

[GUIDE FOR INCOMING STUDENTS ERASMUS MUNDUS PROJECT EWENT ACADEMIC YEAR 2012/2013](#)

UNIVERSITY OF THE BASQUE COUNTRY (UNIVERSIDAD DEL PAIS VASCO UPV/EHU) SPAIN

THE ERASMUS MUNDUS PROJECT EWENT IS RUN FROM THE FACULTY OF ENGINEERING IN BILBAO

CONTACT INFORMATION-INTERNATIONAL OFFICE

Director:

Prof. Alberto Oleaga ViceDean for International Relations alberto.oleaga@ehu.es

Incoming students-For any practical matter you must address to:

Ms. Conchi Gonzalez International Officer ingenieria.internacional@ehu.es

Mailing address	Escuela Técnica Superior de Ingeniería Alameda Urquijo s/n 48013 BILBAO (SPAIN)
Phone	+34946018228 +34946014014
Fax	+34946013939
Faculty of Engineering web-page	http://www.ingeniaritza-bilbao.ehu.es/p224-home/en/ http://www.ingeniaritza-bilbao.ehu.es/p224-content/es/contenidos/informacion/cesi_relaciones_internacionale/es_internac/foreign_students.html
Faculty of Chemistry web-page	http://www.kimika-zientziak.ehu.es/p250-home/es

CAMPUS IN WHICH YOU WILL BE STUDYING

We are a university with several campuses. You will be studying at San Sebastian (Campus of Gipuzkoa). San Sebastian is called in basque (our local language apart from Spanish) Donostia, so the two names (Donostia-San Sebastian) are used for the town. You will study your Master at the Faculty of Chemistry in San Sebastian (the second town in the Basque Country, after Bilbao).

WHERE WE ARE

-The Faculty of Engineering is strategically located in the very center of the city of Bilbao, linked by underground, tranway, bus or local trains. A map can be found in the link

http://www.ingeniaritza-bilbao.ehu.es/p224-hmencont/en/contenidos/centro/cesi_ubicacion/en_ubicacio/ubicacion.html

-The Faculty of Chemistry is strategically located in the center of the city of Donostia-San Sebastian. A map can be found in the link

http://www.kimika-zientziak.ehu.es/p250-content/es/contenidos/centro/ccqss_ubicacion/es_ubicacio/ubicacion.html

RELEVANT DOCUMENTS FOR EWENT:

- 1) Acceptance letter to the programme: Sent by email from Warsaw Univ of Technology
- 2) Acceptance letter from the Host university: Sent by email and the original by courier to the students.
- 3) Student's agreement: This document must have 3 signatures: student, Warsaw Univ of Technology as coordinator and University of the basque Country and 3 originals must be signed. The document will be sent by Warsaw Univ of Technology to the student by email. The student will sign it and send it to Warsaw. Warsaw will sign it and send it to us. We will sign it and give/send an original to each party.

ARRIVAL DATES:

For master students: September 17, to San Sebastian.

The plane tickets will be issued so that you will arrive on that exact date to San Sebastian.

VISA PROCESS:

The students must ask for their Visa at the corresponding Consulates in Ucraina. You must tell us at which consulate you intend to ask for it so that we can get in touch with it from Bilbao to easy the process. You can find the consulates, the whole process and instructions, in russian, at

http://www.maec.es/subwebs/Embajadas/Kiev/ua/home/Paginas/homeua_embkiev.aspx

http://www.maec.es/SUBWEBS/EMBAJADAS/KIEV/UA/MENUPPAL/SERVICIOSCONSULARESENUCRANIA/Paginas/serviciosconsulares_uacrania.aspx

and in Spanish at

http://www.maec.es/subwebs/Embajadas/Kiev/es/home/Paginas/homees_embkiev.aspx

http://www.maec.es/subwebs/Embajadas/Kiev/es/MenuPpal/ServiciosConsularesenUcrania/Paginas/consulares_ucrania.aspx

You must ask for a VISA for long term studies. Please look in the page for the document where it explains all the documents you must present at the Consulate, they are a lot and you must start gathering them. We will provide you with the documents concerning your Acceptance at the university, medical insurance, Economics means and Accommodation. You must take care of the rest.

ONCE YOU HAVE THE VISA YOU MUST SEND TO US A SCANNED COPY SO THAT PLANE TICKETS CAN BE PURCHASED.

ACCOMMODATION

-There are two options: either you stay at a students' Dormitory, either you share a rented flat with other students. As there are few Dormitories and they are not cheap, we recommend to share rented flats, this is the usual option for foreign students as well as for spanish ones who don't live with their families.

