

Double Master's Degree Agreement in Biomedicine and Neuroscience

Between

- **UNIVERSITY LILLE 1, Science and Technology ; 59644 Villeneuve d'Ascq, France (ULILLE)**
- **TOHO UNIVERSITY, Graduate School of Science, 2-2-1 Miyama, Funabashi, Chiba, Japan (TU)**

Hereafter together the 'Institutions' or, when a single party the 'Institution'

Applicable to the corresponding degrees:

- Master in **Biology and Biotechnology, Genomics & Proteomics, specialty Proteomics (ULILLE)**
- Master in **Sciences in Biology/Biomolecular Science (TU)**

Preamble

The present partnership agreement has been drawn up to complete the approved cooperation within the EDU-NEURO EU-JP programme. This programme is a two year Double European-Japan Master Degree in the field of Biomedicine and Neuroscience organized by four European and three Japanese universities.

The goals of EDU-NEURO EU-JP are: to achieve educational excellence by creating synergies combining the strengths of the partners existing Master's Degree programmes across the field of neuroscience and to award two separate Degrees from an European and a Japanese university.

The Institutions intend to offer a double degree Master programme in the field of Biomedicine and Neuroscience (hereinafter 'the Programme'). It aims to offer combined and integrated excellent accredited existing Master programmes, currently taught at Institutions. The programme will consist of one academic year and one year of research and internships.

The Institutions intend to give students the opportunity to acquire simultaneously an academic master degree of a European as well as of a Japanese Institution through the mutual acknowledgement of examinations.

Management of the programme

Each partner should appoint a local academic coordinator from amongst the academic staff teaching in the programme, who is responsible for - (1) ensuring that the requirements of their home universities are met; (2) managing the joint programme efficiently in collaboration with partner coordinator; and (3) coordinating the programme management (including recruitment procedures, examinations and assessments) with local administrative representatives (including institution for international academic relationships, course board and registrar offices).

The governing board of this joint programme is composed of the 2 programme-coordinators and the boards of programmes involved from each Institutions.

Each institution will afford the mobility of its staff inherent to this partnership, although most meetings should be organized via video-conference if possible.

Description of the programme

Article 1 – Duration of the Programme

The duration of the Programme will be in all cases a two years full time equivalent. Within the Programme, the duration of the Programme of the study in the partner country will be one full academic year.

Article 2 – Admission Procedure and Criteria

The students will be recruited either by ULILLE or TU before the beginning of either the second year master programme or the second semester of the first year master programme.

The language of the two diplomas is English. Within each Institution selection criteria will be in place to ensure that the capacities and potential of each candidate will enable them to make progress and succeed within an international university context.

Candidates with or preparing a bachelor degree or equivalent diploma (validated by the expected home Institution) of at least 180 ECTS or the equivalent units in biology or biotechnology (notions in biology expected) and a strong motivation to participate to the success of the partnership are invited to apply.

Complete Admission procedure and forms (in English) are made available by partners to all potential candidates through their website.

Application forms include: a motivational letter, one letter of reference; copies of all University-level diplomas; up-to-date authenticated transcripts with results of previous University-level courses; and official documentation from the student's current university confirming they are enrolled and expected to finalize their course at the end of the current academic year. Motivational letters should include a short research project and its relevance with the Institutions scientific staff (preliminary contact with potential supervisors is encouraged). All documents should be written or officially translated to English. In addition, all students are expected to have an acceptable skill-level in spoken and written (scientific) English. An appropriate knowledge of English can also be demonstrated through internationally recognized qualifications (e.g. TOEFL, TOEIC). European level B2 will be required. Students should also make sure they meet the admission criteria of the partners Institutions and immigration law in France and Japan.

Coordinators will decide deadlines for application in order to ensure the recruitment procedures as defined in both Institutions. They will evaluate the application in coordination with the local board of involved programme and inform the partner coordinator of pre-selection results. The latter will, in turn, evaluate the application with the local board of involved programme in partner Institution. If necessary, video-transmitted interview of candidate(s) can be organized on demand of at least one of the coordinators or boards.

