

ACADEMIC YEAR 2024-2025

Terms and Conditions for the awarding of "University studies and Singing at CEU" scholarships.

Scholarships for "University Studies and Singing at CEU".

I. Fundamentals

Universidad CEU San Pablo announces its "University Studies and Singing Scholarships" for the 2024/2025 academic year, aimed primarily at singing students from music schools interested in pursuing undergraduate studies at Universidad CEU San Pablo. The Governing Committee for these scholarships, made up of the Vice-Rector for Students and University Life, the Vice-Rector for Institutional Relations and General Secretary, the Manager of Universidad CEU San Pablo and the Head of Management and Risk Control of Fundación Universitaria San Pablo CEU, will determine the number of scholarships and their amount for each academic year. For the 2024/2025 academic year, the amount of the scholarship will be 3,000 euros. The Committee may, if there are no suitable candidates, declare the call for applications void.

This scholarship program aims to provide the University Choir with a permanent group of singers who will receive a scholarship and will assume the commitment to participate in all rehearsals and events in which their presence is required by the Universidad CEU San Pablo or by the institutions and works of the Catholic Association of Propagandists (ACdP), as well as in those scheduled in the annual program of activities of the Choir.

The beneficiaries will also assume the commitment not to participate in other choral activities, thus promoting the proper fulfillment of the obligations they acquire by accepting this scholarship.

Likewise, those who are selected will be able to continue developing their musical and vocal skills and knowledge within the University Choir, a group that, under the direction of Maestro José María Álvarez Muñoz, has a long trajectory and important artistic and musical results in Spain and abroad.

The selection process consists of two phases: one of an artistic-vocal nature and the other of an academic nature, both of which must be passed in order to be awarded one of the scholarships under this call.

II. Call for applications and scholarship conditions

1. Application Deadlines

Single call

The deadline for submission of applications from **March 1 to June 10, 2024 inclusive, up to 23:59 hours**.

Candidates who have completed or are currently completing the Baccalaureate and International Baccalaureate, and who have been admitted to any of the University Degrees at Universidad CEU San Pablo, in accordance with the General Rules for Admission and Enrollment for Undergraduate Studies, academic year 2024-2025, may apply.

Once you have been admitted to the University, you may apply for the scholarship following the procedure established in these rules.

2. Artistic-vocal selection process

The selection tests will be held on Wednesday and Thursday, June 5 and 6, 2024, starting at 6:30 p.m. (Building School of Economics - Aula 3.08A Julián Romea, 23). The artistic-vocal selection process will consist, in turn, of two parts: a musical audition and a personal interview.

I. Music listening:

It will consist of a very simple vocalization that will serve to know the candidate's vocal register, as well as his/her auditory and vocal qualities and vocal health.

Although it is not compulsory, the free interpretation of an a cappella piece of music of any style (classical, modern, popular, sacred...) and period in which the applicant feels comfortable will be valued. Candidates who wish to do so may use an electronic device to provide them with a musical base. A keyboard is provided by the University.

II. The interview:

Consisting of questions oriented to know and evaluate the general and musical culture of the applicants, as well as other general aspects of their personality.

The Jury in charge of evaluating the artistic-vocal phase will be composed of the Artistic Director of the Choir, the President of the Choir and two of the professors of Vocal Technique of the Choir of the Universidad CEU San Pablo.

3. Academic selection process

I. Requirements:

The "Scholarships for University Studies and Singing at CEU" may be awarded to those applicants who obtain:

- a. **For first year undergraduate applicants:** a grade equal to or higher than 6.5 out of 10 in the 1st and 2nd years of the Spanish Baccalaureate or equivalent in an international education system.
- b. **For applicants from the second year onwards:** to have a grade equal to or higher than 7 out of 10 in the previous year.
- c. In general, the scholarship recipient must be a full-time undergraduate student and must be enrolled in at least 60 credits.

The applicant must satisfactorily complete the admission process established by Universidad CEU San Pablo, which may vary depending on the degree program he/she intends to pursue, being in any case subject to assessment of his/her academic record. <https://admission.uspceu.es/>.

