



UNIVERSITAT
ROVIRA I VIRGILI

**REGISTRATION GUIDE to
INTERNATIONAL STUDENTS**



UNIVERSITAT ROVIRA I VIRGILI
INTERNATIONAL
CENTER

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International Web Universitat Rovira i Virgili

Access to the international web of the URV and identify the section on exchange students.

<http://www.urv.cat/international/>

The image shows a composite of three screenshots from the URV International website. The top screenshot is the main homepage, featuring a navigation bar with 'ICenter Home', 'Contact us', and language options. A large banner for the Amfiteatre de Tarragona includes sections for 'Come and study at the URV', 'Exchange students', and 'Living at the URV'. The middle screenshot shows a 'News' section with a 'Campus Tour for international students' article and a 'Listen to our students' video featuring Rodolfo Salassa. The bottom screenshot is a detailed view of the 'Exchange students' page, which includes a navigation menu, a 'Come to the Rovira i Virgili University!' section, and a detailed 'Exchange application' process with steps for registration and document requirements.

Exchange students

Home » Exchange students » Exchange application

Exchange at the URV
Application
Frequently Asked Questions
Mobility coordinators

Exchange application

What should I do if I wish to make a study stay at the Rovira i Virgili University?

As soon as your university has agreed that you can come to the URV as an exchange student, you should do the following steps:

Step 1

On-line registration

Admission deadlines:
First semester: 15 June 2012
Second semester: 15 November 2012

IMPORTANT! Before registering, prepare all the documents you have to attach. The documents you need will depend on your country of origin.

EU students:

- Scanned copy of your identity card or passport.
- Scanned copy of your European Health Card (computer) and a copy of your accident insurance policy (recommended).
- A colour passport photograph.

- Learning agreement with the subjects you wish to study in the URV, signed by you and signed and stamped by your home university (check further information in Step 2).

Students from outside the EU (including students from Turkey and Croatia):

- Scanned copy of your passport.
- Scanned copy of your accident insurance policy.
- A colour passport photograph.

- Learning agreement with the subjects you wish to study in the URV, signed by you and signed and stamped by your home university (check further information in Step 2).

ID/PE support: Please bear in mind! The number you give here will identify you throughout your stay. It doesn't matter if you decide to use your identity card number or your passport number, but make sure you use the same one all the time! The number you write in your Application Form will be the number we use for your registration at our University!

On-line registration

Step 2

Application for registration of international mobility students

To stay in the URV as exchange student you need to register in the web application.

Link to the application: http://www.urv.cat/international/movilidad/aplicacion/en_index.php/

The screenshot shows the 'Exchange students' registration page on the URV website. The page has a maroon header with the URV logo and navigation links. Below the header, there are three tabs: 'Courses at the URV', 'Exchange students' (selected), and 'Living at the URV'. The main content area is divided into two sections. The top section, 'Registered users access', contains a login form with fields for 'E-mail address' and 'Password', a 'Login >>' button, and a link for 'Can't access your account?'. The bottom section, 'Information of the account', is circled in black and contains a registration form. It includes a sidebar with a key icon and the text 'Fill in your details so that we can manage your application.' and 'All fields are required.'. The form fields are: 'E-mail address', 'Password', 'Repeat password', 'Company name', 'Surnames', 'Date of birth' (with dropdowns for Day, Month, and Year), and 'Gendre' (with radio buttons for Female and Male). A 'Sign In' button is located at the bottom of the form. The footer contains contact information for the Tarragona center, including a telephone number, email address, and physical address.

UNIVERSITAT ROVIRA I VIRGILI

ICenter Home Contact us Català Español English

Exchange students

Courses at the URV Exchange students Living at the URV

Registered users access

E-mail address Password: Login >>

Can't access your account?

Fill in your details so that we can manage your application.

All fields are required.

