

ESADE LAW SCHOOL - URL

Name of the institution	ESADE Law School – Universitat Ramon Llull
Erasmus ID code	E BARCELO16
Address	Av. de Pedralbes, 60-62 E-08034 Barcelona (Spain) Tel.: +34 932 806 162 Fax: +34 932 048 105
Website	http://www.esade.edu Students have access to ESADE exchange Moodle by entering into the website with the codes provided by ESADE.

LAW INTERNATIONAL ACADEMIC RELATIONS UNIT

Director, International Relations

Patricia Saiz

Office 147, Building 1 (first floor)
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International Relations Manager & THEMIS Coordinator

(Bilateral agreements, international partners contact)

Araceli Domènech

International Academic Relations Unit
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International Program Manager

Julia Anglès

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LAW EXCHANGE PROGRAM TEAM

Law Exchange Program Manager – INCOMINGS & OUTGOINGS

(Incoming students helpdesk for academic issues: application documents, course offer, registration, transcripts...)

Eva Mestres

Law School Office
Tel. +34 932 806 162 (ext. 2728)
eva.mestres@esade.edu

Exchange Students Academic Advisor

(Learning Agreements, courses descriptions...)

Sara Pons

Tel. +34 932 806 162 (ext. 3940)
sara.pons@esade.edu

Non-Academic International Student Advisor

(Students' advisor for non-academic issues: housing, visa, insurance...)

Caroline Beckershaus

Tel. +34 932 806 162 (ext. 2366)
caroline.beckershaus@esade.edu
isa@esade.edu

NOMINATION & APPLICATION PROCEDURE

Academic requirements for Admission to the Law Exchange Program

Students must be in good standing and must be nominated by the partner school. Students should have at least completed two years of law studies at university level.

Nomination Procedure & Deadlines

Students' nominations should be done by home university exchange coordinators. Deadlines:

- Fall Term & Annual Online nomination only: **March 15th to June 22th, 2021**
- Spring Term Online nomination: **March 15th to October 29th, 2021**

You will be kindly asked to send your student nominations using an online form provided by ESADE starting in March 16th.

Once the nominations online form submitted, we will provide credentials to your nominated students to access our intranet and upload the required application documents. Please know that the issuance of student's credentials may take few days.

Required application documents:

- Copy of Passport (showing full name)
- Proof of Health Insurance with International Coverage
- 1 passport-sized photograph
- CV / Resumé
- Official Transcript (*Only ORIGINAL scanned transcripts or e-transcripts will be accepted. Students will be required to show their original transcript during the ESADE mandatory check in once in Barcelona, in order to validate the uploaded document.*)
- Language certificates:

Fall	Courses mainly taught in English (some courses offered in Spanish) English language certificate* required (minimum C1) only for applicants who are not native English speakers or who are from an institution where the language of instruction is not English.
Spring	Courses mainly taught in Spanish (some courses offered in English) Spanish language certificate* required (minimum B2) for non-native Spanish speakers.

* The language certificate must be issued by a competent body, coordinator of Spanish Language or another authorized institution (language school).

ACADEMIC CALENDAR 2020/21

Exchange students are **encouraged to arrive earlier to secure accommodation prior to the start of the program/Spanish course**. Students should arrive not later than the day before the first day of the term.

Fall term 2021

- **Courses online bidding registration** July (Date TBC)
- **Spanish Language course** (*optional*) From August 30th to September 3th (TBC)
- **Orientation Program** From August 30th to September 3th
- **Welcome Session** (*mandatory*) September 6th
- **Term Dates including exams** September 6th 2021 to end January 2022
(for students from European partner universities)
September 6th to December 23rd 2021
(for students from non-European partners) (*)

(*) Exams dates will be set by the Program Direction and could be any date in December.

Spring Term 2022

- **Spanish Language course** (*optional*) January (Dates TBC)
- **Orientation Program** (*mandatory*) Mid-January & February 7th 2022
- **Term Dates including exams** February 7th to end May 2022

(*) IMPORTANT NOTE: Exchange students are requested to stay until the end of the scheduled exams. No special dates for exams to be arranged. Please advise your students to pay attention to exam dates when booking any flights.

COURSES OFFER & ONLINE REGISTRATION

▪ Law courses offer

Courses list 21/22 and syllabus will be available on ESADE exchange Moodle website by June/July. Meanwhile students will see the information for 2020/21.

