

2023

ESCI 
School of International Business

2024

Welcome

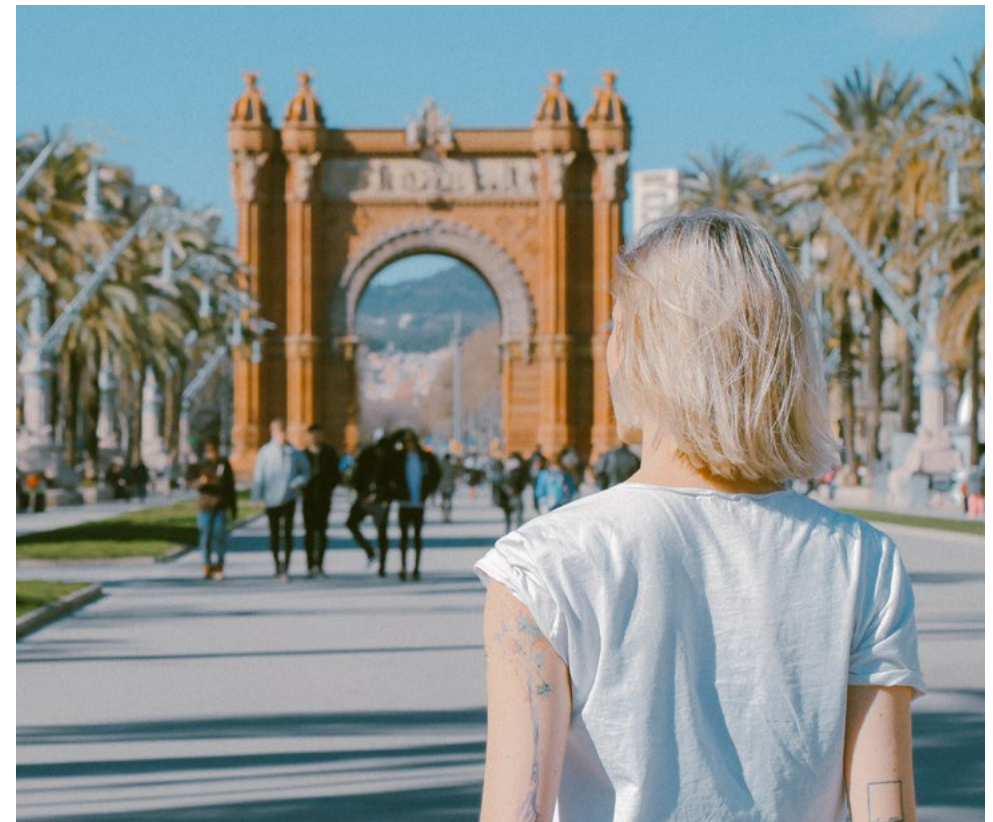


We are grateful that you have selected our institution to go on exchange.
A young, urban, dynamic and cosmopolitan university that attracts
international students each year who, like you, come from all over the world.

This handout aims to make your exchange experience easier and help you plan
your successful exchange experience at ESCI-UPF and Barcelona. From the
moment of starting to prepare everything until you come back to your home
university, these pages will provide you with an answer to your main concerns.

Please read the handout carefully.

**WE ARE WAITING
FOR YOU IN BARCELONA!**



You could find all websites and
links placed throughout this
document in our website.

VISIT

www.esci.upf.edu/en/international-students/welcome

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Introduction

ESCI-UPF STANDS FOR SCHOOL OF INTERNATIONAL STUDIES

ESCI-UPF was created in 1993 after an initiative from the Catalan government and Universitat Pompeu Fabra in order to train professional experts, with particular expertise in international business. This ambitious project found immediate support from institutions such as the Chamber of Commerce, the Catalan Council of Chambers of Commerce as well as several Catalan companies that have an important international activity.

Currently, ESCI-UPF offers the Bachelor's Degree in International Business and Marketing, the Bachelor's Degree in Bioinformatics, Master of Science in International Business (MScIB) and the Master of Science in Sustainability Management (both are offered jointly with the UPF-BSM), Master in International Management and Master in International Digital Marketing.

Additionally, ESCI-UPF offers the International Business Program (jointly program with the UPF-Study Abroad Program). The subjects belonging to this program are aimed at undergraduate students with a major or a minor in business that wish to acquire an international perspective and a better understanding of the successful management practices needed to compete in the global economy. Furthermore, the program is designed to offer students insight into international business from a multicultural perspective as well as to improve their professional competences.

ESCI-UPF is also a founding member of Ecotopia, a 3-year programme simultaneously offered in several campuses of the EUTOPIA alliance of universities. The programme grants successful students a European certification in addition to their national degree, and a lifelong network of contacts in all Europe.



