

The current call focuses on applications from
Group A.
The call will close July 1st, 2015.

GUIDELINES FOR APPLICANTS

eurekaSD
SUSTAINABLE DEVELOPMENT

MA 2

This version of the Guidelines for Applicants was published in May 2015.

Introduction

The Erasmus Mundus Action 2 project eurekaSD was launched in 2013 to foster the cooperation between the European Union and Latin America. Within the scope of eurekaSD 315 scholarships are available in total. The members of the eurekaSD partnership are listed on the last page of this document as well as on the project's website: <http://www.eureka-sd-project.eu/contacts>. eurekaSD is short for *enhancing university research and education in areas useful for sustainable development*.

The document at hand provides all information regarding the application procedure for an eurekaSD scholarship. The eurekaSD team invites all interested persons to apply for a scholarship. We are looking forward to your submission. Good luck!

In case you can't find a solution to your problem documented in the guidelines, just get in touch with the project coordinator by:

- writing an email to eurekaSD@uni-oldenburg.de using the phrase **eurekaSD application:inquiry** in the subject.
- talking to us via Skype. Our Skype name is **ema2.uo1** Our Skype office hours are every Wednesday from 16:00 to 17:00 CEST and every Friday from 9:00 to 10:00 CEST (except public holidays in Germany).
- joining us on Facebook: <https://www.facebook.com/EurekaSDErasmusMundus>.

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Part I.

Application process

Within eurekaSD there are different application periods:

- 1st call for applications was open from January 21th, 2014 to March 16th, 2014
- 2nd call for applications was open from November 22nd, 2015 to February 18th, 2015
- The current call for applications will be closed on **July 1st, 2015**
- The next call for applications will be opened end of 2015

Applications outside of these time slots *cannot* be accepted. If you like to apply for an eurekaSD scholarship, we suggest to proceed in the following order:

1. Ensure that you meet the formal requirements for an application and identify the target group you belong to.
2. Choose your subject, a study or research or work opportunity and potential host institutes.
3. Collect all the documents required to complete your application.
4. Fill in the online application form.
5. Check and submit your application.

In case you have any questions, just drop us a line at eurekaSD@uni-oldenburg.de. Please use the phrase `eurekaSD application:inquiry` in your subject.

1. Who can apply

The eurekaSD project is a mobility scheme that is open to people from European and Lot 15 (Argentina, Brazil, Chile, Colombia, Costa Rica, Cuba, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama, Uruguay and Venezuela) countries. eurekaSD offers scholarships for different types of mobility per target group. Please note, that there are *no scholarships for citizens of Chile, Costa Rica, Panama, Uruguay and Venezuela* available at all.

Before filling in your application, you need to check if you are eligible. Please read the target group definitions published by the European Commission carefully. You are eligible if (and only if) *all* criteria apply to your situation.

1.1. European students

To be eligible, European undergraduate and master students as well as doctorate and post-doctorate candidates, referred to as "European students":

1. Must be a national of one of the eligible European countries;
2. For target group 1 (TG I): students need to be registered at one of the European countries HEIs within the partnership at the time of submitting their application to the partnership. Undergraduate students must have successfully completed at least one year of studies in their home institution;
3. For target group 2 (TG II): students need either to be registered in a HEI (not included in the partnership) of any European country or to have obtained a university degree or equivalent from a HEI of any European country;
4. Must have sufficient knowledge of the language of the courses or of one of the languages currently spoken in the hosting countries;
5. Undergraduate students must have successfully completed at least one year of studies at first higher education level.

1.2. Third-country students

To be eligible, third-country undergraduate and master students as well as doctoral and post-doctoral candidates, referred to as "third-country students":

1. Must be a national of one of the third-countries covered by the relevant lot;

2. Must have not resided nor have carried out their main activity (studies, work, etc) for more than a total of 12 months over the last five years in any of the eligible European countries at the time of submitting their application to the partnership. This rule does not apply to Target Group 3 candidates;
3. For target group 1 (TG I): students need to be registered at one of the third-country HEIs within the partnership at the time of submitting their application to the partnership. Undergraduate students must have successfully completed at least one year of studies in their home institution;
4. For target group 2 (TG II): students need either to be registered in a HEI (not included in the partnership) of the third-country concerned by the lot or to have obtained a university degree or equivalent from a HEI of these third-countries;
5. For target group 3 (TG III): students need to be nationals of one of the third-countries concerned by the lot and be part of the vulnerable target groups (explanation in section 1.4);
6. Must have sufficient knowledge of the language of the courses or of one of the languages currently spoken in the hosting countries.

1.3. Academic and administrative staff

In order to be eligible, academic and administrative staff hereafter referred to as "staff":

1. Must be a national of one of the eligible countries;
2. For target group 1 (TG I): Third-country staff must work in or be associated to one of the third-country HEIs participating in the partnership. EU staff must work in or be associated to one of the EU HEIs participating in the partnership;
3. For target group 2 (TG II): Third-country staff must work in or be associated to a HEI (not included in the partnership) of any third-country concerned by the lot. EU staff must work in or be associated to a HEI (not included in the partnership) of any European country.

The home and host universities and the individual staff must agree on the program of lectures to be delivered by the visiting staff, on the research activities or on the type of training to be followed.

1.4. Vulnerable Situations (Target Group 3)

Target beneficiaries are nationals of the third-countries concerned by the geographical lot who are in particularly vulnerable situations, for social and political reasons. For example:

1. having a refugee status or asylum beneficiaries (international or according to the national legislation of one of the European recipient countries) or
2. it can be proved that they have been the object of unjustified expulsion from a university on racial, ethnic, religious, political, gender or sexual inclination or
3. they belong to an indigenous population targeted by a specific national policy or IDPs (Internally Displaced Persons)

2. Remaining Scholarships

As emphasized already on the title page, the current call for applications focuses on Group A applicants. Applications from Group B and EU are handled with a lower priority.

