



Regulations for scholarships, academic merit awards and prizes of the EAE Barcelona University Center.

Approved by agreement of the Academic
Commission on 1st of April 2025

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Title I: Scholarships (for academic excellence)

Chapter 1: General Scholarships for Master's Degree Students

Article 1: Purpose

The general scholarships for master's degree students are intended to distinguish excellence in their academic performance and/or other personal or professional achievements, as well as membership in disadvantaged groups, of students of this academic degree.

Article 2: Addressees

The general scholarships for master's degree students are aimed at current students of university master's degree or lifelong learning programs at the EAE Barcelona University Center who, having applied for them, meet the requirements established in their respective bases.

Article 3: Categories

General scholarships intended for master's degree students consist of the following categories or classes:

- a) EAE Scholarship for Academic Excellence: Aimed at students whose academic records demonstrate outstanding commitment and dedication.
- b) EAE Scholarship for Female Managers: Aimed at women who have held or hold managerial positions prior to or at the time of their studies at the School, and whose academic records demonstrate outstanding commitment and dedication.
- c) EAE Entrepreneurship Scholarship: Aimed at students who are founding partners of an active company that has been in existence for at least one fiscal year, and whose academic records demonstrate outstanding commitment and dedication.
- d) EAE Scholarship for Students with Disabilities: Aimed at students with a minimum accredited disability of 33%, and whose academic records demonstrate outstanding commitment and dedication.

Article 4: Previous academic record

For the purposes of the provisions of the preceding article, the academic record is understood to be the academic record of the candidates' undergraduate, bachelor's, engineering or architecture degree; that is, the academic record of the studies completed by those whose academic level is immediately prior to the graduate level and whose

degree is a requirement for access to the master's degree studies they are pursuing at the School.

In any case, and regardless of their category or class, the awarding of general scholarships for master's degree students shall take into account, in whole or in part, the previous academic record of the candidates.

Article 5: Number of scholarships per academic year and center

The total number of scholarships to be awarded will be eight per academic year; that is, four for each call, in April or October, in each of the categories or classes described in Article 2, jointly for the Centro Universitario EAE Barcelona.

Article 6: Convening body

According to the provisions of paragraph 4 of art. 27 of the regulations of organization and operation of the EAE University Center, it is the responsibility of the Vice-Dean of Planning to propose the opening of the call for general scholarships for master's degree students, after approval of the program by the Steering Committee of the School.

The proposal for the opening of the convocation, for each convocation of each academic year, shall be submitted by the Vice-Dean or Vice-Dean, who for the purposes of these regulations is the convening body.

Article 7: Basis and application procedure

The proposal for the opening of the call for applications, submitted to the Academic Commission by the Vice-Dean for Academic Planning, will include the competition rules for each of the categories.

These rules must be deposited before the notary designated for this purpose by the secretary general of the School, and published through the virtual campus and any other systems of communication with the student body that may be deemed appropriate.

The application procedure, time periods and documentation to be submitted for each of the scholarship categories must be specified in the application guidelines and must be accepted in their entirety by the candidates.

Article 8: Opening period

The opening period of the call for applications for general scholarships for master's degree students shall be as indicated in their respective terms and conditions, although in general, it shall be between the beginning of each academic year and the end of the first four-month period of that year.

Article 9: Managing body

The managing body of the general scholarships for master's degree students is the Vice-Dean's Office for Academic Planning, which will be responsible for receiving the

applications, the preliminary analysis of the applicants' compliance with the requirements, the verification of the existence of the documentation attached to the application, and the selection and appointment of the tribunals that will decide on the scholarships in all categories.

Article 10: Resolution

In view of the opinion of the tribunals mentioned in the previous article, and at the proposal of the Vice-Dean's Office for Academic Planning, the Academic Commission will be the body that decides on the awarding of general scholarships for master's degree students.

The decision, in this sense, of the Academic Commission is final and unappealable, and the committee cannot provide information on the reasons why the non-winning candidates were discarded.

Article 11: Awarding act

General scholarships for master's degree students, in all categories, will be awarded at the academic ceremony defined for this purpose by the Academic Commission, to be presided over, as far as possible, by the Dean of the School.

Article 12: Endowment

General scholarships for master's degree students shall consist of the reimbursement of at least half of the tuition fees paid by the scholarship recipients in each category.

In the event that the scholarship recipients have opted for a deferral of tuition costs in monthly installments, these installments shall be reduced, in time or amount, so that the result of the payment of all of them corresponds to half of the tuition costs committed by the scholarship recipients.

Article 13: Tax treatment

Participation in the general scholarship program for master's degree students implies their acceptance of the application of the tax regulations in force in Spain. Thus, the amount of the economic endowment, in the case of refund of tuition fees paid in full, or the amount resulting from the corresponding reduction, in the case of tuition fees paid in installments, will be subject to withholding or payment on account of Personal Income Tax (IRPF), in accordance with the aforementioned regulations. The rate of such withholding will depend on the amount of the scholarship, the tax residency status of the scholarship recipient and the duration of the scholarship.

Article 14: Privacy and personal data protection policy

The University Center EAE Barcelona fully complies with the current legislation on data protection, so the personal data collected through the general scholarship applications for master students will be treated applying the criteria that will be derived from such legislation.

The EAE Barcelona University Center will request the corresponding authorization from the scholarship students, so that their identification data, name of the degree they studied and academic year, may be included in internal and external communications of the School.

Article 15: Issuance of certificates

The competent body for the issuance of accreditation certificates to the winners of the general scholarships for master's degree students is the vice-dean in charge of administration and planning, following the model established in Annex 1 of these regulations.

Title II: Academic Merit Awards

Chapter 1: Student recognition

Section 1: Non-monetary or Honorary Awards: The Dean's Honor List

Article 31: Object

The *Dean's Honor List* aims to distinguish excellence in the academic performance of the 10 best graduates of university master's degrees and lifelong learning at the EAE Barcelona University Center.

Article 32: Addressees

The awards for the best university master's degree and lifelong learning students are aimed at the 10 best graduates of university master's degree and lifelong learning programs of the EAE Barcelona University Center in each academic year and who, without having to have submitted the corresponding application, meet the requirements established in their respective rules.

Article 33: Mechanics for the preparation of the list

The following procedure will be followed to compile the list of the 10 best graduates:

- 1) At the end of the evaluation reports of all the official master's degree programs that form part of the same academic year, the Vice-Deanship for Academic Organization will request, from each academic coordinator of the EAE Barcelona University Center, the academic transcript of the student with the highest weighted average grade of each of the programs that said coordinator has managed in the immediately preceding academic year.
- 2) Once all the academic records have been received, it will carry out the following operations:
 - In the first place, it will reject outright all those academic records whose weighted average grades are not equal to or higher than 8.5.

- In the event that the same program of the same university center has more than one group or classroom, either in different calls of the same academic year, or in the same call, the record with the highest weighted average grade of each call will be taken into account.
 - In the event that the same program of the same university center has more than one teaching group or classroom, either in different calls of the same academic year, or in the same call, although taught in another language, these groups or classrooms taught in another language will be treated independently, taking into account as many records with the highest weighted average grade as there are groups or classrooms that share the same language of instruction.
 - Finally, it will order the remaining academic records from the highest weighted average grade to the lowest weighted average grade, and will discard those that, as a result of such ordering, are below tenth place.
- 3) Thus, the maximum number of students included in the list of the best graduates of each academic year will be 10, and a lower number may be included as a result of the application of the procedure described above.

Article 34: Determination of the best weighted average grade

In order to determine the best graduate in each of the university master's degree or lifelong learning programs under their management, the academic coordinators will apply the formula determined by the General Regulations for Evaluation and Grading for the purpose of calculating the weighted average grade, which will be expressed to one whole number and one decimal place.

In the event that there are two or more graduates with the same weighted average grade in the same university master's degree or continuing education program, their weighted average grades will be obtained again, but including a second decimal place.

