



Universidad de Valladolid



**(ENGLISH VERSION)**

**EXTRA CALL FOR APPLICATIONS ERASMUS+ KA107  
UNIVERSITY OF VALLADOLID  
ACADEMIC YEAR 2019-2020  
INCOMING MOBILITY (BELIZE, MOLDOVA AND UKRAINE)**

The Vice-rectorate for Internationalisation hereby issues a call for **7 mobility grants** within the framework of the ERASMUS+ Programme, Action KA107, for the 2019-2020 academic year within the scope of (EU) regulation no. 1288/2013 of the European Parliament and Council of 11 December 2013 creating the ERASMUS+ programme. The present call describes the criteria for applicant participation in the various modalities following the guidelines established by the European Commission for this programme.

- 6 grants for bachelor degree, master degree, or doctoral degree students from the partner universities of the Erasmus+ KA107-ES01 project to undertake five-month mobility stays at the University of Valladolid
- 1 grants for academic or administration and service staff from partner universities of the Erasmus+ KA107-ES01 project to undertake five-day mobility stays at the University of Valladolid

Point 11 of this call gives further details of the distribution of the financial support by destination countries.

**1. GENERAL INFORMATION - ERASMUS+ PROGRAMME**

Erasmus+ is the EU Programme in the fields of education, training, youth and sport for the period 2014-2020.

Projects under this Action promote transnational mobility activities targeting students and academic and administrative staff aiming to:

- Support students in the acquisition of learning outcomes (knowledge, skills and competences) with a view to improving their personal development, their involvement as considerate and active citizens in society and their employability in the European labour market and beyond
- Support the professional development of those who work in Higher Education
- Enhance notably the participants' foreign languages competence
- Raise participants' awareness and understanding of other cultures and countries, offering them the opportunity to build networks of international contacts, to actively participate in society and develop a sense of European citizenship and identity
- Increase the capacities, attractiveness and international dimension of universities
- Ensure a better recognition of competences gained through the learning periods abroad
- Enhance the attractiveness of higher education in Europe
- Support the internationalisation, attractiveness quality, equity of access and modernisation of

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**SERVICIO DE RELACIONES INTERNACIONALES - CASA DEL ESTUDIANTE**

Real de Burgos s/n 47011 VALLADOLID Teléfono: 983 18 4785 – Fax: +34 983 42 3748

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higher education institutions outside Europe in view of promoting the development of Partner Countries

- Promote the development and external policy objectives and principles including national ownership, social cohesion, equity, proper geographical balance and diversity. Special attention will be given to the least developed countries as well as to disadvantaged students from poor socio-economic backgrounds and to students with special needs

All the information concerning the Erasmus + Programme can be found in English: [http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus/files/files/resources/erasmus-plus-programme-guide\\_en.pdf](http://ec.europa.eu/programmes/erasmus-plus/sites/erasmusplus/files/files/resources/erasmus-plus-programme-guide_en.pdf) and in Spanish: [http://sepie.es/doc/convocatoria/2018/erasmus-plus-programme-guide\\_es.pdf](http://sepie.es/doc/convocatoria/2018/erasmus-plus-programme-guide_es.pdf)

## **2. ERASMUS+ KA107 PROJECT. INTERNATIONAL CREDIT MOBILITY PROJECT COORDINATED BY THE UNIVERSITY OF VALLADOLID:**

This project coordinated by the University of Valladolid since 2015 is financed by the European Commission, through the Erasmus + Programme. Its main objectives are to establish cooperation links with partner countries as well as to exchange undergraduate, master and doctorate students and academic / administrative staff from the University of Valladolid and the Partners

The Partners in the Project Erasmus+ KA107 are: <https://uvamobplus.uva.es/publico/partners>

## **3. CONTACT PERSON:**

The contact person at each university within the project Erasmus+ KA107 is:

Please check <https://uvamobplus.uva.es/publico/contact>

## **4. AREAS OF STUDY**

All the areas of study are eligible within this project Erasmus+ KA107. Academic offer is available at <https://uvamobplus.uva.es/publico/courses>