Before

leaving

REGISTER AS AN EXCHANGE STUDENT

If you are an exchange student (Erasmus or Bilateral Agreement) once your university has sent us your nomination, you'll receive an e-mail with all necessary information to register at ESCI-UPF. The registration consists in filling in and sending an online form, which may require uploading the following documents:

- A copy of the passport valid for the period of stay
- An ID photograph (white background, jpg format) – for student card purposes
- An original updated transcript from the university of origin (accompanied by a document from that university explaining the used marking scale), translated and diplomatically legalized if applies
- A detailed curriculum vitae

your

country

FIRST TERM

Nomination deadline | May, 14th
Registration & Application deadline | May, 31st
Course enrolment deadline | June, 15th

SECOND TERM

Nomination deadline | October, 1st
Registration & Application deadline | October, 8th
Course enrolment deadline | October, 15th

THIRD TERM

Nomination deadline | January, 14th
Registration & Application deadline | January, 25st
Course enrolment deadline | January, 30th

you

EU STUDENTS

Students from a European Union member state (Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia or Sweden) or Liechtenstein, Iceland, Norway and Switzerland, you are entitled to free movement and residence in Spain.

However, all EU citizens residing in Spain for a period exceeding three months must apply for registration in the Central Registry of Foreigners. This registration leads to a certificate of registration being issued and includes a NIE number.

Students must apply for this document directly at the police station:

A) Barcelona residents



At the Police Station
Rambla Guipúscoa, 74
Barcelona



By appointment, arranged
on the website. Please fill
in the online form to get an
appointment

→ Select: Barcelona/Expedición
de Tarjeta de Identidad de
Extranjero/Toma de huellas

B) Foreign citizens residing in towns other than Barcelona.

Should apply in person to the Police Station of your city, without prior appointment.

Which documents are needed?

→ Application form (EX18.pdf)

→ Passport or identity card (original and copy)

→ Registration at ESCI-UPF (original and copy)

→ European Health Insurance Card or private insurance policy (original and copy)..

→ Statement of Financial Resources that students have sufficient economic funds during their stay in Spain (example).

→ Participation in study exchange programs of the European Union is accreditation enough to justify economic funds.



MINISTRY
OF INTERIOR'S WEBSITE

NON-EU STUDENTS

Students from outside the European Union (EU), the EEA (Iceland, Liechtenstein and Norway) or Switzerland, in order to stay in Spain legally for more than 90 days, need to obtain a student residence authorization, which authorizes to remain in Spain for the duration of the course and to travel within the EU and the countries that have signed agreements with Spain or the EU for the free movement of people.

Steps to follow in order to obtain your student residence authorization:

1. Before you arrive to Spain: Student Visa

Before arriving in Spain, students must obtain the student residence visa (visado de estancia por estudios) from the Spanish consulate in the student's country of origin or legal residence. The different Spanish consulates may be found on:



SPANISH MINISTRY
OF FOREIGN AFFAIRS

To apply for a visa, the student will need an accreditation of acceptance from ESCI-UPF, among other documents. This acceptance letter will be sent after admission. In order to obtain the Student's VISA it is extremely important to apply for a minimum of 20 ECTS per trimester and therefore be a full-time student.

It is very important that the visa is a student visa (type D). Any other type of visa doesn't entitle the student to the subsequent processing of his/her Foreign Identity Card (TIE). It is also crucial that this visa covers the whole academic stay.

The student visa is only valid for study at the university where the student has applied for admission, and for the period of time specified in the acceptance letter. This means that if a student chooses to study at a different educational institution after obtaining the visa, he/she should contact the Spanish embassy or consulate in the student's country of residence to make sure of the needed steps before travelling to Spain.

Visa?

a

need

Do

2. During the first month after you enter Spain: Foreigner Identity Card

If the authorized stay is longer than six months, the student must apply for the Foreigner Identity Card, within one month of entering Spain.

The student must apply for this authorization directly at the police station:

A) Barcelona residents



At the Police Station
Rambla Guipúscoa, 74
Barcelona

B) Foreign citizens residing in towns other than Barcelona.

Should apply in person to the Police Station in the town where you live, with no need for an appointment.

Which documents are needed?

→ Application form.

→ Original passport and photocopy, including visa (student type) and EU entry stamp. In case there is no EU entry-date stamp, photocopy of flight ticket.

→ Acceptance letter (in Spanish) as student at ESCI-UPF.
Provided by ESCI-UPF.

→ Enrolment certificate for the current academic year, specifying that attendance to classes is mandatory and the length and dates of the studies (minimum of six months). Provided by ESCI-UPF.

→ Certificate of census Registration in Spain (padró o empadronament). This document is the Official Register of people who live in Spain, containing their corresponding address, and every resident, either Spanish or foreigner, of a municipal area must register on it. Please check Barcelona City Council's website to learn more about it (website in Catalan).



