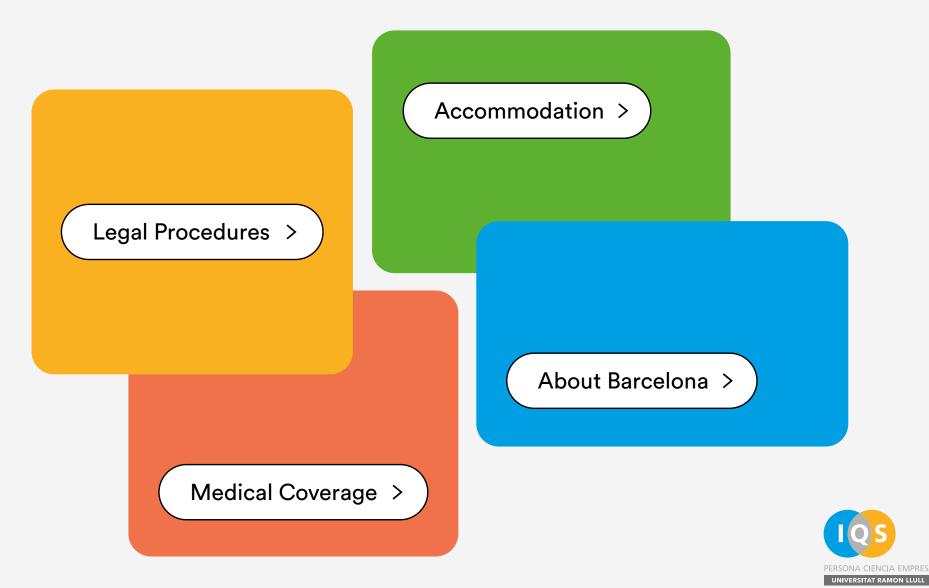
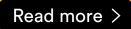
# Before arriving at IQS

www.iqs.edu



Before arriving at IQS

# Legal Procedures





## Students EU + EFTA

Students from the European Union (EU) + Switzerland, Norway, Iceland, and Liechtenstein (EFTA)

If you are an EU or EFTA student you do not need a visa to enter Spain. The only documentation you will need is your **passport or your identity card** from your country of origin.

When you arrive in Barcelona, you must contact the Student Life office, which will advise you on the steps you need to take following your arrival.

The first step you need to take is registering with the City Census (*empadronamiento*). This certificate provides proof of your residence in the municipality where you are living. Registration is mandatory for anyone residing for three months or longer in any Spanish municipality.

Legal Procedures

IQS

Students	EU	+	EF.	TΑ

Students outside EU
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Accommodation

Medical Coverage

### Students from outside the EU

All non Ell students must apply for the
All non-EU students must apply for the
corresponding <b>student visa</b> at the <u>Spanish</u>
Embassy or closest Spanish Consulate in
their country of origin. They will tell you what
documentation you need for the visa process.
The documentation required may vary from one
Spanish Consulate to another, and if a consular
officer deems it appropriate, they may request
additional information depending on the case.

When you are given your visa, verify that your visa shows the **period of validity** (issue and expiration dates) **and a Foreign Resident Identification Number (NIE)**.

When you arrive in Barcelona, you must contact the Student Life office, which will advise you on the steps you need to take following your arrival.

The first step you need to take is registering with the City Census (*empadronamiento*). This certificate provides proof of your residence in the municipality where you are living. Registration is mandatory for anyone residing for three months or longer in any Spanish municipality.

Spanish Embassy / Spanish Consulate >

#### Before your arrival

Important information to keep in mind before you travel:

Verify that your passport is valid, that your student visa has been correctly issued, and that **your visa is stamped** when you enter the Schengen area.

Health insurance:

 $\rightarrow$  Your health insurance must be valid for the duration of your stay, from the moment you leave your country of origin until the end of your time in Spain.

 $\rightarrow$  Your health insurance must have coverage with no waiting periods or co-payments.

 $\rightarrow$  It must include repatriation and civil liability insurance.

Make sure you have a place to stay for the first few days you are in Spain while you search for definitive accommodation.