▪ Law Courses online bidding registration

Registration must be done by students online. Students will be informed in due time how to proceed.

- Fall Term Open Registration Dates July (tbc)
- Spring Term Open Registration Dates November (tbc)

Once the registration is confirmed and during the first month of the term, students must deliver to ESADE Registrar's Office the document of the **Learning Agreement** properly signed and stamped by the home university.

ESADE Exchange Moodle Website

From here exchange students access to all relevant information for their exchange program

Law Courses & Syllabus	Law courses both at Bachelor's and Master's Law Degrees. Courses list and syllabus will be available by June/July.
Language of Instruction	Fall Term: English (we also offer some courses in Spanish) Spring Term: Spanish (we offer few courses in English)
Credit system	ECTS credit system.
Exams accommodation	Indicate your need to the International Relations Direction at least 5 weeks before the exam date specifying the type of accommodation you need and attaching a certificate or an email from your home University
Workload	30 ECTS per semester (27 to 33 ECTS are accepted for students from EU universities and a minimum of 23 ECTS for students from non-EU universities.) * THEMIS students are required to register for 30 ECTS at ESADE. (10% variation allowed: minimum 27 ECTS and maximum 33 ECTS).
Course Registration	All registrations should be requested online only, through the ESADE bidding system in July (tbc).
Course Attendance	Attendance is required in all courses.
Assessment	Students are evaluated at the end of the semester as well as continuously throughout the semester. Exams are mostly written, but are sometimes conducted orally, or even take-home assignments. Projects may also be required.
Transcripts	Official Transcripts will be available at the end of February / early March (for Fall term students) and at the end of July (for Spring term students), and will be sent directly to the home university. The Registrar's Office will not release transcripts nor advance unofficial grades before the set dates.

Grading

ESADE grades are on a scale of 0 to 10, as follows:

POINTS	DESCRIPTIVE VALUE
9.0 - 10	Excellent
7.0 - 8.9	Distinction
5.0 - 6.9	Pass
0 - 4.9	Fail
Non-numerical grades	
AP	Pass
NAP	Fail
NP	Not Attended
PENDIENTE	Not released yet
MATRICULADO	Registered

ORIENTATION PROGRAM & SPANISH LANGUAGE COURSE

At the beginning of each semester, ESADE Law School organises an orientation program for all new exchange students. Exchange students are strongly encouraged to participate in it.

The ESADE orientation program includes:

- **Spanish language course.** The language online registration will be at the same time as the course online registration. More information about the language course application and registration procedures will be available around May.
- **City tour around Barcelona** with the International Relations team (Fall term)
- **Orientation Day:** welcome by the Law Faculty directors and International Relations Office. We provide students with detailed information about registration procedures and courses. This session will also include an introduction to Barcelona and Spain, housing advice, Alumni Association and Library resources.

ESADE International Student Association - CIEE offers a **buddy service** for exchange students. Their main aim is to help exchange students get used to their new academic, urban and social surroundings. CIEE organises welcome parties, cultural trips and others.

Please advise your students to contact them at ciee.bcn@gmail.com

WHERE STUDENTS SHOULD GO WHEN THEY ARRIVE AT ESADE

Exchange students should report their arrival at the Law School Office (building 1, first floor).

This is the Office for all academic matters before and during your students' stay at ESADE.

Main contact person: **Eva Mestres** eva.mestres@esade.edu

Information students will be given by the Law Office on arrival:

- **Course schedule and final registration** with a list of the courses' students will be taking at ESADE.
- **Student identification card**, which not only proves they are enrolled at ESADE, but also gives them access to the school library as well as other services.

LOCATION & CAMPUS FACILITIES



ESADE is located in a residential neighbourhood called Pedralbes in the upper part of Barcelona. The main building is located at the top of Avinguda Pedralbes on the right-hand side of the street if you are coming up from the centre of town.

It can be easily reached by:

- Metro: Line 3 - Green Maria Cristina stop, 15 minute walk
- Ferrocarrils Catalans: local commuter railway Reina Elisenda stop, 10 minute walk
- Buses: 78, 63, 75, 22, 64 and V5 for a 5 minute walk
- Taxi: Taxis provide fast service in Barcelona. The fare from the city centre, Plaça Catalunya to ESADE is about €18.

Taxis provide the fastest transportation from the airport approximately €25-€30. However, there is also bus and train service directly to the city centre, where you can transfer to the public transportation network.

