



PERSONA CIENCIA EMPRESA

Universitat Ramon Llull

Information Form

For Prospective Incoming Students – Academic Year 2013-14

Address	<p>IQS International Relations Office Via Augusta, 390 08017 Barcelona España</p>
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Internet address	<p>http://iqs.edu/ http://www.iqs.edu/openbox.php?menu=255</p>
Erasmus code	<p>E BARCELO 16</p>

Application Deadline

Deadline for Applications	<p>June 30th for Fall Semester (or for entire year at IQS) October 31st for Spring Semester</p>
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Application Procedure

Incoming Students	<p>The standing procedure to be followed is that the International Relations Office of the home university sends the application documents to IQS. All nominated students have to submit the following documents:</p>
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1. Application form printed and signed by the applicant with the stamp and signature of the partner university;
2. Passport copy;
3. Two id card photos;
4. Documents certifying that the student has a health insurance which covers his travel and stay in Barcelona. It can be our letter signed by your company or any proof from the insurance company.
5. Official transcript of records;
6. Language certification: Spanish B1 or equivalent (except students from Latin America) or English TOEFL 75IBT or equivalent (except students from United Kingdom and United States);
7. Personal statement: letter (one page) introducing yourself and stating the reasons for applying at IQS (either in Spanish or English).

Academic Information

Semester dates	Fall semester: September – January Spring semester: January – June
Exams	Exchange students are requested to stay until the end of the scheduled exams. No special early exams can be arranged for them.
Study plans	http://www.iqs.edu/openbox.php?menu=141
Language requirements	<p>The applicants should have a sufficient command of Spanish or English to be able to follow classes without difficulty. Sufficient skills of at least one of these two languages are required.</p> <p><u>Minimum requirements</u></p> <ul style="list-style-type: none"> - Classes taught in English: TOEFL 75IBT or equivalent (except students from United Kingdom and United States). - Classes taught in Spanish: B1 Certificate or equivalent (except students from Latin America).
Semester Workload	30 ECTS credits for Erasmus students. Non-Erasmus exchange students can choose as many courses as they want, in accordance with their director of their home University, but never less than 24 ECTS.
Welcome Meeting	It is compulsory to assist the Welcome Meeting with all the exchange students before the semester starts.
Orientation Session	All students are required to have a personal meeting with the International Relations staff before regular classes begin in order to revise each student's documentation, the schedule and doing orientation. It would be better to arrange a meeting with the staff by sending an email before coming.
Attendance	Attending to class is compulsory at IQS.
Transcripts	Transcripts will be sent after the semester ends.

Accommodation

IQS does not have its own accommodation for students. However, we have different possibilities we can offer (you may check them by clicking at: <http://www.iqs.edu/en/accommodation:872>).

1. If you want to live in a residence:

- Melon District
<http://www.melondistrict.com/en/home/>
- Àgora
<http://www.agorabcn.com/html/ang/index.html>

2. If you want to live in a shared flat

- Barcelona Housing Services for Students (BHSS)
<http://www.bcn-housing-students.com>
- Altiro
<http://www.altiro2000.com/sharing-apartments>

3. If you want to live in a rent flat

- ShBarcelona
<http://www.shbarcelona.com/>
- Altiro
<http://www.altiro2000.com/entire-apartments>

4. If you want to live in a family

- Barcelona Housing Services for Students (BHSS)
<http://www.bcn-housing-students.com>
- Altiro
<http://www.altiro2000.com/sharing-apartments>

Mentoring Programme

The IQS can provide for every incoming exchange student a mentor, who is an IQS student who is match to an exchange student. The mentor assists the student during the first weeks after his arrival in Barcelona to find his way in the city and regarding his studies at the IQS. If possible, the mentor can pick him up at the airport or the train station and bring the student to his own apartment. IQS thinks that the exchange of experience, languages and cultures is important and could even develop new friendships. The contact between the incoming student and his mentor will be established in advance of the arrival in Barcelona.

Estimated Costs of Living (€)

Accommodation	300-1000€*
Food	200€
Public transportation	30-50€
Books	20€
Miscellaneous	100€
Total	≈650-1300€/month

Please note that these figures can merely represent a rough estimate.
A lot depends on your personal choices.

* Depends if the student is looking for a residence or a shared flat or not.

Visa Requirements

All applicants from Non-EU nations need a visa to study in Spain. In order to get a visa, all students must apply at the embassy or consulate of Spain in their home country at least 2 months ahead of time.

Health Insurance

All Incoming students at IQS need documents certifying that they have a health insurance which covers their travel and stay in Barcelona. It can be our letter signed by their company or any proof that their company gives them.

This insurance has to cover:

- Accidents
- Medical, surgical, pharmaceutical hospitalization and ambulance expenses
- Repatriation or medical transport in case of injury or illness
- Repatriation or transport of the deceased
- Civil liability

Together with this document you must attach a copy of your policy and card.