

MASTER IN GLOBAL CHALLENGES FOR SUSTAINABILITY

Rules and regulations

Admissions

Version 5.1 February 2025

SECTION 1: General provisions

Objective and scope

These regulations apply to all applicants for the joint degree Master's programme in Global Challenges for Sustainability offered by CHARM-EU (Challenge-driven, Accessible, Research-based, Mobile European University), to regulate the admissions process to the aforesaid joint degree master's programme "Global Challenges for Sustainability", hereafter called "Master's programme".

SECTION 2: Recruitment

2.1. Recruitment

- 2.1.1. All relevant information about the Master's programme such as admission requirements, admission's assessment procedures, programme structure, incl. mobility and modules and fees are published on the CHARM-EU website (<https://charm-eu.eu/learning/educational-offer/master-programme>). The Programme Board is responsible for the accuracy of the programme information.
- 2.1.2. The partner universities are responsible for publishing the Master's programme among their academic offerings, including links to the information published on the CHARM-EU website.

2.2. Location of teaching

- 2.2.1. Both the location and the number of locations which open for teaching is decided by the Executive Board before the start of the admissions process.
- 2.2.2. The maximum capacity per cohort is set by the Executive Board each year before the start of the admissions process and will be published on the website.
- 2.2.3. The final number per partner University and phase will be approved by the CHARM-EU Executive Board.
- 2.2.4. Applicants are asked to rank the partner universities according to their preferred starting location for the Master's. Accepted applicants will be given their first choice whenever possible. Furthermore, allocations are made according to various criteria to ensure numerical balance among the partner universities and a diversity in the classroom. Therefore, it may not always be possible to grant applicants their first choice.
- 2.2.5. The Programme Board will monitor the Programme's student recruitment target numbers and diversity.

2.3. Admissions calendar and applications rounds

The Programme Board approves the Admissions calendar, which indicates the opening and closing dates of the rounds in which admissions process is organised.

2.4. Applications for admission.

Applicants must complete the application-form in the admissions platform. The application will be considered if it meets the following requirements:

- All required documents have been submitted before the deadline set for each of each period.
- The application fee has been paid (non-refundable fee).

Applications submitted after the closing date will not be considered unless the applicant demonstrates that they were prevented from submitting the application in time for reasons of force majeure¹ as to be determined by the Programme Board.

SECTION 3: Selection and Ranking

CHARM-EU is committed to fair, transparent, and consistent admissions practices and procedures.

3.1. Admission requirements and document languages

3.1.1 The entry requirements comply with the national legislation of the countries of the partner universities and are the following:

- **To hold a bachelor's degree or recognized equivalent to a bachelor's degree from a country in the EHEA** (European Higher Education Area) and which is recognized as a sufficient qualification for admission to a master's degree (EQF level 6 or higher).
- **To hold a bachelor's degree or equivalent obtained outside of the EHEA** (European Higher Education Area), which is a recognized degree in the relevant foreign educational system and which is recognized as a sufficient qualification for admissions to a master's degree. The recognition of the degree only serves the admissions to this Master's programme and does not imply official recognition of the previous qualification or recognition for any other purpose.
- **The language requirements** for the Master programme Global Challenges for Sustainability are as follows: English level C1 or higher (CEFR) in all 4 linguistic competences (reading,

¹ Typical force majeure events include natural disasters (fire, storms, floods), governmental or societal actions (war, invasion, civil unrest, labor strikes), and infrastructure failures (transportation, energy).

writing, listening and speaking) is required for admission to the Master's programme. Applicants will have to submit proof in the form of a valid official language certificate² with the exception for applicants in one of the following categories:

- a) Applicants with a previous degree (EQF level 6 or higher) of which the official language of instruction is English.
- b) Applicants who followed their secondary education in English in a country in which English is an official language
- c) Applicants who followed their secondary education in an institution at which English is the official language of instruction.
- d) Applicants with previous residence of 5 years or more in an English-speaking country directly prior to entering the Master's.

In any of the abovementioned cases support documents must be submitted³.

Applicants with a B2-level language test certificate will be considered for conditional admission. However, they must submit a valid C1-level⁴ language test certificate before receiving the final confirmation to enroll in the Master's program.

3.1.2. For admission purposes, all documents must be submitted in English. Bachelor's degree or equivalent and the academic transcript can be submitted in any of the official languages of the CHARM-EU Alliance institutions that provide the Master (Catalan, Spanish, English, Dutch, Hungarian, French, Swedish, Finnish, German and Norwegian). For enrolment purposes, all documents which are not in one of above languages must be translated into English by a sworn translator.