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Erasmus+

## 5. GENERAL INFORMATION CONCERNING FINANCIAL SUPPORT AND GRANTS

- **STA/STT combined mobility:** intended for academic staff of partner institutions in the Erasmus+ KA107 project to undertake a combined period for the purpose of teaching and training at the University of Valladolid. In order to be eligible for this modality, a minimum of four hours teaching is required in courses that form part of an official curriculum at the University of Valladolid, in addition to training activities to complete a five-day training plan, in accordance with the offer available at <https://uvamobplus.uva.es/publico/courses>
- 
- **STT mobility:** intended for academic or administrative and service staff from partner institutions of the Erasmus+ KA107 project to undertake a training period at the University of Valladolid, in accordance with the offer available at <https://uvamobplus.uva.es/publico/courses>
- **SMS student mobility:** intended for students enrolled in either the 2019-2020 at the partner institutions of the Erasmus+ KA107 project to undertake an academic period at the University of Valladolid, with the *sine qua non* of academic recognition at their home institutions, in accordance with the offer available at <https://uvamobplus.uva.es/publico/courses>

## 6. AIM

- **STA/STT combined mobility:** The aim is to promote one-week stays (five working days + two days for travel) for academic staff from partner institutions of the Erasmus+ KA107 project at the University of Valladolid (in accordance with the offer available at <https://uvamobplus.uva.es/publico/courses>) in order to teach at least four hours in official curricula at the University of Valladolid and at the same time to undertake training.
- **STT mobility:** The aim is to promote one-week stays (five working days + two days for travel) for academic or administrative and service staff from partner institutions of the Erasmus+ KA107 project at the University of Valladolid (in accordance with the offer available at <https://uvamobplus.uva.es/publico/courses>) in order to undertake a training period.

In the STT training mobility, for both academic as well as administrative staff, the aim is for beneficiaries to learn from knowledge transfer and to acquire practical skills. A wide range of activities may be undertaken: workshops, periods of practical training, observation, etc...

- **Student mobility:** The aim is to promote five-month stays for students of partner institutions of the Erasmus+ KA107 project at the University of Valladolid (in accordance with the offer available at <https://uvamobplus.uva.es/publico/courses>) in order to undertake academic mobility that will help them to complete their curriculum at the home institution and will provide academic recognition at the home institution.

**The programme does not allow attendance at conferences and congresses within the framework of this action.**





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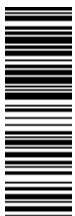


## 7. BUDGET ITEM

The present call will be charged to the University of Valladolid budget application 180UMQ-422BB01-480.05/480.09/chapter 2 (Erasmus+ KA107 – 48367 Programme - Project 2018-20) and 180UMX-422BB01-480.05/480.09/chapter 2 (Erasmus+ KA107 – 61356 Programme - Project 2019-22) during the year 2019 and subsequently to the 2020 financial year. Concession thereof will be subject to there being appropriate and sufficient budget allocation.

## 8. REQUIREMENTS FOR PARTICIPATION

- **Academic staff:** Beneficiaries of financial support must be on the payroll of the partner institutions involved in the Erasmus+ KA107 project both when submitting the application and for the period during which the mobility is undertaken.
- **Administrative and service staff:** Beneficiaries of financial support must be on the payroll of the partner institutions involved in the Erasmus+ KA107 project both when submitting the application and for the period during which the mobility is undertaken.
- **Bachelor's degree students:**
  - Must be enrolled on an official degree that is valid in their own country either in the 2019-2020 academic year.
  - Must have completed at least the first year of their studies.
  - The area of studies chosen for their mobility must be relevant to their studies at their home institution.
  - Must maintain their status as students at their home institution for the full duration of the grant awarded to them at the University of Valladolid.
- **Master's degree students:**
  - They must be enrolled on an official master's degree that is valid in their own country in the 2019-2020 academic year.
  - The area of studies chosen for their mobility must be relevant to their studies at their home institution.
  - Must maintain their status as students at their home institution for the full duration of the grant awarded to them at the University of Valladolid.
- **Doctoral students:**
  - Must be enrolled on an official doctoral programme that is valid in their own country in the 2019-2020 academic year.
  - The area of studies chosen for their mobility must be relevant to their studies at their home institution.
  - Must maintain their status as students at their home institution for the full duration of the grant awarded to them at the University of Valladolid.





