

# Welcome to La Salle Campus Barcelona

International Student's Guide

BE REAL, BE YOU.

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# Director's letter

#### Josep M. Santos

#### General Director La Salle Barcelona Campus-URL

As Director General, I am pleased to extend the warmest Welcome to La Salle Barcelona Campus. Our center university, with more than 300 years of history and a member founder of Ramon Llull University, is today a benchmark both nationally and internationally.

In a world that is changing faster than ever, we are committed to technological innovation and entrepreneurship. We are pioneers in the teaching of telecommunications.

At La Salle we articulate today our educational methodology and our research projects around four closely connected fields of knowledge: engineering, architecture, business management and animation.

In all of them, we work with an innovative methodology own, in which we believe and for which we bet to make richer your learning, the Learning by Challenge. We want that you are an innovative, creative, and transversal professional, by solving real challenges.

Beyond our strictly academic task at La Salle, we have always defined ourselves by our commitment to improving society through education, striving for it fairer and more sensitive to those most in need.

During the course you start and throughout your stay at La Salle I encourage you to make the most of this stay with us, taking advantage of all the means that the university puts at your disposal: laboratories, computer and audiovisual resources, library collection, facilities sports, cultural initiatives, solidarity programs and cooperation, stays in foreign universities or internships in companies.

La Salle is the sum of all the people who are part from her and from this moment you are at home.

I remain at your disposal for everything you may need, and I wish you that the stage that you are starting now is completely satisfactory for you, both from the point of view personal as academic.



# La Salle Barcelona Campus

#### **Ramon Llull University**

La Salle is an educational institution of Christian inspiration with more than **300 years of history**, founded by Saint John Baptist de La Salle, forefather of the Christian Brothers of La Salle.

La Salle has more than 1,600 educational centers in 80 countries around the world. 65 of which are universities.

La Salle Barcelona Campus is a founding member of Ramon Llull University, the first private university in Spain, recognized in prestigious rankings for its studies, its internationality, and the employability of its students, among others.

It is a university center of international prestige with more than a century of history that offers Bachelor's, Master's, Postgraduate, Doctorate and Specialization Courses in the knowledge areas of engineering, architecture, management, animation & VFX, digital arts, philosophy, and health engineering, with technology and humanism as essential elements of its DNA.

The mission of La Salle Barcelona Campus is to offer **quality** and high-level training in a global framework, with the purpose of equipping students with the **knowledge**, skills, and experiences necessary to be highly effective in the development of their professional careers.

La Salle-Ramon Llull University is an institution that has obtained national and international recognition, including the **Campus of International Excellence certification.** 

+90,000 teachers

**+300** years to history

+1,100 educationa works

1 M students

745 own Masters

719 official Masters

2,608 Undergraduate Degree students



#### **Our International Campus**

La Salle Barcelona Campus is located at the foot of Tibidabo Mountain and has more than 75,000 m<sup>2</sup>. It is a meeting point for students, teachers, companies and entrepreneurs.

The Campus is made up of 7 buildings, approximately 30 technological laboratories, a restaurant, a library, conference rooms, green areas, and private parking.

La Salle will prepare you for a global world since you will have the opportunity to:

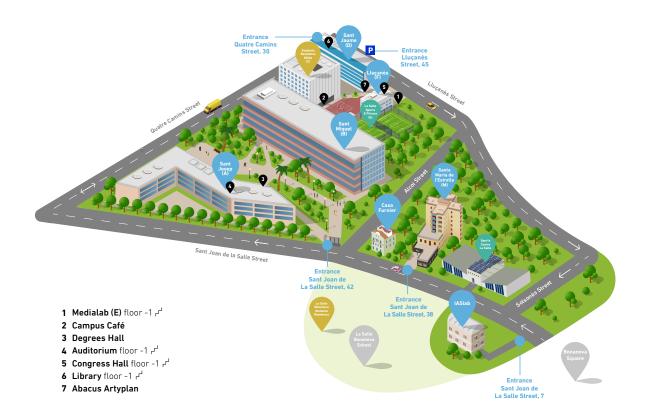
Study 100% English Degrees.

