

ACADEMIC YEAR 2024-2025

Terms and Conditions for the awarding of scholarships to support students with disabilities

CEU Merit 100 and 65 Disability Scholarships

**CEU Scholarships to Support Students with
Disabilities**

All Bachelor's degrees except for Medicine and Dentistry*.

Terms and Conditions for the "CEU Merit 100 and 65 Disability" and "CEU Support for Students with Disabilities" scholarships.

All Bachelor's degrees except for Medicine and Dentistry

I.Objectives

The "CEU Merit 100 and 65 Disability" and "CEU Scholarship Support for Students with Disabilities" scholarships were created to promote the **integration of people with disabilities** in the University and to facilitate that disability does not hinder academic careers and help in their subsequent labor market insertion.

The Scholarship is complemented by the CEU Support Program for Students with Disabilities and the personalized assistance offered by Universidad CEU San Pablo's Attention Service for Students with Special Educational Needs (AENE), which is integrated within the University Wellbeing Service. Both services share the purpose of offering the necessary conditions and resources to ensure equal opportunities and inclusion within the academic and social environment at the University for all students.

II.Call for applications and scholarship conditions

1.Deadlines for submitting applications

Deadline for submission: **June 10, 2024** inclusive (up to 23:59 hours).

Resolution date: **June 20, 2024**

Candidates who have completed or are currently completing the Baccalaureate and International Baccalaureate, and who have been admitted to any of the Bachelor's degrees of Universidad CEU San Pablo (except for the Bachelor's degree in Medicine and Dentistry), in accordance with the provisions of 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.Scholarship Recipients. People with disabilities

For the purposes of these scholarships and as established in the regulations of the Program of Support for Students with Disabilities, as well as in the Royal Legislative Decree 1/2013, of November 29, 2013, approving the Consolidated Text of the General Law on the Rights of Persons with Disabilities and their Social Inclusion, persons with disabilities are considered to be persons with disabilities:

- Students who present physical, mental, intellectual, or sensory impairments, foreseeably permanent, which, interacting with various barriers, may prevent their full and effective participation in society, on an equal basis with others.
- Those who have been recognized as having a degree of disability equal to or greater than 33 percent.

According to the type of CEU Scholarships for Students with Disabilities, the academic requirements are as follows:

CEU Merit 100 Disability Scholarships

The "CEU Merit 100 Disability" Scholarships may be awarded to those applicants who obtain a **grade equal to or higher than 9 on average** in the 1st and 2nd years of Baccalaureate in the Spanish educational system or equivalent in an international educational system.

In awarding the Scholarships, the Committee will take into consideration the following relevant merits for the evaluation of the candidates:

- Have a higher score than the rest of the candidates presented.
- Level of knowledge of one or more foreign languages. For the purposes of level accreditation, the standards and equivalences of certificates and diplomas in relation to the Common European Framework of Reference for Languages (CEFR) will be used.
- The social and extracurricular activities developed by the candidate. In this sense, the candidate may present the documentation that he/she considers accredits his/her activity and/or letters of recommendation from the people under whose responsibility he/she has developed.

CEU Merit 65 Disability Scholarships

They may be applied for by those interested who have an **average grade equal to or higher than 7 points**, calculated between the 1st and 2nd year of Baccalaureate in the Spanish educational system or equivalent in an international educational system.

In awarding the Scholarships, the Committee will take into consideration the following merits relevant to the evaluation of the candidates:

- Have a higher score than the rest of the candidates presented.
- Level of knowledge of one or more foreign languages. For the purposes of level accreditation, the standards and equivalences of certificates and diplomas in relation to the Common European Framework of Reference for Languages (CEFR) will be used.
- The social and extracurricular activities developed by the candidate. In this sense, the candidate may present the documentation that he/she considers accredits his/her activity and/or letters of recommendation from the people under whose responsibility he/she has developed them.

CEU Scholarships to Support Students with Disabilities

The "CEU Support for Students with Disabilities" Scholarships may be awarded to applicants who meet the **defined conditions of disability** and who have not been awarded the "CEU Merit 100 and 65 Disability" Scholarships.