Information of the account

E-mail address Password: Repeat password:

Personal data

Company name: Surnames: Date of birth: Day Month Year

Gendre: Female Male

Sign In

Contact us

Telephone: +34 977 55 81 29

mobility@urv.cat

Avinguda Països Catalans, 17-19

43007 Tarragona

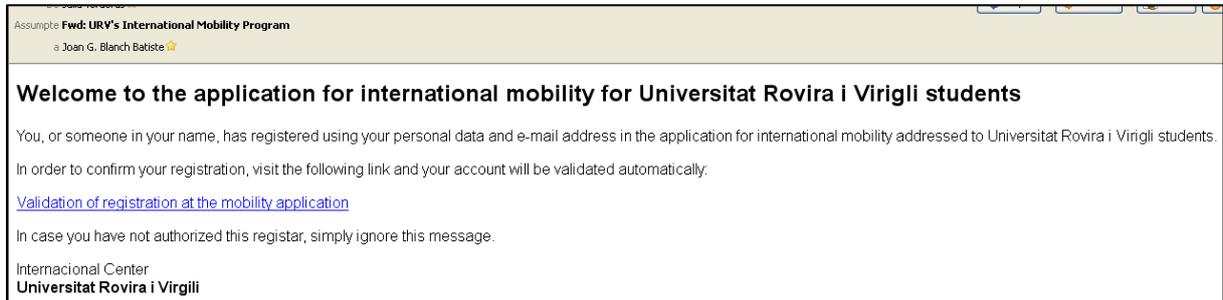
Skype: iocenter.urv

Tarragona

You need to open an account with a username and password to access the registry platform, so you will have to complete the selected information in the image above.

Account Confirmation

You will receive an activation email in the email address which you used in the section "e-mail address". This email contains a link to validate the account, we will have access to validate our new account.



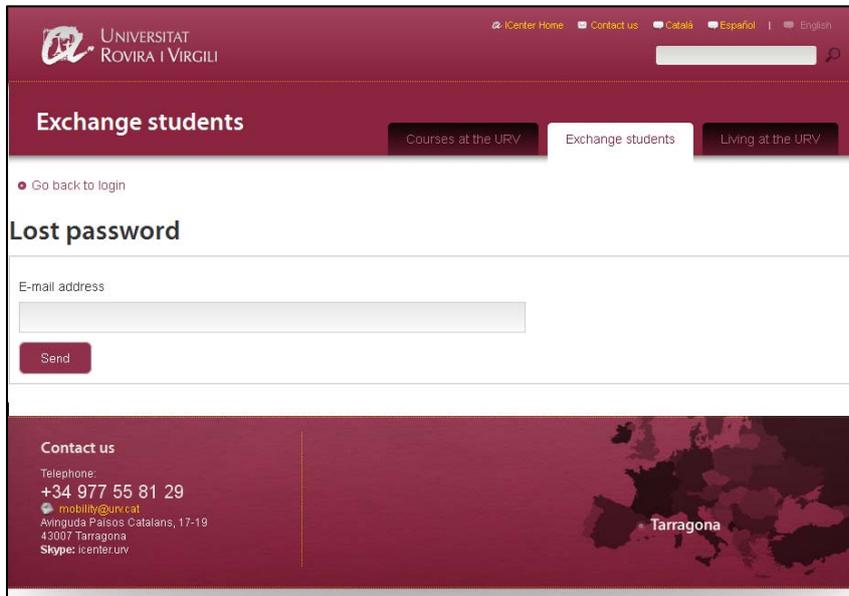
Access to the application for registration

Once you confirm your account you can access the application via the user and password you have created.

The screenshot shows the website's navigation bar with the logo and links for Center Home, Contact us, and language options (Català, Español, English). Below the navigation bar are three tabs: Courses at the URV, Exchange students (selected), and Living at the URV. The main content area is divided into two sections. The top section, titled "Registered users access", contains a login form with fields for "E-mail address" and "Password", a "Login >>" button, and a link for "Can't access your account?". The bottom section, titled "Information of the account", contains a registration form with fields for "E-mail address", "Password", and "Repeat password". Below these are "Personal data" fields: "Company name", "Surnames", "Date of birth" (with Day, Month, and Year dropdowns), and "Genre" (Female and Male radio buttons). A "Sign In" button is located at the bottom of the registration form. A red oval highlights the login and registration sections. The footer includes contact information for Tarragona: Telephone: +34 977 55 81 29, mobility@urv.cat, Avinguda Països Catalans, 17-19, 43007 Tarragona, and Skype: icenter.urv.

