

2025-2026

FACULTY OF TRANSLATION AND INTERPRETING

Exchange Students Handbook

The lower half of the cover features a vibrant green background adorned with several abstract, vertical brushstrokes in shades of yellow and blue. These strokes vary in height and density, creating a dynamic, textured effect. In the center-left of this section, the UAB logo is displayed in white.

UAB Universitat Autònoma
de Barcelona



WELCOME





UAB

Universitat Autònoma de Barcelona

Erasmus+ Code
E BARCELO02

Facultat de Traducció i d'Interpretació (FTI)
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Plaça del Coneixement s/n
Universitat Autònoma de Barcelona
08193 Bellaterra (Cerdanyola del Vallès)
Barcelona

intercanvis.fti@uab.cat

ERASMUS+ COORDINATORS



Coordinator	Country			
Roland Pearson	Institutional Coord. + Ireland and UK	K-1006	93 581 3364	Roland.Pearson@uab.cat
Gabriel López	Iceland, Finland, the Netherlands, Poland, Lithuania, Czech Republic, Romania, Turkey and North Macedonia	K-1005	93 581 3363	Gabriel.Lopez@uab.cat
Ramon Farrés	Germany, Austria and Switzerland	K-1001	93 581 3414	Ramon.Farres@uab.cat
Miquel Edo	Italy	K-1006	93 581 3364	Miquel.Edo@uab.cat
 Valeria Gaillard	France and Belgium		93 581 2023	Valeria.Gaillard@uab.cat
Nazir Ahmed Can	Portugal	K-2023	93 581 3400	Nazir.Ahmed.Can@uab.cat



UAB EXCHANGE PROGRAMME COORDINATORS



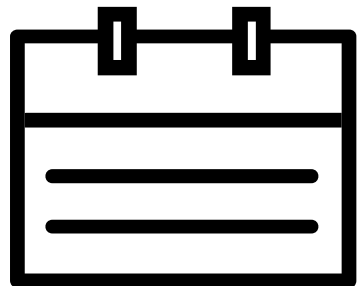
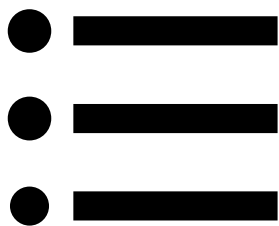
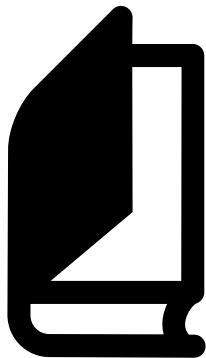
Coordinator	Country			
Roland Pearson	Institutional Coord. + Canada, USA, Australia and Singapore	K-1006	93 581 3364	Roland.Pearson@uab.cat
---	Mexico, Colombia, Chile and Equador	---	---	---
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Makiko Fukuda	Japan	K-1013	93 581 3375	Makiko.Fukuda@uab.cat
Helena Casas	China and Taiwan	K-1022	93 581 3372	Helena.Casas@uab.cat
Nazir Ahmed Can	Brasil	K-2023	93 581 3400	Nazir.Ahmed.Can@uab.cat
Anna Gil	Egypt, Lebanon and Tunisia	K-1022	93 581 3372	Anna.Gil.Bardaji@uab.cat
Liudmila Navtanovich	Russia	K-1077	93 581 3365	Liudmila.Navtanovich@uab.cat

SICUE COORDINATOR



Coordinador	Zona			
Roland Pearson	Institutional Coord. + SICUE	K-1006	93 581 3364	Roland.Pearson@uab.cat

SUMMARY



@



BEFORE YOUR

arrival!



ACADEMIC

CALENDAR 25-26

Second semester

01

WELCOME MEETING

02/2026

02

REGISTRATION

02/2026

03

CLASSES START

09/02/2026

04

PUBLIC AND LOCAL
HOLIDAYS

30/03/2026-06/04/2026
01/05/2026
24/06/2026

05

END OF THE SEMESTER

03/07/2026

06

TRANSCRIPT OF RECORDS

03/07/2026 onwards

COURSE SELECTION



Before your arrival, you have
to select your courses through
our app, as a pre-enrolment.

DECEMBER 2025

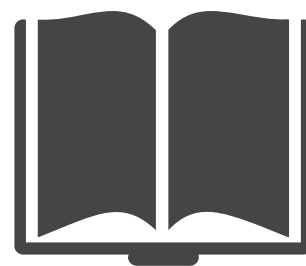
UPLOAD DOCUMENTS

DECEMBER 2025 - JANUARY 2026

SELECT COURSES

You will receive an email with
further instructions.

NOTES ON SPECIFIC COURSES



101284 IDIOMA CASTELLANO PARA TRADUCTORES E INTÉRPRETES

During the early weeks of the semester, you need to take a level placement test to determine that your Spanish level is, at least, B1 according to CEFR (Common European Framework Reference). If you do not pass this minimum level, this subject will be deleted from your enrolment.

