

A GUIDE ON HOW TO APPLY

CAN I APPLY TO THE PANGEA PROGRAMME?

Before you actually start your application, you need to make sure you are eligible.

- **Academic requirements:** Candidates must be awarded a first higher education degree (e.g., Bachelor, Licence) or a recognised equivalent level of learning in the field of Earth Sciences, Natural Sciences, or secondarily Life Sciences. Alternatively, students in their last year of first higher education degree can produce an official certificate of registration produced by a Higher Education Institute (however, candidates must be awarded by the time of enrolment in Pangea Programme)
- **Language requirements:** All courses in the PANGEA programme are taught in English. All applicants are therefore expected to have a good level of proficiency in English (at least a B2 level according to the Common European Framework of Reference for Languages).

If you fulfill both of the requirements mentioned above, then you can start your application on our platform.

APPLICATION FORM

To apply for PANGEA, the first step is to fill in the application form.

You'll find more details on each section below.

REFERENCES

When you apply, you will be asked to provide the contact details of 2 referees who agreed to provide you with reference letters.

Applicants are required to indicate **official university/institution email addresses**. Please avoid email addresses such as gmail and yahoo which are not official.

An automatic email will be sent to your referees, asking them to upload their recommendation letter onto our platform.



Once a referee has uploaded his/her recommendation letter to your application file, you will be notified by email that a document has been added to your file.

It is the responsibility of the applicant to make sure that their referees upload the letters before the application deadline. Recommendation letters uploaded by the applicant may not be taken into account.

If the applicant has obtained his diploma a long time ago and has no contact with his/her former professors, he/she may indicate referees from his/her professional background. Please note that your referees' work need to be related to the field of natural sciences in some way.

The letters have to be written in English and uploaded in a PDF format.

The preferred format for letters is as follows: headed letter from institution, signed by referee with official stamp. If it is not possible, a signature from your referee will suffice.

SCHOLARSHIP

In this section, you will be asked three questions:

- **Have you already benefited from an Erasmus Mundus Joint Master Degree scholarship or/and Erasmus Mundus Master Course/Joint Doctorate scholarship in the past?**

Students who have already benefited from these scholarships cannot benefit from an Erasmus Mundus scholarship a second time. If you are selected, this will be checked by the EACEA.

- **At the date of applicaion, have you lived, resided or carried out your main activity (work, study,etc) for more than 12 months over the last five years in one of the following countries?**

The Programme countries include:

- the Member States of the European Union (Belgium, Bulgaria, Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Italy, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, the Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden)

- some non-EU Programme Countries (United Kingdom, North Macedonia, Turkey, Norway, Iceland, Liechtenstein, Serbia)



If the answer to this question is yes, you are considered a programme country applicant (even if you have a Partner country citizenship).

- **If you are not selected for an Erasmus scholarship, would you be willing to be a self-paying student?**

If you are not selected for a scholarship and placed on the reserve list, you will have to possibility to join the programme as a self-funded student.

MOTIVATIONS

In this section, you must answer the following questions:

- Why have you chosen this Master's Degree PANGEA?
- Why have you chosen this track in particular?
- Describe briefly the impact of this academic program on the development of your main activity/education/career?
- Briefly describe the impact you expect your participation in this project will have in your home country/region?
- Tell us how you think participating in this Master's Degree will be life-changing and discuss your motivation to study abroad?

Applicants are not required to upload a motivation letter, which means that these questions are very important and **will be read carefully by reviewers**.

Make sure you answer the questions carefully and leave no errors and/or typos.

Each answer is limited to 500 words.

MANDATORY DOCUMENTS

Before you submit your application, you will have to upload a few documents.

You will find more details on each document below.

PROOF OF RESIDENCE

The purpose of the proof of residence is to determine your personal address at the time of application. It is often required for administrative purposes in France.



To be considered valid, all of the following elements must appear on the document:

- your **name**
- your **full address**
- the **date of issuance of the document**

Please note that the document must have been **issued within 12 months** before the submission deadline. If not, it will not be considered valid.

The address on the document must match the current address you indicated in your application form.

An ID/passport **is not considered** a valid proof of residence since we have no way of knowing if the address is still correct to this day. It will not be accepted, even if you tell us your address has not changed.

Any document can be considered a proof of residence as long as it fulfills the above-mentioned requirements. In France, we often use a utility bill, for example. Any type of bill containing all the information required will be accepted.

You can ask your university for a letter attesting your address or you can ask your town office to provide you a certificate/letter of residence containing all of the information written above.

COPIES OF LANGUAGE TEST SCORES AND LANGUAGE CERTIFICATES

All applicants (except native English speakers) must provide **recent** evidence of their proficiency in English.

