INFORMATION FOR EXCHANGE STUDENTS

Faculty of Economics and Business
University of the Basque Country

www.ehu.eus
Our Visitor’s Handbook will help you to plan your stay at the University of the Basque Country. Here you will find information about our university structure, mobility tutors and our courses catalogue, as well as useful details for a smooth adjustment to our community.

**VISITOR’S HANDBOOK**

You can also download our [EHUWelcome app](#) and find additional useful information there.

**FACULTY OF ECONOMICS AND BUSINESS**

The Faculty of Economics and Business of the University of the Basque Country is composed of 4 centers distributed on 3 campuses.

- Bilbao (Sarrikó). [Map](#) and [Location](#)
- Bilbao (Elkano). [Map](#) and [Location](#)
- Donostia - San Sebastián. [Map](#) and [Location](#)
- Vitoria - Gasteiz. [Map](#) and [Location](#)
ADMISSION PROCEDURE

Students from our partner universities interested in exchange studies for a semester or a complete academic year at the University of the Basque Country have to be nominated by the International Office of the home university to start the admission procedure. It is necessary to use the web form to make the nomination and fill in a nomination-form for each nominated student. Remember to select the destination (campus) where the student will study.

ERASMUS EXCHANGE STUDENT NOMINATION WEB

APPLICATION PROCEDURE

After official nomination, you will receive an invitation to apply through the Student Mobility Management System to complete your application online.

Guide for incoming exchange student application

Documents to be uploaded while completing the online application:

1. ID Card or Passport copy
2. Learning Agreement

Once checked that the application is correct, you will receive an Acceptance Letter. In addition to these documents, it is necessary to provide a copy of medical insurance policy before arrival, detailing the coverage contracted. The University of the Basque Country requests all international visitors on exchange programmes to be covered by a Travel Assistance Insurance covering, at least:

- Transport and/or repatriation to home country in case of accident or illness of insured person
- Repatriation of the deceased insured

More information:

We also ask you to provide a photo for your student card when you arrive at the University.

DEADLINES

<table>
<thead>
<tr>
<th>NOMINATION</th>
<th>Autumn semester: April 1st – June 30th</th>
</tr>
</thead>
<tbody>
<tr>
<td>(for university staff member)</td>
<td>Spring semester: October 1st – November 30th</td>
</tr>
<tr>
<td>APPLICATION FORM</td>
<td>Autumn semester: May 1st – July 15th</td>
</tr>
<tr>
<td>(for student)</td>
<td>Spring semester: November 1st – December 15th</td>
</tr>
</tbody>
</table>
INFORMATION FOR EXCHANGE STUDENTS

ACADEMIC CALENDAR

AUTUMN SEMESTER
Classes and teaching period: 13/09/2021 - 22/12/2021
Christmas holidays: 23/12/2021 – 06/01/2022
Exams: 07/01/2022 – 22/01/2022
Extraordinary exams: 13/06/2022 – 08/07/2022

SPRING SEMESTER
Classes and teaching period: 24/01/2022 – 13/05/2022
Easter holidays: 14/04/2022 – 24/04/2022
Exams: 16/05/2022 – 03/06/2022
Extraordinary exams: 13/06/2022 – 08/07/2022

ACADEMIC INFORMATION

COURSE CATALOGUE
In our faculty we offer courses taught in English. List of courses taught in English in each center of the Faculty of Economics and Business:

- Bilbao – Elkano
- Bilbao – Sarriko
- Donostia – San Sebastián
- Vitoria – Gasteiz
INFORMATION FOR EXCHANGE STUDENTS

2021-2022

LANGUAGE COURSES
UPV/EHU offers Spanish and Basque language courses for International students during the semester. Both courses are free of charge.
You can find more information and how to register on our website.

SPANISH COURSE
- **Intensive course**: last week of August - first week of September (4.5 ECTS). More information and registration on our [website](#).
- **Autumn course**: mid-September - mid-December (6 ECTS). More information and registration on our [website](#).
- **Spring course**: last week of January - mid-May (6 ECTS). More information and registration on our [website](#).

BASQUE COURSE
- Autumn course: mid-September - mid-December (6 ECTS).
- Spring course: last week of January - mid-May (6 ECTS).
More information and registration on our [website](#).

RESTRICTIONS
- Students are welcome to combine courses from different faculties; however, they should be aware of possible timetable conflicts.
- We recommend taking not less than 18 ECTS and not more than 36 ECTS per semester.