- **Building 1**
Avinguda de Pedralbes, 60-62
Classrooms for Law courses
Law School Office
Law School Dean's Office
Law RRII Office
EsadeForum
Cafeteria
- **Building 2**
Carrer Marqués de Mulhacén, 40-42
Classrooms for Law courses
Library and Corporate Documentation Centre
Cafeteria
- **Building 3**
Avinguda d'Esplugues, 92-96
Cafeteria

COST OF LIVING

Estimated monthly budget for a single student sharing an apartment:

Housing (shared)	€500 – €700
Utilities	€85 – €165
Groceries	€160 – €210
ESADE lunch	€185
Public Transportation	€40
Sports	€45 - €80
Misc Expenses	€190 – €500
<i>Monthly Budget</i>	€1205 - €1880

NOTE: This is a rough estimate and depends on your lifestyle while here.

NON – ACADEMIC INFORMATION (VISA, housing, health insurance, ...)

For non-academic issues such as housing, visas, medical contacts, health insurance or any other matters, students should:

- contact the ESADE International Student Advisor:
Ms Caroline Beckershaus
caroline.beckershaus@esade.edu or isa@esade.edu
- or/and check ESADE intranet in ESADE Student Guide (Housing / Spanish Paperwork)

1. VISA

STUDENTS FROM EU-COUNTRIES and citizens of Norway, Iceland, Liechtenstein and Switzerland do not require a visa to enter Spain. All you need is a national identification card or passport.

STUDENTS FROM NON-EU-COUNTRIES

All applicants from Non-EU nations need a visa to study in Spain. In order to get a visa, all students must apply at the embassy or consulate of Spain in their home country **at least** 2 months before their planned date of departure.

The documentation that you may be required to present when applying for a Student Visa includes:

- Passport
- Passport-size photos
- Proof of financial means
- Admission Letter from ESADE (invitation to housing as proof of accommodation included)
- Proof of medical insurance including repatriation
- Proof of Accommodation*
- Other documentation specific to your situation

NOTE:

- If you plan to travel outside of Spain during the period shown on your Student Visa, be sure to ask for a multiple-entry visa. Even then, there is no guarantee that you will get it.

- If you have a non-EU passport and it is not stamped on entering Spain or the Schengen Area, you will need to take your passport and boarding pass to the Immigration Office within 72 hours of arrival to request a document, which will substitute for the stamp.
- If you are living outside your home country when you apply for a Student Visa, the Spanish Embassy or Consulate in the country where you are currently residing may require you to return to your home country to apply for the Student Visa. Do not assume that you will be able to obtain a Student Visa from a Spanish Embassy or Consulate outside your home country.

2. HEALTH INSURANCE

All international students are **required to have valid medical insurance coverage** for the entire time they are in Spain. *Proof of health insurance with international coverage will be required to complete registration.*

Students from EU/EEA countries need to bring the European Health Insurance Card for free medical assistance from the Spanish public health system.

Students from Non-EU countries are required to arrange private insurance to cover medical care in Spain and check with the insurance company about the specific details and exact procedure to follow should they need medical attention while in Spain.

3. HOUSING

ESADE does not have housing facilities for students in Barcelona – Pedralbes but students are welcome to stay at the Residencia Sarrià, which is a 15-minute walk down to the Pedralbes campus and about 25 minutes to the Sarrià FGC station.

There is a large amount of available housing in Barcelona, but it can be relatively expensive and it takes time to find. Looking for an apartment on your own requires knowledge of the different areas (barrios) in Barcelona because prices can vary substantially from one area to another. **It is highly recommended that you plan to arrive in Barcelona at least one week prior to the start of your programme to locate accommodation.** With this in mind you should book a room in a hotel, hostel or student residence for this initial period before arriving. Investing this time to look for housing in person will help ensure your longer-term accommodations are of a reasonable price and standard of comfort. **The neighbourhoods which are most popular with ESADE students are Gràcia, Sant Gervasi, Sarrià and l'Eixample; Les Corts and Sants are also conveniently located.**

