ARRIVAL GUIDE for exchange and visiting students 2018/2019

BEFORE ARRIVAL...

ADMISSION

ADMISSION OF EXCHANGE STUDENTS
Exchange students must be nominated by their home institution, according to the conditions and number of places of the bilateral agreement.
More info > Exchange Students

ADMISSION OF VISITING STUDENTS
ETSAB offers 30 vacancies for those students who want to spend a semester or a full academic year studying Architecture at ETSAB, but belong to foreign universities without any specific exchange agreement with our school.
More info at > Visting Students

ACADEMIC OFFER

Get an overview of ETSAB Study Programmes and check the Academic Offer for incoming mobility students.
More info > Study at ETSAB

ACADEMIC CALENDAR 2018/2019 – ARCHITECTURE ETSAB (GArqEtsab)

<table>
<thead>
<tr>
<th>Event</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>UPC Orientation Week</td>
<td>several two-day sessions between 3 and 18 September 2018 (optional) recommended OW1: 3-4 September</td>
</tr>
<tr>
<td>ETSAB Orientation meeting</td>
<td>(mandatory)</td>
</tr>
<tr>
<td>ETSAB enrolment</td>
<td>(by appointment)</td>
</tr>
<tr>
<td></td>
<td>6 September 2018</td>
</tr>
<tr>
<td></td>
<td>17 - 20 September 2018</td>
</tr>
<tr>
<td>AUTUMN TERM</td>
<td>Classes:</td>
</tr>
<tr>
<td>GArqEtsab</td>
<td>Christmas Holidays:</td>
</tr>
<tr>
<td></td>
<td>Exams:</td>
</tr>
<tr>
<td></td>
<td>Intensive courses:</td>
</tr>
<tr>
<td></td>
<td>12 September to 21 December 2018</td>
</tr>
<tr>
<td></td>
<td>22 December 2018 to 6 January 2019</td>
</tr>
<tr>
<td></td>
<td>7 - 18 January 2019</td>
</tr>
<tr>
<td></td>
<td>21 - 25 January 2019</td>
</tr>
<tr>
<td>SPRING TERM</td>
<td>Classes:</td>
</tr>
<tr>
<td>GArqEtsab</td>
<td>Easter Holidays:</td>
</tr>
<tr>
<td></td>
<td>Exams:</td>
</tr>
<tr>
<td></td>
<td>Intensive courses:</td>
</tr>
<tr>
<td></td>
<td>28 January to 14 May 2019</td>
</tr>
<tr>
<td></td>
<td>13 - 22 April 2019</td>
</tr>
<tr>
<td></td>
<td>27 May to 28 June 2019</td>
</tr>
<tr>
<td></td>
<td>11 - 17 June 2019</td>
</tr>
</tbody>
</table>
ARRIVAL IN BARCELONA...
First steps for 2018/2019 incoming exchange and visiting students

UPC DIAGONAL CAMPUS MAP: ETSAB and OMI-UPC location

OMI-UPC
International Students Office
UPC North Campus
C3 Building
C/ Jordi Girona 1-3

ETSAB
Barcelona School of Architecture
UPC South Campus
A & C Buildings
Av. Diagonal, 649

AT OMI-UPC:
Between 3 and 18 September 2018 > UPC ORIENTATION WEEK (optional)
Orientation Week (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 3rd and 18th September 2018
If you are interested to take part in OW, we recommend you to attend the first session OW1, before ETSAB Orientation meeting on September 6th and the start of classes on September 12th.

Places are limited so previous registration is needed>> Application Deadline 22 July, or until 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 within the first 10 days of your arrival in Spain.

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 Politècnica 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: 10am to 2pm, Monday to Friday.
Also Tuesdays from 4pm to 6pm (from October to May)
*Closed from 1 to 26 August 2018 for summer holidays
**AT ETSAB:**

**3 to 5 September 2018 > ETSAB CHECK IN**
Every day: 10:30am to 12:00pm **pick up documentation** + 12:00pm info meeting & guided tour

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
www.etsab.upc.edu

Opening hours:  Monday to Friday, from 10.30 am to 12:30 pm.
* Closed from 1 August to 2 September 2018 for summer holidays

**6 September 2018 at 12:30pm > 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.

**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.

(11 September 2018 closed for local Holiday)

**12 September 2018 > START OF CLASSES AT ETSAB**
Architecture courses will start on Wednesday 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.

**17-18-19-20 September 2018 > ETSAB ENROLMENT**

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

**When?**
Each student will be assigned an enrolment appointment (a certain day & time)
The enrolment order will be announced at our website by the end of July
www.etsab.edu > International > International News

**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.

(24 September 2018 closed for local Holiday)
ETSAB STUDY PROGRAMMES OFFERED TO INCOMING MOBILITY STUDENTS

Incoming exchange and visiting students will enrol only courses of ETSAB’s Degree in Architecture Studies

**GArqEtsab GRADO EN ESTUDIOS DE ARQUITECTURA plan 2014**

- Composed by 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 [GArqEtsab Curriculum](#) | See [GArqEtsab Syllabus](#) | See [GArqEtsab Course Schedules](#)

Spanish and Catalan are the languages of instruction at ETSAB. A limited number of courses are given in English: some elective subjects and specific groups of some Design Studios and most Compulsory Courses of the 3rd year.

Besides, **MBLandArch courses** are available only for Erasmus+ and EMiLA 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 & MBDesign courses are available for exchange/visiting students.

**ENROLMENT CRITERIA FOR INCOMING MOBILITY STUDENTS:**

You may 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
  - ¡STUDIO COURSES > Maximum per semester:
    - 1 Architectural Design Studio *(Bases para el Proyecto/Proyectos/Taller Temático)*
    - +1 Urban Planning Studio *(Urbanística)*

- **ELECTIVE subjects:** Many of them have limited number of places (for both mobility and regular students). While reserving a percentage of places for exchange/visiting, we cannot guarantee its availability for all students. Please consider several options in your choice, because only at the moment of your enrolment you will know if there are still places available or not.
  - ¡ Elective courses schedule may overlap with compulsory courses

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

- **Number of credits:**
  - EXCHANGE/VISITING student: It is recommended to take no more than 5-6 subjects (24-30 ECTS) per semester
  - VISITING student: According to UPC regulations, you are allowed to enroll a maximum of 60 ECTS credits

- **Enrolment Changes:** only allowed in second semester courses