DONOSTIA-SAN SEBASTIAN
INFORMATION FOR EXCHANGE STUDENTS 2021-2022

**GRADING SYSTEM**

<table>
<thead>
<tr>
<th>TEXTUAL SCALE (1)</th>
<th>TEXTUAL SCALE (2)</th>
<th>NUMERICAL SCALE</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>9,0-10</td>
<td>Outstanding performance with only minor errors</td>
</tr>
<tr>
<td>B</td>
<td>Very good</td>
<td>8,0-8,9</td>
<td>Above the average standard but with some errors</td>
</tr>
<tr>
<td>C</td>
<td>Good</td>
<td>7,0-7,9</td>
<td>Generally sound work with a number of notable errors</td>
</tr>
<tr>
<td>D</td>
<td>Satisfactory</td>
<td>6,0-6,9</td>
<td>Fair but with significant shortcomings</td>
</tr>
<tr>
<td>E</td>
<td>Sufficient</td>
<td>5,0-5,9</td>
<td>Performance meets the minimum criteria</td>
</tr>
<tr>
<td>FX-F</td>
<td>Fail</td>
<td>0-4,9</td>
<td>More work required before the credit can be awarded</td>
</tr>
<tr>
<td>NP</td>
<td>--</td>
<td>--</td>
<td>INCOMPLETE: the student did not sit in the exam or did not hand in the assignments</td>
</tr>
</tbody>
</table>

**HELP CENTRE**

It is important when the students arrive at the campus of the University of the Basque Country to visit our **HELP CENTRE**, accompanied by their Buddy student, to obtain information about accommodation, language courses and other services.

We have a Help Centre on each campus. For more information about locations and to make an appointment, please visit our [website](#).
ACCOMODATION

STUDENT RESIDENCES

These residences are usually taken up by full year students and students coming only for 1 semester might not be able to find accommodation here easily.

Availability enquiries and reservations need to be carried out directly with the dormitories/residences, so please proceed here: STUDENT RESIDENCES

RENTED AND SHARED APARTMENTS IN THE CITY

The private sector is the most popular accommodation option for our international visitors. We strongly recommend to visit the places before paying for any deposit or signing any contract (fraud has been detected in some online accommodation advertisements). Therefore, even if it might sound unsettling to arrive without a final place to live, we advise the students to visit as many rooms/flats as necessary before they make their choice.

We recommend booking a temporary place to stay during your first 3-4 nights in the city: FIRST NIGHTS IN THE CITY

Upon arrival, it is important to visit our Help Centre’s so they might help you to have a look at the list, contact the owners and organize student’s agenda to visit the flats during your first days in the Basque Country. Our accommodation service incorporates a flats database, "OSTATU", which the students can already browse from home.
ESTIMATED COST OF LIVING

Life standard in our cities (Bilbao, Vitoria-Gasteiz, Donostia/San Sebastián) is similar to that of certain European capitals: Barcelona, Rome... Monthly expenses can vary between 700 and 800€, depending on the type of accommodation you choose.

**Average monthly expenses:**

<table>
<thead>
<tr>
<th>Category</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accommodation</td>
<td>350-500 euros</td>
</tr>
<tr>
<td>Food</td>
<td>250-300 euros</td>
</tr>
<tr>
<td>Public Transport</td>
<td>35 euros</td>
</tr>
<tr>
<td>Other Expenses</td>
<td>100 euros</td>
</tr>
<tr>
<td><strong>Total Monthly Allowance</strong></td>
<td><strong>700-900 euros</strong></td>
</tr>
</tbody>
</table>

USEFUL INFORMATION

GETTING AROUND

In this section, you can find information about public transport routes to get to the different campuses of the University of the Basque Country. You will also find information on how to get around the Basque Country and other regions and countries.

**GETTING AROUND**

TOURISM IN THE BASQUE COUNTRY

Information about the most interesting places in the Basque Country that we recommend to visit during the stay.

**THE BASQUE COUNTRY**
CONTACT DETAILS

BILBAO (SARRIKO)
INTERNATIONAL OFFICE
incoming.fee-sarriko@ehu.eus
+34 94 601 7159
Avenida Lehendakari Agirre, 85
48015 Bilbao

DONOSTIA / SAN SEBASTIÁN
INTERNATIONAL OFFICE
empresa-ss.internacional@ehu.eus
+34 943 01 5767
Plaza de Oñati, 1
20018 Donostia / San Sebastián

BILBAO (ELKANO)
INTERNATIONAL OFFICE
empresa-bi.internacional@ehu.eus
+34 94 601 4713
Calle Elcano, 21
48008 Bilbao

VITORIA – GASTEIZ
INTERNATIONAL OFFICE
empresa-vi.internacional@ehu.eus
+34 945 01 4266
Calle Comandante Izarduy, 23
01006 Vitoria-Gasteiz

Faculty in Bilbao (Sarriko)