

REGISTRATION PROCESS FOR A MASTER'S OR POSTGRADUATE DEGREE

Students with university qualifications obtained in any other countries

Students who hold a university degree or a qualification comparable to an EEES university degree (comparable to at least 180 ECTS credits / 3 academic years).

STEP 1: ADMISSION

Please attach the following documents to the registration form in PDF or JPG format*:

1. Copy of a current identity document.
2. Curriculum vitae.
3. Book or Portfolio of projects (in PDF format and no larger than 4MB, or a link to the book).

* **The total size of the attachments must not exceed 10MB.**

After we confirm that we have received your documents, we will inform you via email of the result of your admission request within approximately 15 days.

STEP 2: REGISTRATION

If you are accepted, you will need to pay the registration fees and send a copy of the proof of payment to secretaria@baued.es in order to start the registration process. We will then make your registration official and send you an email including a copy of your registration document within a few days.

Students from countries outside of the European Union will also be provided with an admission letter which is required for obtaining a student visa.

STEP 3: DEMONSTRATING PREVIOUS UNIVERSITY QUALIFICATIONS

After completing the registration process and in order for you to qualify for a corresponding Master's or Postgraduate Degree qualification once you have completed and passed the course, you must personally submit 2 certified original copies* of each of the following academic documents to the secretary's office at the BAU **before the 31st October 2017**:

1. The certificate of the university qualification duly legalised or proof of completed university studies duly legalised.
2. Certificate issued by the school where you completed your studies **that expressly states whether those studies allow you to access a master's degree in the country of origin.**
3. Personal Academic Report for the corresponding university degree duly legalised, containing the syllabus of subjects taken and passed, the number of hours or credits, the corresponding qualifications and the grading system of qualifications.
4. Official certified translations of the documents, if they have been issued in a language other than Catalan, Spanish or English.

All foreign documents (including translated documents) must be official and issued by the relevant authorities in accordance with the legal provisions in force in the relevant country. The legalisation of the documents depends on the agreement entered into by Spain and the issuing country. Check <http://www.uvic.cat/es/legalizacion-de-documentos> to learn more about the procedure to follow when legalising documents.

* Documents with an electronic signature won't require the certification stamp.

Students who fail to provide the requested documentation to the secretary's office at the BAU before the established deadline will be given a Specialisation Certificate.

Note about insurance:

Registration on a master's or postgraduate degree includes compulsory insurance covering accidents and third-party liabilities, which is included in the total cost of the registration fee. This insurance does not include assistance when traveling or medical coverage.