3.1.3. The Joint Virtual Administrative Office staff check that the submitted application documents meet the requirements for eligibility.

3.2. Selection documents

Admission to the programme is selective and competitive. Only complete applications and applications which fulfil the entry requirements are considered for the selection procedure. Applications are scored and can obtain a maximum of 100 points.

² See accepted certificates in Annex 1

³ For example certificates from the educational institute with the language of teaching, language of instruction on the transcript or diploma supplement, official proof of residence, etc.

⁴ See accepted certificates in Annex 1

3.2.1. Applicants will be assessed based on:

- a) Academic transcript with the GPA.
- b) Curriculum vitae.
- c) A product: e.g. essay, poster, video, booklet, podcast, mind map etc.
- d) A video or audio presentation answering a number of predetermined questions.
- e) Optionally an interview can be conducted (i.e. if there is any doubt about the assessment of a competence).

The admissions information on the website provides guidelines for these application documents, especially the product (c) and presentation (d).

3.2.2. The assessment is based on the application documents which the applicant has submitted. These documents must be produced by the applicant and must be free from fraud and plagiarism as outlined in the CHARM-EU Academic Rules and Regulations. The use of artificial intelligence is discouraged for content generation. Any suspicious products may result in the rejection of the application.

3.3. Selection criteria and procedure

Each application will be assessed by a member of the academic staff of CHARM-EU appointed by the Programme Board and scored according to the criteria below. Applicants with an overall score of 55 and below 60 will be assessed by a second admission's assessor.

The selection criteria:

A. Academic Excellence (10 points)

Points for academic excellence are based on the final grade mark (GPA) of the transcript. The 10 points are distributed as follows:

GRADE	POINTS
A	10 points
B	8 points
C	4 points
D	0 points

The table of grading equivalence is in Annex II. If the country of the applicant is not listed, the Admission assessor will decide the conversion.

B. General Academic Competencies (40 points, 10 points for each item)

Points for general academic competency are based on the submitted application documents, more specific the product.

- Critical thinking
- Analytical skills
- Knowledge Sustainable Development Goals (SDGs)
- Personal reflection

C. Personal Competencies (40 points, 10 points for each item)

Points for personal competency are based on the submitted application documents, more specific the curriculum vitae and the presentation.

- Intercultural competence
- Oral communication
- Civic engagement
- Commitment to the Master's programme

D. Inclusion (optional - 10 points)

In order to promote inclusivity, applicants of under-represented communities (in terms of age, gender, family status, disability, sexual orientation, race and ethnic origin, religion, migration status, membership of the Roma and Traveller⁵ communities, and socio-economic background in all aspects of higher education, among others), who want to be considered for these points, are asked to indicate this on their application. Those applicants will then be contacted by members of the Diversity, Equity and Inclusion Office (DEI) to provide a relevant rationale and supporting information, as appropriate. These documents will be handled with the utmost sensitivity and are solely shared by the DEI Team for the purposes of the application process.

⁵ <https://www.coe.int/en/web/roma-and-travellers/>: The term "Roma and Travellers" is used at the Council of Europe to encompass the wide diversity of the groups covered by the work of the Council of Europe in this field: on the one hand a) Roma, Sinti/Manush, Calé, Kaale, Romanichals, Boyash/Rudari; b) Balkan Egyptians (Egyptians and Ashkali); c) Eastern groups (Dom, Lom and Abdal); and, on the other hand, groups such as Travellers, Yenish, and the populations designated under the administrative term "Gens du voyage", as well as persons who identify themselves as Gypsies. The present is an explanatory footnote, not a definition of Roma and/or Travellers.

3.4. Ranking of applicants

3.4.1. The Master's programme seeks to be as **diverse, multidisciplinary, and interdisciplinary** as possible. In order to achieve this goal, applicants who meet the requirements are ranked in each admission round considering their score in the admission process, their geographical area of nationality and the discipline of their previous degree considered for admission to the programme.

3.4.2. **Geographical area of nationality.** Each applicant will be geographically classified according to the 4 European areas of the [EuroVoc Geographical classification](#)⁶, or if an applicant is not from a state participating in Erasmus+ programme the applicant will be classified under X - "Non-EU".

3.4.2.1. Applicants with double nationality should apply for admission with the ID/Passport of their preferred nationality.

