

FACT SHEET 2023 / 2024



Esade Law School
Barcelona Campus
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<http://www.esade.edu>



Erasmus ID Code: E Barcelo16

Exchange Program in Law or Themis

Do Good. Do Better.

APPLICATION

ADMISSION REQUIREMENTS

Students must be in good standing and must be nominated by the partner school.

Students should have completed at least two years of studies at undergraduate university level.

NOMINATION PROCESS

Students' nominations should be done online by home university exchange coordinators through a form provided by Esade.

Deadlines:

Fall Term & Annual Online nomination only: **March 15th to April 30th, 2023 (TBC)**

Spring Term Online nomination:

March 15th to September 30th, 2023 (TBC)

***Partner universities will be informed of the Nomination Procedure closer to the nomination date**

APPLICATION PROCESS

Nominated students will be provided access to Esade's intranet to upload the required application documents. The issuance of student's credentials may take few days.

Fall & Annual Exchange Deadline:

May 20th (TBC)

Spring Exchange Application Deadline:

October 20th (TBC)

Please note that students who need to apply for a visa need must complete their application the soonest well before the above dates.

Application documents:

- ✓ Copy of Passport (showing full name)
- ✓ Proof of Health Insurance with International Coverage
- ✓ 1 passport-sized photograph
- ✓ CV / Resumé
- ✓ Official Transcript
(only ORIGINAL scanned transcripts or e-transcripts will be accepted.
Students will be required to show their original transcript during the ESADE mandatory check in once in Barcelona, in order to validate the uploaded document.)
- ✓ Language Certificates:
Fall: Courses mainly taught in English (some courses offered in Spanish), English language certificate* required (minimum C1) for non-native English Speakers or applicants from an institution where the language of instruction is not English.
Spring: Courses mainly taught in Spanish (some courses offered in English), Spanish language certificate* required (minimum B2) for non-native Spanish speakers.
* The language certificate must be issued by a competent body, coordinator of English/Spanish Language or another authorized institution (language school).

ACADEMIC CALENDAR

Exchange students are encouraged to arrive early (prior to program/Spanish course start) to secure accommodation. Students should arrive no later than the day before the first day of the term.

FALL TERM 2023

(August 29th – December 9th) (TBC)

July 2023 (tbc)

August 29th – September 2nd, 2023 (tbc)

August 29th – September 2nd, 2023 (tbc)

September 5th, 2023 (tbc)

September 5th – December 23rd, 2023 (tbc)

September 5th – End January 2023, (tbc)

Exams dates will be set by the Program Direction and could be any date in December.

Courses online bidding registration

Spanish language course (optional)

Orientation program (optional)

Welcome session (mandatory)

Term dates including exams for students from *non-European Partners*

Term dates including exams for students from *European Partners*

SPRING TERM 2024

(January 9th – May 5th) (TBC)

November 2023 (tbc)

January 30 – February 3, 2024 (tbc)

Mid-January & February 7th 2024 (tbc)

February 7th, 2024 (tbc)

February 7th – End June 2024 (tbc)

Courses online bidding registration

Spanish language course (optional)

Orientation program (optional)

Welcome session (mandatory)

Term dates including exams

IMPORTANT NOTE: Exchange students are requested to **stay until the end of the scheduled exams**. No special dates for exams can be arranged. Please advise students to pay attention to exam dates when booking any flights.

LEARNING EXPECTATIONS

COURSES OFFER AND ONLINE REGISTRATION

Course lists for 2023/24 and syllabi will be available on the Esade Exchange Moodle website by June/July. Information from previous years will be visible beforehand.

Semester Workload: 30 ECTS per semester (27-33 ECTS are accepted for students from EU universities and a minimum of 23 ECTS for students from non-EU universities.)

* THEMIS students are required to register for 30 ECTS at ESADE.

(10% variation allowed: minimum 27 ECTS and maximum 33 ECTS).

ONLINE BIDDING REGISTRATION

Registration must be done by students online through the Esade bidding system. Students will be informed how to proceed in due time .

Tentative bidding dates:

- **Fall Term: July**
- **Spring Term: November**

Learning Agreement (properly signed and stamped by the home university): Learning Agreements must be handed in to Esade's Registrar's office during the 1st term of the month (once the registration is confirmed).

