TERMS AND CONDITIONS

Governing calls for applications to Fundació ESADE scholarships and grants for undergraduate and MSc and MUA Master’s programmes

2020-2021 academic year

In keeping with its mission, Fundació ESADE aims to attract talented students and provide opportunities to those with outstanding academic records and a keen desire to study at ESADE though without the financial resources to do so. Fundació ESADE thus offers scholarships and grants to help finance students completing the Bachelor in Business Administration-BBA, Bachelor in Law (GED), Double Degree in Business Administration and Law (GBD), Double Degree in Law, Global Governance, Economics & Legal Order (GED&BGG), Bachelor in Global Governance, Economics & Legal Order (BGGELO), MSc in Management programmes and Master in Law (MUA) programmes. Fundació ESADE dedicates its own resources as well as donations to finance these scholarships.

1. 2020-2021 CALLS FOR APPLICATIONS: OFFICIALLY RECOGNISED UNDERGRADUATE, MSc AND MUA PROGRAMMES

1. Fundació ESADE will publish calls for applications for scholarships and grants to complete the following programmes during the 2020-2021 academic year. These programmes are officially recognised by Spanish Law and taught by ESADE-Escuela Superior de Administración y Dirección de Empresas (ESADE Business School) and ESADE-Facultad de Derecho (ESADE Law School), both of which are integrated within Universitat Ramon llull:
   - Bachelor in Business Administration-BBA
   - Bachelor in Law (GED)
   - Double Degree in Business Administration and Law (GBD)
   - Double Degree in Law, Global Governance, Economics & Legal Order (GED&BGG)
   - Bachelor in Global Governance, Economics & Legal Order (BGGELO)
   - MSc in Management programmes
   - Master in Law (MUA)

2. The period to present applications for the scholarships described in this document begins when the calls are published in the official gazette, Boletín Oficial del Estado,
and ends as indicated in the specific Annex Documents attached to these Terms and Conditions for each of the different types of scholarships and grants.

3. Scholarships and grants for unofficial, unrecognised programmes are governed in keeping with Term 13 detailed below.

2. CALLS FOR APPLICATIONS: TYPES OF SCHOLARSHIPS AND GRANTS

Candidates may apply for the following types of scholarships and grants:

1. **ESADE Talent Scholarships (*)**

a. These scholarships are open to candidates who aim to study any of the officially recognised programmes detailed in Term 1 above.

b. Amount: 25% to 100% of the corresponding tuition fees (excluding the Master in Law (MUA) with a maximum of 50%).

c. Once a scholarship has been awarded to complete the Bachelor in Business Administration (BBA) programme, it serves to finance the entire BBA programme and, without requiring a separate approval process, also applies the same percentage in financial assistance to complete a University Master related to the BBA and included within the set of MSc in Management programmes. Regardless, scholarship recipients must formally present their scholarship applications every year (including when beginning the University Master) for the Talent Attraction Committee to verify that students still meet the need-based and academic criteria. Similarly, they must also sign the commitment document issued by Fundació ESADE. Should scholarship recipients fail to meet these requirements within the established deadlines, Fundació ESADE will assume that they formally renounce said scholarship.

d. These scholarships are awarded based on candidates’ financial needs and academic excellence.

e. The call for applications is general in nature and aimed at all those who meet the corresponding legal conditions. Consequently, it does not distinguish between those who aim to begin studying these programmes and those who are already enrolled in them, thus enabling currently registered students whose financial situation has changed to also apply.

f. These scholarships may be revoked due to the scholarship recipients’ own decision to decline them, due to their non-fulfilment of the established obligations, conditions and requirements, due to the recipients’ poor academic performance or due to no longer having the financial situation required. To determine whether or not these scholarships will be renewed, Fundació ESADE will analyse these requirements annually at the end of each academic year.

g. Scholarship recipients have the option to apply for an extension of their scholarship amount to compensate for travel and housing expenses associated to the International Exchange Programme (ESADE Exchange Scholarships for €2,000 to €3,000) if they are enrolled in the Bachelor in Business Administration-BBA, in the Bachelor in Law (GED), in the Double Degree in Business Administration and Law (GBD) and in the Double Degree in Law, Global Governance, Economics & Legal Order (GED&BGG) programmes and/or
to carry out internships as part of the University Development Service (SUD) (ESADE SUD Scholarships for €1,000 to €2,500) if enrolled in any of the programmes for which this scholarship is applicable, excepting the Master in Law (MUA). The corresponding scholarship extension applications are included in the Annex Documents.

h. For candidates who need to obtain the resources required to finance travel and housing expenses associated to the ESADE SUD Scholarship beforehand, the call for applications includes dates to present applications and the corresponding decision well in advance. For this early decision, candidates who haven’t already done so must present the Talent Attraction Committee with all the documents required for the ESADE Talent Scholarship application. If candidates have already forwarded this documentation (or any other which may substitute it), candidates can simply indicate that they have done so in their applications.

i. In keeping with point “c” above, students applying for the ESADE Talent Scholarship for the MSc in Management programmes who were not previously awarded this scholarship for the BBA programme are excluded from the first call to present applications. Instead, they may present their applications as stipulated by Fundació ESADE in the specific call for scholarship applications for these programmes alongside those applying for MBA programmes. This is due to the strong presence of international candidates in these programmes and various sub-types of scholarships based on criteria such as countries of origin. This serves to ensure that the call for application is competitive and that the Talent Attraction Committee can appropriately evaluate candidates’ merits and financial needs.