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## 9. CONDITIONS APPLICABLE TO MOBILITY

- **STA/STT combined mobility:**
  - The combined teaching and training stay will last for five working days at the University of Valladolid (plus two days' travel). Shorter stays may not be undertaken.
  - The courses taught at the University of Valladolid must form part of the curriculum that leads to the awarding of an official degree and must be reflected in a teaching programme agreed between the two institutions prior to the start of the stay.
  - A minimum of four hours teaching is required.
  - The period covered by the stay must coincide with the academic year at the University of Valladolid
  - Training activities that provide for a five-day work plan must be undertaken.
  - Financial support will be provided for activities at foreign institutions that take place **until 31 July 2020**
  - Supplementary financial support is available for academic staff with physical disabilities or special needs.
  
- **STT mobility:**
  - The training stay will last for five working days at the University of Valladolid (plus two days' travel). Shorter stays may not be undertaken.
  - Financial support will be provided for activities taking place at the University of Valladolid **until 31 July 2020**
  - Supplementary financial support is available for academic as well as administrative and service staff with physical disabilities and special needs.
  
- **Student mobility:**
  - The academic stay will last for five months at the University of Valladolid. Shorter stays may not be undertaken.
  - Financial support is available for activities commencing in the second term of the 2019-2020 academic year (from February 2020) at the University of Valladolid.
  - Supplementary financial support is available for students with physical disabilities or special needs.

## 10. ACADEMIC OFFER AVAILABLE

Academic offer for INCOMING MOBILITY (IN MOBILITY) is available at <https://uvamobplus.uva.es/publico/courses>

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## 11. DISTRIBUTION OF SCHOLARSHIPS:

- **BELIZE.**  
UNIVERSITY OF BELIZE (UB):
  - 2 available grants for students
  
- **MOLDOVA.**  
UNIVERSITATEA AGRARA DE STAT DIN MOLDOVA (UASM):
  - 2 available grants for students
  
- **UKRAINE.**  
UKRAINIAN NATIONAL FORESTRY UNIVERSITY (UNFU)  
STATE HIGHER EDUCATIONAL INSTITUTION IVANO FRANKIVSK NATIONAL MEDICAL UNIVERSITY (IFNMU)  
BOGOMOLETS NATIONAL MEDICAL UNIVERSITY (BNMU)
  - 2 available grants for students
  - 1 available grants for staff

## 12. WHEN AND WHERE TO SUBMIT APPLICATIONS:

The period for submission of applications commences the day after the publication of the present call on the notice board of the electronic office of the University of Valladolid and concludes on **30 November 2019** at 12:00pm (Spanish time) (**NOON**). Applications must be sent and confirmed through the portal <https://www5.uva.es/uvamobplus/>

Those interested must submit their grant applications through the system created for handling the Erasmus+ KA107 programme by the International Relations Office, available through the following link <https://www5.uva.es/uvamobplus/publico/apply> and must create a user name as well as fill in all the necessary details for the OUT mobility (from the UVA to another partner institution).

The required documents must also be submitted:

- Photograph
- Passport or national identity document
- Curriculum vitae following the EUROPASS model (<https://europass.cedefop.europa.eu/es/documents/curriculum-vitae>)
- Letter of recommendation
- Official academic document (Transcript of Records) (for students of bachelor's degrees, master's degrees, and doctoral degrees). In the case of bachelor's degree students, the certificate must evidence that applicants have completed their first year of university studies.
- Certificate of enrolment (students) or position (academic or administrative staff) at their home institution
- Certificate of a command of languages
- Signed mobility proposal
- Letter of invitation (only for academic or administrative staff)

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- Letter of motivation
- In cases of economically or socially disadvantaged applicants, this must be accredited by providing the pertinent documents in their home country.
- In the case of applicants with disabilities, applicants must upload the documents required to accredit said situation in their home country.
- Declaration of compliance with tax and national insurance obligations in the matter of grants. This declaration must be signed by the applicant.

