

GEM PhD SCHOOL

Erasmus Mundus Joint Doctorate

Globalisation, the EU & Multilateralism

GEM PhD SCHOOL (2013/14)

PROGRAMME GUIDEBOOK



European Commission
**ERASMUS
MUNDUS**

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A international joint doctoral programme involving 10 partner institutions ...

Université Libre de Bruxelles (BE); University of Warwick (UK); LUISS-Guido Carli (IT); Université de Genève (CH); Universität Bielefeld (GER); Waseda University (JP); Fudan University (PRC); Boston University (USA); United Nations University - Cris (BE); Instituto Tecnológico Autónomo de México (MEX)

... fostering interdisciplinary research on “Globalisation, Europe and Multilateralism”, ...

International relations; EU studies; Political theory and citizenship studies; Comparative regionalism; International political economy; International and European legal studies; Security studies

... delivering double degrees in social sciences through its 5 European partner universities, ...

Université Libre de Bruxelles (BE); University of Warwick (UK); LUISS-Guido Carli (IT); Université de Genève (CH); Universität Bielefeld (GER)

... offering a pooled training programme, ...

Shared mandatory and elective educational modules accounting for 180 ECTS

... as well as mobility tracks guaranteeing at least 2 of its institutions visited.

Mandatory between 2 degree awarding universities / Further optional mobility to any partner institution



AMETRINE A specific Jointly Executed Research Project (JERP) on:

Analysis of Multilateral, European and other Regional Initiatives as Normative Endeavors

Coordinated by the LUISS-Guido Carli (Rome, Italy)

CITRINE A specific Jointly Executed Research Project (JERP) on:

Confrontations & Cooperation in International & Transnational Regulatory Interests and the EU

Coordinated by the University of Warwick (Coventry, United Kingdom)

MORGANITE A specific Jointly Executed Research Project (JERP) on:

Multilateral Organisations, Regionalism and Global Governance: Institutions and the EU

Coordinated by the Université Libre de Bruxelles (Brussels, Belgium)

APPLY

In February, the GEM Board convenes annually to select the academically approved applicants

The Call for Applications runs from July until December

Applications are first to be submitted online by the annual December deadline

The online application system is activated each year by mid-September on the GEM website

Completed electronic applications are to be printed out and sent in by postal mail

To the GEM Central executive Office in Brussels



A common enrolment fee for non-fellowship holders

Any academically selected candidate can join the programme at an annual flat rate of 15.000€, which cover all tuitions, mandatory mobility and the full set of GEM PhD School academic services.

The GEM PhD School can at its discretion award partial or full fee waivers

On the basis of the applicants' merits, GEM can offer reduced participation costs

Fellowships

Several national and international scholarships exist for academically selected candidates, who are encouraged to seek out funding opportunities to cover the costs associated with the programme



Up to 10 Erasmus Mundus Fellowships are annually awarded by the GEM PhD School

A set of 3-year long EM Fellowships including: (1) a monthly salary; (2) a mobility fund and; (3) all participation costs

I - INTRODUCTION

The Erasmus Mundus Joint Doctorate Programme on “Globalisation, Europe and Multilateralism” (EMJD-GEM) is a transnational PhD training and research initiative set up with the support of the European Commission. Its aim is to foster first-rate Social Science doctoral research on the common challenges facing the current global system. It seeks to do this by offering a pan-European learning environment and a set of generous Fellowships both of which are geared towards attracting promising doctoral researchers from across the globe.

The GEM PhD School involves a consortium of prominent academic institutions which have taken the lead in the fields of International Relations, Comparative Politics, European Integration Studies, Comparative Regional Cooperation Studies and Inter-Regional Research. At the core of its efforts lies the desire to offer a select group of top doctoral students from across the globe the means to accomplish their doctoral research and training in the best and most cosmopolitan environment possible.

To this effect, the GEM PhD School has developed an innovative set of integrated learning tools - shared training programs, supported international mobility, hosted transnational seminars and joint workshops; and provided both financial assistance as well as a stable legal and administrative framework wherein to accomplish joint international research involving at least two degree awarding partner institutions from within the EU.