If you have signed a contract for definitive accommodation prior to arriving, please be sure that is not a tourist listing. Otherwise, you will not be able to register with the Municipal Registry of Inhabitants (*empadronamiento*).

Legal Procedures

IQS

Students EU + EFTA

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Accommodation

Medical Coverage

Before arriving at IQS



Read more >

We have signed agreements in place with the following residence halls closest to IQS that offer student accommodation.

 $\bigcirc$ 



C/ Marquesa de Vilallonga, 19 Tel.: +34 645 470 584 e-mail: emilie@grupomestral.es



C/ Passeig de la Bonanova, 8				
Tel.: +34 93 254 09 65 / 607 085 459				
e-mail: info@residencialasalle.com				





C/ Esports, 1-7 Tel.: +34 93 206 55 40 e-mail: campus@residenciasarria.com



Closest residences

Other residence halls

Other options

Legal Procedures

Accommodation

IQS

Tips for renting a flat

Tips for sharing a flat

Tips for your search

Medical Coverage

IQS	Other
Legal Procedures	
Accommodation	Àgora >
Closest residences Other residence halls	C/Passeig dels Tel.: +34 93166 e-mail: agorare
Other options	( The Loftwon
Tips for renting a flat Tips for sharing a flat	C/Séneca, 24-2 Tel.: +34 93 62 e-mail: julia.tor
Tips for your search Medical Coverage	The Student
About Barcelona	Barcelona Mar C/Sancho de Á Tel.: +34 93 30
	Barcelona Pobl Av. Parallel 101

**Other Residence Halls** 

Àgora >		Resa >	
C/Passeig dels Castanyers, 21 Tel.: +34 93166 90 00 e-mail: agoraresidents@cett.cat	$\bigcirc$	Investigadors Residence Hall C/Hospital, 64 Tel.: +34 93 443 86 10 e-mail: investigadors@resa.es	0
The Loftwon Student Housing C/Séneca, 24-26	>	La Ciutadella Residence Hall Passeig Pujades, 33-37 Tel.: +34 93 394 32 00 e-mail: ciutadella@resa.es	$\bigcirc$
Tel.: +34 93 625 89 00 e-mail: julia.tor@xior.es	$\bigcirc$	Lesseps Residence Hall Plaza Lesseps, 12 Tel.: +34 93 394 16 00 e-mail: lesseps@resa.es	$\bigcirc$
The Student Hotel >			
Barcelona Marina C/Sancho de Ávila 22 Tel.: +34 93 309 9830	$\bigcirc$	Campus La Salle Residence Hall Sant Joan de la Salle, 42 Tel.: +34 93 508 46 00 e-mail: campuslasallebcn@resa.es	
Barcelona Poble Sec Av. Parallel 101 Tel.: +34 933 29 96 67		and more	

e-mail: education@thestudenthotel.com

#### IQS Legal Procedures

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AC	com	imoc	lation

Other residence halls

Other options

Tips for renting a flat

Tips for sharing a flat

Tips for your search

Medical Coverage

About Barcelona

# **Other Options**

If you are looking for accommodation other than a residence hall, we recommend using the following platforms that are exclusively for students:

#### <u>Studentfy</u>

Studentfy is an association in Barcelona that collaborates with IQS. Check their accommodation section to do a search.

More info >

#### BCU - Barcelona Centre Universitari

This platform offers information on accommodation as well as interesting information on issues related to higher education (research, conferences, living in Barcelona, etc.).

More info >

#### Habitatge Jove

This site lists various types of accommodation for university students. It is partnered with BCU.

More info >

## Tips for renting a flat

If you want to <u>rent a flat</u>, it is important to take the following into consideration:

→ Visit the flat at different times and days of the week. Familiarize yourself with the flat's surroundings and find out about nearby public transportation options, what the neighbourhood offers (such as markets, shops, and primary care centres), and parking spaces.