Study Master's Degree Programs.

Share experiences with international students.

Carry out **exchanges abroad** with universities around the world.





**504** sidencial Places

**75,100 m2**University Campus infraestructure

**1,410,536**Books

111
Classrooms and

**25**Offices for startup incubation

**278**Parking slots

**8** Buildings

71

#### How to get to La Salle-URL?

#### By bus

Bus line 14 (Poblenou - Bonanova)

Bus line 22 (Plaça de Catalunya - Av. Tibidabo)

**H4** (Zona Universitaria - Bon Pastor)

**V11** (Estació Marítima - Bonanova)

**V13** (Plà de Palau - Av. Tibidabo)

V15 (Barceloneta - Vall d'Hebron)

Bus line 75 (Les Corts - Av. Tibidabo)

#### By car

Exit 7 Ronda de Dalt

Parking: Acceso C/Lluçanès, 45

By Metro / FGC

FGC line L7 - Av. Tibidabo. 10 min walk.

**FGC line S1, S2, S5 y S55 - Sarrià**. 20 min walk.

#### **Academic Programs**

#### **Undergraduate Degrees**

#### **Architecture**

Degree in Architecture Studies

#### **Business & Management**

Degree in Management of Business and Technology

- · Minor in Digital Marketing
- · Minor in Digital Entrepreneurship
- · Minor in Digital Economy
- Minor in Sports Management

Degree in Digital Business Design and Innovation

Degree in Business Intelligence & Data Analytics

Double Degree Qualification in Business Intelligence & Data Analytics and Management of Business and Technology

#### **Computer Engineering**

Degree in Computer Engineering

Degree in International Computer Engineering

Double Degree Qualification in International Computer Engineering and Management of Business and Technology

#### Philosophy and humanities

Degree in Philosophy

Degree in Philosophy, Politics and Economics

#### Art, Animation and Multimedia

Degree in Animation & VFX

Degree in Digital Arts (Minor in Concept Art)

Degree in Design and Creation of Interactive Products (Minor in Video Game Design and Development)

Degree in Multimedia Engineering (Minor in Videogames)

#### **ICT Engineerin**

Degree in Audiovisual Systems Engineering

Degree in Electronic Engineering (Minor in Robotics)

Degree in Telecommunications Systems Engineering

Degree in Telematics Engineering (Minor in Networks and InternetTechnologies)

Degree in Engineering in ICT Management

Double Degrees Qualification in:

- Computer Engineering and Multimedia Engineering
- · Audiovisual Systems Engineering and Multimedia Engineering
- · Electronic Engineering and Engineering in ICT Management
- · Telecommunication Systems Engineering and Engineering in ICT Management
- Telematics Engineering and Computer Engineering

#### **Health Engineerin**

Degree in Health Engineering

#### Masters & Postgraduates programs

**MBA & Project Management** 

**Agile Methodologies** 

**Technological Management & Supply Chain** 

**Digital Marketing & eCommerce** 

**User Experience** 

**Digital Transformation and eHealth** 

**SAP Consulting** 

**Big Data and Data Science** 

Telecommunications and Robotics

**Architectural and Environmental Acoustics** 

**Software Development and Cybersecurity** 

**Architecture and Construction** 

**Smart Cities** 

Art, Animation and Multimedia

**Philosophy and Humanities** 

#### **Specialization Courses**

**Project Management** 

**Technological Management and Supply Chain** 

**Big Data & Data Science** 

**Software Development and Cybersecurity** 

**Agile Methodologies** 

**Leadership and Strategic Management** 

**SAP Consulting** 

**Digital Business** 

Digital Marketing, eCommerce & Social Media

**Innovation and Entrepreneurship** 

**Digital Transformation and eHealth** 

**Finances** 

**Architecture and Construction** 

Telecommunications and Robotics

**Philosophy and Humanities** 

## International Office

Openness to the international dimension is a fundamental aspect in university education and constitutes a characteristic feature of La Salle.

The International Office of La Salle Barcelona Campus works with the objective of promoting and strengthening the brand of the university center at an international level, promoting its programs and opportunities for collaboration with schools, universities and institutions around the world that have similar objectives.