This section lists the scholarships that are available within the current call. Please note, that there are *no scholarships for citizens of Chile, Costa Rica, Panama, Uruguay and Venezuela* available at all.

2.1. Group A

Group A includes **El Salvador, Guatemala, Honduras, and Nicaragua**. Table 2.1 lists the available scholarships for citizens of Group A. Please note, that scholarships are only available for a specific duration and target group if the corresponding cell contains a check mark (✓). If the cell contains a dash, then no scholarship is available for citizens of Group A, the specific target group and duration.

	duration	target group 1	Group A		available scholarships
			target group 2	target group 3	
Undergraduate	5 months	✓	-	✓	51
Master	5 months	✓	-	✓	45
	22 months	-	-	✓	
Doctorate	6 months	✓	✓	✓	19
	10 months	-	✓	-	
	17 months	✓	-	-	
	22 months	✓	✓	✓	
Post-Doctorate	6 months	✓	✓	-	6
Staff	1 month	✓	✓	-	8

Table 2.1.: Available scholarships for citizens of Group A.

In total, there are 129 scholarships available for citizens from **El Salvador, Guatemala, Honduras, and Nicaragua**.

2.2. Group B

Group B includes **Argentina, Brazil**, Chile, **Colombia**, Costa Rica, **Cuba, Mexico**, Panama, Uruguay, and Venezuela. Please remember that there are *no scholarships for citizens of Chile, Costa Rica, Panama, Uruguay and Venezuela* available at all. Table 2.2 lists the available scholarships for citizens of Group B. Please note, that scholarships are only available for a specific duration and target group if the corresponding cell contains a check mark (✓). If the cell contains a dash, then no scholarship is available for citizens of Group B, the specific target group and duration. Master scholarships are not available anymore.

	duration	target group 1	Group B		available scholarships
			target group 2	target group 3	
Undergraduate	5 months	-	-	✓	11
Doctorate	6 months	-	-	✓	3
	17 months	✓	-	-	
Post-Doctorate	6 months	✓	✓	-	8
Staff	1 month	✓	-	-	2

Table 2.2.: Available scholarships for citizens of Group B.

In total, 24 scholarships are available for citizens of **Argentina, Brazil, Colombia, Cuba**, and **Mexico**.

2.3. Europe

European countries are countries that are a **Member State of the European Union**. Table 2.3 lists the available scholarships for European citizens. Please note, that scholarships are only available for a specific duration and target group if the corresponding cell contains a check mark (✓). If the cell contains a dash, then no scholarship is available for European citizens, the specific target group and duration.

		European citizens		available scholarships
	duration	target group 1	target group 2	
Undergraduate	5 months	✓	-	20
	10 months	✓	-	
Master	5 months	✓	✓	15
	22 months	✓	✓	
Doctorate	6 months	✓	✓	12
	12 months	✓	✓	
	22 months	✓	✓	
Post-Doctorate	6 months	✓	✓	10
Staff	1 month	✓	✓	7

Table 2.3.: Available scholarships for European citizens.

In total, there are 64 scholarships available for European citizens.

3. Subject, Academic Opportunity and Hosts

If you like to get a general idea of the available fields of study first, please visit the corresponding overview page linked from the eurekaSD homepage¹. For choosing your subject, a study or research or work opportunity and potential host institutes, it is best to proceed in the following order:

1. Please check the available scholarships for your type of mobility and target group first (section 2).
2. If the type of scholarship, you are interested in, is considered in the current call, please choose your subject.
3. Please choose up to three potential hosting institutions from the list.

¹<http://www.eureka-sd-project.eu/courses>

4. Required Documents

In the electronic application you are asked to provide several documents. The chosen type of mobility and the target group define the documents that are required. Tables 4.1 to 4.5 show the required documents per mobility and target group. Please make sure, that you have *all* the documents and information at hand before starting.

You will be able to provide up to 3 references or contacts for recommendation. Submitting such references is optional, but recommended.

! Please keep in mind

Your application will only be considered if *all* required documents are provided. If any required document is missing, unreadable or blank your application is invalid and you will not be eligible.

4.1. Definition of Documents

4.1.1. Proof of Identity

A formal identity document is mandatory for all types of mobility. The document must be issued by a national authority, otherwise it will not be considered valid and the application will be immediately excluded. In case your country does not issue such document, it is mandatory to upload a copy of your passport. Please upload a scanned copy of the main page of your national identity card or passport.

	Undergraduate	
	target group 1	target group 3
Proof of Identity	✓	✓
Proof of Enrollment	✓	✓
Curriculum Vitae	✓	✓
Academic Achievements	✓	✓
Learning Proposal	✓	✓
Letter of Motivation	✓	✓
Certificate of Language Skills	✓	✓
Proof of TGIH Status	-	✓

Table 4.1.: Required documents at Undergraduate level.

	Master			
	target group 1	target group 2	target group 3 exchange	full
Proof of Identity	✓	✓	✓	✓
Proof of Enrollment	✓	✓	✓	-
Curriculum Vitae	✓	✓	✓	✓
Academic Achievements	✓	✓	✓	✓
Learning Proposal	✓	✓	✓	-
Letter of Motivation	✓	✓	✓	✓
Certificate of Language Skills	✓	✓	✓	✓
Official Transcript of Diploma or Degree	✓	✓	✓	✓
Proof of TGIH Status	-	-	✓	✓

Table 4.2.: Required documents at Master level.

