Talent scholarships

Legal bases

1. Scope of application
The scholarship program may be requested for all master’s programs of 60 ECTS or more offered by the Institute of Continuing Education Foundation, under the brand of UPF Barcelona School of Management or as a center attached to the UPF (hereinafter referred to as UPF Barcelona School of Management in all cases), with the exception of those master's degrees where the enrollment process is external to the UPF Barcelona School of Management and the Master's Degree in Law.

Talent Scholarships may not be requested for postgraduate degrees, even if they lead to the awarding of a master's degree in the event that they are pursued as independent modules, nor may such scholarships be requested for recognition of credits corresponding to a previous qualification.

2. Endowment
Scholarships cover from 25% to 50% of the enrollment fees for master's degree programs. Scholarships may be increased to up to 25% extra if candidates provide documentation supporting a particular financial situation.

Applying for a scholarship, meeting all requirements and providing documentation supporting a particular financial situation does not entail that the scholarship will be granted.

3. Access requirements
In order to qualify for Talent Scholarships, candidates must meet the following requirements:

- Having completed and obtained a university degree certificate.
- Having obtained during their previous course of undergraduate studies a weighted average of at least 8 in a scale of 10 or a GPA of 3.0 on a scale of 4.0. The Scholarships Committee reserves the right to determine other equivalent values in order to adapt to the weighting systems of each country.
- Having requested the said scholarship upon admission.
- Having been admitted to the master's studies for which the grant is requested.

4. Documentation and procedures
In order to start a scholarship application, candidates must have requested it at the time of the application for admission and upload the required additional documentation through the platform (e-Secretaria). Failure to submit any of the required documents will invalidate candidacy and request for scholarship increase on account of financial situation.

4.1. Required documentation
The following documentation shall be necessary in order to qualify for a Talent Scholarship:
• Motivation letter (stating the reasons for application for the talent scholarship).
• List or letter of merits or remarkable features, and/or referrals with contact information.
• If you submit a foreign transcript, the scale on which the final grade was calculated needs to be submitted too. Transcripts not providing the weighted final average shall not be accepted.
• In case of requesting additional support on financial grounds, a document showing the applicant’s financial situation will be required (refer to section 4.2 of these bases).

4.2. Documentation supporting financial situation
Candidates wishing to be eligible for the scholarship increase on the grounds of financial situation must apply for it specifically and provide following additional documents:

4.2.1. Applicants who study and do not work
Summary sheet of the last tax returns of the family unit (in Spain, form 100).

4.2.2. Applicants who are employees
Summary sheet of the last tax returns (in Spain, form 100).
Last payroll.
Information Return. Withholdings and payment on account (in Spain, form 190).

4.2.3. Applicants who are self-employed
Form of registration as self-employed
Summary sheet of the last tax return

4.2.4. Job Seekers
Certificate attesting unemployment (in Spain, they available in the Public Service of State Employment offices).

The Scholarship Committee reserves the right to require additional documentation from the applicant as they may think fit for evaluation purposes.

The candidate shall be responsible for finding the public bodies issuing the necessary documents to be submitted in order to provide evidence of their financial situation. Failure to provide the required documents will lead to the application for increase of scholarship not being considered.

4.3. Language of documentation
Only in the event that the university degree certificate and the academic transcript are written in a language other than Spanish, Catalan, English, French, Italian or Portuguese, an official sworn translation into the Spanish, Catalan or English language shall be required. Sworn official translations may be processed through a sworn translator authorized and registered in Spain, through any diplomatic or consular representation of Spain abroad or through a consular or diplomatic representation in Spain of the applicant’s country of origin.

1The scale may be displayed in numeric values (0-10, 0-5 from 0 to 100, etc.) or with letters of the alphabet (usually from the A to the F), according to the parameters established by the laws of each country and their universities.
5. Application process

In order to apply for a Talent Scholarship, candidates should follow the following instructions:

- apply for the scholarship upon admission within the time limits set forth for that purpose
- upload the required documentation supporting their academic, personal, professional achievements and, if possible, their financial situation through the platform for uploading documents, the e-Secretaria (failure to submit any of the required documents shall invalidate candidacy and the request for increase in scholarship on financial grounds).

In some cases candidates may be required to carry out a complementary interview in person, by telephone or on Skype with a member of the Academic Management of the program or the Talent Scholarship Commission.