The International Office promotes and supports the internationalization process of La Salle Barcelona Campus, with the aim of opening it up to the world and offering our students a true international experience during their studies.

If you are interested in receiving advice or care in any of these areas, contact us to make an appointment.

- Sant Jaume building (ground floor)
- 93 290 23 89

**International Office** 

#### What is it in charge of?

- Welcome and guide international students
- Support international students with procedures related to their installation in the country (visa, registration, foreign identity card, etc.) and in the search for accommodation

#### After your arrival...

 Accompany Campus students who wish to carry ou a study stay through a mobility program (Erasmus or Bilateral Agreement).

Outgoing students: outgoing-exchange@salleurl.edu

Accompany and manage the mobility of international students who come to study an exchange program

Incoming students: incoming-exchange@salleurl.edu

**FACTSHEET** 



#### Campus Services

We offer a series of services to facilitate your stay within the University:

**Campus Services** 

#### **Academic Secretary Office**

At the Secretary Office we take care of enrollment, request for certificates, processing of titles and any type of academic application or administrative procedure.

For issues related to classroom management, teaching staff, syllabus, material, assistance, as well as any other issue related to your program, you can contact the academic coordination of studies also through the Secretary of Degrees or Masters, as appropriate, the case.

Sant Jaume Hilari building (ground floor)

#### Degrees' Academic Secretary:

- secre@salleurl.edu
- 93 290 24 11

#### Masters' Academic Secretary:

- admin\_postgraduate@salleurl.edu
- 93 290 23 72

#### **Student Card**

The Ramon Llull University together with Santander Bank issues the Student Card. The multi-function university card is a personal identification element for students, teachers and administration and services staff:

□ tarjetauniversitaria@gruposantander.com

Learn about the advantages of the student card in:

**Student Card** 

#### What can you use it for?

- University accreditation.
- Access to venues (libraries, dining rooms, etc.)
- Loan of books from URL libraries.
- Discounts in shops, restaurants, services...
- Access to computers in computer rooms

#### **Professional Careers and Job Search Services**

The Careers Services Area is a service for students and alumni of La Salle Barcelona Campus whose primary objective is to offer individualized advice in terms of support, guidance and resources when facing the world of work. and at the same time, offer an excellent quality service to companies.

- Sant Jaume Hilari building Ground floor (next to Banco Santander)
- From Monday to Friday from 9:00 a.m. to 2:00 p.m. and from 4:00 p.m. to 7:00 p.m.
- borsa@salleurl.edu
- 93 290 24 38

Careers Services

#### What can you use it for?

- Comprehensive analysis of your professional profile.
- Evaluation of objectives and expectations regarding the market labor.
- Guidance in the design of the Career Plan.
- Advice on the development of tools such as the CV or the Cover Letter.
- Resources and channels in the search for employment opportunities
- Accompaniment throughout the entire process of professional growth

#### La Salle Technova Barcelona

La Salle Technova Barcelona is a model of innovation and entrepreneurship park that combines expertise in technology and management, characteristics of La Salle. It is located within the Top 10 European accelerators, being the only one located in a university center.

The Park's value proposition is to offer a high-quality environment for the development of new market-oriented technology-based companies that promote R+D+i activities and projects with the aim of increasing their competitiveness and quaranteeing their long-term viability.

Technova Barcelona has developed the capacity and means to accompany entrepreneurial people and teams throughout the cycle of creating and launching a new company. The support of the entrepreneur covers areas such as financing, technological development, mentoring, training, technological consulting, networking and the connection to the market.

- 1st state incubator supported by a business school.
- Within the Top Ten of European Accelerators.
- The only one located in a university center.
- More than 200 companies incubated
- + than 150 projects per year
- Sant Miquel building (2nd and 3rd floor)
- technova@technovabarcelona.org

La Salle Technova

#### La Salle Alumni

La Salle Alumni is the association of former students of La Salle Barcelona Campus created with the mission of caring for and promoting the personal and professional development of students and alumni of our University Center. Among the set of services offered, it is worth noting those of professional career where the student is supported both in the management of internship agreements in companies and in the search for a first occupation. Likewise, professional career improvement and reorientation services are offered, designed for those students who already work but want to take a step forward in their professional career.