If the above procedure does not resolve the tie situation, the student who obtained the highest grade in the master's thesis will be considered the best graduate of the program.

Article 35: Maximum number of members per academic year and center

As indicated in the previous articles, the maximum number of members of the *Dean's Honor List* will be 10 per academic year and jointly for all the university master's degrees and lifelong learning programs offered by the EAE Barcelona University Center.

Article 36: Rules

The rules for drawing up the list and choosing the best graduates of university master's degrees or lifelong learning shall be deposited with the notary appointed for this purpose by the secretary general of the School, and published through the virtual campus and any other communication systems with the student body that may be deemed appropriate.

Article 37: Managing body

The *Dean's Honor List* management body is the Vice-Dean's Office for Academic Planning, which must be assisted throughout the process by the respective academic coordinators of each of the university master's degree or lifelong learning programs.

The managing body will be in charge of analyzing all the academic records of the university master's degree and continuing education graduates submitted by the academic coordinators and, applying the mechanism referred to in Article 34, will determine those who meet the requirements to be included in the *Dean's Honor List*.

Article 38: Resolution

At the proposal of the Vice-Deanship of Academic Organization, the Academic Commission will be the body that decides the proclamation of *the Dean's Honor List*.

The decision, in this sense, of the Academic Commission is final and unappealable, and the committee cannot provide information on the academic records of the discarded students.

Article 39: Granting act

The diplomas accrediting membership in the *Dean's Honor List* will be awarded to all the graduates who form part of the list at the academic ceremony defined for this purpose by the Academic Commission, which shall be presided over by the Dean of the School.

Additionally, the graduate at the top of the list will be recognized at the graduation ceremony of the EAE Barcelona University Center.

Article 40: Endowment

The inclusion of the best graduates in the *Dean's Honor List* does not contemplate any economic or in-kind compensation for them, beyond the honorary diplomas referred to in these regulations.

Article 41: Privacy and personal data protection policy

The EAE Barcelona University Center fully complies with current legislation on data protection, so that personal data collected through the procedure for determining the best graduates for the preparation of the *Dean's Honor List* will be treated applying the criteria derived from such legislation.

The EAE Barcelona University Center will request the corresponding authorization from the graduates included in the *Dean's Honor List*, so that their identification data, name of the university master's degree or continuing education course taken and academic year and position on the list, may be included in internal and external communications of the School.

Article 42: Issuance of diplomas and certificates

The competent body for issuing honorary diplomas and accreditation certificates to members of the *Dean's Honor List* is the Secretary General of the School, following the models established in Annexes 2 and 3 of these regulations.

Section 2: Non-financial or honorary awards: Awards for the best final records of official degrees en

Article 43: Object

The purpose of the awards for the best final records of official degrees is to distinguish excellence in the academic performance of the best graduates of official degrees offered by the EAE University Center.

Article 44: Addressees

The awards for the best final records of official degrees are aimed at the best graduates of these academic degrees taught by the University Center EAE Barcelona who, without having to have completed the corresponding application, meet the requirements established in the respective rules.

Article 45: Mechanics for the determination of the best graduate

The following procedure will be followed to determine the best graduates:

- 1) At the end of the evaluation reports of the last year of all official degree programs, the Vice-Deanship for Academic Organization will request, from the academic director of each of the official degree programs offered, the academic record of the student with the highest weighted average grade, calculated taking into consideration all the subjects of which the degree program is composed. It is an indispensable condition that the student thus pre-selected must have passed all the credits of the degree. In the event that the student with the highest weighted average grade has pending, at the time of the determination of this recognition, any subject, the immediately following file will be pre-selected.
- 2) Once all the academic records have been received, the Vice-Dean's Office for Academic Organization will submit them to the Academic Commission.

Article 46: Determination of the best weighted average grade

In order to determine the best graduate in each of the official degree programs under their management, the academic directors will apply the formula determined by the General Regulations for evaluation and grading for the purpose of calculating the weighted average grade, which will be expressed to one integer and one decimal place.

In the event that in the same official degree program, there are two or more graduates with the same weighted average grade, their weighted average grades will be obtained again, but including a second decimal place.

If the above procedure does not resolve the tie situation, the student with the highest grade in the final thesis will be considered the best graduate of the program.

Article 47: Maximum number of awards per academic year

As can be seen from the previous articles, the maximum number of recognitions to be granted per academic year will be equivalent to the number of official degrees offered by the EAE Barcelona University Center whose implementation is complete.

Article 48: Rules

The rules for drawing up the list and choosing the best graduates of an official degree must be deposited with the notary appointed for this purpose by the secretary general, and published through the virtual campus and any other communication systems with the student body that may be deemed appropriate.

Article 49: Managing body

The managing body for the recognition of the best final official degree records will be the Vice-Dean's Office for Academic Planning, and must be assisted throughout the process by the respective academic coordinators of each of the official degree programs.

The Vice-Dean's Office for Academic Organization will be in charge of analyzing all the academic records of the official degree graduates sent by the academic directors and, applying the mechanics referred to in art. 45, will submit the resolution proposal to the Academic Commission through the Vice-Dean's Office for Academic Organization.

Article 50: Resolution

At the proposal of the Vice-Dean's Office for Academic Planning, the Academic Commission will be the body that decides on the awarding of recognition to best final records of official degrees.

The decision, in this sense, of the Academic Commission is final and unappealable, and the committee cannot provide information on the academic records of the discarded students.

Article 51: Granting act

Honorary diplomas and certificates accrediting the recognition of the best final records of official degrees shall be awarded to their holders at the academic ceremony defined for this purpose by the Academic Commission, which shall be presided over, as far as possible, by the dean of the School.

In addition, the graduates who have obtained the awards for the best final records of official degrees will be publicly recognized at the graduation ceremony of the University Center EAE Barcelona.

Article 52: Endowment

The awards for the best final records of official degrees do not contemplate any economic or in-kind endowment for the graduates who have obtained them, beyond the honorary diplomas referred to in these regulations.

Article 53: Privacy and personal data protection policy

The EAE University Center fully complies with current legislation on data protection, so that personal data collected through the procedure for determining the best final official degree records will be treated applying the criteria derived from such legislation.

The EAE Barcelona University Center will request the corresponding authorization from the graduates who have obtained this recognition, so that their identification data, name of the official degree taken and academic year can be included in internal and external communications of the School.

Article 54: Issuance of diplomas and certificates

The competent body for the issuance of honorary diplomas and accreditation certificates to graduates who have obtained recognition for the best final records of official degrees is the secretary general, following the models established in annexes 4 and 5 of these regulations.

Section 2: Non-financial or honorary awards: Awards to the best students of official degree programs.

Article 55: Object

The purpose of the awards for the best students of official degrees is to distinguish excellence in the academic performance of the students of official degrees offered by the EAE University Center.

Article 56: Addressees

The awards for the best students of official degrees are aimed at the best graduates of these academic degrees, one per course and per degree, taught by the University Center EAE Barcelona, who, without having to have completed the corresponding application, meet the requirements established in the respective rules.

Article 57: Mechanics for the determination of the best graduate

The following procedure will be followed to determine the best graduates:

- 3) At the end of the evaluation reports of each course of all the official degree programs, the Vice-Dean's Office for Academic Organization will request, from the academic director of each of the official degrees offered, the academic record of the student with the highest weighted average grade, calculated taking into consideration all the subjects of which the degree is composed. It is an indispensable condition that the student thus pre-selected must have passed all the credits of the degree. In the event that the student with the highest weighted average grade has pending, at the time of the determination of this recognition, any subject, the immediately following file will be pre-selected.
- 4) Once all the academic records have been received, the Vice-Dean's Office for Academic Organization will submit them to the Academic Commission.