6. Application deadlines

The Talent Scholarship is open to all master’s programs (whether university-specific or university) taught by the UPF Barcelona School of Management. This is the reason why scholarships will be called as many times as rounds of admission occurring in each of these programs. Calls will be published on the website of the UPF Barcelona School of Management along with the details of the rounds of admission of each master’s program eligible for the Talent Scholarship. The resolution of the Talent Scholarship will be notified to each applicant during the same resolution communication period set forth for admissions.

The UPF Barcelona School of Management provides annually to the endowment of the Talent Scholarship fund such amount as they think fit. The funds available for each of the calls are set by the Scholarship Committee and decrease as they advance.

Scholarship applications must be submitted before the start of the course of studies and it may not be applied for any master’s which is already being taught. Applications submitted outside the deadline of the scholarship application shall not be accepted, even where the master’s studies had not started.

Applicants may only participate in one scholarship call per master’s degree.

7. Decision-making Body

The UPF Barcelona School of Management Scholarships Committee is the highest decision-making and awarding body. The said body meets as many times per course as calls for scholarships and it comprises the chairman of the committee, acting also as president of the UPF Barcelona School of Management Studies Council, the general management of the UPF Barcelona School of Management, who holds the vice-chairmanship, and a representation of the UPF Barcelona School of Management Studies Council.

The Foundation has a limited scholarship fund which is distributed evenly among the large number of candidates running in each call.

8. Scholarships Award
The UPF Barcelona School of Management Scholarships Committee shall award Talent Scholarships only to those students who, having successfully submitted documentation and having been finally admitted in the master’s degree for which the scholarship was requested, passed the various tests and met the following requirements:

**Academic Talent:** the required transcript average grade of the applicant’s prior qualification in order to achieve academic talent is at least 8 in a scale of 10 or a GPA of 3.0 on a scale of 4.0. The Scholarships Committee reserves the right to determine other equivalent values in order to adapt to the weighting systems of each country. Within this range, the criterion for the scholarships award shall be in descending order (from highest to lowest score).

**Professional talent:** the experience, if any, that the candidate might prove either in their CV, recommendation letters, if required for admission, or even through specific access test results which may be available for the relevant master’s -if applicable.

**Personal talent:** the candidate’s motivation will be assessed through his/her letter and his proven & verifiable personal merits.

**Financial situation** (*) only for those candidates who apply for scholarship increase on financial grounds: assessment of the financial situation of candidates applying for the said increase will be carried out individually based on the documentation as described in paragraph 4.2. Preference will be given to those candidates whose economic situation is disadvantaged.

9. Scholarships resolution

Resolution shall be communicated by the Scholarships Committee to each applicant individually via e-mail. The scholarships resolution dates are published on our website. Subsequently, the scholarship candidate will receive appropriate detailed communication of the procedures to follow in order to complete the enrollment process and the payment of the remaining amount of the enrollment fee.

10. Compatibility with other scholarships or benefits

Talent Scholarships are not cumulative with the following benefits:
- Master's specific benefits or discounts.
- Scholarships granted by the Spanish Ministry of education, Culture and Sports.
- Other UPF Barcelona School of Management scholarships, whether specific or financed by external organizations.

Talent Scholarships are compatible with other scholarships that candidates may apply for to bodies outside the UPF Barcelona School of Management, provided that the bases governing the latter allow compatibility with third-party scholarships. If the candidate is granted both scholarships, he/she must choose one of them.

Talent Scholarships are also compatible with large families’ benefits.

11. Reasons for revocation of scholarships
The UPF Barcelona School of Management Scholarships Committee may revoke scholarships in the following events:

- Forgery of the merits used for obtaining award of the scholarship.
- Resignation from the master’s studies for any reason- academic, voluntary or disciplinary proceedings.
- Scoring ‘fail’ in the master’s degree.

Revocation of the scholarship entails an obligation by the beneficiary to pay the received amount on account of the scholarship to the UPF Barcelona School of Management.

12. Commitment of the beneficiary

Any scholarship beneficiaries undertake to demonstrate outstanding academic performance and an active level of participation during the development of the master’s studies. Also, scholarship students must collaborate actively to support master’s and institution activities (occasional participation in internal meetings of evaluation and improvement of the master’s and/or ancillary services; occasional participation in institutional events and meetings with companies; testimonials in printed or audio-visual communication materials, etc.) and contribute to the integration of international students during the first stage of their studies.

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