

**SPECIFIC COOPERATION AGREEMENT BETWEEN: UNIVERSIDAD DE ALCALÁ AND THE DEPARTMENT OF ECONOMICS AND MANAGEMENT OF THE UNIVERSITÀ DEGLI STUDI DI PAVIA FOR THE CREATION OF A DOUBLE DEGREE PROGRAM ON THE BASIS OF THE "MÁSTER UNIVERSITARIO EN MANAGEMENT Y GESTION DEL CAMBIO" AND THE "MASTER IN INTERNATIONAL BUSINESS AND ECONOMICS" OR "MASTER IN ECONOMICS, FINANCE AND INTERNATIONAL INTEGRATION"**

**CONVENED**

**FOR ONE PARTY:** Mr. Juan Ramón Velasco, Professor and PhD, Vicerector for Postgraduate and Continuous Training of the UNIVERSIDAD DE ALCALÁ, as a valid representative in its behalf, according to the competences given by the Rector (Resolution of the 19<sup>th</sup> May 2010 which is published in the Official Diary of the Comunidad de Madrid, num.194, of 24th June 2010).

**FOR THE OTHER PARTY:** Mr. Giorgio Rampa, Professor and Director of the Department of Economics and Management as a valid representative in its behalf, in the authority of the Rector of the Università degli Studi di Pavia (Art. 24, of Statute in force since 11/4/2012; art. 49, of University's General Regulation in force since 26/7/2012)

The participants, as representatives of their respective universities, are providing the competence and legal requirements necessary to sign and sanction this Agreement with the maximum efficacy.

**BACKGROUND**

The UNIVERSIDAD DE ALCALÁ (SPAIN) is offering the educational program "Máster Universitario en Management y Gestión del Cambio". Similarly, the DEPARTMENT OF ECONOMICS AND MANAGEMENT OF THE UNIVERSITÀ DEGLI STUDI DI PAVIA (ITALY) is offering the educational program "Master in International Business and Economics (hereinafter MIBE)" or "Master in Economics, Finance and International Integration (hereinafter MEFI)".



Both institutions seek to strengthen their international activities, and to recognize the benefit of common and complementary aspects of their mutual educational provision. Therefore, the aim of this Agreement is to establish an understanding for a **DOUBLE DEGREE** program between the "Máster Universitario en Management y Gestión del Cambio" offered at the UNIVERSIDAD DE ALCALÁ (Spain), and the "Master MIBE" or "Master MEFI", offered at the DEPARTMENT OF ECONOMICS AND MANAGEMENT OF THE UNIVERSITÀ DEGLI STUDI DI PAVIA (Italy), in order to help to support the mobility of professors in teaching and doing research, to promote exchange of administrative staff for their professional updating in the management of international study programs and to allow students from one university to complete their studies at the partner institution according to the recognition of the credits that is detailed in appendices I and II.

As a result, the parties wish to register this Agreement of Educational Cooperation that will be governed by the following clauses:

### CLAUSES

**First.** Both institutions establish a cooperation which enables students to simultaneously obtain the degrees "Máster Universitario en Management y Gestión del Cambio" and "Master MIBE" or "Master MEFI".

**Second.** A Coordination Committee will be responsible for the management of the proposed activities. It should consist of two persons per university, representing the teaching staff of the above mentioned study programs.

**Third.** Students coming from DEPARTMENT OF ECONOMICS AND MANAGEMENT OF THE UNIVERSITÀ DEGLI STUDI DI PAVIA will only be admitted to the "Máster Universitario en Management y Gestión del Cambio" programme, when meeting the general entrance requirements to this Master and having successfully completed the first year of studies at their home institution. 60 ECTS will have to be completed at the University of origin.

**Fourth.** After admission, the Universidad de Alcalá will recognize the courses the student has completed at the university of origin according to the syllabus defined by the above mentioned Coordination Committee. Once the student has passed the courses required for the degree "Máster Universitario en Management y Gestión del Cambio", including the "Proyecto Fin de Máster", the Universidad de Alcalá will issue the corresponding diploma.

**Fifth.** Students coming from the Universidad de Alcalá will only be admitted to the "Master MIBE" or "Master MEFI" programmes when meeting the general entrance requirements to these programs and having successfully completed the first year of studies at their home institution. 60 ECTS of the first year of studies will have to be completed at the University of origin.