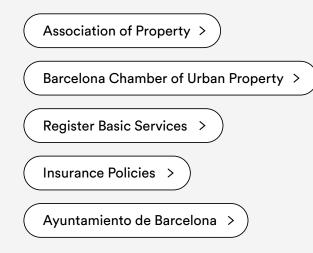
→ Verify the condition of the flat thoroughly and make sure it meets your needs. Regarding a furnished flat, verify that the appliances work properly and make sure that the water, gas, and electricity utilities are in proper condition. We also recommend taking note of any damages or malfunctions you find in the flat so you are not later accused of causing them.

→ Important! Verify that the flat has a valid certificate of habitability (this document guarantees that a dwelling is fit to be occupied). The certificate of habitability must be provided by the owner along with the energy efficiency certificate. The energy efficiency certificate, issued by an authorized specialist, certifies a building's characteristics in terms of energy consumption and CO2 emissions.

 $\rightarrow$  Do not make any payments before signing the rental contract or before carefully reading all clauses in the contract. Also note that the contract will be registered with the <u>Association of Property</u> <u>Managers</u> or the <u>Barcelona Chamber of Urban</u> Property.  $\rightarrow$  In general, you will <u>be the one who is</u> responsible for starting up and registering for basic services such as electricity, water, and gas along with telephone and internet services if you wish. If you rent a flat that already has the basic services registered and operating, you must change the name and/or direct debit information on the accounts.

 $\rightarrow$  Talk to the landlord about any <u>insurance policies</u> that have been taken out for the flat and what they cover.

→ More links of interest: <u>Portal informativo</u> <u>Ayuntamiento de Barcelona</u>



Legal Procedures

IQS

Accommodation

**Closest residences** 

Other residence halls

Other options

Tips for renting a flat

Tips for sharing a flat

Tips for your search

Medical Coverage

#### Legal Procedures

IQS

Ac	comr	nod	ation

**Closest residences** 

Other residence halls

Other options

Tips for renting a flat

Tips for sharing a flat

Tips for your search

Medical Coverage

About Barcelona

# Tips for sharing a flat

If you want to rent a room in a <u>shared flat</u> with other people, please keep in mind the following:

 $\rightarrow$  If the person renting the room to you is not the owner (that is, they rent the apartment and want to sublet one of the rooms), they must have the owner's consent **in writing**.

 $\rightarrow$  The **price** a room is rented for may never be higher than the price the tenant must pay for the total lease of the rented property.

 $\rightarrow$  If you're asked to pay a deposit, you should ask for the contract to be formalized in writing.

 $\rightarrow$  Based on the agreements you make beforehand, you will have to share the cost of **expenses** for electricity, water, gas, internet, and so on with your flatmates.

 $\rightarrow$  Please see the <u>Urban Leasing Act</u> for information on avoiding compromising situations.

→ More links of interest: <u>Portal informativo</u> <u>Ayuntamiento de Barcelona</u>

#### Urban Leasing Act $\rightarrow$

Ayuntamiento de Barcelona >

## Tips for your search

If you want to live in a flat, please <u>read these instructions carefully</u> to avoid incidents when renting an entire flat or a room in a shared flat.

→ We recommend making **payments by credit card**. If there is an incident, you can ask your bank to cancel the payment, whereas if you make your payment via direct deposit or a bank transfer, you will have to negotiate the refund directly with the company or person with whom you have contracted the service.

 $\rightarrow$  Review the contract that they sent you. It must be on an agency's official letterhead or on official contract paper. A single sheet of paper is not valid.

→ You can also ask for the documentation needed to register with the City Census (*empadronamiento*). If they tell you they cannot or will not provide it to you, you can be certain that it is not a trustworthy rental option as they are legally obliged to provide such documentation.

Legal Procedures

IQS

Accommodation

**Closest residences** 

Other residence halls

Other options

Tips for renting a flat

Tips for sharing a flat

Tips for your search

Medical Coverage



# Medical Coverage

Read more >



## EU and EFTA students

As you will **reside in Spain** for **longer than 90 days**, you must provide proof of **health insurance coverage**, either with the <u>European</u> <u>Health Insurance Card</u> (EHIC) or through private coverage. Please bear in mind that private insurance offers coverage for other complementary items that the EHIC does **not include**, such as coverage in the event of an **accident**, **repatriation**, **civil liability**, **and more**. To complement your coverage under the European Health Insurance Card, IQS recommends taking out a policy with <u>ONCAMPUS ESTUDIA</u>.