3.4.3. **Degree discipline.** Applicants are classified in 3 different categories depending on the discipline of the degree presented for admission (and which corresponds to the transcript submitted), according to the groups of the [ISCED Fields of education and training 2013](#)⁷:

- a) "Arts, Humanities and Education" (AHE - categories 00, 01 and 02)
- b) "Social Sciences, Business and Law" (SBL - categories 03, 04 and 10)
- c) "Science, Technology, Health" (STH - categories 05, 06, 07, 08 and 09)

3.5. Ranking procedure

Ranking applications: The ranking list of each round will be created by adding applicants one by one depending on their score and their geographical and discipline origin, following an algorithm (see an example in Annex III).

3.5.1. The ranking list is based on the scores from high score to low score. The first applicant of this list is considered as follows: if the applicant is from a discipline or a geographical area that are less represented than others, the applicant is added to the ranking list; otherwise the next applicant is considered.

3.5.2. At each iteration, the selection for the next applicant in the ranking goes back to the beginning of the ranking list.

3.5.3. When no applicant can be added because the ranking list is full of applicants from already overrepresented categories, the ranking list is filled with the remaining applicants in the same order.

⁶ Countries by European region: [EuroVoc Geographical classification](#). (N - "Northern Europe", S - "Southern Europe", W - "Western Europe" and C - "Central and Eastern Europe")

3.5.4. If all places are covered, remaining applicants will be placed on the waiting list following the order of the rank.

3.5.5. At the end of the ranking process, if some applicants have the same score, the Programme Board can organize interviews in order to reassess and distinguish between these applications.

3.5.6. At the end, at each iteration there is a count of the number of applicants listed in each category (geographical area and discipline). Applicants can be moved from the applicant list to the ranking list if there is a category (e.g. geographical area and/or discipline) with available spaces. A short computer programme will be used to sort applicants following these criteria.

SECTION 4: Admission

The Programme Board will oversee the selection and ranking of the application and the admission process.

4.1. Admission decisions.

The applicant will receive an admission decision with one of the following options:

- a) **Admitted:** meets the admission requirements, has scored over 60 admission points, and has been ranked between 1 and the maximum number of places available on the admission list.
- b) **Waiting list:** meets the admission requirements, has scored over 60 admission points but has been ranked higher than the maximum number of places available on the admission list.
- c) **Rejected:** does not meet the entry requirements or has achieved scored less than 60 admission points.

4.2. Rejected applications.

Applicants whose application was rejected can request their detailed admission scores. If after receiving the detailed scores information they disagree with the result, the applicant can submit an appeal to the Appeals Board. Information on the Appeals procedure is provided in the admission's decision.

If there is a new admission round, they can reapply and submit improved versions of the documents submitted in the first admission round. This will be considered a new application and requires a new payment of the application fee.

4.3. Acceptance of admission by the applicant and reservation fee

The applicant is asked to confirm their acceptance of the offer by paying a reservation fee.

The fee will be credited towards the tuition fee amount due for the first academic year.

If the payment of the reservation fee is not made within the prescribed time frame, the offer will

expire.

The reservation fee paid by an admitted student is non-refundable.

Admitted students who have been awarded a CHARM-EU grant and who have paid the reservation fee will be refunded after the enrolment has been completed.

Candidates applying in the Finnish national joint application rounds in January and March to another Master, may, according to the Finnish University Act, accept only one study place in a degree programme leading to a higher education degree during any one academic term. For more information please see <https://opintopolku.fi/konfo/en/sivu/how-to-accept-an-offer-of-admission-in-joint-application-to-higher-education#accept-the-offer-of-admission-electronically>"

4.4. Data protection

All applicants have to apply through the admission system of the University of Barcelona.

The exchange of information and data will take place in accordance with the regulations and procedures of each partner institution and in line with GDPR and European Data Protection legislation. All applicants are asked to accept a Data Protection Privacy Statement before starting the application process.

SECTION 5: ENROLMENT

Admitted students having paid the reservation fee will be enrolled for administrative purposes as full-time students in each of the universities of the CHARM-EU Alliance. This process is regulated in the Enrolment Rules & Regulations.

The enrolment process will be done through the University of Barcelona system. The University of Barcelona will share the relevant data necessary for enrolment with the partner institutions following the specific privacy statement for enrolment.

SECTION 6 Final provisions

Related Documents

On the Charm- EU – policies and regulations website:

- Appeals policy and Appeals procedure
- Academic Rules & Regulations
- Enrolment Rules & Regulations
- Tuition fee policy

- Refunds policy
- Grants policy
- Student Services Policy

Effective Date

Data of Academic Council approval: 6th February 2025

These Regulations take effect on 7th February 2025.

Annexes

ANNEX I: ACCEPTED ENGLISH LANGUAGE CERTIFICATES

The B2 level certificates will be considered only for conditional admission.

