



**APPLICATION FOR ACCESS TO EUROPEAN OFFICIAL MASTER'S DEGREES FOR STUDENTS WITH QUALIFICATIONS OBTAINED IN DEGREE COURSES PURSUED OUTSIDE EUROPEAN UNION**

**1. APPLICANT'S PERSONAL DETAILS**

Surname(s)	Name
Place and date of birth	Nationality
National identity document number or passport number	

**2. DETAILS OF THE DEGREE THE APPLICANT OBTAINED AT A UNIVERSITY OUTSIDE SPAIN**

Name of degree
University/institution which awarded the degree
Town/city and country

**3. DETAILS OF THE DEGREE THE APPLICANT WISHES TO STUDY**

Name of the master's degree that the application is for
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**4.- CONTACT INFORMATION OF THE PARTY TO BE NOTIFIED**

Address for notification purposes:		
Number and name of street, avenue or square	District	Postal code/ZIP Code
Town/city	Country	Landline or mobile telephone number
Email address		

Pursuant to the provisions of Organic Law 15/1999 on the Protection of Personal Data, we hereby inform you that your personal data will form part of a filing system kept by the University of Barcelona. You may exercise your right to access your data or to have it corrected or deleted by sending a written request, together with a copy of your identity document, to the general manager of the University of Barcelona.

You hereby consent to receive information related to the master's degree programme access procedure in electronic format (choosing neither option will be held to constitute such consent):  Yes  No

Place and date	Signature

**Dean of the Faculty of Physics of the University of Barcelona**



## DOCUMENTS TO BE SUBMITTED WITH THE ACCESS APPLICATION:

1. Spanish identity document, passport or EU identity document.
2. Original and copy or certified copy\* of the bachelor's degree certificate or equivalent.
3. Original and copy or certified copy\* of the transcript of bachelor's degree studies completed.
4. Proof of payment of the access fee (the applicant must pay the fee at the Secretary's Office for Students and Teaching Staff of the centre in which they submit the application). Note: *Applications will not be processed without such proof of payment.*

For degree courses not adapted to the European Higher Education Area (degrees issued before the Bologna process), applicants must also submit:

5. Original and copy or certified copy\* of the document issued by the ministry of education or equivalent authority in the country where the student completed the degree, accrediting that this degree qualification entitles the student to enter a postgraduate study programme.

## IMPORTANT:

Students in possession of academic documents issued outside Spain that are required by the UB for administrative purposes must ensure that they have original and official copies issued, in accordance with the legislations in the country of issue. In most cases, these documents must be **translated** and **legalized**.

For further information about legalization of academic documents issued outside Spain:

<http://www.ub.edu/acad/noracad/documents/es/legalizacion.htm>

Original documents that were not issued in Catalan, Spanish or English\*\* must be submitted together with official translations into Catalan or Spanish. **Documents requiring legalization must be translated once this procedure has been completed.** The official translation must therefore include all text relating to the legalization procedure. The official translation must be accompanied by the original document.

For further information about documents requiring official translation and the official translations accepted:

<http://www.ub.edu/acad/noracad/documents/es/traduccion.htm>

*\*A certified copy of an original document is a copy that bears an endorsement or certification that it is a true copy of the original.*

For further information about certified copies accepted:

[http://www.ub.edu/acad/noracad/documents/es/copiacompulsada\\_cas.htm](http://www.ub.edu/acad/noracad/documents/es/copiacompulsada_cas.htm)

\*\* By agreement of the Governing Council of the University of Barcelona, announced on 5 October 2010.