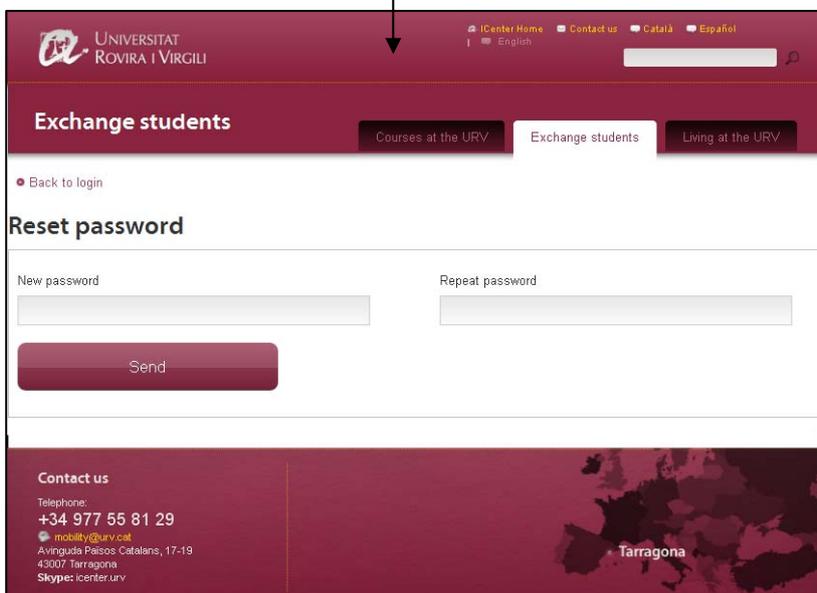
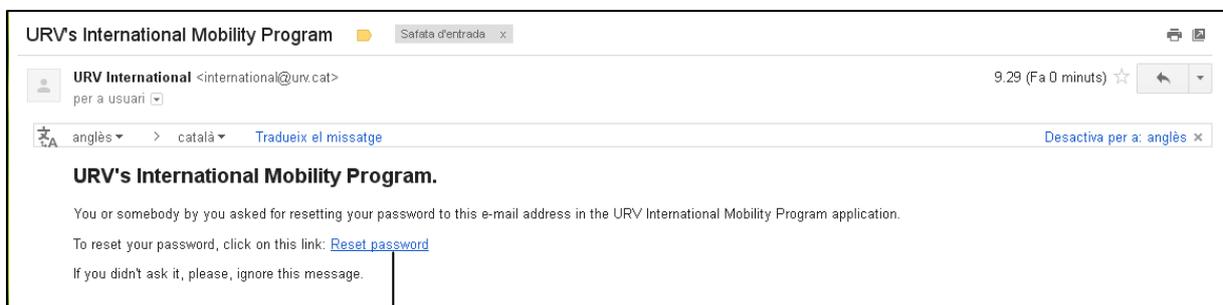
Password recovery

In case of loss of the password you can retrieve it by entering the email address associated with your personal email account, which corresponds to the user account.



The screenshot shows the 'Exchange students' section of the URV website. The 'Lost password' form is active, featuring an input field for the 'E-mail address' and a 'Send' button. The website header includes the URV logo and navigation links for 'iCenter Home', 'Contact us', 'Català', 'Español', and 'English'. A search bar is also present. The footer contains contact information for Tarragona, including a telephone number (+34 977 55 81 29), email (mobility@urv.cat), and address (Avinguda Països Catalans, 17-19, 43007 Tarragona).

You will receive an email to your personal email account that gives you access to the ability to restore your account with a different password.



The screenshot shows the 'Reset password' form on the URV website. It features two input fields: 'New password' and 'Repeat password', followed by a 'Send' button. The website header and footer are identical to the first screenshot, showing the URV logo, navigation links, search bar, and contact information for Tarragona.

Open applications

The registration will be open according to the period established by the URV, after that time the application will not show the possibility of logging in the URV.