As a Campus student, you are already an active part of this network, and it is essential that you take advantage of everything that the association can offer you to complement your personal and professional profile. For this reason, you have free access to all the services, conferences and events organized by La Salle Alumni.

- Sant Jaume Hilari building (ground floor)
- alumni@salleurl.edu

La Salle Alumni

#### La Salle Sports & Fitness Center

La Salle Sports & Fitness will surprise you: due to its location very close to Collserola and the Carretera de las Aguas, due to the youthful and dynamic atmosphere that exists in our facilities and, especially, due to the professionals who will help you improve your physical shape and take care of your health.

- Barcelona Campus (next to Lluçanés building)
- From Monday to Friday from 7:00 a.m. to 11:00 p.m. and Saturdays from 8:00 a.m. to 7:30 p.m.
- □ lasallesport@salleurl.edu
- 93 290 24 78

La Salle Sports Center

#### Cafeteria-Restaurant

The Campus has a modern cafeteria-restaurant that operates its Bar service throughout the day and the Restaurant serves lunch menus. Mediterranean cuisine is the basis of the restaurant's food.

- Sant Jaume building (floor -1)
- Friday at 7:30 a.m. at 9:00 p.m. and Saturdays from 8:30 a.m. to 4:00 p.m.
- □ restaurant@revisa.cat

#### Library

All students can access all the University libraries, accrediting themselves at the entrance of the library with the university card or with an equivalent official document (registration sheet, etc.). In addition to finding an ideal space for consultation and study, you can also count on the resources and information services necessary to carry out your academic work.

- Sant Jaume building (floor -1)
- Monday to Thursday from 9:00 a.m. to 9:45 p.m. and Friday from 9:00 a.m. to 8:30 p.m. (special hours during exam time)
- biblioteca@salleurl.edu

Library

#### La Salle Shop

Store selling merchandising products with an ecological commitment, reprography services for printing jobs, plans or large formats with click and collect service. It also has a color digital printing service and much more, without having to leave the Campus.

- Sant Jaume building
- From Monday to Friday, from 9:00 a.m. to 2:30 p.m. and from 3:30 p.m. to 6:00 p.m.
- publica@salleurl.edu

La Salle Shop

#### **Parking**

Underground parking in the building equipped with intelligent guidance. Possibility of managing monthly or annual subscription.

Open 365 days a year.

- Sant Jaume Hilari building (C/ Lluçanés, 45) (p -4 and -5)
- analia.cortese@salle.url.edu david.polidura@salle.url.edu

#### Santander Bank

Santander Bank's office inside the Campus.

- Sant Jaume Hilari building C/ Quatre Camins, 30 (ground floor)
- From Monday to Friday from 8:30 a.m. to 2:30 p.m.
- 93 212 52 99



#### **Associations and Clubs**



#### La Salle International Club (CILS)

The La Salle International Club (CILS) is made up of students of more than 30 nationalities with the aim of welcoming and guiding new students who come to study at La Salle.



□ lasallebcn-cils@salleurl.edu

CILS



#### Video Game Club

Club for video game fans where we encourage their development in all relational areas (character and stage design, script, gameplay...)

@ Facebook: groups/LSvideojocs

Video Game Club



#### **Urubamba Project**

International cooperation project with the support of the UNESCO Chair where you can also collaborate.

projecteurubamba

urubamba@salleurl.edu

Urubamba Project



#### La Salle Photo Club

Club made up of students from various courses, teachers and alumni who share a passion for photography.

@ clubfotols

gvilla@salleurl.edu (Guim Villa)

La Salle Photo Club



#### **Titans LS**

Club for lovers of climbing, with headquarters in its own climbing wall within the University Campus.

@ titans@salle.url.edu

Titans LS



#### Video Department

Club designed to introduce students to the world of audiovisuals, filming of spots, events and Sallefest video.

vimeo.com/deparvideo/

iriondo@salleurl.edu (Ignasi Iriondo)

**Video Department** 



#### Radio Club La Salle

You will study and experience technical issues related to the Amateur service, radioelectric research, electronics and communications in general.