III. Required documentation and submission of the application

The scholarship application will be submitted, **for first-year candidates**, through the Scholarship Portal, within the Future Student Portal, once the candidate has been admitted by Universidad CEU San Pablo. From the moment of the publication of these rules, and once the corresponding section has been enabled, the candidate will be able to carry out all the steps in this regard. The candidate, in any case, must attach the academic documentation that certifies the grade obtained in Baccalaureate (or its equivalent in an international educational system). **For candidates of higher years**, they should send their request to vrealum@ceu.es with the subject "**Singing Scholarship**".

- a) A brief curriculum vitae of the applicant shall be attached, with special emphasis on singing studies and artistic experience.
- b) Photocopy of ID card (both sides) or passport.
- c) Certificate of studies and grades of the musical education attended.
- d) Certificate of grades of 1st and 2nd year of Baccalaureate, for applicants to the First Year of Degree.
- e) Qualifications for the 2023-2024 academic year, for applicants from the second year of the degree course onwards.

All requested documentation must be submitted within the established deadline.

VERY IMPORTANT: The application will not be processed if it is not completed in all its sections or if any of the required documents are missing. Once the interested party has been informed that the scholarship application has been accepted, the acceptance of the scholarship will be requested for the formalization of its concession according to the process that will be informed to the beneficiaries.

In any case, the granting of the scholarships that have been duly communicated will be subject to the passing of the Baccalaureate Evaluation for University Entrance, in ordinary exams.

IV. Scholarship Endowment

- a. The beneficiaries of the University Studies and Singing Scholarships will become part of the University Choir and will receive a scholarship in the amount of 3,000 euros, which will be deducted from the amount of the academic fees of the Bachelor's degree they are studying, and must pay the "place reservation fee" and "registration fee". The scholarship will only be applied to one degree.
- b. When the beneficiary carries out a period of international mobility longer than one semester, the scholarship will be suspended during the academic year in which the stay abroad takes place, and may be reactivated the following year, at the request of the interested party. If the mobility period is one semester or less, the amount of the scholarship will be reduced proportionally.
- c. By accepting the scholarship and the terms of this call, the awarded student, during the time he/she is a beneficiary, agrees to participate in the institutional events in which the presence of the Choir is required by the University or by the institutions and works of the Catholic Association of Propagandists, as well as to participate actively and responsibly in the corresponding rehearsals.
- d. Renewal of the scholarship in subsequent academic years is conditional upon the fulfillment of the following criteria:
 - The awardee must pass the credits in which he/she is enrolled in the corresponding academic year, with an average grade of 7 out of 10.
 - To comply with the obligations of study and participation in both rehearsals and performances of the Choir. In this regard, at the end of each academic year, the Choir Director will submit to the Commission an individualized report on each beneficiary, which will be decisive for their possible renewal.
 - Comply with the internal and disciplinary regime of Universidad CEU San Pablo.

V. Resolution of the awarding process for the University Studies and Singing Scholarships

The result of the selection process will be communicated to the interested parties on **June 20, 2024**.

The resolution on the awarding of the scholarships and their amount will be made, in view of the result of the two phases of the selection process, by a Commission formed by the Vice-Rector for Students and University Life, the Vice-Rector for Institutional Relations and General Secretary, the Manager of Universidad CEU San Pablo and the Head of Management and Risk Control of Fundación Universitaria San Pablo CEU .

Both the decision to award and the renewal of the scholarships shall be made by the Commission foreseen in the previous section, and the awarding of a scholarship for an academic year shall not imply automatic renewal for successive years, which shall be subject to the criteria established in letter D) of section 4 of these Conditions.

These Rules are a specification of the general scholarship regulations applied each academic year by the University, regulations to which, as provided in these Rules, the beneficiaries are subject.

VI. Evaluation Commission: composition and attributions

1. The Scholarship Commission of Fundación Universitaria San Pablo-CEU, a titular entity of Universidad CEU San Pablo, will decide on the beneficiaries of the scholarships in accordance with the criteria established in these Rules and Regulations.

