

## **INCOMING STUDENTS**

### **Application**

You have to **apply and upload documents** by the following deadlines:

- 1st semestre (Fall): from 1 April to 15 May
- 2nd semestre (Spring): from 1 September to 15 October

#### **Step 1: application form**

You have to fill the form with your personal and academic data here:

[http://www.esdap.cat/esdap/erasmus+/e\\_in/centermatricules\\_ein.php](http://www.esdap.cat/esdap/erasmus+/e_in/centermatricules_ein.php)

Once you have submitted the form, you will receive (it can take one or two days) an email with a user and password to enter your personal space:

[http://www.esdap.cat/esdap/erasmus+/usuaris\\_ein/login.php](http://www.esdap.cat/esdap/erasmus+/usuaris_ein/login.php)

Keep the email because you'll need the user and password in the future.

Check your spam folder if you haven't receive it.

Contact us if you have any problem: [erasmus@esdap.cat](mailto:erasmus@esdap.cat)

#### **Step 2: documentation**

You have to upload the following documents up to your personal space:

[http://www.esdap.cat/esdap/erasmus+/usuaris\\_ein/login.php](http://www.esdap.cat/esdap/erasmus+/usuaris_ein/login.php)

- Motivation letter (pdf)
- Personal Portfolio (pdf, up to 20 pages)
- Language certifications: Spanish B1 or higher (in the "others" section)

Remember: because all classes are taught in Catalan or Spanish, we demand a **B1 level in Spanish**. We offer linguistic support (apart from OLS) but a certain starting level is necessary in order to successfully follow our courses.

#### **Step 3: fill out the provisional Learning Agreement**

On this very page, click on the **Learning Agreement** button to fill out your provisional Learning Agreement. You will find the study plan (with subjects to choose from) here:

Fashion	<a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_fashion_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_fashion_pla_estudis.pdf</a>
Graphic	<a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_graphic_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_graphic_pla_estudis.pdf</a>
Interior	<a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_interior_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_interior_pla_estudis.pdf</a>
Product	<a href="http://www.esdapinternational.files.wordpress.com/2017/07/eng_product_pla_estudis.pdf">www.esdapinternational.files.wordpress.com/2017/07/eng_product_pla_estudis.pdf</a>

Take this on consideration:

- a) in order to avoid overlapping of subjects, please choose subjects from the **same year and semestre**.
- b) The language course (3 ECTS) is **mandatory** for those who cannot certify a B2 level in Spanish or Catalan before the beginning of their mobility.
- c) Incoming students are allowed to participate in artistic or technical **workshops** from other specialties or study levels (up to **6 ECTS** per semester). The offer of these workshops and the optional subjects depends on the campus.
- d) We also recommend applying for **several campuses** in order to ensure a placement.

#### **Step 4: fill and sign the provisional Learning Agreement**

Once you fill out the document, you will receive a pdf copy that has to be signed by you and your Erasmus Coordinator. Your University's seal has to be added to. Upload the signed document by using the **Learning Agreement** button and send a copy to [erasmus@esdap.cat](mailto:erasmus@esdap.cat).

### **Acceptance**

Not earlier than two weeks after the deadline, we will let you know if your application has been accepted or not.

In case your application has been accepted, we will email you a letter of acceptance and further information to continue with your mobility process.

### **Arrival**

We held a Welcome Day one week before the beginning of lessons.

You'll take a Spanish test on that day.

You and your home coordinator will receive the Certificate of arrival in a few days after your arrival.

You'll check your provisional Learning Agreement with your campus coordinator and you'll make the necessary changes to complete the Final Learning Agreement. You will be told about the steps to follow once you're here.

### **After the mobility**

Once you have completed your studies at ESDAP, we will send your Transcript of Records (grades) to you and your home university. We will also send your Certificate of Attendance, which specifies the dates of your academic arrival and departure.