

TERMS AND CONDITIONS

Call for Fundació Esade Scholarship Applications for MBA and MSc Programmes in Management

2024-2025 academic year

In keeping with its mission, Fundació Esade aims to attract talented students and provide opportunities to those who are motivated to study at Esade and have an excellent academic track record yet lack the necessary financial resources to do so. To this end, Fundació Esade awards scholarships to finance students completing the official Master in Business Administration (MBA Full Time) and MSc Programmes in Management, for this dedicating its own funds and donations.

1. 2024-2025 ACADEMIC YEAR: OFFICIAL MBA Full Time AND MSC PROGRAMMES

1. Fundació Esade has issued a call for scholarship and grant applications for the 2024-2025 academic year for official programmes as defined by Spanish Law. These include the following programmes taught by 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 Universidad Ramon Llull:
 - Master in Business Administration (MBA Full Time)
 - MSc Programmes in Management
2. The period to present applications for the scholarships referred to in this call begins the date the latter is published in the official gazette, *Boletín Oficial del Estado*, and ends on the date indicated in the specific annex for each programme attached to these Terms and Conditions.

2. KIND OF SCHOLARSHIP

Esade's call for **Talent and Need-based Scholarships - Future Vision** applications.

This **Talent and Need-based Scholarships - Future Vision** includes the following features:

- a. Awarded to complete any of the official programmes indicated in Term and Condition 1 above.
- b. Amount: from 75% to 85% of tuition fees.
- c. Scholarships are awarded based on a combination of financial need and academic merit.
- d. This call for applications is generic in nature and targeted at all those who meet the required legal conditions.

- (i) As of December 1st, 2023, the maximum personal income tax exemptions on all scholarships and grants described correspond to those detailed in Term and Condition 12 below.
 - (ii) Attached as an annex to this document is the application for the grants described herein and which must be presented by the established deadlines.
- e. To ensure its decisions are as objective as possible, the Talent Attraction Committee requests financial data to ensure that Fundació Esade awards its scholarships equitably. If the data candidates provide are incomplete or false, Fundació Esade reserves the right to review the concession of the scholarships and, if warranted, revoke them.

3. ANNEXES WITH SPECIAL CONDITIONS

Attached to these Terms and Conditions are annexes corresponding to the scholarship described above, detailing the specific content, processes and requirements applicable.

4. ELIGIBLE CANDIDATES: GENERIC GROUP

1. The call for applications is targeted at a generic group of Spanish and foreign candidates, without any limit whatsoever, that meet the requirements established by Spanish Law to participate in the official programmes in which they are interested.
2. Due to their very nature, Fundació Esade will understand that candidates reject the scholarship in question if they voluntarily withdraw from or do not successfully pass the admissions process established for their respective programmes.

5. COMPETITIVE NATURE

All the scholarships Fundació Esade awards are competitive. To this end, Fundació Esade has established a maximum number of scholarships or a maximum amount available for each programme. When making its selection and decisions, the Talent Attraction Committee will abide by the financial need and academic merit criteria demanded for each type of scholarship.

6. REQUIREMENTS

Candidates applying for Fundació Esade **Talent and Need-based Scholarships - Future Vision** have to accredit each of the following circumstances and provide the documentation required for this specific scholarship:

- a. The candidates' financial need and the difficulty implied for the family unit in financing and paying the chosen programme's tuition.
- b. Candidates' great academic records and/or results obtained, and/or professional merits.
- c. Formally presenting the corresponding application within the established deadlines.

- d. Providing any required documentation with the corresponding application; contrarily, applications will not be considered.
- e. A personal interview prior to the final decision.
- f. All documents have to be incorporated into and forwarded as a single PDF file.
- g. All certifications have to be clearly legible and have the necessary quality to be able to evaluate them appropriately.
- h. All documents have to be provided in one of the three official languages at Esade: Spanish, Catalan and English.

7. REQUIRED DOCUMENTATION AND DEADLINES

The corresponding annex for this specific scholarship provides details on the applicable criteria in terms of financial need, the primary and complementary documentation to be presented as well as the deadlines and the dates for the Talent Attraction Committee to make its decision.

