



- Welcome to the Faculty of Law, University of Valencia (Universitat de València)
- Incoming mobility students: SICUE, ERASMUS AND INTERNATIONAL PROGR.
- Undergraduate studies : Law, Political Sciences, Criminology and Double Degrees

1. FIRST STEP **COMPULSORY**



IIRR Central Service of the University
of Valencia Video conference
welcome (September 10th at 11:00
hs.)

The Central Service will send more
information

The Central Service deals with Nominations, Certificates of arrival and
Attendance

2. SECOND STEP **COMPULSORY**



Faculty of Law Video conference Welcome
(September 10th at 16:00 hs.)

The Faculty will send more information about it

The Faculty deals with enrollment and Learning agreement

Enrollment rules(1)



- **First semester students** can only choose first semester courses (never annual nor second semester subjects)
- **Second semester students** can only choose second semester courses (never annual nor first semester subjects)
- **Annual students** can choose subjects of any duration: first semester, second semester and annual courses.

Credits cannot be modified!!

Subjects charged with 9 and most with 7,5 ECTS are taught during the whole academic year and cannot be divided.

Enrollment rules (2)



Incoming students **CANNOT** be enrolled in the following groups:

- ✓ groups PT (Postgraduate programmes)
- ✓ Final Degree Paper nor External internships (except for SICUE students if previously accepted by the Faculty)

Incoming students **CAN** be enrolled in subjects taught in other Faculties BUT minimum 50% of the credits included in the Learning Agreement must belong to the Law Faculty.

Enrollment rules (3)



Minimum and maximum Credits (advisable)

- ✓ **Semestral students:** between 18 and 36
- ✓ **Annual students:** between 36 and 72

Where do I have to enroll?

Every subject **MUST** be enrolled at the Law Faculty, except from language courses from “Centro de Idiomas”

After the enrollment(1)



- Students who send their documents to be enrolled will receive a copy of their enrollment and a payment document of approximately 7,00 € which must be paid at the Bank Office (for student card and insurance)
- Once paid, they will obtain a username and a password in order to have access to their email account (xxx@alumni.uv.es) and other services of the UV.

www.uv.es /“login”:

- ✓ U.V. mailbox
- ✓ Aula virtual of the enrolled groups
- ✓ Aula virtual of Incoming Students Community
- ✓ Virtual Secretariat



After the enrollment (2)

- Communication with the University of Valencia, including Professors and administrative staff, must always be done through with this email account xxx@alumni.uv.es
- Incoming students will obtain their student card upon evidence of the payment of the referred fee.

Enrollment changes



- Professors **never** do the enrollment, nor the changes.
- These changes can only be done at the International Relations Office (E02) of the Law Faculty.
- Changes deadlines:
 - 1st semester and annual courses : **28 September to 23 October 2020**
 - 2nd semester courses: **15 February to 5 March 2021**

IMPORTANT!!!

If changes are done in the enrollment, the Learning Agreement must be updated accordingly. This change is not automatic. The Learning Agreement and the enrollment sheet are two different documents which **MUST** include the same courses in order to validate the grades obtained at the UV at the home University at the end of the stay.



EXAMS

- Every student have **two opportunities** to pass an exam (first and second call)
- The second call can only be used in case the student has not make use of the first one or he/she has failed the subject. It is not allowed to ask for the waiver of the grade obtained in the first call in order to achieve a higher grade in the second call.

AT THE END OF THE STAY



- Make sure that both, Learning agreement and changes are signed and keep the original documents.
- Students will be able to download their Certificate of Attendance and Transcript of Records from Entreu Platform, following the instructions sent by the IIRR Central Service.

Other available Services at the Campus



- Library
- Medical Service
- Sports Service
- Linguistic support service

QUESTIONS AND ASSISTANCE



- At the Law Faculty
 - 1.- Administrative support: Erasmus Office (E02). Monday to Friday: 9h -12h30.
 - 2.- Academic support: [Mobility coordinators and Vice-Dean of International Relations](#)
- At the Service of International Relations of the UV: [Incoming Section](#)