

Institutional Factsheet

1. CONTACTS

Name of the institution	Universitat Internacional de Catalunya (UIC Barcelona)
Erasmus Code	EBARCELO24
Institution website	www.uic.es
Email	relint@uic.es
Phone (reception)	+34 93 254 1800 (campus Barcelona) / +34 935 042 000 (campus Sant Cugat)
Contact person	Isabel Pera Segarra
Responsibility	Director of the International Relations Department

Nominations & applications / main contact for students:	
Faculties / Degrees	Law, Business Administration, Architecture, Humanities (cultural studies) and Communication Science
Contact person	Reetta Heikkinen
Responsibility	International Mobility Coordinator, Campus Barcelona
Email	exchange.bcn@uic.es
Phone	+34 930182993

Nominations & applications / main contact for students:	
Faculties / Degrees	Education, Medicine, Nursery, Physiotherapy, Dentistry, Bioengineering, Biomedicine, Psychology
Contact person	Isabel Raventós
Responsibility	International Mobility Coordinator, Campus Sant Cugat
Email	exchange.scu@uic.es
Phone	+34 930192009

Other contacts:	
Contact person	Sharon Rauet
Responsibility	Administration
Email	relint@uic.es

Contact person	Celia Martínez
Responsibility	Global Partnerships and Staff Mobility Manager
Email	cmartinezma@uic.es

2. LANGUAGE INFORMATION

Language of instruction

Courses in Spanish and English, with some courses in Catalan. Please check the Fact Sheet / Faculty guide the students will receive upon nomination.

The sending institution, following the agreement with our institution, is responsible for providing support to its nominated candidates so that they can have the recommended language skills at the start of the study or teaching period.

General overview of our degrees that **offer courses in English**:

- **Architecture:** 1st and 2nd year courses in English, 3rd-5th year mainly in Spanish with some courses in English
- **Business:** all obligatory BA level courses in 100% Spanish or 100% English, optional courses offered in Spanish, some in English
- **Communication (audiovisual, journalism, public relations):** some courses in English in each degree (students can combine)
- **Bioengineering:** 1st and 2nd year in Spanish, 3rd and 4th year in English
- **Biomedicine:** some courses in English
- **Dentistry:** 1st and 2nd year courses in English, 3rd year onwards in Spanish
- **Education:** more than 70% of the courses are taught in English

Language requirements

- Students need to be able to certify their language level **before** coming to UIC Barcelona, since we don't offer preparative language courses before the classes start.
- The student needs to provide a certificate for **the language/s s/he is going to study in**. Native speakers do not need to provide a certificate.
- Some health sciences degrees accept a B1; this information is available in the faculty specific Fact Sheet.

Type of mobility	Subject area	Language(s) of instruction	Required language of instruction level*
Student Mobility for Studies	Any	Spanish	B2: official DELE B2 Spanish certificate, or a certificate issued by a language school, home university etc.
Student Mobility for Studies	Any	English	B2: official English certificate B2, or a certificate issued by a language school, home university etc.
Staff Mobility for Teaching	Any	Spanish	B2: official DELE B2 Spanish certificate
Staff Mobility for Teaching	Any	English	B2: English certificate B2 (TOEFL: paper based: 550-computer based 213-internet based 6,5; IELTS: 6,5; Cambridge, etc.)

*Level according to the Common European Framework of Reference for Languages (CEFR), see

<http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

Language courses

Our Department for Applied Linguistics offers Catalan, Spanish, English and French lessons through on-site, blended or online courses. Students in the Erasmus+ programme have

access to reduced rates. The Department also offers a wide selection of other languages through the Rosetta Stone platform. All these courses are credit-bearing.	
Website	uic.es/linguistica-aplicada
Contact details	multiling@uic.cat

3. APPLICATION AND ACADEMICS

Nomination requirements

<p>Partner universities must select and officially nominate students for academic exchange who have passed all first-year subjects and who are able and willing to:</p> <ul style="list-style-type: none"> - Abide by UIC's academic calendar, rules, & regulations - Comply with applicable visa/immigration policies & local laws - Ensure complete medical coverage for their entire stay at UIC - Have a sufficient level of the teaching language of the courses s/he has chosen - Health Sciences students should provide immunization records <p>Visiting students don't have to be nominated, but should fulfill the requirements mentioned above.</p>
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Nomination and application deadlines