The GEM PhD School’s programme is thus pioneering an integrated approach to doctoral teaching which is reflected in the joint tutorship associated with, and double doctorates awarded to all dissertations written within the programme’s framework. All its activities are thus geared towards:

- Providing a set of top quality and multidisciplinary doctoral courses allowing for truly pluralistic and comparative approaches to “Globalisation, Europe and Multilateralism”
- Fuelling existing European Integration Research, and strengthening the specific achievements accomplished within an ever stronger European Research Area
- Guaranteeing continued excellence in education in a field of strategic importance
- Enhancing the profile and visibility of the European Union in the fields of International Relations, comparative regionalism and integration studies; whilst highlighting the findings born from the vast and unique efforts deployed by European Higher Education Institutions’ in the



II - A GLOBAL CONSORTIUM OF LEADING INSTITUTIONS

The GEM PhD School offers a truly integrated doctoral programme of the highest academic quality, founded upon a strong research backbone and well-established international outreach programmes.

All 10 of its member institutions have extensive networks within relevant research and doctoral training communities. All are recognized leaders within their fields. The GEM PhD School thus combines the necessary expertise to ensure: (1) the originality of its research; (2) the scientific quality of the programme's activities; and (3) the international scope of its impact.

2.1 - DEGREE-AWARDING INSTITUTIONS

All GEM Fellows are held to visit at least two of the following degree-awarding institutions and must spend at least 5/6 of their research time divided in an equitable fashion between them.

EUROPEAN PARTNER INSTITUTIONS



UNIVERSITÉ
LIBRE
DE BRUXELLES

UNIVERSITE LIBRE DE BRUXELLES

Institut d'Etudes Européennes
Brussels, Belgium
www.ulb.ac.be

The Université Libre de Bruxelles (ULB), and in particular its Institut d'Etudes Européennes (IEE), are pleased to take on the role of the GEM PhD School's central coordinator.

Founded upon free-thinking principles, the ULB has sought to foster critical thought, advocate independent enquiry, and favour the rejection of dogma in all its forms. Over its 175 years of existence, the ULB has remained true to these original ideals and has consistently committed itself to the defence of democratic and humanist values.



UNIVERSITY OF WARWICK

Department of Political
and International Studies
Coventry, UK
www.warwick.ac.uk

Among UK universities, Warwick is a unique, and uniquely successful, institution. Despite its relative youth – it was founded in the mid-1960s – it is now one of the UK's leading universities, with an acknowledged reputation for excellence in research and teaching, for innovation and for links with business and industry.

In the last government Research Assessment Exercise, Warwick was rated fifth in the UK for research excellence; and in the media league tables, it has consistently maintained its position in the Top Ten.



Luiss
Libera Università
Internazionale
degli Studi Sociali
Guido Carli

LUISS-Guido Carli

Department of Political Theory
and Political Science
Rome, Italy
www.luiss.it

LUISS-Guido Carli is a private Italian university located in the heart of Rome. It aims to achieve the highest levels of distinction in the development and transmission of scientific, technological, and classical knowledge and understanding. It is committed to promoting and organizing research activities, educating both culturally and professionally, and contributing to the transfer of innovation.

LUISS Guido Carli is recognized for academic excellence and offers an advanced education model.

Universität Bielefeld

UNIVERSITÄT BIELEFELD

Graduate School in History
and Sociology
Bielefeld, Germany
www.uni-bielefeld.de

Bielefeld University was founded in 1969 with an explicit research assignment and a mission to provide high-quality research-oriented teaching.

Today it encompasses 13 faculties covering a broad spectrum of disciplines in the humanities, natural sciences, social sciences, and technology. With about 20,000 students in 107 degree courses and 2,800 staff members (including approx. 1,600 academic staff) it is one of Germany's medium-sized universities.

THIRD-COUNTRY PARTNER INSTITUTION



UNIVERSITE DE GENEVE

Global Studies Institute
Geneva, Switzerland
www.unige.ch

The University of Geneva is an institution dedicated to research, teaching and intercultural dialogue. Since its foundation in 1559 the UNIGE has developed ever higher ethical standards, and has steadily increased in quality whilst consistently renewing its drive to innovate.

Today, after some 450 years of history, the Université de Genève is one of Europe's oldest and foremost universities and a leading institution within the international academic community.

2.2 - NON DEGREE-AWARDING INSTITUTIONS

Besides these degree-awarding partner institutions - which will welcome the affiliated doctoral students and will bestow the earned doctoral degrees - the GEM PhD School can also count on the participation and support from a set of highly valuable non degree awarding partner institutions.



