

Institutional Factsheet

1. Institutional Information

1.1. Institutional details

Name of the institution	Universitat Internacional de Catalunya
Erasmus Code	E BARCELO24
Institution website	www.uic.es
Contact details	relint@uic.es

1.2. Main contacts

Contact person	Isabel Pera Segarra
Responsibility	Director of the International Relations Department.
Contact details	ipera@uic.es

Contact person	Reetta Heikkinen
Responsibility	Erasmus Institutional Coordinator. Faculties of Law, Business Administration, Architecture, Humanities and Communication Science.
Contact details	rvilhelmiina@uic.es
Nominations & required documents for exchange applications / main contact for students:	exchange.bcn@uic.es

Contact person	Mònica Luque
Responsibility	Erasmus Institutional Coordinator. Faculties of Education, Medicine, Nursery, Physiotherapy and Dentistry.
Contact details	mluque@uic.es
Nominations & required documents for exchange applications / main contact for students:	exchange.scu@uic.es

Contact person	Sharon Rauet
Responsibility	Administration
Contact details	srau@uic.es / relint@uic.es

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

2. Detailed requirements and additional information

2.1 Language of instruction

Spanish and English, with some courses in Catalan (where specified). Please check the Fact Sheet that the students will receive after their nomination.

2.2 Recommended language skills

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:

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

* Level according to Common European Framework of Reference for Languages (CEFR), see <http://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr>

- Catalan courses information and enrollment : http://www.uic.es/en/languages/catalan - Spanish courses information: http://www.uic.es/en/languages	
Contact details	multiling@uic.cat

2.4 Additional requirements

Partner universities must have previously signed a bilateral agreement with UIC, and must select and officially nominate students for academic exchange **who have passed all first-year subjects** and who are able and willing to:

- 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 Spanish/English to take courses and exams in those languages (where specified)
- Health Sciences students should provide immunization records

2.5 Calendar

2.5.1 Nomination Deadlines

Completed applications/information on nominated students must reach our institution by:

Fall semester (1st SEM) (September to December) or Whole academic year (September to June)	15 th June
Spring semester (2nd SEM) (January to June)	15 th November

2.5.2 Transcripts of Records

A Transcript of Records will be issued in February for the autumn semester students and in late July / early August for the spring semester / whole year students. The exact dates vary depending on each Faculty.

3. Additional information

3.1 Grading system

10	A+	Matricula de Honor / First-Class Honours
9 - 9.9	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

3.2. Visa

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.

Information and assistance can be provided by the following contact points and information sources:

Contact Service	International Relations Office*
Contact details	relint@uic.es
Website	http://www.uic.es/en/international-mobility/necesserary-applications/visa

** Non-EU citizens please contact local Spanish diplomatic authorities.*

3.3 Medical Insurance

The sending and receiving institutions will provide assistance in obtaining insurance for incoming and outbound mobile participants, according to the requirements of the Erasmus Charter for Higher Education. The receiving institution will inform mobile participants of cases in which insurance cover is not automatically provided. Information and assistance can be provided by the following contact points and information sources:

Contact person	International Relations Office
Contact details	relint@uic.es
Website	http://www.uic.es/en/international-mobility/necesserary-applications/medical-insurance

3.4. Housing

The receiving institution will guide incoming mobility participants in finding accommodation, according to the requirements of the Erasmus Charter for Higher Education. Information and assistance can be provided by the International Relations information service:

Contact person	International Relations Office
Contact details	relint@uic.es
Website	http://www.uic.es/en/accommodation?set=S http://bcu.cat/en/