Information about
census register

These documents must be handed in by the students within the first month after arrival in Barcelona or the Schengen Area at:

NOTE: The student is required to pay some taxes for this administrative process. The same day you bring your documents to the Police station, you will be given the taxes payment form so you can pay this fee. You will need to bring this form with you to pick up your definitive TIE.



POLICE STATION
"SANT MARTÍ"
Rambla Guipúscoa, 74
08020 - Barcelona

OFFICE HOURS
Monday to Friday
from 9.00h to 14.00h



HEALTH COVERAGE

All students at ESCI-UPF must have health care insurance

If you are a citizen of Spain, you must have medical coverage that is valid in Barcelona (whether Social Security coverage, a private health insurance policy, etc.).

If you are a citizen of a Member State of the European Union, the European Economic Area or Switzerland and entitled to coverage under the social security system of your country, then you can apply to the European health Insurance Card (EHIC), which can be obtained from the public health authorities of your home country. While the European Health Insurance Card gives EU citizens access to medically necessary, state-provided healthcare during a temporary stay in Spain, the EHIC is NOT an alternative to travel insurance. It does cover NEITHER accidents NOR any private healthcare or costs such as a return flight to your home country or lost/stolen property. Moreover, the EHIC does NOT cover your costs if you are traveling for the express purpose of obtaining medical treatment.

If you are a citizen of a country outside the European Economic Area or Switzerland, then you must find out whether there exists a mutual health provision agreement between the Social Security system of your country and Spain (this is the case of a number of Latin American countries). If such an agreement exists, you can obtain a document from the relevant authorities in your country entitling you to free medical coverage in Spain.

All international students, including Erasmus, are required to have full coverage of eventual risks during their stay in Spain and ESCI-UPF will check that at least an accidents and travel insurance has been contracted. In case of European students, this complementary insurance is mandatory to complement the EHIC. These are the minimum ESCI-UPF requisites. Besides, we recommend considering other benefits packages offered to UPF students at a special price by ONCAMPUS.



ONCAMPUS



Barcelona has a wide range of health centers and hospitals. The public health system provides free universal access, while ensuring good quality care levels:

Centros de Atención Primaria - CAP (Primary Care Centers)

This is the first place you should go when you have a health problem. They offer health and social care. You must be a EHIC cardholder in order to access to their services for free. Barcelona has a comprehensive network of CAPs. To find the CAP closer to your place of residence you can visit:



CATSALUT
WEBSITE

Public Hospitals

You should go to a Hospital only in case of an emergency. If you face a common health problem you should go first to your nearest CAP. If the CAP health staff considers that it is necessary they will refer you to the Hospital. To access to their services for free, it is also necessary to be a EHIC cardholder. In Barcelona, there are also private hospitals and clinics. If you have acquired private health insurance, check the documentation to find out which health centers or hospitals you are assigned to.



For more information about
the medical and health care see
Health and Care website



112

In case of emergency, you
should call the emergency
phone number.

Accommodation in Barcelona

BCU (RESA HOUSING)

This is the accommodation service offered by all universities in the area of Barcelona. It offers, with quality, safety and hygiene assurance, flats and rooms in Barcelona, in-home stays, residence halls, etc. This housing service allows you to search its database and make reservations online for free, can assist you in different languages (Catalan, Spanish, English, French and Italian) and rounds off its services with free legal advice on rental contracts. It also provides short-term rental contract service. In addition, its honoraria are much lower than average. For more information and on-line registration, please contact:

RESA HOUSING

Torrent de l'Olla, 219.
08012 Barcelona
Tel: +34 93 238 90 72
info@resahousing.com

UPF RESIDENCE HALLS

The university has two student residence halls close to the Ciutadella and Mar Campuses. Students staying the entire academic year have preference. If you are staying less than 9 months, we recommend you look into other options.

LA CIUTADELLA RESIDENCE HALL

Passeig Pujades, 33-37
08018 Barcelona
Tel: (+34) 93 394 32 00
ciutadella@resa.es

CAMPUS DEL MAR RESIDENCE HALL

Passeig Salvat Papasseit, 4
08003 Barcelona
Tel: (+34) 93 390 40 00
campusdelmar@resa.es

UPF also has agreements with other residence halls that offer students advantages. Among these you will find large residence halls with different types of housing, as well as smaller residence halls where you will feel like family:

RESIDENCE HALLS WITH DIFFERENT TYPES OF HOUSING

1. ONIX RESIDENCE

Sardenya, 101-137
08013 Barcelona
Tel. (+34) 93 266 61 00
frontdesk@residenciaonix.com

2. ÀGORA RESIDENCE

Passeig dels Castanyers, 21
08035 Barcelona
Tel. (+34) 93 166 90 00
agorabcn@cett.es

3. FEMININE RESIDENCE REINA DE LA PAU

Bellafla, 4
08002 Barcelona
Tel. (+34) 93 315 15 08
reinadelapau@reinadelapau.com

