

2024-2025 MOBILITY REGULATIONS FOR OUTGOING STUDENTS

Faculty of Communication Sciences

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I. Application and participation criteria

To **apply for** a place in a mobility programme, regardless of whether it is Erasmus+, SICUE or bilateral agreement, all Faculty students must:

- A. Have completed or be currently enrolled in year 2 of the Bachelor's Degree in Audiovisual Communication, Journalism or Advertising and Public Relations.
- B. Academic record: Have an average mark of at least 6.50 in the years prior to submitting the application.
- C. Have no more than **one** failed subject in previous years at the time of application.
- D. Never have been enrolled in a fifth sitting.
- E. Follow all procedures established by International Relations to submit the application via the online form.
- F. Parallel applications will not be accepted (e.g. Erasmus + and international traineeships, Erasmus + and IONA...)

To **participate** in a mobility programme, regardless of whether it is Erasmus+, SICUE, bilateral agreement or as a freemover, students must:

- A. Have completed **all** subjects from previous years prior to the start of the stay.
- B. Meet the **language requirements** established by the host university. That is, have obtained the required certificate prior to the start of the stay. The student will be responsible for revising these language requirements, as well as the deadline for submitting language certificates at the host university.
- C. Enrol in between 20 and 30 ECTS at the host university, with a view to taking the same amount of credits as they would have at UIC Barcelona. Where it is mathematically impossible to reconcile the number of credits at the host university with those at UIC Barcelona, as an exception, a difference of 1 ECTS (both above and below) will be permitted.

II. Time-related conditions of the stay

Time-related conditions of the stay, regardless of whether it is Erasmus+, SICUE, bilateral agreement or as a freemover:

- A. Mobility stays may be **no more than two semesters long**. These semesters may be taken consecutively at one single university (*annual stay in year 3 of the bachelor's degree*) or at different locations in two different academic years (*one semester in year 3 and another in year 4*).
- B. Year-3 students applying for a place at another university in **year 4** may only study abroad **during the first semester**, to ensure that they finish their degree and defend their Final Degree Project (which must be done individually) at UIC Barcelona.
- C. Students may only take part in the **SICUE programme at the Complutense University of Madrid** in the **first semester of year 4**.
- D. Instructions for special cases: **Double degrees**.
 - **Humanities and Journalism**: The best time to take part in a mobility programme for students enrolled in the Double Degree in Humanities and Journalism is the first semester of year 4.
 - **Journalism+Film and Media Studies**: The best time to take part in a mobility programme for students enrolled in the Double Degree in Journalism and Film and Media Studies is the first semester of either year 3 or 4, at a university which allows them to take subjects from both degrees.
 - Students wishing to spend year 4 at Iona College may only apply to take part in an Erasmus+ or SICUE mobility programme in the first semester of year 3.

III. Criteria for assigning places

- A. **Places will be assigned** based on merit, and students may earn points in each of the following categories:

- 1) **Average mark from their academic record** (out of 10 points).
- 2) **Language level** (of English or the language of the host country), certified

at the time of application:

- (a) Official C2 certificate: 1 point.
- (b) Official C1 certificate: 0.75 points.
- (c) Official B2 certificate: 0.50 points.

3) Distinctions (MH) on academic record. Each Distinction is worth 0.20 additional points.

In cases in which two or more students have the same number of points, other requirements will be taken into account before assigning the place, such as the suitability of the host university for a certain bachelor's degree.

Students may take part in **two semester-long stays** in two different years (3 and 4). In these specific cases, the following should be taken into account:

1. The two stays must be **in different locations** and, if possible, with different mobility programmes (Erasmus+, SICUE or bilateral agreement).
2. In the process of assigning host universities, priority will always be given to students who have not yet taken part in a mobility programme.

B. Special cases: Universities with specific requirements.

In addition to the criteria indicated above, certain universities also have additional requirements:

1. **Sorbonne University** (France); **University of Antwerp** (Belgium); **Lancaster University** and **Birmingham City University** (United Kingdom); **Western University** (Canada). Due to the high academic standards of their curricula, to apply to study at these universities, students must have an average mark of at least 8, and the assignment of places will be subject to the conditions laid down by these universities.
2. **Complutense University of Madrid**. Students may only apply to study at this university in the first semester of year 4.

C. Special cases: Shared places.

In the case of places that are shared with other degree programmes at UIC

Barcelona, the criteria common to all faculties will apply.

D. Extraordinary resolutions

Once the 2nd sitting exam records for the current academic year have been signed off and submitted, the Faculty will verify that all students with an assigned place comply with the academic regulations of their degree programme.

If they fail to comply with the regulations, the Faculty will contact the student to determine whether or not they may take part in the mobility programme the following academic year. The student will also be responsible for verifying that they comply with the requirements and criteria specified in the regulations of their degree programme.