Taking into account that the assessment process is carried out the by University of Valladolid, the application and must be filled in and the documents must be submitted in Spanish or English.

Once all of the information has been provided and the documents uploaded, a receipt will be generated which must be signed and also upload onto the UVAMOBPLUS platform in order to conclude the application. The whole process should be carried out online through the webpage <https://uvamobplus.uva.es/>. Applications may not be sent by email or fax.

Before sending the application, make sure the following have been checked:

- Participation requirements and eligibility criteria.
- Distribution of financial support by the home country
- Courses available at the University of Valladolid. Only courses which are available may be applied for.
- All the required documents have been scanned and are in English or Spanish.
- The signed application receipt has been uploaded and the online application procedure has been completed.

**Submission of applications:** the period for submission of applications the day after the publication of the present call on the notice board of the electronic office of the University of Valladolid and concludes on **30 November 2019** at 12:00pm (Spanish time) (**NOON**) through the webpage: <https://uvamobplus.uva.es/>

### **13. FALSE INFORMATION IN THE APPLICATIONS**

Incomplete information, false information in the documents or missing documents will lead to the financial support applied for being rejected or rescinded and will, in the latter case, entail the return of any amounts paid, in addition to any other responsibilities which such circumstances may give rise to.





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#### 14. SELECTION CRITERIA AND PROCESS:

- **Academic staff mobility: (Combined STA/STT or STT training)**

The selection process comprises two stages:

- Formal validation of the formal requirements established by the home institution, through verification of all the documents submitted. Candidates who are admitted will take part in the evaluation process.
- Two-fold evaluation of each application, by the home institution and by the University of Valladolid, based on the following criteria:
  - Teaching and research experience: 60%
  - Motivation: 20%
  - Relevance of the proposal: 20%
- The final score obtained will be passed on to an evaluation committee composed of those responsible at all the partner institutions and who shall propose the final allocation of places.

- **Administrative staff mobility (STT training):**

The selection process comprises two stages:

- Formal validation of the formal requirements established by the home institution, through verification of all the documents submitted. Candidates who are admitted will take part in the evaluation process.
- Two-fold evaluation of each application, by the home institution and by the University of Valladolid, based on the following criteria:
  - Professional experience: 60%
  - Motivation: 20%
  - Relevance of the proposal: 20%
- The final score obtained will be passed on to an evaluation committee composed of those responsible at all the partner institutions and who shall propose the final allocation of places.







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- **Student mobility (SMS):**

The selection process comprises two stages:

- Formal validation of the formal requirements established by the home institution, through verification of all the documents submitted. Candidates who are admitted will take part in the evaluation process.
- Two-fold evaluation of each application, by the home institution and by the University of Valladolid, based on the following criteria:
  - Academic and research record (only doctorate): 60%
  - Motivation: 20%
  - Relevance of the proposal: 20%
- The final score obtained will be passed on to an evaluation committee composed of those responsible at all the partner institutions and who shall propose the final allocation of places.

Should the offer of an academic or administrative place entail a language requirement, this will be specified in the list of places offered. Language requirements will not be taken into account in the selection but are a *sine qua non* requirement.

In the event of a tie, preference will be given to disadvantaged students, those with disabilities or socioeconomically disadvantaged applicants.

## 15. AMOUNT OF THE FINANCIAL SUPPORT

Beneficiaries will be given European financial support as a help towards the travel expenses and living expenses resulting from their stay in another country during the period in which they engage in training activities, based on the following parameters:

- **Grant:**
  - **Academic or administrative staff mobility:** 160 €/ day (5 days) + 2 days' travel (160€/day). **TOTAL: 1,120 €**
  - **Student mobility:** 850€ / month (5 months). **TOTAL: 4,250 €**
- **Travel expenses:** return ticket from the home institution to the University of Valladolid.

The Uva will pay travel, medical and accident insurance to beneficiaries during the mobility period and will exempt participants from payment of public academic fees. Insurance payment for students will be made through a reimbursement after arrival at the University of Valladolid.