September-January (semester 1) / whole academic year
Nomination 31 May / Student's application 15 June
January-June (semester 2)
Nomination 31 October / Student's application 15 November

Nomination and application procedures

<p>The partner institution should send a nomination email to exchange.bcn@uic.es or exchange.scu@uic.es according to the student's study field (see 1. Contacts). We should receive the following information:</p> <ul style="list-style-type: none"> - Student's full name - Student's email (that s/he actively uses) - Period of studies (semester 1 or 2 / whole academic year) - Faculty of UIC Barcelona where the student wishes to study <p>Students will receive detailed instructions by email. Students need to do the following:</p> <ol style="list-style-type: none"> 1. Create an online profile / application in the Relint platform 2. Send in the required documents by email, depending on the exchange programme / study field

Learning Agreement

<p>Students have to create their Learning Agreements online.</p> <p>We will inform students about course timetables and academic calendar during June-July. Information on courses can be found in Fact Sheets of each faculty (sent to students by email after the nomination).</p> <p>Learning Agreement and changes have to be submitted according to the faculty's deadlines.</p> <p>The main contact for Learning Agreement is the academic coordinator (contacts in faculty Fact Sheets).</p>

Study regulations

Assistance to classes is obligatory. Students must present a justification in case of absence. Too many absences may result in failing the course.

Examination dates cannot be changed unless a justification is presented to the faculty in advance.

Students may extend their stay by making a formal request in advance to International Relations who will pass it on to the faculty in question for assesment. Students should take into account the possible **visa extension process and requirements**.

Acceptance Letter

Students will receive an Acceptance Letter once they have completed their Relint profile and sent in the required documents. The Letter will be sent by email, and **the original can be sent to the student's university by post when requested.**

Transcript of Records

A Transcript of Records will be issued in February for semester 1 students and in late July for annual / semester 2 students. The exact dates may vary. We will send a signed PDF by email to the students and universities, and the original by post to the home university only when requested.

Grading

	A+	The best student(s) of the class may receive a "Matrícula de honor" / First-Class Honors. It will be stated as A+.
9 – 10	A	Excelente / Excellent
7 – 8.9	B	Notable / Notable
5 – 6.9	C	Aprobado / Passed
0 – 4.9	F	Suspenso / Fail
NP	NP	No Presentado / Not Presented

4. GENERAL INFORMATION

Welcome Session and semester dates

Each semester we organise a **Welcome Session** to new exchange students. The fall session takes place in the beginnig of September, and the spring session in mid-January. In addition, we also offer other activities, e.g. City tour and workshops. **Assistance in these activities is highly recommended.**

Students will receive more information and an invitation by email after acceptance.

Classes start in the beginning of September (semester 1) / mid-January (semester 2), but the exact date may vary depending on each faculty and degree.

Exams are held in January (semester 1) / May (semester 2). Retakes for both semesters are in the end of June.

Please note: Business Administration exams in 3rd and 4th year courses are held in December.

The most up-to-date information is sent to the students in the Fact Sheet of the faculty.

Visas

Our institution will provide assistance, when required, in securing visas for incoming and outgoing students/staff, according to the requirements of the Erasmus Charter for Higher Education.	
Contact person	Ida Quintian
Contact details	iquintian.extern@uic.es
Website	https://www.uic.es/en/international/study-uic-barcelona/required-procedures

Insurance

UIC Barcelona recommends all exchange students get a private health and travel insurance, that covers at least the following, during their whole stay in Barcelona:	
<ul style="list-style-type: none"> • Accidents • Travel assistance • Medical assistance • Liability 	
Contact person	International Relations Department
Contact details	exchange.bcn@uic.es exchange.scu@uic.es
Website	https://www.uic.es/en/international/study-uic-barcelona/required-procedures/european-community-students-ue-countries-1

Accommodation

The receiving institution will guide incoming mobility participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. UIC Barcelona doesn't offer on-campus housing, but can help students to search for different options, and give them recommendations.	
Contact person	Student Services
Contact details	estudiants@uic.es
Website	https://www.uic.es/en/university/services/accommodation