ARRIVAL GUIDE FOR EXCHANGE AND VISITING STUDENTS - 2016/2017

BEFORE ARRIVAL...

EXCHANGE STUDENTS’ ADMISSION AT ETSAB:
Exchange students must be nominated by their home institution, according to the conditions and number of places of the bilateral agreement.
Partner universities should communicate the nominated candidates by e-mail to ETSAB International Office (mob.etsab@upc.edu) before May 31st. Students must then apply online between May 1st and June 15th, and submit:
- ETSAB exchange Application Form, signed by their mobility coordinator
- Copy of passport or ID card
- Portrait picture for the UPC Student Card.

No other documents needed for admission. Upon arrival in September, students should bring with them their provisional Learning Agreement, their academic records and a DIN-A3 portfolio with samples of their work to show to their ETSAB academic advisor.

WARNING: Learning Agreements will be signed preferably in September after enrolment, because the availability of many courses will only be known at the moment of registration and changes are very likely to happen. Any Learning Agreement sent before can only be signed provisionally and it does not imply a reservation of the courses chosen.

ACADEMIC CALENDAR 2016/2017 – ARCHITECTURE ETSAB

UPC Orientation Week (optional) several two-day sessions between 1 and 20 September 2016

ETSAB Welcome meeting (mandatory) 7 September 2016 at 12:30 p.m.

AUTUMN TERM
Classes: 12 September to 22 December 2016
Christmas Holidays: 23 December 2016 to 8 January 2017
Exams: 9 - 20 January 2017
Intensive courses: 23 - 27 January 2017

SPRING TERM
Classes: 30 January to 15 May 2017
Easter Holidays: 8 - 17 April 2017
Exams: 29 May to 30 June 2017
Intensive courses: 13 - 19 June 2017

UPC DIAGONAL CAMPUS MAP: ETSAB and OMI_UPC location

[Map of UPC North Campus and UPC South Campus showing ETSAB and OMI_UPC location]
ARCHITECTURE STUDIES AT ETSAB

ETSAB’s Architecture Degree studies have been reorganized into a 5+1 year structure:
GArqEtsaB along with MArqEtsaB is an integrated academic programme that enables the practice as an Architect in Spain (regulated profession)

<table>
<thead>
<tr>
<th>Degree in Architecture Studies</th>
<th>Master's Degree in Architecture</th>
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</thead>
<tbody>
<tr>
<td>GArqEtsaB</td>
<td>MArqEtsaB</td>
</tr>
<tr>
<td>300 ECTS in 5 years</td>
<td>60 ECTS in 1 year</td>
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</table>

Previous Architecture Degree study programmes being replaced are still partially offered:

<table>
<thead>
<tr>
<th>Degree in Architecture (Plan 94)</th>
<th>Master's Degree in Architecture (Plan 2010)</th>
</tr>
</thead>
<tbody>
<tr>
<td>NO ECTS</td>
<td>330 ECTS</td>
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Besides, ETSAB has recently restructured its postgraduate academic offer, merging most former Master’s Degree programmes, which in general are not offered to exchange/visiting students.

<table>
<thead>
<tr>
<th>Master's degree in Advanced Studies in Architecture-Barcelona</th>
<th>Master's Degree in Landscape Architecture</th>
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<tbody>
<tr>
<td>MBArch = 60 ECTS in 1 year, 9 different tracks</td>
<td>MBLandArch = 120 ECTS in 2 years</td>
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COURSE GUIDES

You will find more information about study programmes with an overview of subjects and courses description at:

(Information is updated every year in July)

- www.etsab.upc.edu > Studies > (Choose Study Programme) > Course Description > By subjects
- www.etsab.upc.edu > Current year > (Choose Study Programme) > Schedules > List of subjects

ETSAB STUDY PROGRAMMES OFFERED TO INCOMING EXCHANGE AND VISITING STUDENTS

2016/2017 Incoming exchange and visiting students will enroll courses of

GArqEtsaB = 300 ECTS = 270 ECTS compulsory subjects + 24 ECTS elective subjects + 6 ECTS TFG
5 years / 60 ECTS credits per academic year
1 ECTS = 25-30 hours (50% contact hours at class / 50% self-study hours)

See Study Plan - Grado en Estudios de Arquitectura
See Course Guide - Grado en Estudios de Arquitectura
See Course Schedules - Grado en Estudios de Arquitectura

Besides, MBLandArch courses are available only for Erasmus+ and EMIeLA exchange students when specified in the Bilateral Agreement (please check ETSAB exchange partners list)

Any other ETSAB’s Master or PhD programmes are NOT included in Exchange Bilateral Agreements. Neither MArqEtsaB nor MBArch courses are available for exchange/visiting students.
ARRIVAL TO BARCELONA
First steps for 2016/2017 incoming exchange and visiting students...

AT UPC:
Between 1 and 20 September 2016 > UPC ORIENTATION WEEK (optional)
OW is an optional activity organized by UPC International Students Office (OMI), which lasts two days. It includes an institutional welcome, essential information about legal procedures, an overview of the main UPC Services that may help students during their stay, some introductory workshops “Just Arrived” to Catalan language and culture, a sports activity and a visit to a Barcelona museum.