2. **ESADE Lodging Grants**
   a. These are open to candidates carrying out the Business Administration-BBA, Bachelor in Law (GED), Double Degree in Business Administration and Law (GBD), Double Degree in Law, Global Governance, Economics & Legal Order (GED&BGG), Bachelor in Global Governance, Economics & Legal Order (BGGELO) and MRes in Management Sciences.
   b. Amount: the amount of each scholarship of this type covers between 50% and 100% of a place in the Sarriá University Hall of Residence or the “Roberto de Nobili” University Hall of Residence as a financial allowance to offset accommodation expenses.
   c. They are awarded based on candidates’ financial needs and academic records.
   d. These grants may be revoked due to the grant recipients’ own decision to decline them, due to their non-fulfilment of the established obligations, conditions and requirements, due to the recipients’ poor academic performance or due to no longer having the financial situation required. To determine whether or not these scholarships will be renewed, Fundació ESADE will analyse these requirements annually at the end of each academic year.

3. **ESADE Living Grant**
   a. These are open to candidates carrying out the Business Administration-BBA, Bachelor in Law (GED), Double Degree in Business Administration and Law (GBD), Double Degree in Law, Global Governance, Economics & Legal Order
(GED&BGG), Bachelor in Global Governance, Economics & Legal Order (BGGELO) and MRes in Management Sciences.

b. Amount: the amount of each scholarship is at most €450 per month for a period of 10 months. This grant is intended to cover transport and general expenses other than tuition and fees derived from studying at Esade.

c. They are awarded based on candidates’ financial needs and academic records.

d. These grants may be revoked due to the grant recipients’ own decision to decline them, due to their non-fulfilment of the established obligations, conditions and requirements, due to the recipients’ poor academic performance or due to no longer having the financial situation required. To determine whether or not these scholarships will be renewed, Fundació ESADE will analyse these requirements annually at the end of each academic year.

3. ANNEX OF SPECIFIC CONDITIONS

The specific conditions for each of the scholarships and grants described above are included in the Annex Documents below, detailing their content and scope, the application process and requirements applicable to each.

4. POTENTIAL CANDIDATES: GENERIC GROUP OF PEOPLE

1. The calls for applications are directed at a generic group of people, whether Spanish or otherwise, without any limitation whatsoever in this respect, who meet the requirements established by Spanish Law to be able to take part in the officially recognised university programmes in which they wish to participate.

2. Given the very nature of this process, Fundació ESADE will understand that candidates have declined their scholarships/grants if they withdraw their applications or fail to successfully meet the admissions criteria for the programme in question.

5. COMPETITIVE NATURE

Fundació ESADE awards scholarships or grants based on competitive criteria. To this end, it has established either a maximum number of these scholarships/grants or a maximum amount of economic resources available for the different programmes. When making its decision, the Talent Attraction Committee complies with the criteria regarding financial need and academic excellence established for each type of scholarship/grant.

6. REQUIREMENTS

Candidates applying for Fundació ESADE scholarships and grants have to accredit any or all of the following circumstances in keeping with the requirements established for each type of scholarship/grant and provide the required documentation the latter demands:

a. Demonstrate their financial need and the difficulty implied for their families to finance the programme in question. In no case will scholarships be granted to
students whose family income exceeds €95,000 gross/year for a family of four people.
b. Accredit their academic track record and/or the results obtained.
c. Formally present the corresponding applications within the established deadlines.
d. Along with the applications, present all the required documentation; their applications will not be processed without the latter.
e. Sit a personal interview prior to the final decision.

7. REQUIRED DOCUMENTATION AND DEADLINES

The Annex Documents below detail the primary and complementary documentation candidates must present for each type of scholarship/grant, as well as to whom they must send the latter, the deadlines to present their applications and the dates on which the Talent Attraction Committee will issue its decisions.

8. TALENT ATTRACTION COMMITTEE: COMPOSITION AND FUNCTIONING

1. The Talent Attraction Committee consists of the following members:

   a. Economic-Financial Director, acting as Talent Attraction Committee President
   b. Director of Identity and Mission
   c. Director of Engagement and Donor Relations
   d. Director of the Admissions Unit, ESADE Business and Law School
   e. Director of Communications and Institutional Relations
   f. Two faculty members designated by the Director General
   g. A Business School representative named by Business School Dean
   h. A Law School representative named by Law School Dean
   i. Finance Manager, acting as Talent Attraction Committee Secretary

2. The Talent Attraction Committee will meet as often as needed to decide on the scholarships/grants and resolve any issues that arise, adapting the number of meetings to the volume of applications received for each type of scholarship/grant and the ability to respond to these in a timely fashion.

3. When deemed appropriate, the Talent Attraction Committee may decide to create Delegated Commissions made up of members of the Talent Attraction Committee who will meet to make decisions about particular programmes and which will exercise some or all of the Committee’s powers with respect to these programmes.

4. To reaffirm his/her right, the selected candidate must be admitted to one of the programmes included in the call in order to meet the legal requirement to receive the scholarship for the purpose of participating in a formal course of study. In any event, the Talent Attraction Committee will ask the university for confirmation of the candidate’s admission to the programme of his/her choice. Applicants who have been rejected by the university for the selected programme will not be taken into consideration for the awarding of scholarships and, where appropriate, scholarship recipients will be considered to have forfeited their right to the scholarship.
5. The Talent Attraction Committee may decide not to award any or all of the types of scholarships/grants if it so deems.