	Doctorate		
	target group 1	target group 2	target group 3
Proof of Identity	✓	✓	✓
Proof of Enrollment	✓	✓	✓
Curriculum Vitae	✓	✓	✓
Academic Achievements	✓	✓	✓
Letter of Motivation	✓	✓	✓
Work Plan	✓	✓	✓
Certificate of Language Skills	✓	✓	✓
Letter of Support	✓	✓	✓
Official Transcript of Diploma or Degree	✓	✓	✓
Proof of TGIH Status	-	-	✓

Table 4.3.: Required documents at Doctorate level.

	Post-Doctorate	
	target group 1	target group 2
Proof of Identity	✓	✓
Curriculum Vitae	✓	✓
Letter of Motivation	✓	✓
Certificate of Language Skills	✓	✓
Letter of Support	✓	✓
Official Transcript of Diploma or Degree	✓	✓
Statement of Association	✓	✓

Table 4.4.: Required documents at Post-Doc level.

	Staff	
	target group 1	target group 2
Proof of Identity	✓	✓
Curriculum Vitae	✓	✓
Letter of Motivation	✓	✓
Certificate of Language Skills	✓	✓
Letter of Support	✓	✓
Official Transcript of Diploma or Degree	✓	✓
Statement of Association	✓	✓

Table 4.5.: Required documents at Staff level.

4.1.2. Proof of Enrollment

Statement issued by the home institution regarding the applicant's enrollment in the degree course. If you are applying as degree-seeking Master student, please provide us with a signed copy of the document named 'no enrollment required' instead. A template is available for download on the project's website.

4.1.3. Curriculum Vitae

This document should provide an overview of a person's experience and other qualifications. The Europass template needs to be used. In order to highlight your professional experience, do not forget to provide some information regarding your academic background, your employment experience, language skills, publications, presentations, projects, conferences, seminars, honors and awards, as well as important memberships or didactical experience.

4.1.4. Academic Achievements

The Transcript of Records or Degree Diploma must be issued by the home university, stating in detail all courses taken and grades obtained. This document must be dated, signed and stamped by the institution, otherwise it will not be considered valid and the application will be immediately excluded. In addition, it must contain an explanation on how to interpret the grades obtained.

4.1.5. Learning Proposal

The learning proposal is a document between the host university and the applicant, which provides a detailed plan what courses or research/training/teaching activities the applicant is intend to complete during his/her mobility. Furthermore, the host university agrees on the allocation of the necessary background in order to allow the applicant to conduct his/her planned activities. This draft version of the learning agreement is mandatory when you are applying for an exchange Undergraduate or Master scholarship. A template is available for download on the project's website.

4.1.6. Letter of Motivation

The candidate needs to describe his/her personal and professional goal(s) for the application. Furthermore, the letter of motivation (LOM) contains a description on how these goals are aligned with the overall goals of the eurekaSD project. The LOM has to address all of the following four subjects:

1. The importance of your own application for eurekaSD from a global perspective.
2. Your contribution to the offered field of study of a specific host. Please elaborate the added value for the host you are applying to.

3. Your contribution to the relevant LA Regional Cluster's research profile (see chapter 8).
 - For Latin American students: Your contribution to at least one research area of the LA Regional Cluster where you live.
 - For European students: Your contribution to at least one research area of the LA Regional Cluster of your host university.

Please elaborate the added value for the relevant LA Regional Cluster you are applying to.

4. What interdisciplinary and/or transdisciplinary question is worked on and how.

In addition, the planned activities need to be aligned to the duration of the scholarship. Such a mobility plan needs to be part of your application (see the upcoming section 4.1.7). Both criteria (appropriateness of the time schedule and adequateness with regard to the content) are evaluated within the selection process.

The LOM is of utmost importance because it makes up 40% of the final score. Please double-check if you provide a complete and outstanding LOM that is customized for the specific offer you are applying for.

4.1.7. Mobility Plan

The mobility plan describes the planned activities of the potential grantee in correspondence to his/her personal and professional goals and in accordance to the requested time schedule and stay at the host university. Therefore, both criteria (appropriateness of the time schedule and adequateness with regard to the content) are evaluated within the selection process.

The work plan is a detailed description of the scientific work you like to concentrate on and carry out during the stay. The description must include milestones. The work plan needs to be approved from host and home.

4.1.8. Certificate of Language Skills

The language skills are defining the abilities of a candidate to listen, speak, read and write a foreign language. The requirements a candidate must meet are defined by the host university in advance. The requirements and a list of accepted certificates (like TOEFL or international equivalent, other appropriate proofs resulting from local tests, etc. may also apply) are visible to all applicants prior to submitting their application.

The document must be dated, signed and stamped by the issuing institution. If the host institution you are applying to demands specific language skills (eg. Dutch or English), the upload of the respective language certificate is mandatory. If this document is not uploaded, the application will be immediately excluded from the project without possibility of appeal. In other cases, it is optional. Please note that the host institution may have additional requirements regarding language skills - you need to comply with them in order to be eligible.

In case you are expected to complete the required language level soon, but don't have your certificate yet, please upload a (preliminary) confirmation of language skills. A template is available for download on the project's website.

4.1.9. Letter of Support

PhD exchange students, Post-Docs and academic staff need to provide an official letter of support, which does not necessarily need to be signed by a professor. This letter can be an invitation of the host university or a support description of an organization to emphasize the benefits of an exchange. In any case, the letter of support needs to contain a consent to supervise or mentor the applicant during his/her time at the host institution.

4.1.10. Official Transcript of Diploma or Degree

The certificate proving the obtained degree must be issued by a university, dated, signed and stamped, otherwise it will not be considered valid and the application will be immediately excluded. In the case of having achieved more than one academic degree, the uploaded file must contain the scan of all documents (mandatory for Master, PhD, Post-Doctorate and Staff mobility). It is not necessary to homologate the diploma during the call for applications phase. The original or homologated documents have to be presented to the host institution on request. If you are expected to finish your studies soon, but don't have your diploma/degree yet, please provide us with a preliminary confirmation of diploma or degree instead. A template is available for download on the project's website.