The **C1 level must be attained before registration in all four language skills**: reading, writing, listening and speaking.

Only these C1 certificates will be accepted (awarded and submitted before enrolment)

- [American and British Academy C1](#)
- [Aptis British Council C](#)
- [Ascentis Anglia ESOL Proficiency Level](#)
- [BEC 3 Cambridge](#)
- [C1 Advanced \(CAE\), overall score 180](#)
- [CLES C1](#)
- [ESOL 10.0-11.0](#)
- [IELTS 7.0-8.0](#)
- [ITACE C1](#)
- [Leveltest 96-100](#)
- [Linguaskill by Cambridge 180+](#)
- [Path International Examinations: First Class level](#)
- [TOEFL iBT 95-120](#)
- [TOEIC 945-990 \(L&R\); 200 \(speaking\); 200 \(writing\)](#)
- [TrackTest C1](#)
- Trinity College grades 10, 11
- [Trinity ISE III](#)

ANNEX II: TABLE OF GRADING EQUIVALENCE

All the grades will be converted to the Spanish classification that has four categories (following the tables of the Spanish Ministry https://www.universidades.gob.es/wp-content/uploads/2022/12/ANEXO_I_ESCALAS_comp.pdf)

If the grading system of the University of the applicant is not included in this list, the applicant will need to provide the equivalence that can obtain in this link https://universidades.sede.gob.es/pagina/index/directorio/Equivalencia_notas_medias

A= MATRICULA DE HONOR (similar of Cum Laude)

B= EXCELENTE (Excellent)

C= NOTABLE (Good)

D= SUFICIENTE (Sufficient, satisfactory)

ANNEX III: EXAMPLES OF THE RANKING

Step 0: ranking

Ranking list			
Applicant	Score	Geographical area	Discipline
Applicant 1	92	C	STH
Applicant 2	90	C	STH
Applicant 3	90	N	AHE
Applicant 4	89	W	STH
Applicant 5	70	N	STH
Applicant 6	65	X	SBL
Applicant 7	61	N	STH

Step 1

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
Applicant 1	C	STH			
Applicant 2	C	STH			
Applicant 3	N	AHE			
Applicant 4	W	STH			
Applicant 5	N	STH			
Applicant 6	X	SBL			
Applicant 7	N	STH			

Step 2

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
Applicant 2	C	STH	Applicant 1	C	STH
Applicant 3	N	AHE			
Applicant 4	W	STH			
Applicant 5	N	STH			
Applicant 6	X	SBL			
Applicant 7	N	STH			

Step 3

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
Applicant 2	C	STH	Applicant	C	STH
Applicant 4	W	STH	1	N	AHE
Applicant 5	N	STH	Applicant		
Applicant 6	X	SBL	3		
Applicant 7	N	STH			

Applicant 2 is ignored because both C and STH are more represented than other categories

Step 4

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
Applicant 2	C	STH	Applicant 1	C	STH
Applicant 5	N	STH	Applicant 3	N	AHE
Applicant 6	X	SBL	Applicant 4	W	STH
Applicant 7	S	STH			

Applicant 2 is ignored because C is more represented than S, W, X and STH is more represented than SBL

Step 5

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
Applicant 2	C	STH	Applicant 1	C	STH
Applicant 5	N	STH	Applicant 3	N	AHE
Applicant 7	N	STH	Applicant 4	W	STH
			Applicant 6	X	SBL

Applicant 2 is ignored because C is more represented than S, X and STH is more represented than SBL

Applicant 5 is ignored because N is more represented than S, X and STH is more represented than SBL

Step 6

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
Applicant 5	N	STH	Applicant 1	C	STH

Applicant 7	N	STH	Applicant 3	N	AHE
			Applicant 4	W	STH
			Applicant 6	X	SBL
			Applicant 2	C	STH

Step7

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
Applicant 7	N	STH	Applicant 1	C	STH
			Applicant 3	N	AHE
			Applicant 4	W	STH
			Applicant 6	X	SBL
			Applicant 2	C	STH
			Applicant 5	N	STH

Step 8

Ranking list			Admissions list		
Applicant	Geographical area	Discipline	Applicant	Geographical area	Discipline
			Applicant 1	C	STH
			Applicant 3	N	AHE
			Applicant 4	W	STH
			Applicant 6	X	SBL
			Applicant 2	C	STH
			Applicant 5	N	STH
			Applicant 7	N	STH

Applicant 7 would normally be ignored because N is more represented than S, W, X and STH is more represented than AHE, SBL, but it is added automatically if there is no other element in the Ranking list acceptable.