
Talent Scholarships

Competition Rules

1. Area of application

The scholarship program covers all master programs of 60 ECTS or more offered by the UPF Barcelona School of Management and UPF-IDEC, except any programs for which the application process is external to the UPF's Institute of Continuing Education's Private Foundation (hereafter referred to as IDEC Foundation) and the Master in Spanish Legal Practice.

Talent Scholarships cannot be requested for postgraduate programs, even if these lead to a master qualification when coursed as independent modules.

2. Provision

Talent Scholarships cover between 25% and 50% of the total tuition fee. The scholarship can be extended to cover 75% of the tuition fee, if the candidate can demonstrate that he or she is in a certain financial situation.

3. Access requirements

To apply for a Talent Scholarship, the candidate must fulfil the following criteria:

- have completed a **university degree**;
- have obtained a minimum GPA (Grade Point Average) of 3.0 out of 4.0 (the Scholarship Committee reserves the right to determine a different minimum GPA according to the country's grading system);
- have been accepted to the **master program** for which the scholarship is requested (Talent Scholarships are not compatible with postgraduate courses);
- have paid the 25% of the tuition fee necessary to **reserve your place** within the period indicated in your admission letter.

4. Documentation and processes

To begin the application process, candidates must fill in the online form within the established time frame, and upload the following documentation via the document upload platform. Not providing any of the documents required will invalidate your candidature and your petition for an extended scholarship for financial reasons.

4.1. Required documentation

The following documentation is essential for applying for the Talent Scholarship:

- A letter of motivation (including your reasons for applying for a Talent Scholarship)
- At least 2 letters of academic and/or professional recommendation
- A complete Transcript of Records of your undergraduate studies with a minimum GPA (Grade Point Average) of 3.0 out of 4.0 (the Scholarship Committee reserves the right to determine a different minimum GPA according to the country's grading system);
- If presenting a foreign Transcript of Records, a conversion chart or a scale corresponding to the educational system of the country in which the degree was issued

4.2. Documentation to accredit your financial situation

Candidates who wish to apply for an extended scholarship due to their financial situation must **expressly request** said extension, and also provide the following additional documentation:

4.2.1. Applicants who study and don't work

- Summary sheet of the most recent tax return for the family unit

4.2.2. Applicants who are employed

- Summary sheet of the most recent tax return
- Last paycheck
- Income certificate

4.2.3. Applicants who are self-employed

- Declaration of registration as self-employed
- Summary sheet of the most recent personal tax return

4.2.4. Applicants who are unemployed

- Certification of status as unemployed (available from the applicant's home country's national employment office)

The Scholarship Committee reserves the right to request additional documentation from applicants if considered pertinent to the evaluation.

4.3. Language of documentation

Only if your university degree and transcript of records are written in a language other than Spanish, Catalan, English, French, Italian and Portuguese, they must be accompanied by an officially sworn translation into **Spanish, Catalan or English**.

A sworn official translation can be obtained from a sworn translator who is authorized and registered in Spain, from any diplomatic representation or consulate of the Spanish state overseas, or from the diplomatic representation or consulate of the applicant's home country in Spain.

5. Application process

To request a Talent Scholarship, candidates must follow the instructions below:

- fill in the online form within the established time frame;
- upload the documentation required to accredit your academic, personal and professional merits, and if relevant, your economic situation, through the online document upload program (failing to provide any of the documents required will invalidate your candidature, and your petition for an extended scholarship for financial reasons);

In some cases candidates will be called for interview with a member of the Academic Board of the program, either in person or by telephone or Skype.

6. Application time frame

The process of granting scholarships continues all year round. The IDEC Foundation establishes various convocations, with deadlines for application and awarding that are published annually through the website. The funds available for each convocation are established by the Scholarship Committee and diminish as the dates advance.

The scholarship application must be made before classes begin, and in no case can a Talent Scholarship be processed for a master program that has already begun. No applications presented after the deadline will be accepted, even if classes have not yet begun. Applicants can only apply for one scholarship convocation per master program.

7. Decision-making body

The Scholarship Committee of the IDEC Foundation is the supreme decision-making and awarding body. The Committee holds a meeting for each scholarship convocation that is called, and is made up of the president of the committee, who is also the president of the Board of Studies of the IDEC Foundation; the vice-president of the committee, who is also the general manager of the Foundation; and two members of the Board of Studies of the Foundation.

8. Adjudication

The Scholarship Committee of the IDEC Foundation awards Talent Scholarships only to those students who submit the required documentation, pass the personal interview (where required), and fulfil the following professional, personal and economic* criteria:

- **Academic talent:** in order to demonstrate academic talent, candidates must submit a minimum GPA (Grade Point Average) of 3.0 out of 4.0. The Scholarship Committee reserves the right to determine a different minimum GPA according to the country's grading system. The scholarships will be awarded in descending order, from the highest average grade to the lowest. Recommendations from professors and those within the academic sphere will be an advantage, as will knowledge of other languages, certified by recognized bodies, and if relevant, the results of the specific entrance examinations for the master program. Those students studying a master program simultaneously with their undergraduate studies will be given special consideration.
- **Professional talent:** for the master programs that require previous professional experience, candidates' CVs will be an advantage, as well as recommendations from persons in their professional environment, and if applicable, the results of the entrance examinations specific to the master program.
- **Personal talent:** candidate's motivation is important, and the personal merits that the candidate can accredit through the personal interview (in person, by phone or on Skype).
- **Financial situation** (*only for those candidates who request the extension of their scholarship for economic reasons): the financial situation of the candidates who apply will be individually assessed based on the documentation provided in section 4.2. Those candidates in a less favourable situation will be given preference.

9. Awarding of Scholarships

The Scholarship Committee will communicate their decision individually to each candidate via email. The dates of approval or denial of the scholarships are published on the webpage.

If the scholarship is awarded, the confirmation letter will explain all the details regarding completion of the enrolment process.

10. Compatibility with other grants or scholarships

Talent Scholarships are not compatible or combinable with the following scholarships:

- Discounts or subsidies offered by the master program.
- Scholarships awarded by the Spanish Ministry of Sports, Culture and Education.
- Other scholarships awarded by the IDEC Foundation which are financed by external organisations.

Talent Scholarships are compatible, however, with other scholarships that candidates apply for from organisations external to the IDEC Foundation. It is also permitted to apply for Talent Scholarships at the same time as other grants specific to each master program. In the event that a candidate is awarded both, he or she will have to forego one of the grants.

11. Reasons for revoking scholarships

The Scholarship Committee of the IDEC Foundation may revoke scholarships in the following cases:

- Falsifying documentation to accredit the merits that have led to the awarding of the grant.
- Stepping down from the master program for any reason: academic, voluntary or disciplinary.
- Fail grade for the master program.

If the scholarship is revoked, the scholar is obliged to pay the IDEC Foundation the amount corresponding to the scholarship awarded.

12. Commitments of the scholarship winner

Those who are awarded a scholarship commit to showing an outstanding academic performance, and to participating actively in the progress of the master program.

Scholarship students must also actively cooperate with support activities for the master program and the institution (occasional participation in internal meetings about the evaluation and improvement of the program; occasional participation in institutional events and meetings with businesses, testimonials in print or audio-visual communication materials, etc.) and contribution to the integration of international students during the initial stage of their study period.