IDIOMA C PARA TRADUCTORES E INTÉRPRETES 1 / 2

As a general rule, you cannot pre-enrol in first-year C Language subjects (“Idioma C para traductores e intérpretes 1” and/or “Idioma C para traductores e intérpretes 2”), except in the case of the following languages: Romanian, Modern Greek and Korean. As regards the other languages offered in these two courses, you can enrol only in cases where these are subjects you need for your home university degree. If this is the case, then you will have to provide a document (physically signed on paper or digitally signed in PDF format by your home university coordinator) which stipulates that this subject is included in your home university’s study plan.

MASTER’S MODULES

You cannot pre-enrol in modules from the Master in Translation and Intercultural Studies unless without the authorization from the Master’s coordinator. If you are interested in attending one or various modules from this MA, you need to send an e-mail to intercanvis.fti@uab.cat explaining which module/s you are interested in. Once the coordinator has decided whether you can attend it/them or not, Gestió Acadèmica will inform you.



COURSE SELECTION



*Outside
FT1*

50%

According to the UAB Exchange policy,
incoming students must enrol for at least
the 50% of their credits at the faculty of
admission. The other 50% can be taken at the
rest of the UAB centres/faculties,
provided the groups are still open. **We cannot
guarantee the admission to those courses
outside our Faculty.**



The selection period for courses is different
from ours:

it takes places once you are already **here** (in
February).

YOU WILL RECEIVE AN EMAIL WITH THE
CORRESPONDING ENROLMENT PERIOD AND
INSTRUCTIONS.



LEARNING AGREEMENT

IT SHOULD BE
DONE BEFORE
YOUR ARRIVAL



ENTER THE COURSES THAT YOU HAVE
SELECTED THROUGH THE APP



*This document needs to be signed and stamped
by your home university to verify your selection
is approved*



If, later, there are changes in your Learning (i.e., courses
changes, courses outside FTI not available, etc.), we
cannot modify it without the approval of your home
university



Send it to intercanvis.fti@uab.cat so that
we can sign it



UPON YOUR

arrival!

STEPS



01

International Support Service (ISS)

Register online at the ISS.



HELLO

02

Welcome Meeting

We will send you an email with the information about our Welcome Meeting at the Faculty



03

Official registration

You will receive an email with your official registration during the established period

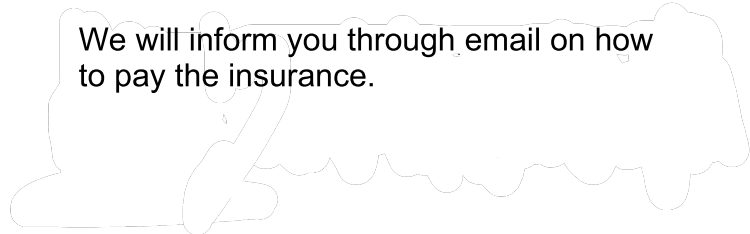
It will **not** be face to face.



04

Insurance payment

We will inform you through email on how to pay the insurance.



OUR FACULTY

FACULTY MAPS





DURING YOUR

stay!



APPOINTMENTS

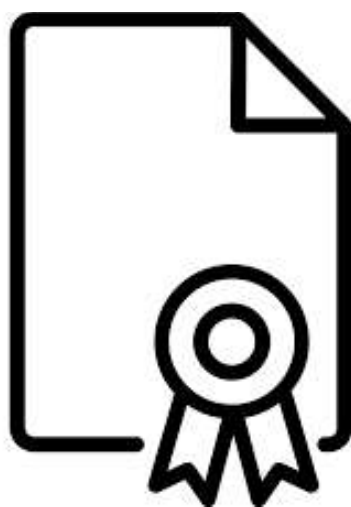


WHENEVER YOU NEED TO COME TO THE EXCHANGE OFFICE

MAKE AN **APPOINTMENT** 

We cannot attend to you without an appointment

CERTIFICATE OF ARRIVAL



Check with your university if you need any document, such as an attendance certificate or similar.

**IF THIS IS THE CASE, PLEASE SEND THE
DOCUMENTS TO THE EXCHANGE OFFICE TO
BE SIGNED AND STAMPED.
PLEASE BEAR IN MIND THAT IT MAY TAKE
UP TO A WEEK FOR THE DOCUMENTS TO
BE SIGNED.**



EMAIL AND CAMPUS VIRTUAL

At sia.uab.cat you will find:

1 WEBMAIL

2 CAMPUS VIRTUAL

The professors will contact you
through your email and the Virtual
Campus.

You will find information about
assignment and/or project deadlines,
online class links, assignments, and
other useful information.

ENROLMENT CHANGES



You will receive an email with
further instructions.

