

## **INCOMING STUDENTS APPLICATION**

You have to **apply and upload documents** by the following deadlines:

- 1st Semester (Fall): May 26th
- 2nd Semester (Spring): November 17th

### **Step 1: application form**

After your nomination, you have to fill the form with your personal and academic data here:

[http://erasmus.esdap.cat/e\\_in/centermatricules\\_ein.php?int=1](http://erasmus.esdap.cat/e_in/centermatricules_ein.php?int=1)

Once you have submitted the form, you will receive (it can take one or two days) an email with a user and password to enter your personal space:

[http://erasmus.esdap.cat/usuaris\\_ein/login.php](http://erasmus.esdap.cat/usuaris_ein/login.php)

Keep the email because you'll need the user and password in the future.

Check your spam folder if you haven't received it.

Contact us if you have any problem: [erasmus@esdapcatalunya.cat](mailto:erasmus@esdapcatalunya.cat)

### **Step 2: documentation**

You have to upload the following documents up to your personal space:

[http://erasmus.esdap.cat/usuaris\\_ein/login.php](http://erasmus.esdap.cat/usuaris_ein/login.php)

- Motivation letter (pdf)
- Personal Portfolio (pdf, up to 20 pages)
- Language certifications: Spanish B1 or higher (in the "others" section)
- A copy of your European Health Insurance Card, or a private health insurance (in the "others" section)

Remember: because all classes are taught in Catalan or Spanish, we demand a **B1 level in Spanish**. We offer linguistic support (apart from OLS) but a certain starting level is necessary in order to successfully follow our courses.

### **Step 3: fill out and sign the provisional Learning Agreement**

You must fill it in your Personal Space and, if your home institution is prepared, also on the [Dashboard](#). The student and the tutor or coordinator of the sending institution select the subjects to be exchanged during the mobility period and both sign the provisional agreement.

You will find ESDAPC curriculum (with subjects to choose from) here:

|         |  |
|---------|--|
| Fashion | <a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_fashion_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_fashion_pla_estudis.pdf</a> |
|---------|--|

|          |  |
|----------|--|
| Graphic  | <a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_graphic_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_graphic_pla_estudis.pdf</a>   |
| Interior | <a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_interior_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_interior_pla_estudis.pdf</a> |
| Product  | <a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_product_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_product_pla_estudis.pdf</a>   |

Please, take this on consideration:

- a) In order to avoid overlapping subjects, please choose subjects from the **same year** and **semester**.
- b) The Language course (3 ECTS) is **mandatory** for those who cannot certify a B2 level in Spanish or Catalan before the beginning of their mobility.
- c) Incoming students are allowed to participate in artistic or technical **workshops** from other specialties or study levels (up to **6 ECTS** per semester). The offer of these workshops and the optional subjects depends on the campus.
- d) We also recommend applying for **several campuses** in order to ensure a placement.

## Acceptance

Not earlier than two weeks after the deadline, we will let you know if your application has been accepted or not.

In case your application has been accepted, we will email you a letter of acceptance and further information to continue with your mobility process.

## Arrival

We held a Welcome Day one week before the beginning of lessons.

You'll take a Spanish test on that day, and you will be asked for some documentation:

- A copy of your **European Health Insurance Card**, or a private health insurance. Travel or civil liability insurance is recommended, but not mandatory.
- **Identity Card** (only information, obtaining it or not it is up to you).
  - For students from the European Union, if your stay in Spain is up to 3 months, whatever the purpose, it is enough to have a valid passport or identity card.
  - If your stay is longer than three months, you must apply for registration in the Central Register of EU-EEA Citizens. To do this, you must go to the Immigration Office or the National Police Station of the town where you are living.
  - For certain processes in Spain (such as opening a bank account in some banks or signing a contract), it is necessary to obtain a NIE (número de identificación de extranjero). [Instructions to get your NIE](#).

You and your home coordinator will receive the **Certificate of arrival** in a few days after your arrival.

You'll check your provisional Learning Agreement with your campus coordinator and you'll make the necessary changes to complete the **Final Learning Agreement**. You will be told

about the steps to follow once you're here.

### **After the mobility**

Once you have completed your studies at ESDAPC, we will send your **Transcript of Records** (grades) to you and your home university.

We will also send your **Certificate of Attendance**, which specifies the dates of your academic arrival and departure.