



Universidad  
del País Vasco

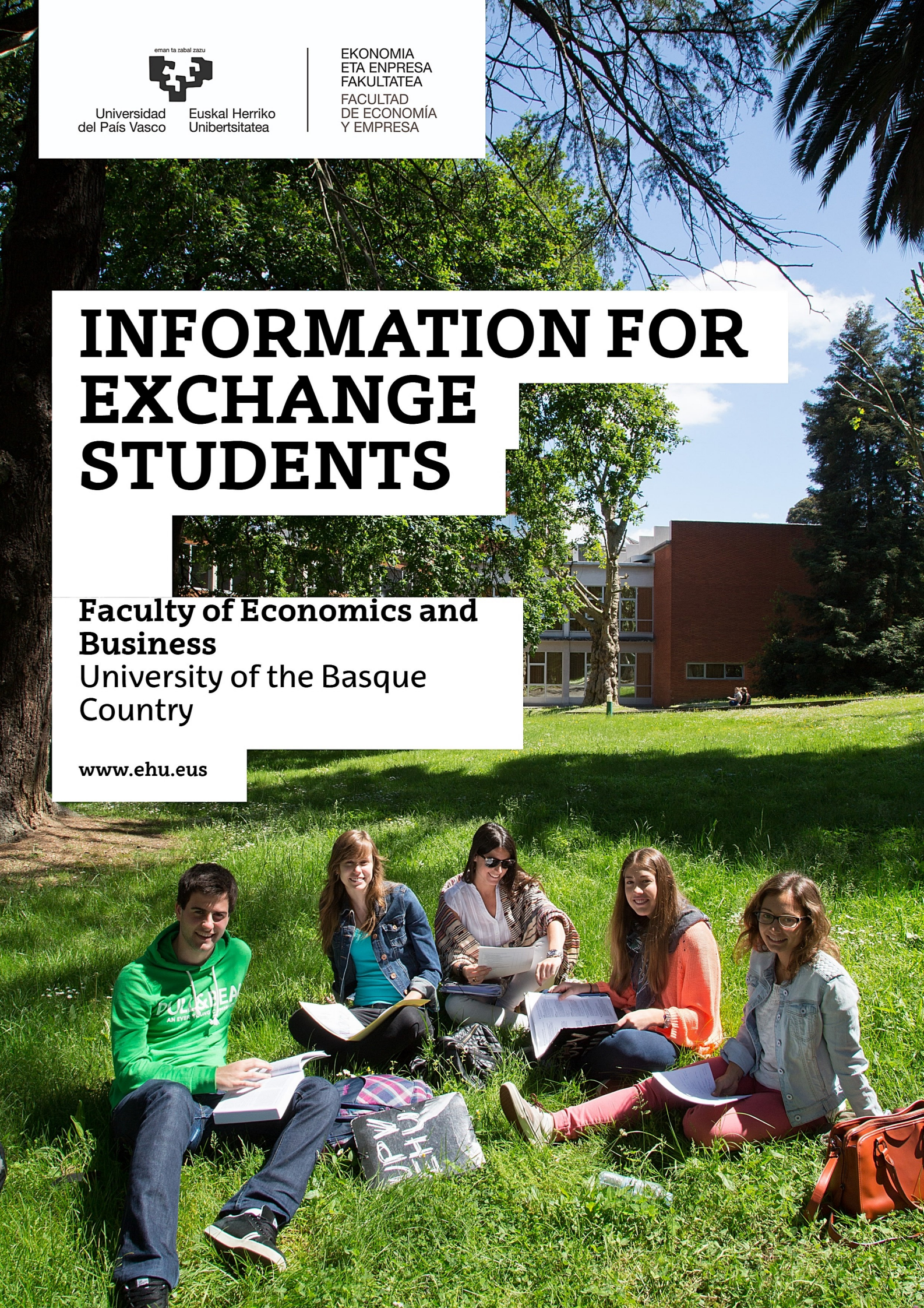
Euskal Herriko  
Unibertsitatea

EKONOMIA  
ETA ENPRESA  
FAKULTATEA  
FACULTAD  
DE ECONOMÍA  
Y EMPRESA

# INFORMATION FOR EXCHANGE STUDENTS

**Faculty of Economics and  
Business**  
University of the Basque  
Country

[www.ehu.eus](http://www.ehu.eus)





# UNIVERSITY OF THE BASQUE COUNTRY - UPV/EHU (E BILBAO01)

Our Visitor's Handbook will help you to plan your stay at the University of the Basque Country. Here you will find information about our university structure, mobility tutors and our courses catalogue, as well as useful details for a smooth adjustment to our community.