Radio Club La Salle



#### Campus Life

Entity whose objective is to lead events to create a strong social life on Campus.

@ @campuslifels

**Social Club** 



#### Engrescats URL

If you like 'castells' (typical Catalan human towers) you can sign up to be part of the 'colla castellera' of the university.

@ @engrescatsurl

engrescatsurl@gmail.com

**Engrescats URL** 



#### Technova Young

Club for members with an entrepreneurial spirit and eager to bring new ideas to the world.

@technovayoung

**Technova Young** 



#### **Algorithmics Club**

Learn new algorithms and modern data structure.



**Algorithmics Club** 



#### **Robotics Club**

Design and programming of robots, competitions and more!

@ @LSClubdeRobotica

**Robotics Club** 



#### Cinema Club

Get cultured audiovisually.

93 290 24 00

Cinema Club



#### La Salle Riders

Campus biker group.

@ @ls.riders

La Salle Riders



#### **Student Council**

Multiple academic and social activities created by students.

consellestudiants@salleurl.edu

Student Council



#### **Music Place**

Meet new people through the practice of various musical instruments.

iriondo@salleurl.edu

**Music Place** 



#### **Fight Club**

The Club for lovers of combat-focused martial arts.

- @ @fightclubls
- eduardo.reyes@salle.url.edu

**Fight Club** 



#### La Salle's Choir

Join Club La Coral where we hold rehearsals one day a week.

- @ @choir\_lasallebcn
- □ rafel.jaume@students.salle.url.edu

**LS Choir** 



#### Theatre club

If you like dramaturgy, sound design, characterization or directing, this club is for you.

clubteatrolasalle@gmail.com

**Theatre Club** 



#### Dance Club

Modern dance club where you will create and practice choreographies of various styles.

victoria.martin@students.salle.url.edu

Dance Club



#### **Chess Club**

Chess fan club for all levels.

- @ @ls\_chessclub

**Chess Club** 

#### Online Services

#### **Identity**

We will assign you a unique La Salle URL user account so that you can access the different services.

#### **eSecretary Virtual Campus**

The Virtual Campus is the portal from which you can carry out academic procedures, access your grades, file and carry out other operations.

**eSecretary** 

#### eStudy Virtual Classroom (Moodle) —

You will be able to access the training content of the La Salle academic programs in which you are enrolled.

eStudy

#### **Email**

We provide you with a 50GB capacity email box linked to your same user account. It is important that you use the mail requiarly to keep it active.

#### WIFI

WiFi access is possible from the entire La Salle University Campus through the EDUROAM (EDUcational ROAMing) network, which will also allow you to connect to other educational institutions using the same credentials as if you were connecting from La Salle.

WiFi Guide

Have you not received your Virtual Campus credentials yet?

Get them here



### Living in Barcelona

#### General information about the city

Barcelona, the capital of Catalonia, is located on the shores of the Mediterranean Sea and it's located in a highly populated area and the center of economic activities in the region.

**More Information** 

For new residents who wish to learn Catalan, they can find information at the following link:

Info Courses

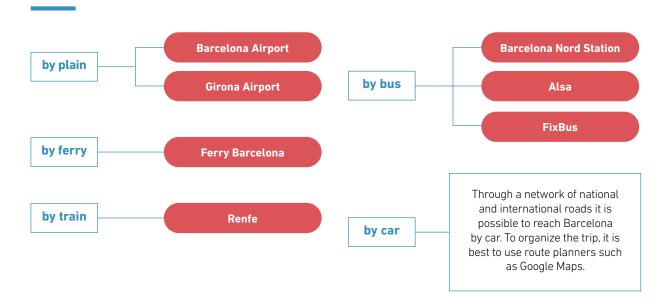
The importance of tourism and the historical and multicultural role of the city make it easy to hear other languages such as English, French, Italian, Portuguese, German, Arabic...

Barcelona has a Mediterranean climate, with hot summers and cool winters. Today the city has nine beaches and a bathing area that occupy more than 4.2 linear kilometers of coastline, as well as extensive green areas around it.