4. FEMININE RESIDENCE HERZEGOVINA

Herzegovina, 27
08006 Barcelona
Tel. (+34) 93 414 63 25
studentresidence@studentresidence.es

5. BARCELONA RESIDENT

Tantarantana, 15
08013 Barcelona
Tel. (+34) 93 268 78 79
info@barcelonaresident.cat

6. BARCELONA UNIHABIT CIUTAT VELLA

Plaça de les Caramelles, 5
08001 Barcelona
Tel. (+34) 93 595 39 53
infociutatvella@unihabit.cat

7. RESIDÈNCIA UNIVERSITÀRIA SARRIÀ

Esports, 1-7.
08017 Barcelona
Tel. (+34) 93 206 55 40
campus@residenciasarria.com

8. RESIDÈNCIA UNIVERSITÀRIA

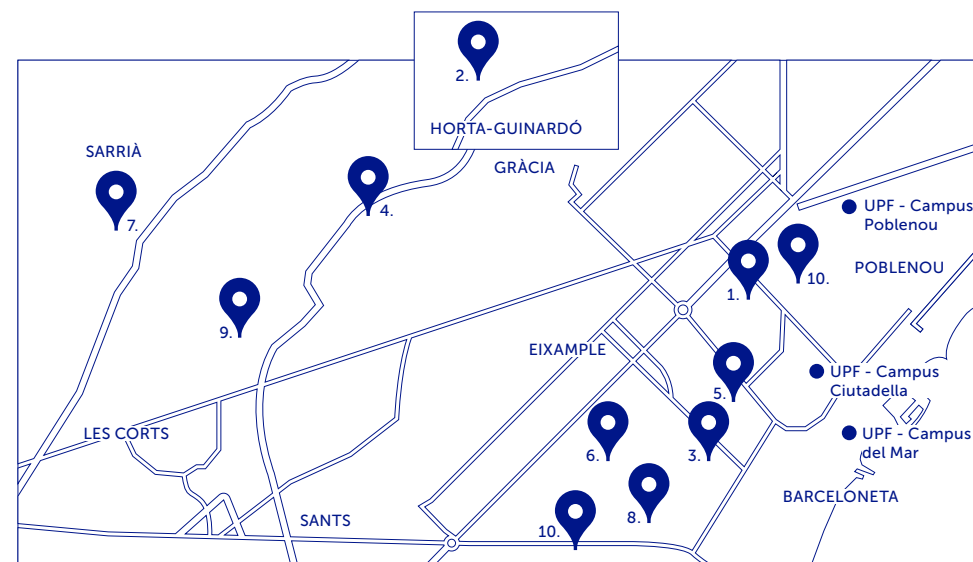
Pere Felip Monlau
C/Sant Oleguer 20-22
08001 Barcelona
Tel: (+34) 93 394 31 00
monlau@resa.es

9. RESIDÈNCIA UNIVERSITÀRIA BARCELONA DIAGONAL

C/Capità Arenas 52-56
08034 Barcelona
(+34) 900 649 169
barcelonadiagonal@resa.es

10. BEYOO*

Beyoo Poble Sec:
Avenida Paral·lel, 101
08012 Barcelona.
Beyoo Marina:
Sancho de Àvila Street, 22
08005 - Barcelona
Tel: (+34) 646 74 50 77
marina@beyoo-living.es
*It includes access to pool and activities program.



HOTELS & HOSTELS

If you intend to look for accommodation on arrival in Barcelona, you should reserve a hotel or hostel room well in advance. Finding a room can prove very difficult if you have not made an advance booking. You will find lists of hotels, hostels and youth hostels in Barcelona on the following web pages.



FOR MORE
INFORMATION

ADDITIONAL RESOURCES

Programa Viure i Convivre

Pompeu Fabra University is involved in alternative housing programmes. This initiative promotes coexistence with elderly people living alone. Students involved in this programme benefit from low rent accommodation and other services.



FOR MORE
INFORMATION

Housing Anywhere

Housing Anywhere is an accommodation platform where UPF students may sublet their accommodation in Barcelona and exchange students who come to UPF may find a place to live during their stay in Barcelona. It is a student-to-student platform where short-length accommodation's supply and demand meet.



FOR MORE
INFORMATION

Online Search Engine

Nuroa is a real estate search engine grouping together all apartment, house and room rental or sale offers from all portals on a single web.