In awarding the Scholarships, the Committee will take into consideration the following merits relevant to the evaluation of the candidates:

- To have successfully passed the EvAU tests.
- Level of knowledge of one or more foreign languages. For the purposes of level accreditation, the standards and equivalences of certificates and diplomas in relation to the Common European Framework of Reference for Languages (CEFR) will be used.
- The social and extracurricular activities developed by the candidate. In this sense, the candidate may present the documentation that he/she considers accredits his/her activity and/or letters of recommendation from the people under whose responsibility he/she has developed them.

3.Required documentation and submission of the application

If you are admitted to Universidad CEU San Pablo, for the 2024/2025 academic year (first year undergraduate or dual degree), the scholarship application and necessary academic documentation will be submitted through the Future Student Portal in the scholarship awarding section. Access to the Future Student Portal is done through the passwords and web link that the University sends by email to students when they apply to participate in the Admission Process.

Mandatory documentation:

1. Presentation of the Certificate of Disability issued by the corresponding administration, regardless of the applicant's nationality.
2. If applicable, presentation of documentation accrediting that the Disability Certificate has been requested and is being processed by the corresponding administration, regardless of the applicant's nationality.

3. Academic documentation: Academic transcript with grades and average grade of 1st and 2nd year of Baccalaureate in the Spanish educational system or equivalent from an international system.
4. Copy of the ID/Passport.

Optional documentation: as evidence of other merits

1. Foreign languages: attach certificates accrediting, if applicable, the language level. For the purposes of accreditation of level, the standards and equivalences of certificates and diplomas in relation to the Common European Framework of Reference for Languages (CEFR) will be used.
2. Social and cultural activities: Attach supporting documents of social and extracurricular activities.

The awarding of the scholarships that have been duly communicated will be subject to the passing of the Baccalaureate Evaluation for University Entrance, in ordinary exams.

VERY IMPORTANT:

- The application will not be processed if it is not completed in all mandatory sections or if any of the required documents are missing.
- Before the final resolution of the scholarship beneficiaries, applicants who have submitted the supporting documentation will have to have an interview with the Attention Service for Students with Special Needs (AENE), which is integrated within the University Wellbeing Service of Universidad San Pablo CEU.
- The awarding of the scholarships that have been duly communicated will be subject to the passing of the Baccalaureate Evaluation for University Access.

4.Rights and obligations of CEU Merit 100 and 65 disability scholarship recipients and CEU Scholarship Support for students with disabilities.

- Students receiving the "CEU Merit 100 and 65 Disability" and "CEU Support for Students with Disabilities" scholarships have the same rights and duties as the rest of the student body, as set out and regulated in the internal regulations of Universidad CEU San Pablo.
- Students receiving the "CEU Merit 100 and 65 Disability" and "CEU Support for Students with Disabilities" scholarships will commit to comply with and monitor the adaptation program that, according to their needs, is proposed by the Service for Students with Special Needs (AENE), which is integrated within the University Wellbeing Service (SOU) of Universidad CEU San Pablo.

5.Scholarship Endowment

According to the type of CEU Scholarships intended for Students with Disabilities, the endowment will be as follows:

CEU Merit 100 Disability Scholarships

This type of scholarship will entail the total exemption of the "tuition fees" in the chosen degree program exclusively for the academic year 2024-2025; such exemption will not apply to the cost of the reservation of a place or the registration fee, nor to the economic rights established for any other concepts, such as recognition or validation of credits, transfer of records, request of academic certificates, as well as the issuance of Degrees, among others.

In the case of students who are going to take two simultaneous degrees, the "CEU Merit 100 Disability" Scholarship will be applied exclusively to the tuition fees of the first of the degrees listed in the list of dual degrees that can be taken at Universidad CEU San Pablo (<https://www.uspceu.com/oferta/grado>). As long as the student remains enrolled in these simultaneous degrees, he/she must pay the full cost of the ECTS credits actually enrolled in the second degree. These conditions will apply to the first degree while enrolled in the two simultaneous Degrees, and will be lost if the student is enrolled in only one of the Degrees.