6. Should scholarship recipients renounce or decline their awards, the Talent Attraction Committee may award said scholarships/grants to reserve candidates, if any, in the order established by the Talent Attraction Committee in each case.

7. Once the deadline to present applications for each type of scholarship/grant has passed and the Talent Attraction Committee has made its decision, the final list of recipients will be published on the corresponding webpage on the Fundació ESADE website.

8. The list of scholarship recipients approved by the Talent Attraction Committee is definitive and not subject to appeal. Furthermore, Fundació ESADE will not provide any information about any rejected applications.

9. INCOMPATIBILITY

The total financial amount received by an Esade student for scholarships, grants and honours during an academic year (excluding any Esade Lodging Grants, Esade Living Grants and financial allowances to offset transport and accommodation expenses for University Development Service international exchanges and/or internships) may not be greater than 85% of the amount of the tuition fees for such academic year for household incomes between €75,000 and €95,000. The award of an Esade Talent Scholarship cannot be combined with the award of a family assistance discount to a sibling.

10. SCHOLARSHIP/GRANT MANAGEMENT

Candidates and scholarship recipients commit to comply with the following:

a. At Fundació ESADE’s request, candidates must accredit the information that they’ve forwarded during the selection process via copies or by e-mail, providing original or duly certified copies of the documents in question. In addition, Fundació ESADE may request that candidates certify any information contained within their transcripts.

b. Should Fundació ESADE organise a scholarship/grant award ceremony, scholarship/grant recipients will be duly notified of the date, time and place to personally receive their awards. Should they be unable to attend to receive their awards personally for any justified reason, they must duly inform Fundació ESADE beforehand.

c. Candidates must complete the programme foreseen in accordance with their applications. Candidates receiving a scholarship/grant are required to begin the programme subject to the call for applications in September/October of the 2020-2021 academic year and complete said programmes in keeping with the study plan.

d. All payments made by Fundació ESADE will include the applicable personal income tax (IRPF) deduction, if applicable.
e. Scholarship/grant recipients must immediately inform Fundació ESADE of any change of address. Similarly, they must also inform Fundació ESADE of any change in mailing address or e-mail address while benefitting from said scholarship/grant.

f. Should candidates fail to comply with any of the aforementioned commitments, or any other commitment specifically established for each type of scholarship/grant, Fundació ESADE reserves the right to proceed however it deems fit, including requesting that the awarded or compensated amounts be returned.

11. DATA PROTECTION AND THE RIGHT TO PRIVACY

1. Pursuant to REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE 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/EC (General Data Protection Regulation), the candidate is informed of the following points and by submitting their application gives their consent to them:

a. All personal data collected in the application form for the scholarship or grant and in the documentation attached to it, images captured at the time of handover or similar, follow-up information, the data entered in the questionnaire provided at the end of the study programme and the results of the assessment of the candidate will be included in a file owned by the Esade Foundation, registered office at Avenida de Pedralbes, 60-62, Barcelona 08034.

b. The file controllers will only include data which have been voluntarily supplied by the data subject and which they consider to be essential for the selection process.

c. This information will be processed for the following purposes:

• To examine the candidate’s suitability and conduct a selection process for the potential award of the scholarship or grant.

• To ensure that the candidate meets the eligibility requirements throughout the entire period of the scholarship or grant.

• To make payments in the event that the scholarship or grant is awarded.

• To publish the candidate’s name and image on the website and in other publicity media used by the Esade Foundation, the donor or the sponsor of the scholarship, and where necessary the candidate authorises the release of their data for this purpose.

2. The data will be released to the donor or sponsor of the scholarship and to the tax authorities.

3. The data subject may exercise their rights of access, rectification, erasure and restriction of and objection to processing and others recognised by law in relation to their personal data contained in the file free of charge in the terms provided for in REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE 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/EC (General Data Protection Regulation), and other regulations implementing it. The data subject may do this by writing to the file controller (Esade Foundation, Avenida de Pedralbes, 60-62, Barcelona 08034), indicating as the subject “Personal data protection” and enclosing a copy of their ID or passport, or by emailing lopd@esade.edu and including the same information. The documentation supplied by scholarship holders to the Esade Foundation will be filed confidentially.

12. APPLICABLE TAX: SCHOLARSHIP/GRANT TYPES (*) AND (**)

(*) The scholarship/grant types signalled with a single asterisk (*) in Term 2 above meet the conditions established by Article 7 in Law 35/2006, dated 28th November, on Personal Income Tax, as well as Article 2 in Royal Decree 439/2007, dated 30th March, approving the Regulations governing Personal Income Tax, and Article 14.1.a) in the Revised Text of the Law on Personal Income Tax for Non-Residents (Legislative Royal Decree 5/2004, dated 5th March), and later revised by Law 26/2014, dated 27th November, indicating that scholarships granted by non-profit organisations subject to Title II of Law 49/2002, dated 23rd December, are tax free.

(**) The type listed in Rule 2 and marked with two asterisks (**) meets the conditions of section 7 of the Personal Income Tax Act 35/2006 of 28 November and section 2 of Royal Decree 439/2007 of 30 March, enacting the Personal Income Tax Regulation, to qualify for the exemption for scholarships awarded by non-profit organisations to which the special arrangements governed by Title II of Act 49/2002 of 23 December are applicable. However, the exempt amount of the financial allowance to which the type refers and which is intended to offset accommodation expenses is at most €15,000 per year. If it does not cover accommodation, the maximum exempt amount is €6,000 per year.