WASEDA University

WASEDA UNIVERSITY

Faculty of Political Science
& Economics
Tokyo, Japan
www.waseda.jp

In 1882, Shigenobu Okuma founded Waseda University on the three principles of "independence of learning", "utilization of knowledge" and "creation of good citizenship".

Since then, Waseda has made significant efforts towards promoting and staying true to these founding principles; thus striving to contribute to the progress of society and the development of talent, to deepen scientific principles, and to stay ahead of changes while providing useful insights into global trends.



FUDAN UNIVERSITY

Center for European Studies
Shanghai, PR of China
www.fudan.edu.cn

Established in 1905 by Ma Xiang-Bo, Fudan University is one of China's foremost institutions of advanced learning and higher education. The lexical origins of its name refer to inexhaustible self-reliance and industriousness: "Heavenly light shines day after day"

It consists of 29 schools and departments, with seventy undergraduate disciplines. It also includes twenty-five research units offering postdoctoral fellowships and boasting a qualified faculty of over 2,481 full-time teachers and researchers.



BOSTON UNIVERSITY

Center for the Study of Europe
Boston, United States of America
www.bu.edu



ITAM

Departamento de Relaciones Internacionales
Mexico City, Mexico
www.itam.mx



UNITED NATIONS UNIVERSITY

Comparative Regional Integration
Studies (UNU-Cris)
Bruges, Belgium
www.cris.unu.edu

Boston University is one of the leading private research and teaching institutions in the world today, with two primary campuses in the heart of Boston and programs around the world.

As a major research university, BU is both a repository for accumulated knowledge and experience and a testing ground for critically examining received wisdom, where groundbreaking research is conducted in a wide variety of fields and across disciplines.

Instituto Tecnológico Autónomo de México (ITAM), previously known as Instituto Tecnológico de México (ITM), was founded in 1946 by the Asociación Mexicana de Cultura (Mexican Cultural Association), who worked to make higher education the driving force behind industrial and economic change in Mexico.

Since its foundation, the Institute sought to educate professionals capable of generating and promoting a new development model for Mexico in technical, administrative, and economic spheres.

Established in 2001, the UNU-Cris is a research and training unit of the United Nations University specialising in studying the processes and consequences of regional integration and cooperation.

The UNU is a global network of centres engaged in research and capacity development to support the universal goals of the UN and generate new knowledge and ideas by providing a framework to bring together leading scholars from around the world to tackle pressing global problems.

III - A THREE-PRONGED RESEARCH AGENDA

Three specific Jointly Executed Research Projects (JERPs) - initiatives identified within the broader context of the GEM PhD School's research agenda - will offer the program its underlying backbone and ensure that the programme combines both inter-disciplinary dialogue with more focussed analysis of a given dimension of the broad and complex phenomena at play within Globalisation, Europe and Multilateralism.

This three-pronged structure is the product of the available expertise within the consortium. Each doctoral candidate will be associated with one of the abovementioned research tracks and will spend at least their first year at the institution heading the chosen Jointly Executed Research Project.



GEM PhD SCHOOL

AMETRINE Joint Research Project

Analysis of Multilateral, European, and other Regional Initiatives as Normative Endeavours

Headed by LUISS-Guido Carli
Rome (Italy)

A coordinated research initiative focused on the normative components of European and international politics. It aims at comparatively examining European and non-European perspectives on issues of justice related to globalization and global politics.



GEM PhD SCHOOL

CITRINE Joint Research Project

Confrontations and Cooperation shaping International and Transnational Regulatory Interest and the EU

Headed by the University of Warwick
Coventry (United Kingdom)

A concerted research initiative focused on analyzing the implications of regulatory efforts associated with different articulations of multilateral order as they apply within and between models of national capitalisms, supranational governance dilemmas and global security concerns.



GEM PhD SCHOOL

MORGANITE Joint Research Project

Multilateral Organisations, Regionalism and Global Governance: Institutions and the EU

Headed by the Université Libre de Bruxelles
Brussels (Belgium)

An Institution-centered research initiative focused on assessing the efficiency, legitimacy, and tensions inherently associated with regional, interregional and global institutionalize multilateral cooperation efforts.



IV - A POOLED TRAINING PROGRAMME

The GEM PhD School has pioneered an integrated approach to doctoral teaching which is reflected in the joint tutorship and double doctorates associated with all of the programme's doctoral dissertations.