4.1.11. Statement of Association

This document must be issued by a professor or by the respective academic department of the applicant. It must be dated, signed and stamped by the home institution, otherwise it will not be considered valid and the application will be immediately excluded. This document is mandatory for all staff applicants in order to proof their formal link (work in or be associated) to one of the HEIs participating in the partnership.

4.1.12. Proof of Target Group 3 Status

The document that specifically proves your actual TG III status must be issued by a recognized authority and must also be dated, signed and stamped by the issuing entity. In case you fail to do so, you will not be considered as a candidate with TG III status.

Please note that some of the documents are criteria for exclusion: the learning proposal (section 4.1.5), the certificate of language skills (section 4.1.8) as well as the letter of support (section 4.1.9). That means if one (or more) of this documents is required for your type of mobility and target group and you do not provide it (or them) then your application will be immediately excluded from the project without a possibility of appeal.

5. Online application form

Before entering the application form, you need to create a new user account on the eurekaSD homepage. Therefore you need a valid email address, an internet connection and you need to select the mobility level you want to apply for. It is very important that you provide a valid email address and that you make sure to keep it active because some free email providers disable accounts that are not used for a duration of time (usually a few months) so check the situation with your email provider. This email address will be used for all communication purposes. Do not include in the application form the email of another colleague or friend that is also applying as the communication of results will be done exclusively by email and this could generate problems in interpreting the selection results.

After logging in, you can provide the asked information about yourself. The application system will ask you a set of questions regarding the general eligibility criteria and questions intended to identify the target group you belong to. You must answer truthfully to all questions so as to ensure the fulfillment to all general eligibility criteria. In case one eligibility criteria is not fulfilled, the system will immediately inform you that you are not eligible.

As a next step, you should fill in the online application form available on the project's website. The system will save a draft of the application every time the "save" button is pressed, allowing it to be revised, edited and completed. The partnership will make available a Word version for download and easier completion. Afterwards each applicant must copy/paste the information in the online application form. Please keep in mind that you will be able to provide references or contacts for recommendation. Submitting such references is optional, but recommended.

The applicants should carefully prepare and revise the application before pressing the "submit" button. Only submitted applications will be considered during the selection process. In case you submit more than one application, only the newest application will be considered.

! Please keep in mind

After clicking the "submit" button, it is not possible to make any additional change to the already submitted proposal. Accordingly, if you would like to make any valid changes, you must register a new account and fill in another application form. Only the newest application will be considered.

All applications and required documents must be submitted through our online forms. We do not accept applications or required documents sent by email.

6. Check and submit

All data provided to the system is stored in the system. As long as the application period is open, you can update the data at any time. If you want to send your application, you should press the "submit" button.

! Please keep in mind

- That applications sent by mail, fax or email will not be accepted.
- That incomplete applications or with blank or unreadable attachments will not be considered eligible and will immediately be dropped.
- In case you want to attach more than one document in the same field (like the Official Transcript of Diploma or Degree), the attached file should include the scanning of all. Multi-page enclosures must be in the correct order. We recommend to use GUI-PDF-TK or PDFSAM (both are free software) for handling PDF documents.
- All applications and supporting documents should be provided in English language. In case you are a citizen of a country where Portuguese or Spanish is an official language AND you apply for a scholarship in a country where Portuguese or Spanish is an official language, then you are allowed to provide the documents in Portuguese or Spanish language.
- The maximum file size per document is 5 MB.
- Within the application, evaluation and selection processes it is sufficient to present provisional certificates. Original documents need to be provided if the applicant is selected as potential scholarship holder.
- If the applicant has given incorrect or misleading information in the application, it can be a reason to withdraw the grant.

Part II.

Selection Process

7. Selection Process

As soon as the application period is closed, the evaluation and selection process starts. Each applicant will be informed of his or her result. The eurekaSD partnership makes use of a multi-stage approach as outlined in figure 7.1.

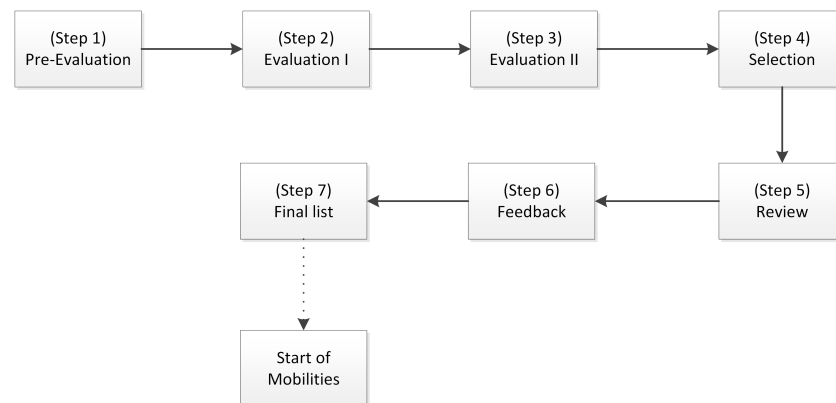


Figure 7.1.: The evaluation and selection process.

First of all, the eureka SD Partnership likes to point out that:

- Only online applications are considered eligible. As a result, applications sent by mail, fax or email will not be accepted.
- Incomplete applications or with blank or unreadable attachments will not be considered eligible and will immediately be disregarded.
- All applications and supporting documents must be provided in English language. Only target group 3 applicants are allowed to use Portuguese or Spanish language, if they apply for a scholarship in a country where Portuguese or Spanish is an official language.
- Within the application, evaluation and selection processes it is sufficient to present provisional certificates. Original documents need to be provided if the applicant is selected as potential scholarship holder.
- If the applicant has given incorrect or misleading information in the application, it can be a reason to withdraw the grant.