FOR MORE
INFORMATION

Further Information



LIVING IN BCN



BARCELONA TURISME:
WHERE TO SLEEP

General academic calendar*

*IBP COURSES:

1st trimester: From 26 September to 1 December

2nd trimester: From January 9 to 14 March

1ST TRIMESTER

Compulsory introductory sessions:

Pre-Welcome online session 15 th May
Welcome session 15 th September

Classes

18 September (Monday)
to 30 November (Thursday)*

Exams

4 December (Monday)
to 15 December (Friday)

Posting of Grades

20 December (Wednesday)

Holidays

18 December (Monday)
to 5 January (Friday)

Resit Examination

12 January (Friday)
to 13 January (Saturday)

Posting of resit Examinations

18 January (Thursday)

NO LECTURE DAYS

13 October (Friday)
December 1 and 7 (Friday and Thursday)
March 14 (Thursday)
June 13 (Thursday)

2ND TRIMESTER

Compulsory introductory sessions:

TBA

Classes

8 January (Monday)
to 13 March (Wednesday)*

Exams

15 March (Friday)
to 22 March (Friday)

Posting of Grades

4 April (Thursday)

Holidays

25 March (Monday)
to 1 April (Monday)

Resit Examination

19 April (Friday)
to 20 April (Saturday)

Posting of resit Examinations

26 April (Friday)

FREE DAYS

September 11 and 25 (Monday and Monday)
October 12 (Thursday)
November 1 (Wednesday)
December 6 and 8 (Wednesday and Friday)
April 23 (Tuesday)
May 1 and 20 (Wednesday and Monday)
June 24 (Monday)

3RD TRIMESTER

Compulsory introductory sessions:

TBA

Classes

2 April (Tuesday)
to 12 June (Wednesday)

Exams

14 June (Friday)
to 21 June (Friday)

Posting of Grades

1 July (Monday)

Holidays

-

Resit Examination

10 July (Wednesday)
to 11 July (Thursday)

Posting of resit Examinations

16 July (Tuesday)

Bachelor programm

HOW LONG DOES A DEGREE TAKE AT ESCI-UPF?

ESCI-UPF, along with Universitat Pompeu Fabra, has been one of the pioneer institutions in the implementation of the Bologna process in Spain. In Spain, the fully adapted to Bologna undergraduate programs, grados, take 3 or 4 academic years.

HOW LONG DOES EACH SUBJECT TAKE AT ESCI-UPF?

ESCI-UPF has trimester-long subjects. Therefore, all subjects are structured along 10 weeks of classes. Final exams are scheduled at the end of each trimester. This system facilitates the continual learning process and a more effective evaluation of the knowledge acquired.

HOW IS THE ACADEMIC YEAR STRUCTURED AT ESCI-UPF?

The academic year at ESCI-UPF is structured around three trimesters. The academic year begins in late September and lasts until June, with three vacation periods: Christmas, from late December to early January; Easter, between late March and mid-April, and the summer vacation period.

The first trimester runs from mid September until mid December. The second trimester runs from early January until mid March. The third trimester runs from mid March until mid June. The updated academic calendar may be found within the Section ESCI-UPF General Academic Calendar.

HOW DOES THE ECTS CREDIT SYSTEM WORK?

All degrees adapted to Bologna use credits based on the European Credit Transfer System (ECTS) as academic work load units. 1 ECTS corresponds to 25 hours of work from the student.

HOW MANY CONTACT AND TEACHING HOURS DO SUBJECTS HAVE?

The Bachelor's Degree in International Business and Marketing combines plenary sessions and seminar sessions. The Bachelor's Degree in Bioinformatics is delivered through masterclasses, computing classes and lab work. There are also seminars and individual and group tutorials.

WHAT IS A TEACHING PLAN?

The Teaching Plan is the document that includes all the relevant academic information for each subject. It includes the following items:

→ Basic Description (Name of the course, Academic year, Year in the curriculum, Trimester in the curriculum, Degree, Code, Number of credits, Total number of hours committed, Teaching language, Lecturer and Timetable)

→ Presentation of the course

→ Competences to be achieved in the course

→ Contents

→ Assessment

→ Bibliography and teaching resources

→ Methodology

→ Course schedule

The different updated Teaching plans may be found in the [website](#).

HOW MANY EXAMINATION SESSIONS ARE THERE PER SUBJECT?

All students have one examination session per enrolled subject at the end of the term in which the subject has been taught. For those students who do not pass a subject, it is possible to retake the final exam (conditions may apply on the different subjects).



Check the courses, timetables and language

You can check the available academic offer (including the language of instruction of each course) at ESCI-UPF website and in the Course Catalog that you will receive with the application information.