A COHERENT TEACHING STRUCTURE

The full program includes the following educational modules, which the students can use to compile the necessary 180 ECTS for graduation:

MANDATORY

- 1st Year Methodological Courses
- Annual Review Process
- Annual GEM Conference
- The Doctoral Dissertation

ELECTIVES

- 1st Year Electives particularly relevant to the PhD Project
- A set of 2nd & 3rd year specializing courses, seminars, research or teaching activities
- Annual GREEN-GEM Summer School
- Sponsored Student Lead Scientific Projects



LOCAL PROVISIONS

Local provisions include the various national doctoral training programmes existing within the member institutions. In light of the various confirmed levels of investment of the partner institutions' constituent departments, GEM PhD students have had access to:

AT THE ULB

"Ecole Doctorale Disciplinaire en Sciences Juridiques"

([Thematic Doctoral School in Legal Sciences](#))

"Ecole Doctorale Thématique en Science Politique et Relations Internationales"

([Thematic Doctoral School in Political Science & International Relations](#))

"Ecole Doctoral Thématique en Etudes Européennes"

([Thematic Doctoral School in EU Studies](#))

"Ecole Doctorale Thématique en Sciences du Développement"

([Thematic Doctoral School in Development Studies](#))

AT THE UNIVERSITY OF WARWICK

PaIS Research Methodologies Seminar

AT THE LUISS-GUIDO CARLI

Political Theory & Governance Research Seminar

AT THE UNIVERSITE DE GENEVE

Graduate Classes hosted by the Global and European Institute

AT THE UNIVERSITÄT BIELEFELD

Research Seminar Cycles set up by the University's various Research Units

JOINT ACTIVITIES

Joint activities organized at the level of the GEM PhD School as a whole include:

AN ANNUAL GEM CONFERENCE AND SCIENTIFIC WORKSHOP

A 3-day long event hosted by one of the member institutions and gathering all affiliated doctoral researchers.

ANNUAL SUMMER SCHOOLS

On specific topics opening up the GEM PhD School to the wider international research community

STUDENT LED PROJECTS

The GEM PhD School's BoD has set aside a specific budget to allow it to support motivated student led initiatives. These include: Collective Projects; Co-funding for conference Participation; Co-funding to allow attendance and production of distinct deliverables (ex. publication, working-paper, ...) in the framework of external workshops or summer schools; co-funding to allow attendance with an eye on securing additional skills.



V - AN EXTENSIVE MOBILITY SUPPORT NETWORK

Besides their enrolment at the institution heading the research programme associated with a student's research project, each enrolled doctoral student will be awarded at least a year-long visit at a second degree-awarding partner institutions.

Mobility efforts must be motivated and justified by the underlying joint research project and are to be reflected in the student's supervisory choices. Accordingly, all aspects of the programme – its teaching, management, and mobility are singularly geared towards strengthening the accomplished research.



5.1 - LOCAL CONTACT POINTS

Students enjoy the support and council of the various GEM PhD School provisions aimed at facilitating their mobility actions. First and foremost amongst these are the Local Contact Points (LCP) identified within each partner institution, as well as the programme's Central executive Office (CeO).

Accordingly, each GEM PhD School Local Contact Point is charged with welcoming and integrating fellows within their new host institution. Even before arriving, these Local Contact Points can provide fellows with necessary council and support regarding the practical aspects of their stay. In effect LCPs will:

- Accompany VISA procedures when necessary
- Orient in Students in their search for Accommodation
- Facilitate Enrolment & Contract Signature
- Act as an Information Point on all procedural and Administrative Matters

5.2 - MUTUAL RECOGNITION

Courses and training followed in a given institution will be recognized by the other, thus guaranteeing that although the student is awarded a double degree, he or she is relieved from having to do the same task twice.

Accordingly, basic methodological training will be accomplished in the first institution visited, complementary training and research, if needed, can be accomplished in the second visited institution. Additional field work, when needed, is made possible when visiting a relevant third institution. Throughout, the student works on one and the same PhD project leading up to a single defence procedure shared by both degree-awarding institutions.

5.3 - REGISTRATION FACILITIES

Upon selection, the GEM PhD School's CeO, in collaboration with its local contact points, will assist selected students with their subsequent enrollment in both of their degree-awarding institutions.