Supplementary financial support is available for beneficiaries with physical disabilities or special needs. Applicants may contact the International Relations Office for information about this.

In accordance with current income tax legislation, these allowances for travel and everyday living expenses are exempt from payment of tax.





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## 16. PROCEDURES BEFORE AND AFTER THE MOBILITY

**Before commencing the mobility, the beneficiary must submit the following documents to the International Relations Office at the University of Valladolid:**

- The Mobility Agreement
- The Erasmus+ financial support agreement for mobility

**At the end of their stay, the beneficiary of the grant must:**

- Fill in and send the online EU survey within 30 calendar days after having received the invitation to complete it. **The institution may require participants who fail to fill in and send the online EU survey to reimburse in part or in full the amount of financial support received.**

All of the documents referred to in this section are available in the private area of each beneficiary once their application has been satisfactorily dealt with. Each beneficiary will be notified by email so that they can accept their grant, and information will be provided concerning access to the private area of the web <https://uvamobplus.uva.es/>

## 17. PROCEDURE FOR PAYMENT OF THE FINANCIAL SUPPORT.

**Academic and administrative staff mobility:**

The financial support will be paid in one single payment by cheque, subject to the regulations set out in Law 5/2008, of 25 September, governing grants in the region of Castilla y León, in the regulations governing the execution of the university budget, in the following terms:

- a. 100% of the financial support on the first day of the stay at the University of Valladolid

**Student mobility:**

The grant will be paid in three payments by cheque and transfer to the corresponding current account, in accordance with the regulations set out in Law 5/2008, of 25 September governing grants in the autonomous region of Castilla y León, in the regulations governing the execution of the university budget, in the following terms:

- 50% by cheque, at the start of the stay
- 30% by bank transfer to a Spanish bank account, before the end of the third month of the stay
- 20% by bank transfer to a Spanish bank account, before the end of the fourth month of the stay





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In order to receive payment, the documents required by the Erasmus+ programme, and which those selected will be notified of together with the letter of concession, must be submitted.

Beneficiaries are required to inform the International Relations Office of any changes in the conditions taken into account that led to the awarding of the grant and which were included in the decision, such as those concerning the conferring of the grants set out in the following section.

### **18. INCOMPATIBILITIES:**

This grant is incompatible with the receipt of other similar grants awarded by the university or by any other public or private body or entity.

These grants may not be used to cover items already funded through other financial support or to undertake teaching or research activities linked to other programmes for which other grants, financial support, remuneration or salary is received from the university.

### **19. RENOUNCEMENT**

Should a beneficiary renounce a grant awarded to them, they should do so in writing and through the register, in accordance with article 16.4 of Law 39/2015, governing common administrative procedure for public administration, in which case the vacant position may be allocated to a replacement, as set out in the stipulations for the decision governing this call.

The deadline for submission of renouncement is 31 July 2019. Should the renouncement not be submitted before said date and/or should the grant not have been used within the established deadline, the beneficiary may be penalised by being denied an ERASMUS + grant during the following academic year.

Should voluntary renouncement be submitted outside the deadline, said penalty shall not be applied in the event of one of the causes listed below:

1. Illness or serious accident suffered by the applicant.
2. Illness or death of an immediate family member.
3. Obligation to fulfil a public duty.
4. Any other cause that is sufficiently accredited and justified in the opinion of the International Relations Committee.





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**Erasmus+**

## **20. FAILURE TO COMPLY ON THE PART OF THE BENEFICIARY AND PENALTY SYSTEM:**

Should the beneficiary fail to comply with the terms stipulated for the grant, the relevant legislation set out in Section IV of Law 5/2008, of 25 September, governing grants in the autonomous region of Castilla y León shall apply.

Given the nature of the grant, recipients shall be obliged to reimburse in full the amount received and shall be required to pay the corresponding late interest, as stipulated in article 37.1 of general Law 38/2003, of 17 November, governing grants.

The amounts to be reimbursed shall be considered public duty revenue rights, for repayment of which the stipulations set out in the regulations governing the law on public treasury and public sector duty revenue rights in the region of Castilla y León shall apply.