7.1. Pre-Evaluation

In the pre-evaluation phase each application will be checked if all necessary documents are available and if all requirements (e.g. of the target group) are fulfilled. The formal check of completeness is conducted by the home university. All valid applications will pass this phase and enter the next phase. Each incomplete application is dropped.

7.2. Evaluation I

All valid applications will be evaluated by the members of the Scientific Committee. The first part of the evaluations considers Academic Achievement, Mobility Plan and Curriculum Vitae. Applications that do not meet the minimum requirements are rejected.

7.3. Evaluation II

In the second part of the evaluation phase, each host university evaluates the applications targeted to them. Each host university evaluates the applications in terms of Language Skills and Letter of Motivation. Each partner defines the minimum language requirements in advance and documents them in each offer. Applications that do not suite this criterion will be dropped. All remaining applications are evaluated by the host universities regarding the letter of motivation.

7.4. Selection of Applicants

The Selection Committee decides which application is selected for a scholarship taking into account all pre-decisions provided by the home and host universities as well as the Scientific Committee elaborated in the pre-evaluation and evaluation phases I and II. In detail, the available scholarships for each target group (TG) and type of mobility (ML) are allocated to the best ranked applications. When no scholarships are left available for a certain TG, ML and duration, all remaining (validated and positively awarded) will be marked as reserve in a sequential number. This allows the nomination of other candidates at a later step, in case some candidates, which were already selected, are canceling their applications. In general, the Selection Committee needs to ensure as much as possible a fair contribution among the host and home universities and to keep balance of the gender, as well as equal opportunities and the participation of disadvantaged groups, providing cooperation opportunities also to universities with a low number of applications. An application may be selected if scholarships are available for the ML, TG and duration. If the duration differs between the available scholarship and the application, the duration is increased or reduced in order to better allocate the scholarships. Selecting an application means marking it as selected with a sequential selection number and marking other applications from the same applicant to other universities as not selected, in consideration of the possibility for applicants to apply to more than one university.

7.5. Review of Selected Applicants

The list of selected applicants (scholarship holders to be) will be shared among the eurekaSD Partnership in order to make sure that no formal error is contained and to verify the feasibility.

7.6. Feedback to all Applicants

The Project Coordinator informs all applicants about the results of the selection process by email. There are three possible results:

You are a Grantee. Congratulations, you are awarded a grant to one of your preferred host universities, please note that time and duration of the mobility might be different from what you have applied for. All selected candidates have to respond to the Project Coordinator if they are willing to accept the given scholarship within two weeks after notification.

You are on the reserve list. You are not granted, but your application is on the reserve list. If a selected candidate cancels his/her application, the Project Coordinator will allocate the scholarship to the next available application/applicant based on the available reserve list. You will be notified by the Project Coordinator if the possibility for a grant emerges.

You are rejected. You were not accepted by any of your preferred host universities. Not selected candidates can make representations regarding the decision within two weeks after notification. Each objection will be discussed and handled individually by the Management Board of the eurekaSD Partnership.

The eurekaSD Partnership reserves the right to publish the application numbers of selected applicants as well as reserve list candidates on the eurekaSD website.

Part III.

Checklist

Prerequisite

You can apply for an eurekaSD scholarship if you

- are a national from an European or Lot 15 country (please check below for the list of Lot 15 countries),
- are an undergraduate or master student, doctorate or post-doctorate, academic staff (also referred to as type of mobility) and
- belong to one of the target groups.

The Lot 15 countries addressed by the eurekaSD project are Argentina, Brazil, Chile, Colombia, Costa Rica, Cuba, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama, Uruguay and Venezuela. Please note, that there are *no scholarships for citizens of Chile, Costa Rica, Panama, Uruguay and Venezuela* at all.

Target Group Identification

The European Commission defines three target groups for the individual mobility flows for students and staff. Please check table 7.1 to identify the target group you belong to. The formal definition of the target groups is available in chapter 1 and will apply for any application.

Please keep in mind the following constraints for specific mobility levels:

- For Undergraduates:
 - Undergraduate students applying as target group 1 must have successfully completed at least one year of studies in their home institution.
 - Target group 2 is not available for undergraduate students at all.
- For EU citizens:
 - Target group 3 is not available at all.

As mentioned in table 7.1 particularly vulnerable situation, for social and political reasons are for example:

- You have a refugee status or are an asylum beneficiary (international or according to the national legislation of one of the European recipient countries).
- You can prove that you have been the object of unjustified expulsion from university on racial, ethnic, religious, political, gender or sexual inclination.
- You belong to an indigenous population targeted by a specific national policy or IDPs (Internally Displaced Persons).

If you are a European student and...	... then you belong to...
...are registered at one of the European countries HEIs (Higher Educational Institutes) within the partnership at the time of submitting your application to the partnership...	target group 1
...are registered in a HEI (not included in the partnership) of any European country or have obtained a university degree or equivalent from a HEI of any European country...	target group 2
If you are a Lot 15 student and...	... then you belong to...
...are registered at one of the third-country HEIs within the partnership at the time of submitting your application to the partnership.	target group 1
...are registered in a HEI (not included in the partnership) of the third-country concerned by the lot or have obtained a university degree or equivalent from a HEI of these third-countries...	target group 2
...are in a particularly vulnerable situation , for social and political reasons...	target group 3
If you are...	... then you belong to...
... staff from a Lot 15 country and work in or be associated to one of the third-country HEIs participating in the partnership ...	target group 1
... EU staff and work in or are associated to one of the EU HEIs participating in the partnership ...	
... staff from a Lot 15 country and work in or be associated to a HEI (not included in the partnership) of any third-country concerned by the lot...	target group 2
... EU staff and work in or are associated to a HEI (not included in the partnership) of any European country...	

Table 7.1.: How to identify the target group you belong to.