8. TALENT ATTRACTION COMMITTEE: COMPOSITION AND FUNCTIONING

1. The Talent Attraction Committee will comprise the following members:
 - Identity and Mission Director, acting as Committee President
 - Engagement & Donor Relations Director
 - A delegate of the Admissions Office for the Business School and the Law School
 - One faculty member designated by the Director General's Office
 - A representative from the Business School Scholarship Program designated by the Dean
 - A representative from the Law School Scholarship Program designated by the Dean
 - A representative from the Economic-Financial Unit
 - A delegate of Esade Alumni
2. The Talent Attraction Committee will meet as often as required to make its decisions regarding the scholarships and address any issues that arise, adapting this frequency, as well, to the number of applications received for the different scholarships and to be able to respond within the appropriate time.
3. The Talent Attraction Committee may, at its discretion and if warranted, create subcommittees comprising members of the Talent Attraction Committee to meet and make decisions for specific programmes, with all the powers of the Talent Attraction Committee.
4. To formalise their scholarships, candidates have to be duly admitted to one of the programmes object of the call for applications and thus meet the legal requirements to receive a scholarship for an officially recognised programme. In all cases, the Talent Attraction Committee will duly request confirmation from the university to ensure that the candidates have been admitted to the programmes in question. Applications from candidates who have been rejected by the university for the programmes in question will not be considered, and, in this case, the candidates will be deemed to have forfeited their rights to said scholarship.

5. At its sole discretion, the Talent Attraction Committee may decide not to grant any scholarships during this call.
6. Should any candidates renounce or fail to meet the established requirements for these scholarships, the Committee will offer said scholarships to other candidates on the corresponding waiting list, if any, and in the order duly established.
7. After the deadline to present applications has passed and the Committee has made its decisions, the final list of scholarship recipients will be published on the Fundació Esade website in the corresponding scholarship section.
8. The list of candidates approved by the Committee is definitive and not subject to appeal. Fundació Esade will not provide any information on any rejected applications.

9. INCOMPATIBILITIES

The total amount awarded to an Esade student in terms of scholarships and grants during an academic year cannot exceed 85% of the tuition amount for that year.

10. SCHOLARSHIP OR GRANT MANAGEMENT

Scholarship candidates or recipients commit to abide by the following obligations:

- a. At Fundació Esade's request, candidates must accredit any photocopies or digital documents provided during the selection process, forwarding original or duly certified copies of said documents. Similarly, Fundació Esade may request certifications regarding any data included in candidates' transcripts.
- b. Should Fundació Esade organise a scholarship and/or grant award ceremony, the scholarship and/or grant recipients will personally receive the latter on the date and in the place Fundació Esade duly announces. If, for any justified reason, recipients cannot attend personally, they must duly inform Fundació Esade.
- c. Complete the programme foreseen in keeping with the application presented. Candidates receiving a scholarship are required to begin the programme detailed in the Call for Scholarship Applications at the start of the 2024-2025 academic year and complete it within the estimated time detailed in the curriculum.
- d. All payments made by Fundació Esade will withhold the corresponding personal income tax amount required.
- e. Selected candidates must immediately inform Fundació Esade if their address changes. Similarly, they must duly inform Fundació Esade of any changes in mailing or e-mail address while the scholarship is in force.
- f. If the selected candidates do not abide by any of the commitments established herein or any other specifically established for each scholarship/grant, Fundació Esade reserves the right to proceed as it deems fit and even request that said candidates return any amounts received or compensated.

11. DATA PROTECTION AND THE RIGHT TO PRIVACY

1. In keeping with Organic Law 3/2018, dated 5th December, on the protection of personal data digital rights, candidates are duly informed of and expressly declare their consent to the following:
 - a. That all the personal data included in the scholarship or grant application and in the accompanying documentation provided, as well as their images at the award ceremony or similar, the follow-up data, the data provided in the questionnaire completed on finalising their programmes as well as the candidates' marks and evaluations will be incorporated into a datafile belonging to Fundació Esade, with headquarters at Avenida de Pedralbes, 60-62, Barcelona 08034.
 - b. That the party responsible for said file will solely include data which, having been voluntarily provided by the candidates, are considered necessary for the selection process.
 - c. That said data will be processed for the following ends:
 - To analyse the candidates' suitability and to be able to carry out the selection process to possibly award the scholarship or grant in question.
 - To ensure that candidates meet the established requirements throughout the duration of the scholarship or grant in question.
 - To make the corresponding payments in case the scholarship or grant is awarded.
 - To publish scholarship recipients' names and images on the webpage and via other communications media Fundació Esade, the scholarship donor or promoter use. Scholarship recipients expressly authorise this cession of their data for this end.
2. Personal data subjects may exercise their rights to access and rectify their data at no cost, as well as their right to cancel their treatment and any other right recognised by Organic Law 15/1999 on Personal Data Protection and pursuant legislation. For this, they may write to the party responsible for the datafile (Fundació ESADE, Avenida de Pedralbes, 60-62, Barcelona 08034), indicating "Personal data protection" and attaching a copy of their Spanish national ID or passport. Any documentation scholarship recipients provide Fundació Esade will be considered confidential.