Whatever your coverage, we also recommend becoming familiar with <u>Canal Salut</u>. This website is operated by the Catalan Department of Health. Through this site, along with your European Health Insurance Card, you can find the Primary Care Centre (CAP) assigned to you (you are assigned one based on your address), get an appointment with a doctor, etc.

European Health Insurance Card	>
Oncampus Estudia >	
Canal Salut >	

About Barcelona

#### IQS Legal Procedures Accommodation

Medical Coverage

Students EU + EFTA

Students outside EU

### Students from outside the EU

As you will reside in Spain for longer than 90 days, you must provide proof of health insurance without waiting periods or copayments. IQS recommends <u>ONCAMPUS</u> <u>ESTUDIA</u>. You must have health insurance that covers your entire time in Spain prior to arriving in Spain. When you arrive in Spain, you must prove to the immigration office that you have health insurance.

Although you will not be covered by the Spanish national healthcare service, we recommend becoming familiar with <u>Canal Salut</u>, the health services website in Catalonia. You can find relevant information about healthcare through this site. Oncampus Estudia >

Canal Salut >

Legal Procedures

Accommodation

IQS

Medical Coverage

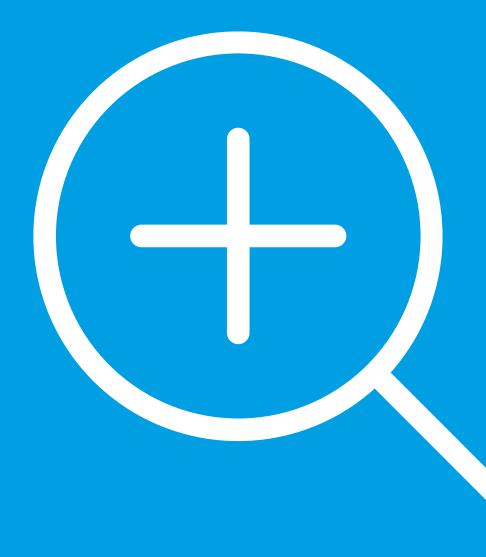
Students EU + EFTA

Students outside EU

Before arriving at IQS

# About Barcelona

Read more >



# Cost of living in Barcelona

IQS

Legal Procedures

Accommodation

Medical Coverage

About Barcelona

Cost of living

Getting around

BIWD

Safety tips

Use of Catalan

The approximate cost of living in Barcelona for students is at least from €1,200 a month. This chart gives you an idea of the cost of things that can be found in the city.



Please note that these figures are only a **rough estimate**. Everything will depend on your personal decisions.

## **Getting around Barcelona**

→ We recommend visiting the <u>TMB</u> (Barcelona Metropolitan Transport) website to find out about the transportation network and timetables for getting around Barcelona.

TMB >

→ If you are under the age of 25 and you will use public transportation two or more times a day, we recommend purchasing the <u>T-Jove</u> card. This card offers unlimited travel on the entire public transportation network for 90 days.

T-Jove >

→ Another good way to get around Barcelona is through <u>Bicing</u>. Managed by the city of Barcelona, Bicing is Barcelona's bike share service and has locations all throughout the city.

Bicing >

 $\rightarrow$  If you only use public transportation occasionally, we recommend the T-Casual ticket. This ticket covers 10 trips and is valid for approximately one year.

Cost of living

Getting around

BIWD

IQS

Legal Procedures

Accommodation

Medical Coverage

About Barcelona

Safety tips

Use of Catalan

	as		
Le	gal Procedures		
A	ccommodation		
	ledical Coverage		
A	bout Barcelona		
	Cost of living		
	Getting around		
	BIWD		
	Safety tips		
	Use of Catalan		

## Barcelona International Welcome Desk

Is a <u>service offered by the Barcelona City Council</u> that welcomes international citizens and helps them get established to carry out their personal or professional objectives.

