

ESADE Business School, Universitat Ramon Llull



Address

BBA Exchange Programme
ESADE Business School
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Spain
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<http://www.esade.edu>

Accreditations, Rankings and Networks

ERASMUS CODE: E BARCELO 16

ESADE holds the selected “Triple Crown” accreditation: EQUIS, AACSB, and the Association of MBA’s. ESADE is a member of the CEMS Alliance (CEMS) and the Partnership in International Management (PIM)



Application BBA Exchange Programme

Admission Requirements:

- Students should be nominated by our partner schools through our online system
- Students should have at least completed one year of business studies at University level

Nomination deadlines:

It should be done online by home university exchange coordinators. Deadlines:

- Fall Term 1st of May
- Spring Term 15th of September

Application deadlines and Documents:

Documents can be sent by email or regular mail by the student or the home university coordinator:

- Fall Term 30th of June
- Spring Term 31st of October

Application documents - 1st part:

- ✓ Copy of Passport or ID Card (for EU citizens)
- ✓ Proof of Health Insurance covering the full period of stay
- ✓ Resume/ Curriculum Vitae
- ✓ Official Transcripts from Home University

IMPORTANT: Students with uncompleted application documents will not be allowed to Register to Courses.

Application documents -2nd part. These documents have to be submitted during the Orientation Program. They will be available on the webpage for incoming students.

- ✓ ESADE students Obligation and Declaration form
- ✓ Learning Agreement, signed by student and home University
- ✓ ESADE Personal Data form (this document MUST indicate clearly the contact details in Spain)

Course Registration:

It must be done online by exchange students

- Fall Term Open enrolment time : 6th – 13th July
- Spring Term Open enrolment time: 12th - 19th November

Academic Calendar 2015/2016

Fall Term 2015 (August 31st to December 22nd)

<i>August 31st – September 10th</i>	<i>Spanish Intensive Course (mornings)</i>
<i>August 31st – September 10th</i>	<i>Mandatory Orientation Program</i>
<i>September 13th</i>	<i>Institutional Welcome - Beginning of Fall Term</i>
<i>October 26th – 30th</i>	<i>Midterm Exams</i>
<i>December 2nd</i>	<i>Fall 2015 Farewell</i>
<i>December 7th</i>	<i>End of classes</i>
<i>December 9th - 22nd</i>	<i>Final Exams</i>
<i>December 23rd - January 6th</i>	<i>Christmas Break</i>

Spring Term 2016 (January 7th to June 30th)

<i>Pending to be confirmed</i>	<i>Spanish Intensive Course (mornings)</i>
<i>Pending to be confirmed</i>	<i>Mandatory Orientation Program</i>
<i>Pending to be confirmed</i>	<i>Institutional Welcome - Beginning of Spring Term</i>
<i>March 21st to 28th</i>	<i>Easter Break</i>
<i>Pending to be confirmed</i>	<i>Spring 2016 Farewell</i>
<i>June 30th</i>	<i>End of Spring Term 2016</i>

Course Offer: BBA Elective courses

Exchange Programme course offer will be available on ESADE intranet.

Exams

While some courses have a midterm and final exam included in the official exam periods, some others have scheduled exams on the last day of class and are mostly written, but sometimes are orally conducted, or even take-home assignments. Projects may also be required.

Please refer to the syllabus of each subject, where the final assessment is clearly indicated.

Learning expectations

Language of Instruction:

Courses are taught in English and in Spanish.

Please remind your students that, if interested in attending any courses taught in Spanish, we highly recommend them to have B1 level on Spanish language, according to the Common European Framework for Reference of languages (CEFR). We reserve the right to ask the official certificates as a proof of Spanish knowledge.

Course workload:

We ask incoming exchange students to do an academic workload of 27 - 30 ECTS per term.

1 ECTS = 25 working hours
(10 contact hours, maximum + 1 feedback hour + 14 self-study hours)

Grading:

POINTS	DESCRIPTIVE VALUE
0,0 - 4,9	Failed
5,0 - 6,9	Passed
7,0 - 8,9	Distinction
9,0 - 10	Outstanding
9,0 – 10	Honors
Non-numerical grades	
AP	Pass
NAP	Fail
NP	Incomplete
PENDIENTE	Not released yet

Buddy System and Student Life

The **ESADE International Student Committee (CIEE)** provides students with a bridge that spans academic and political borders: our activities include week-long exchanges with universities in Europe and Asia, and numerous get-togethers with exchange students.



www.esade-campus.com/ciee / www.iw-co.org

Accommodation

At the ESADE International Student Guide, students will find detailed information about the different accommodation possibilities.

Language Course

ESADE offers a free Spanish language course for all exchange students who want to learn or improve their Spanish. More information could be found at ESADE intranet.

Fall Term: Beginning of September

Spring Term: Mid-January

Entry Visa and Residence Permit

EU citizens only need a passport or national ID in order to enter Spain.

Non-EU citizens may or may not need a Student Visa, depending on their nationality and their length of stay. Please consult the nearest Spanish Embassy or Consulate in your home country to obtain details regarding your situation. If you need to apply for a Student Visa (*Visado de Estudiante*) you will be asked for the following documents:

- Passport (valid for at least 1 year from date of application)
- 2 Passport-size photos
- Proof of financial means
- Proof of medical/accident insurance to cover length of stay
- Letter of Acceptance from ESADE
- Other documentation, like proof of residence in Consulate's jurisdiction, a medical certificate, or a certificate of absence of a police record may also be required

The Spanish Embassy or Consulate in your home country will decide whether to issue a 90-day visa or a 180-day visa. For longer stays, you must apply for a 90-day visa and then apply for a Student Residence Card within the first 30 days of your arrival.

Please check the Exchange Student Guide for more detailed information.

Health Insurance

Exchange participants must arrive with their own health insurance that covers all international incidents. More information about health insurance could be found at the ESADE Exchange Student Guide, which is available on the intranet.

Cost of Living (Estimated monthly budget for single students)

Tuition Fees	Waived
Out of Campus Accommodation (shared apartment at Barcelona city centre or at Sant Cugat)	450€ - 700€
On-Campus Accommodation (Roberto de Nobili Residence Hall www.resa.es)	700€ - 1000€
Transportation	110€
Meals & groceries	200€ - 300€
Miscellaneous	150€

International Exchange Programme working team

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