10		8	Holiday	12		9	NR4: Exam	8		12		10	NR7	7		12	
Sat	14		11		9		13		10		9		13		11		8		13	
Sun	15		12		10		14		11		10		14		12		9		14	
Mon	16	NR1	13	NR2	11		15	NR3: Exam	12	NR6	11	NR6	15		13		10		15	NR7
Tue	17		14		12		16		13		12		16		14		11		16	
Wed	18		15		13		17		14		13	NR6: Present	17		15		12		17	Ex. NR 1&2
Thu	19	NR6	16	NR6	14	NR3	18	NR6	15	NR5	14	Welcome	18	NR7	16	NR7	13	NR7	18	Ex. NR 3&4
Fri	20		17		15		19		16		15	2nd Country	19		17		14		19	Ex. NR 5&6
Sat	21		18		16		20		17		16		20		18		15		20	
Sun	22		19		17		21		18		17		21		19		16		21	
Mon	23		20		18		22		19		18	Ex. NR 1&2	22		20	Holiday	17		22	
Tue	24		21		19		23		20		19	Ex. NR 3&4	23	NR7	21		18		23	
Wed	25	NR1	22	Integration	20	Holiday	24	NR4	21	NR5	20	Ex. NR 5&6	24		22	NR7	19	NR7	24	NR7
Thu	26		23	Week	21		25		22		21	NR7	25	Holiday	23		20		25	
Fri	27		24		22		26		23		22		26	NR7	24		21		26	
Sat	28		25		23		27		24		23		27		25		22		27	
Sun	29		26		24		28		25		24		28		26		23		28	
Mon	30	NR1	27		25		29		26		25		29		27		24		29	NR7
Tue	31	NR1: Exam	28	NR2	26		30	NR4	27	NR5	26	NR7	30	NR7	28		25		30	NR7: PD
Wed			29		27	Holiday	31		28		27				29	NR7	26	NR7	31	NR7: PD
Thu			30		28				29		28				30		27			
Fri					29						29	Holiday			31		28			
Sat					30						30						29			
Sun					31						31						30			