This heightened and personalised support is organised to ensure students' timely arrival at their various hosting institutions.

5.4 - RESPECT OF THE ERASMUS MUNDUS MOBILITY GUIDELINES

As any other Erasmus Mundus Joint Doctorate (EMJD) programme; the GEM PhD School is required to respect mobility guidelines.



THE 2 ERASMUS MUNDUS MOBILITY RULES

1st rule: The mobility plan of the student should include at least two of the European countries represented in the consortium (Belgium; United Kingdom; Italy; Germany).

2nd rule: For Category B fellowship holders, two of the countries visited during the doctoral activities must be different from the country in which the doctoral candidate has obtained his/her last university degree.

TIME SPENT IN EACH INSTITUTION / COUNTRY

- In European countries (Belgium; United Kingdom; Italy; Germany):

Two thirds of the doctoral programme should take place in Europe for the period covered by the fellowship. Each of these mobility periods must be instrumental to the fulfilment of the programme and last for at least six months (cumulative or consecutive).

- In third-country full and/or associated partners (Switzerland; USA; China; Japan; Mexico); if applicable:

Category A fellowship holders can spend a training/research/ fieldwork period of a maximum duration of one semester (or 6 months, cumulative or consecutive) in these countries.

Category B fellowship holders can spend up to one year (cumulative or consecutive) of their doctorate activities in these countries.

THE ERASMUS MUNDUS OFFICIAL GUIDEBOOK

Detailed information on mobility requirements can be found in the Erasmus Mundus Official Guidebook: WWW.EACEA.EC.EUROPA.EU/ERASMUS_MUNDUS/PROGRAMME/PROGRAMME_GUIDE_EN.PHP



VI - A COORDINATED MANAGEMENT EFFORT

6.1 - STRUCTURE

The main coordinating structure and sovereign decisional body of the GEM PhD School is its **Board of Directors**.

When called upon to act, be it either at its annual meeting or when formally questioned through an online consultation effort - the GEM Board of Directors is convened in one of its three functional incarnations. In light of the subject matter at hand, the GEM PhD School's BoD can act as:

1. The BoD Management Meeting (BoD-Ma)
2. The BoD Academic Meeting (BoD-Ac)
3. The BoD Selection Meeting (BoD-Se)



THE BOD MANAGEMENT MEETING (BOD-MA)

The development of the programme, the overall coordination of its constituent research projects, and the promotion of its training & research agendas are the purview of its BoD-Ma. It includes academic representatives from each partner institution alongside members of the GEM PhD School's Central executive Office CeO and the student representatives or Fellows' elected Delegates (FeDs).

The BoD-Ma includes:

- The GEM PhD School's lead Scientist & BoD President – Voting Member
- One Delegate from Each GEM Member Institution – Voting Members
- The GEM PhD School's Fellows' elected Delegates – Voting Members
- The GEM PhD School's Junior Scientific Coordinator (CeO) – Observer Status
- The GEM PhD School's Central Manager & Policy Outreach Officer (CeO) – Observer Status

The BoD-Ma is the sovereign decision-body regarding all matters related to the GEM PhD School's:

1. Administrative & financial management;
2. Necessary reporting duties;
3. Institutional & reputational development;
4. Coordination & promotion of crucial local implementation efforts.

The BoD-Ma is the GEM PhD School's highest authority in these matters but, as set out in the consortium agreement, it acts along the subsidiarity principle. It therefore seeks to provide vital support and coordination where needed, but always acts within the confines and procedures of the local institution charged with the implementation of an agreed upon initiative.

THE BOD ACADEMIC MEETING (BOD-Ac)

The BoD-Ac is the sovereign decisional-body regarding all matters related to the GEM PhD School's academic programme. It includes:

- The GEM PhD School's lead Scientist & BoD President – Voting Member
- One Delegate from Each GEM Member Institution – Voting Members
- The GEM PhD School's Junior Scientific Coordinator (CeO) – Observer Status
- The GEM PhD School's Central Manager & Policy Outreach Officer (CeO) – Observer Status

The BoD-Ac is the GEM PhD School's highest decisional body in such matters as:

1. The approval & programming of joint activities;
2. The endorsement & awarding of any additional mobility;
3. The consortium wide formal assessment & validation of the progress made by the Fellows' respective projects;
4. The annual formal reporting & certification required by the sponsoring institutions regarding the Fellows' continued respect of their academic obligations;
5. The furthering of the GEM PhD School's underlying interdisciplinary research agenda.