Self-enrolment

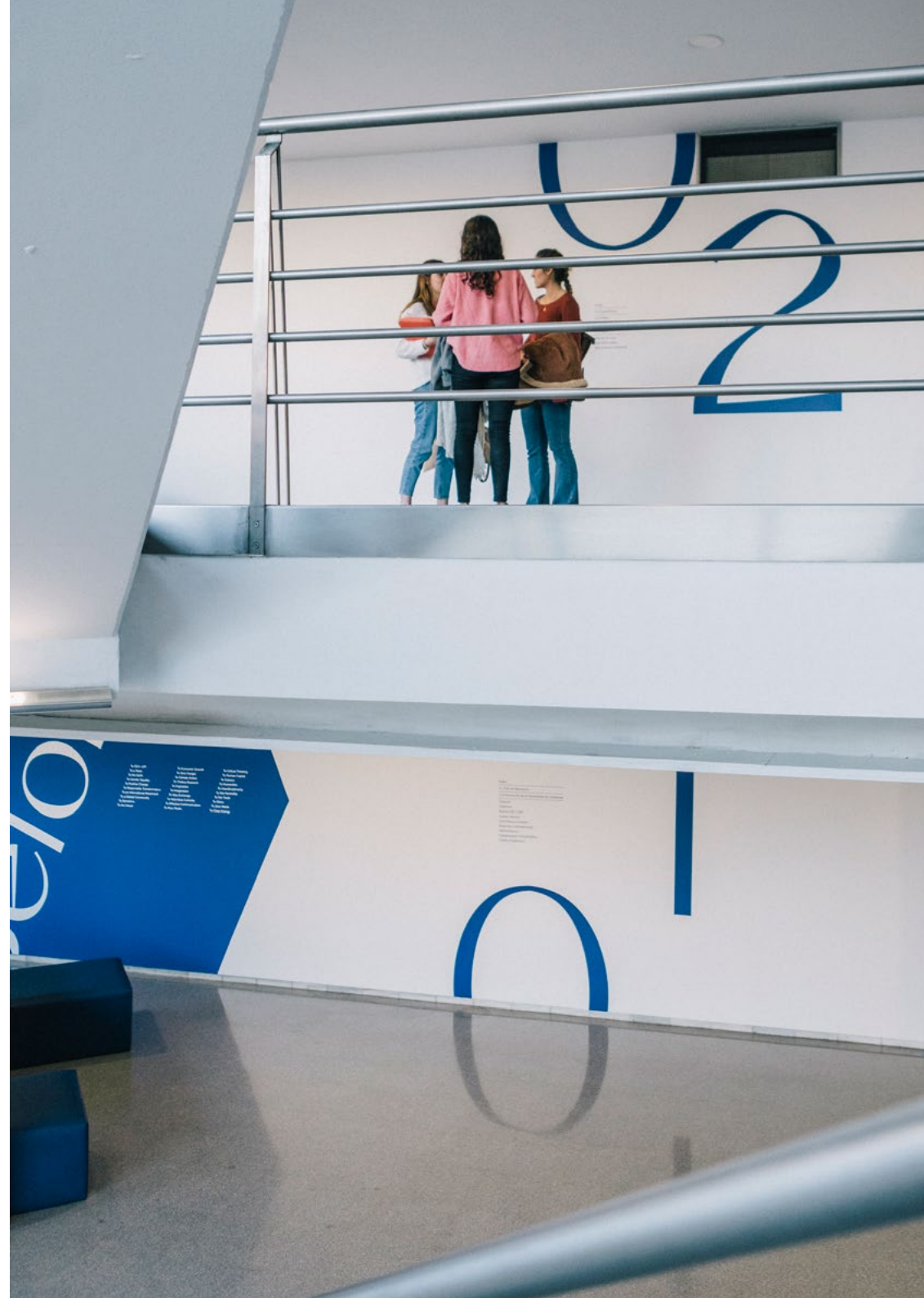
You will receive the self-enrolment instructions once we have received your nomination by your home university, depending on the trimester in which you will start your stay at ESCI-UPF. Please bear in mind the following enrolment deadlines:

THERE IS MINIMUM COURSE LOAD

- 20 ECTS for students staying one trimester
- 30 ECTS for students staying two trimestres
- 60 ECTS for the whole year

IMPORTANT

Enrolment is processed on a first-come, first-served basis.
Bear in mind that some subjects are highly demanded, therefore it is recommended to have alternative options.



The European Higher Education Area

BACHELOR'S DEGREE IN INTERNATIONAL BUSINESS AND MARKETING-OFFICIAL (GNMI)

English | Spanish | Catalan

The Bachelor's Degree in International Business and Marketing is a four year university program. It prepares students for international business management and develops the knowledge, techniques, skills and attitudes that shape the international business and marketing culture; a culture which requires professionals to have multi-disciplinary knowledge ranging from an understanding of management and business techniques, finance, humanistic and institutional knowledge, as well as languages which are one of the key elements of business and international marketing. The program includes a full-time compulsory internship period in international companies.

INTERNATIONAL BUSINESS PROGRAM (IBP)

English

The International Business Program is jointly offered by the ESCI-UPF and the UPF Education Abroad Program. The program is aimed at undergraduate students with a major or minor in business who wish to acquire an international perspective and a better understanding of the successful management practices needed to compete in the global economy. The program is moreover designed to offer students insight into international business from a multicultural perspective and to improve their professional qualifications.

