



**Come to the ETSAE!**  
School of Architecture  
and Building  
Engineering



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Universidad  
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Internacional



Escuela Técnica Superior de  
Arquitectura y Edificación  
Cartagena

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Universidad  
Politécnica  
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Internacional

**ETSAE**

School of Architecture and Building Engineering



International  
Mobility  
Students'  
Support  
Guide

Universidad Politécnica de Cartagena  
Escuela Técnica Superior de Arquitectura y  
Edificación

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## How should I organize my academic year at the ETSAE?

### Welcome to ETSAE

#### School of Architecture and Building Engineering!

Here you will find some useful information to organize and enjoy better your stay at ETSAE

#### 1.- Who is my Mobility Coordinator at ETSAE?

As our faculty has a large number of international students coming from different universities, we have organised several coordinators depending on the university you come from.



**Mr. Martino Peña Fernández Serrano.**  
 HOCHSCHULE OR BREMEN  
 UNIVERSITAT SIEGEN  
 CZESTOCHOWA POLITECHNIKA  
 UNIVERSITY OF APPLIED SCIENCE IN NYSA  
 WARSAW UNIVERSITY OF TECHNOLOGY  
 KIELCE UNIVERSITY OF TECHNOLOGY  
 GDANSK UNIVERSITY OF TECHNOLOGY



**Mr. Pedro García Martínez.**  
 VSU LYUBEN KARAVELOV SOFIA  
 UNIVERSITATEA DIN ORADEA  
 UNIVERSITATEA TEHNICA DIN CLUJ-NAPOCA



**Mrs. Macarena Salcedo Galera.**  
 VIA UNIVERSITY COLLEGE DENMARK  
 HOGESCHOOL UTRECHT  
 ISTANBUL GELISIM UNIVERSITY



**Mr. Fernando García Martín.**  
 UNIVERSITY OF MARIBOR  
 SZECHENYI ISTVAN UNIVERSITY



**Mr. Pedro Jiménez Vicario**  
 TALLINN UNIVERSITY OF TECHNOLOGY UNIVERSITÀ DI BOLOGNA  
 RIGA TECHNICAL UNIVERSITY  
 KAUNAS UNIVERSITY OF TECHNOLOGY



**Mrs. María Mestre Martí**  
 UNIVERSITY OF ECOLOGY AND MANAGEMENT IN WARSAW  
 BIALYSTOK TECHNICAL UNIVERSITY



**Mr. Manuel Ródenas López**  
 'SAPIENZA' UNIVERSITÀ DI ROMA  
 UNIVERSITÀ DEGLI STUDI DI PALERMO  
 UNIVERSITÀ DEGLI STUDI DI PISA



**Mrs. Gemma Vázquez Arenas**  
 NARVIK UNIVERSITY COLLEGE  
 WROCLAW UNIVERSITY OF ENVIRONMENTAL AND LIFE SCIENCES  
 CRACOW UNIVERSITY OF TECHNOLOGY  
 UNIVERSIDADE AUTONOMA DE LISBOA  
 UNIVERSIDADE DA BEIRA INTERIOR  
 INSTITUTO POLITECNICO DE SETUBAL



**Mrs. Vincenzina LaSpina**  
 UNIVERSITÀ DEGLI STUDI DI L'AQUILA  
 POLITECNICO DI BARI  
 UNIVERSITÀ DEGLI STUDI DI CAGLIARI



**Mr. David Navarro Moreno**  
 UNIVERSITÀ DEGLI STUDI DI TRIESTE  
 UNIVERSITÀ DEGLI STUDI DELLA CAMPANIA "LUIGI VANVITELLI"  
 UNIVERSITÀ DEGLI STUDI DI PADOVA  
 UNIVERSITÀ DEGLI STUDI DI REGGIO CALABRIA  
 UNIVERSITA IUAV DI VENEZIA



**Mr. Raffaele Pérez**  
 POLITECNICO DI TORINO  
 UNIVERSITÀ DEGLI STUDI DI NAPOLI "FEDERICO II"



**Mr. Carlos Parra Costa**  
 VSB - TECHNICAL UNIVERSITY OF OSTRAVA,

So, once in ETSAE, we strongly recommend you contact with your Mobility Coordinator 'face to face' or 'online'. Feel free to contact them, they will try to guide you with your answers and documents during your stay at ETSAE. All the issues related to course inscription, or password to access to UPCT web services and 'Aula Virtual' must be provided by our International Relationships Office.

#### 2.- What subjects can I choose?

In ETSAE, we have two Bachelor Degrees: .- Grado en Fundamentos de Arquitectura (Bachelor Degree in Architecture Fundamentals) .- Grado en Ingeniería de Edificación (Bachelor Degree in Building Engineering) And three Master Degrees: .- Master Universitario en Patrimonio Arquitectónico (Master in Architectural Heritage and Conservation) .- Master en Ciencia y Tecnología de la Edificación para Arquitectura (Master in Science and Technology for Building and Architecture) .- Master en Arquitectura (Master in Architecture).

You can choose subjects from any of our degrees. You can find them in the following link: <https://etsae.upct.es/estudios>  
Please contact our Mobility Coordinator for further information regarding timetable schedules, topic of the subjects, languages, levels and semesters. Please pay attention to those subjects related to 'Proyectos' (Design Projects)

and 'Urbanística' (Urban Planning) as these subjects are organized according to difficulty levels. Please, follow those levels that are equivalent to yours at your home institution. Please kindly ask your coordinator.

#### 3.- What about language?

In ETSAE, our lessons are usually held in Spanish in all subjects, but some of our professors can help you in English or Italian ('support languages'). Nevertheless, the best option for you would be to learn (or improve) your level of Spanish. Regarding the language courses you can contact our Languages Centre that organizes different seminars for foreign students. You can find further information at this link below: <https://www.upct.es/servicioidomas/es/international-students/>

#### 4.- Once you have chosen your subjects...

We recommend you attend classes from the first day as this is the day in which professors explain the course plan and provide their requirements and recommendations. If you feel that you are not going to be able to follow that subject or it is not interesting for you, please contact with your Mobility Coordinator and try to find any other option that suits you better (as soon as possible). Pay also attention to the number of changes you are allowed to make in your 'Learning Agreement' according to your home institution.

#### 5.- Ok, I'm in the right course...!

Congrats! ...now we recommend you talk to your professor, introduce yourself as mobility student and ask the questions you need to complete the course properly. It is important for our teachers to know how many mobility students enrol their courses and who they are. In ETSAE, lessons attendance ('f2f' or 'online') is an important matter so If you are going to be absent for some days, please talk to the professor as he or she can know you have not abandoned the course. Just in case you might find some difficulties or inconveniences during the development of the course, please contact your Mobility Coordinator at that moment and do not wait until the end of the semester when the exams are closer.

#### 6.- Exams

In ETSAE, exams are held in a period of a month that is clearly highlighted in the UPCT Academic calendar. During this month lessons are interrupted. We have three examination periods during the academic year, first one is in January-February, second one is June-July and the last one is in September. In order to know the exams requirements all the professors must publish their "call for examinations" where you can find everything in detail. In Spanish we name this examination call as "convocatoria de examen". In case you might use a dictionary during the exam make sure it is a paper one, as it is not allowed to use your mobile phone to connect to internet while you're doing the exam. If you do not pass the exam at the first time you will have to repeat it at the following examination period. When all the exams of ETSAE have been finished, teachers will have a period of two weeks approximately to evaluate them and upload the students marks on the web system. Once all this procedure is done, your marks will be able to appear in the "Transcript of Records" document that will be sent to your home institution at the end of the semester/year.