This portal offers highly relevant information on:



In addition, you can also download:

- $\underline{\downarrow}$  Moving to Barcelona
- $\underline{\downarrow}$  Tips to feel at home in Barcelona

Barcelona International Welcome Desk >

## Safety tips for Barcelona

We recommend reading the <u>Welcome to</u> <u>Barcelona</u> document. Created by the City Council of Barcelona, this document offers safety and city living tips. You can download it in 9 languages: German, English, Spanish, Catalan, French, Italian, Japanese, Russian, and Chinese.

Barcelona is a beautiful city and is quite safe. The streets are full of life, often until well after midnight. Don't be afraid to take the metro or buses. They are safe and inexpensive.

Barcelona is a friendly and safe city. However, it is a big city and crowds and confusion in certain situations can make it easy for thieves to steal things unnoticed.

#### ALWAYS keep an eye on your belongings,

especially in public squares, bars, restaurants, the metro, busy places, etc.

Welcome to Barcelona >

#### **Recommendations:**

 $\rightarrow$  **Never** leave your bag unattended when going to the bathroom, to order a drink, etc. Always keep it with you.

 $\rightarrow$  Don't keep your phone in your back pocket.

 $\rightarrow$  Unless necessary, leave important documents (such as your passport) and valuables at home.

→ Keep copies of your passport, tickets, credit cards, etc. in a safe place at your home. This makes it easier to replace them in the event of a theft.

 $\rightarrow$  Take a photocopy of your passport with you, not your actual passport. Oftentimes, carrying a photocopy of your passport and/or other identification documents is sufficient (travel purchases, doctor's office, cultural activities, etc.).

## **Emergency telephone numbers**

Here are the main emergency telephone numbers you should know:

- → General Emergencies: 112
- $\rightarrow$  Ambulance service: 061
- $\rightarrow$  Fire department: 080
- → Mossos d'Esquadra: 088 (Catalan regional police force)

Legal Procedures

IQS

Medical Coverage

About Barcelona

Cost of living

Getting around

BIWD

Safety tips

Use of Catalan

Use	of the	Catalan	language
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Everyone in Barcelona can speak both <u>Spanish and Catalan</u>. If you plan to reside in Barcelona for an extended period of time (more than one year), we recommend learning both languages. You can learn Catalan online <u>here</u>.

Learn Catalan Online >

In case you want to use Catalan, the following is a list of useful words and phrases you can start practicing right away!

**English** Spanish Catalan

<b>Hello</b> Hola <i>Hola</i>	<b>Please</b> Por favor <i>Si us plau</i>	<b>What's your name?</b> ¿Cómo te llamas? Com et dius?	<b>Thanks, thanks a lot</b> Gracias, muchas gracias Gràcies, moltes gràcies
<b>Good Morning</b> Buenos días	How are you? ¿Qué tal?	<b>My name is</b> Me llamo	Do you speak English? ¿Hablas inglés?
Bon dia	Qué tal?	Em dic	Parles anglès?
Good afternoon	I'm great, and you?	l don't understand	The bill, please
Buenas tardes	Muy bien ¿y tu?	No lo entiendo	La cuenta, por favor
Bona tarda	Molt bé, i tu?	No ho entenc	El compte, si us plau
Goodbye	l'm sorry	l love you	I would like (to order in a restaurant)
Adios	Perdón	Te quiero	Me gustaría (pedir en un restaurante)
Adéu	Perdó	T'estimo	M'agradaria (demanar en un restaurant)

Getting around

BIWD

IQS

Legal Procedures

Accommodation

Medical Coverage

About Barcelona

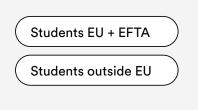
Cost of living

Safety tips

Use of Catalan

#### Legal Procedures





#### Medical Coverage



Students EU + EFTA

Students outside EU

#### Accommodation



	Closest residences	
	Other residence halls	
	Other options	
	Tips for renting a flat	
	Tips for sharing a flat	
(	Tips for your search	

#### About Barcelona



$\left( \right)$	Cost of living	
$\left( \right)$	Getting around	
$\left( \right)$	BIWD	
$\left( \right)$	Safety tips	
(	Use of Catalan	



Before arriving at IQS