Declaration of Honor

If you are a citizen of one of the Lot 15 countries, it is of utmost importance that you comply with the following rule: *Must have not resided nor have carried out their main activity (studies, work, etc) for more than a total of 12 months over the last five years in any of the eligible European countries at the time of submitting their application to the partnership. This rule does not apply to target group 3 candidates.* In case you don't comply with, your application will be immediately marked as invalid.

How to improve your application?

This section gives you some hints on how to improve your application. Please don't miss to read the other chapters as well ☺

Check Availability of Required Offer

Chapter 2 gives an overview about the scholarships that are available for the current call for applications. Your application can only be considered, if a scholarship for the specific combination of mobility level, target group and citizenship is available. If no scholarship is available at all, your application will be immediately marked as ineligible.

Additional Requirements per Host

Please read the provided descriptions of an academic offer carefully. In some cases host list additional requirements in the descriptions. These additional requirements need to be fulfilled in order to be eligible.

Outstanding Letter of Motivation

Section 4.1.6 defines the term Letter of Motivation (LOM) and points out what this document needs to contain. Please keep in mind to provide an outstanding LOM that is customized for the specific offer you are applying for. Please note that the LOM makes up 40% of the final score - it's worth spending some time for preparing this document.

If you are applying for different hosts, please reflect this fact in your LOM as well.

One Letter of Support per Host

If you are applying for different hosts, you need to provide a letter of support per hosting institution.

Criteria for Exclusion

Please note that some of the documents are criteria for exclusion: the learning proposal (section 4.1.5), the certificate of language skills (section 4.1.8) as well as the letter of support (section 4.1.9). That means if one (or more) of this documents is required

for your type of mobility and target group and you do not provide it (or them) then your application will be immediately excluded from the project without a possibility of appeal.

Check Completeness and Submit Your Application

Your application will only be considered if all required documents are provided. If some required document is missing, unreadable or blank your application is invalid and you will not be eligible.

Helpdesk

If you have any question or are looking for answers, please get in touch with the local coordinator (at the intended host) or contact the project coordinator.

Part IV.

Research Profiles of the LA Regional Clusters

8. Research Profiles of the LA Regional Clusters

The eurekaSD partnership identified 6 regional clusters among the partners from Latin America. Each regional cluster has specific needs and addresses different research areas. As already stated in section 4.1.6 each applicant needs to outline his/her contribution to at least one research area of the relevant cluster.

8.1. LA Regional Cluster: Argentina

Cluster Coordinator: Universidad Nacional de Mar del Plata (UNMDP)

8.1.1. Mathematical and Computational Modeling and Analysis

- Knowledge discovery techniques based on softcomputing
- Statistics and mathematical analysis
- Mathematical models
- Computational Intelligence algorithms and applications
- Mathematical Morphology
- Machine Learning
- Pattern Classification
- Signal and Image feature extraction

8.1.2. Mathematical and Computational Modeling and Analysis Applied to Management in Organizations

- Decision support techniques based on softcomputing
- Using non-parametric methods and Multicriteria Decision Analysis in Public Policy
- Operations Research Methodologies for Workgroups support
- Pathogens Waste Management
- Marketing simulators

8.1.3. Mathematical and Computational Modeling and Analysis Applied to Earth Science, Environmental Sciences and Regional Planning

- Treatment of organic pollutants using microorganisms
- Knowledge of the environment and its vulnerability
 - Water resources
 - Conservation and restoration of environments
 - Waste processing
 - Territorial
 - Sustainability and ground use
- Regional development
- Vulnerability
- Inclusion
- Public policy
- Housing policies for managing local poverty situation
- Geographic information models
- Networking sustainable design

8.1.4. Mathematical and Computational Modeling and Analysis Applied to Social Sciences, Economics and Education

- Improving the efficiency in university management: data mining and knowledge discovery
- State action and collaboration between private actors in new forms of partnership for the micro enterprises of the Argentine north-east

8.1.5. Mathematical and Computational Modeling and Analysis Applied to Natural Sciences and Medicine

- Engineering in Biology and Medicine: decision support systems applied to diagnosis
- Rehabilitation Engineering: Hearing research
- Models in Anesthesiology for respiratory physiology research
- Epidemic Models
- Emerging infectious diseases

- Innovative therapeutic
- Statistical models for health

8.1.6. Mathematical and Computational Modeling and Analysis Applied to Natural Sciences and Medicine

- Food engineering
- Bioreactors design for wastewater treatment
- Distributed Energy Generation
- Smart Grids
- Renewable Energies
- Photovoltaic generation
- Model of Cascade of failures in technological systems
- Computational methods for the assessment of energy efficiency

8.2. LA Regional Cluster: Brazil

Cluster Coordinator: Universidade Estadual do Oeste do Paran (UNIOESTE)

8.2.1. Mathematical and Computational Modeling and Analysis

- Data mining for the extraction of knowledge from large databases
- Data streaming in real time
- Data and knowledge modeling

8.2.2. Mathematical and Computational Modeling and Analysis Applied to Management in Organizations

- Development of web-based applications using data quality measures
- Water Management and Soil
- Production chains and Management of Culture
- Decision support system

8.2.3. Mathematical and Computational Modeling and Analysis Applied to Earth Science, Environmental Sciences and Regional Planning

- Optimization of the West of Paran Agribusiness Systems
- Precision Agriculture
- Biochemistry and Biotechnology
- Geoprocessing
- Society and regional development
- Regional economy
- Soils and Environment
- Energy and Sustainability; rural ambience and facilities
- Technology and Physiology of Seeds and Seedlings
- Physiology of Cultivated Plants
- Applied geostatistics
- Water and Environmental Sanitation