Article 58: Determination of the best weighted average grade

In order to determine the best graduate in each of the official degree programs under their management, the academic directors will apply the formula determined by the General Regulations for evaluation and grading for the purpose of calculating the weighted average grade, which will be expressed to one whole number and one decimal place.

In the event that in the same official degree program, there are two or more graduates with the same weighted average grade, their weighted average grades will be obtained again, but including a second decimal place.

If the above procedure does not resolve the tie situation, the student with the highest grade in the final thesis will be considered the best graduate of the program.

Article 59: Maximum number of awards per academic year

As can be seen from the previous articles, the maximum number of recognitions to be granted per academic year will be equivalent to the number of official degrees offered by the EAE Barcelona University Center whose implementation is complete.

Article 60: Rules

The rules for drawing up the list and choosing the best graduates of an official degree must be deposited with the notary appointed for this purpose by the secretary general, and published through the virtual campus and any other systems of communication with the student body that may be deemed appropriate.

Article 61: Managing body

The managing body for the recognition of the best final official degree records will be the Vice-Dean's Office for Academic Organization, and must be assisted throughout the process by the respective academic coordinators of each of the official degree programs.

The Vice-Dean's Office for Academic Organization will be in charge of analyzing all the academic records of the official degree graduates sent by the academic directors and, applying the mechanics referred to in art. 57, will submit the resolution proposal to the Academic Commission through the Vice-Dean's Office for Academic Organization.

Article 62: Resolution

At the proposal of the Vice-Dean's Office for Academic Planning, the Academic Commission will be the body that decides on the awarding of recognition to the best final records of official degrees.

The decision, in this sense, of the Academic Commission is final and unappealable, and the committee cannot provide information on the academic records of the students discarded.

Article 63: Granting act

Honorary diplomas and certificates accrediting the recognition of the best final records of official degrees shall be awarded to their holders at the academic ceremony defined for this purpose by the Academic Commission, which shall be presided over, as far as possible, by the dean of the School.

In addition, graduates who have been recognized as the best students of official degrees will be publicly recognized at the graduation ceremony of the EAE Barcelona University Center.

Article 64: Endowment

The awards to the best students of official degrees do not include any economic or in-kind endowment for the graduates who have obtained them, beyond the honorary diplomas referred to in these regulations.

Article 65: Privacy and personal data protection policy

The EAE University Center fully complies with current legislation on data protection, so that personal data collected through the procedure for determining the best final official degree records will be treated applying the criteria derived from such legislation.

The EAE Barcelona University Center will request the corresponding authorization from the graduates who have obtained this recognition, so that their identification data, name of the official degree taken and academic year can be included in internal and external communications of the School.

Article 66: Issuance of diplomas and certificates

The competent body for the issuance of honorary diplomas and accreditation certificates to graduates who have obtained recognition as the best students of official degrees is the secretary general, following the models established in annexes 6 and 7 of these regulations.

Section 3: Non-financial or honorary awards: Awards for the best final projects of official bachelor's degree programs.

Article 67: Object

The purpose of the awards for the best final degree thesis (TFG) of official degrees is to distinguish excellence in the preparation and defense of such work by graduates of official degrees offered by the EAE University Center.

Article 68: Addressees

The awards for the best TFG of official degrees are aimed at recent graduates of these academic degrees taught by the University Center EAE Barcelona and that, without having to have completed the corresponding application, meet the requirements established in the respective rules.

Article 69: Mechanics for the determination of the best final degree projects

The following procedure will be followed to determine the best TFG of official degrees:

- 1) At the end of the evaluation reports of the last year of all official degree programs, the Vice-Dean's Office for Academic Organization will request the academic director of each of the official degree programs, the academic transcript of the student who has obtained the best final grade in his/her TFG. It is an indispensable condition that the student thus pre-selected has passed all the credits of the degree. In the event that the student with the highest weighted average grade has pending, at the time of the determination of this recognition, any subject, the immediately following transcript will be pre-selected.
- 2) Once all of the above have been received, it will be submitted to the Academic Commission.

Article 70: Determination of the best weighted average grade in final degree projects

In order to determine the best TFG, the academic directors will apply what is established in the specific regulations for final dissertations; that is, the weighted average of the grade awarded by the tutor and the grade obtained after the defense before the evaluation panel.

In the event that in the same official degree program, there are two or more graduates with the same weighted average grade in the final degree project, recognition will be granted to the graduate who has obtained the highest grade in the part evaluated by the tutor.

If the above procedure does not resolve the tie situation, the author of the best TFG will be understood to be the graduate who has obtained the highest weighted average grade in the entire curriculum of the degree course he/she has taken.

Article 71: Maximum number of awards per academic year

As can be seen from the previous articles, the maximum number of recognitions to be granted per academic year will be equivalent to the number of official degrees offered by the EAE Barcelona University Center whose implementation is complete.

Article 72: Rules

The rules for choosing the best TFG of official degrees must be deposited before the notary designated for this purpose by the secretary general, and published through the virtual campus and any other systems of communication with the student body that will be considered.

Article 73: Managing body

The managing body for the recognition of the best TFG of official degrees will be the Vice-Dean's Office for Academic Organization, and must be assisted throughout the process by the respective academic coordinators of each of the university master's degree programs.

The Vice-Deanship of Academic Organization will be in charge of the analysis of all the minutes sent by the academic coordinators and, applying the mechanics referred to in art. 69, will submit the resolution proposal to the Academic Commission.

Article 74: Resolution

At the proposal of the Vice-Dean's Office for Academic Planning, the Academic Commission will be the body that will decide on the awarding of the prizes for the best TFG of official degrees.

The decision, in this sense, of the Academic Commission is final and unappealable, and the Academic Commission cannot provide information on the academic records of the rejected graduates or of the rejected graduates.

Article 75: Granting act

The honorary diplomas and certificates accrediting the recognition of the best TFG of official degrees will be awarded to their holders in the academic act that the Academic Commission defines for this purpose, and which should be presided over, as far as possible, by the dean of the School.

Article 76: Endowment

The awards for the best TFG of official degrees do not contemplate any economic or in-kind endowment for the graduates who have obtained them, beyond the honorary diplomas and certificates of accreditation referred to in these regulations.

Article 77: Privacy and personal data protection policy

The University Center EAE Barcelona fully complies with the current legislation on data protection, so that personal data collected through the procedure for determining the best TFG of official degrees will be treated applying the criteria derived from such legislation.

The EAE Barcelona University Center will request the corresponding authorization from the graduates who have obtained this recognition, so that their identification data, name of the official degree taken, title of the TFG and academic year can be included in internal and external communications of the School.

Article 78: Issuance of diplomas and certificates

The competent body for the issuance of honorary diplomas and accreditation certificates to graduates who have obtained recognition for the best TFG of official degrees is the secretary general, following the models established in annexes 8 and 9 of these regulations.

Section 4: Non-financial or honorary awards: Awards for the best master's degree theses in university master's degree programs and in-house master's degree programs.

Article 79: Object

The purpose of the awards for the best Master's thesis (TFM) is to distinguish excellence in the preparation and defense of these works by graduates of university and own master's degrees offered by the EAE University Center.

Article 80: Addressees

The awards for the best TFM of university and own masters are aimed at recent graduates of these academic degrees taught by the University Center EAE Barcelona who, without having to have completed the corresponding application, meet the requirements set out in the respective rules.

Article 81: Mechanics for the determination of the best Master's theses

The following procedure will be followed to determine the best Master's and Master's degree :

- 1) At the end of the evaluation reports of the second quarter of all the university master's degree and lifelong learning programs, the Vice-Deanship for Academic Organization

will request from the academic coordinator of each of the university master's degree and lifelong learning programs offered by both centers, the evaluation reports of the FMTs that have obtained the highest final grade in each of the programs under their management. In the case of both team and individually prepared TFM, it is an indispensable condition that all the students forming part of the team, or the student who prepared the TFM individually, have passed all the credits of the master's degree. If this condition is not fulfilled, the TFM with the second best grade will be selected, or successively the other TFM, until the rule contained in this paragraph is fulfilled.