All of the following documents are accepted:

- IELTS an overall mark of 6.5 and no section below 5.5
- TOEFL: Paper-based: Score of 4.5 (scale 1–6) in written test and a total score of 575. Internet-based: Score of 20 (scale 0–30) in written test and a total score of 90
- Cambridge: CAE, CPE
- TOEIC: 785
- A letter attesting English is the medium of instruction of your higher education or a diploma in English Language



PANGEA

If you have taken another type of language test and are not sure whether it is accepted, you are free to contact the PANGEA office at master-pangea@univ-lille.fr to ask for confirmation.

If you do not have a language test, you may provide a letter from your University attesting that the **medium of instruction** during your studies was English. If there was more than one language as medium of instruction, they need to specify how many classes were taught in English. However, keep in mind that **it is better to provide a document stating your level.**

LEGAL COPIES OF DIPLOMAS AND AN OFFICIAL TRANSLATION IN ENGLISH

In this section, you are required to upload a copy of your diplomas/degrees.

If you are still a student at the time of application and/or haven't received your diploma yet, you can provide us with a **certificate of enrollment** from your University, attesting that you have completed (or are on your way to complete) your diploma/degree. The letter has to specify **your name**, the **type of degree/diploma** and **the month in which you are expected to graduate.**

If you have graduated more than 3 years ago, temporary graduation certificates won't be accepted and you will be required to provide a copy of your diploma/degree.

If you already have a Master's degree, please upload both your Bachelor's and your Master's degree/diploma.

If your document is not in English, you must provide us with a translation from an official translator. In that case, please upload both the original and the translation.

CV

In this section, you are asked to upload a resume in a PDF format. Please use the Europass template ('Downloads' section).

A COPY OF THE INTERNATIONAL PASSPORT

In this section, you are required to upload a copy of your passport. National ID cards are only accepted **for European applicants**.

The passport must still be **valid** at the time of application (not expired). We recommend to already have a passport that is valid for the whole duration of the programme (i.e. more than 24 months).

ADDITIONAL DOCUMENTS

RANKING CERTIFICATE

If your transcript does not include your rank among your class, you need to provide us with **a letter from your University attesting your rank**. We also accept certificates of rank among specific departments.

If you are unable to get an official ranking certificate from your University, you can also ask one of your referees to mention your ranking in his/her letter of recommendation.

If it is really impossible for your University to provide such document, you can apply without it. However, keep in mind that reviewers will have a better idea of your level with this document and that is always important in the selection process.

OTHER DOCUMENTS

You can add up to 5 documents that you think are relevant to your application.

Please upload documents separately, don't upload all of your additional documents in the same slot. Each slot should be dedicated to one document (or one type of document).

Example of additional documents: motivation letter, abstracts to research papers you've written, internship certificates, documents related to projects, etc.



YOU'VE UPLOADED EVERYTHING?

Before you submit your application, make sure you have completed the form and have uploaded all of the following documents:

- proof of residence
- copies of language test scores and/or language certificate
- copies of diploma supplements stating courses followed and scores obtained per course (and an official translation in English, if applicable)
- legal copies of diploma (and an official translation in English, if applicable)
- CV
- copy of your international passport

Before you submit your application, make sure all of your documents are valid.

You can submit your application before your referees have uploaded their letters but your application will only be validated by our staff if letters have been uploaded. You will be notified by email when letters are uploaded.

The PANGEA Consortium reserves the right to reject any incomplete application due to a missing or invalid document. **Therefore, incomplete applications will not be taken into account.**

A bit of advice...

The amount of care you put in your application reflects on your motivation to participate in the programme. If your application is sloppy (documents uploaded in wrong sections, invalid or barely legible documents, errors and typos in your texts, etc), it will reflect badly on you as an applicant.

Please keep in mind that all of your documents will be looked at by the administrative staff and the reviewers. A good first impression can make a difference in a highly selective programme such as PANGEA.



Once you've submitted your application, your documents will be checked by the administrative staff. If your application is complete and validated, it will be sent to the reviewers shortly after the application deadline.

Each application will be reviewed by two members of the selection committee (from different partner institutions of the Consortium). The best applications will be selected and the applicants will be invited to an interview for the second step of the selection process.

After the interviews, the members of the selection committee will meet to discuss which applicants will be invited to join the PANGEA programme. The consortium has two main selection criteria:

- no more than 3 students may come from the same country
- at least 5 students per track

The results will be published on the website in April and selected applicants will be contacted by email. Non-selected students will also be notified.

Applicants on the reserve list will have the possibility to participate in the PANGEA programme as self-funded students, if they wish to do so.

STILL HAVE QUESTIONS?

If you haven't found answers to your questions in this document, you are free to contact the PANGEA office for more information at:

master-pangea@unv-lille.fr