**Sixth.** After admission, the DEPARTMENT OF ECONOMICS AND MANAGEMENT OF THE UNIVERSITÀ DEGLI STUDI DI PAVIA will recognize the courses the student has completed at the university of origin, according to the syllabus defined by the above mentioned Coordination Committee. Once the student has passed the courses required for the degree "Master MIBE" or "Master MEFI", including the Master final dissertation, the Università degli Studi di Pavia will issue the corresponding diploma.

**Seventh.** The degrees will be awarded according to the regulations of each institution signing the agreement.

**Eighth.** The signing universities will ensure provision of the required number of places for double degree students. The number of students that will participate in this collaboration program will be jointly determined by both institutions on a yearly basis, aiming at a balance between incoming and outgoing students.

Students participating in the exchange program will be selected by the Coordination Committee of their home University on the general basis of academic merit, an adequate knowledge of the language in which the program is taught and a strong motivation.



The final admission of the candidate to the exchange program will be decided by the responsible of the double degree program at the host university.

**Ninth.** Students will be enrolled in their first year of studies at the home university, while in their second year they will be enrolled both at the home and the host university. Students will pay enrolment fees and other taxes only to the home university. Special taxes like transport or Student Union Fees will have to be paid at both institutions if this kind of fees are present. The fees for the Diploma and certificate must be paid by the students. The final dissertation must be defended in Italy.

**Tenth.** Both institutions use the ECTS credit system. According to the national legislation, the partner universities must use specific, national grading scales. The ECTS grading scheme will be used for all courses together with the corresponding national grade. As long as detailed primary data and cohorts of sufficient size are not available to ensure the validity of the ECTS grading scheme, the grade conversion will be made on the basis of national grades.

**Eleventh.** The signing universities undertake a commitment to sufficiently prepare their students linguistically. (Financing is not included.) For the MIBE and MEFI programs the language skills required are: English, level B2. For the degree "Máster Universitario en Management y Gestión del Cambio" the language skills required are: Spanish, Level B2

**Twelfth.** The signing universities will accept students only if there is no legal objection. In case there should be, both parts will seek solutions to solve the problems in the shortest possible time.

**Thirteenth.** The signing institutions agree to promote the exchange of teaching staff, making use of programs already established under the European regulations or their respective national frameworks or established specific actions to support this goal.

**Fourteenth.** This agreement will be administered by the Coordination Committee. Modifications to this agreement can be undertaken only with the approval of both signing parties.





**Fifteenth.** The present agreement will come into effect when signed and will be valid at least for the duration of the academic programme, with an initial validity of at least four years. The agreement will be tacitly extended for equal periods of time unless a complaint is filled by either of the signing parties of this Agreement.

This agreement may be terminated by either institution at any time. The termination must be communicated in written form. However, students admitted to the programme must be allowed to complete their studies, taking into consideration the rules for maintaining the enrolment status of each University.

**Sixteenth.** This agreement has been written in and English.

**Seventeenth.** Whenever a legal modification of any of the Master Programmes under this agreement is approved, the undersigning universities undertake to update this document by mutual agreement.

**Eighteenth.** In case of differences or discrepancies between partner universities, both of them may appeal to an independent referee, in order to reach a consensus. The decision of the referee will be binding for both parties.

**Nineteenth. Data Protection Regime**

The home university and the host university will be jointly responsible for all personal information collected, as required by the Spanish Law on Protection of Personal Information, Law 15/1999, December 13 (Spain) and by the Italian law "Testo unico sulla privacy", 196/2003, June 06.

The signing parties to this agreement shall have access to personal information only as required by the normal functioning of the program.

Personal data cannot be ceded or communicated to third parties, not even for its conservation. The parties to this agreement can provide personal information to the competent authorities, if these authorities satisfy all appropriate legal requirements.

In fulfilment with the Spanish Law 15/1999, article 12.2, paragraph 2, and with the Italian law 196/2003, article 31, the parties signing this agreement are required to implement the necessary technical and organizational measures needed to guarantee the security and integrity of personal information, to avoid data alteration, loss, use and unauthorized access.

The parties to this contract are exonerated of any liability that could occur due to one of the parties' lack of fulfilment of the above obligations. In case of breach of the obligations of this Agreement, only the responsible party will be liable.

Signed in accordance with the agreed, in three copies on the place and date indicated.