-For your first week (seven nights), we will make a reservation at one dormitory or hostel for you, this will allow you to look for a definite place along that week and you have an address to give to the spanish consulate. The cost will be deduced from your first grant payment. As soon as we have it we will send the address to you so that you can ask for the Visa.

-There is a Help Center for Visiting Students, with an office in San Sebastian, which has a list of flats and rooms, as well of the residences. Their mission is to help foreign students to find accommodation. They will help you once you arrive.

-You have complete information about accommodation through the link

http://www.relaciones-internacionales.ehu.es/p274-hmencont/en/contenidos/informacion/rrii_accommodation/en_inf/accommodation.html

EXPENSES AND COST OF LIVING

Approximate monthly expenses	Accommodation in shared flat	350 euros
	Sustenance	265 euros
	Public transport	35 euros
	Miscellaneous	100 euros
	Total per month	750 euros

GRANT PAYMENT

-You will receive a monthly allowance of 1000 euros, payed from our university.

-In order to do so, you will open a bank account in San Sebastian at the bank that we will indicate you (we will help you with the procedure) and the grant will be payed to that account. It is not possible to use an account at your country. Once that bank account is open, the first payment will be done.

-You must take into account that the procedures to open the bank account and transfer the funds will take some days (probably between 10 and 15) so that you will have to bring enough money to pay for your expenses on arrival. When sharing rented flats, many times you are forced to pay a deposit equivalent to two months payment. At dormitories, you must also pay a deposit. We will make our best so that you are payed as soon as possible but it does not depend solely on us.

INSURANCE

-EWENT Consortium, through the central Office at Warsaw University of Technology, will engage an international insurance covering risks related to health, accidents, death, permanent invalidity, etc. We will send a copy to you to present to the consulate for the Visa.

PLANE TICKETS-TRAVELLING EXPENSES

-EWENT Consortium, through the central Office at Warsaw University of Technology, will send to you a return flight ticket so that you will arrive at San Sebastian on the date you must be here. You must conserve the Boarding cards, train and bus tickets, taxis, whatever is related to your travel so that WUT will reimburse you the expenses you have paid by yourself. We can not give you money in advance, only buy the plane tickets for you.

IMMIGRATION

-Once you are in Bilbao, you will need to present to the immigration authorities. We will explain it to you once you are here and we are working to also ease that process. There will be someone here to help you.

ORIENTATION-WELCOME-SUPPORT

-Buddy programme: Every foreign student is assigned to one or two local students who will act as tutors before and after the arrival. They will get in touch with you before you come by email. They will welcome you when you arrive to San Sebastian to take you to the dormitory and to the Faculty

-There will also be someone from our International Office specifically in charge of Erasmus Mundus students.

-The first three days after your arrival we will have several meetings devoted to:

- orientation meetings about the university and paperwork, inscriptions and so on.

- finding a definitive accommodation if you do not have it yet.

- solving legal procedures: immigration, bank account, that sort of things.

After that you will start attending your respective Faculty, where you will receive specific orientation about it.

SPANISH COURSES FOR FOREIGNERS-BASQUE COURSES

-There are free spanish courses for exchange students during each semester.

<http://www.relaciones-internacionales.ehu.es/p274->

hmencont/en/contenidos/informacion/international_visitors/en_inf/language_courses.html

-There is also the possibility of studying a course on Basque Language and Culture. We are a bilingual region, with two official languages: spanish and basque.

STUDENTS OBLIGATIONS

-They will be specifically developed in the Students Agreement that will be sent from WUT. In particular, we want to emphasize that you are required to attend all classes, lectures, seminars, exams, etc. Your attendance will be controlled because in case you fail to attend your duties the grant must be removed, after the instructions given by the European Commission.

ACADEMIC INFORMATION

Master students:

You have all the information about your master at

<http://www.masternanoscience.ehu.es/p103-1999/en>

For academic doubts related to the master you can get in touch with Prof. Angel Alegria, who is responsible for that Master angel.alegria@ehu.es

DOCUMENTS YOU MUST BRING WITH YOU FOR THE INSCRIPTION

-Original passport and Visa, and a photocopy.

-Two recent photographs.

-Original or attested photocopy of your Bachelor Degree, properly legalized by diplomatic via (ask at your home university how you can do it).

-Translation to Spanish of your diploma (by a legalized translator).

OTHER WEB-PAGES OF INTEREST FOR EXCHANGE STUDENTS

University of the Basque Country UPV/EHU	http://www.relaciones-internacionales.ehu.es/p274-home/en/
City of San Sebastian	http://www.sansebastianturismo.com/
The Basque Country	http://tourism.euskadi.net/en/
Spain	http://www.spain.info/en/