Erasmus+ students will be asked to complete their Learning Agreement through the EWP platform and following the dates set by Erasmus+.

LANGUAGE OF INSTRUCTION

Fall Term: English (we also offer some courses in Spanish)

Spring Term: Spanish (we offer few courses in English).

LEARNING EXPECTATIONS

ESADE EXCHANGE MOODLE WEBSITE (ONLINE INFO PACKAGE)

A Moodle page will be opened, from where nominated exchange students can carry out all formalities, including accessing the Exchange Information Package (available from around June/July 2023) as well as completing the online Course Registration.

COURSE ATTENDANCE

Attendance is required in all courses.

ASSESSMENT

Students are evaluated at the end of the semester as well as continuously throughout the semester. Exams are mostly written, but are sometimes conducted orally, or even through take-home assignments. Projects may also be required.

EXAMS ACCOMMODATION

Indicate your need to the law school's office at least 5 weeks before the exam date specifying the type of accommodation you need and attaching a certificate or an email from your home University.

TRANSCRIPTS

Official Transcripts will be available at the end of February / early March (for Fall term students) and at the end of July (for Spring term students), and will be sent directly to the home university. The law school's office will not release transcripts nor advance unofficial grades before the set dates.

GRADING

0,0 - 4,9	Fail
5,0 - 6,9	Pass
7,0 - 8,9	Distinction
9,0 - 10	Excellent

Non numeric grades

NP	Non-attended
NAP	Fail
AP	Pass
PENDIENTE	Not released yet
MATRICULADO	Registered

ORIENTATION PROGRAM + SPANISH LANGUAGE

ORIENTATION PROGRAM AND SPANISH LANGUAGE COURSE

At the beginning of each semester, Esade Law School organises an orientation program for all new exchange students. Exchange students are strongly encouraged to participate in it.

The Esade orientation program includes:

- **Spanish language course:** The language course registration will be at the same time as the course online registration. More information about the language course application and registration procedures will be available around May.
- **City tour around Barcelona** (only in fall semester)
- **Orientation Day:** Institutional welcome by the Program Office Exchange Team and the International Academic Relations Team.

We provide students with detailed information about registration procedures and courses. This session will also include an introduction to Barcelona and Spain, housing advice, Alumni Association and Library resources.

Esade International Student Association - CIEE offers a **buddy service** for exchange students. Their main aim is to help exchange students get used to their new academic, urban and social surroundings. CIEE organises welcome parties, cultural trips and others.

Contact them at ciee.bcn@gmail.com

ARRIVAL & FACILITIES

WHERE STUDENTS SHOULD GO WHEN THEY ARRIVE AT ESADE

Exchange students should report their arrival at the Law School Office (building 1, 1st floor). The Office takes care of all academic matters before and during students' stay at Esade. *Main contact person:* Eva Mestres (eva.mestres@esade.edu)

Information students will be given by the Law School Office on arrival:

- Course schedule and final registration with a list of the courses students will be taking at Esade.
- Student identification card, which not only proves they are enrolled at Esade, but also gives access to the school library as well as other services.

LOCATION & CAMPUS FACILITIES

Esade is located in a residential neighbourhood called Pedralbes in the upper part of Barcelona. The main building (building 1) is located at the top of Avinguda Pedralbes on the right-hand side of the street if you are coming up from the centre of town.

It can be easily reached by:

- Metro: Line 3 - Green Maria Cristina stop, 15 minute walk
- Ferrocarrils Catalans: local commuter railway Reina Elisenda stop, 10 minute walk
- Buses: 78, 63, 75, 22, 64 and V5 for a 5 minute walk
- Taxi: The fare from the city centre (Plaça Catalunya) to Esade is about €18.