The image shows two screenshots of the URV Exchange students application interface. The left screenshot displays the 'Your applications' section with a table of applications and a 'Request' button. The right screenshot shows a detailed view of the 'Request' button, which leads to the 'Personal data' section.

Mobility programme	Study period	Inscriptions start date	Inscriptions end date	Request
International	Study Abroad	01/01/2013	09/05/2013	Request

Step 1 - Personal data

Please, revise your personal data are correct and updated.
These data will be used to consider your applications. You are able to update them whenever you want in the Personal Data section
If any data lacks your applications may not be validated

Current personal information [Edit my personal data](#)

- Company name: Júlia
- Surnames: Verderas Gallardo
- E-mail address: julia.verderas@urv.cat
- Date of birth: 02/2/1990
- Gender: dona
- Nationality:
- Gender:
- Gender: . () -

Personal data

Before you start to complete the application for registration is necessary to enter your personal data, if these are not completed, you can not enter into or continue the registration on the URV.

The image shows a screenshot of the URV Exchange students application interface, specifically the 'Personal data' form. The form is divided into two columns and contains various input fields for personal information.

Personal data

Type ID: Identity card

Surnames: Blanch Batiste

Date of birth: 09 March 1990, Gender: Male

Phone: 696855236

Post code: 454821, City: La Fatarella

E-mail address: joangabriel.blanch@urv.cat

ID card/passport: 48512536

Company name: Joan

Nationality: Spain

Full postal address: CTerra alta 24

Country: Spain

Confirm e-mail address: joangabriel.blanch@urv.cat

Data protection declaration.
Data confidentiality and the handling of information are covered by the legislation on personal data protection. Both parties agree to respect the legislation on personal data protection for all matters where this legislation is applicable to the information that is the object of this form.

I confirm my acceptance to continue

Save

Complete the application

Please fill in all required fields, otherwise the application will not complete the process of registration of the application.

Exchange students

Courses at the URV | **Exchange students** | Living at the URV

User: Txel Tale | Logout | [Go back to list of calls and applications](#)

Personal data | **Request information** | Request confirmation

Step 2 · Application data

Stay

Mobility programme:

Study period:

Date of arrival (approx):

Date of departure (approx):

No. Months: | Level of study:

Field of study:

Origin

Home university:

City: | Country:

Language knowledge

Mother language:

Language knowledge

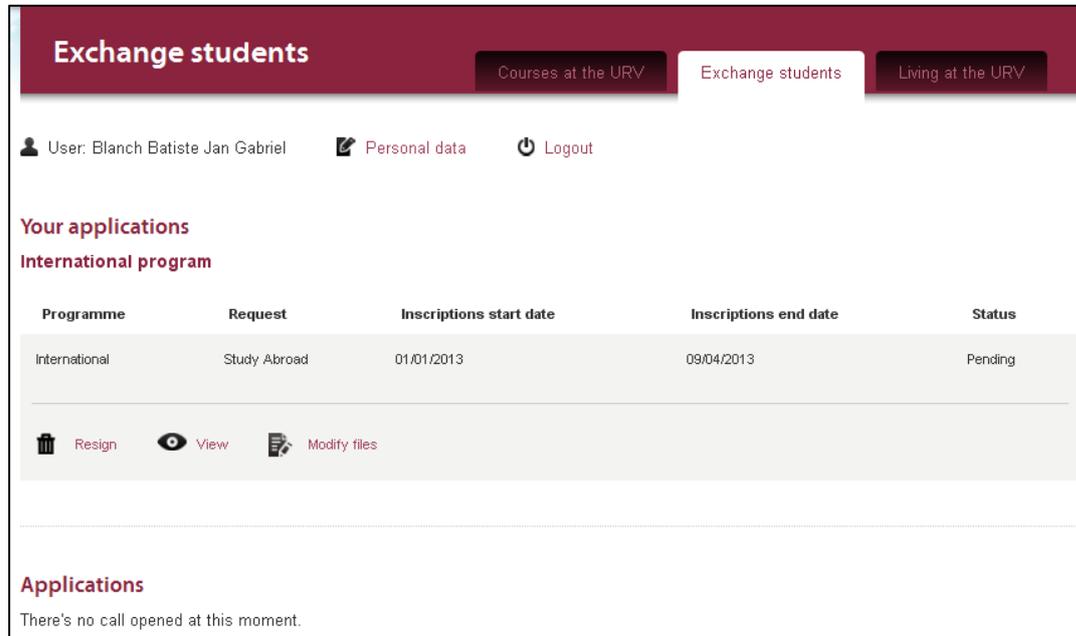
Level of Catalan	<input type="radio"/> None	<input type="radio"/> Low	<input checked="" type="radio"/> Medium	<input type="radio"/> High
Level of Spanish	<input type="radio"/> None	<input type="radio"/> Low	<input checked="" type="radio"/> Medium	<input type="radio"/> High
Level of English	<input type="radio"/> None	<input type="radio"/> Low	<input checked="" type="radio"/> Medium	<input type="radio"/> High

