

RULES AND REGULATIONS

Registration and enrolment
(Academic year 2025-2026)

Master in Global Challenges for
Sustainability
(90 ECTS)

Version 4.2 May 2025

Contents

Contents

1. GENERAL PROVISIONS.....	3
1.1 Scope of application	3
1.2 Competence	3
2. TUITION FEES OF THE PROGRAMME	3
3 ENROLMENT PROCEDURE	4
3.1 TIMELINE	4
3.2 ENROLMENT	4
3.3. PAYMENT OF TUITION FEES	5
3.4 SPECIFIC SERVICES AND LEARNING SUPPORT	5
3.5. COMPULSORY INSURANCE.....	6
4 ECONOMIC REPERCUSSIONS OF OUTSTANDING PAYMENT OF FEES	6
5 WITHDRAWAL AND TERMINATION OF ENROLMENT.....	6
6. ADDITIONAL PROVISIONS.....	6
Related Documents	7

1. GENERAL PROVISIONS

1.1 Scope of application

This regulation applies to all students who enrol the 2nd year of the Master's in Global Challenges for Sustainability (90 ECTS version), organized by CHARM-EU, in the academic year 2025-2026.

1.2 Competence

All students will be registered for administrative purposes as full-time students in each of the participating universities in the Master's in Global Challenges for Sustainability (90 ECTS)¹, and in the first instance with the Universitat de Barcelona (UB), as coordinator and legal representative for CHARM-EU.

The significant data needed to enrol students in every institution will be provided by the UB, who is responsible for the enrolment system. All exchange of information and data will only take place in accordance with the regulations and procedures of each partner institution and in line with GDPR and European Data Protection legislation. All candidates are asked to sign a Data Protection Privacy Statement before starting the enrolment process.

Before starting the enrolment period, CHARM-EU will publish on its website the academic calendar and the requirements needed to formalize the enrolment.

2. TUITION FEES OF THE PROGRAMME

The procedure for establishing, authorising and publishing the tuition fees are outlined in the [CHARM-EU Tuition Fee Policy](#).

The tuition fees are paid to the coordinating university of the CHARM-EU Alliance, the University of Barcelona.

Payments for the complete programme and per the corresponding academic year are as follows:

	Total fee (Complete programme)	Academic year (2 nd year) 2025-2026
EU/EEA student	3000 €	1000 €
Non-EU/EEA student	19000 €	6000 €

Remarks on tuition fees:

- 1. Additional top-up for students starting Phase 1 at Utrecht University (UU):** Due to national legislation, students who started Phase 1 at Utrecht University the

¹ University of Barcelona (UB), Trinity College Dublin (TCD), Utrecht University (UU), Eötvös Loránd University Budapest (ELTE) and University of Montpellier (UM).

academic year 2024-2025 will have to pay an additional top-up of 300,50 € in academic year 2025-2026.

The top-up amount is determined each academic year and ensures that the CHARM-EU tuition fee is equal to the amount of the national tuition fee in the Netherlands. The top-up will be paid directly to Utrecht University.

- 2. Applicants enrolled in a French higher education institution** in the academic year preceding the registration for the first year of the master's degree are exempt from tuition fees.
- 3. Full payment of the tuition fee is an essential requirement for the enrolment to be valid.**

Payment of tuitions fees are set in the section 3.3 of these regulations.

3 ENROLMENT PROCEDURE

In academic year 2025-2026, the Master's in Global Challenges for Sustainability (90 ECTS) students will enrol the 3rd Phase (Capstone), which means the 2nd year of the master programme.

3.1 TIMELINE

Candidates should register the 2nd/3rd week of July.

The specific dates and slots for enrolment will be communicated to the students by e-mail.

3.2 ENROLMENT

3.2.1 Enrolment model

The registration of the Master's in Global Challenges for Sustainability is online and by academic year. For the 90 ECTS version that means:

- 2nd academic year (1 semester): Phase 3 (30 ECTS)

3.2.2 Enrolment application

Students apply for enrolment through the University of Barcelona (UB) enrolment system. After the enrolment, UB will share the student data with the other partner Universities participating in the 90 ECTS version of the master for the enrolment in their local systems and the management of other local processes.

