



## REGULATIONS GOVERNING ACCESS AND ADMISSION TO MASTER'S DEGREES

**Title of the master's degree:** Official Master's Degree in Political, Institutional and Corporate Communication in Environments of Crisis and Risk

**Official postgraduate programme:** Communication Studies

### APPROVING BODIES

The regulation was approved by the Academic and Scientific Committee, appointed by the Governing Council on 14 April 2010.

### ACCESS

**No. of places:**

20

**Access qualifications:**

- Official university degrees (Bologna or pre-Bologna)
- Official university degrees (Bologna) or diplomas
- Degrees from higher education institutions of the EHEA whose qualification enables them to move on to a master's programme in the country of issue.
- Degrees awarded by educational systems outside the EHEA and which have not been officially recognized if the university can determine
  - that the educational level attained is equivalent to that of the official Spanish university qualifications; and
  - that the student is entitled to enter postgraduate programmes in the country of issue.

### PRE-REGISTRATION PROCEDURE

**Faculty responsible for pre-registration**

Faculty of Arts

**Deadline for applications**

Applications must be made within the established period.

**Documents required**

All documents must be presented before the end of the pre-registration period.

- General documents:
  - Students who were awarded their access qualification by the URV: curriculum vitae.
  - Students who were awarded their access qualification by another Spanish university: original and photocopy (or attested photocopy) of their DNI, or passport, or official document accrediting their identity and nationality; original and photocopy (or attested photocopy) of their access qualification, or the receipt to show they have paid the issuance fees; curriculum vitae.
  - Students who were awarded their access qualification by foreign higher education institutions and have had them officially recognized in Spain (by the Spanish Ministry of Education and Science): original and photocopy (or attested photocopy) of their DNI, or passport, or official document accrediting their identity and nationality; original and photocopy (or attested photocopy) of their access qualification, or the receipt to show they have paid the issuance fees;



original and photocopy (or attested photocopy) of the official recognition certificate of their access qualification; curriculum vitae.

- Students who were awarded their access qualification by foreign higher education institutions belonging to the European Higher education Area (EHEA) and who have not had them officially recognized in Spain must present the following documents [legalized](#)\* and [translated](#), if required: original and photocopy (or attested photocopy) of their DNI, or passport, or document accrediting their identity and nationality. This document need not be translated or legalized; their qualification, original and photocopy (or attested photocopy), or the receipt to show they have paid the issuance fees; original and photocopy (or attested photocopy), issued by the competent authority of the country in question, of the document certifying that the qualification awarded to the student permits access to master's degree programmes in that country. The European Supplement to the degree (SET) is a document that provides this information. This document need not be legalized.

\* All documents issued by members of the European Union or by signatories of the Agreement on the European Economic Area or by countries with bilateral agreements with the European Union need not be legalized.

- Specific documents:
  - Academic transcript with the grades obtained for the access qualification.
  - English language certificate to show that the student has the required level of proficiency.

### Where to register

The application form and the accompanying documents must be presented to the secretary's office of the Faculty of Arts:

- Address: Av. Catalunya, 35. 43002 Tarragona
- Telephone: 977 55 97 97
- Fax: 977 55 83 86
- E-mail: capsfill@urv.cat
- Office hours: Mondays and Wednesdays from 10 a.m. to 1 p.m. and from 4 p.m. to 5 p.m., and Tuesdays, Thursdays and Fridays from 10 a.m. to 1 p.m.

### SELECTION CRITERIA

The pre-registered applicants will be selected in accordance with the following criteria:

1. Appropriateness of the access qualification: maximum 4 points. Qualifications will be appraised as follows:
  - a. Qualifications in Communication: maximum 4 points,
  - b. Qualifications in the Social Sciences and the Humanities (except Communication): maximum 3 points,
  - c. Others: 2 points.
2. Appraisal of the academic transcript of the access qualification: maximum 2.5 points.
3. Motivation and specific preparation for the master's degree: maximum 2.5 points. This will be appraised by studying the curriculum vitae or holding a personal interview.
4. English language proficiency higher than the required minimum: maximum 1 point.

Nevertheless, if there are enough places, the selection committee can admit students without having to rank them in order of merit.

### SELECTION COMMITTEE

The selection committee entrusted with appraising the applications will be made up of



- Dean of the Faculty of Arts, or delegate (chair)
- the Coordinator of the Master's Degree (or delegate)
- the Coordinator of the doctoral programme (or delegate)
- the Head of the Department of Communication Studies (or delegate)
- the Director of the Asterisc Research Group (or delegate)
- head of the secretary's office of the Faculty of Arts (or delegate), who shall act as the technical secretary.

### **ADMISSION PROCEDURE**

The secretary's office of the faculty will announce the students who have been admitted and those who have not on the notice board and on the university's website. Students will also receive a personal response informing them of the result of their application and of the credits they have to take.

Should places still be available once the registration process has finished, they will be offered to the students on the waiting list. Students will be notified individually of this process.

Within one month of the publication of the names of those admitted on the programme, applicants can lodge an appeal to the rector of the Rovira i Virgili University.

### **REGISTRATION**

Students must register within the established periods.