E. Criteria for participating in the Berkeley Call:

1. Students may take part in this programme in the summer after years 2 and 3.
2. They must have an average mark of Very Good (over 7).
3. Students are required to enrol in at least two subjects at Berkeley, which must be agreed upon with the Faculty beforehand (as they will be validated for subjects at UIC Barcelona).

IV. Learning Agreement management

The Learning Agreement (LA) is the document that outlines the subjects the student will take at the host university and the validations with subjects offered at UIC Barcelona. It must be completed via the corresponding platform:

- For Erasmus+ mobility programmes: OLA + Relint 3.0
- For all other mobility programmes: Relint 3.0

The LA must be signed by the student, the academic coordinator at UIC Barcelona and the coordinator at the host university.

Students who are due to take part in a mobility programme and have an assigned place

must choose their subjects **before travelling to the host university**. To do so, they will be required to propose an initial Learning Agreement based on sources from the host university. They will then meet with the coordinator from the Faculty of Communication Sciences to revise the initial academic proposal prior to submission. This academic agreement, understood as a pact between the student and the Faculty, lays down the guidelines to be followed when validating the subjects taken abroad with those offered at UIC Barcelona.

The deadline for creating the Learning Agreement will be set by the host university and the Faculty of Communication Sciences at UIC Barcelona.

Changes to subjects

If, once in the host country, the student needs to make a change to their Learning Agreement, they must do so **before the deadline set** by the host university. The grounds for requesting changes to subjects are as follows:

- A.** Language difficulties that make it impossible to adequately follow the lessons.
- B.** Repetition of content (previously covered at UIC Barcelona).
- C.** Overlapping timetables or other administrative complications.
- D.** The subject is ultimately not offered.

That said, prior to making any changes, the student must **first receive approval from their mobility coordinator at UIC Barcelona**. Otherwise, they run the risk of not being able to validate the new subjects upon their return.

Students are only permitted to submit one proposal via the official sheet that includes all final changes, which, once it has been signed and stamped by the outgoing mobility coordinator from the Faculty of Communication Sciences, the student must submit to the host university for signature.

V. Validation of marks

Once the **official transcript of records** has been obtained from the host university, the Faculty will proceed to validate the student's marks, in accordance with:

- A. The subjects listed in the Learning Agreement;
- B. The equivalent marks established by the Ministry of Education, in accordance with the assessment systems in place in each country; and
- C. The guidelines set out by the host university in the transcript, if any.

Special marks: Fail, pass without mark, distinctions

1. **Fail: In the event the student fails any of the subjects they take abroad**, they are entitled to a second sitting, if permitted by the host university. This means that the student may be required to return to the country in question. Whenever possible, and provided that there is a prior agreement with the host university, the student may be able to take the second-sitting exam remotely, under the supervision of a member of the teaching staff at UIC Barcelona.

If the student once again fails, or second sittings are not permitted by the host university, this will be reflected in the validation of marks. Under these circumstances, the student will be required to re-enrol in non-validated subjects at UIC Barcelona the following academic year.

2. **Pass marks with no numerical value**. If the transcript includes marks with no numerical value, and provided that the subjects have been passed, these subjects will be assigned a number corresponding to the average mark of the other subjects taken by the student as part of the mobility programme, to maintain the average.
3. **In the event they earn a Distinction (or a similar achievement in the host country)**, an equivalent mark will **NOT** be applied by the Faculty when validating the subjects.
4. It is essential that the students submit all required documents prior to the established deadline. Otherwise, the subjects may not be validated.

VI. Cancellation of places

Once the place has been accepted and the nomination period has concluded, students may only waive their place in the event of a **strong and justified reason** (severe health problems, unexpected financial difficulties, failure to pass second sittings, failure to obtain the required language certificate). Students who withdraw from the mobility programme following the deadline and without a justified reason will be subject to a **penalty** determined by the Faculty Board.

VII. Other relevant issues

- A. Once the stay has begun, the duration of the stay may NOT be extended or reduced.** The period recorded by the student in the initial Learning Agreement (semester 1, semester 2 or annual) will be the final duration of their mobility programme.
- B. Early exam period for first-semester exams at UIC Barcelona.** Students who are due to study abroad during the second semester may request to take their first-semester exams in advance, provided that the dates set by the Faculty do not coincide with the start of their period of study at the host university. To do so, the students concerned will be required to file a formal request with the Faculty Board. This formal request must be submitted (along with the documentation required by the Faculty) within **14 calendar days** of the official publication of the exam dates. The exact dates of this early exam period will be determined by the Faculty. However, it will always take place in late December, before the Christmas holidays.

Contact

Mobility coordinator: Isadora García Avis comexchange@uic.es

Contact person for academic issues related to the mobility programme. Learning Agreement supervisor.

Responsible for validating marks.

Academic secretary: Marina Dieste comexchange@uic.es

Secretarial support for international students.

Preparation of Personal Academic Transcripts upon the student's request.

Academic officer: Laura Domènech comexchange@uic.es

International Relations: exchange.bcn@uic.es

Management of international mobility.

Assistance for international students.

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