- 2) In the event that the same university master's degree or continuing education program at the same center has more than one teaching group or classroom, either in different calls of the same academic year, or in the same call, only the TFM with the highest final grade among all of them will be taken into account.
- 3) In the event that the same university master's degree or lifelong learning program at the same center has more than one teaching group or classroom, either in different sessions of the same academic year, or in the same session, although taught in another language, these groups or classrooms taught in another language will be treated independently, so that as many TFM with a higher final grade as groups or classrooms sharing the same teaching language will be taken into account.
- 4) Once all the evaluation reports have been received for the most highly rated TFMs of each university master's degree and lifelong learning program, the Vice-Deanship for Academic Organization will select the one with the highest grade from among all of them.
- 5) Once the TFM with the best final grade has been determined, the Vice-Dean's Office for Academic Planning will submit it to the Academic Commission.

Article 82: Determination of the best weighted average grade in master's theses

In order to determine the best TFM, the academic coordinators will apply what is established in the specific regulations for Master's thesis; that is, the weighted average of the grade awarded by the tutor and the grade obtained after the defense before the evaluation panel; or the grade obtained exclusively after the defense before the evaluation panel.

In the event that in the same university or official master's degree program there are two or more FMTs with the same weighted average grade, recognition will be awarded to the team or individual student who has obtained the highest grade in the part evaluated by the tutor.

If the above procedure does not resolve the tie situation, recognition will be granted to the team or individual student who has obtained the highest weighted average grade in the curriculum of the university master's degree or lifelong learning course they have taken.

Article 83: Maximum number of awards per academic year

As can be seen from the previous articles, the maximum number of awards to be granted per academic year will be one EAE Barcelona University Center.

Article 84: Rules

The rules for choosing the best Master's and Master's degree TFM must be deposited with the notary appointed for this purpose by the secretary general of the School, and published through the virtual campus and any other communication systems with the student body that will be considered.

Article 85: Managing body

The managing body for the recognition of the best Master's and Lifelong Learning Master's Thesis will be the Vice-Dean's Office for Academic Planning , and must be assisted throughout the process by the respective academic coordinators of each of the university master's degree programs.

The Vice-Deanship of Academic Organization will be in charge of analyzing all the minutes sent by the academic coordinators and, applying the mechanics referred to in art. 81, will submit the resolution proposal to the Academic Commission.

Article 86: Resolution

At the proposal of the Vice-Dean's Office for Academic Planning, this will be the body that will decide on the awarding of the best Master's and Master's degree dissertations.

The decision, in this sense, of the Academic Commission is final and unappealable, and the committee cannot provide information on the evaluation reports that have been discarded.

Article 87: Granting act

The honorary diplomas and certificates accrediting the recognition of the best Master's and Master's degree dissertations will be awarded to their holders at the academic ceremony defined for this purpose by the Academic Commission, which should be presided over, as far as possible, by the dean of the School.

Article 88: Endowment

The awards for the best Master's and Master's degree dissertations do not include any financial or in-kind endowment for the graduates who have obtained them, beyond the honorary diplomas and certificates referred to in these regulations.

Article 89: Privacy and personal data protection policy

The EAE Barcelona University Center fully complies with current legislation on data protection, so the personal data collected through the procedure for determining the best TFM of university and own masters will be treated applying the criteria derived from such legislation.

The EAE Barcelona University Center will request the corresponding authorization from the graduates who have obtained this recognition, so that their identification data, name of the university master's degree or continuing education course taken, title of the TFM and academic year can be included in internal and external communications of the School.

Article 90: Issuance of diplomas and certificates

The competent body for the issuance of honorary diplomas and accreditation certificates to graduates who have obtained recognition for the best Master's and Master's degree dissertations is the secretary general of the School, following the models established in annexes 10 and 11 of these regulations.

Chapter 2: Recognition of members of the teaching community

Section 1: Honorary Recognitions: Recognition of the best members of the teaching community

Article 91: Object

The purpose of the awards to the best members of the teaching community is to distinguish the excellence in the performance of the functions and the quality of the teaching of the best professor, or teaching collaborator, of the Centro Universitario EAE Barcelona.

Article 92: Addressees

The awards to the best members of the teaching community are aimed at the best professor or teaching collaborator of the EAE Barcelona University Center who, without the need to have submitted the corresponding application, meet the requirements established in the respective rules.

Article 93: Mechanics for the determination of the best member of the teaching community

The following procedure will be followed to determine the best members of the teaching community:

- 1) The teaching staff area will draw up two lists, corresponding to each of the centers, of the professors or teaching collaborators, who have taught, at least, a total of 7 ECTS credits of teaching in the first term of the October call or in the first term of the April call of the current academic year and in any other term of the following academic year: the second term of the April term of the current academic year or the second term of the October term of the immediately preceding academic year, in each of said centers. Said list shall include, for each professor or teaching collaborator, the results of the student opinion surveys on the credits taught by them.
- 2) Once the lists have been drawn up, it shall calculate the average weighted by teaching credits of the results of the student opinion surveys in relation to the teaching staff contained in said lists and for the two calls referred to in the previous paragraph.
- 3) Once these calculations have been made, the lists of professors or teaching collaborators will be ordered from highest to lowest weighted average.
- 4) Once the ranking has been completed, he/she shall verify that the first classified in each list has not received recognition in any of the two academic years prior to the academic year of the course. If this is the case, he/she shall select the second classified in each list, or successively the other classified, until the rule contained in this paragraph is complied with.
- 5) Once the best member of the teaching community of each center has been determined on the basis of the above rules, the Faculty Area will inform the Dean of the identity and the total weighted average grade of those members.

Article 94: Determination of the best weighted average grade in student surveys

For the determination of the best members of the teaching community, the following weighting will be applied:

$$MP_t = \frac{\sum_{i=1}^{i=n} C_i \cdot ECTS_i}{\sum_{i=1}^{i=n} ECTS_i}$$

Where:

- MP_t is the total weighted average rating.
- C_i is the grade obtained in each subject taught in the first four-month period of the current academic year and in any of the four-month periods referred to in Art. 95.1.
- $ECTS_i$ is the number of ECTS credits of each of the subjects taught.

In the event that there are two or more members of the teaching community in the same center with the same weighted average grade, the member with the highest grade in the first four-month period of the October term of the current academic year will be selected.

Article 95: Maximum number of awards per academic year

As can be seen from the previous articles, the maximum number of awards to be granted per academic year will be one for the EAE Barcelona University Center.

Article 96: Rules

The rules for determining the best members of the teaching community shall be deposited with the notary appointed for this purpose by the secretary general of the School, and published through the virtual campus and any other systems of communication with the teaching community that may be deemed appropriate.

Article 97: Managing body

The body responsible for the recognition of the best members of the teaching community is the Faculty Area, which will be in charge of analyzing the results of the student opinion surveys and, applying the mechanics referred to in art. 93, will submit the resolution proposal to the Academic Commission.

Article 98: Resolution

The Academic Commission will be the body that decides on the granting of awards to the best members of the teaching community. The decision, in this sense, of the Academic Commission is final and unappealable, and the committee cannot provide information on the results of the student opinion surveys of the members of the teaching community discarded.

Article 99: Granting act

The honorary diplomas and certificates accrediting the recognition of the best members of the teaching community shall be awarded to their holders at the academic ceremony defined for this purpose by the Academic Commission, which shall be presided over, as far as possible, by the dean.

Additionally, the members of the teaching community who have obtained the recognition will be invited to the graduation ceremony of the EAE Barcelona University Center.

Article 100: Endowment

The awards to the best members of the teaching community do not include any financial or in-kind endowment for the professors or teaching collaborators who have obtained them, beyond the honorary diplomas referred to in these regulations.

