

# OUTGOING MOBILITY REGULATIONS

## Faculty of Humanities

Final revision: 30/7/2020

### I. Participation criteria

**A.** In order to **apply for a place** on a mobility programme, whether it be Erasmus+, SICUE or a bilateral agreement, all students from the Faculty must fulfil the following requirements:

1. To have passed or be currently studying for the second year of their degree programme.
2. To not have enrolled on or had to re-sit any subject for the third time.
3. To follow all procedures established by the International Relations Service to complete the application as part of the RELINT 2.0 programme.

**B. Temporary conditions** of the placement, whether Erasmus+, SICUE or bilateral agreement:

- The Faculty of Humanities recommends studying one semester outside UIC Barcelona, which can be extended to one year upon written request by students and if it is possible to have the extra subjects recognised. The extension must also be accepted by the host university. Finally, it must be noted that this decision may lead to additional procedures, such as a visa extension.
- The Faculty of Humanities recommends students complete this mobility placement in the third year of their degree programme.
- Students will not be able complete the mobility placement in the second semester of their fourth year of the degree programme.

### II. Learning Agreements

Students who are going to participate in a mobility programme, and who already have a place assigned, must plan their curriculum before arriving at the host university. To do this, they will have to draw up a Learning Agreement proposal based on sources from the host university, and organise a meeting with the Mobility Coordinator at the Faculty of Humanities. This academic agreement, understood as a pact between the student and the Faculty, establishes the guidelines to be followed when it comes to recognising the subjects studied abroad in relation to those at UIC Barcelona.

The deadline for creating the Learning Agreement is set by the host university.

If the **subjects at the host university** have **more or fewer credits than those recognised by UIC Barcelona**, students must try to **match the number of credits of several similar subjects with similar content and fewer credits**, in order to be able to recognise the subject with the highest number of credits.

**Changes to subjects.** If, once in the destination country, students need to make changes to their Learning Agreement, they must do so within the time limit established by the host university. Reasons for accepting subject changes include:

1. Language difficulties that interfere with students' ability to follow the class.
2. Repetition of content (students have already covered the content at UIC Barcelona)
3. Timetable clashes or other administrative complications.
4. The subject is not offered.

However, before any changes can be made, students **must first speak with their Mobility Coordinator**. If they do not, they run the risk of not being able to have these new subjects recognised upon their return.

Only one proposal is accepted, which includes all the final changes on the official form, and once signed and stamped by the Faculty of Humanities' Mobility Coordinator, students must submit it to the host university for approval and signature.

### **III. Recognition of marks**

Once the official transcript from the host university has been obtained, the Faculty will recognise the student's grades according to **a)** the list of subjects outlined in the Learning Agreement; **b)** the academic equivalents of marks as established by the Ministry of Education, depending on the assessment system in each country; and **c)** the guidelines set by the host university in the transcript, if any.

**In the event of failing a subject abroad**, students may be eligible for a second call (re-sit), if the host university allows it. This may mean that the student has to return to the foreign country in question. If possible, and provided there is a prior agreement with the host university, the student may be able to take the resit exam/assessment remotely. If the student were to fail again, or if the subject could not be recovered, this would be reflected in the recognition of marks.

### **IV. Cancellation of places**

Once the place has been accepted and the nomination period has ended, and once students have started the enrolment process at the host university, it is only possible to renounce the assigned place if there is a compelling justification (serious health problems, unexpected financial

difficulties, suspension at resits, not having obtained the required language qualification).

*Barcelona, 30 July 2020*