3.2.3 Documents to be submitted

Students enrolling the 2nd academic year of the master don't need to submit new documents. They only must send documents previously submitted that have expired.

The JVAO will send an email in specific cases that a document is needed.

3.3. PAYMENT OF TUITION FEES

Tuition fees must be paid in one instalment by academic year to the University of Barcelona. Students who started Phase 1 at Utrecht University in academic year 2024-2025 will pay the 2025-2026 top-up directly to Utrecht University.

3.3.1. Registration modalities

As for the financial arrangements, two basic types of enrolment can be differentiated:

1. The standard procedure: Students register on-line and obtain a registration receipt with the amount and deadline to make the payment.
2. Procedure for students with tuition fee waiver: Students register on-line and obtain a registration receipt but with an amount of 0 €.

3.3.2. Tuition fee waiver

Cases in which tuition fees are waived for the complete programme:

- Students with a CHARM-EU grant consisting of a tuition fee waiver.
- Applicants enrolled in a French higher education institution in the academic year preceding the registration for the first year of the master's degree.
- Other grants awarded by universities or institutions for the specific purpose of covering tuition fees by making the payment directly to the UB or the partner institutions.

CHARM-EU will provide information about grants and opportunities on its website.

The [CHARM-EU Grants Policy](#) describes the principles, scope and criteria for the award of CHARM-EU grants.

3.3.3. Payment procedures

Payment of the registration fee must be made by credit card by the deadline stated in the registration receipt.

In case of any incident or impossibility to make the payment by credit card, the student should contact by email charm-euoffice@ub.edu to be advised on how to transfer the amount of the tuition fee.

3.3.4. Refund of tuition fees

The [Refund Policy](#) outlines the basis for refunds in case of cancellations and/or withdrawal from the master's programme.

3.4 SPECIFIC SERVICES AND LEARNING SUPPORT

The services included in the tuition fee and the additional ones that students can access by paying may vary in each university.

3.5. COMPULSORY INSURANCE

Students are responsible for having an appropriate health, accident, travel, third party liability and if applicable, personal liability insurance cover. Students need to present evidence of the insurance on arrival and upon request.

4 ECONOMIC REPERCUSSIONS OF OUTSTANDING PAYMENT OF FEES

Full payment of the tuition fee is an essential requirement for the enrolment to be valid.

Failure to pay the tuition fee within the deadline established by CHARM-EU (always before the start of the master's programme) through UB will result in the automatic, temporary suspension of students' rights.

The maximum duration of the temporary suspension is until 31 December. After this date, UB will automatically cancel the enrolment without the right to any refund. The cancellation of the enrolment implies the full nullification of all the rights granted with registration, especially, of the qualifications that the student has obtained.

5 WITHDRAWAL AND TERMINATION OF ENROLMENT

Withdrawal refers to a student's decision to permanently exit their programme and discontinue all related activities before finishing the programme they are currently enrolled in.

Termination of enrolment is a consequence of not fulfilling all the requirements before the date established by CHARM-EU or failing to pay the tuition fees.

The [Withdrawal Procedure](#) provides information for students and clarifies the administrative actions needed for withdrawal.

The [Refund Policy](#) outlines the basis for refunds in case of cancellations and/or withdrawal from the Joint Degree Programme.

6. ADDITIONAL PROVISIONS

- It is the responsibility of the Academic Council to approve these Rules and Regulations and, if needed, other complementary regulations.
- In the case of any appeal in relation to the registration, the student may apply to the Appeals Board of CHARM-EU in line with the [Appeals Procedure](#).
- These regulations will be published on the CHARM-EU website and will be provided to students with other information required for the registration process.

- Effective date: These Regulations take effect on 16 May 2025.

Related Documents

- [CHARM-EU Admissions Rules & Regulations](#)

On the [Charm- EU – policies and regulations](#) website:

- Tuition fee policy
- Refund policy
- Grants Policy
- Withdrawal Procedure
- Appeals policy and Appeals procedure
- Complaints policy and Complaints procedure

Document approved by:

- Programme Board validation 8 May 2025
- Academic Council approval 15 May 2025