The system covering infringements and penalties in the matter of grants set out in Section V of Law 5/2008, of 25 September shall apply.

## **21. LINKS AND DATA PROTECTION.**

Personal data shall be processed in strict adherence to the stipulations set out under (EU) regulation 2016/679 of the European Parliament and Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/CE (General Data Protection Regulation) and Organic Law 3/2018, of 5 December, on the Protection of Personal Data and guaranteeing of digital rights.

Further information concerning the handling of personal data may be found in Annex 1

## **22. DECISION ON THE CALL.**

1.- The deciding body shall be the International Relations Office.

2.- The body competent for taking decisions is the Vice-rector of Internationalisation, to whom power has been delegated by the Rector, in accordance with the Rector's resolution of 14 June 2018 amending the Rector's resolution of 23 May 2018 through which the Rector's powers are delegated to various single-person positions of this university (BOCYL no. 119 of 21 June), subsequent to a binding report issued by the International Relations Committee based on the reports of the evaluation committees.

3.- Against this decision, which concludes the administrative channel, a contentious-administrative appeal may be brought before the contentious-administrative court of Valladolid within two months, beginning the day after its publication on the previously mentioned electronic notice board of the university. Optionally, an appeal for reversal may be filed with the rectorate within the period of one month commencing on the same date (articles 8.2 and 13 of Law 29/1998, of 13 July, of contentious-





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administrative jurisdiction, with regard to article 123 of Law 39/2015, of 1 October, governing common administrative procedure for public administration). In said instances, the previously mentioned contentious-administrative appeal may not be filed until such time as a specific decision has been taken or until the implied rejection concerning the appeal for reversal.

4.- The decision on the call shall be taken within a period of no more than three months after the day on which the deadline for submission of applications concludes. Once said period has concluded without the decision having been published, applications may be deemed to have been rejected in the terms set out under Law 39/2015, governing common administrative procedure for public administration.

5.-The International Relations Office will publish the decision concerning the present call in the electronic office of the Uva and, for the purposes of information, on its webpage <http://www.relint.uva.es>

### **23. FINAL PROVISION:**

For any matters not regulated in these bases, Law 39/2015, governing common administrative procedure for public administration, Law 38/2003, of 17 November, governing general grants, Law 5/2008, of 25 September, governing grants in the region of Castilla y León, and the regulations governing execution of the university budget, as well as any other pertinent legislation shall be applied.

Consistent with the values of gender equality assumed by the university, any names which appear in this call in the masculine gender, when they have not been replaced by generic terms, shall be understood to refer also indistinctly to the feminine gender.

### **24. APPEALS:**

Against this decision, which concludes the administrative channel, a contentious-administrative appeal may be brought before the contentious-administrative court of Valladolid within two months, beginning the day after its publication on the previously mentioned electronic notice board of the university. Optionally, an appeal for reversal may be filed with the rectorate within the period of one month commencing on the same date (articles 8.2 and 13 of Law 29/1998, of 13 July, of contentious-administrative jurisdiction, with regard to article 123 of Law 39/2015, of 1 October, governing common administrative procedure for public administration). In said instances, the previously mentioned contentious-administrative appeal may not be filed until such time as a specific decision has been taken or until the implied rejection concerning the appeal for reversal.

In Valladolid, 15 November 2019

THE RECTOR

By delegation (decision by the Rector on 14 June 2018 (BOCYL [official regional journal] no. 119 of 21 June))

VICE-RECTOR FOR INTERNATIONALISATION

Signed: Paloma Castro Prieto

SERVICIO DE RELACIONES INTERNACIONALES - CASA DEL ESTUDIANTE

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## ANNEX I.