8.2.4. Mathematical and Computational Modeling and Analysis Applied to Natural Sciences And Medicine

- Data mining for the extraction of knowledge from large biomedical databases
- Biomedical data streaming in real time
- Automatic medical report mapping to structured databases
- Analysis of time-series
- Biological Control in Plant Protection and Alternative
- Plant Breeding

8.2.5. Mathematical and Computational Modeling and Analysis Applied to Technology

- Development of web-based computational applications
- Smart Grids
- Computational methods for the assessment of energy efficiency
- Maritime transportation
- Port operations

8.3. LA Regional Cluster: Central America

The Central America Cluster combines the profiles of our Partners from Guatemala, El Salvador, Honduras and Nicaragua. Cluster Coordinator: Universidad Tecnológica de El Salvador (UTEC)

8.3.1. Mathematical and Computational Modeling and Analysis

- the paradigm shift in the management of TICs
- white paper development in computer professional in El Salvador
- data analysis, clustering and classification
- probabilistic modeling
- robotics
- industrial molds design in CNC
- mechatronics
- TIC and communication
- artificial intelligence
- mathematical and computational modeling and analysis
- nano electronic modeling
- design and modeling of algorithms
- algebraic modeling applied to engineering
- web programming
- complex variable modeling applied to engineering
- didactics of mathematics and numerical thinking
- computational and applied statistics
- combinatorial optimization
- didactic of mathematics in numerical thinking
- comparative study of mathematics knowledge level in the Central America population
- advantage of the teaching of quantum mechanics at El Salvador

8.3.2. Mathematical and Computational Modeling and Analysis Applied to Management in Organizations

- ecommerce as a competitive factor for companies
- creation of an observatory for university policies in El Salvador
- production management of scientific and academics documents
- hotel industry and catering management
- business analytics applied to business intelligence
- implementation of best practices and standards oriented web application development for mobile devices
- big data mining applied to improving efficiency of organizations
- knowledge management in organizations
- modeling of statistical tools applied to the administration
- entrepreneurial universities development and management
- statistical models form rational decision making the administrative sciences
- logistics and supply chain
- modeling of statistical tools applied to the administration
- analysis of temporary data in pollution
- crops analysis
- soil health and growing analysis
- applications of Matlab in the administrative sciences
- mathematics applied to the company: financial mathematics
- computational modeling for strategic planning
- influence of the internationalities at Central America HEI

8.3.3. Mathematical and Computational Modeling and Analysis Applied to Earth Science, Environmental Sciences and Regional Planning

- renewable energy
- climate change
- natural disaster prevention and mitigation

- watershed and water quality management
- natural disaster prevention and mitigation
- Hydro geological models
- study of water quality and impacts
- environmental management (water resources, climate change, biodiversity, environmental sanitation, risk assessment and mitigation)
- sustainable aquaculture development, continental and oceanic
- green architecture and bioclimatic
- analysis of temporary data in pollution
- crops analysis
- soil health and growing analysis
- water and sanitation
- local sustainable development
- agro food industry

8.3.4. Mathematical and Computational Modeling and Analysis Applied to Social Sciences, Economics and Education

- economic strategies for business development and competitiveness
- management of internal business organizations
- evaluation of education systems (development of tests, analysis of data including associated factors)
- simulation programs for mathematical and physical sciences in virtual environments
- modeling of statistical tools applied to the social sciences
- applications of Matlab in education
- applications of Matlab in education
- data management for monitoring and evaluation of public policy
- modeling and simulations for the teaching of stem disciplines
- water and sanitation

- local sustainable development
- green architecture and bioclimatic
- actuarial models
- analysis of temporary data
- analysis of surveys
- computer applications with web 2.0
- statistics modeling for rational decision making in the social sciences

8.3.5. Mathematical and Computational Modeling and Analysis Applied to Natural Sciences and Medicine

- odontology
- chagas disease
- biostatistics
- microbiology
- biological control of pest and diseases
- bioinformatics (genomic, transcriptomic, and proteomic analysis)
- analysis of marine toxins in coastal areas of El Salvador
- research ethics and modern methods of health or medicine
- industrial chemistry and pharmaceutical
- numerical taxonomy
- analysis of medical data
- medicine
- food and nutritional security

8.3.6. Mathematical and Computational Modeling and Analysis Applied to Technology

- management and development of renewal energy (photovoltaic, solar thermic, wind power, smaller-scale hydroelectric power stations, biomass)
- energy efficiency and quality of energy

- treatment and recycling of municipal waste
- industrial networks design
- software application for mobile devices
- server virtualization
- grid computing, mass capacity warehouse
- teaching models applied for tic (information technology networks)
- computer applications for the development of applications for android /IOS/ cloud
- development of multimedia and virtual laboratories for technology
- applications in robotics and automation of processes
- computer graphics and virtual reality /augmented reality
- design computer-aided manufacturing (CAD-CAM)
- program logic component (PLC)
- optimization of processes and resources
- information technologies and communications in mobile networks
- process control in industrial electronics and electrical engineering
- modeling of systems. software development
- advanced control systems
- networks and communications
- renewable energy
- software application for mobile devices
- energy efficiency and quality of energy
- image analysis
- pattern recognition
- development of applications in industrial networks

8.4. LA Regional Cluster: Colombia

Cluster Coordinator: Universidad Antonio Nariño

8.4.1. Mathematical and Computational Modeling and Analysis

- grid adaptive and parallel computing
- GPU-programming
- bioinformatics
- molecular dynamics simulation
- seismic and geotechnical risk modeling
- image and signal processing
- computational studies of molecular system with biological and environmental relevance
- parity violation in cosmological inflationary models
- high-efficiency pattern recognition models
- multiple-point geostatistics models
- studies of SM, Higgs physics and BSM
- software development
- computer-based visual reconstructions
- non-gaussian inflationary models with vectorial fields
- optimal non-linear models from empirical time series
- machine learning systems
- hydro informatics
- data-based inference systems