PIUNE



IF YOU HAVE SPECIAL EDUCATION NEEDS

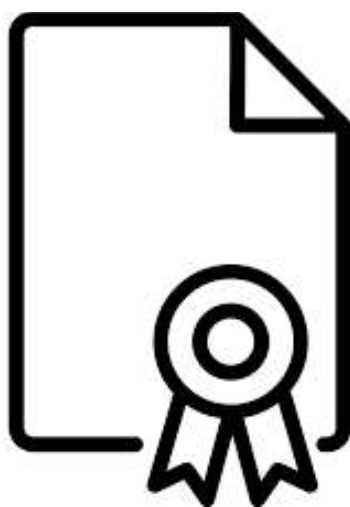
get in touch with PIUNE, SEN tutor (Lupe.Romero@uab.cat)



BEFORE YOUR

departure!

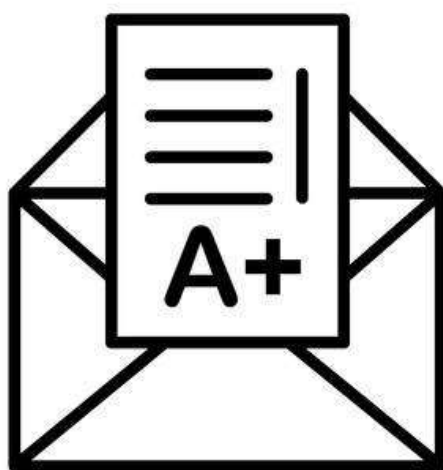
CERTIFICATE OF ATTENDANCE



Before going back home, check with your university if you need any document, such as an attendance certificate or similar.

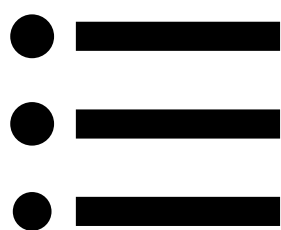
IF THIS IS THE CASE, PLEASE SEND THE DOCUMENTS TO THE EXCHANGE OFFICE TO BE SIGNED AND STAMPED. PLEASE BEAR IN MIND THAT IT MAY TAKE UP TO TWO-THREE DAYS FOR THE DOCUMENTS TO BE SIGNED. SO DO THIS AT LEAST A WEEK IN ADVANCE.

TRANSCRIPT OF RECORDS

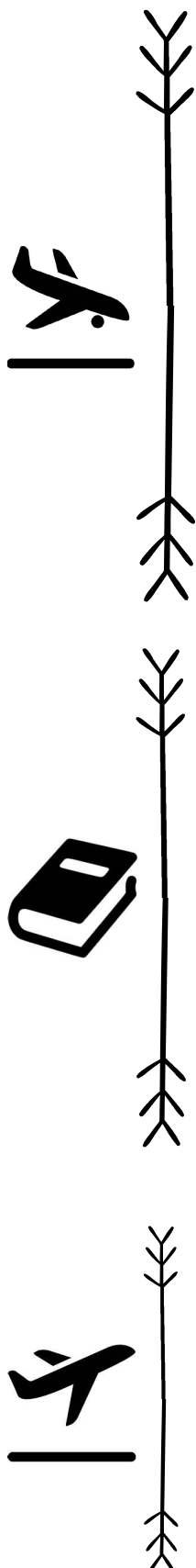


Grades

THE EXCHANGE OFFICE WILL SEND YOUR TRANSCRIPT
OF RECORDS TO YOUR HOME UNIVERSITY BY **MID**
JULY.



Check-list



APPLICATION FORM

sia.uab.cat

1st Semester + Annual:

February-may

2nd Semester:

September-November

☐

LEARNING AGREEMENT

Agreed with your university

Before, during and after the course app

☐

COURSE APP

1st Semester + Annual: July

2nd Semester: December / January

☐

NON UE? HEALTH INSURANCE + CIVIL LIABILITY

Before your arrival

☐

CERTIFICATE OF ARRIVAL

On your arrival

☐

WELCOME MEETING

February 2026

☐

REGISTRATION

February 2026

☐

UAB ID

Once you are registered

☐

MODIFICATIONS

February 2026

☐

CERTIFICATE OF STAY

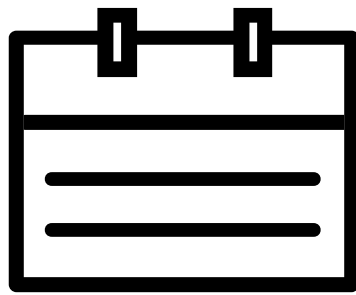
One week in advance your departure

☐

TRANSCRIPT OF RECORDS

From 03/07/2026 onwards

☐



Make your
own schedule

ONLINE SCHEDULE



At sia.uab.cat "Consulting timetables", you can make your own schedule if you click at *Search by subject* (you must add the course code and select the group).