Article 101: Privacy and personal data protection policy

The University Center EAE Barcelona fully complies with the current legislation on data protection, so the personal data collected through the procedure for determining the best members of the teaching community will be treated applying the criteria derived from such legislation.

The EAE Barcelona University Center will request the corresponding authorization from the best members of the teaching community who have obtained this recognition, so that their identification data, subjects taught, programs in whose teaching they have participated and academic year may be included in internal and external communications of the School.

Article 102: Issuance of diplomas and certificates

The competent body for the issuance of the honorary diploma and the accreditation certificate to the members of the teaching community who have obtained the awards is the secretary general of the School, following the models established in annexes 12 and 13 of these regulations.

Chapter 2: Awards to companies in the field of job placement: *EAE Top Recruiter Awards*

Article 103: Object

The purpose of the *EAE Top Recruiter Awards* is to recognize the company, institution or third sector organization with which the EAE Barcelona University Center has maintained, in the current academic year, special cooperative relationships in the field of employment placement of the School's students.

Article 104: Addressees

The *EAE Top Recruiter Awards* are aimed at companies, institutions or organizations with which the EAE University Center has signed and in force a collaboration agreement in the field of employment placement of students from both centers, not being necessary that these companies, institutions or organizations of the third sector have submitted the corresponding application.

Article 105: Mechanics for the determination of the companies, institutions and organizations candidates for the prize

The following procedure will be followed to determine the companies, institutions or organizations of the third sector that are candidates for the awards:

- 1) When so determined by the committee in charge of preparing the graduation ceremonies for the current academic year, and with sufficient time in advance, the Academic Commission will request the director of the CDC to prepare a proposal that includes the two companies, institutions or organizations of the third sector that, having signed and in force an agreement with the centers in the area described in the previous article, have provided a greater number of hires to the students of those

centers. The number of contracts, for the current academic year, is understood as the sum of the number of internship contracts, whether curricular or extracurricular, and the number of ordinary contracts.

- 2) In the event that for the same center, there are two or more companies, institutions or third sector organizations with the same number of contracts, the director of the Careers Department will propose the one with the highest number of regular contracts.
- 3) Companies, institutions or organizations of the third sector that have received the award in the academic year immediately preceding the current academic year and in the same center may not be part of the selection referred to in paragraph 1).
- 4) Once the proposal has been received by the Academic Commission, it will decide on the granting of the awards to the companies, institutions or organizations of the third sector proposed by the Department of Professional Careers.

Article 106: Maximum number of awards per academic year

As can be seen from the previous articles, the maximum number of prizes to be awarded per academic year will be one per EAE Barcelona University Center.

Article 107: Managing body

The managing body of the *EAE Top Recruiter Awards* is the Department of Professional Careers and will be responsible for the analysis of all the activity files of the companies, institutions and organizations of the third sector with which they have signed and valid agreements in the field of job placement and, applying the mechanics referred to in art. 122, will submit the resolution proposal to the Academic Commission through the Vice-Deanship of Academic Organization.

Article 108: Resolution

A proposal from the Vice-Deanship of Academic Planning will be submitted to the Academic Commission, which will decide on the granting of the *EAE Top Recruiter Awards*.

The decision Academic Commission is final and unappealable, and the committee cannot provide information on the joint activity files of the companies, institutions and organizations of the third sector that have been rejected.

Article 109: Granting act

Once the award has been decided, the director of the Career Services will issue an official invitation to each graduation ceremony for the current year to the president, vice-president in charge of human resources, or the general manager, or the director of human resources of the awarded companies, institutions or organizations in the third sector. Such an invitation may not be passed on by the recipient company, institution or organization

of the third sector to a single-person management position or body below the level of director of human resources.

The person in charge each of the two companies that meets the above characteristics and accepts the invitation will attend the graduation ceremony of the EAE Barcelona University Center, as appropriate, to receive the award, in the form of an honorary diploma.

Article 110: Endowment

The *EAE Top Recruiter Awards* do not contemplate any financial or in-kind endowment for the companies, institutions or organizations of the third sector that have obtained them, beyond the honorary diplomas referred to in these regulations.

Article 111: Privacy and personal data protection policy

The EAE Barcelona University Center fully complies with current legislation on data protection, so that personal data collected through the resolution procedure of the *EAE Top Recruiter Awards* will be treated applying the criteria that will be derived from such legislation.

Article 112: Issuance of diplomas and certificates

The competent body for the issuance of honorary diplomas to companies, institutions or third sector organizations that have obtained the *EAE Top Recruiter Awards* is the Secretary General of the School, following the model established in Annex 14 of these regulations.

Chapter 3: Awards to business schools and other institutions of higher education: *EAE International Academic Excellence* Award

Article 113: Object

The *EAE International Academic Excellence Award* is intended to recognize the business school or institution of higher education with which the EAE Barcelona University Center has maintained, in the current academic year, special links of mutual understanding and cooperation in the field of student or faculty exchange, research or non-scientific dissemination, or the creation of synergies leading to the establishment of joint degrees.

Article 114: Addressees

The *EAE International Academic Excellence Award* is aimed at business schools and other institutions of higher education established outside Spain with which the EAE Barcelona University Center has signed and in force an agreement or a memorandum of understanding, and it is not necessary that such schools or institutions of higher education have submitted the corresponding application.

Article 115: Mechanics for the determination of business schools or institutions of higher education candidates for the award

The following procedure will be used to determine the business schools or institutions of higher education that are candidates for the award:

- 1) When so determined by the committee in charge of preparing the graduation ceremony for the current academic year, and with sufficient notice, the Academic Commission shall instruct the vice-dean in charge of international relations of the School to prepare a proposal that includes the three schools of business or institutions of higher education with which the EAE University Center has signed and in force an agreement or a memorandum of understanding, and with which in that academic year, special relations of cooperation have been maintained in the areas indicated in art. 117.
- 2) Business schools and institutions of higher education that have received the award in any of the two academic years prior to the current academic year may not be included in the list referred to in the previous paragraph.
- 3) Once the proposal has been received by the Academic Commission, its members will analyze it and vote by a show of hands, electing the candidacy that has obtained the most votes. In this order of things, the provisions regarding the adoption of agreements of the collegiate bodies in art. 9 of the regulations of organization and operation of the University Center EAE Barcelona will be applied.

Article 116: Maximum number of awards per academic year

As can be seen from the previous articles, the maximum number of prizes to be awarded per academic year will be one, jointly for the Centro Universitario EAE Barcelona.

Article 117: Managing body

The managing body of the *EAE International Academic Excellence Award* is the vice-deanship in charge of international relations.

The managing body will be responsible for the analysis of all the files of joint academic and research activity between the EAE University Center and the business schools and other institutions of higher education with which EAE maintains active agreements and memorandums of understanding and, applying the mechanics referred to in art. 115, will submit the resolution proposal to the Academic Commission through the Vice-Deanship of International Relations.

Article 118: Resolution

At the proposal of the vice-dean in charge, the Academic Commission will be the body that decides on the awarding of the *EAE International Excellence Award*.

The decision, in this sense, of the Academic Commission is final and unappealable, and the committee cannot provide information on the activity records of the business schools and other educational institutions that have been rejected.

Article 119: Granting act

Once the award has been decided, the dean shall extend an official invitation to the graduation ceremony of the current year to the president or the rector of the award-winning higher education institution ; or, if applicable, to the dean or the secretary general of the award-winning business school. Such an invitation may not be transferred by the recipient institution to a single-person governing body below the rank of dean or secretary general.

The unipersonal governing body that meets the above characteristics and accepts the invitation will choose, according to the most convenient for its agenda, the graduation ceremony of the EAE Barcelona University Center, to receive the award in the form of an honorary diploma.

Article 120: Endowment

The *EAE International Academic Excellence Award* does not include any financial or in-kind endowment for the business school or institution of higher education that has obtained it, beyond the honorary diploma and the commemorative plaque referred to in these regulations.