CEU Merit 65 Disability Scholarships

The granting of this scholarship will entail the reduction of the "tuition fees" by 65% for the chosen degree exclusively for the academic year 2024-2025; such reduction does not apply to the cost of the reservation of a place or the registration fee, nor to the economic rights established for any other concepts such as recognition or validation of credits, transfer of records, request for academic certificates, as well as the issuance of Degrees, among others.

In the case of students who are going to take two simultaneous degrees, the "CEU Merit 65 Disability" Scholarship will be applied exclusively to the tuition fees of the first of the degrees listed in the list of dual degrees that can be taken at Universidad CEU San Pablo (<https://www.uspceu.com/oferta/grado>). As long as the student remains enrolled in these simultaneous degrees, he/she must pay, in addition to the remaining 35% of the first degree, the total cost of the ECTS credits actually enrolled in the second degree. These conditions will apply to the first degree while enrolled in the two simultaneous Degrees, and will be lost if the student is enrolled in only one of the Degrees.

CEU Scholarships to Support Students with Disabilities

It will involve the exclusive reduction of the "tuition fees" by 30% for the degree chosen for the academic year 2024-2025; such reduction will not apply to the cost of the reservation of a place or the amount paid for enrollment, nor to the economic rights established for any other concepts such as recognition or validation of credits, transfer of records, request for academic certificates, as well as the issuance of Degrees, among others.

In the case of students who are going to take two simultaneous degrees, the "CEU Support for Students with Disabilities" Scholarship will be applied exclusively to the tuition fees of the first of the degrees listed in the list of double degrees that can be taken at Universidad CEU San Pablo (<https://www.uspceu.com/oferta/grado>). As long as the student remains enrolled in these simultaneous degrees, he/she must pay, in addition to the remaining 70% of the first degree, the total cost of the ECTS credits actually enrolled in the second degree. These conditions will apply to the first degree while enrolled in the two simultaneous Degrees, and will be lost if the student is enrolled in only one of the Degrees.

6. Publicity and dissemination of the award decision

Given the special nature of recognition of effort and talent involved in the awarding of the "CEU Merit 100 and 65 Disability" and "CEU Support for Students with Disabilities" Scholarships, academic year 2024-2025, the resolution of the Qualifying Committee may be made public by holding an event to that effect (in person or online, as required by the circumstances), and without prejudice to the individual notification to its beneficiaries.

Students who participate in this process and who are finally awarded a scholarship will expressly grant their consent for the transfer to Fundación Universitaria San Pablo-CEU, the entity that owns Universidad CEU San Pablo, of the image rights inherent to the photographs and/or video recordings in which they appear, taken and/or filmed during the award ceremony of the "CEU Merit 100 and 65 Disability" and "CEU Support for Students with Disabilities" Scholarships, including the transfer of the right to their total or partial reproduction, respecting at all times their dignity, honor and self-image under the terms of Organic Law 1/1982, of May 5, on the civil protection of the right to honor, personal and family privacy and self-image.

This authorization and subsequent transfer of rights will be free of charge, without any geographical or time limitation, and will be made for the sole purpose of dissemination and/or promotion -by Fundación Universitaria San Pablo-CEU, the entity that owns Universidad CEU San Pablo, through its own media or communication media, websites and social networks- of the awarding of the "CEU Merit 100 and 65 Disability" and "CEU Support for Students with Disabilities" Scholarships, academic year 2024- 2025.

The processing of personal data of data subjects included in the corresponding application will be carried out in compliance 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, as well as by Organic Law 3/2018 of 5 December on the Protection of Personal Data and guarantee of digital rights.

In particular, the public dissemination of the data of the beneficiaries of the "CEU Merit 100 and 65 Disability" and "CEU Support for Students with Disabilities" Scholarships may be carried out in order to promote them through the media or communication media, websites and social networks of Fundación Universitaria San Pablo-CEU /Universidad CEU San Pablo, in accordance with the provisions of this section.