2. The decision of the Committee, composed of the members mentioned in point 5, shall be communicated, in accordance with the provisions of these Rules, by the University and shall be final, and the contents of the decision shall also be communicated to the Management and to the Scholarship and Student Aid Service.
3. The Scholarship Commission is the only body with the power to interpret and apply the provisions of these rules. The Commission may, freely and at its sole discretion, declare one or more scholarships vacant, if it deems it appropriate after evaluating the profiles of the candidates of their personal tutor.

VII. Acceptance of the Terms and Conditions

Free participation in the process of awarding the scholarships established in these conditions implies full knowledge and acceptance of them, without Fundación Universitaria San Pablo CEU, which is the governing body of Universidad CEU San Pablo, assuming any liability arising therefrom. The formalization of the application expressly implies this acceptance.

Any previous information on the terms and conditions of the call for applications for the 2024-2025 CEU Undergraduate and Singing Scholarships is hereby invalidated by this document.

VIII. Data protection

Head	"Fundación Universitaria San Pablo-CEU", the entity in charge of Universidad CEU San Pablo.
Purpose	Processing of the registration to participate in the process of awarding the University Studies and Singing Scholarships at the CEU academic year 2024-2025, of Universidad CEU San Pablo, as well as management of the services related to this registration. The possibility of public dissemination of the data of the beneficiaries of the Scholarships for University Studies and Singing at CEU for the promotion of these through the media or communication media, websites and social media of Fundación Universitaria San Pablo CEU/Universidad CEU San Pablo is foreseen.
Legitimation	Consent of the interested party.
Addressees	The transfer of personal data to third parties is foreseen. International data transfers are not foreseen.
Rights	Access, rectification, limitation of processing and to file complaints with the supervisory authorities, as well as other rights, as explained in the additional information.
Additional information	Additional and detailed information on data protection can be found on our website: http://www.ceu.es/protecciondatosinscripcionactividades

In accordance with the provisions of Regulation (EU) 2016/679 of the European Parliament and of the Council of 27 April 2016 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/EC, as well as Organic Law 3/2018 of 5 December on the Protection of Personal Data and guarantee of digital rights, we inform you that your data obtained in the registration process in the call for the awarding of Scholarships for University Studies and Singing in the CEU academic year 2024-2025, of the University CEU San Pablo, will be treated under the responsibility of the "Fundación Universitaria San Pablo-CEU", the entity that owns the University, in order to process and manage your application. We inform you that profiling is not foreseen.

The indicated treatments are legitimized by the consent of the interested parties, granted with the request submitted.

The personal data contained in the request will be kept for the duration of the legal relationship between the parties.

By signing the application, you expressly consent to the communication of your personal data by "Fundación Universitaria San Pablo-CEU" to Foundations, Institutions and Centers, dependent or linked to "Fundación Universitaria San Pablo-CEU", for their own management purposes, as well as to keep you informed of the activities and projects they carry out.

Likewise, you consent to the communication of your data to third parties in charge of the management of the activity in which the registration has been made only in those cases in which this communication is strictly necessary for the celebration of the same.

No international transfer of data is foreseen.

You can contact the Data Protection Delegate of "Fundación Universitaria San Pablo-CEU", by sending your request in writing to the postal address C/ Tutor nº 35 - 28008 Madrid or to the e-mail address dpd@ceu.es.

In accordance with the rights conferred by current legislation on data protection, you may contact the competent Control Authority to file the claim you deem appropriate, as well as exercise your rights of access, rectification, limitation of processing, deletion, portability and opposition to the processing of your personal data, as well as the withdrawal of consent given for the processing of the same, by sending your request to the Vice-Rectorate for Students and University Life, address C/ Julián Romea 18, or to the e-mail vrecalum@ceu.es.

¹ *CEU Institutions, Dependent Centers and Foundations: Fundación Privada Universidad Abat Oliba CEU, Fundación San Pablo Andalucía, Fundación San Pablo Castilla y León, Fundación Abat Oliba, Fundación San Pablo para Ayuda al Estudio, Colegio Mayor Universitario de San Pablo, Fundación Cultural Ángel Herrera Oria and Asociación Católica de Propagandistas.*