13. SCHOLARSHIPS AND GRANTS FOR PROGRAMMES NOT REGULATED OR RECOGNISED BY SPANISH LEGISLATION

These Terms and Conditions do not apply to any scholarships or grants Fundació ESADE may award for candidates to complete educational programmes which are not regulated or recognised by Spanish Law and which, consequently, do not lead to official degrees. These programmes will be subject to any specific terms and conditions which may be established for said programmes.

ANNEX DOCUMENTS

Included as Annex Documents to these Terms and Conditions are the corresponding application forms and tables for each type of scholarship or grant, as well as additional information about the specific nature of said scholarships and grants.

Barcelona, January, 2020
Fundació ESADE Scholarship and Grant Programme
ESADE Talent Scholarships
2020-2021 Academic Year

1. OBJECTIVE

In keeping with its mission, Fundació ESADE aims to attract talented students and provide opportunities to those with outstanding academic records and a keen desire to study at ESADE though without the economic resources to do so. As determined in terms and conditions of governing call for scholarships and grants of the 2020-2021 academic year, ESADE thus offers its ESADE Talent Scholarships to finance students completing the Bachelor in Business Administration (BBA), the Bachelor in Law (GED), the Double Degree in Business Administration and Law (GBD), the Double Degree in Law and Global Governance, Economics & Legal Order (GED&BGG), the Bachelor in Global Governance, Economics & Legal Order (BGGELO), the MSc Programmes in Management and the Master in Law (MUA) programmes. Fundació ESADE dedicates its own resources as well as donations to finance these scholarships.

2. APPLICABLE PROGRAMMES

- Bachelor in Business Administration (BBA)
- Bachelor in Law (GED)
- Double Degree in Business Administration and Law (GBD)
- Double Degree in Law and Global Governance, Economics & Legal Order (GED&BGG)
- Bachelor in Global Governance, Economics & Legal Order (BGGELO)
- MSc Programmes in Management (students who received a scholarship for the BBA)
- Master in Law (MUA)

3. GENERAL REQUIREMENTS

Candidates who wish to apply for this Fundació ESADE scholarship must:

- Demonstrate their economic need and the difficulty implied for their families to finance the programme in question. In no case will scholarships be granted to students whose family income exceeds €95,000 gross/year for a family of four people.
- Accredit their academic track record.
- Present their applications before the deadline. Candidates must present all required documentation in order for their applications to be considered.
- Sit a personal interview prior to the final decision.

The call for applications is general, in nature, and aimed at all those who meet the corresponding legal conditions. Consequently, it does not distinguish between those who aim to begin studying these programmes and those who are already enrolled in them, thus enabling currently registered students whose financial situation has changed to also apply.
4. REQUIRED DOCUMENTATION

1. The duly completed scholarship application.

2. The duly completed and attached private document detailing the family’s assets, securities and real estate properties as well as a copy of the family’s wealth tax return if applicable.

3. A copy of the 2019 personal income tax return of all members of the family unit. In case of submitting the scholarship application before being able to process the one of 2019, it is necessary to deliver first the one of the 2018 and, later, it is indispensable to give the one of the 2019.

4. In the case of employed workers, in addition to a personal income tax return, an income certificate from the worker’s current company.

5. Applicants who are separated or divorced must also provide a copy of their settlement agreements.

6. Students about to begin the first year of their respective programmes must provide a copy of their payment receipt from the school where they completed their baccalaureate studies. If students were granted a scholarship to study at that school, they must provide a certificate issued by the school granting that scholarship.

To ensure that scholarships are awarded as fairly as possible, the Talent Attraction Committee may refer to any documentation ESADE has about the candidates. It may also gather any additional data it deems necessary to assess the candidates’ personal circumstances and to determine that those circumstances remain unchanged throughout the scholarship period.

5. SCHOLARSHIP AMOUNT

ESADE’s General Management Office in collaboration with its executive bodies will determine the total amount of resources and donations dedicated to this type of scholarship every academic year.

The Talent Attraction Committee will determine the amount of every individual scholarship. The latter can range from 25% to a maximum of 100% of the tuition fees for the academic year in question (in the specific case of the Master in Law (MUA) programme, these scholarships cover 50%).

Scholarship recipients may also apply to extend their scholarships to include grants to compensate transportation and lodging expenses associated to the International Exchange Programme (from €2,000 to €3,000) and/or carry out internships through the University Development Service (SUD) (from €1,000 to €2,500). The corresponding applications are included as Annexes 1 and 2 below. Interested candidates should duly complete and forward these applications within the established deadlines.