The BoD-Ac is the GEM PhD School's main guarantor of Academic Quality and Coherence. Any agreed upon efforts aimed at the development of the PhD School's Research Agenda is formally shepherded by the BoD-Ac. It is therefore entrusted with the formal launch of any such initiatives, supervises their implementation, and monitors their quality.

THE BOD SELECTION MEETING (BOD-Se)

The BoD-Se is the GEM PhD School's decisional-body charged with assessing all submitted applications. It includes:

- The GEM PhD School's lead Scientist & BoD President – Voting Member
- One Delegate from Each GEM Member Institution – Voting Members
- The GEM PhD School's Junior Scientific Coordinator (CeO) – Observer Status
- The GEM PhD School's Central Manager & Policy Outreach Officer (CeO) – Observer Status

The BoD-Se convenes once a year to:

1. Identify those candidatures which are to be withheld and thus offered the opportunity to join the GEM PhD School's doctoral program;
2. And subsequently award any available fellowships to those selected applicants deemed most deserving.

When convened, the BoD-Se must therefore agree upon the compilation and endorsement of two lists: on the one hand those applicants admitted or wait-listed; and on the other, those selected applicants offered one of the available scholarships.

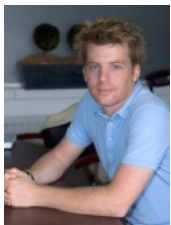
MEMBERS OF THE BOARD OF DIRECTORS

GEM BoD PRESIDENT

**Pr. Mario TELÒ**

Jean Monnet Chair, Vice-president of the Institut d'Etudes Européennes de l'Université Libre de Bruxelles (IEE-ULB), Member of the Académie Royale de Belgique
IEE-ULB, 39-41 Av. F.D. Roosevelt, B-1050 Brussels, Belgium
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GEM BoD INSTITUTIONAL DELEGATES

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**Pr. Sebastiano MAFFETTONE**

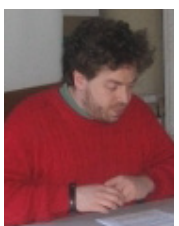
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Potterierei 72 8000 Brugge, Belgium
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FELLOWS' ELECTED DELEGATES (FeD)

Two delegates are elected on an annual basis, for a 12 month period. The designated persons are invited to join the Board of Directors meetings, thus function both as Fellows' spokespersons; as well as, a privileged information relays for the GEM CeO.

THE FUNCTION

FeDs are directly included as members of the BoD Management Meetings (BoD-Ma), thus fostering greater transparency and collaborative decision-making. They are however neither included in the BoD Selection Meeting (BoD-Se) - because of the need for discretion, nor in the BoD Academic Meeting (BoD-Ac) - because of the sensitive and personal nature of the deliberations.

THE MANDATE

The GEM PhD School's BoD sees its activities and decisions mainly concentrated at its annual meeting. The FeDs' first and foremost responsibility is therefore to participate and contribute to its efforts. The BoD might also be called upon to assess pressing matters which arise between its scheduled meetings.

In this case, FeDs are associated and informed of the online consultation so as to be able to continue to fulfill their role of advocates and spokespersons for the Fellows.

FEDS' RIGHTS AND OBLIGATIONS

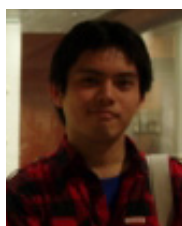
- Right to Inspect – the GEM PhD School's official Reports
- Right to Access – any documentation or communication germane to the BoD-Ma
- Right to Speak – during the debates as a full member of the BoD-Ma
- Right to Raise any Issues - during the debates as a full member of the BoD-Ma
- Right to have any Points Added to the Agenda – of the BoD-Ma
- Right to further Clarifications – regarding decisions taken in the scope of the BoD-Ma & the BoD-Ac
- Obligation to Attend – as participation is mandatory at the BoD-Ma
- Obligation to Act as Honest Broker – between the BoD and the broader GEM-student body
- Obligation to Cope – with any initiative or concern emanating from the GEM Student-Body
- Obligation to Represent – The GEM Student-body towards any interested 3rd party
- Obligation to Conform – with the established practices and rules of the BoD
- Obligation to Coordinate initiatives championed by the GEM Fellows – as the Chair of the GEM Fellows' Management Meeting