12. TAXATION

The scholarships detailed in Term and Condition 2 above comply with the conditions established in Article 7 in Law 35/2006, dated November 28th, on personal income tax, as well as Article 2 in Royal Decree 439/2007, dated March 30th, approving the Personal Income Tax Regulations, and Article 14.1.a in the Revised Law on Income Tax for Non-

Residents (Royal Legislative Decree 5/2004, dated March 5th), revised by Law 26/2014, dated November 27th, on tax exemptions for scholarships/grants awarded by not-for-profit institutions to which Title II of Law 49/2002, dated December 23rd, duly applies.

ANNEXES

Attached to these Terms and Conditions are the applications and corresponding details for each of the scholarships and supplements, with complementary and specific instructions pertaining to each.

In Barcelona, in December 2023

Annex 1

Fundació Esade Scholarship and Grant Programme

ESADE Talent and Need-based Scholarships - Future

Vision

2024-2025 academic year

1. OBJECTIVE

In keeping with its mission, Fundació Esade aims to attract talented students and provide opportunities to those who are motivated to study at Esade and have an excellent academic track record yet lack the necessary financial resources to do so. To this end, Fundació Esade awards scholarships to finance students completing the official Master in Business Administration (MBA Full Time) and MSc Programmes in Management, for this dedicating its own funds and donations.

2. APPLICABLE PROGRAMMES

- Master in Business Administration (MBA Full Time)
- MSc Programmes in Management

3. GENERAL REQUIREMENTS

Candidates for this Fundació Esade Scholarship have to:

- * Accredite their **financial need** and the difficulty implied for the family unit in financing and paying the tuition for the chosen programme.
- * Accredite their academic records and their professional merits. GMAT or ESADE Admissions Test above average.
- * Present the scholarship application within the established deadline. **They must provide all the required documentation for their candidatures to be considered.**
- * Carry out a personal interview prior to the final decision regarding the scholarship.

The generic nature of this Call for Applications is directed at those who meet the established legal requirements. Consequently, it does not distinguish between those who aim to begin studying the programme and those who are currently enrolled. Thus, students who are currently enrolled but whose financial situation has changed can apply for these scholarships.

4. REQUIRED DOCUMENTATION

1. The duly completed ***scholarship application***.
2. The duly completed ***Declaration of Family Assets*** (attached) and a copy of the ***wealth tax declaration***, if pertinent.
3. A copy of the ***2023 and/or 2022 personal income tax declarations*** of all family-unit members.
4. In addition to their personal income tax declarations, all contracted employees are required to present a ***certificate of income*** from their employers for the current year underway.
5. A ***financing plan*** explaining how you plan to finance the programme tuition fees and living expenses while studying. Please provide as much information as possible about grants, student loans, family support, and/or savings... Include a plan B in case the scholarship is not finally granted).
6. All certifications have to be clearly legible and have the necessary quality to be able to evaluate them appropriately.
7. All documents have to be provided in one of the three official languages at Esade: Spanish, Catalan and English.

To award scholarships as equitably as possible, the Talent Attraction Committee may use any and all the candidates' data which Fundació Esade has available. At the same time, it may gather any other data it deems necessary to evaluate the candidates' circumstances when both awarding the scholarship initially and to assess if those circumstances remain unchanged throughout the period encompassed by the scholarship.

5. DEADLINES

	<i>Deadline to provide the Resolutions application and documentation</i>	
1st call	January 31 st 2024	February 23 rd 2024
2nd call	February 28 th 2024	March 22 nd 2024
3rd call	March 27 th 2024	April 26 th 2024

6. SCHOLARSHIP AMOUNT

The Director General's Office, in collaboration with its executive bodies, will determine the total amount of Fundació Esade's own resources and donations dedicated to the different scholarships each academic year.

The Talent Attraction Committee is responsible for establishing the specific amounts of each individual Talent and Need-based Scholarships - Future Vision awarded, an amount which can range **from 75% to a maximum of 85%** of the year's corresponding tuition fees.

Candidates will be required to upload all the required documentation established in the Terms and Conditions via a secure online space.

Contact:

MBA FT and MSc Programmes in Management

Fundació Esade
Scholarship and Grant Programme
Núria Font
nuria.font2@esade.edu

Candidates will be informed of the corresponding decisions within the deadlines established via the e-mail address they provide in their applications.

7. SCHOLARSHIP SCOPE

Candidates must also sign the commitment document issued by Fundació Esade. Should they fail to comply with it, Fundació Esade will understand that they expressly renounce the scholarship.

8. SCHOLARSHIP REVOCATION

To ensure its decisions are as objective as possible, the Talent Attraction Committee requests financial data to ensure that Fundació Esade awards its scholarships equitably. If the data candidates provide are incomplete or false, Fundació Esade reserves the right to review the concession of the scholarships and, if warranted, revoke them.

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