Housing possibilities

For a few days or longer: student residence halls and hostels

Residència Universitària Sarrià

c/ Esports 1-3; 08017 Barcelona

+34 93 206 5540

www.residenciasarria.com

Campus La Salle Residence Hall

C/San Joan de la Salle, 42 08022 Barcelona

Tel: 935 084 600

campuslasallebcn@resa.es

special rates for ESADE students

Livensa Living

c\ Sant Mateu, 4

Esplugues de Llobregat, Barcelona

Tel: +34 673 62 22 07

www.livensaliving.com

special rates for ESADE students

The Student Hotel Barcelona Campus

c/ Sancho de Ávila 22; 08018 Barcelona

Av. del Paral·lel, 101, 08004 Barcelona

+34 93 309 98 30

www.thestudenthotel.com

Residencia LESSEPS

Plaza Lesseps 12; 08023 Barcelona

+34 902 444 447

www.resa.es

Residencias Grupo Mestral

- Mestral Mar
- Emilie de Villeneuve
- Anna Ravell
- Lestonnac
- Josep Manyanet

www.residenciasuniversitariasbarcelona.es

Residència Erasmus Gràcia

c/Torrent de l'Olla 212-214, 08012, Barcelona

+34 934 151 203

<http://www.residenciaerasmusgracia.com>

Blanc – B&B

C/ Tuset, 27 - 1ª (first floor)

08006 Barcelona (Spain)

Ph. +34 93 676 18 56

www.blancguesthouse.com

The Loft Town

C/ Sèneca, 24-26 08006 Barcelona

+34686 93 20 17

A relatively new residence in Gràcia: the semester pricing plan dates are flexible.

<https://thelofttown.com/en/>

Barcelona Gràcia Student Housing

Carrer Gran de Gràcia, 117, 08012 Barcelona

+34 629 561 477

www.barcelona-housing-student.com

Barcelona has a variety of hostels, which are another alternative for short-term housing. Here are two links to help you find something you like:

www.airbnb.com

www.homestay.com

www.hostelworld.com

More Permanent Accommodation

www.bcn-nest.com

Not looking forward to house-hunting on your own? Let Margarita and Pura advise you on what the best neighborhood and housing solution is for you. They work directly with property owners, no agencies, so whether you're looking for a studio, an apartment, a room or a homestay, they are certain to find it for you. If you contact them in advance, you can move into your new home when you arrive in Barcelona or they can arrange visits to properties you've chosen. Contact them for a consultation, no strings attached; they come highly recommended. info@bcn-nest.com

www.livefurther.com

Founded by an ESADE alumna from Barcelona with experience as an exchange student, LiveFurther offers a 20% discount on booking fee for ESADE students. In order to receive the discount, be sure to:

- Search for the room or apartment and reserve it directly using the LiveFurther website, rather than by using another website
- Write "ESADE" in the field asking for a partner code in the online reservation form
- Select "Organization referral" from the list in the "Hear about us" dropdown menu in the form
- Upload a copy of your ESADE acceptance letter when reserving.

www.housinganywhere.com

This is a website, which helps incoming exchange students to rent a room directly from ESADE students who are going on exchange. Students deal directly with students; there are no intermediaries.

Rental Agencies

The following agencies specialize in arranging short-term and long-term accommodation in furnished apartments. These agencies charge a fee for their services; it may be equivalent to a month's rent, a percentage of the rent, or it may be included in the monthly rent.

Resa Housing

C/ Torrent de l'Olla, 219
08012 Barcelona
+34 932 389 072
www.resahousing.com

Habitatge Jove

C/ Enric Granados, 19 Bajos 1
08007 Barcelona
+34 933 239 068
www.habitatgejove.com
info@habitatgejove.com

Blue Stripe

Carrer Roger de Flor, 117, Local 1
08013 Barcelona
+34 93463 7195
www.barcelona.bluestripeliving.com

Sh Barcelona

Franck Anais
Carrer Casanova 99, bajos
www.shbarcelona.com

Altiro

Carrer Mallorca 303, entlo, 1ª
08037 Barcelona
+34 932 530 427
www.altiobarcelona.com

Destination BCN

Ronda Universitat, 11
08007 Barcelona
935 32 52 67
info@destinationbcn.com www.destinationbcn.com

Misodi Rent

+34 932 412 910
v.huidobro@misodirent.es
www.misodirent.es

Jump In Barcelona (only female students!)

+34 667 49 75 06
admin@jumpinbarcelona.com
www.jumpinbarcelona.com

Grupo Corinpa

Passeig de Gràcia 26, 2ª 2ª
08007 Barcelona
+34 638 840 361
www.inmointerior.com
begona@grupocorinpa.es

Prota House

C/ del Progrés 60, Bajos
08904 Hospitalet de Llobregat
+34 930 011 314