The Commission of the Master evaluated all requests by considering the compatibility of the candidate’s previous degree with the master, as well as the academic certificate. This list is provisional, not binding, while the student does not meet the academic conditions such as previous entitlement and submit original and copy or authenticated copy of all the required enrolment documents detailed below on the 6th of September.

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(*) First step a previous enrolment information session at Aula Teleensenyament (B3 Building) secondly required original documents delivery and then enrolment at the computers’ room in the basement of building A3.

Subjects to enroll: please read carefully the link below, especially if you want to take a double degree or a mobility stay in the second year, since MTP and the 3 intensification subjects must be passed during first and second semesters: http://etsetb.upc.edu/ca/estudis/masters/masters-degree-in-electronic-engineering-mee

We remind you that you must agree with your supervisor the subjects to enroll. One week before enrollment period, you will have to send by e-mail to secretaria@etsetb.upc.edu the pre-enrollment form that you can find at http://etsetb.upc.edu/ca/shared/secretaria-oberta/prematricula_MEE.doc, filled out and signed by your supervisor with the chosen subjects.

**ADMITTED**

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INFORMATION ABOUT THE ENROLMENT

([http://etsetb.upc.edu/ca/els-serveis/secretaria-oberta/matricula/master-enrolment-new-students](http://etsetb.upc.edu/ca/els-serveis/secretaria-oberta/matricula/master-enrolment-new-students))

Students will enroll in person at the computers’ room in the basement of building A3.

ENROLMENT REQUIRED DOCUMENTS

IMPORTANT: all students need to submit the Supervisor’s form signed. Before enrolment, student must contact his/her supervisor to have this form signed with the courses to enroll. See above the name and e-mail address of every student’s supervisor:

- Download the MEE Supervisor’s form.

The documents you will have to submit in the enrolment day will depend on where you have earned the degree that qualifies them to enroll in the master’s degree. You must submit ORIGINAL AND COPY OR AUTHENTICATED COPY of the following documents (See the A/B/C options below):
A- Bachelor Degree completed at the UPC:

- The students previously graduated at UPC, although they don't need to submit the document of the degree, they must have paid the 218,15 € fees for the issuing of the Bachelor's diploma. Otherwise they won't be able to enroll. Important: only those students who had already the 218,15 € taxes of the Bachelor degree Title “in person at the SECRETARIA” will be allowed to enroll.
- Photocopy of NIE or passport for non-Spanish students. Non-Spanish students will have to present a copy of their NIE as soon as they have it.
- B2.2 English level diploma (Consult the language certificates table by language to prove you meet the B2 requirement in the Catalan version of the website: http://www.upc.edu/slt/ca/certifica/taulaB2#taula)

B-Bachelor Degree completed at other PUBLIC UNIVERSITY IN SPAIN:

- Photocopy of NIE or passport for non-Spanish students. Non-Spanish students will have to present a copy of their NIE as soon as they have it.
- B.2.2 English level diploma (Consult the language certificates table by language to prove you meet the B2 requirement in the Catalan version of the website: http://www.upc.edu/slt/ca/certifica/taulaB2#taula)
- Diploma entitling the applicant to enroll in the master's degree course or proof of payment of the issuing fee for it.
- Transcript of records: official academic certificate listing the subjects taken, the marks earned and the number of credits/hours of each one.

C-BACHELOR DEGREE COMPLETED AT FOREIGN UNIVERSITIES AND HIGHER EDUCATION INSTITUTIONS:

- Photocopy of the applicant's PASSPORT, Spanish ID card (DNI), foreigner ID card (NIE), EU or EEA ID card. Non-Spanish students will have to present a copy of their NIE as soon as they have it.
- B.2.2 English level diploma (Consult the language certificates table by language to prove you meet the B2 requirement in the Catalan version of the website: http://www.upc.edu/slt/ca/certifica/taulaB2#taula)
- Diploma and homologation of the qualification entitling the applicant to enroll in the master's degree course. If the qualification is not homologated, the applicant must include a document made by the university that must show that the course in question had a duration of, at least, three years and that the resulting qualification entitles the holder to pursue postgraduate studies (master's degree courses) in the issuing country. If that is not possible, it must indicate the level of higher education that the qualification entitles its holder to access.
- Transcript of records: official academic certificate listing the subjects taken, the marks earned and the number of credits/hours of each one. This certificate must also explain the marking system used.
- Important: All the documents issued in non-European countries have to be properly translated (providing they are not already in Spanish or English) and legalized (see legalization) by diplomatic means or with the corresponding apostille. For further information, visit this website (in Spanish): http://www.upc.edu/sga/es/expedientes/LegDoc/LegalTraduccDocExtranj
Only for students that will pay by direct debit or in installments:

If you are going to pay by direct debit or in instalments, you need to have a bank account of one of the SEPA countries. You will have to access e-Secretaria (https://prisma-nou.upc.edu/apl/home_estudiants.php?idioma=1); introduce your account number at "My details"> Bank account" at left menu; print the SEPA order and submit it duly signed on enrollment date.

You won't need this document if you are going to pay in one only payment (by Visa or Mastercard through e-Secretaria or cash at one of the bank entities that will appear at the enrollment form).

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WELCOME SESSIONS FOR NEW STUDENTS OF THE UPC

ORIENTATION WEEK. UPC.
There will be different editions of the same OW, in different dates. We recommend you to choose the edition of 3rd and 4th September (Monday and Tuesday), since on 6th September you should attend the school to enrol to the master degree.

Further details about the Orientation Week can be found in this website, following next link: https://www.upc.edu/sri/en/students/students-mobility-office/orientation-week

IMPORTANT: Register to the session as soon as possible before 22nd July 2018 through the online form https://goo.gl/forms/Z5ictTGkE6VO3dxw2.

For any question or doubt, please do not hesitate to contact International Students Office (OMI): E-mail: oficina.mobilitat.internacional@upc.edu (please write "Orientation week" or "OW" in the e-mail subject). Phone: +34-93 401 69 37

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APPLICATION OF CLAIM

In case of disagreement with the resolution, the candidate can present a claim by filling out the General Request’s form http://etsetb.upc.edu/ca/shared/secretaria-oberta/solicitudes_varias-english.doc/view addressed to ETSETB, then personally delivering it to or send by e-mail to secretaria Acadèmica ETSETB (secretaria@etsetb.upc.edu)

The period to make a claim is 19 July to 29 July

Barcelona, 19 July 2018