BACHELOR'S DEGREE IN BIOINFORMATICS (BDBI)

English

Pompeu Fabra University (UPF), Universitat Politècnica de Catalunya–BarcelonaTech (UPC), University of Barcelona (UB) and the Universitat Autònoma de Barcelona (UAB) offer a four-year Bachelor's Degree in Bioinformatics taught entirely in English. The degree is managed by ESCI-UPF and classes are taught mainly on the Mar Campus. The Bachelor's Degree in Bioinformatics brings together mathematical skills, computer modelling and biological knowledge with an interdisciplinary focus, with particular emphasis on biomedical applications. It provides comprehensive education and training based on knowledge, values and skills.

MASTER'S DEGREE IN INTERNATIONAL MANAGEMENT

Spanish (80%) and English (20%)

The Master in International Management offers a complete theoretical and practical training required by administrative-commercial technical staff to be able to carry out their job in supporting managerial/commercial activities in the international trade department of a company. The main objectives are on one side, to train experts in international trade and on the other, to provide the key aspects of the process of opening to the outside of the company.

MASTER'S DEGREE IN INTERNATIONAL DIGITAL MARKETING

Spanish (80%) and English (20%)

The Master's Degree In International Digital Marketing program provides the tools and knowledge necessary to incorporate the Internet into the analysis and decision-making within the field of marketing and international business.

MASTER OF SCIENCE IN SUSTAINABILITY MANAGEMENT

English

The Master of Science in Sustainability Management is offered jointly with UPF-BSM, and it provides you the technical and strategic keys to make sustainability one of the central focuses in the management of a company or institution. You will be trained to lead in sustainability from the perspective of its social, economic, and environmental dimensions.

MASTER OF SCIENCE IN INTERNATIONAL BUSINESS (MScIB)

English

The Official Master in International Business presents a unique opportunity for people with diverse backgrounds to obtain a specialization in international business. This degree focuses on the key skills, techniques, and behaviours critical to understanding and succeeding in today's global business environment. Offered jointly by ESCI-UPF and UPF-Bacelona School of Management, the objective is to provide executive training on international managerial capabilities, whilst fostering the ability to coordinate teams with different cultural backgrounds, communication and international negotiation skills.

Arrival

at

ESCI

UPF

ORIENTATION SESSION

Orientation session is our way to welcome you to ESCI-UPF and make you feel like home. Throughout this session, you will receive all the information and necessary documents for you ESCI-UPF stay, as well as your student card.

These days will be informed to students by email after their nomination by their home university.

REGISTER FOR THE CATALAN AND SPANISH LANGUAGE COURSES

The Spanish Program offers a range of 30-hour Spanish and Catalan languages courses from CEFR levels A1 to C2. These courses can also be studied in conjunction with other types of courses within the program related to Spanish history, culture, business etc. and specialized writing and speaking courses.

The Spanish Program has four entry points throughout the year (September, October, January and April) plus an intensive summer program in July.

All of the Spanish language courses are highly communicative in nature and have a strong focus on acquiring and consolidating a sound knowledge of the language in the context of actively using Spanish in spoken and written forms.



INTERNATIONAL RELATIONS OFFICE

Passeig Pujades 1, 08003 Barcelona
Tel: (+34) 93 295 47 10 (ext. 231 or 208)
esci-intal@esci.upf.edu
Opening hours:
Mon-Fri: 08h am - 04h pm

Many of the cultural courses use the city of Barcelona as an active backdrop for learning about a wide variety of aspects relating to Spanish society.

On successful completion of any course, students are awarded a Pompeu Fabra University certificate.

Full details of the program and courses are available on our website at the following link.



UPF WEBSITE

www.upf.edu/web/idiomesupf/spanishprogram

Coffee Break

The "Coffee break" is a linguistic exchange between two or more students that are interested in practicing the other person's language. A total of two languages are spoken by the different participants, each language dominated by at least two of the members. The languages practiced are Spanish, Japanese, Arabian, German, French, Chinese and Russian, and the meetings are held at the cafeteria of ESCI-UPF every two weeks. The timing slot is chosen by each linguistic group, and we invite every participant to a cup of coffee every time they meet.

In other words, they practice a language, while drinking a coffee and chatting with someone!

ESN Erasmus Student Network

Is a non-lucrative students association based on the principles of ESN: apolitical, non-denominational, open and tolerant. They organize social and cultural integration activities with the aim of making Exchange students' integration easier at ESCI-UPF.



**FOR MORE INFORMATION
CHECK THEIR WEBSITE**

Buddy Programme

Exchange students can apply for a "buddy" to help them get through the first few weeks. Buddies are ESCI-UPF students who have volunteered to help one or more exchange students during their exchange period in Barcelona.



BUDDY PROGRAMME
<https://esci-upf.broaddy.com/login>

Checklist

Don't forget...

