

26-27 MOBILITY REGULATIONS FOR OUTGOING STUDENTS

Faculty of Communication Sciences

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I. Application and participation criteria

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:

- A.** Have passed or be currently enrolled in the second year of their bachelor's degree programme, whether it be Audiovisual Communication, Journalism or Advertising and Public Relations.
- B.** Academic record: have a minimum average mark of 7 in the years prior to the application.
- C.** Have no more than one previously failed subject at the time of application.
- D.** Never have been enrolled in a fifth sitting.
- E.** Hold at least a B2 level certification of the language of the country where you wish to study
- F.** Follow all procedures established by International Relations to complete the online application form.
- G.** Parallel applications will not be accepted (e.g. Erasmus+ international work placements...)

To **participate** in a mobility programme, whether it be Erasmus+, SICUE or bilateral agreement, all students from the Faculty must fulfil the following requirements:

- A.** Have passed **all** the course subjects before beginning the mobility stay (i.e. have everything passed by June).
- B.** Meet the **language requirements** established by the host university, which may be higher than the B2 level required for the application. The student will be responsible for reviewing the language requirements, as well as the deadlines for delivering the language certificates set by the host university.
- C.** Enrol in between 20 and 30 ECTS at the host university, with a view to taking the same number of credits as they would have at UIC Barcelona. In cases where it is mathematically impossible to match the number of credits at the host

university with the number at required at UIC Barcelona, a difference of 1 ECTS credit (either more or less) will be exceptionally allowed.

II. Time-related conditions of the stay

Temporary conditions of the stay, whether Erasmus+, SICUE, or a bilateral agreement:

- A.** Stays may be **no longer than two semesters**. These may be taken consecutively at a single university (*annual stay during the third year of the bachelor's degree*) or in two different years in different destinations (*one semester in the third year and one in the fourth year*).
- B.** Third year students who apply for a place to complete their **fourth year** at another university can only do so **during the first semester**, to ensure that they finish their degree and defend their Final Degree Project (TFG) (which is generally recommended to be carried out individually) at UIC Barcelona.
- C.** The **SICUE stays at the Complutense University of Madrid** can only be carried out during the **first semester of fourth year**.
- D.** Instructions for special cases: **double bachelor's degree programmes**.
 - **Humanities and Journalism:** The best time for a mobility stay if you are studying the Double Degree in Humanities and Journalism is in the first semester of the fourth year.
 - **Journalism and Audiovisual Communication** The best time to do a mobility stay if you are studying the double degree in Journalism and Audiovisual Communication is during the first semester of third or fourth year, with universities that allow you to take subjects of both degrees.

III. Criteria for allocation of places

A. Places will be assigned through a merit-based competition, in which the points obtained in each of the following categories are added:

- 1) **Average mark of the academic record** (over 10 points).
- 2) **Language level** (English, or language of the host country) accredited 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) in the academic record.** Each distinction adds an additional 0.20 points.

In cases where two or more students have the same number of points, other requirements will be evaluated before a place is assigned, such as the suitability of the host university for a specific degree programme.

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

1. The two stays must take place 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 yet to take part in a mobility programme.

B. Special cases: universities with specific requirements.

In addition to the criteria listed above, some universities have additional requirements:

1. **La Sorbonne** (France). Due to the high academic requirements of their programmes, to apply for a place at this university it is necessary to have a minimum average mark of 8 and a B2 level of French at the time of application.
2. **University of Antwerp** (Belgium); **Amsterdam University of Applied Sciences** and **Radboud University** (Netherlands); **Lancaster University** and **Birmingham City University** (United Kingdom); **University of Asia and the Pacific** (Philippines); and **Western University** (Canada). Due to the high academic requirements of their programmes, to apply for a place

at these universities it is necessary to have a **minimum average mark of 8 and a C1 level of English** at the time of application.

3. **Universidad Complutense de Madrid.** Applications for a place at this university can only be made for the **first semester of fourth year.**

C. Special cases: shared places

In the event of places shared with other UIC Barcelona degree programmes, the criteria common to all faculties will apply.

D. Extraordinary resolution

Following the closing date of the second call for the current academic year, the Faculty will check that each student with an assigned place meets the academic regulations of their degree programme in order to undertake the mobility placement.

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 can participate during the summers of second and third year.
2. An average mark of over 7 is required.
3. At Berkeley, enrolment is required in at least two subjects, which will have to be agreed in advance with the Faculty (since these subjects can be validated for UIC subjects).

IV. Learning Agreements

The Learning Agreement (LA) outlines the subjects the student will take at the host university and their validation with subjects offered at UIC Barcelona. This is done via the corresponding platform:

- For Erasmus+ mobility programmes: OLA + Relint 3.0
- For other mobility placements: 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 this, they will have to make a first Learning Agreement proposal based on the information of the host university. Then, they will meet with the Faculty of Communication Sciences Coordinator who will review this first academic proposal before processing the LA. This academic agreement, understood as a pact between the student and the Faculty, establishes the guidelines to be followed when validating the UIC Barcelona subjects to be studied abroad.

Deadlines for creating the Learning Agreement are set by the host universities, as well as by the Faculty of Communication Sciences at UIC Barcelona. It is the student's responsibility to comply with all established deadlines.

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 (already covered at UIC Barcelona)
- C. Timetable clashes or other administrative complications
- D. The expected 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 varies depending on the type of mobility). Once the OUT Mobility Coordinator of the Faculty of Communication Sciences has signed this Changes Sheet, the student must submit it to the host university for signature.

V. Validation of marks

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

- A. The list of subjects set out 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
- C. The guidelines set out by the host university in the transcript, if any

Special cases: fails, pass without marks, distinctions.

1. **Fails: in the event of failing a subject abroad**, they are entitled to a second sitting if permitted by the host university. This may mean they have to return to the foreign 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.

If the student once again fails, or second sittings are not permitted, this will be reflected in the validation of marks. In these circumstances, the student would have to re-enrol in the UIC subjects not validated during the following academic year.

2. **Passing 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. **If a distinction (or the equivalent in the destination country) is obtained**, this distinction will **NOT** be applied in the validation by the Faculty.

4. It is essential to deliver all the necessary documents within the established deadlines. If not, the subjects may not be validated.

VI. Cancellation of places

Once the place has been accepted and the nomination period has concluded, the student may only waive their place if there is a **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 after the deadline without a properly justified reason will be subject to a **penalty** determined by the Faculty Board.

VII. Other relevant issues

- A. Once the stay has begun, it will NOT be possible to extend or reduce the duration of the stay.** The period that the student registers in the initial Learning Agreement (Semester 1, Semester 2 or Annual) will be the definitive period of their mobility stay.
- B. Bringing forward UIC Barcelona first-semester exams.** In the case of outgoing students who will study abroad during the second semester, they can request to bring their first semester exams forward, as long as the dates established by the Faculty are incompatible with the beginning of their studies at the host university. To do this, affected students will have to submit an official request to the Faculty Board. This official 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 the exams brought forward will be determined by the Faculty, but dates will always be set at the end of 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

FCCOM Academic Secretariat: comexchange@uic.es

Preparation of Personal Academic Transcripts upon student request

Assistance for incoming international students

International Relations: exchange.bcn@uic.es

Management of international mobility (general formalities, scholarships, etc.)

Assistance for incoming international students

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