Esade holds the selected “Triple Crown” accreditation: EQUIS, AACSB and the ASSOCIATION OF MBA’s. Esade is a member of the CEMS Alliance (CEMS) and the Partnership in International Management (PIM).

In addition, Esade is a Cervantes Institute – accredited institution.
ADMISSION REQUIREMENTS
Students must be nominated by the partner university. Students should have completed at least one year of studies at the undergraduate level.

NOMINATION PROCESS
To be completed by the home university Exchange coordinators. Deadlines:
Fall term April 30th
Spring term September 30th

APPLICATION PROCESS
Documents must be provided by the student. Deadlines:
Fall term May 30th
Spring term October 15th

- Copy of Passport (or ID Card only for EU citizens)
- Proof of Health Insurance (indicating clearly the coverage for the full exchange period)
- Resume/ Curriculum Vitae
- Official Transcript from Home University
- Declarations and Commitment document

Do Good. Do Better.
Courses can only be added/dropped during the **official registration** or **change round** (add&drop period).

No changes will be admitted once those periods are over.

Students are kindly invited to check in advance with their home universities which courses can be mapped or not.

Esade requires students to be flexible when choosing courses since slots in specific courses cannot be guaranteed to any student.

**COURSE WORKLOAD**

- **Students from European universities**
  - Min 27 ECTS – Max 33 ECTS
- **Students from Non-European universities**
  - Min 23 ECTS – Max 33 ECTS

However, if the student is allowed to take a lower amount of ECTS, we would need to receive a written approval of the Home University Exchange coordinator.

**COURSE REGISTRATION**

To be completed online by Exchange students

- **Fall Term:**
  - July 4th – July 7th
- **Spring Term:**
  - Nov 14th – Nov 17th

**CHANGE ROUND (ADD&DROP PERIOD)**

- **Fall term:**
  - Aug. 28th – Aug. 30th
- **Spring Term:**
  - Nov. 28th – Nov. 30th
ACADEMIC CALENDAR

FALL TERM 2023
(August 28th to December 9th)

- August 28th – September 1st Orientation Program (Mandatory)
- August 28th – September 1st Spanish Intensive Course (optional)
- September 4th Beginning of Fall Term 2023
- December 9th Official End of Fall Term 2023
- December 23rd - January 7th Christmas Break

SPRING TERM 2024
(January 12th to May 18th)

- January 12th (all day) Orientation Program (Mandatory)
- January 15th – January 26th Spanish Intensive Course (optional)
- January 15th Beginning of Spring Term 2024
- March 23rd – April 1st Easter Break
- May 18th Official End of Spring Term 2024

Do Good. Do Better.
COURSE OFFER AND EXAMS

The Exchange Programme course offer will be shared with nominated students at a due time. Please refer to the syllabus of each subject, where the final assessment is clearly indicated. Exams take place during the last day of class for each course. **Attendance to class is mandatory for all courses.**

LANGUAGE OF INSTRUCTION

Courses are taught in **English** and in **Spanish**.

Students interested in taking courses taught in Spanish are highly recommend to have a B1 level in Spanish laguage, according to the Common European Framework for Reference of languages (CEFR). We reserve the right to ask the oficial certificates as a proof of Spanish knowledge.

GRADING SCALE

<table>
<thead>
<tr>
<th>Grade Range</th>
<th>Grade</th>
</tr>
</thead>
<tbody>
<tr>
<td>0,0 - 4,9</td>
<td>Failed</td>
</tr>
<tr>
<td>5,0 - 6,9</td>
<td>Passed</td>
</tr>
<tr>
<td>7,0 - 8,9</td>
<td>Distinction</td>
</tr>
<tr>
<td>9,0 – 10</td>
<td>Outstanding</td>
</tr>
</tbody>
</table>

Non numeric grades: NP is Non-attended
Esade offers a Spanish intensive language course for all Exchange students who want to learn or improve their Spanish. The Spanish Intensive Course takes place during the first days of the exchange, and it grants 2 ECTS.

Spanish extensive language course (throughout the term) is also available, and it also grants 2 ECTS. In order to enroll to the Spanish extensive course, students must enroll to the intensive course.

Available Spanish language levels
(depending on registered students)

Beginners  Elemental  Intermediate  Intermediate+  Advanced

A placement level test is required prior registration
ENTRY VISA AND RESIDENCE PERMIT

EU citizens only need a Passport or national ID in order to enter Spain. Non-EU citizens will need a Student Visa. When you apply for a Student Visa (Visado de Estudiantes) you will be asked for the following documents:

• Passport (valid for at least 1 year from date of application)
• 2 Passport-size photos
• Proof of financial means
• Proof of medical/accident insurance to cover length of stay
• Letter of Acceptance from esade (includes an invitation to housing, which is accepted as proof of accommodation)
• Police clearance & medical certificate for exchange periods over 6 months.
• Other documentation, like proof of residence in consulate’s jurisdiction or proof of previous studies may be also be required depending on the consulate.

Students who will be staying for a single term will be issued a short-term student visa, which will be valid for the period of their studies. Students who will be staying for two terms will obtain a long-term student visa. The visa is valid for 90 days and allows the student to obtain the residence card (TIE) upon arrival.

Please check the International Student Handbook and with the nearest Spanish Embassy or Consulate in your home country for more detailed information.
HEALTH INSURANCE
Exchange participants must arrive with their own health insurance that covers all international incidents. More information about health insurance can be found in the International Student Handbook, which is available at the exchange website and shared with students when they have been nominated to come to ESADE.

ACCOMMODATION
Accommodation tips can also be found at the International Student Handbook

COST OF LIVING
Approximate cost of living while coursing at esade:

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuition Fees</td>
<td>Waived</td>
</tr>
<tr>
<td>Accommodation Off Campus</td>
<td>500-700€/month + utilities (100-200€)</td>
</tr>
<tr>
<td>Accommodation On Campus</td>
<td>800€/month</td>
</tr>
<tr>
<td>Transportation</td>
<td>40€/month</td>
</tr>
<tr>
<td>Meals &amp; Groceries</td>
<td>250-400€/month</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>200-500€/month</td>
</tr>
</tbody>
</table>
EXCHANGE PROGRAMME TEAM

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