

## **ESSENTIAL DOCUMENTATION FOR ADMITTANCE TO THE CUO (UNIVERSITY DENTAL CLINIC)**

Dear students,

The Board of Governors at the Universitat Internacional de Catalunya (UIC Barcelona) has agreed that in order to comply with the regulations in force in relation to the modification to the protective system for children and adolescents, all students who are in regular contact with minors must provide a ***negative certificate from the Central Registry for sexual offenders***.

In the case of the Faculty of Dentistry it is compulsory for all students who undertake work experience at the CUO to provide this certificate.

The certificate can be applied for by post (Oficina Central de Atención al Ciudadano del Ministerio de Justicia, Sección de certificados de penales, Calle de la Bolsa, 8, 28012 Madrid) or via the internet (Sede Electrónica del Ministerio de Justicia). In the latter case you must log on to the Central Registry for Sexual Offenders via the Ministry of Justice website, where you will find all the requirements for your application and information about issuing this certificate and where you will also find a link where all the steps to be taken to apply for one are described.

<http://www.mjusticia.gob.es/cs/Satellite/Portal/es/ciudadanos/tramites-gestiones-personales/certificado-delitos>

If the applicant is not Spanish, as well as the certificate from the Central Registry for Sexual Offenders, in order to work “regularly” with minors, they will also have to provide a certificate from their own country providing information about their lack of a criminal record or any sexual crimes.

The Spanish certificate is free and must be handed in to the Secretariat at the beginning of the work experience at the CUO.

On the other hand, in order to avoid a collective risk to Public Health and the risk of infection for the students and for patients, in order to do work experience in the CUO, it will be necessary to ***have a vaccination certificate that accredits that students have been vaccinated for Hepatitis A and B, tetanus, MMR and that they have had German measles in the past***.

The certificate must be handed in to the Secretariat at the beginning of the work experience at the CUO.

If you have any questions, please contact:

- Bachelor’s students: Ms Carmen Navarro, [cana@uic.es](mailto:cana@uic.es)
- Master’s students: Ms Elisenda Harder, [eharder@uic.es](mailto:eharder@uic.es)
- Clinical Residency and Postgraduate students: Ms Paola Lago, [plago@uic.es](mailto:plago@uic.es)

Best regards,

Secretary of the Faculty of Dentistry