The total financial amount received by an Esade student for scholarships, grants and honours during an academic year (excluding any Esade Lodging Grants, Esade Living Grants and financial allowances to offset transport and accommodation expenses for University Development Service international exchanges and/or internships) may not be greater than 85% of the amount of the tuition fees for such academic year for household incomes between €75,000 and €95,000. The award of an Esade Talent Scholarship cannot be combined with the award of a family assistance discount to a sibling.
## 6. DEADLINES AND DECISION

<table>
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<th>1st call for applications</th>
<th>Application Deadline (*)</th>
<th>Decision</th>
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<td>23th January, 2020</td>
<td>5th February, 2020</td>
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<tr>
<td>2nd call for applications</td>
<td>10th February, 2020</td>
<td>24th February, 2020</td>
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<tr>
<td>Firts year in any of the aforementioned undergraduate programmes + Master in Law (external students) + ESADE SUD Scholarships of the MSc's programmes</td>
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<td>3rd call for applications</td>
<td>4th March, 2020</td>
<td>17th March, 2020</td>
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<tr>
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<td>4th call for applications</td>
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<td>15th April, 2020</td>
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<tr>
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<td>5th call for applications</td>
<td>3rd April, 2020</td>
<td>23rd April, 2020</td>
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<tr>
<td>Firts year in any of the aforementioned undergraduate programmes + Master in Law (external students)</td>
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<tr>
<td>6th call for applications</td>
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<td>18th May, 2020</td>
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<tr>
<td>Firts year in any of the aforementioned undergraduate programmes + Master in Law (external students)</td>
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<td>7th call for applications</td>
<td>21st May, 2020</td>
<td>9th June, 2020</td>
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<td>Firts year in any of the aforementioned undergraduate programmes + Master in Law (external students)</td>
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<tr>
<td>8th call for applications</td>
<td>11th June, 2020</td>
<td>25th June, 2020</td>
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<tr>
<td>Firts year in any of the aforementioned undergraduate programmes + Master in Law (external students)</td>
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**Ordinary only call for the Law Faculty**

✓ Other courses (GED, GBD, GED&BGG)  
✓ ESADE Exchange Scholarships (GED, GBD, GED&BGG)  
✓ Master in Law (internal students)  

| 30th April, 2020 | 12th July, 2020 |

**Ordinary only call for the BBA/BBE and MSc**

✓ Other courses (BBA)  
✓ ESADE Exchange Scholarships (BBA)  
✓ MSc Programmes in Management (internal students)  

| 3rd July, 2020 | 22nd July, 2020 |

**6th call for applications**

Firts year in any of the aforementioned undergraduate programmes + Master in Law (external students)  

| 3rd July, 2020 | 22nd July, 2020 |

**Extraordinary call**

✓ Other courses (BBA)  
✓ MSc Programmes in Management (internal students)  
✓ Other courses (GED, GBD, GED&BGG)  
✓ Master in Law (internal students)  

| 30th April, 2020 | 29th July, 2020 |
Due to the current situation caused by Covid-19, and the mobility restrictions, the process to send the documentation to apply for a Talent Scholarship has changed a little bit. In order to make it easy, we have created a save virtual space where to upload all the documentation asked for in the Talent Scholarship Bases.

This is the link where you must upload the documentation:
https://urledu-my.sharepoint.com/:f:/g/personal/nuria_font2_esade_edu/EkynopSdsuJBqPO1Cw7IRxwBk2H_S6z0ivmyUMokIVsDKw

In this link, you will find the handling instructions:
http://itemsweb.esade.edu/fu/Grados/OneDrive_handlinginstructions.pdf

How you name the documents is very important, all the documents uploaded has to have the same-named structure:
Degree_Surname,Name_document type

For instance:
BBA_Font, Núria_father statement income

Applicants must send all the required documentation before the established deadlines.

Applicants will be notified of the decision by the dates mentioned above via the email address detailed in their applications.

7. SCOPE AND RENEWAL

Once granted, this scholarship serves to finance the entire undergraduate programme in question. However, to ensure its renewal, scholarship recipients must formally present the corresponding application every year for the Talent Attraction Committee to verify that students still meet the need-based and academic criteria. Similarly, they must also sign the commitment document issued by Fundació ESADE. Should scholarship recipients fail to meet these requirements within the established deadlines, Fundació ESADE shall assume that they formally renounce said scholarship.

Once a scholarship has been granted to complete the Bachelor in Business Administration (BBA) programme, it serves to finance the entire BBA programme and, without requiring a separate approval process, also applies the same percentage in financial assistance to complete a University Master related to the BBA and included within the set of MSc in Management programmes. Regardless, scholarship recipients must formally present their scholarship applications every year (including when beginning the University Master) for the ends described above.

Candidates who wish to apply for this scholarship to complete an MSc in Management programme but did not receive a scholarship for an undergraduate degree programme are excluded from taking part in the first call for applications. Instead, they may present their applications as stipulated by Fundació ESADE in the specific call for scholarship applications for these programmes alongside those applying for MBA programmes.
Students must submit their scholarship applications every year and sign the commitment document issued by Fundació ESADE.

8. REVOCATION OF SCHOLARSHIPS

With the aim of making decisions as objective as possible and ensuring that Fundació ESADE scholarships are awarded equitably, the Talent Attraction Committee requests candidates’ economic data. In the event that the information provided is incomplete or false, Fundació ESADE reserves the right to review and, if appropriate, revoke the scholarship awarded.

Scholarships may also be revoked should students fail to meet the established academic standards or should they no longer require them financially. To determine whether or not these scholarships will be renewed, the Talent Attraction Committee will analyse these two conditions annually at the end of each academic year.