Alcalá de Henares, 25<sup>th</sup> of February 2014

Pavia, 30<sup>th</sup> of April 2014

UNIVERSIDAD DE ALCALÁ

UNIVERSITÀ DEGLI STUDI DI PAVIA



Juan Ramón Velasco Pérez  
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## APPENDIX I

This appendix contains the Credits Recognition Table. Such table governs the recognition of the courses passed by the student.

### Students from Universidad de Alcalá about Master Programme in International Business and Economics (MIBE)

#### **First Year in Universidad de Alcalá**

First year of the Master Programme in Management y Gestión del Cambio

- ✓ 54 ECTS compulsory

Análisis del entorno, la gestión del cambio y la dinámica de la innovación
Contabilidad: información, análisis y control de la gestión empresarial
Creación de empresas
Desarrollo de habilidades directivas
Dirección comercial
Dirección de operaciones productivas
Dirección de recursos humanos
Dirección estratégica y organización
Gestión financiera y de inversión
Inglés empresarial
Sistemas de costes
Sistemas de información y tecnologías de la información. El empleo de las TIC

- ✓ 6 ECTS elective in one of the following specialisations:

- Logistic
- Information System
- Human Resource



**Second year in Università degli Studi di Pavia**

2° year of the Master Programme in International Business and Economics (MIBE)

- ✓ 36 ECTS
- ✓ 24 ECTS Final dissertation

**Students from Università degli Studi di Pavia****First Year in Università degli Studi di Pavia**

First year of the Master Programme in International Business and Economics (MIBE)

- ✓ 60 ECTS in form of courses taken

**Second Year in Universidad de Alcalá**

2° year of the Master Programme in Management y Gestión del Cambio in one of the following specialisations:

- Logistic
- Information System
- Human Resource
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## APPENDIX II

This appendix contains the Credits Recognition Table. Such table governs the recognition of the courses passed by the student.

### Students from Universidad de Alcalá about Master Programme in Economics, Finance & International Integration (MEFI)

#### **First Year in Universidad de Alcalá**

First year of the Master Programme in Management y Gestión del Cambio

- ✓ 54 ECTS compulsory

Análisis del entorno, la gestión del cambio y la dinámica de la innovación
Contabilidad: información, análisis y control de la gestión empresarial
Creación de empresas
Desarrollo de habilidades directivas
Dirección comercial
Dirección de operaciones productivas
Dirección de recursos humanos
Dirección estratégica y organización
Gestión financiera y de inversión
Inglés empresarial
Sistemas de costes
Sistemas de información y tecnologías de la información. El empleo de las TIC

- ✓ 6 ECTS elective in one of the following specialisations:
- Logistic
  - Information System
  - Human Resource



**Second year in Università degli Studi di Pavia**

2° year of the Master Programme in Economics, Finance & International Integration (MEFI)

- ✓ 36 ECTS
- ✓ 24 ECTS Final dissertation

in one of the following specialisations:

- Finance
- Industrial Organization and Market Strategies
- International Economic Integration

**Students from Università degli Studi di Pavia****First Year in Università degli Studi di Pavia**

1° year of the Master Programme in Economics, Finance & International Integration (MEFI) in one of the following specialisations:

- Finance
  - Industrial Organization and Market Strategies
  - International Economic Integration
- ✓ 60 ECTS in form of courses taken

**Second Year in Universidad de Alcalá**

2° year of the Master Programme in Management y Gestión del Cambio in one of the following specialisations:

- Logistic
- Information System
- Human Resource



### ITALIAN MINIMUM REQUIREMENTS (by law) REGARDING ECONOMIC AND BUSINESS AREA

In order to satisfy the minimum ministerial requirements concerning the University study curricula set by the Italian university system, students participating in the Double Degree Program (both Italian and foreign), must acquire the following number of ECTS throughout the two-year program within the **MEFI programme**:

- ✓ 24 ECTS in the Economic area
- ✓ 12 ECTS in the Business area
- ✓ 6 ECTS in the Mathematics /Statistics area
- ✓ 6 ECTS in the Juridical area

and within the **MIBE programme**:

- ✓ 24 ECTS in the Business area
- ✓ 12 ECTS in the Economic area
- ✓ 6 ECTS in the Mathematics /Statistics area
- ✓ 6 ECTS in the Juridical area

Students can achieve the above-specified number of credits by taking exams either in the home or in the host university.