



## FREQUENTLY ASKED QUESTIONS ON ADMISSIONS TO BARCELONA SCHOOL OF INDUSTRIAL ENGINEERING (ETSEIB) MASTER'S DEGREES

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1. What is the pre-enrolment deadline for ETSEIB master's degrees for the 2019-2020 autumn semester?

31 May 2019. Applications received after this date will not be accepted.

2. Can I pre-enrol for a master's degree if I have not finished my bachelor's degree?

You can pre-enrol as long as you provide all the required documents other than your bachelor's degree certificate. If you are admitted, the admission will be conditional on you providing the bachelor's degree or provisional degree certificate. If you are a **UPC** student, **you can apply if your academic record is final.**

3. If I submit my bachelor's thesis in October, can I start my master's degree?

No, you can only enrol if you have finished your bachelor's degree. Enrolment periods will be published on the School's website. The enrolment of new students in the autumn semester of the master's degree usually takes place in the second two weeks of September. Applications received after the deadline will not be accepted.

4. Where can I find information on the admission process and related procedures?

All the information is available in the following links:

<https://etseib.upc.edu/ca/estudis/acces/acces-masters/preinscripcio-masters>

<https://etseib.upc.edu/es/programas-academicos/tramites/acceso/acceso-a-las-titulaciones-de-master>

<https://etseib.upc.edu/en/Academic%20programmes/acces/application-msc-programmes>

5. What documents do I need to provide with my application?

Please refer to the following links to see the documents you are required to submit:

<https://etseib.upc.edu/ca/estudis/acces/acces-masters/documentacio>

<https://etseib.upc.edu/es/programas-academicos/tramites/acceso/documentacion>

<https://etseib.upc.edu/en/Academic%20programmes/acces/documentation>

6. Is English Level B2 required?

Yes, you need to submit evidence of English Level B2 or equivalent in order to apply for the School's master's degrees. Please refer to the table of official certificates that enable the holders to demonstrate the level of English required for admission:



<https://www.upc.edu/slt/ca/certifica/taulaB2#taula>

7. Is a particular Spanish level required?

Students from non-Spanish speaking countries who wish to apply for the School's master's degrees must demonstrate they have Spanish Level B1 or B2, depending on the master's degree that they are applying for.

- Master's degree in Industrial Engineering, master's degree in Automotive Engineering and master's degree in Management Engineering: Spanish Level B2 is required.
- Master's degree in Supply Chain, Transport and Mobility Management: Spanish Level B1 is required.
- Master's degree in Energy Engineering: Spanish Level B1 is required (although not if you choose the pathway taught entirely in English).

8. If I still do not have my English or Spanish certificate, what is the deadline for submitting it?

You may provide it up to the enrolment day, in mid-September. Please bear in mind that your admission will be conditional on you providing the language certificate or on your university issuing and providing an official academic certificate to this effect.

9. What is the ANECA certification (declaration of equivalence of marks? What is it for? Do I need to provide it?

It is an official certificate issued by the Spanish Ministry of Education that converts foreign universities' marks to the Spanish universities' system in order to obtain an average mark. You must provide this document if you are coming from a foreign university.

For further information please refer to the following website:

<http://www.educacionyfp.gob.es/servicios-al-ciudadano-mecd/catalogo/general/educacion/203615/ficha.html>.

10. Do I need to choose more than one specialisation? Why? (master's degree in Industrial Engineering, master's degree in Energy Engineering and master's degree in Automotive Engineering)

Yes, for the aforementioned degrees you must choose the number of specialisations indicated below.

- Master's degree in Industrial Engineering: three specialisations in order of preference.
- Master's degree in Energy Engineering: four specialisations in order of preference.
- Master's degree in Automotive Engineering: three specialisations in order of preference.

Depending on the order in which places are assigned, you will be assigned an option based on the order of preference in your application.

11. What happens if I realise that I've made a mistake in the order of preference of the specialisations in the admissions application?

Add a comment specifying your desired order of preference in the admissions application before 31 May if you are applying for the autumn semester. No changes will be allowed after that date.



12. Can I switch my specialisation later on, if I do not like the one that I have been assigned or that I am taking?

You can ask to change your specialisation by submitting an application via the e-Secretaria. Some specialisations are in great demand; therefore, we cannot guarantee that the request will be authorised. Authorisation is contingent on the availability of places.

13. What are the admission criteria for each master's degree?

You will find the admission criteria on the website of each master's degree:

<https://etseib.upc.edu/ca/estudis/acces/acces-masters/preinscripcio-masters>

<https://etseib.upc.edu/es/programas-academicos/tramites/acceso/acceso-a-las-titulaciones-de-master>

<https://etseib.upc.edu/en/Academic%20programmes/acces/application-msc-programmes>

<https://etseib.upc.edu/ca/estudis/acces/acces-masters/preinscripcio-masters>

14. Do students from the ETSEIB have any priority for admission to its master's degrees?

No, priority is given to students according to their academic record and completed degree. If you have completed the bachelor's degree in Industrial Technology Engineering, you will be awarded 5 points, regardless of the School in which you completed it, whether the ETSEIB, another UPC school or another university.

