

# ATHENS PROGRAMME STUDENT COMMITMENT

## REGISTRATION: CONDITIONS & STUDENT RESPONSIBILITIES

- Exchange students that are currently studying at a member ATHENS institution (ERASMUS, Double Diploma students) will not be permitted to return to their Institution and their town of origin to follow an ATHENS Session.
- Erasmus Exchange students whose exchange is officialised by a **Learning Agreement**, must inform their Home Institution of origin of their intention to participate in an ATHENS Session.
- When students register, they should **make sure that they fulfil all the requirements stated in the course description**.
- Once registered for an ATHENS course :
  - **Students commit themselves to attending that course. Only in the case of major and unforeseen problems**, will Home Institutions permit their students to cancel that registration. All cancellations require the agreement of an official representative of the Home Institution (Director of Studies, Head of Department, Professor in charge of the student's studies, ATHENS General Administrator.).
  - **Students who cancel will be expected to cover all costs caused by this cancellation.**
- **All students participating in an ATHENS Session are responsible for being insured during that Session.**

## OBLIGATIONS FOR OBTAINING CREDIT FOR THE COURSE FOLLOWED

- No credit will be awarded to students who are not officially registered (by their Home Institution) for a course.
- **Students are expected to follow the entire course programme** in order to receive credit for the course followed.
- **In the case of absences during a course, students will receive the mark of 0 unless the absence can be justified:** either such students present themselves to the Professor/Course Organiser to explain the reasons for the absence, or they show, that for medical reasons, they could not be present (a medical certificate is thereby required). In all cases, the Professor/Course Organiser will decide on the justification of the absence.
- **Improper behaviour will have an effect on the final mark awarded to a student.** Home institutions will be notified by course organising institutions of cases of improper behaviour. Students will have to explain their improper behaviour to their home coordinator. A bad final mark for a course may have consequences on the bursary granted to a student by his/her Home institution.
- All students are expected to validate the ATHENS course followed by passing the "**course exam**", the form of which is decided by the professor, responsible for the course. It may be an exam at the end of the course or a project or personal research to be sent to the professor on a specific date. **No derogation will be accepted. Students who do not respect this Deadline, will receive a mark of 0.**
- In order to obtain credit for an ATHENS course, all students are expected to complete the Student Evaluation Form.

## ATHENS SESSIONS ABROAD

All ATHENS Sessions abroad consist of **two elements**: (1) a 5 day course at the receiving institute and, (2) a European Dimension Programme of normally 2 or 3 days, depending on what is offered by the receiving institution. This ED-Programme may be planned during the weekend preceding the course period, during the 5-weekdays of the course as well as during the weekend, following the course.

- **Student participants commit themselves to following the entire Session Programme as described above. Only students who participate in both the course programme and European Dimension Activities will be eligible for an ATHENS bursary and for receiving the transcript with marks. Students who do not pay the European Dimension Fee, will not receive a certificate with marks for their course.**
- Depending on their institution of origin, students may benefit from financial aid for their stay abroad. This bursary can cover part of the travel and living costs involved in the stay.
- The student participants **are responsible for being insured** during the Session abroad and must have contacted their insurance before their departure to know how to do in case of; they are also expected **to assume the cost of lodging and meals**.
- All students requesting assistance in finding **housing** from the course organising institution must expect to find very "**simple forms of lodging**". Once such a request has been made, such **students are expected to occupy that lodging for the entire period of their stay**, unless, for major and unexpected reasons they must leave that lodging, or have been forced to shorten their stay.
- During their stay at the foreign institution, participating **students are expected to inform local ATHENS General Administrators of any problems which may arise**. This must be done **prior to any action** taken on the part of the students. If necessary, the local ATHENS representative will contact the Institution of origin in order to find a solution to the problem at hand.

**I have knowledge of the above mentioned text.**

Name of the student: .....

University of origin: .....

Date: .....

Signature of the student: .....