### Further information on the handling of personal data

#### 1. Body responsible for handling the data.

University of Valladolid

CIF: Q4718001C

Address: Plaza del Colegio de Santa Cruz, 8 - 47002 Valladolid

Person/body responsible for privacy: [responsable.privacidad@uva.es](mailto:responsable.privacidad@uva.es)

Data protection delegate: [delegado.proteccion.datos@uva.es](mailto:delegado.proteccion.datos@uva.es)

#### 2. Data protection delegate

This is the professional figure who oversees and gives advice concerning compliance with personal data protection on the part of the University of Valladolid. If you have any doubts or wish to enquire about how your details are handled, you may contact us by writing to [delegado.proteccion.datos@uva.es](mailto:delegado.proteccion.datos@uva.es)

#### 3. Purposes for which personal information is gathered

Data are used for the purposes of administrative handling of information related to participants and beneficiaries, and for processing the grants set out in this call.

#### 4. Legal basis for data handling

Regulations (EU) 1288/2013 through which the «Erasmus+» programme is created are designed to promote employability, internationalisation and interregional social cohesion, facilitating mobility and cooperation in the world of education.

The University of Valladolid, within the framework of Organic Law 6/2001 governing universities, implements its internationalisation and cooperation for development plans. Amongst the programmes it is involved in is the Erasmus+ mobility programme.

In addition, official publication of personal information in official journals and/or on official noticeboards of the University of Valladolid, is based on:

- Law 39/2015, of 1 October, governing common administrative procedure for public administration.
- Law 19/2013, of 9 December, governing transparency, access to public information and good governance.
- Law 3/2015, of 4 March, governing transparency and citizen participation in the region of Castilla y León.
- Law 38/2003, of 17 November, governing general grants.
- Law 5/2008, of 25 September, governing grants in the region of Castilla y León
- Law 2/2006, of 3 May, governing the public treasury and public sector in the region of Castilla y León.





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## 5. Recipients of the data

Data will be sent without consent to:

- the applicant's home institution.
- EU institutions and bodies, in accordance with the regulations inherent to this call.
- judges and courts, in the terms set out by the applicable legislation for handling related appeals. In such instances, before making data available to third parties, the university ensures that said authorities request such data and access them in accordance with the law.
- in addition, the names of those awarded grants will be published on the official notice board of the electronic office of the University of Valladolid and on the International Relations Office webpage.

Optionally, data will be sent with consent to:

- Mentor programmes and the International Relations Office service for help with finding accommodation.

## 6. Period for which data are held

The personal data provided will be held, depending on the nature thereof, in accordance with the following criteria:

- Information relating to persons taking part will be kept for the period required for any administrative or legal appeals filed, pursuant to the regulations set out under Law 39/2015, of 1 October, governing common administrative procedure for public administration and Law 38/2003, of 17 November, governing general grants.
- Information relating to beneficiaries of grants will be kept for the duration of their association with the University of Valladolid.
- Nevertheless, in general, the information may be stored, duly blocked, for the additional three-year period foreseen until such time as the legal responsibilities in the matter of data protection have prescribed.
- The University of Valladolid is a public institution subject to the obligations of Law 16/1985, of 25 June, governing Spanish historical heritage, and Castilla y León Law 6/1991, of 19 April, governing archives and document heritage and may, therefore, keep the information for an indefinite period for archive purposes in the public interest.





Universidad de Valladolid



### 7. Rights of interested parties

In order to maintain control at all times over their personal data, those interested may exercise their right to access, amend, delete, transfer, limit or express their opposition to the handling thereof by writing to the Registry of the University of Valladolid or by normal mail to:

Responsable de privacidad.

Plaza del Colegio de Santa Cruz, 8 - 47002 Valladolid

They should provide, where applicable, supporting documentation:

- Accreditation of the identity of the interested party through any valid document, such as a national identity card or passport.
- First name(s) and surname(s) of the interested party or, where applicable, the person representing them, together with the document supporting said representation.
- A request specifying the application.
- An address for the purpose of notifications, date and signature of the applicant.
- Supporting documents of the request being submitted, if applicable.
- In the case of amendment or cancelation, indication of which data are to be amended or cancelled and the cause justifying this.

### 8. Competent authority for the submission of appeals.

Should you wish to file a complaint or obtain further information concerning the regulations governing the handling of your personal data in Spain, the competent authority is the Spanish Data Protection Agency (Jorge Juan, 6 28001-Madrid).