Experience and motivation

Have you taken part in a mobility programme before?

Preview of the application

Once completed the application you can view, download it in PDF document or modify the attachments. These features of the application will allow you to attach all required documents by the university in order to formalize your registration during the implementation period.



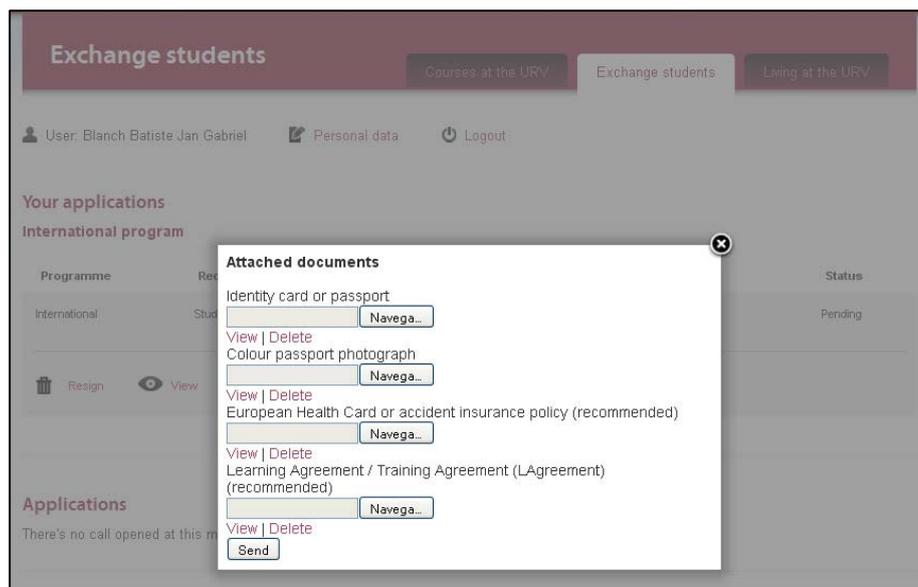
The screenshot shows the 'Exchange students' application interface. At the top, there are three tabs: 'Courses at the URV', 'Exchange students' (selected), and 'Living at the URV'. Below the tabs, the user is identified as 'User: Blanch Batiste Jan Gabriel' with options for 'Personal data' and 'Logout'. The main section is titled 'Your applications' and 'International program'. It contains a table with the following data:

Programme	Request	Inscriptions start date	Inscriptions end date	Status
International	Study Abroad	01/01/2013	09/04/2013	Pending

Below the table, there are three actions: 'Resign', 'View', and 'Modify files'. At the bottom, there is a section titled 'Applications' with the text 'There's no call opened at this moment.'

Changing attachments

You can see the documents attached to the application, delete and add new documents.



The screenshot shows the 'Exchange students' application interface with a modal window titled 'Attached documents' open. The modal window contains a list of documents with 'View' and 'Delete' options for each. The documents listed are:

- Identity card or passport (Navega...)
- Colour passport photograph (Navega...)
- European Health Card or accident insurance policy (recommended) (Navega...)
- Learning Agreement / Training Agreement (LAgreement) (recommended) (Navega...)

At the bottom of the modal window, there is a 'Send' button. The background of the application interface is dimmed.



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