1. Confirmation of application

Dear **[Nom del candidat/a],**

We are writing to welcome you to our University and to thank you for choosing this institution to carry out your doctoral studies.

We inform you that you have correctly completed your pre-registration for the URV's **[Nom del programa]**.

The details of your pre-registration are as follows:

Academic year: **[Curs formalització preinscripció]**
Name of the Doctoral programme: **[Nom del programa]**
Pre-registration date: **[Data de formalització de preinscripció]**
Period: **[Fase de preinscripció]**

So that the Academic Committee/Coordinator can assess your application, you must upload the required document through the document manager in accordance with the specific instructions.

You can access the document manager 3 hours after completing the pre-registration process. To access the document manager you must enter your username and password:

- If you are accessing for the first time, your username will be your identity document number (card/passport/NIE/National Identity document from EU member states) as your date of birth as your password.
- If you are already a member of the university community, your username and password will the same as those that you use to access the URV's Intranet

You have a period of 10 days to submit this documentation, which will expire on **[Últim dia fase de preinscripció]**. If we do not receive your documentation by this date, you will be excluded on technical grounds from the programme. If this happens and you are still interested in the course, you must repeat the entire pre-registration process.

Please bear in mind that you must upload all the documentation so that we can first of all check that your qualifications allow for admission to a doctoral programme. If they do, then the academic committee will decide on your application, which must meet not only the general admission requirements, but also the **additional admission and selection criteria, which are specific for each doctoral programme**.

Remember that at this stage your documentation does not have to comply with all of the formal requirements (e.g. be attested, translated, legalised, etc.) in order for the Academic Committee/Coordinator assess your application. However, you will have to comply with requirements when you complete the full registration process.

Nevertheless, if diplomas and academic certificates are issued in a foreign language other than English, French, Italian or Portuguese, you must also submit a translation (although it does not have to be sworn) to be admitted.

You can use the document manager to check the progress of your pre-registration process and to check whether your documents comply with the requirements.

If you upload documentation that is not required, we will automatically remove it to ensure that the repository contains only the documentation necessary.

The university will be closed during the month of August, so no emails or Applications will be dealt with. All documentation uploaded to the document manager while the University is closed will be checked in September.

If you are admitted by the academic committee, you will be able to download the letter of admission from the document manager so that you can apply for a student visa. You will find it by clicking on "letter of admission":

You can find other interesting information on accommodation, health services, etc. here.

If you have any queries, please do not hesitate to contact us.

Yours sincerely,

[Dades de contacte de l'Escola de Doctorat]

Universitat Rovira i Virgili