

## Bachelor's Degree in Business Administration and Management

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**Tutorials:** request an appointment by email, or ask the faculty secretary for the timetable.

**Website:**

<https://www.uic.es/en/estudis-uic/ade/bachelors-degree-business-administration-and-management-english-programme>

<b>Academic calendar</b>	September 2022 – July 2023
<b>Semester 1</b>	September 2022 – December 2022
<b>Start of Semester 1 classes</b>	5 September 2022
<b>Semester 2</b>	January 2023 – May 2023
<b>Start of Semester 2 classes</b>	23 January 2023
<b>Welcome Session</b>	<b>Sem 1: From 1 to 3 September</b> <b>Sem 2: From 19 to 21 January</b> International Relations will provide students with information via email.
<b>Semester 1 exam period*</b>	From 12 to 22 <b>December</b> 2022: 3rd and 4th year subjects. From 9 to 19 <b>January</b> 2023: 1st and 2nd year subjects.
<b>Semester 2 exam period*</b> <b>Resit exam period (both semesters)</b>	From 22 May to 5 June 2023 From 13 to 30 June 2023
<b>Are students allowed to extend their stay?</b>	You can submit an application for an extension. The application must be accepted by UIC Barcelona and your home university. <b>Deadline:</b> 15 November (extension for Semester 2) <b>Deadline:</b> 15 June (extension for Semester 1)

**\*All the exams are on campus. Resit exams as well.**

<p><b>Learning Agreement</b></p>	<p>Students who are on an exchange for one academic year will have to choose subjects for both semesters.</p> <p>Please send your Learning Agreement to the academic coordinator for approval, <b>via an Excel template.</b></p> <p><b>At the end of July, students will need to do their LA in one of the following online platforms:</b></p> <p>Students on the Erasmus exchange programme: see the document “OLA instructions for Erasmus incoming students”</p> <p>Students on an Erasmus work experience/bilateral agreement/visitor/SICUE mobility programme: see the document “How to prepare your L.A. in Relint 3.0”</p> <p>Upon arrival at UIC Barcelona, students must attend a meeting with the coordinator on their Learning Agreement.</p> <p>The Learning Agreement must be confirmed by the coordinator to confirm your stay at UIC Barcelona.</p> <p><b>Students must always follow the instructions given by their coordinator.</b></p>
<p><b>How should you choose your subjects?</b></p>	<p><b>Information on the subjects available to international students can be found on page 6. You can only choose subjects from this list.</b></p> <p><b>Students should carefully read all the information sent by their coordinator.</b></p> <p>Students must complete <b>between 18 and 30 ECTS</b> per semester, depending on what they have agreed with their home university.</p> <p>The subjects must be discussed and agreed on with the mobility coordinator from the home university.</p> <p>Students cannot course more than 3-6 credits from the total amount of credits taken outside the Business Faculty (from other Faculties or Language department).</p>
<p><b>Timetable</b></p>	<p>It is the student's responsibility to <b>choose subjects whose schedules do not overlap.</b></p> <p>We will email the timetables to students as soon as they are confirmed.</p> <p>Students can check timetables and exam information at the noticeboard in their faculty.</p>

<p><b>Enrolment</b></p>	<p>In July and beginning of September students will be enrolled according to the Learning Agreement that has been approved by the academic coordinator and by the home university.</p>
<p><b>Changes to the Learning Agreement</b></p>	<p><b>Once classes have started, students have 10 days to make changes to the subjects they are enrolled in.</b></p> <p>How to proceed:</p> <ol style="list-style-type: none"> <li>1. Contact the academic coordinator at UIC Barcelona</li> <li>2. If the academic coordinator at UIC Barcelona approves the changes, contact the academic coordinator at your home university.</li> <li>3. If the academic coordinator at your home university approves the changes, <b>the student must enter these changes in the “modifications” section in the Learning Agreement online.</b></li> <li>4. Students must notify their coordinator by email of any changes made.</li> </ol> <p>Students on the Erasmus mobility programme: see the document “OLA instructions for Erasmus incoming students”.</p> <p>Students on an Erasmus/work experience/bilateral agreement/visitor/SICUE mobility programme: see the document “How to prepare your L.A. in Relint 3.0”</p> <p>We will let you know the deadline when you arrive.</p> <p><b>After the deadline, no further changes to the Learning Agreement will be accepted.</b></p>
<p><b>Attendance</b></p>	<p>Attendance is mandatory. Absences must be justified. Students with less than 50% attendance may be expelled from the course.</p>
<p><b>Exams</b></p>	<p>Exam dates will be published during each semester and are 100% face-to-face.</p> <p>In the first semester, the final exam period for 1st and 2nd year subjects will be in <b>January</b>, while the exam period for 3rd and 4th year subjects will be in <b>December</b>.</p> <p>In the second semester, the final exam period will be in May for all courses.</p> <p>In case of fail, the exams of the second sitting are face-to-face in June.</p> <p><b>Exam dates cannot be changed, unless there is a medical justification.</b> To change any official exam at UIC Barcelona (including resit exams), students must:</p>