Although it is a big city, it is very easy to get around by public transport or on foot.



#### How to get to Barcelona?



#### **Cost Of Living**

The cost of living in Barcelona is like other European cities, less expensive than Paris and London, but more expensive than Lisbon and Athens.

Indicative budget for live in Barcelona	Accommodation in room in shared flat	Accommodation in residence of students
Accommodation	550 € - 650 €	800 €
Food	200 €	200 €
Mobility	60 €	60 €
Leisure	100 €	100€
Other expenses	200 €	200 €
Total	1,110 € - 1,210 €	1,360 €

#### **Barcelona Transport**

Barcelona has an excellent public transport network that includes the metro, buses, tram, trains (FGC AND RENFE) and taxis. The fastest and cheapest way to move within the city is by metro and bus.

#### Metro

The Barcelona Metro has eight lines (five conventional lines and three automatic), 156 stations and more than 140 trains running at rush hour. It also integrates the Montjuïc funicular into its service.

The Barcelona metro opens every day at 5 in the morning, except on days when it runs all night (continuous service).

**Metro Web** 

**Metro Timetables** 

Check the prices and characteristics of the different tickets and passes that you can use to travel on public transport in Barcelona:

**Metro Fares** 

#### Taxi

Barcelona taxis are easily recognized by their yellow and black colours.

Taxi Excellence Mercedes Benz: 93 742 00 58

Taxi Barcelona: 93 303 30 33XL Taix Minivan: 697 182 687

#### Bus

TMB offers bus service throughout the day, from Monday to Sunday. Some lines work by frequency of passage and others work by schedule.

The schedules of the bus lines vary depending on the type of day of the week: working, Saturday or holiday. If none of these options appears, the line does not run on that type of day (there are bus lines that do not run on Saturdays or holidays, and others, on the other hand, that only run on holidays).

During the night, the Nitbus company offers night bus service in Barcelona and in the first metropolitan ring with 17 lines.

The intercity bus service connects Barcelona with the rest of the municipalities in the metropolitan area.

#### **Bicing**

Bicing is urban transport based on the shared use of the bicycle. A simple, practical and sustainable service that you can use on your trips around the city. To go where you want and when you want, without smoke or noise.

Bicing

# University residences in Barcelona and surroundings

#### Resa Campus La Salle

- © C/ Sant Joan de la Salle, 42 Barcelona
- campuslasallebcn@resa.es
- 93 508 46 00
- € 500€-800€

#### Residencia La Salle Bonanova

- Passeig Bonanova, 8 Barcelona
- 93 254 09 65
- € 863€-936€

#### Vita Student Barcelona Poblenou

- O C/Sancho de Avila, 2 Barcelona
- 93 522 01 79
- € 1.000€-1.200€

#### Residencia Universitaria Sarrià

- O C/ Esports 1-7 Barcelona
- campus@residenciasarria.com
- 93 206 55 40
- € 1.115€-1.494€

#### **Barcelona Housing Student**

- ⊚ C/ Gran de Gracia, 117 Barcelona
- **671 295 858**
- € 540€-745€

#### Residencia Institució Xaveriana

- © Carrer de Avellà, 1-7 Barcelona
- 93 319 17 53
- € 300€-425€

#### **RESA Universitaria Lesseps**

- Plaza Lesseps, 12 Barcelona
- 93 394 16 00
- € 450€-600€

#### Xior The Loftown

- ⊚ C/ Sèneca 24-26 Barcelona
- thelofttown@xior.es
- 93 625 89 00
- € 868€-1.470€

#### Àgora Barcelona

- Passeig dels Castanyers , 21 Barcelona
- agoraresidents@cett.cat
- **9** 93 166 90 00
- € 750€-900€

#### **Unihabit Gràcia**

- O C/ Sant Salvador, 76 Barcelona
- infogracia@unihabit.com
- 93 595 39 53
- € 600€-1.200€

#### Residencia Germanes Trinitàries

- Avd d'Esplugues, 62 Barcelona
- □ residenciatrinitariasbcn@gmail.com
- **©** 689 681 835
- € 535€-1.000€