Article 121: Privacy and personal data protection policy

The EAE Barcelona University Center fully complies with the current legislation on data protection, so the personal data collected through the *EAE International Academic Excellence Award* resolution procedure will be treated applying the criteria that will be derived from such legislation.

Article 122: Issuance of diplomas and certificates

The competent body for the issuance of honorary diplomas to business schools or institutions of higher education that have obtained the *EAE International Academic Excellence Award* is the Secretary General, following the model established in Annex 15 of these regulations.

Repealing provision

Any previous regulation on the subject matter hereof is hereby repealed.

Annexes

Annex 1: Sample certificate of accreditation for winners of general scholarships for master's degree students

CERTIFICATE ON THE RESOLUTION REGARDING THE AWARDING OF GENERAL SCHOLARSHIPS FOR MASTER'S DEGREE STUDENTS AT THE EAE UNIVERSITY CENTER

Having regard to the applications submitted in the call of [call_month] of [call_year], corresponding to the academic year [academic_year], for the granting of four scholarships for students of university master's degree and continuing education programs of the EAE University Center, registered in the Registry of Universities, Centers and Degrees (RUCT), of the Ministry of Education, Culture and Sports, codes 08070350, and

CONSIDERING

FIRST: That according to the provisions of art. 3 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, these scholarships consist of four categories or classes; namely:

- a) EAE Scholarship for Academic Excellence: Aimed at students whose academic records demonstrate outstanding commitment and dedication.
- b) EAE Scholarship for Female Managers: Aimed at women who have held or hold managerial positions prior to or at the time of their studies at the School, and whose academic records demonstrate outstanding commitment and dedication.
- c) EAE Entrepreneurship Scholarship: Aimed at students who are founding partners of an active company that has been in existence for at least one fiscal year, and whose academic records demonstrate outstanding commitment and dedication.
- d) EAE Scholarship for Students with Disabilities: Aimed at students with a minimum accredited disability of 33%, and whose academic records demonstrate outstanding commitment and dedication.

SECOND: That according to the provisions of paragraph a) of paragraph 4 of art. 27 of both regulations of organization and operation of the University Center EAE Barcelona, it corresponded to the vice dean or the vice dean to propose to the Academic Commission the opening of the call for the scholarships described in the preceding paragraph. This opening took place on [date_opening_call] through the usual systems of communication with the student body.

THIRD: That the Vice-Dean of Academic Planning, as the body managing the scholarships, and having seen the opinions of the tribunals established for this purpose, proposed to the Academic Commission the resolution on the awarding of these scholarships, in its four categories.

FOURTH: In application of the provisions of art. 10 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the Academic Commission resolved, on [date_resolution_cci] on the proposal submitted by the managing body in the terms certified below.

FINAL RESOLUTION

FIRST: The Academic Commission resolved to grant the [scholarship_category] to [scholarship_holder_name], student of the [master's_name], of the [center], in the call of [convocation_month] of [convocation_year], corresponding to the academic year [academic_year].

SECOND: That according to the provisions of art. 12 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the endowment of the same should consist of the return of at least half of the registration costs paid by the student with a scholarship.

THIRD: That in the case of [grantee_name_surname], the amount paid was [scholarship_amount].

FOURTH: That according to the provisions of articles 13 and 14 of the regulations on scholarships, recognition of academic merit and awards of the EAE Barcelona University Center, the scholarship student has been informed of the applicable tax treatment, and the managing body has requested his/her authorization so that his/her identification data and those of the program studied, among others, may be included in internal and external communications of both centers.

Which I certify, in [city], on [dd_mm_yy],

[signature_and_seal]

[surname_first_name_vice-dean], vice-dean for Planning

Annex 2: Sample honorary diploma for inclusion of the best graduates on the
Dean's Honor List

Dean's Honor List	
The dean and the secretary general of the University Center EAE Barcelona certifies that	
[student_first_name_and_surname].	
Having attained academic excellence in the curriculum leading to the degree of	
[title_name] [title_name]	
He has been included in the Dean's Honor List for the academic year [academic_year], in the number one position	
[sorted_number].	
<i>[Barcelona], on dd/mmmmmm/yyyyyy</i>	
[dean_name] <i>Dean</i>	[secretary_general_name] <i>General Secretary</i>

Annex 3: Sample Certificate of Inclusion of Top Graduates on the *Dean's Honor List*

CERTIFICATE ON THE RESOLUTION REGARDING THE AWARDS TO THE BEST MASTER'S DEGREE STUDENTS OF THE EAE BARCELONA UNIVERSITY CENTER

DEAN'S HONOR LIST

Having reviewed the academic records of the students of the academic year [academic_year] of all the official master's degrees taught by the University Center EAE Barcelona, registered in the Registry of Universities, Centers and Degrees (RUCT), of the Ministry of Education, Culture and Sport, code 08070350, and

CONSIDERING

FIRST: That according to the provisions of articles 44 and 47 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, these awards are intended to distinguish excellence in academic performance of the 20 best graduates of university masters and continuing education of the University Center EAE, indistinctly; for which are selected those who have obtained a better weighted average higher than 8.5 in their final academic records. These 10 best records are ordered from highest to lowest final weighted average and are included in a list called Dean's Honor List.

SECOND: That according to the provisions of section a) of paragraph 4 of art. 27 of the regulations of organization and operation of the University Center EAE Barcelona, it corresponded to the vice dean or the vice dean in charge to propose to the Commission the beginning of the process for the determination of the students mentioned in the previous paragraph. Said opening took place on [date_opening] through the corresponding agreement of the Commission.

THIRD: That the Vice-Dean's Office for Academic Organization, as the managing body of the awards, and after reviewing the academic records, proposed to the Academic Commission the resolution on the granting of such awards.

FOURTH: In application of the provisions of art. 51 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the Commission resolved on [date_resolution_cci] on the proposal submitted by the managing body in the terms certified below.

FINAL RESOLUTION

FIRST: The Academic Commission resolved to include [recognized_surname_name], student of the [master's_name] of the [center], in the Dean's Honor List for the academic year [academic_year].

SECOND: That having obtained a final weighted average grade of [final_weighted_average_grade], [recognized_first_name_name] has been included in the [ranked_number] number of the list.

THIRD: That according to the provisions of art. 53 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, this recognition does not include any financial or in-kind endowment.

FOURTH: That according to the provisions of art. 55 of the regulations on scholarships, recognition of academic merit and awards of the EAE Barcelona University Center, the managing body has requested the authorization of the recognized student so that his or her identification data and those of the program studied, among others, may be included in internal and external communications of both centers.

Which I hereby certify, in [city], on [dd_mm_yy],

[signature_and_seal]

[first_name_surname_secretary_general], secretary general

Annex 4: Model of honorary diploma for recognition of the best final official degree records en

Recognition of the Best Final Records of Official Degrees

The dean and the secretary general
of the University Center EAE Barcelona certifies that

[student_first_name_and_surname].

Having attained academic excellence in the curriculum leading to the degree of

[title_name] [title_name]

In the [center_name]

He has received the Recognition for the Best Official Final Grade Record.
of the academic year [academic_year],

[Barcelona], on dd/mmmmmm/yyyyyy

[dean_name]
Dean

[secretary_general_name]
General Secretary

Annex 5: Model of certificate of recognition for the best final official degree records en

CERTIFICATE ON THE RESOLUTION REGARDING THE RECOGNITION OF THE BEST FINAL RECORDS OF OFFICIAL BACHELOR'S DEGREES OF THE EAE BARCELONA UNIVERSITY CENTER:

Having reviewed the academic records of the students of the academic year [academic_year] of all the official degrees offered by the University Center EAE Barcelona, registered in the Registry of Universities, Centers and Degrees (RUCT), of the Ministry of Education, Culture and Sports, code 08070350, and

CONSIDERING

FIRST: That according to the provisions of articles 57 and 59 of the regulations of scholarships, recognition of academic merit and awards of the EAE University Center, these awards are intended to distinguish excellence in academic performance of the best graduates of official degrees taught by the University Center EAE Barcelona for which the graduate of each center and each official degree that had obtained a better weighted average grade in his or her final academic record is selected.