Campus Facilities:

- **Building 1:** Avinguda de Pedralbes, 60-62
Classrooms for Law courses, Law School Office, Law School Dean's Office, Law RRII Office, EsadeForum, Cafeteria
- **Building 2:** Carrer Marqués de Mulhacén, 40-42
Classrooms for Law courses, Library and Corporate Documentation Centre, Cafeteria
- **Building 3:** Avinguda d'Esplugues, 92-96

NON-ACADEMIC INFORMATION

Once nominated, students will have access to Esade's international student handbook, which offers more detailed information non-academic issues such as housing, visas, medical contacts, health insurance etc. For any other non-academic matters, students should contact the Esade International Student Advisor:

Ms. Caroline Beckershaus

caroline.beckershaus@esade.edu / isa@esade.edu

HEALTH INSURANCE

All international students are **required to have valid medical insurance coverage** for the entire time they are in Spain. *Proof of health insurance with international coverage will be required to complete registration.*

Students from EU/EEA countries need to bring the European Health Insurance Card for free medical assistance from the Spanish public health system.

Students from Non-EU countries are required to arrange private insurance to cover medical care in Spain and check with the insurance company about the specific details and exact procedure to follow should they need medical attention while in Spain.



MONTHLY COST OF LIVING (approximate, depending on lifestyle)

<i>Accommodation</i> <i>Off Campus (shared)</i>	<i>500-700€</i>
<i>Public Transportation</i>	<i>40€</i>
<i>Eating Out</i>	<i>215-320€</i>
<i>Groceries</i>	<i>170-210€</i>
<i>Sports</i>	<i>45-80€</i>
<i>Miscellaneous</i>	<i>200-500€</i>

NON-ACADEMIC INFORMATION



ENTRY VISA AND RESIDENCE PERMIT

STUDENTS FROM EU-COUNTRIES and citizens of Norway, Iceland, Liechtenstein and Switzerland do not require a visa to enter Spain. All you need is a national identification card or passport.

STUDENTS FROM NON-EU-COUNTRIES

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 before their planned date of departure.

Documentation that you may be required to present when applying:

- Passport
- Passport-size photos
- Proof of financial means
- Admission Letter from ESADE (Invitation to Housing Included)
- Proof of medical insurance including repatriation
- Other documentation specific to your situation

NOTE:

If you plan to travel outside of Spain during the period shown on your Student Visa, be sure to ask for a **multiple-entry visa** (there is no guarantee that you will get it, however).

If you have a non-EU passport and it is not stamped upon entering Spain or the Schengen Area, you will need to take your passport and boarding pass to the Immigration Office within 72 hours of arrival to request a document which will substitute the stamp.

If you are living outside of your home country when you apply for a Student Visa, the Spanish Embassy or Consulate in the country where you are currently residing may require you to return to your home country to apply for the Student Visa. Do not assume that you will be able to obtain a Student Visa from a Spanish Embassy or Consulate outside of your home country.

NON-ACADEMIC INFORMATION

HOUSING

Student Residences:

Esade does not have housing facilities for students in Barcelona – Pedralbes but students are welcome to stay at the [Residencia Sarrià](#), which is a 15-minute walk down to the Pedralbes campus and about 25 minutes to the Sarrià FGC station.

Private Housing:

There is a large amount of available housing in Barcelona, but it can be relatively expensive and it takes time to find. Looking for an apartment on your own requires knowledge of the different areas (barrios) in Barcelona because prices can vary substantially from one area to another. **It is highly recommended that you plan to arrive in Barcelona at least one week prior to the start of your programme to locate accommodation.** With this in mind you should book a room in a hotel, hostel or student residence for this initial period before arriving. Investing this time to look for housing in person will help ensure your longer-term accommodations are of a reasonable price and standard of comfort. **The neighbourhoods which are most popular with Esade students are Gràcia, Sant Gervasi, Sarria and l'Eixample; Les Corts and Sants are also conveniently located.**

TEAM

International Academic Relations Unit

Prof. Patricia Saiz

Director, International Relations
Esade Law School
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Ms. Araceli Domènech

Associate Director International
Academic Relations
Themis Coordinator
*(Bilateral agreements,
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Ms. Lynn Seland

International Program Manager
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Ms. Julia Anglès

International Program Manager
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Ms. Caroline Beckershaus

Non-Academic International Student Advisor
*(Students' advisor for non-academic issues:
housing, visa, insurance...)*
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Exchange Programs Team

Prof. David Velazquez

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Prof. Jorge Castiñeira

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Ms. Eva Mestres

Exchange Program Manager
*(Incoming students helpdesk for
academic issues: application
documents, course offer,
registration, transcripts...)*
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Ms. Silvia Romboli

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