## VISITOR'S HANDBOOK

You can also download our [EHUWelcome app](#) and find additional useful information there.

## FACULTY OF ECONOMICS AND BUSINESS

The Faculty of Economics and Business of the University of the Basque Country is composed of 4 centers distributed on 3 campuses.

Bilbao (Sarriko). [Map](#) and Location

Bilbao (Elkano). [Map](#) and Location

Donostia - San Sebastián. [Map](#) and Location

Vitoria - Gasteiz. [Map](#) and Location



BILBAO

## ADMISSION PROCEDURE

Students from our partner universities interested in exchange studies for a semester or a complete academic year at the University of the Basque Country have to be nominated by the International Office of the home university to start the admission procedure. It is necessary to use the web form to make the nomination and fill in a nomination-form for each nominated student. Remember to select the destination (campus) where the student will study.

[ERASMUS EXCHANGE STUDENT NOMINATION WEB](#)

## APPLICATION PROCEDURE

After official nomination, you will receive an invitation to apply through the Student Mobility Management System to complete your application online.

[Guide for incoming exchange student application](#)

Documents to be uploaded while completing the online application:

1. ID Card or Passport copy
2. Learning Agreement

Once checked that the application is correct, you will receive an Acceptance Letter.

In addition to these documents, it is necessary to provide a copy of **medical insurance** policy before arrival, detailing the coverage contracted. The University of the Basque Country requests all international visitors on exchange programmes to be covered by a Travel Assistance Insurance covering, at least:

- Transport and/or repatriation to home country in case of accident or illness of insured person
- Repatriation of the deceased insured

More information:

<https://www.ehu.eus/en/web/nazioarteko-harremanak/en-medicalinsurance>

We also ask you to provide a **photo** for your student card when you arrive at the University.

## DEADLINES

<b>NOMINATION</b> (for university staff member)	<ul style="list-style-type: none"><li>• Autumn semester: April 1<sup>st</sup> – April 30<sup>th</sup></li><li>• Spring semester: October 1<sup>st</sup> – October 31<sup>st</sup></li></ul>
<b>APPLICATION FORM</b> (for student)	<ul style="list-style-type: none"><li>• Autumn semester: May 1<sup>st</sup> – May 31<sup>st</sup></li><li>• Spring semester: November 1<sup>st</sup> – November 15<sup>th</sup></li></ul>

## ACADEMIC CALENDAR

### AUTUMN SEMESTER

Classes and teaching period: 11/09/2023 - 22/12/2023

Christmas holidays: 23/12/2023 – 07/01/2024

Exams: 08/01/2024 – 26/01/2024

Extraordinary exams: 10/06/2024 – 05/07/2024

### SPRING SEMESTER

Classes and teaching period: 29/01/2024 – 17/05/2023

Easter holidays: 28/03/2024 – 07/04/2024

Exams: 20/05/2024 – 07/06/2024

Extraordinary exams: 10/06/2024 – 05/07/2024

### ACADEMIC CALENDAR [\(to be updated\)](#)



VITORIA-GASTEIZ

## ACADEMIC INFORMATION

### COURSE CATALOGUE

In our faculty we offer courses taught in English. List of courses taught in English in each center of the Faculty of Economics and Business:

<https://www.ehu.eus/es/web/ekonomia-enpresa-fakultatea/courses-taught-in-english>

## LANGUAGE COURSES

UPV/EHU offers Spanish and Basque language courses for International students during the semester. Both courses are free of charge.

You can find more information and how to register on our website.

### SPANISH COURSE

- **Intensive course:** last week of August - first week of September (4,5 ECTS). More information and registration on our [website](#).
- **Autumn course:** mid-September - mid-December (6 ECTS). More information and registration on our [website](#).
- **Spring course:** last week of January - mid-May (6 ECTS). More information and registration on our [website](#).

### BASQUE COURSE

- Autumn course: mid-September - mid-December (6 ECTS).
  - Spring course: last week of January - mid-May (6 ECTS).
- More information and registration on our [website](#).

## RESTRICTIONS

- Students can only take courses offered by the Faculty of Economics and Business, not by other faculties of the University of the Basque Country.
- We recommend taking not less than 18 ECTS and not more than 36 ECTS per semester.