7.Scholarship waiver

In the event that, once a scholarship has been awarded, the student renounces it, the amounts paid as "admission process fee", "place reservation fee", "registration fee" or others related to admission to Universidad CEU San Pablo will not be refundable. This shall also apply in the event that the interested party is granted a new scholarship, under any other modality that is subsequently requested.

8.Renewal conditions

According to the type of CEU Scholarships intended for Students with Disabilities, the renewal conditions are as follows:

CEU Merit 100 Disability Scholarships

Renewal will occur automatically if the following requirement is met:

- Maintain, in the academic year following the application, an average academic grade in all credits enrolled above that indicated below:
- EPS (Engineering and Architecture): 7 out of 10 (single or dual degree).
- Other degrees: maintain a minimum average of 7.25 out of 10.
- In the case of dual degree itineraries: 7 out of 10, having to maintain the average grade in the credits enrolled in the two degrees. Obtaining this average grade means the renewal of the scholarship for the academic year 2025-2026. A student will be considered to be in a pathway of simultaneous degrees when that course is enrolled in more than 60ECTS and correspond to two different degrees. If this condition is not met in an academic year, the student will not be considered a dual degree pathway student for the purposes of applying the grade criterion for renewal.
- And in any case, maintain the condition that defines him/her as a recipient of this scholarship in accordance with point 2 of Term II and prove it with the necessary documents for this purpose to the e-mail sou@ceu.es.

In order to achieve these results, a follow-up by your personal tutor is recommended.

CEU Merit 65 Disability Scholarships

"CEU Merit 65 Disability" Scholarships: Renewal will occur automatically if the following requirement is met:

- Maintain, in the academic year following the application, an average academic grade in all credits enrolled above that indicated below.
- EPS (Engineering and Architecture): 6 out of 10 (single or dual degree).
- Other degrees: maintain a minimum average of 6.25 out of 10.
- In the case of dual degree itineraries: 6.25 out of 10, having to maintain the average grade of the credits enrolled in the two degrees. Obtaining this average grade means the renewal of the scholarship for the 2024-2025 academic year. A student will be considered to be in a pathway of simultaneous degrees when that course is enrolled in more than 60 ECTS and correspond to two different degrees. If this condition is not met in an academic year, the student will not be considered a dual degree pathway student for the purposes of applying the grade criterion for renewal.
- And in any case, maintain the condition that defines him/her as a recipient of this scholarship in accordance with point 2 of Term II and prove it with the necessary documents for this purpose to the e-mail sou@ceu.es.

In order to achieve these results, a follow-up by your personal tutor is recommended.

CEU Scholarships to Support Students with Disabilities

The student will maintain the corresponding reduction on the total amount of tuition fees during all subsequent courses of the chosen degree, provided that he/she maintains at all times the conditions of the group to which the Scholarship is addressed, in accordance with point 2 and exceeds all the credits enrolled in the academic year. To prove the conditions it is necessary to send the relevant documents to the e-mail sou@ceu.es.

9.Cause for loss of scholarship

The student will lose all or part of his or her status as a CEU Merit 100 and 65 Disability and CEU Support for Students with Disabilities scholar in the following cases:

- Failure to exceed the minimum grade established for the renewal of the Scholarship in section 8 of Term II. However, if a student who had been enjoying in a previous course the "CEU Merit 100 Disability" Scholarship with total exemption of tuition fees does not obtain an average grade within what is collected in section 8 related to the "CEU Merit 100 Disability" Scholarship, but according to what is established in what is collected in the "CEU Merit 65 Disability" Scholarship will pass to the aid model with a reduction on the cost of tuition fees of that modality, in equal rights and obligations as the rest of the students who are under this scholarship format.
- In the same way, if a student who had been enjoying the "CEU Merit 65 Disability" Scholarship does not obtain the average grade within the requirements set out in section 8, but according to what is established in the "CEU Support for Students with Disabilities" Scholarship, he/she will move to the aid model with a reduction on the cost of tuition fees in that modality. In any case, once the beneficiary has been notified of this circumstance, approval will be required as long as he/she has obtained the approval of the Evaluation Committee, at its discretion.
- In the event that a student who is a beneficiary of the "CEU Merit 100 and 65-Disability" scholarship is on a mobility abroad and his/her grades do not reach the minimum required during this period, a report on his/her performance during the mobility will be requested from the Vice-Rectorate for Internationalization and/or tutor to evaluate whether or not he/she will remain in this scholarship program, with the University reserving the right to adopt the corresponding decision, according to its own free criteria.
- If the student incurs in any of the assumptions contemplated in the academic disciplinary regime regulations applicable to students of the University, giving rise to a sanction.
- If the student is in a situation of non-payment for any concept that he/she is obliged to pay, prior warning will be given, granting a period of fifteen days for its timely correction.
- In case of resignation of the beneficiary of the Scholarship. If the resignation occurs before the beginning of the academic year, the Evaluation Committee may select a new file from among those submitted.

If the student loses the status of beneficiary of the CEU Scholarships for Students with Disabilities in any of its modalities, the student may, however, apply for any of the other possible scholarships and grants offered by the San Pablo-CEU University Foundation, as the entity in charge of Universidad CEU San Pablo. In this case, the interested party must submit a new application that will be considered under the same circumstances and conditions as the rest of the possible applicants, and its eventual concession will not be conditioned by the previous enjoyment of the Scholarships for Students with Disabilities.

III. 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 Commission is made up of the Rector, the Manager, the Vice-Rector for Students and University Life, a member of the Management Committee of Fundación Universitaria San Pablo CEU, the Director of the Finance Area and whoever the General Management deems appropriate.
3. The decision of the Committee 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.
4. The Scholarship Committee 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.
5. The Scholarship Committee may decide that the best profile of all the candidates to whom the "CEU Merit 65 Disability" Scholarship is awarded, may be awarded a "CEU Merit 100 Disability" Scholarship, even if they do not meet the requirements established for this modality, based on their academic merits and foreign language skills, as well as their involvement in social, cultural and/or sports activities.

6. The academic planning circumstances of a particular degree may make it inadvisable to communicate the awarding of scholarships for that degree on the scheduled date. Candidates for scholarships for that degree will be informed of such particular contingency within the deadlines of each call for resolution established in Base number 1 above and, when doing so, they will be informed of the new date of communication of the resolution of award.

IV. Acceptance of the Terms and Conditions

In the degrees that the University deems appropriate, after the analysis of the applications finally submitted, waiting lists of a maximum of three candidates may be established, which, in strict order, may fill the vacancies that may occur during the first fifteen days from the communication of the resolution of the scholarships.

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 parent entity of Universidad CEU San Pablo, assuming any responsibility derived from this. The formalization of the application expressly implies this acceptance.

Any previous information on the terms and conditions of the "CEU Merit 100 and 65 Disability" or "CEU Support for Students with Disabilities" 2024-2025 Scholarships is superseded by this document.

V.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 "CEU Merit 100 and 65 Disability" or "CEU Support for Students with Disabilities" Scholarships 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 "CEU Merit 100 and 65 Disability" or "CEU Support for Students with Disabilities" Scholarships 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 "CEU Merit 100 and 65 Disability" or "CEU Support for Students with Disabilities" academic year 2024-2025, of Universidad CEU San Pablo will be treated under the responsibility of "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.

"Fundación Universitaria San Pablo-CEU" informs that the indicated treatments are legitimized in the consent of the interested parties, granted with the application submitted.

Likewise, "Fundación Universitaria San Pablo-CEU" informs you that the personal data contained in the request will be retained 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 on or linked to "Fundación Universitaria San Pablo-CEU", for their own management purposes, as well as to keep you informed of their activities and projects. ¹for 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.

We inform you that no international transfer of data is foreseen.

Likewise, you are informed that you may 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 thereof, by sending your request to 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.*