	<p>1. Send a formal request to the faculty secretary prior to the date of the exam.</p> <p>2. If the secretary approves the request, this decision must be confirmed by the lecturer for the subject at UIC Barcelona.</p> <p><b>If exam dates overlap</b>, students must inform the faculty secretary via an official form, giving at least two weeks' notice, so that a solution can be found. Otherwise, students will not be able to take one of the exams.</p> <p>Only in very specific cases can student absence be justified. The faculty secretary must be informed via an official form in advance of any absence.</p> <p>Absence at an exam is equivalent to not showing up.</p> <p>Copying an exam will be sanctioned with a score of zero.</p> <p>For more detailed information, students should consult UIC Barcelona internal guidelines and the assessment process for each subject.</p>
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<p><b>How to process complaints/applications</b></p>	<p>All applications will be processed by the faculty secretary. Before making an application, we recommend talking to your coordinator and the International Relations service.</p>
<p><b>Tuition payments for visiting students</b></p>	<p><b>Visiting students</b> will have to pay tuition fees to UIC Barcelona. Payment will be made as soon as the student arrives at UIC Barcelona and has enrolled their Learning Agreement and any changes they want to make.</p> <p>Students must contact the faculty secretary to request an enrolment form and instructions on how to pay tuition. These documents can be downloaded from the intranet. Only one payment is allowed, via <b>“free-movers”</b></p> <p>Bank transfer or credit card. Tuition cannot be paid in installments.</p> <p><b>If students want to take subjects from several faculties</b>, they must get the corresponding enrolment forms from each faculty.</p> <p><b>The price for 1 ECTS credit in 2022-2023 is:</b></p> <p><b>Subjects taught in Spanish €175 / ECTS</b>  <b>Subjects taught in English €185 / ECTS</b></p>

<b>Teaching Models</b>	100% face-to-face classes
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<b>Language</b>	The subjects are held in Spanish and English. Consult the Faculty webpage and/or the list of subjects available to verify each specific subject.
<b>Required level of Spanish</b>	B2 level (for subjects taught in Spanish), (students from Spanish-speaking countries in Latin America are exempt from language accreditation).
<b>Required level of English</b>	Level B2 (for subjects in English).
<b>Certificates</b>	An official language certificate is required, otherwise, the certificate must be issued by a language school, or a language professor/department from your home university.  → Certificates obtained by taking the Erasmus OLSMobility Test will <b>not</b> be accepted.

**\* For language courses, please check Language Facsheet**

**Course Offer 2022- 2023 1st SEMESTER**

Language: when both languages are marked, it means that there are 2 groups,  
you choose the group by selecting the language.

1 ECTS 1st-4th year courses = 10 hours

Name	Semester	ECTS credits	Language	Exam
<b>Subjects year 1</b>				
07791 Derecho de la Empresa / Business Law	Sem.1	6,00	Spanish or <b>English</b>	January
14574 Gestión de la Empresa / Business Management	Sem.1	6,00	Spanish or <b>English</b>	January
14575 Matemáticas Empresariales 1 / Business Mathematics 1	Sem.1	6,00	Spanish or <b>English</b>	January
14576 Microeconomía / Microeconomics	Sem.1	6,00	Spanish or <b>English</b>	January
14577 Antropología / Anthropology	Sem.1	6,00	Spanish or <b>English</b>	January
<b>Subjects year 2</b>				
14583 Contabilidad Financiera / Financial Accounting	Sem.1	6,00	Spanish or <b>English</b>	January
14584 Business Digital Transformation	Sem.1	6,00	<b>English</b> (2 groups: morning and afternoon)	January
14586 Organización Industrial / Industrial Organization*	Sem. 1	3,00	Spanish or <b>English</b>	October
14585 Entorno Económico de la Empresa / Firm's Economic Environment**	Sem. 1	3,00	Spanish or <b>English</b>	January

