

HOW TO APPLY TO A MASTER'S DEGREE

First, you need to check the pre-enrolment dates of the master you want to apply. You can do it here:

<https://telecos.upc.edu/ca/els-serveis/secretaria-oberta/acces/acces-a-masters#section-0>

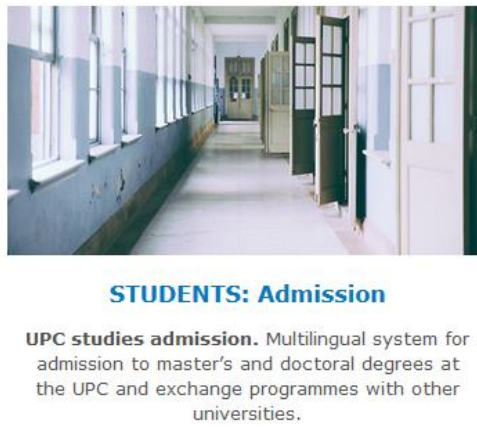
If the pre-enrolment has not started yet, you will have to wait for the corresponding dates.

1. WHERE TO APPLY:

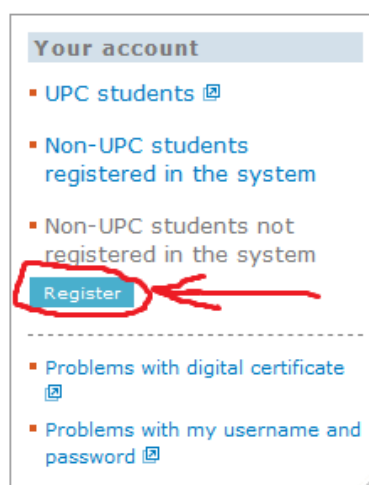
1.1. You need to go to the following link:

https://prisma-nou.upc.edu/index_en.php

1.2. Then, click where it says "students: admission":



1.3. If you have never been an UPC student, you will need to register in our system. Click where it says, "Register":



1.4. After creating your account, you can now access the pre-enrolment of the master's degree you want to course. You can log out and log in through "Non-UPC students registered in the system" whenever you want. Anything you do while registering will be automatically saved.

2. INFORMATION TO SUBMIT BEFORE APPLYING:

Before applying to any master, you will need to fill some fields.

2.1. Go to personal details.

Personal data ←

Academic details

Application

RGPD information

Personal data

IMPORTANT! Please complete all required fields (marked with an asterisk) in the sections "Personal data" and "Academic details" in order to start the pre-enrollment process. Then select your course of study and make the payment, if necessary. After completing or editing "Personal data" and "Academic details", please save the information by clicking on "Save" in the lower right-hand corner on both forms.

PERSONAL DETAILS

Name* First surname* Second surname* Document type* Doc. number*

2.2. Read the IMPORTANT box and fill the information required.

2.3. Go to academic details.

Personal data

Academic details ←

Application

RGPD information

2.4. Add your university degree.

UNIVERSITY DEGREES

University	Degree	Access
University	Degree	<input type="checkbox"/> Delete

Add

Degree

Fields marked with an asterisk (*) are required. In case you can't find your country and/or university in the list below, please cancel the process and inform the administrator of the application about this fact.

If you started studying from 2009 onwards, your degree will be a bachelor's or master's degree.

Access degree

University location country: Spain

Only bachelor's and first-cycle degree and second-cycle degrees give access to official degrees.

University* Degree* Degree level* Language of instruction* (English)

Obtaining year* Final degree grade (5 to 10)*

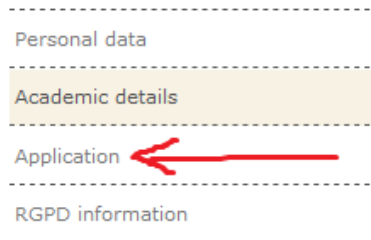
2.5. Choose the country where you did your bachelor degree and then, search for your university where says "University". If you do not find your university, please, let us know at masters@etsetb.upc.edu so we can put it there.

2.6. Save all the information and then take a look at "ELECTRONIC DOCUMENTATION" in the same page. There, you will need to add your languages and a copy of your CV, your title, your B2 or higher English level certificate, your passport and a copy of your transcript of records.

3. APPLYING FOR THE MASTER:

After filling your personal data and academic details, you can now proceed to the application of a master.

3.1. Go to “Application”:



3.2. Add a “CANDIDATE’S APPLICATION”.

CANDIDATE'S APPLICATIONS

The priority assigned to the degrees can be modified by dragging and dropping the selected degree.

Program type	Name	Academic year	Status	Priority	
-	-	-	-	1	Delete

Add

New application

Choose a course and describe your personal motivation about this course.

The application process will not begin until you submit your application for verification or you have paid the fees, if applicable. Once the deadline has passed, any applications with the status "In process (pending submission)" will not qualify for a place.

Program type: Master
Name*: 2020-I PHOTONICS (Barcelona)

Motivation !!

Additional information

Questions marked with an asterisk (*) are compulsory.

3.3. Choose “Master” in “Program type” and then search the master you want to do.

3.4. Before saving your choice, READ THE ADDITIONAL INFORMATION.

3.5. Click the save button at the bottom of the page.

You have now applied for the master. However, if you have not submitted all the information requested in “ELECTRONIC DOCUMENTATION”, do not forget to put it before the pre-enrolment ends.

Do not hesitate asking us at masters@etsetb.upc.edu if you need anything else.