The selection criteria are common to all students and relate primarily on study results and motivation.

A notification of selection results should be made in accordance with application procedures of each Institution. The selected students will then be personally contacted by the coordinator of the expected host Institutions.

From the year 2014/2015, the maximum number of students enrolled in the programme will be 10. This number may be review every year at the request of one or both of the partner Institutions. If it is not reviewed, the number will remain as stated in the present agreement.

Students wishing participate should have obtained their first cycle (bachelor degree) before the administrative-registration deadline of both Institutions.

Article 3 – Registration and enrolment fees

Student should register in the home Institution for the all master duration (4 semesters) and in the host institution for half the master duration (2 semesters) in order to allow for delivery of a completed double diploma workload at the end of the programme.

Students must pay all relevant fees to their home Institution only. Students enrolled in either Toho or Lille must demonstrate access to social security and health insurance.

Each Institution should help enrolled students in their initiatives to apply for any financial support.

Article 4 – Guidance and Learning schedule

In order to optimize the pathway of each student, according to his/her prerequisites and professional expectation, a learning schedule will be defined by the coordinators before the mobility and preferably before the beginning of the first semester of the master programme.

In particular, coordinators and local boards will also define the master-thesis subject or topic along with supervisor based on (1) student interest as exposed in motivational letter; (2) student professional-project, (3) timeliness and relevance of the research project to be sure that it will be suitable for carrying out a high-quality research project in terms of scientific output and complementary skill training. Research project co-supervised by scientists from both Institutions should be favored.

Article 5 – Structure of the Programme and Mobility Schedule

The Master programme has a workload of 120 ECTS, including course-based units, personal dissertation and research training. The programme is full-time and runs over 2 academic years.

Toho students are expected to validate at least 60 ECTS (see examinations and assessments below) in Lille University.

Lille 1 students are expected to validate at least 60 ECTS (see examinations and assessments below) in Toho University.

The research project and preparation of the Master-thesis or the Internship can be conducted at either or both Institutions.

Student will choose between the units as listed in Annex 1 (according to the recruitment conditions below and the non-sequential schedules of the proposed courses).

Article 6 – Examinations and Assessments

The students must comply with the programme and examination regulations in force in the partner Institution in which they are studying.

Examination includes written exam complemented by seminar presentation/discussions, project work, laboratory and/or fields reports. Details for each course will be made available to each candidate by both Institutions at the beginning of the programme. All examinations will take place in the Institution where the units are taught.

Each partner undertakes to keep appropriate records of the students attending the programme at their Institution and to provide all students and partners the certification of the student's career.

Each partner will report to the coordinators on the progress of the students, the number of credits obtained and the marks through the transcript of records released in English before established local deadlines, so to ensure student achievements would be validate on date in home Institution.

ULILLE will apply the European Credit Transfer System (ECTS) to the Programme, to provide common procedures and guarantees academic recognition by all participating EU Institutions. The knowledge and expertise obtained in Japan will be transferred to the ECTS.

TU has developed a matching accreditation system that will translate ECTS credits acquired in Europe into the Japanese system. The academic performance of the exchange student (in the form of study plan, curriculum description, etc.) will be reviewed and evaluated, thus translating the credits for recognition in Japan (within 10 credits).

Student's rights and responsibilities

Article 7 – General outlines

The students' rights and responsibilities are the same as those valid for each degree student at the Institution where the student is studying at the time. The student must comply with the demands of the Institution in question with regard to the documentation required for registration procedures and eventual visa purposes.

Institutions will provide, through the coordinators, appropriate information to students about the academic requirements, the services for the mobility, the administrative requirements and the financial regulations the mobility implies.

Article 8 – Services

Students participating in the mobility programme shall benefit from all services offered by the host University. The services should be the same as those given to regular students at the respective Institution. In addition to the regular services offered by each Institution, each partner undertakes to provide ad hoc services to non EU students including: support for obtaining Visas and residence permits; support for the search for accommodation, local language courses, special integration activities, etc.