14587 Ética General	Sem. 1	6,00	Spanish	January
<b>Elegible subjects year 2</b>				
14558 Habilidades Directivas	Sem.1	3,00	Spanish	January
14559 Gestión Deportiva	Sem.1	3,00	Spanish	January
14565 Organization Behaviour	Sem. 1	3,00	<b>English</b>	January
<b>Subjects year 3</b>				
14591 Contabilidad Directiva (Contabilidad 3***)	Sem.1	3,00	Spanish	December
14592 Corporate Finance	Sem.1	6,00	<b>English</b>	December
14593 People Management	Sem.1	6,00	<b>English</b>	December
14594 Técnicas Económicas Directivas / Econometric Management Techniques*	Sem.1	3,00	Spanish or <b>English</b>	October
14595 Márqueting	Sem. 1	6,00	Spanish	December
10348 Dirección de Operaciones / Operations Management	Sem. 1	6,00	Spanish or <b>English</b>	December
<b>Subjects year 4</b>				
14596 Análisis y consolidación de estados financieros (Contabilidad 4***)	Sem.1	3,00	Spanish	December
14597 Advanced Marketing (Marketing 2***)	Sem. 1	3,00	<b>English</b>	December
14640 Ética Empresarial / Business Ethics	Sem. 1	3,00	Spanish or <b>English</b>	December
10297 Strategic Management	Sem. 1	6,00	<b>English</b>	December
14600 Fiscalidad de la Empresa / Business Taxation	Sem. 1	6,00	Spanish or <b>English</b>	December

14637 Dirección Financiera 3 / Financial Management 3	Sem.1	6,00	Spanish or <b>English</b>	December
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<b>Elegible subjects year 4</b>				
10291 Entrepreneurship	Sem.1	6,00	<b>English</b>	December

**\* ends at the end of October**

**\*\* starts at the end of October**

**\*\*\* names of subjects listed in the schedule**

**Note:** Information about the list of available courses, teaching languages and dates is indicative and subject to change in each academic year. The definitive details will be available on the website and sent via email at a later date, after the academic calendar for the corresponding course has been approved.



**Course Offer 2022- 2023 2nd SEMESTER**

Language: when both languages are marked, it means that there are 2 groups,  
you choose the group by selecting the language.

1 ECTS 1st-4th year courses = 10 hours

Name	Semester	ECTS credits	Language	Exam
<b>Subjects year 1</b>				
07813 Historia Económica / Economic History	Sem.2	6,00	Spanish or <b>English</b>	May/June
14579 Informática de Gestión / Information Systems	Sem.2	6,00	Spanish or <b>English</b>	May/June
14580 Macroeconomía / Macroeconomics	Sem.2	6,00	Spanish or <b>English</b>	May/June
14581 Matemáticas Empresariales 2 / Business Mathematics 2*	Sem.2	3,00	Spanish or <b>English</b>	March
14582 Análisis Descriptivo de datos/ descriptive Data Analysis**	Sem.2	3,00	Spanish or <b>English</b>	May/June
<b>Subjects year 2</b>				
14590 Contabilidad de Costes/ Cost Accounting	Sem.2	6,00	Spanish or <b>English</b>	May/June
10315 Economía Española / Spanish Economy*	Sem.2	3,00	Spanish or <b>English</b>	March
10338 Economía Mundial / World Economics**	Sem. 2	3,00	Spanish or <b>English</b>	May/June
14588 Gestión Financiera / Financial Management	Sem. 2	6,00	Spanish or <b>English</b>	May/June
<b>Elegible subjects year 2</b>				
13450 Dirección por misiones	Sem.2	3,00	Spanish	May/June

12341 Psicología Positiva	Sem.2	3,00	Spanish	May/June
13445 Social Entrepreneurship and Impact Investment	Sem. 2	6,00	English	May/June
<b>Elegible subjects year 3 &amp; 4</b>				
13849 Advanced Excel and Data Visualization	Sem.2	6,00	English	May/June
14561 Financial Economics & Capital Markets	Sem.2	6,00	English	May/June
14560 Negocios Digitales	Sem.2	3,00	Spanish	May/June
13444 Análisis Financiera y Bancaria	Sem.2	6,00	Spanish	May/June
09316 Business Advertising**	Sem.2	3,00	English	May/June
12809 Market Research	Sem. 2	6,00	English	May/June
14563 Gestión de Proyectos e innovación	Sem. 2	3,00	Spanish	May/June
14562 Diseño Computacional	Sem.2	3,00	Spanish	May/June
14069 Análisis Bursátil	Sem. 2	6,00	Spanish	May/June
14564 Digital Marketing & Web Analysis	Sem. 2	6,00	English	May/June
12342 Family Business	Sem. 2	3,00	English	May/June
13853 Marketing Global Retail	Sem. 2	6,00	English	May/June
08557 International Trade	Sem.2	3,00	English	May/June

\* ends at Mid-March

\*\* starts at Mid-March

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