

Enrolment information for InnoEnergy students

InnoEnergy students linked to the UPC Master's Degree in Energy Engineering have to perform 60 ECTS at the UPC during their first or second year depending on the syllabus that they are studying to get the Degree certificate of the UPC.

Students linked to the UPC Master's Degree in Nuclear Engineering have to perform 60 ECTS at the UPC during their first year.

It is not possible to carry out subjects of the other master's degrees of the ETSEIB or the other masters at the UPC. The regulations of the Master's degree in Energy and Nuclear Engineering do not include the option to carry out subjects of the other master's degrees.

The academic course is structured in two periods, Fall and Spring semester. Therefore, there are two periods of enrolment during the course: in September (Autumn semester) and in February (Spring semester). This academic year, both enrolments are online through e-Secretaria.

The ONLINE enrolment for InnoEnergy students will be next September 12.

Classes start on September 16.

You can also find this information at: <u>https://etseib.upc.edu/ca/estudis/matricula</u>

Contact Information

In case you have any doubts with the enrolment you can contact:

Phone assistance during ONLINE enrolment:

- Academic assistance: +34 93 401 79 88 from 9:30am to 2:00pm. (enrolment day only)
- Technical issues: +34 93 401 25 00 / +34 93 401 62 13 from 8:00am to 9:00pm.

Mail assistance:

masters.etseib@upc.edu



Before enrolment

IMPORTANT: to enrol, first you have to accept your application at <u>https://prismanou.upc.edu/apl/</u>, so the status changes to "Accepted by the student".

Once you have done that, access to the e-Secretaria with the username and password that you will receive by mail.

https://prisma-nou.upc.edu/apl/home_estudiants.php?idioma=3

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igle sign on log in 🕑	25/06/2018 - Interface changes	
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Important: Fill your personal data and select the LOPD Authorisations, selecting the option *My* details -Personal data / LOPD Authorisations (*)

(*) LOPD Personal Data Protection Spanish Law

Main page Contact FAQ	
Home	Personal data
My details >	Fields marked with an asterisk (*) are required
Personal data LOPD Authorisations	PERSONAL DETAILS
 Bank accounts 	Name and surname
Academic Record	Registration date Birth date
Enrolment >	

Important: if you do not fill this data and click the authorisations before, you cannot make your enrolment.



Enrolment

You will have to do your enrolment via e-Secretaria.

- 1. Click AUTOENROLMENT
- 2. You will start the enrolment process

MASTER	'S DEGREE
Fable marked * are reported	
Modality of studies	
The UPC studies leading to a degree can be done full-time or part-time.	
The student's enrolment for part-time studies will be restricted to a maximum of 36 ECTS credits per academic	year (18 ECTS credits per quarter).
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3. You need to select the subjects and groups you have **agreed with your Master's Coordinator**. Contact with him previously to the enrolment, as he will guide you with the subjects you need to take, depending if it is your 1st or 2nd year, and your previous studies.

Program	Coordinator / Tutor
RENE	Prof. Cristóbal Voz
SELECT	Prof. César Alberto Valderrama
SENSE	Prof. Eduardo Prieto-Araujo
Smart Cities	Prof. Andreas Sumper
EMINE	Prof. Lluís Batet

MASTER'S DEGREE

🗾 Enrolment

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240E1515	24061515	4,5	Q	1		RdH
24061012	24061012	4.5	Q	1		Add
24061011	240E0011	4,5	Q	1		Add
24061016	24081016	4,5	Q	1		Add
24061525	240E1525	4,5	Q	2		Add
24061026	24061026	4,5	Q	2		Add
24061022	240E1022	4,5	Q	2		Add
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4. Check that all your subjects and your groups are ok.

							MASTER	'S DEGREE		
Fields marked * are	required									×
Ay enrolment list										
Type	Teaching unit					UPC Code	Acronym	Credits	Group	
Compulsory	ELECTRICAL TE	CHNOLO	GY			24061014	240E1014	3	14	
Compulsory	EXTENDED ELE	CTRONIC	s			24061013	24051013	4,5	23	
Compulsory	INDUSTRIAL SP	CHEDULI	NG			24061525	24061515	4,5	22	
Compulsory	MACHINE TECH	INDLOGY				24061012	24061012	4.5	31	
Compulsory	PROCESS CONT	ROL				24061011	24061011	4,5	12	
										Total subjects: 5
	Oblig.	Opt.	ALE	PEC	Total	Total no. of units	adapted / va	didated / r	ecognized	E 0
Credits enrolled	21	a	0	0	21	Total credits: 0				
Remaining credits	65	43	0	12	120					
Encolment fees										
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You have finished your enrolment process and you can print your enrolment document at home.

NOTE: Please, if you receive a message about some payment, forget it, it does not apply to InnoEnergy students.

Enrolment Modifications

There will be a period to make changes in your enrolment (Deadline for the enrolment of Autumn semester is September 30, 2024). You will have to send a request via e-Secretaria.

https://etseib.upc.edu/ca/estudis/calendaris/CalendariTramits-master#IndexMAt

How to do it?

1. Access to the e-Secretaria.

https://prisma-nou.upc.edu/apl/home_estudiants.php?idioma=3

- 2. Click **Procedures** and choose the option **Related to enrolment**.
- To add subjects:
 a. Select the form *Change ordinary enrolment.*



- b. Click Add Subjects
- c. Select the subject(s) that you want to incorporate into the enrolment.

	Acronym	UPC reference	Name 🔺 🔽	
	240649	240649	AERODYNAMICS	
V	240054	240054	CONTINUUM MECHANICS	
V	240161	240161	ELECTRICAL MACHINES	
	240072	240072	ELECTRONICS	
	240652	240652	ENGINEERING OF THE PRODUCT	
	240061	240061	FLUID MECHANICS	
	240641	240641	FOOD BIOENGINEERING	
	240618	240618	FUNDAMENTALS OF NUCLEAR ENGINEERING	
	240638	240638	GENERATION OF WIND ELECTRICITY	
	240617	240617	GRAPHIC SIMULATIONS IN 3D	
				Next >

Select Close

- d. Click Select.
- 4. To draw subjects:
 - a. Select the form Change ordinary enrolment
 - b. Click the **Delete** button of the subject that you want to remove from the enrolment. Delete
 - c. Press the **OK** button to confirm that you want to delete the subject(s).
- 5. To change the group of a subject:
 - a. Select the form *Change of group*.
 - b. Select the new group that you want to incorporate into the registration in the column *Change to group*.

Current enrolment

Acronym	UPC reference number	Name	Current group	Change to group
240133	240133	MECHANICS	10	

- c. Fill in the *I hereby state* section specifying the reason why you request the modification of the registration.
- d. Click the *Submit* button to complete your request. Submit
- e. Deliver the supporting documentation, if needed, to the SIAE (Students' Information and Attention Service).

Resolution

You can consult the resolution of the modification via *e-Secretaria*.