Article 9 – Accommodation

Each institution must help the students from the partner institution in its efforts regarding accommodation, within the limits of local availability.

Article 10 – Insurance

The member Institutions undertake to cover each student admitted to the study programme with insurance coverage for any accidents incurred within the university buildings and third party liability for damage which they may involuntarily cause to a person or their properties.

Students are required to obtain the appropriate health insurance if so required. Each Institution undertakes to provide appropriate information to students for their registration in the national health system or for the provision of other kinds of health insurance which may be required either before their arrival or once they have registered at the hosting Institution.

Article 11 – Prevention and Security

The Institutions shall provide each mobility programme participant with detailed information about the specific risk existing in the work environment in which they will operate and carry out their functions and will provide the necessary documentation about the prevention and emergency security measures and provisions in force in relation to their activities and about the individuals/subjects in charge of this, in conformity with the legislative norms and regulations in force in the country of the hosting Institution.

Promotion of the programme

The promotion of the programme is the responsibility of all the partners. Each member Institution agrees to use of its name and logo for the purpose of promotional material, programme literature and other documentation of the programme. The strategy for promoting the programme will be discussed annually by the Board and includes at least a webpage on the website of the Institutions dedicated to the programme.

1. Changes and amendments, at the time of renewal or while the agreement is in effect, to this agreement must be in writing and approved by all cooperating universities.
2. Any dispute that cannot be solved amicably the cooperating universities will be resolved within the national legal framework of the coordinating institution.
3. Any cooperating university may withdraw from this agreement, giving six months' written notice to the other institutions. However, students who have commenced their studies at any of the cooperating university at the date of termination are entitled to complete their courses of study and the programme at all institutions.
4. If all cooperating institutions should agree to terminate the joint study programme, all the cooperating institutions are obliged to make arrangements for all students who have commenced their studies to complete their courses of study and the programme in a satisfactory way

Financial conditions

As far as possible, the mobility for students may be eligible for either scholarships from the Regional Council Nord Pas-de-Calais or fund from the Ministry of Education, Culture, Sports, Science and Technology, MEXT. Mission expenses for staff will be borne by the home university.

Duration of the agreement

The present agreement is entered into for a period of 5 years and starts in the 2014/2015 academic year and will be effective upon the date of signature by duly authorized representatives of both Institutions.

The agreement may be renewed at the end of this period, subject to specific modifications (programme content, recruitment procedures, etc.) by one or both Institutions, one year before the date of renewal.

The institutions retain the right to modify or terminate the present agreement by simple mutual consent, subject to the completion of the programme embarked on by the students participating in the double degree programme.

Villeneuve d'Ascq on _____ 2015 Toho on _____ 2015

Philippe ROLLET

Masashi TAKAHASHI

**President
University Lille 1
France**

**Dean
Faculty of Science
Toho University
Japan**

ANNEX 1 – Master’s courses and required units

Units taught in UL1

Semester	Institute delivering units	Units proposed to Students
S1	ULILLE	P1 Quantitative Proteomics, Functional & Clinical [4 ECTS]
		P2 Biomolecular Mass Spectrometry [4 ECTS]
		P3 Post-translational & Clinical Modifications [4 ECTS]
		P4 Biotech workshop/mission [10 ECTS]
		GP1 Biotechnology & Society/entrepreneurship [4 ECTS]
		GP2 Languages & Communications [4 ECTS]
S2	ULILLE	GP3 Work placement M2 [30 ECTS]

Units taught in TU

Semester	Institute delivering units	Units proposed to Students
S3	TU	PRACTICES in BIOLOGY/BIOMOLECULAR SCIENCE I, II [20 ECTS]
		STUDY on BIOLOGY/BIOMOLECULAR SCIENCE I, II [10 ECTS]
S4	TU	PRACTICES in BIOLOGY/BIOMOLECULAR SCIENCE III, IV [20 ECTS]
		STUDY on BIOLOGY/BIOMOLECULAR SCIENCE III, IV [10 ECTS]

ANNEX 2 – Contacts

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