15. How do I apply for an ETSEIB double master's degree pathway?

If you want to take an ETSEIB double master's degree (master's degree in Industrial Engineering + thematic master's degree), you must apply for the double master's degree of your choice.

Please remember that if you have not been admitted to the double master's degree of your choice, you have not been admitted to either of the two master's degrees that it comprises, namely the master's degree in Industrial Engineering and the other master's degree (thematic master's degree). If you are interested in taking a master's degree at the School, we suggest that you apply for one or more master's degrees separately.

16. When and how will I receive a decision on my application?

Typically by the end of June candidates are notified as to the decision through the admissions application and the provisional resolution of admitted and excluded candidates is published. The provisional resolution includes an explanation of the steps to follow, the instructions, the period for accepting or renouncing the place and the bridging courses to take, if necessary.

17. How do I apply for admission to the School's master's degree in Industrial Engineering or the master's degree in Management Engineering and the UOC's master's degree in Business Administration (Organisation Management in the Knowledge Economy)?



First, you must apply for admission to one of the School's two master's degrees in the agreement, in accordance with the usual admission procedure and within the established period. At the same time, you must also apply for admission to the UOC's master's degree in Business Administration (Organisation Management in the Knowledge Economy), in accordance with the UOC's admission procedure.

Once you have been admitted to the School's master's degree and have the letter of admission to the UOC's master's degree, you must apply for authorisation to take both master's degrees via the e-Secretaria. The School reviews the applications and, if applicable, authorises you to take both master's degrees, in accordance with the pathway and the terms and conditions set in the agreement signed with the UOC.

In addition, you must apply to take the two master's degrees simultaneously via the e-Secretaria and pay the corresponding fee.

Students taking this double master's degree may not participate in the double degree programme that the School offers in each academic year's general call for mobility places.

#### 18. How do I apply for admission to the master's degree in Biomedical Engineering?

This master's degree is taught jointly at the UB's Faculty of Physics and the UPC's Barcelona School of Industrial Engineering. The UB coordinates the master's degree and is therefore in charge of the admission and enrolment processes, as well as the management and storage of academic records.

<http://www.ub.edu/estudis/ca/mastersuniversitaris/engbiomedica/presentacio>

#### 19. How do I apply for a master's degree linked to the InnoEnergy consortium?

Admission to international double master's degrees linked to the InnoEnergy consortium is a process external to the School. Applications must be submitted to the InnoEnergy consortium, which is in charge of the selection and admission processes.

If you are admitted to any of these master's degrees, the consortium will tell you which pathway you need to take and at which universities.

#### 20. How and when do I apply for a double degree with a foreign university upon accessing the School's master's degree?

Students can apply for international double master's degrees that are the result of agreements that the School has signed with foreign universities in each academic year's general call for mobility places, within the framework of the exchange programmes.

Only students enrolled in an ETSEIB master's degree may apply for admission, as long as they are not taking an ETSEIB double master's degree (master's degree in Industrial Engineering + thematic master's degree), an international double master's degrees linked to the InnoEnergy consortium or a double master's degree with the UOC.

An annual call is published in January. Check the mobility programmes on:

<https://etseib.upc.edu/ca/mobilitat/>

21. What is the language of instruction of the master's degree in Industrial Engineering?

There are three groups taught in Catalan and one group taught in Spanish for compulsory and optional subjects in the first and second semesters. As for the rest of optional subjects, the language will be chosen by each professor, in accordance with the provisions of the approved document *Ús de les llengües a les activitats docents* (Language Use in Teaching Activities at the UPC).

Exams and exercises can be completed in either Catalan or Spanish.

22. I want to delete some documents and add new ones but the application will not let me do so.

Once you have sent your application and made the payment, you cannot delete any documents, but you may upload new ones.

23. I have completed the registration process but I have not received my activation e-mail so I cannot activate my account and log in.

Click "Contact" on the application to report the issue. Support staff will contact you as soon as possible.

24. I clicked the button to pay €30.21 and I got a message telling me that I would receive a confirmation within 48 hours, but I have not received anything.

Try accessing the application with a different browser. The application does not work properly with some browsers. Check that pop-ups are enabled in your browser.

25. I want to pay through my bank or through the e-Secretaria, but the application does not let me do so.

Payment must be made through the application by credit card or through CaixaBankNow.

26. I am trying to log in to the pre-enrolment application with my credentials for the UPC's intranet (UPC user) but I cannot log in.

You have to register in the admissions application. You will receive an e-mail to access it and save your details.

27. Can I pre-enrol in several master's degrees?

Yes, you can pre-enrol for as many master's degrees as you want. You just need to pay the €30.21 fee for each one.

28. What should I do if I get accepted on all of them?

You have to choose one, according to your personal preferences. Upon accepting the place, you will be required to make an advance payment of €300 within the period specified in the ruling on admission.

29. Now that I have accepted the place, what's the next step?

Upon accepting the place, you will receive an e-mail with the instructions and a link to access the e-Secretaria. Once logged in, access the section “My data”, check that your personal details are correct and fill in the “Autoritzacions LOPD” (data protection law authorisations) form. You need to complete this step before you can enrol.