9. APPLICABLE TAX

This type of scholarship meets the conditions established in Article 7 in Law 35/2006, dated 28th November, on Personal Income Tax, as well as those in Article 2 in Royal Decree 439/2007, dated 30th March, approving the Regulations on Personal Income Tax, which exclude academic scholarships granted by non-profit institutions included under the special tax regime regulated by Title II in Law 49/2002, dated 23rd December.
Fundació ESADE Scholarship and Grant Programme

Declaration of family assets

Personal data

<table>
<thead>
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<th>First declarant’s name and surname(s):</th>
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<tr>
<td>First declarant’s address:</td>
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<table>
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<tr>
<th>Second declarant’s name and surname(s):</th>
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</thead>
<tbody>
<tr>
<td>Second declarant’s address:</td>
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</table>

To whom it may concern:

As part of our application for an ESADE Talent Scholarship, below please find a declaration of our assets to help you assess our net worth. Also, attached please find the corroborating documentation.

Declarations’ assets

1. Real estate property and land (send attached documents of your own real estate)

<table>
<thead>
<tr>
<th>Description / Address</th>
<th>% ownership</th>
<th>Approximate value</th>
</tr>
</thead>
</table>

(*) In the case that the usual housing is a rental housing, it is necessary to send the rent contract as well as the last monthly receipt.
2. Securities and investments: bank accounts, shares, deposits, securities, pension plans, etc. (Attach the corresponding bank documents regarding the securities and investments detailed)

<table>
<thead>
<tr>
<th>Description and balances</th>
<th>Value</th>
</tr>
</thead>
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Provide additional data in an annex document if necessary.

Barcelona, on (day) (month), (year)

Declarants’ signatures
ESADE TALENT SCHOLARSHIP APPLICATION
2020-2021 ACADEMIC YEAR

1st application

Bank account data to refund the corresponding amount (if applicable):

<table>
<thead>
<tr>
<th>IBAN</th>
<th>Current account number</th>
<th>Titleholder</th>
</tr>
</thead>
</table>

THE APPLICANT HEREBY REQUESTS
A scholarship to finance the applicant’s studies during the 2020-2021 academic year based on the family’s economic data provided below.

FATHER/MOTHER/GUARDIAN’S DECLARATION
I, ..........................................................................................................., the applicant’s ................................................................. (father, mother, legal guardian) declare, under my sole responsibility, that the data provided below is true.

Number of people who live with the father/mother/guardian (family members or otherwise), including the applicant:

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I expect our gross family income from all sources in 2020 to be: €...........................................

(*) In case of separation or divorce, remember to deliver a signed copy of the regulatory agreement.
Use this space to detail any other circumstances that you feel should be considered in the decision to award this scholarship.

By submitting this application, the undersigned hereby indicate that they accept the terms and conditions governing the call for scholarships and, in particular, consent to the treatment, use and cession of their personal data as detailed in condition 11.

In order to make the most objective decisions, the Scholarship Award Committee asks for financial information to ensure that the award of Esade Foundation scholarships and grants is fair. If the information supplied is incomplete or false, the Esade Foundation reserves the right to review the award of the scholarship and, where appropriate, to withdraw it. We trust that the information supplied is true and accurate. The information provided is strictly confidential. Pursuant to REGULATION (EU) 2016/679 OF THE EUROPEAN PARLIAMENT AND OF THE 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/EC (General Data Protection Regulation), you are notified that the data supplied will be included in a personal data file whose controller and recipient is the Esade Foundation and will be used exclusively for the purpose of awarding scholarships under the financial conditions set by the Esade Foundation.

The undersigned may exercise their rights of access to and rectification or erasure of personal data and the right to object recognised by the abovementioned Act by writing to the Esade Foundation at Av. Pedralbes, 60-62, Barcelona 08034.

Barcelona, on ........ (day) ................. (month) ................ (year)

Applicant’s signature  Father / Mother / Guardian’s signature
1. **OBJECTIVE**

As determined in terms and conditions of governing call for scholarships and grants of the 2020-2021 academic year, **ESADE Lodging Grants** are aimed at candidates who live outside the province of Barcelona and have a solid academic record though limited economic resources. Fundació ESADE finances these grants with its own funds and donations.

2. **APPLICABLE PROGRAMMES**

- Bachelor in Business Administration (BBA)
- Bachelor in Law (GED)
- Double Degree in Business Administration and Law (GBD)
- Double Degree in Law and Global Governance, Economics & Legal Order (GED&BGG)
- Bachelor in Global Governance, Economics & Legal Order (BGLO)
- MRes in Management programmes

3. **GENERAL REQUIREMENTS**

Candidates who wish to apply for this Fundació ESADE grant must:

- Demonstrate their economic need and the difficulty implied for their families to finance the programme in question. In no case will scholarships be granted to students whose family income exceeds €95,000 gross/year for a family of four people.
- Accredit their academic track record.
- Present their applications before the deadline. Students must present all required documentation in order for their applications to be considered.
- Sit a personal interview prior to the final decision.

The call for applications is general, in nature, and aimed at all those who meet the corresponding legal conditions. Consequently, it does not distinguish between those who aim to begin studying these programmes and those who are already enrolled in them, thus enabling currently registered students whose financial situation has changed to also apply.

4. **REQUIRED DOCUMENTATION**

1. The duly completed scholarship application.
2. The duly completed and attached private document detailing the family’s assets, securities and real estate properties as well as a copy of the family’s wealth tax return if applicable.

3. A copy of the 2019 personal income tax return of all members of the family unit. In case of submitting the scholarship application before being able to process the one of 2019, it is necessary to deliver first the one of the 2018 and, later, it is indispensable to give the one of the 2019.