Ms. Pola CEBULAK

GEM PhD School's 2012-2013 Fellows' Elected Delegate

@: pola.cebula@erasmusmundus-gem.eu



M. Hikaru YOSHIZAWA

GEM PhD School's 2012-2013 Fellows' Elected Delegate

@: hikaru.yoshizawa@erasmusmundus-gem.eu

GEM CENTRAL EXECUTIVE OFFICE (CeO)

The GEM CeO is responsible for managing the GEM PhD School. Its main duties entail the overall coordination of the GEM PhD School's activities. Its tasks include among other: liaising with the European Commission to ensure the coherence between the GEM PhD School's initial project and its implementation; guaranteeing efficient administrative and scientific coordination between the GEM partner institutions; and organising the GEM BoD activities joint activities.

It is also responsible for the GEM PhD School's communication and outreach.



M. Frederik PONJAERT

GEM PhD School's Central Junior Scientific Coordinator
GEM PhD School's Central Executive Office, IEE-ULB
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LOCAL CONTACT POINTS (LCPs)

LCPs are the primary source of administrative support for GEM PhD Fellows. Their duties include: welcoming fellows upon arrival and guiding them through the institution specific registration procedures upon arrival and throughout the programme.

LCPs are also the main administrative points of contact for the GEM CeO they guarantee smooth information flow between the GEM PhD school's central instances and its local constituents.



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6.3 - FINANCE

The GEM PhD School distinguishes between admission into the programme - which is a purely academic affair; and funding issues – which, although one of the programme's central concerns, remains secondary to the admission question.



ENROLMENT FEES

If applicants who are awarded an Erasmus Mundus Fellowship are relived of any enrolment or tuition fee payments as part of their fellowship grant; any academically selected candidate can join the programme at an annual flat of up to **15.000€**.

Said fee covers all necessary costs and guarantees access to all rights and services associated with the GEM PhD School. Variations in the fees charged can occur in light of the institutions visited and the size of tuition payments they require.

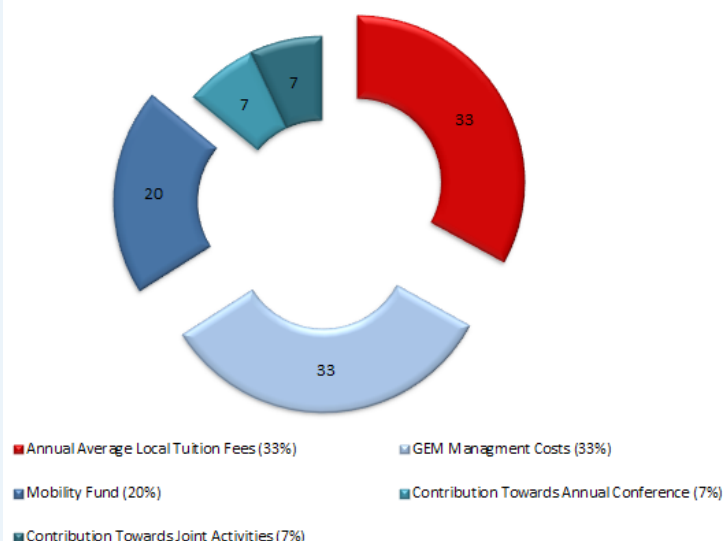
FEE BREAKDOWN

The GEM PhD School's BoD sets the annual flat rate in light of the programme's real average costs and which institutions the student is scheduled to visit.

Average Annual costs include:

- The varying costs of students' tuition payments in their two home institutions
- The central management costs associated with the Central Office and Local Contact Points' functioning
- Funds made available to facilitate mobility within the network
- The costs of hosting the GEM PhD School's annual Conference
- Financial support for Student-led Joint Projects






Average Allocation of Funds by Cost (%)



TUITION PAYMENTS & FEE WAIVERS

To ensure equity between the GEM Fellows, the programme takes on all local registration costs. Accordingly, students' tuitions at both of their diploma-awarding universities is taken care of. However, in light of substantial variations in tuition fees charged by the various member institutions the GEM PhD School will, by allocating specific fee waivers, modulate the annual flat rate so as to reflect real costs more closely.