SECOND: That according to the provisions of section a) of paragraph 4 of art. 27 of the regulations of organization and operation of the University Center EAE Barcelona, it was the responsibility of the vice dean or the vice dean in charge to propose to the Academic Commission the beginning of the process for the determination of the students mentioned in the previous paragraph. This opening took place on [date_opening] through the corresponding agreement of the Committee.

THIRD: That the Vice-Dean's Office for Academic Organization, as the managing body of the awards, and after reviewing the academic records, proposed to the Academic Commission the resolution on the granting of such awards.

FOURTH: In application of the provisions of art. 64 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the Academic Commission resolved on [date_resolution_cci] on the proposal submitted by the managing body in the terms certified below.

FINAL RESOLUTION

FIRST: The Academic Commission resolved to recognize [recognized_surname_name], student of the [degree_name] of the [center], as the best final official undergraduate record of the academic year [academic_year] in said center and in said degree.

SECOND: That [recognized_surname_name] has obtained a final weighted average grade of [final_weighted_average_grade].

THIRD: That according to the provisions of art. 66 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, this recognition does not include any financial or in-kind endowment.

FOURTH: That according to the provisions of art. 67 of the regulations on scholarships, recognition of academic merit and awards of the EAE Barcelona University Center, the managing body has requested the authorization of the recognized student so that his or her identification data and those of the program studied, among others, may be included in internal and external communications of both centers.

Which I certify, in [city], on [dd_mm_yy],

[signature_and_seal]

[first_name_surname_secretary_general], secretary general

Annex 6: Model of honorary diploma of recognition to the best students of official degrees

Recognition of the Best Students in Official Grades

The dean and the secretary general
of the University Center EAE Barcelona certifies that

[student_first_name_and_surname].

Having attained academic excellence in the curriculum leading to the degree of

[title_name] [title_name]

In the [center_name]

He has received the Recognition for the Best Official Final Grade Record.
of the academic year [academic_year],

[Barcelona], on dd/mmmmmm/yyyyyy

[dean_name]
Dean

[secretary_general_name]
General Secretary

Annex 7: Model certificate of accreditation for those recognized as the best students of an official degree program

CERTIFICATE ON THE RESOLUTION REGARDING THE RECOGNITION OF THE BEST STUDENTS OF THE OFFICIAL DEGREE OF THE EAE BARCELONA UNIVERSITY CENTER.

Having reviewed the academic records of the students of the academic year [academic_year] of all the official degrees offered by the University Center EAE Barcelona registered in the Registry of Universities, Centers and Degrees (RUCT), of the Ministry of Education, Culture and Sport, codes 08070350 and

CONSIDERING

FIRST: That according to the provisions of art. 33 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, these awards consist of three categories or classes; namely:

- a) EAE Recognition to the Best First Degree Student: Aimed at the student who has obtained the best weighted average grade at the end of the evaluation reports of the second quarter of the first year of all the official degrees offered by both centers.
- b) EAE Recognition to the Best Second Grade Student: Aimed at the student who has obtained the best weighted average grade at the end of the evaluation reports of the second quarter of the second year of all official degrees offered by both centers.
- c) EAE Recognition to the Best Third Year Undergraduate Student: Aimed at the student who has obtained the best weighted average grade at the end of the evaluation reports of the second quarter of the third year of all the official degrees offered by both centers.

SECOND: That according to the provisions of section a) of paragraph 4 of art. 27 of the regulations of organization and operation of the University Center EAE Barcelona corresponded to the vice dean or the vice dean in charge to propose to the Academic Commission the start of the process for the determination of students outlined in the preceding paragraph. This opening took place on [date_opening] through the corresponding agreement with the Commission.

THIRD: That the Academic Organization Area, as the managing body of the awards, and having reviewed the academic records, proposes to the Academic Commission the resolution on the granting of such awards, in its three categories.

FOURTH: In application of the provisions of art. 38 of the regulations on scholarships, recognition of academic merit and awards of the EAE University Center, the Academic Commission resolved, on [date_resolution_cci] on the proposal submitted by the managing body in the terms certified below.

FINAL RESOLUTION

FIRST: The Academic Commission resolved to grant the [recognition_category] to [recognized_surname_name], student of the [degree_name], of the [center], in the academic year [academic_year].

SECOND: That according to the provisions of art. 40 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the endowment of the awards should consist of the exemption, to students recognized in each category, of the tuition costs of the course immediately following the one in which they had obtained the recognition.

THIRD: That in the case of [recognized_surname_name], the amount waived was [recognition_amount].

FOURTH: In accordance with the provisions of articles 41 and 42 of the regulations on scholarships, recognition of academic merit and awards of the EAE University Center, the recognized student has been informed of the applicable tax treatment, and the managing body has requested his/her authorization so that his/her identification data and that of the program studied, among others, may be included in internal and external communications of both centers.

Which I certify, in [city], on [dd_mm_yy],

[signature_and_seal]

[surname_first_name_vice dean], vice dean of

Annex 8: Model of honorary diploma of recognition for the best final projects of official bachelor's degree programs

Recognition to the Best Final Degree Projects in Official Degrees

The dean and the secretary general
of the University Center EAE Barcelona certifies that

[student_first_name_and_surname].

Student of the

[title_name] [title_name]

In the [center_name]

Having achieved academic excellence in the performance and defense of the
of the final degree thesis entitled

[title_tfg]

Received the Recognition for the Best Final Project
of the academic year [academic_year] in that center and that degree

[Barcelona], on dd/mmmmmm/yyyyyy

[dean_name]
Dean

[secretary_general_name]
General Secretary

Annex 9: Model of certificate of recognition for the best final projects of official bachelor's degree programs

CERTIFICATE ON THE RESOLUTION REGARDING THE RECOGNITION OF THE BEST FINAL PROJECTS OF OFFICIAL BACHELOR'S DEGREE PROGRAMS OF THE EAE BARCELONA UNIVERSITY CENTER:

Having reviewed the evaluation reports of the final degree projects of the students of the academic year [academic_year] of all the official degrees offered by the University Center EAE Barcelona, registered in the Registry of Universities, Centers and Degrees (RUCT), of the Ministry of Education, Culture and Sport, code ~~08070350~~, and

CONSIDERING

FIRST: That according to the provisions of arts. 69 and 71 of the regulations of scholarships, recognition of academic merit and awards of the EAE University Center, ~~these awards are intended to distinguish excellence in the preparation and defense of such work by graduates of official degrees taught by the University Center EAE Barcelona;~~ For this purpose, the graduate of each center and of each official degree who has obtained the best final grade in his or her final degree project is selected, on the condition that he or she has passed, at the time of the determination of the recognition, all the credits of which the study plan is composed.

SECOND: That according to the provisions of paragraph a) of paragraph 4 of art. 27 of the rules of organization and operation of the University Center EAE Barcelona, it was up to the vice dean or the vice dean in charge to propose to ~~the~~ Academic Commission the beginning of the process for the determination of the students mentioned in the previous paragraph. This opening took place on [date_opening] through the corresponding agreement of the Committee.

THIRD: That the Vice-Dean of Academic Organization proposed to the Academic Commission the resolution on the concession of said recognitions.

FOURTH: In application of the provisions of art. 76 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the Academic Commission resolved on [date_resolution_cci] on the proposal submitted by the managing body in the terms certified below.

FINAL RESOLUTION

FIRST: The Academic Commission resolved to recognize [recognized_surname_name], student of the [title_name] of the [center], as the author of the best final degree project of the academic year [academic_year] in said center and in said degree program.