#### Xior Collblanc

- C/ Dr. Jaume Ferran i Clua, 20 Hospitalet
- collblanc@xior.es
- 93 409 20 46
- € 750€-920€

#### **Xior Besos**

- Avd Francesc Botey, 51 Sant Adrià del Besòs
- diagonalbesos@xior.es
- 93 786 68 33
- € 685€-1.050€

#### Micampus

- O C/ de Ramon Llull, 495 Barcelona
- **©** 634 640 188
- **€** 799€-899€

#### TSH: The Student Hotel (Poblenou)

- © Carrer de Cristóbal de Moura, 49 Barcelona
- 93 220 72 79
- € 60€-200€ / noche

#### Ally's Guest House

- © Carrer del Bruc, 150 Barcelona
- ally@allysguesthouse.com
- (T) 625 320 301
- € 30€-60€ /noche

#### Residencia Becquer

- O C/ de Casp, 78 Barcelona
- resiunibecquer@yahoo.es
- 93 414 18 50 / 93 453 80 13
- € 620€-766€

#### Residencia Universitaria Augusta

- C/ Travessera de Gràcia, 96 Barcelona
- 93 368 90 99
- € 650€-935€

#### Colegio Mayor Pedralbes

- Avd Pearson, 27 Barcelona
- 93 280 63 13
- € 9.960€-11.175€ (semestrales)

#### **Unihabit Ciutat Vella**

- Plaça de les Caramelles, 5 Barcelona
- infociutatvella@unihabit.com
- 93 595 39 53
- € 650€-900€

#### Barcelona Residencias

- © C/Sardenya 326-328 ent.2
- Barcelona
- 93 595 29 39
- € 940€-1.260€

#### Residencia Mayor Penyafort Montserrat

- Av. Diagonal 639-641 Barcelona
- 93 216 27 00
- € Consultar en la residencia

#### Residencia Monterols

- O C/ Corint, 3 Barcelona
- info@monterols.org
- 93 201 47 77
- € 1.175€

#### Residencia Universitaria Reina de la Pau

- Bellafila, 4 Barcelona
- □ reinadelapau@reinadelapau.com
- 93 315 15 08
- € 785€-885€

Barcelona University Center

#### Before arriving...

#### **Visa application**

For non-European students, it is an essential requirement to obtain a student visa to reside in Spain.

The visa application must be presented in person, on an official model, at the Spanish diplomatic mission or consular office in whose demarcation the foreigner resides.

It is suggested to consult the complete list of requirements on the official pages of the Spanish Consulate in your country of residence since the requirements may vary depending on the country.

From La Salle University-URL you will receive an acceptance letter certifying that you have been admitted to study at the institution so that you can attach it to the other requirements of your visa application.

Important note:

- If the duration of your studies does not exceed 6 months, the visa will be sufficient as a document to remain in the country.
- If the duration of your studies exceeds 6 months, you must request the TIE document (Foreigner Identity Card) upon arrival.

#### **Health insurance**

It is very important for the foreign student to have private international medical insurance (without co-payments, without deficiencies) arranged with an insurance entity authorized to operate in Spain.

For more information about conditions and requirements.

**Medical Insurance** 



#### After your arrival...

The International Office assists and guides in the processing of NIE/TIE residence permits once the students are in Barcelona.

#### Census

All people who live in the city of Barcelona have the obligation to be registered. The Census Document is the municipal registry of the entire population of the city and being registered is a mandatory requirement to be able to access public services such as health or education. In addition, registration is also a mandatory requirement for certain procedures related to the Immigration Law (NIE/TIE).

Non-European citizens to be able to register need a rental contract of at least 6 months. The census is one of the documents necessary for the issuance of the NIE.

Registration must be done at the town hall of residence.

How to request it?

#### Registration in the Central Registry of Foreigners (NIE)

Citizens of the European Union, the European Economic Area and Switzerland, whether they are self-employed or employed, students, pensioners, or family members (spouse, ascendant or descendant), can reside in Spain without a special permit. Likewise, when the period of residence is greater than three months, they are obliged to request in person, before the Barcelona Foreigners' Office, registration in the Central Registry of Foreigners where a Registration Certificate will be issued immediately, containing the name, nationality, address, NIE and the date of registration.