As such, the mobility track chosen by the Fellow will impact the programme's overall cost and will determine the extent to which the GEM PhD School can extend additional fee waivers in view of alleviating the programme's enrolment fee.

Average Annual Tuition in each diploma-awarding Institution over the course of the three year programme						
Average Annual Tuitions Paid for by the GEM PhD School by Institution and Nationality	EU Nationals	300€ / year	3400€ / Year	160€ / Year	2400€ / Year	420€ / Year
	Non-EU Nationals	300€ / year	10.000€ / Year	160€ / Year	2400€ / Year	420€ / Year
		NB: All Degree-Awarding Institutions apply partial or total fee waivers during the year where an enrolled PhD student is on mobility and consequently not physically present.				

Finally, as a reminder, all Erasmus Mundus Fellows are automatically awarded a full fee waiver relieving the student from any enrolment or tuition fee payments

FACILITIES

PROVIDED SERVICES

As stated, the payment of GEM's single annual flat fee covers all related enrolment and participation costs. Accordingly, all regularly enrolled Fellows see their local tuition fees, additional participation costs in the programme's facilities and the award of possible additional support covered by the GEM PhD School's single annual flat rate fee.

FEE WAIVERS & ADDITIONAL FUNDING

Following its academic selection, the GEM PhD School's Board of Directors considers the allocation of available fellowships and additional funding. The allocation of available fellowships amongst the academically selected candidates is determined by both the applicants' personal profile; as well as the funding authorities' specifications. By unanimous decision, the GEM PhD School's Board of Directors validates its proposed fellowship allocation and submits it for formal approval to the relevant sponsor.

Besides available fellowships, the GEM PhD School's Board of Directors can also, at its discretion, award partial or full fee waivers on the basis of a given applicants' merits. Equally, it can award additional financial facilities - such as mobility funding - to a limited number of academically selected students.

FELLOWSHIPS

Besides providing a world-class transnational PhD Training and Research programme, the GEM PhD School also directly awards, or facilitates the granting of, a set of full fellowships covering a given PhD Student's living and participation costs.

A number of generous Fellowships are provided by European or National programmes and are awarded to a limited number of students having successfully passed the academic vetting.

Some of these Fellowships - notably the 3-year Erasmus Mundus Fellowships, are awarded directly by the GEM PhD School's Selection Board at the same time as its academic selection.

Other Fellowships - notably various national grants - are decided on later in the year (e.g. Spring Term) and non-funded academically selected students can submit funding requests through these alternative channels with the support of the GEM PhD School.

ERASMUS MUNDUS FELLOWSHIPS



Each year, the European Commission sponsors up to ten 3-Year long Erasmus Mundus (EM) Fellowships.

They cover the entirety of students' enrolment costs and provide them with a monthly income which must be provided in a form akin to a standard employment contract. Given national taxation and social security legislation fellows will receive a monthly net income of around 1800€

The European Commission remains the ultimate arbiter regarding the attribution of the available EM Fellowships. It unilaterally fixes the exact number of available EM Fellowships in light of the available funds.

Once confirmed, EM Fellowships are granted on the basis of the annual list of academically selected students compiled by the GEM PhD School's Board of Directors.

Upon reception of said qualified list of selected applicants, the Commission proceeds with its own internal verification (at this stage, the process is purely formal and administrative) with a view to endorse the list of awarded EM Fellowships decided upon by the GEM PhD School.

OTHER FELLOWSHIPS

Selected applicants are also encouraged to explore alternative funding opportunities which are granted by other sponsoring authorities; oft following the submission of a separate scholarship application which will enjoy the support of the GEM PhD School.

A variety of national, public and private scholarship programmes can be called-upon by young doctoral researchers having been academically accepted into a highly competitive programme such as the GEM PhD School.

Such externally funded Fellows would enjoy the same rights & obligations as any other enrolled student and if need be the GEM PhD School can on occasion award additional support – in the form of partial fee waivers or limited financial aid, with an eye on supplementing external sources of funding. For example, in the past, alternative funding was secured:

- Through national PhD scholarship programmes in Belgium, the UK or Italy
- Through national scholarship programmes in non-EU countries seeking to encourage their citizens involvement in Erasmus Mundus labelled programmes
- Through private foundations geared towards supporting personal projects or specific research topics
- Through Teaching Assistant Positions rewarded to GEM Fellows by partner institutions



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