

Study Abroad Programmes

Universitat Autònoma
de Barcelona

Student Guide Spring 2023



Specific Programmes for International Students

www.uab.cat/study-abroad

UAB

Universitat Autònoma
de Barcelona

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Dear Student,

It is a pleasure for the Study Abroad team to welcome you to Fundació Universitat Autònoma de Barcelona (FUAB).

Congratulations! You have chosen a fantastic city and a great university for your Study Abroad programme. You will have a unique opportunity to meet students from all over the world and have an enriching learning and personal experience. At the UAB we make it a priority to offer classes and activities in an inclusive and diverse environment to facilitate your learning and encourage your participation.

Face-to-face classes are complemented by an online educational Platform, field trips and study outside the classroom.

The Study Abroad team are proud to offer our knowledge and experience to ensure that your time here is pleasant and enjoyable. We encourage you to make the most of our university and our city while participating in a programme that has been developed over the years to the highest academic standards.

We are sure you will return home with wonderful stories to tell your family and friends about your time at the UAB and your life in Barcelona. Enjoy it and work hard in class and the rewards will always remain with you.

With our best wishes,

Study Abroad Team

Our mission

To offer a high quality academic programme as part of the Universitat Autònoma de Barcelona's international strategy, developing new projects and educational experiences in a multicultural and equitable environment.

Welcome to Casa Convalescència, Sant Pau

Casa Convalescència is part of the Hospital Sant Pau Modernist complex, designed by Lluís Domènech i Montaner, and opened in 1930. It was declared a UNESCO World Cultural Heritage Site in 1997.

WiFi connection

Network: CASACONV

Username: study

Password: spring2023

UAB Study Abroad Offices

Administration and Academic Administration:
4th floor Left Wing.

How to get to Casa Convalescència, Sant Pau

Address:

Carrer Sant Antoni Maria Claret, 171

Metro:

Guinardó / Hospital de Sant Pau - Line 4

Hospital de Sant Pau / Dos de Maig - Line 5

Buses:

H8, D50

Library

The Josep Laporte Library is located in the basement of Casa Convalescència, and is open from 8:30 a.m. to 8.30 p.m. Monday to Friday.

Academic information

Pre-Established Programme Spring 2023 calendar

January

Monday	Tuesday	Wednesday	Thursday	Friday
			12	13
16	17	18	19	20
23	24	25	26	27
30	31			

February

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28			

March

Monday	Tuesday	Wednesday	Thursday	Friday
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

April

Monday	Tuesday	Wednesday	Thursday	Friday
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26		



Welcome sessions



End of Add & Drop period

Add & Drop starts 13th January



Holidays



Assessment periods



Academic information

Electives

The syllabi for your electives can be downloaded [here](#), and an updated syllabus with course dates will be available in your virtual classroom space from the beginning of term.

For some courses you may be required to buy course books.



Language courses

Spanish and Catalan classes are participative and classroom activities are designed so that you can practise both oral comprehension and oral expression to the maximum. All classes are taught in the language you are learning, although our teachers may use translation at times. You are expected to buy a course book and do regular homework.

Add & Drop

Add&Drop is the period where you can make changes to your enrolment and takes place from 9th to 13th January. You will receive an email with instructions on how to modify your courses via SAM. Online changes are only possible between courses with the same number of credits. If you wish to drop a course without replacing it, or add new courses, please contact the admissions team directly at study.abroad@uab.cat during the Add & Drop period.

For changes of level in Spanish language groups, you should go to class and speak in the first instance to your professor for approval.



Academic information

Participation

Participation is key for maximizing every student's learning process. All our elective and language courses have been designed to involve and engage students, and therefore participation in class is essential.

Professors will inform you at the beginning of the term of how your participation will be monitored and graded, and it is your responsibility to be active to achieve this grade.

Participation will account for 20% of your final grade. You will find a complete breakdown of your grades for each course in the syllabus.

Attendance

In order to complete your courses, there is a **minimum attendance requirement of 80%**. If your attendance falls below 80% (which amounts to 5 absences), your participation grade will automatically be 0.

Please note that there are no justified/unjustified absences and that it is the student's responsibility to attend class. If attendance falls beyond 70% (which amounts to 8 absences), you will automatically fail the course regardless of any continuous assessment grades you have received.

Professors take your attendance in SAM and you can consult your attendance record at any time.





Academic information

Absences on assessment dates

Only the following cases will be considered eligible for authorised absences on assessment dates: family emergency, an exam at your home university, hospitalisation, or other cases of extenuating circumstances.