How to request it?

#### TIE (Foreign Identity Card). For non-European citizens.

The Foreigner Identity Card is the unique and exclusive document intended to provide documentation to foreigners in a situation of legal permanence in Spain, for which purpose the recipients of the same must complete the procedures established for its delivery. All foreigners who have been issued a visa or authorization to remain in Spain for a period of more than six months have the right and duty to obtain the Foreigner Identity Card, which they must request in person within a period of one month from your entry into Spain or from when the authorization is granted or becomes valid, respectively.

The TIE student card is the document that replaces the student visa when you are already in Spain. This permit is renewed every year and the term to present the documentation is from 60 days before to the day before the expiration date. However, the law also allows the TIE to be renewed within 90 days after the expiration of the card.

How to request it?

#### **Useful websites and Contact Information**

#### Barcelona's City Hall

https://www.barcelona.cat/en/

#### Spanish Embassies and Consulates in the world

https://www.exteriores.gob.es/en/EmbajadasConsulados/ Paginas/index.aspx

#### Barcelona Tourism

https://ajuntament.barcelona.cat/turisme/en/

#### **Barcelona activities**

https://www.timeout.com/barcelona

#### **Public Libraries**

https://ajuntament.barcelona.cat/biblioteques/en/content/opening-hours-0

#### Consulates in Barcelona

http://sac.gencat.cat/sacgencat/AppJava/organigrama.jsp?codi=2000805&jq=200017

#### **Banks**

https://www.bancosantander.es/en/particulares https://www.caixabank.es/particular/holabank/particulares\_en.html

#### **Police Department**

www.bancsabadell.com/

https://mossos.gencat.cat/en/inici/index.html https://www.policia.es/\_es/idioma\_en\_policia.php https://www.guardiacivil.es/en/index.html https://ajuntament.barcelona.cat/guardiaurbana/en/

#### **Gas Company**

https://www.naturgy.es/hogar#

#### **Electricity Company**

https://www.endesa.com/en

#### **Water Company**

https://www.aiguesdebarcelona.cat/es/aigues-de-barcelona

#### **Catalan Courses**

https://web.gencat.cat/en/temes/llengua/vull-aprendrecatala/index.html

#### **Emergency Numbers**

**General Information Barcelona City Council** 010

General Information Generalitat de Catalunya 012

Ambulances 061

Catalan Police (Mossos d'Esquadra) 088

**Emergencies** 112

Firefighters (Firefighters) 080, 085

Local Police (Urban Guard) 092

Civil Guard 062

National Police 091

RENFE (National Train Company) 93 490 02 02

FGC (Generalitat de Catalunya Trains)  $93\ 205\ 15\ 15$ 

Post office 90 219 71 97

Customs 93 301 30 08

#### **Contact Information**

#### La Salle Academic Secretary

Sant Jaume Hilari building C/ Quatre Camins, 30

#### **Degrees' Academic Secretary:**

- 93 290 24 11

#### Masters' Academic Secretary:

- admin\_postgraduate@salleurl.edu
- 93 290 23 72

#### International Office

- Sant Jaume Hilari building C/ Quatre Camins, 30
- 93 290 23 89

#### **Exchange Programs**

- Sant Jaume Hilari building C/ Quatre Camins, 30
- outgoing-exchange@salleurl.edu incoming-exchange@salleurl.edu
- 93 290 23 77

#### **Careers Services**

- Sant Jaume Hilari building C/ Quatre Camins, 30
- borsa@salleurl.edu
- 93 290 24 38

#### La Salle Alumni

- Sant Jaume Hilari building C/ Quatre Camins, 30
- alumni@salleurl.edu
- 93 290 24 80

#### Information and Admissions Service (SIA)

Sant Miquel Febres building Sant Joan de La Salle, 42

#### **Undergraduate Admissions:**

- 93 290 24 05

#### **Masters Admissions:**

- admissions@salleurl.edu
- 93 290 24 19

Only regular students (not Exchange)

#### **Technical Support for Students**

- helpdesk@salleurl.edu
- 93 290 24 64