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5. Applicants who are separated or divorced must also provide a copy of their settlement agreements.

6. Students about to begin the first year of their respective programmes must provide a copy of their payment receipt from the school where they completed their baccalaureate studies. If students were granted a scholarship to study at that school, they must provide a certificate issued by the school granting that scholarship.

If applicants have also applied for the ESADE Talent Scholarship, they do not need to re-submit their economic data.

To ensure that scholarships are awarded as fairly as possible, the Scholarship Committee may refer to any documentation ESADE has about the candidates. It may also gather any additional data it deems necessary to assess the candidates’ personal circumstances and to determine that those circumstances remain unchanged throughout the scholarship period.

5. SCHOLARSHIP AMOUNT

These scholarships cover 50% - 100% of fees for one person at the Sarrià University Hall of Residence (in this case, only first-year undergraduate students) located near the ESADE Barcelona-Pedralbes campus or at the Roberto de Nobili University Hall of Residence located on ESADE’s Barcelona-Sant Cugat campus.

ESADE shall assign students to a residence hall. Students may not change the assigned hall.

The total financial amount received by an Esade student for scholarships, grants and honours during an academic year (excluding any Esade Lodging Grants, Esade Living Grants and financial allowances to offset transport and accommodation expenses for University Development Service international exchanges and/or internships) may not be greater than 85% of the amount of the tuition fees for such academic year for household incomes between €75,000 and €95,000. The award of an Esade Talent Scholarship cannot be combined with the award of a family assistance discount to a sibling.
### 6. DEADLINES AND DECISION

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<tr>
<td>10th February, 2020</td>
<td>24th February, 2020</td>
</tr>
<tr>
<td><strong>3rd call for applications</strong></td>
<td>First year in any of the aforementioned undergraduate programmes + Master in Law (external students)</td>
</tr>
<tr>
<td>4th March, 2020</td>
<td>17th March, 2020</td>
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<td><strong>4th call for applications</strong></td>
<td>First year in any of the aforementioned undergraduate programmes + Master in Law (external students)</td>
</tr>
<tr>
<td>25th March, 2020</td>
<td>15th April, 2020</td>
</tr>
<tr>
<td><strong>5th call for applications</strong></td>
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<td>3rd April, 2020</td>
<td>23rd April, 2020</td>
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<tr>
<td><strong>6th call for applications</strong></td>
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<td><strong>7th call for applications</strong></td>
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**Ordinary only call for the Law Faculty**
- ✓ Other courses (GED, GBD, GED&BGG)
- ✓ ESADE Exchange Scholarships (GED, GBD, GED&BGG)
- ✓ Master in Law (internal students)

**Ordinary only call for the BBA/BBE and MSc**
- ✓ Other courses (BBA)
- ✓ ESADE Exchange Scholarships (BBA)
- ✓ MSc Programmes in Management (internal students)

**6th call for applications**
- First year in any of the aforementioned undergraduate programmes + Master in Law (external students)
- 3rd July, 2020               22nd July, 2020

**Extraordinary call**
- ✓ Other courses (BBA)
- ✓ MSc Programmes in Management (internal students)
- ✓ Other courses (GED, GBD, GED&BGG)
- ✓ Master in Law (internal students)

*No applications will be accepted after these dates*
Due to the current situation caused by Covid-19, and the mobility restrictions, the process to send the documentation to apply for a Talent Scholarship has changed a little bit. In order to make it easy, we have created a save virtual space where to upload all the documentation asked for in the Talent Scholarship Bases.

This is the link where you must upload the documentation:
https://urledu-my.sharepoint.com/:f:/g/personal/nuria_font2_esade_edu/EkynopSdsuJ8qPO1Cw7IRxwBK2H_S6z0ivmyuMoklyvDKw

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http://itemsweb.esade.edu/fu/Grados/OneDrive_handlingintructions.pdf

How you name the documents is very important, all the documents uploaded has to have the same-named structure:
Degree_Surname,Name_document type

For instance:
BBA_Font, Núria_father statement income

Applicants must send all the required documentation before the established deadlines.

Applicants will be notified of the decision by the dates mentioned above via the email address detailed in their applications.

7. REVOCATION OF SCHOLARSHIPS

With the aim of making decisions as objective as possible and ensuring that Fundació ESADE scholarships are awarded equitably, the Talent Attraction Committee requests candidates’ economic data. In the event that the information provided is incomplete or false, Fundació ESADE reserves the right to review and, if appropriate, revoke the scholarship awarded.

Scholarships may also be revoked should students fail to meet the established academic standards or should they no longer require them financially. To determine whether or not these scholarships will be renewed, the Talent Attraction Committee will analyse these two conditions annually at the end of each academic year.

_Students must submit applications for this grant every year and sign a commitment document issued by Fundació ESADE._

8. APPLICABLE TAX

This type of scholarship meets the conditions established in Article 7 in Law 35/2006, dated 28th November, on Personal Income Tax, as well as those in Article 2 in Royal Decree 439/2007, dated 30th March, approving the Regulations on Personal Income Tax, which exclude academic scholarships granted by non-profit institutions included under the special tax regime regulated by Title II in Law 49/2002, dated 23rd December. That notwithstanding, the maximum tax exempt amount for grants to compensate housing expenses is 15,000 euros per year.
Fundació ESADE Scholarship and Grant Programme

Declaration of family assets

Personal data

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To whom it may concern:

As part of our application for an ESADE Lodging Grant, below please find a declaration of our assets to help you assess our net worth. Also, attached please find the corroborating documentation.