Alternative assessment activities can only be arranged by the teacher once they have been authorised by the administrative office. Extenuating circumstances should be accompanied by documentation.

Punctuality

Students are expected to arrive at class on time and respect break times. Once attendance has been taken, a student arriving **up to 10 minutes** after class start time will be marked as late, if they accumulate 3 lates, they will be automatically marked as absent on the third count.

Students arriving to class **more than 10 minutes** after class start time will be marked as absent, and may not have access to the classroom. Punctuality will also be monitored after the break and for early class departures.



Academic information

Classroom rules & etiquette

All electronic devices should be turned off in class unless your teacher indicates otherwise. Students are expected to take notes, so a notebook is essential. Please consult with each of your teachers to check if digital note taking is permitted in their classroom.

There are breaks programmed between classes and during each class period, so students should not leave the classroom during teaching periods.

No food or drinks (apart from water) are allowed in the classrooms.

Assessment

Grading is based on continuous assessment and for all subjects you are expected to work

outside the classroom. Assessment activities may include presentations in class, group or individual projects, case studies, papers, tests, quizzes and exams.

Check with your professors to find out how you will be assessed and the delivery, test and exam dates. Dates are not negotiable and students are expected to do all assessment activities.

Students requiring special exam conditions should speak in advance with their professors to arrange this.

Please note that the Pre-Established Study Abroad programme does not offer the possibility of improving your final grade with a retake exam.

Originality of work

All work should be original and if professors detect copying or plagiarism students will not receive a grade for the work or exam submitted.

Certificates

On completion of the programme, students receive a UAB certificate stating the different subjects, credits, lecture hours and grades, on a scale of 0 to 10 (5 is the pass grade). It is the student's responsibility to validate these credits at their home university.

Please note that there is no official equivalence between Spanish grades in other countries, so your home university will decide how to convert these grades to your country's system.



Academic information

Photos and videos

As part of your classroom or homework activities, you may appear in videos and photos which are then shared on social networks and used in class. If you do not wish your image to be public, please inform your teacher.

Originals and copies of assessment materials

The original copies of all exams, projects and papers must remain under the custody of the Study Abroad Programme. It is strictly forbidden to remove any original copies from the premises. The contents of any grading materials such as exams are confidential; therefore, NO photocopies can be made.

Grade appeals

If you do not agree with your final grade, you can make a grade appeal by sending an e-mail to study.abroad@uab.cat or your Resident Director in Barcelona.

You have 1 month from the publication of grades to send the request.

It is necessary to include the e-mail address of your home university advisor, since they will be copied when sending the resolution of the grade appeal committee.



School services and general information

Welfare and Inclusion

The Fundació Universitat Autònoma de Barcelona and Study Abroad are committed to providing a learning and working environment free from discrimination. UAB prohibits any form of discrimination against any person on the basis of ethnic origin, sex, gender identity, sexual orientation, religion, age, disability or any other legally protected status in the administration of its educational policies, admissions policies and employment.

Consistent with this commitment, the University will not tolerate unlawful discrimination in any form and provides persons who feel that they are victims of discrimination with mechanisms for seeking redress. For more information, please contact: advisory.study.abroad@uab.cat



Academic Accommodations

Accommodations are offered to students on presentation of a report from the home university **within the first two weeks** of the start of the programme. Please send your report to study.abroad@uab.cat.

It is the student's responsibility to also inform their professor(s) before assessment dates when accommodations are required, in order to make the necessary arrangements.

Please note that sometimes these tests and exams will be timetabled on Fridays.



School services and general information

Study Abroad Management (SAM)

[SAM](#) is an online platform which allows you to consult information about your enrolment, course selection, timetables, attendance and grades, and make changes to your enrolment during the Add&Drop period.




