

INFORMATION ABOUT PRE-ENROLMENT AND ENROLMENT FOR INCOMING EXCHANGE STUDENTS 2020/2021 (SECOND SEMESTER)

The Faculty of Translation and Interpreting has organized the classes of the second semester of the academic year 2020/2021 as follows:

- First and fourth-year classes: mostly face-to-face classes.
- Second and third-year classes: mostly on-line classes.

After the Easter Break, it is possible that this scheme will vary in order to favour face-to-face classes in all the courses but it is too early to announce it. You will be informed on time.

PRE-ENROLMENT

From **18th December 2020 to 12th January 2021** you need to log in the pre-enrolment application in order to select the subjects that you wish to attend in the Faculty of the Translation and Interpreting. (Subjects at other faculties on the campus must be pre-enrolled in February).

[Access to the pre-enrolment application](#)

Please read the instructions for this application, which will guide you through the steps you need to follow in order to select your subjects.

[User guide](#)

Before selecting the subjects you are interested in, you will have to upload some documents:

- Passport or identification card
- Transcript of records of your current studies in your home university.
- It is optional (but highly recommended) to upload a certificate stating your level of Spanish and/or English (minimum B2 MCER) because these documents are compulsory if you want to attend any subject belonging to the Faculty of Economics and Business and to the Faculty of Political Sciences and Sociology.

Please check the accepted certificates in the user guide of the pre-enrolment application:

[User guide](#)

Once you have uploaded the documents required, the following message will appear “The deadline for the course selection is still closed, you were initially informed by e-mail”. You will be able to select the subjects of our Faculty once we will validate the documents uploaded. Without the approval of the documents, you will not be able to select any subject.

Please bear in mind that Gestió Acadèmica will be closed from 23rd December 2020 to 7th January 2021. In case you upload the documents from 18th to 22nd December 2020, you will have access to select the subjects during the holidays and until 12th January 2021. In case you upload the documents during the holidays, Gestió Acadèmica will give you access to select the subjects from 7th January 2021 on.

When selecting the subjects that you wish to enrol in our faculty, you will find the following information for each subject:

- Timetable –PLEASE BEAR IN MIND THAT THE TIMETABLES MAY CHANGE. PLEASE CHECK THEM TO FIND THE UPDATED INFORMATION ON:

[Timetables](#)

- Syllabus - by clicking on the code of each subject.

If you need help in selecting the subjects that you wish to take, you can ask for advice by e-mailing your academic coordinator. The coordinators' contact information is available at the end of this document.

Once you have completed your selection, Gestió Acadèmica will validate it. If we detect that you have pre-enrolled in a subject that does not fit your academic profile, we will inform you by e-mail.

Important information about the subjects:

- The group of the subject “101283 Idioma catalán para traductores e intérpretes” in which you have to pre-enrol is group 3 - SECOND SEMESTER
- The group of the subject “101284 Idioma castellano para traductores e intérpretes” in which you have to pre-enrol is group 7 – SECOND SEMESTER.
During the first weeks of the semester, you will have to take a placement test in which you will have to prove that your Spanish level is, at least, B1 of MCER. If you do not prove this level, Gestió Acadèmica will delete this subject from your enrolment.
- You may not pre-enrol in first-year C Language subjects (“Idioma C para traductores e intérpretes 2”) except for Romanian and Modern Greek subjects.
- You may not pre-enrol in modules from the Master in Translation and Intercultural Studies unless you have obtained authorization from the Master's coordinator. In case you are interested in attending one or various modules from this master, you have to send an e-mail to intercanvis.fti@uab.cat in which you explain in which module/s you are interested. Once the coordinator has decided whether you can attend it/them or not, Gestió Acadèmica will inform you.
- A level of B2 Spanish according to the European Framework is required to follow subjects taught at this faculty.

For the following subjects, a level of C1 in both Spanish and the B language (English, French and German) is necessary:

- Theory of translation and interpreting
 - Direct translation subjects
 - Inverse translation subjects
 - Consecutive Interpretation subjects
 - Preparatory Techniques for Bilateral Interpretation subjects
 - Bilateral interpreting practice subjects
 - Literature A for translators (Spanish)
 - Oral expression A for interpreters (Spanish)
 - Specialized language (B) for translators and interpreters (English)
 - Foreign language and translation C3 (Chinese)
 - Foreign language and translation C4 (Chinese)
 - Foreign language and translation C5 (Chinese)
 - Foreign language and translation C6 (Chinese)
- In order to select the subjects that you are going to attend in the Faculty of Translation and Interpreting, it is highly important to read the syllabus of each subject (not only to know the issues that will be dealt in class but also to know which is the level of language required to follow each of them):

[Syllabus of the subjects](#)

www.uab.cat/traduccioninterpretacio > Estudiar Otras informaciones > Guías del curso actual

- Any student can enrol the subjects “101518 Treball de Fi de Grau” or “103698 Treball de Fi de Grau”.

