Lisa 1
Dora Pluss tegevuse 2 „Välismagistrantide ja –doktorantide kaasamine“ alategevuse 2.1. „Välismagistrantide- ja doktorantide õpirände toetamine“ toetuse taotlemise juhendi juurde

**LETTER OF UNDERSTANDING**

Herewith I declare my acknowledgement of conditions of the European Regional Development Fund’s programme Dora Pluss activity 2.1:

1. The stipend shall not be paid for the periods of the student’s academic leave and extension of her/his studies;
2. The stipend shall be paid to full-load students, upon transfer to partial-load, the payment of the stipend shall be terminated;
3. Hereby I confirm my obligations to notify the student counsellor of Dean´s Office of any trips abroad extending over one month and taking academic leave;
4. In case my stay abroad extends over one month, the payment of the stipend shall be stopped;
5. I confirm my obligation to notify the public of using the stipend in any study-related articles and speeches.
6. The amount of the stipend is 350 EUR per month. It will be paid from 1st of September
to 30th of June.

**I agree to the grants requirements.**

Student name (Please use capital letters):

Study Programme:

Estonian bank account number:

E-mail:

Signature:

Date:



Lisa 2
Dora Pluss tegevuse 2 „Välismagistrantide ja –doktorantide kaasamine“ alategevuse 2.1. „Välismagistrantide- ja doktorantide õpirände toetamine“ toetuse taotlemise juhendi juurde

**AGREEMENT
Dora Plus Action 2.1. „Mobility scholarship for foreign PhD students“**

 [Click here to enter a date]

The present agreement has been concluded for the implementation of Dora Plus activity 2.1. „Mobility scholarship for foreign PhD students“ between

**Tallinn University of Technology** (hereinafter: *TalTech*), located at Ehitajate tee 5, 19086 Tallinn, registration code 74000323, represented by **Renno Veinthal**, the vice-rector for research, acting under the letter of authorization and

 (hereinafter: *the PhD student*), on the following:

1. The purpose of the agreement is to determine the rights and obligations of the parties in allocating and paying the mobility scholarship for the PhD student.
2. Rights and obligations of TalTech
	1. TalTech undertakes to:
		1. create PhD student study place in accordance with the regulations of TalTech available at intranet: [https://portal.ttu.ee/wiki/show/et:dokumendid:dokumendid:regulations:main](https://portal.ttu.ee/wiki/show/et%3Adokumendid%3Adokumendid%3Aregulations%3Amain);
		2. pay the full-time PhD student Dora Plus mobility scholarship during nominal period of the studies as follows:
			1. doctoral allowance in amount of 660 € per month in accordance with the Estonian Study Allowances and Study Loans Act;
			2. doctoral scholarship in amount of 440 € per month in accordance with the basis for awarding and the procedure for payment of scholarships in TalTech;
			3. annual travel grant which amount is calculated based on unit prices and depends on distance between Estonia and the destination in abroad. The distance is calculated using the [online calculator of the European Commission](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm). The destination shall be determined by the PhD student in his/her application (application form). The travel grant will be paid only after the positive attestation of the PhD student at the end of each academic year.
		3. provide the PhD student with the supervision, infrastructure, materials and supplies required for carrying out the research;
		4. recommend to the PhD student conferences, seminars related to the research and scientific journals for presenting and publishing the results of the research.
	2. TalTech has the right to suspend the payment of the mobility grant if the PhD Student violates the obligations provided for in the agreement.
3. Rights and obligations of the PhD student.
	1. The PhD student has the right to receive the Dora Plus mobility scholarship in accordance with the [conditions for granting a Dora Plus scholarship](http://haridus.archimedes.ee/en/scholarship-foreign-students-ma-and-phd-estonian-universities) and on the bases of the present agreement.
	2. The PhD student undertakes to:
		1. study at TalTech School of **[Please choose]** in full-time studies at the doctoral study programme **[Please choose]** and defend his/her doctoral thesis no later than August 31, 2022;
		2. abide by TalTech's Academic Policies, Good Practice of Doctoral Study, Regulations on Completion of Studies and other national and TalTech legislation;
		3. notify his/her supervisor and Dora Plus coordinator immediately of any possible reasons for discontinuation, interruption or extension of studies and of taking an academic leave;
		4. notify his/her supervisor and Dora Plus coordinator of any trips abroad exceeding over one month;
		5. follow the requirements of European Union Structural Funds by acknowledging the support of European Union in any articles, publications and presentations related to PhD studies in accordance with the publicity requirements set by Archimedes Foundation (<http://haridus.archimedes.ee/en/publicity>).
4. The agreement shall enter into force upon signature thereof by the Parties and shall terminate when the Parties have duly fulfilled their obligations set out in the agreement or upon exmatriculation of the PhD student.
5. All disputes arising from the present agreement shall be solved through negotiations. If not reaching an agreement the dispute shall be solved as stated by Harju County Court according to the law of the Republic of Estonia.
6. The present agreement is drafted in two identical copies, one for each party.

Requisites of the Parties:

Renno Veinthal

Vice-Rector for Research



Application form for reimbursement of travel grant
Dora Plus action 2.1. „Mobility scholarship for foreign PhD students“

|  |  |
| --- | --- |
| Click here to enter text.*Name of the applicant* | Click here to enter text.*Personal code of the applicant* |
| Click here to enter text.*Faculty* |
| Click here to enter text.*Name of the study programme*  |

I hereby apply for reimbursement of round-trip travel cost and define the point of destination as follows:
Please enter the name of country and city

|  |  |
| --- | --- |
| Contact information: | Click here to enter text.*Phone* |
| Click here to enter text.*E-mail address* |

I assure the accuracy of the data presented

Date: Click here to enter a date. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
 /*signature/*