SECOND: That [recognized_surname_name] has obtained a final grade of [final_grade] in the work entitled [title_tfg].

THIRD: That according to the provisions of art. 78 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, this recognition does not include any financial or in-kind endowment.

FOURTH: That according to the provisions of art. 79 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the managing body has requested the authorization of the recognized student so that his or her identification data and those of the program studied, among others, are included in internal and external communications of both centers.

Which I certify, in [city], on [dd_mm_yy],

[signature_and_seal]

[first_name_surname_secretary_general], secretary general

Annex 10: Model of honorary diploma of recognition for the best master's degree theses of university master's degree programs and own master's degree programs

**Recognition of the Best Master's Degree Final Projects in
University Master's Degrees and Proprietary Master's Degrees**

The dean and the secretary general
of the University Center EAE Barcelona certifies that

[student_first_name_and_surname].

Student of the

[title_name] [title_name]

In the [center_name]

Having achieved academic excellence in the performance and defense of the
of the master's thesis

[tfm_title].

He has received the Award for the Best 's Degree Final Project
of the academic year [academic_year] at that center

[Barcelona], on dd/mmmmmm/yyyyyy

[dean_name]
Dean

[secretary_general_name]
General Secretary

Annex 11: Model of certificate of recognition of the best master's degree theses of university master's degree programs and own master's degree programs

CERTIFICATE ON THE RESOLUTION REGARDING THE RECOGNITION OF THE BEST MASTER'S DEGREE FINAL PROJECTS OF UNIVERSITY MASTER'S DEGREES AND THE EAE UNIVERSITY CENTER.

Having reviewed the evaluation reports of the final master's theses of the students of the academic year [academic_year] of all the university and own master's degrees offered by the University Center EAE Barcelona, registered in the Registry of Universities, Centers and Degrees (RUCT), of the Ministry of Education, Culture and Sports, code 08070350and

CONSIDERING

FIRST: That according to the provisions of arts. 81 and 83 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, these awards are intended to distinguish excellence in the preparation and defense of such work by graduates of university and own masters taught by the University Center EAE Barcelona; for which the work of each center that had obtained a better final grade is selected, with the condition that its author or authors have passed, at the time of determining the recognition, all credits of which the study plan is composed.

SECOND: That according to the provisions of section a) of paragraph 4 of art. 27 of the regulations of organization and operation of the University Center EAE Barcelona and the Center for Higher Education EAE Madrid, corresponded to the vice dean or the vice dean to propose to the Academic Commission the start of the process for the determination of the work outlined in the preceding paragraph. Said opening took place on [date_opening] through the corresponding agreement of the Committee.

THIRD: That the Vice-Dean of Academic Organization proposed to the Academic Commission the resolution on the concession of said recognitions.

FOURTH: In application of the provisions of art. 88 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the Academic Commission resolved, on [date_resolution_cci] on the proposal submitted by the managing body in the terms certified below.

FINAL RESOLUTION

FIRST: The Academic Commission resolved to recognize [recognized_surname_name], student of [title_name] at [center], as the author of the best master's degree thesis of the academic year [academic_year] at said center.

SECOND: That [recognized_surname_name] has obtained a final grade of [final_grade] in the work entitled [title_tfm].

THIRD: That according to the provisions of art. 90 of the regulations of scholarships, recognition of academic merit and awards of the EAE University Center, this recognition does not include any financial or in-kind endowment.

FOURTH: That according to the provisions of art. 91 of the regulations on scholarships, recognition of academic merit and awards of the EAE University Center, the managing body has requested the authorization of the recognized student so that his or her identification data and those of the program studied, among others, may be included in internal and external communications of both centers.

Which I certify, in [city], on [dd_mm_yy],

[signature_and_seal]

[first_name_surname_secretary_general], secretary general

Annex 12: Model of honorary diploma for recognition of the best members of the teaching community

Recognition of the Best Members of the Teaching Community

The dean and the secretary general
of the University Center EAE Barcelona and certify that

[teacher_first_name_and_surname].

Member of the teaching community of the

[center_name] [center_name]

Having achieved excellence in the performance of his duties and in the quality of his teaching,
he has been awarded the
Recognition of the Best Member of the Teaching Community for the academic year
[academic_year] at said center

[Barcelona], on dd/mmmmmm/yyyyyy

[dean_name]
Dean

[secretary_general_name]
Secretary General

Annex 13: Sample certificate of recognition of the best members of the teaching community

CERTIFICATE ON THE RESOLUTION ON THE RECOGNITION OF THE BEST MEMBERS OF THE TEACHING COMMUNITY OF THE EAE UNIVERSITY CENTER

Having reviewed all the student opinion surveys of official bachelor's, master's and master's degrees given in the academic year [academic_year] by the University Center EAE Barcelona, registered in the Registry of Universities, Centers and Degrees (RUCT), of the Ministry of Education, Culture and Sport, code 08070350, and

CONSIDERING

FIRST: That according to the provisions of arts. 93 and 95 of the regulations of scholarships, recognition of academic merit and awards of the EAE University Center, these awards are intended to distinguish excellence in the performance of their duties and the quality of their teaching of the best professor, or collaborator of the EAE Barcelona University Center, for which the member of the teaching community of each center that had obtained a better average grade weighted by teaching credits in the student opinion surveys is selected.

SECOND: That according to the provisions of paragraph a) of paragraph 4 of art. 27 of the regulations of organization and operation of the EAE Barcelona University Center, it was the responsibility of the vice-dean in charge of administration and strategic planning to propose to the Commission the initiation of the process for the determination of the members mentioned in the previous paragraph. Said opening took place on [date_opening] by means of the corresponding resolution of the Committee.

THIRD: That the Directorate of Teaching Staff proposed to the Academic Commission the resolution on the granting of such awards.

FOURTH: That in application of the provisions of art. 100 of the regulations on scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, the Academic Commission resolved, on [date_resolution_cci] on the proposal submitted by the managing body in the terms certified below.

FINAL RESOLUTION

FIRST: The Academic Commission resolved to recognize [professor_surname_name], from [center], as a member of the teaching community for the academic year [academic_year] at said center.

SECOND: That [professor_first_name_name] has obtained a weighted average grade per ECTS credit of [weighted_average_grade_ects] points out of 5.

THIRD: That according to the provisions of art. 102 of the regulations of scholarships, recognition of academic merit and awards of the University Center EAE Barcelona, this recognition does not include any financial or in-kind endowment.

FOURTH: That according to the provisions of art. 103 of the regulations on scholarships, recognition of academic merit and awards of the EAE Barcelona University Center, the managing body has requested the authorization of the recognized member of the teaching community so that his or her identification data, among others, may be included in internal and external communications of both centers.

Which I certify, in [city], on [dd_mm_yy],

[signature_and_seal]

[first_name_surname_secretary_general], secretary general

Annex 14: Model of honorary diploma to the company, institution or third sector organization that has obtained the EAE *Top Recruiter* Award

EAE *Top Recruiter* Awards

The [center],
in recognition of the special cooperative relationships in the field of job placement of the
School's students with

[company_institution_awarded_organization].

They distinguish you with the

EAE *Top Recruiter* Award [Barcelona] [academic_year].

[Barcelona], on dd/mmmmmm/yyyyyy

[career_director]
Director of Professional Careers

[secretary_general_name]
General Secretary

Annex 15: Model honorary diploma to the business school or institution of higher education that has been awarded the EAE *International Academic Excellence Award*

EAE *International Academic Excellence Award*

EAE Barcelona University Center
in recognition of the special ties of mutual understanding and academic cooperation with

[school_or_university_awarded].

They distinguish you with the

EAE International Academic Excellence Award [academic_year].

[Barcelona], on dd/mmmmmm/yyyyyy

[dean_name]
Dean

[secretary_general_name]
General Secretary