

ENROLMENT INSTRUCTIONS

First step – Subject selection

Subjects Offer

It is mandatory to choose at least the 50% of the ECTS credits of one of the degrees of the Faculty of Social Sciences, considering you **can choose only 2nd semester subjects (January-June)**:

- Degree in Social Work
- Degree in Labour Relations and Human Resources
- Degree in Sociology
- Degree in Political Sciences and Public Administration + Sociology

IMPORTANT: The offer of the Faculty of Social Sciences does **NOT include subjects in English**.

[Subjects given by other faculties](#) are also eligible (max. 50% of the ECTS Credits)

There is also an offer of [subjects in English](#) in other faculties:

It is not easy to get a subject in other faculties. They must be requested once the year has begun and they are not always available, specially subjects in English.

Process for choosing a subject:

In [Subjects Offer](#): Select the **Chosen degree** – Click on “**Curriculum**” – Click on “**Check info**” – Select “**Group**” in order to choose the most convenient schedule.

In “Group”, it is very important to check the language (some of our subjects are given in our local language, Valencian) and the appropriate semester for your stay (there are 1st, 2nd semester and whole year subjects)

In “**Teaching Guide**” you will find a summary of the contents of the subject

The enrolment will NOT be done on-line. We will do it at the Faculty.

Second step – Preparation of the learning agreement.

Once the subjects are selected and signed by your origin coordinator, you must send a copy of the learning agreement to your coordinator ([contact with coordinators](#)) so it can be checked before your arrival.

Third step – Mentor allocation

You have been assigned a student Mentor who will help you whenever you need something related to your stay in Valencia, information about the city, the student life, etc. Your mentor will contact you by e-mail.

Fourth step – Reception by the International Relations Service

Thursday **26 January 2017 from 9:00 h to 11:30** in Room 101 of the Aulari Nord (Tarongers Campus)
Avenida dels Tarongers s/n

Fifth step – Reception at the Faculty of Social Sciences

Thursday **26 January 2017 at 12:00** in the Board Room (Sala de Juntas) of the Faculty of Social Sciences. (Avd. dels Tarongers, n° 4b. In the mezzanine floor of the Faculty: between the ground floor and the first floor)

Presentation of the different mobility coordinators and informative material delivery. In the meeting you will be given username and password to access to the university services.

In the meeting you must deliver the following documentation:

- The fulfilled enrolment form (Annex I). (attached fulfilled example model: Annex I example)
- Copy of the initial Learning Agreement
- 1 photograph (not pasted on the form)

Sixth step – Enrolment and modifications

We will enrol you in the subjects that appear at the enrolment form and the learning agreement that will be delivered to us in the meeting on 26 January or by an e-mail previously sent to the coordinator.

After that, the enrolment changes you agree with your coordinators will be done. You can contact them in their [office hours](#).

The deadline for subject modifications will be 24 February.

Seventh step – Beginning of Second Semester

The Second semester begins on Monday **30 January 2017**. You can attend the selected courses even while you are not yet enrolled, since the enrolment process can take a while.

2016-17 [Academic Calendar](#)