- ☐ To register as an exchange student;
- ☐ To apply for a student visa and to make sure you have a valid medical insurance during your stay in Barcelona;
- ☐ To check carefully possible travel restrictions and border states that might apply to your home country;
- ☐ To make your travel plans (check the academic/welcome calendar);
- ☐ To check the academic information available in the website;
- ☐ To apply for the course, you want to enroll into.

Finally, we would like to remind that the International Relations Office is ready to help you out during your stay at ESCI-UPF.



Services

UPF CIUTADELLA CAMPUS AND UPF MAR CAMPUS FACILITIES

ESCI-UPF is located in Parc de la Ciutadella surroundings as Campus de la Ciutadella and Mar Campus.



SELECTION OF ADVANTAGES AND DISCOUNTS FOR ESCI-UPF STUDENTS



UPF CAMPUS GLOBAL



UPF CULTURE

UPF LIBRARIES

The University Library forms a single entity comprising the Main Library (in the Ciutadella Campus) and the Rambla, França and Mar libraries and the Library of the Jaume Vicens Vives University Institute of History.

• LIBRARY IN THE CIUTADELLA CAMPUS

Opening hours

Monday through Friday
from 8 a.m. to 9 p.m.

The Library is closed

1 January, 1 May,
11 September and 25-26 December.
Opening hours are extended during
exam periods.

- THE MAR LIBRARY
- POBLENOU LIBRARY
- THE LIBRARY OF THE JAUME VICENS VIVES
(UNIVERSITY INSTITUTE OF HISTORY)

Opening hours

Monday through Friday
8 a.m. to 1.30 a.m.

Saturdays and holidays

10 a.m. to 9 p.m.

UNIVERSITY CANTEEN

- JAUME I BUILDING
- ROGER DE LLÚRIA BUILDING
- MAR CAMPUS

The price of the mid-day menu
Ranges from 3.69 € to 5.84 €.

BOOKSHOP-STATIONER'S

- THE ROGER DE LLÚRIA BUILDING
ON LA CIUTADELLA CAMPUS

Opening hours

Monday to Friday
from 10 a.m. to 7 p.m.
and does not close for lunch.
It is a specialist bookshop,
although it also sells fiction and stationery.

PHOTOCOPYING SERVICE

- JAUME I BUILDING: GROUND FLOOR
- MAR CAMPUS

Opening hours

Monday to Friday
from 9 a.m. to 2 p.m.
and again from 4 p.m. to 7 p.m.

Opening hours

during the summer
from 8 a.m. to 3 p.m. only.

SELF-SERVICE PRINTERS

The self-service photocopiers operate with a rechargeable card that you can buy from the dispensing and recharging machines in each of the buildings.

SPORTS, CULTURAL ACTIVITIES...

The University Community Assistance Service is in charge of organizing a wide range of activities and other cultural services every academic year. That includes events such as workshops and contests, as well as the management leagues and interuniversity sports competitions.

SALA DE LECTURA | ESCI-UPF

Opening hours

Mondays to Fridays
8 a.m to 9.45 p.m.

COMPUTER'S ROOM | ESCI-UPF

Opening times

Mondays to Fridays
08 a.m. to 9.45 p.m. (Conditions may apply)
(See schedule time at the entrance door)

PSYCHOLOGICAL SUPPORT SERVICE

- THE FUNDACIÓN SALUD Y PERSONA

ESCI-UPF offers a free telephone helpline for psychological advice offered by the Foundation "Salud y Persona" to all members of the ESCI-UPF community and their direct family, 24 hours a day, 365 days of the year.
Phone: 900 494 279

You will need to bring an access code (delivered in the Orientation session).

At the end of your stay

At the farewell session you
will receive an exchange
student certificate.

Transcript of records will be
sent to your home university
approximately a month after
the end of the exams' period.

" Carefully read syllabus of each course before choosing it. "

*D.T. Católica Portuguesa,
Portugal*

" Remember all emergency numbers."

*Q.D. Nankai University,
China*

" Get a trimester metro card right away. "

*J.B. University of Florida,
USA*

"Participate in the welcome week organized by ESN-UPF. So fun & good opportunity to meet new people."

*S.R. Université Laval,
Canada*

" Come with a lot of time before the period of study starts, so you can find the correct location for living."

*A.A. TEC. Mexico,
Mexico*

Get in touch with Catalan people to learn about their culture.

*M.A. University of Munster,
Germany*

Tips from
previous

exchange
students

"Consider rent an apartment/room before your arrival."

*L.Q. Singapore
Management University,
Singapore*

"Choose your courses wisely."

*C.T. Management Center
Innsbruck,
Austria*

"Try to get in contact with local students in your classes from the beginning."

*P.N. University of Munster,
Germany*

"Consider living to close to the center; all can be done by foot."

*F.P.ICHEC,
France*

Passeig Pujades, 1
08003 Barcelona
Telf. 900 122 630

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