Declarants’ assets

1. Real estate property and land (send attached documents of your own real estate)

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<th>Description / Address</th>
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(*) In the case that the usual housing is a rental housing, it is necessary to send the rent contract as well as the last monthly receipt.
2. Securities and investments: bank accounts, shares, deposits, securities, pension plans, etc.  
(Attach the corresponding bank documents regarding the securities and investments detailed)

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Provide additional data in an annex document if necessary.

Barcelona, on  (day)  (month),  (year)

Declarants’ signatures
ESADE LODGING GRANT APPLICATION
2020-2021 ACADEMIC YEAR

THE APPLICANT HEREBY REQUESTS An ESADE Lodging Grant for the 2019-2020 academic year based on the family’s economic data provided below.

FATHER/MOTHER/GUARDIAN’S DECLARATION

I, ……………………………………………………………………………………………………., the applicant’s …………………………………………………………………… (father, mother, legal guardian) declare, under my sole responsibility, that the data provided below is true.

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I expect our gross family income from all sources in 2020 to be: €……………………………………...

(*) In case of separation or divorce, remember to deliver a signed copy of the regulatory agreement.

Use this space to detail any other circumstances that you feel should be considered in the decision to award this grant.

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Barcelona, on ……… (day) …………………………… (month) …………….. (year)

Applicant’s signature

Father / Mother / Guardian’s signature

Name and surname(s)
DNI/NIE/passport
ESADE student ID number
Programme
Year registering
Email Address
Telephone
Annex 3

Fundació ESADE Scholarship and Grant Programme
ESADE Living Grants
2020-2021 Academic Year

1. OBJECTIVE

As determined in terms and conditions of governing call for scholarships and grants of the 2020-2021 academic year, ESADE Living Grants are aimed at candidates who need to compensate for some of the transport costs and general costs different from the academic fees, related to the costs of studying at Esade, and have a solid academic record though limited economic resources. Fundació ESADE finances these grants with its own funds and donations.

2. APPLICABLE PROGRAMMES

- Bachelor in Business Administration (BBA)
- Bachelor in Law (GED)
- Double Degree in Business Administration and Law (GBD)
- Double Degree in Law and Global Governance, Economics & Legal Order (GED&BGG)
- Bachelor in Global Governance, Economics & Legal Order (BGGELO)
- MRes in Management programmes

3. GENERAL REQUIREMENTS

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- Demonstrate their economic need and the difficulty implied for their families to finance the programme in question. In no case will scholarships be granted to students whose family income exceeds €95,000 gross/year for a family of four people.
- Accredit their academic track record.
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If applicants have also applied for the ESADE Talent Scholarship, they do not need to re-submit their economic data.

To ensure that scholarships are awarded as fairly as possible, the Scholarship Committee may refer to any documentation ESADE has about the candidates. It may also gather any additional data it deems necessary to assess the candidates’ personal circumstances and to determine that those circumstances remain unchanged throughout the scholarship period.

5. SCHOLARSHIP AMOUNT

The amount of each scholarship is €450 per month which should be managed appropriately to cover transport and general expenses other than tuition and fees derived from studying at Esade.

This scholarship is an extension of the talent scholarship and is designed to enhance the performance of the scholarship student by avoiding the financial worries of life at Esade. This grant is intended for people with severe and proven financial need.
### 6. DEADLINES AND DECISION

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Fundació ESADE Scholarship and Grant Programme

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Barcelona, on (day) (month), (year)

Declarants’ signatures
ESADE LIVING GRANT APPLICATION
2020-2021 ACADEMIC YEAR

THE APPLICANT HEREBY REQUESTS
An ESADE Lodging Grant for the 2019-2020 academic year based on the family’s economic data provided below.

FATHER/MOTHER/GUARDIAN’S DECLARATION
I, ................................................................., the applicant’s .........................................................
(father, mother, legal guardian) declare, under my sole responsibility, that the data provided below is true.

Number of people who live with the father/mother/guardian (family members or otherwise), including the applicant:

<table>
<thead>
<tr>
<th>Name</th>
<th>Age</th>
<th>Relationship to the applicant</th>
<th>Profession/activity</th>
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I expect our gross family income from all sources in 2019 to be: €.................................

(*) In case of separation or divorce, remember to deliver a signed copy of the regulatory agreement.

Use this space to detail any other circumstances that you feel should be considered in the decision to award this grant.

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By submitting this application, the undersigned hereby indicate that they accept the terms and conditions governing the call for scholarships and, in particular, consent to the treatment, use and cession of their personal data as detailed in condition 11.

In order to make the most objective decisions, the Scholarship Award Committee asks for financial information to ensure that the award of Esade Foundation scholarships and grants is fair. If the information supplied is incomplete or false, the Esade Foundation reserves the right to review the award of the scholarship and, where appropriate, to withdraw it. We trust that the information supplied is true and accurate.

The undersigned may exercise their rights of access to and rectification or erasure of personal data and the right to object recognised by the abovementioned Act by writing to the Esade Foundation at Av. Pedralbes, 60-62, Barcelona 08034.

Barcelona, on ....... (day) ........................... (month) ................... (year)

Applicant’s signature

Father / Mother / Guardian’s signature