ENROLMENT

Before the enrolment, you will have to attend an on-line meeting with the colleagues of the International Support Service. They will contact you to provide the details of this on-line meeting.

On **8th February 2021 at 10:00h** you will have to attend an on-line meeting organized by the Faculty of Translation and Interpreting (you will receive an e-mail with the link to log in the meeting).

The staff of the Gestió Acadèmica will do the formal enrolment from the 9th to 12th February 2021 (**students do not have to come to the Gestió Acadèmica to do any procedure**). We will enrol only the subjects that you had pre-enrolled during December-January. You will receive an e-mail with the formal enrolment form.

Please take into account the list of the compulsory documents for the enrolment which you have to send to intercanvis.fti@uab.cat:

- Copy of your health insurance (it must cover the whole period in which you will be in the UAB as an Exchange student).
- If you wish to attend the subjects "Idioma C per a traductors intèrprets 2" (first-year courses) except for Romanian and Modern Greek, you will be required to provide a document issued by your home university stating that you need to attend these subjects because they are included in your home university's study plan.

PRE-ENROLMENT FOR SUBJECTS OFFERED BY OTHER FACULTIES ON THE CAMPUS AND CHANGES TO YOUR ENROLMENT

If you are interested in attending a subject taught at another faculty, please note that:

- You have to enrol, at least, 50% of your subjects in the Faculty of Translation and Interpreting. The rest can be from any other faculty of the UAB Campus.
- You are required to pre-enrol in subjects offered by the following faculties: Faculty of Political Sciences and Sociology, Faculty of Economics and Business, Faculty of Arts and Humanities and Faculty of Psychology **from 16th to 21st February 2021** using the pre-enrolment application:

[Access to the pre-enrolment application](#)

If you wish to attend subjects offered by the Faculty of Economics and Business and by the Faculty of Political Sciences and Sociology, you will have to upload a certificate stating your level of Spanish and English.

*** In order to check the level required, please see the pre-enrolment application instructions:

[User guide](#)

- If you are interested in attending subjects offered by any other faculty on the campus, you should ask them about the process you need to follow in order to enrol in any of their subjects. Please contact the faculty directly ([list of faculties' contacts](#)).

PERIOD TO CHANGE YOUR ENROLMENT: you can change your original enrolment **from 15th to 26th February 2021** (in order to add or delete subjects from the Faculty of Translation and Interpreting or from any other faculty of the campus). You must fill and sign the change of enrolment form and send it by email to intercanvis.fti@uab.cat:

- If you have been accepted to enrol in a subject offered by another of the faculties that work with the pre-enrolment application, you must send the change of enrolment form filled and signed and the document generated by the pre-enrolment application to intercanvis.fti@uab.cat.

You can hand in a maximum of THREE change of enrolment forms.

LENDAR	
Pre-enrolment	From 18 th December 2020 to 12 th January 2021
Registration at the International Support Service	On-line meeting (you will receive the details of this on-line meeting).
On-line meeting at the Faculty of Translation and Interpreting	8 th February 2021 at 10:00h (you will receive an e-mail with the link to log in the meeting).
Enrolment	From 9 th to 12 th February 2021 by the members of the Gestió Acadèmica (students do not have to come).
Pre-enrolment for subjects offered by other faculties	From 16 th to 21 st February 2021
Period during which you can modify your enrolment	From 15 th to 26 th February 2021

LIST OF THE COORDINATORS OF THE FACULTY OF TRANSLATION AND INTERPRETING OF UAB

Exchange Programme	Name	Student's home country	Contact information
	Roland Pearson	General Coordinator (Erasmus and UAB Exchange Programme)	Roland.Pearson@uab.cat
Erasmus +	Roland Pearson	Ireland and UK	Roland.Pearson@uab.cat
	Ramon Farrés	Austria, Germany, Switzerland	Ramon.Farres@uab.cat
	Gabriel López	Iceland, Finland, Holland, Poland, Lithuania, Czech Republic, Romania , Turkey and North Macedonia	Gabriel.Lopez@uab.cat
	Miquel Edo	Italy	Miquel.Edo@uab.cat
	Joaquim Sala	France and Belgium	Joaquim.Sala@uab.cat
	Laura Berenguer	Portugal	Laura.Berenguer@uab.cat
UAB Exchange Programme	Roland Pearson	Canada and United States of America	Roland.Pearson@uab.cat
	Lourdes Aguilar	Mexico, Colombia and Chile	Lourdes.Aguilar@uab.cat
	Gabriel López	Australia and Singapore	Gabriel.Lopez@uab.cat
	Mihwa Jo	Korea	Mihwa.Jo@uab.cat
	Makiko Fukuda	Japan	Makiko.Fukuda@uab.cat
	Helena Casas	China and Taiwan	Helena.Casas@uab.cat
	Laura Berenguer	Brazil	Laura.Berenguer@uab.cat

	Inna Kozlova	Russia	Inna.Kozlova@uab.cat
	Anna Gil Bardají	Lebanon and Tunisia	Anna.Gil.Bardaji@uab.cat