8.4.2. Mathematical and Computational Modeling and Analysis Applied to Management in Organizations

- actuarial science
- computational models applied to sustainable tourism
- computational models applied to international trade
- risk evaluation on emerging businesses based on computational modeling
- market simulation

8.4.3. Mathematical and Computational Modeling and Analysis Applied to Earth Science, Environmental Sciences and Regional Planning

- decision support systems (DSS)
- GIS-based environmental decision making
- GIS-based hydrological modeling
- surface-subsurface flow and transport simulations
- hydro economics models
- climate change and climate variability models
- modeling of enso-related climate variability
- risk management applied to catchment ordering plans
- simulation of largely fractured systems
- impact of underground mining on surface and subsurface water resources
- numerical modeling of subsidence
- off-shore oil exploration and production
- fracking and environment
- gold mining impacts on air quality
- geomorphology dynamics in inland deltas
- sediments dynamics associated to economic activities
- joint-statistics applied to risk analysis in complex hydro systems
- hydrodynamics models in ungauged basins
- design of flood early warning systems based
- risk management and vulnerability reduction
- sustainability of strategic ecosystems: wetlands and paramus
- marine sciences
- biodiversity
- mining and environment
- environmental hydrogeology
- molecular chemistry

8.4.4. Mathematical and Computational Modeling and Analysis Applied to Social Sciences, Economics and Education

- analysis of the perception of impunity
- poverty and hunger
- gender equity
- education quality in a globalized world
- family
- fiscal sciences
- creative economy
- international economy
- impact on economy of free market trades
- tourism
- economic development
- human rights
- associative models
- emotional intelligence
- peace and conflict resolution
- environmental education
- mathematical education

8.4.5. Mathematical and Computational Modeling and Analysis Applied to Natural Sciences and Medicine

- complex systems
- molecular biology
- molecular chemistry
- Leishmania antigens encapsulation
- diagnosis based on neuroimaging analysis
- telemedicine
- mathematical modeling applied to epidemiology studies
- mathematical analysis of biomechanical movements

8.4.6. Mathematical and Computational Modeling and Analysis Applied to Technology

- high-energy physics
- design of seismology detectors
- nanomaterials
- renewable and alternative energies
- nanotechnology
- automation
- bioengineering and biotechnology
- detectors
- robotics and biomedical engineering
- telemedicine devices and technology
- information and communication
- design and logistics

8.5. LA Regional Cluster: Cuba

Cluster Coordinator: Universidad Central de Las Villas (UCLV)

8.5.1. Mathematical and Computational Modeling and Analysis

- computational and mathematical methods for knowledge discovery
- softcomputing techniques
- methods for software development
- technologies for mobile and ubiquitous computing
- models, techniques and development for intelligent systems and multi agent systems
- green and sustainable computing

8.5.2. Mathematical and Computational Modeling and Analysis Applied to Management in Organizations

- computational and mathematical methods for decision making
- game theory and its application in decision making
- decision support systems
- models for data and knowledge
- business intelligence
- mathematical and computational methods applied to industrial engineering
- risk analysis and uncertainty in financial decisions and management

8.5.3. Mathematical and Computational Modeling and Analysis Applied to Earth Science, Environmental Sciences and Regional Planning

- GIS for earth science and environmental sciences
- mathematical and computational modeling in the solution of problems of environmental sciences and natural disasters
- computational and mathematical modeling applied to the valuation urban built infrastructure
- precision agriculture and food technologies
- agriculture and forest ecology systems

8.5.4. Mathematical and Computational Modeling and Analysis Applied to Social Sciences, Economics and Education

- Modeling and development for special needs in disadvantaged social groups
- Computational intelligence techniques in social networks
- Instruments for social sciences
- Teaching, researching and innovation in computer education
- Computational methods in analysis of educational data

8.5.5. Mathematical and Computational Modeling and Analysis Applied to Natural Sciences and Medicine

- Bioinformatics
- Genomics and Proteomic
- Mathematical and computational modeling of biochemical processes
- Medical informatics

8.5.6. Mathematical and Computational Modeling and Analysis Applied to Technology

- Risk and Safety assessment
- Supply chain management
- Fault diagnosis in industrial process
- Biomass and Biocombustibles
- Modeling of autonomous vehicles
- Modeling in water studies
- Numerical modeling for solving problems in agricultural machinery traffic

8.6. LA Regional Cluster: Mexico

Cluster Coordinator: Universidad de Occidente (UdO)

8.6.1. Mathematical and Computational Modeling and Analysis

- Knowledge discovery techniques based on softcomputing
- Multicriteria decision analysis for knowledge discovery
- Methods for decision support systems
- Models, techniques and development for intelligent systems
- Multicriteria decision support systems

8.6.2. Mathematical and Computational Modeling and Analysis Applied to Management in Organizations

- Decision support techniques based on softcomputing
- Multicriteria decision analysis in public policy
- Decision support systems
- Business intelligence
- Applications of fuzzy sets on financial decisions and management

8.6.3. Mathematical and Computational Modeling and Analysis Applied to Earth Science, Environmental Sciences and Regional Planning

- Knowledge of the environment and its vulnerability
 - Water resources
 - Conservation and restoration of environments
 - Waste processing
 - Territorial
 - Sustainability and ground use
- Regional development
- Mathematical and computational modeling in the solutions of problems of environmental sciences and natural disasters
- Precision agriculture food technology

8.6.4. Mathematical and Computational Modeling and Analysis Applied to Social Sciences, Economics and Education

- Multicriteria group decision analysis
- Modeling and development for special needs in disadvantaged social groups
- Computational intelligence techniques in social networks

NOTES

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Part V.

Contact

Please visit the eurekaSD homepage for further information

<http://www.eureka-sd-project.eu/>

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Erasmus
Mundus

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