Virtual Campus

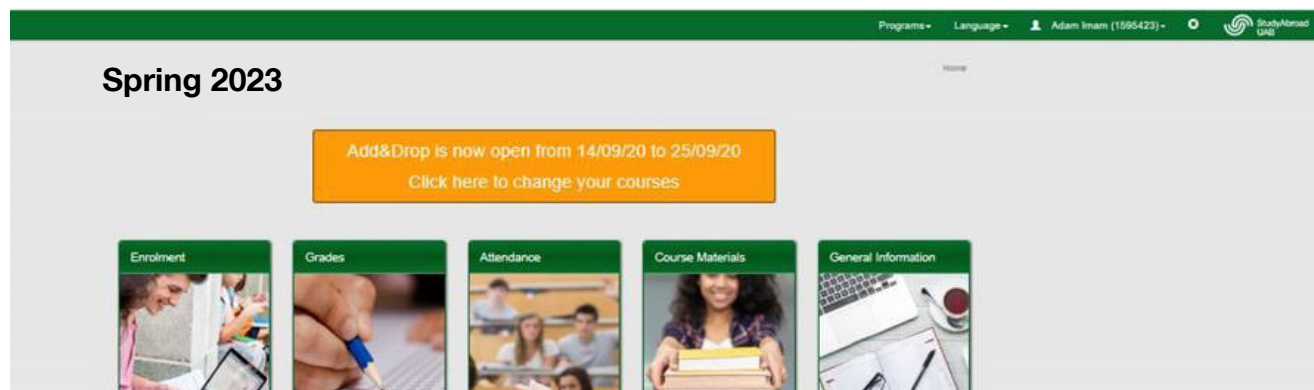
Although our courses are 100% face-to-face, they are supplemented by a virtual campus where you can communicate with your professors and classmates, download materials and consult the course calendar.

You will receive access details via email, before the course starts.

Social Media

Our Facebook group is used to share useful, up-to-date information about social, cultural and leisure activities at the university and in Barcelona. We really encourage you to join this group where you will also be able to share experiences with other students who are participating in the Study Abroad Programme. We also invite you to follow our Instagram and TikTok profiles, and use the hashtag #studyabroaduab to share photos of your Study Abroad experience.

-  www.instagram.com/studyabroaduab
-  www.facebook.com/StudyAbroadUab
-  www.tiktok.com/@studyabroaduab



Health and Safety

What to do in an emergency at the building

A general emergency is a dangerous situation for everyone. A continuous siren indicates an emergency of this type and is the order to evacuate the building. When hearing the general emergency siren:

- Stop what you are doing.
- Pay attention to the instructions of the personnel responsible for leading you to a safe area. You can identify emergency personnel by their yellow or orange emergency waistcoat.
- Leave your belongings behind.
- Respect all emergency signs.
- Do not use lifts.
- Find your way to the emergency exit and congregate at the assigned meeting point.
- Once you have left the building, do not go back in until instructed to do so.

In case of emergency off campus premises:

- If you have a programme provider, you should contact the Resident Director / representative of your University.
- Otherwise, you should contact the following emergency number: 112



Study Abroad Programmes



Contact the Study Abroad team

Sant Pau Administration:

(+34) 93 433 50 29

General queries:

study.abroad@uab.es

Student welfare and advice:

advisory.study.abroad@uab.es

Study Abroad Staff

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UAB main campus, Bellaterra

The main campus of the [Universitat Autònoma de Barcelona](#) is located in Bellaterra (Cerdanyola del Vallès), a 35-minute train ride from the centre of Barcelona. Apart from the centres for teaching and research, the UAB campus provides all kinds of additional services, including **7 libraries**, a varied range of **cultural activities, sports facilities**, restaurants, a health centre, bookshops and other shops.

We invite Study Abroad students to visit the main campus and call in at the [International Support Service](#) at the Plaça Cívica where they can obtain information about student activities on campus and in Barcelona. Your International Student Card gives you access to all UAB facilities and services.

Take the [FCG \(Ferrocarrils de la Generalitat de Catalunya\)](#) train on Line S2 or S55 from Plaça Catalunya to Universitat Autònoma. You need a 1-zone ticket.



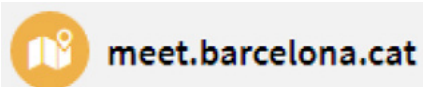
Barcelona, university city

Barcelona is ranked eighth in Best Cities of the World and third within Europe according to the [2022 World's Best Cities done by Resonance Consultancy.](#) Competitive identity, welfare and future prosperity are some of the [23 elements weighed within the ranking.](#)

Barcelona has established itself has a prestigious brand identified with aspects such as creativity, talent, quality of life, modernity and economic, technical and social progress.

With five public and three private universities, Barcelona is home **to over 25,000 foreign students and researchers each year:** a unique opportunity to experience different cultures and enrich your personal and professional relations.

40% of master's degree and graduate studies students and 30% of PhD students in Barcelona come from different international destinations.



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Tel. +34 93 433 50 29
study.abroad@uab.cat
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Useful phone numbers

Emergencies

Emergencies (Police, Fire, Ambulances)	112
Health Line	061
Police Station Plaça Catalunya	934 126 156
Information on duty pharmacies	934 810 060
Tourist Information	932 853 832

Transport

Barcelona airport	913 211 000
Train information	912 320 320
Metro information	902 075 027

Credit Card Services

MasterCard	900 971 231
Visa	900 991 124
American Express	910 507 330



International Programmes

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