Several OW sessions will take place between 1st and 20th September 2016
If you are interested to take part in OW, we recommend you to attend session 1, 2 or 3 rather than the others because classes at ETSAB start on September 12th.

Places are limited and previous registration is needed. Deadline is July 29th, or until all places are full.
See OW programme and application

IF YOU DON’T ATTEND UPC ORIENTATION WEEK you must as well contact OMI_UPC International Students Office at your arrival in Barcelona, and no later than 10 days from that date.

OMI will give you all the information and guidance about legal procedures for your stay in Spain. (Visa, residence permits, NIE-Foreign Identification Number, etc.)
Important for everybody but essential for students from non-European Union countries!
Besides, they will offer welcome packs with info about accommodation in Barcelona, language courses, sports and other university facilities.

OMI – UPC INTERNATIONAL STUDENTS OFFICE
Universidad Politécnica de Catalunya – Barcelona Tech
North Campus UPC, C3 Building (Telecos Square)  
C/ Jordi Girona, 1-3, 08034 BARCELONA
Tel: +34 93 401 69 37
Fax: +34 93 401 74 02
email: oficina.mobilitat.internacional@upc.edu
www.upc.edu/sri

Opening hours: 10:00am to 2 pm, Monday to Friday. 
Also Tuesdays from 16 pm to 18 pm (from September 16th to June 14th)
*Closed from 1 to 28 August 2016 for summer holidays

AT ETSAB:
1 to 6 September 2016
You should come to ETSAB International Relations Office, located on the first floor of the ETSAB building, to start the registration process, and get the necessary academic information and enrolment documents, as well as your UPC student card

ETSAB INTERNATIONAL RELATIONS OFFICE
Escola Tècnica Superior d’Arquitectura de Barcelona
Av. Diagonal, 649  1st floor
08028 BARCELONA
Tel: +34 93 401 63 45
Fax: +34 93 401 63 38
email: mob.etsab@upc.edu
etsab.upc.edu

Opening hours: Monday to Friday, from 10.30 am to 12:30 pm. Closed in August for summer holidays

Exchange Students
(Erasmus+, UPC-Europe, SICUE, America Latina, USA, Canada, Australia and Asia Exchange Programmes)
We will indicate you how to contact your ETSAB academic advisor, who will guide you before enrolment to choose the right courses to attend. You should bring your academic records and a portfolio with the most significant works and projects (maximum size DIN-A3) to show them to your ETSAB tutor, together with your provisional Learning Agreement.

Visiting students:
You will have a meeting with your academic advisors before enrolment, and they will guide you in the process of choosing courses to attend according to your academic profile.
7 September 2016 at 12:30> ETSAB ORIENTATION & WELCOME MEETING (attendance is mandatory)
Informative session with an overview of ETSAB Architecture Degree subjects and courses’ academic contents.
In this meeting, you will also get to know your academic advisor, and we will provide you with useful tips about Barcelona School of Architecture.

12 September 2016 > START OF CLASSES AT ETSAB
Architecture courses will start on Monday September 12th.
This first week you may have a look at all the classes to help you decide which courses to choose.
Since some courses have a limited number of places you will have to wait until your enrolment appointment to check if there is availability at the optional subject or class group desired.

19, 20, 21 and 22 September 2016 > ENROLMENT

Where? At ETSAB International Office.
Staff of International Relations will help you to enrol in the courses you are interested.

When? Every student will be assigned an enrolment appointment (a certain day and hour)
The enrolment order will be announced at our website by the end of July 2016

How? You should fill in the Enrolment Form Incoming Students (Hoja de matrícula Estudiantes Incoming) that we will hand in at your arrival at ETSAB

What? You will enrol courses for the full year -fall and spring semesters- unless you just come for a semester.

ENROLMENT CRITERIA FOR INCOMING STUDENTS:
Exchange/Visiting students will enrol GRADO EN ESTUDIOS DE ARQUITECTURA course units, according to these conditions:

- **COMPULSORY subjects from 1st to 5th year:** You may enrol at any subject of your interest. You will have to choose the semester (many subjects are offered in both semesters), although the availability of places in a particular group (different class schedules) will only be known at the moment of enrolment
  - Only 1 Projectes (Arch. Design Studio) and/or 1 Urbanística (Urban Planning Studio) per semester

- **ELECTIVE subjects:** Many of them have limited number of places (for both exchange and regular students). While reserving a percentage of places for exchange/visiting, we cannot guarantee its availability for all students.
  - Elective courses schedule may overlap with compulsory courses

- Final Thesis Project (TFG) is not open to incoming Exchange/Visiting students

- It is recommended not to take more than 5-6 subjects (24-30 ECTS) per semester

ENROLMENT CHANGES:

What? Changes only allowed in second semester courses
- Maximum change 2 subjects or 15 ECTS, without exceeding the enrolment limits.
- It is not possible to enrol again in subjects already enrolled in the first semester.

When? In January 2017 you may apply for changes on your enrolment. Dates to be fixed yet.

How? You should submit the Enrolment Changes Application Form (Solicitud de modificación de matrícula) to ETSAB International Office in the dates that will be indicated.

ETSAB, 12 July 2016