



Universidad
del País Vasco

Euskal Herriko
Unibertsitatea

GIZARTE
ETA KOMUNIKAZIO ZIENTZIEN
FAKULTATEA
FACULTAD
DE CIENCIAS SOCIALES
Y DE LA COMUNICACIÓN

EXCHANGE STUDENT GUIDE 23/24

**FACULTY OF SOCIAL AND
COMMUNICATION SCIENCES**
UNIVERSITY OF THE BASQUE COUNTRY

Welcome to the Faculty of Social and Communication Sciences at the UPV/EHU!

Here we provide you some useful information for your upcoming stay at our Faculty during the spring semester of the 2023-2024 academic year

Remember you have to finish the online application (before June 30)

[On-line application guide](#)

To do the on-line application you should already have received an invitation to apply through the Student Mobility Management System

ACADEMIC CALENDAR 2023/24

Welcome meeting (Fall): 11.09.2023

Fall semester teaching period: 11.09.2023 - 22.12.2023

Christmas Holidays: 25.12.2023 - 05.01.2024

Fall semester exams: 08.01.2024 - 19.01.2024

Spring semester teaching period: 22.01.2024 - 10.05.2024

Spring Holidays: 28.03.2024 - 05.04.2024

Spring semester exams: 13.05.2024 - 31.05.2024

Extraordinary exams: 10.06.2024 - 05.07.2024

You can check the Academic Calendar:

<https://www.ehu.es/documents/1760370/1832966/Academic+Calendar.pdf>

DOCUMENTS & ENROLMENT

At your arrival, after the Welcome Meeting, you will have to do your enrolment at the UPV/EHU. You will do this during the first two weeks of the semester. For the enrolment, these documents are necessary:

- Copy of your passport or ID
- Proof of Health Insurance
- Photocopy of your enrolment form at your home university
- "Courses to enroll" sheet fulfilled (this sheet will be given in the Welcome Meeting)
- 1 photo

After the Welcome Meeting, you will have two weeks to complete your enrolment at the UPV / EHU (between September 11th and 22th); you will do so by giving us the aforementioned documents. In any case, at the Welcome Meeting, more details on how to do the enrolment will be given.



In your arrival, if your home university requires it, you will fill with the Erasmus coordinator (between September 11th and 22th) the "Certificate of Arrival" a document stating the specific date of your incorporation.

In the same way, once your stay has finished, you will fill with the coordinator the "Certificate of Attendance".

COURSE SELECTION

You can choose those courses taught in Spanish/English by our Faculty that most closely match your interests, that is, among our 5 Bachelor's Degrees: Sociology; Political Science and Public Management; Journalism; Audiovisual Communication; and Advertising and Public Relations. In addition, you can select courses from any year (1st, 2nd, 3rd and 4th) and any group.

VERY IMPORTANT: As noted above, you have all the Faculty teaching offer at your disposal. However, on an exceptional basis, you could consider taking some courses from any other Faculty of the UPV/EHU (up to two on a standard learning agreement of five courses).



You can check courses from 5 Degrees on the Faculty website:

- [BA in Audiovisual Communication](#)
- [BA in Journalism](#)
- [BA in Advertising and Public Relations](#)
- [BA in Sociology](#)
- [BA in Political Science and Public Management](#)

If you are going to study just courses taught in English, is much easier. You can check our offer and the syllabus in the website:

<https://www.ehu.es/en/web/qizarte-komunikazio-zientzien-fakultatea/courses-taugh-in-english>

As explained above, you will have two weeks (approx.) to attend freely any course that interest you the most to know their programs and the teaching methodology of the subjects in order to make your final decision and the enrolment. After the enrolment is done, there is no option to change course.

Even if you have previously submitted a Learning Agreement Proposal, you may have to make changes due to possible different reasons such as schedule incompatibilities, no available seats, courses from the wrong semester ... During those two weeks you are free to attend to all courses you want without being registered. Contact your coordinator to have her/his approval

Some tips at the time of choosing courses:

- We recommend you coming with a list of courses previously selected, even with some back-up courses in case selected ones are not possible to attend.
- You should speak to the lecturer/ teacher of the course at the beginning of the semester, in case there is any problem to attend it (high demands of language, previous technical knowledge required, etc.).
- You can choose as many courses as you wish, but we recommend you not too many (30 ECTS per semester = 5 courses).



- If you come for a semester, check carefully in which semester are the courses held:

Cuatrimestre 1 = Fall = September-January

Cuatrimestre 2 = Spring = January-May



Once you have made the final selection of courses, it is necessary to communicate to your home coordinator. Remember that you need her/his approval.

HELP & CONTACT

Make sure you have an email address that works properly, as it will be the main communication channel with us.

The Faculty will assign you a "buddy". A buddy is a student from the Faculty who will provide you help during your first days in Bilbao and the University. In July you will receive your buddy's first message.

For any question, you can contact the Exchange Programmes Assistant, Jon Ander Kanpandegi (e-mail: jonander.kanpandegi@ehu.es).

Once in Bilbao, for any question related to the administrative management of your stay (situation of your enrolment, changes of address, phone, etc.) you can contact with Maria Carmen Pontes or Itziar Omaetxebarria. E-mail: gkz.erasmus-sicue@ehu.es.

For academic matters, contact Alberto de la Peña, Vice-dean for Mobility and Erasmus Coordinator. Telephone: +34946018378 E-mail: socialescomunic.internacional@ehu.es.

In the Erasmus+ Learning Agreement (LA), Alberto is the "Responsible person at the Receiving Institution" and the one who signs your LA.

Faculty Welcome Meeting is considered mandatory. It will take place on Monday, 11 September 2023. You will receive more details about the meeting on Friday

MEDICAL INSURANCE

The University of the Basque Country requests all international visitors on exchange programs to be covered by a Travel Assistance Insurance. The European Health Card does not cover those requirements.

More information:

<http://www.ehu.es/en/web/nazioarteko-harremanak/en-medicalinsurance>

Any doubt regarding this:

helpcentre2.internacional@ehu.es



OTHERS

ACCOMMODATION

UPV / EHU provides information on accommodation in rented and shared apartments or halls of residence:

<https://www.ehu.es/en/web/nazioarteko-harremanak/en-accommodation>

Housing assistance is not a service provided by the Faculty, so for doubts go to the Help Centre:

helpcentre2.internacional@ehu.es

LANGUAGE COURSES

Spanish and Basque courses are available for visitors (free and optional).

For information about language courses see the following link:

<https://www.ehu.es/en/web/nazioarteko-harremanak/en-spanish-basque-courses>

You have more information in:

<https://www.ehu.es/en/web/gizarte-komunikazio-zientzien-fakultatea/faculty>

<https://www.ehu.es/en/web/nazioarteko-harremanak/en-international-visitors>

<https://www.esnbilbao.org/>

<https://www.facebook.com/pages/International-UPVEHU/153523814743043>

EHUwelcome App:

<https://www.ehu.es/en/web/campusamagazine/-/the-upv-ehu-launches-the-ehuwelcome-app-for-visiting-students>



CONTACT

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