

**GENERAL TERMS AND CONDITIONS OF ADMISSION AND RESERVATION OF A PLACE AT UIC
BARCELONA
THIRD-CYCLE STUDY PROGRAMMES**

UIC Barcelona offers a limited number of places on each course or programme it offers. For this reason, the terms and conditions for reserving a place are particularly important and it is necessary that applicants are aware of them and accept them as binding when applying for enrolment.

1. Aspiring candidates looking to study on a postgraduate programme must fill out the form on the website and send the required documentation to the programme's secretary. Candidates will be notified of their acceptance onto the programme by means of a letter published on the Admissions Portal, which is conditional to the payment of the reservation fee of 20% of the total amount of the programme to the bank account indicated in the letter within 15 calendar days of having received this letter.

2. If the student fails to make the payment of the amount indicated by the stipulated deadline in order to reserve their place, it will be understood that they waive their admission, and UIC Barcelona will be authorised from that moment to cancel the application to reserve a place.

3. Once the reservation has been completed in the manner indicated above, UIC Barcelona will refund the full amount of the reservation fee only under one of the following circumstances:

3.1. If the student does not meet the legal academic requirements to access the study programme, in accordance with the state or regional legislation in force at the time, the admission requirements for the programme or does not have the necessary qualifications (diploma, undergraduate degree, architect or engineering degree) required to access a third-cycle programme (official master's and doctoral degrees).

3.2. If the programme does not go ahead due to a lack of enrolled students.

4. Once the reservation fee has been paid in the manner indicated above, if the applicant, for any reason other than those mentioned in the previous paragraph, decides to withdraw from the course, UIC Barcelona will assume the amount paid for the reservation fee, without any obligation to return it, as compensation for any inconvenience caused.

5. Once all foreseen enrolments have been completed, those admitted to reserve a place will be notified of the enrolment period, which will end no later than 10 days following the start of the programme.

6. If, once the student has paid the enrolment fee in full, and before the course has begun, the student waives their place at UIC Barcelona by request in the form in a letter of justification addressed to the University's General Secretary's Office, and provided that the place can be covered by another student, they shall receive a refund of the enrolment fee they have paid, minus 20% for the place reservation fee, which will be assumed in full by the University as compensation for the inconvenience caused. In the event that the vacant place cannot be filled, the student will not receive a refund for any amount of the paid enrolment fee.

7. Under no circumstances shall UIC Barcelona refund the enrolment fee if the student declares their desire to waive their place once the course has begun.

8. If the applicant expresses their intention to defer their studies, they may choose to allocate the amount they have paid to the following academic year, bearing in mind the corresponding update to fees, provided that they submit an official request and receive approval from the Secretary General's Office.

9. If, for any reason, the University leaves applicants who have passed the entire admission process, met the legal requirements for access and paid the advanced enrolment fee within the deadline, without a place, UIC Barcelona undertakes to reimburse the student with double the amount they have paid.

The student with national ID/passport number declares their full consent to the above clauses regarding enrolment and the reservation of a place on third-cycle programmes offered at UIC Barcelona, by signing the present document at the place and on the date indicated below.

Signature:

Location:

Date:

This document, duly signed, is sent together with the requested documentation.