*DONOSTIA-SAN SEBASTIAN*



## GRADING SYSTEM

TEXTUAL SCALE (1)	TEXTUAL SCALE (2)	NUMERICAL SCALE	COMMENTS
<b>A</b>	Excellent	9,0-10	Outstanding performance with only minor errors
<b>B</b>	Very good	8,0-8,9	Above the average standard but with some errors
<b>C</b>	Good	7,0-7,9	Generally sound work with a number of notable errors
<b>D</b>	Satisfactory	6,0-6,9	Fair but with significant shortcomings
<b>E</b>	Sufficient	5,0-5,9	Performance meets the minimum criteria
<b>FX-F</b>	Fail	0-4,9	More work required before the credit can be awarded
<b>NP</b>	--	--	INCOMPLETE: the student did not sit in the exam or did not hand in the assignments

## HELP CENTRE

It is important when the students arrive at the campus of the University of the Basque Country to visit our **HELP CENTRE**, accompanied by their Buddy student, to obtain information about accommodation, language courses and other services.

We have a Help Centre on each campus. For more information about locations and to make an appointment, please visit our [website](#).



*Faculty in Donostia-San Sebastián*

## ACCOMODATION

### STUDENT RESIDENCES

These residences are usually taken up by full year students and students coming only for 1 semester might not be able to find accommodation here easily.

Availability enquiries and reservations need to be carried out directly with the dormitories/residences, so please proceed here: [STUDENT RESIDENCES](#)

### RENTED AND SHARED APARTMENTS IN THE CITY

The private sector is the most popular accommodation option for our international visitors. We strongly recommend to visit the places before paying for any deposit or signing any contract (fraud has been detected in some online accommodation advertisements). Therefore, even if it might sound unsettling to arrive without a final place to live, we advise the students to visit as many rooms/flats as necessary before they make their choice.

We recommend booking a temporary place to stay during your first 3-4 nights in the city: [FIRST NIGHTS IN THE CITY](#)

Upon arrival, it is important to visit our **Help Centre's** so they might help you to have a look at the list, contact the owners and organize student's agenda to visit the flats during your first days in the Basque Country. Our accommodation service incorporates a flats database, ["OSTATU"](#), which the students can already browse from home.



*Faculty in Vitoria-Gasteiz*

## ESTIMATED COST OF LIVING

Life standard in our cities (Bilbao, Vitoria-Gasteiz, Donostia/San Sebastián) is similar to that of certain European capitals: Barcelona, Rome... Monthly expenses can vary between 700 and 800€, depending on the type of accommodation you choose.

### Average monthly expenses:

ACCOMMODATION	350-500 euros
FOOD	250-300 euros
PUBLIC TRANSPORT	35 euros
OTHER EXPENSES	100 euros
<b>TOTAL MONTHLY ALLOWANCE</b>	<b>700-900 euros</b>



*Faculty in Elcano (Bilbao)*

## USEFUL INFORMATION

### GETTING AROUND

In this section, you can find information about public transport routes to get to the different campuses of the University of the Basque Country.

You will also find information on how to get around the Basque Country and other regions and countries.

### [GETTING AROUND](#)

### TOURISM IN THE BASQUE COUNTRY

Information about the most interesting places in the Basque Country that we recommend to visit during the stay.

### [THE BASQUE COUNTRY](#)



## CONTACT DETAILS

### BILBAO (SARRIKO)

INTERNATIONAL OFFICE

[incoming.fee-sarriko@ehu.eus](mailto:incoming.fee-sarriko@ehu.eus)  
+34 94 601 7159  
Avenida Lehendakari Agirre, 85  
48015 Bilbao

### BILBAO (ELKANO)

INTERNATIONAL OFFICE

[empresa-bi.internacional@ehu.eus](mailto:empresa-bi.internacional@ehu.eus)  
+34 94 601 4713  
Calle Elcano, 21  
48008 Bilbao

### DONOSTIA / SAN SEBASTIÁN

INTERNATIONAL OFFICE

[empresa-ss.internacional@ehu.eus](mailto:empresa-ss.internacional@ehu.eus)  
+34 943 01 5767  
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20018 Donostia / San Sebastián

### VITORIA – GASTEIZ

INTERNATIONAL OFFICE

[empresa-vi.internacional@ehu.eus](mailto:empresa-vi.internacional@ehu.eus)  
+34 945 01 4266  
Calle Comandante Izarduy, 23  
01006 Vitoria-Gasteiz



*Faculty in Bilbao (Sarriko)*