

Cuidant el present  
per liderar el futur

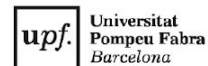
*Taking care of the present  
to lead the future*

**Campus  
Hospital  
del Mar**



Escola Superior  
d'Infermeria del Mar

Centre adscrit a la



# Incoming Student Handbook 2023-2024



[www.esimar.edu.es](http://www.esimar.edu.es)



@esim\_mar



Escola Superior  
d'Infermeria del Mar



Escola Superior  
d'Infermeria del Mar



**Escola Superior d'Infermeria del Mar**  
Calle del Doctor Aiguader, 80, 3<sup>a</sup> planta  
08003 Barcelona

Tel. 93 248 39 32 / 33

**Dr. María Gil Poisa**

## SUMMARY

SUMMARY	1
WELCOME TO THE ESCOLA SUPERIOR D'INFERMERIA DEL MAR	2
1 - BEFORE YOU LEAVE HOME	4
1.1. Register as an Exchange Student or Visitor	4
1.2. Do I Need a Visa?	4
1.3. Health System	5
1.3.1. Vaccines	6
1.4. Buddy Program	6
1.5. Accommodation in Barcelona	6
1.4.1. Student Housing Dorms	7
1.4.3. Shared Apartments	7
1.5. Transportation in Barcelona	8
<b>1.6. ACADEMIC OFFER</b>	<b>9</b>
2 – UPON YOUR ARRIVAL TO ESIMar	10
2.1. Meet the Mobility Coordinator	10
2.2. Your clinical practices	10
2.3 Evaluation	11
2.3.1. The Grading System	11
2.4. Enroll in Catalan/Spanish Language Courses	12
2.7.1. UPF Library	13
2.7.2. How to Use the Computers?	13
2.7.3. Sports and Cultural Activities, etc.	13
3 - AT THE END OF YOUR STAY	15
4 - NUMBERS AND ADDRESSES OF INTEREST	16
5-CHECKLIST	17

## WELCOME TO THE ESCOLA SUPERIOR D'INFERMERIA DEL MAR

The Escola Superior d'Infermeria del Mar- UPF (ESIMar-UPF) is a university center belonging to the Parc de Salut Mar de Barcelona and affiliated to the Pompeu Fabra University (UPF). The school is located in an ecosystem that generates privileged knowledge: the Campus Universitario Mar, a college Campus located in the incomparable setting of Barceloneta, which also houses training in medicine, human biology and physical therapy.



The purpose of the school is to contribute to the improvement of the health of the population through the promotion of innovative and quality nursing care, as well as to participate in the continuous progress of nurses at a scientific, technical and human level. In addition, it advocates a live learning nursing training and advance thanks to research and participation in national and international research networks and groups.

Our school offers undergraduate, postgraduate, master's and doctorate studies, allowing students who wish it to complete their academic training itinerary until the end. In addition, being aware of the needs of the market, it offers a set of graduate courses that allows nurses to develop, in a short space of time, the required abilities to stay updated and be competitive in changing work environments.

With a focus on the acquisition of skills, the School promotes innovative learning methodologies in which students assume responsibility for their learning, and the teacher acts as a facilitator. Additionally, training in clinical simulation rooms in safe environments is carried out in all formations, and the values of the institution and UPF are embodied in each activity that is implemented in the center.

Internships in healthcare and research environments become the backbone of the different training courses. The School has its own healthcare and research resources such as the centers and services of the Consorci Parc de Salut Mar and the Institut Municipal d'Investigacions Mèdiques (IMIM). Furthermore, we work with the collaboration of the main public and private institutions of Barcelona and its surroundings, which hold collaboration agreements with our school.

Within this academic framework, students are placed in the center, and for this reason they are involved by participating in all stages of training: from planning to evaluation. At the same time, they are invited to participate in student and teacher meetings, work commissions, and research to improve their training. In this sense, multidisciplinary and collaborative work is key in the process. From

undergraduate training, the ability to work as a team is enhanced while offering individual attention aimed at personal growth, learning to learn in order to subsequently develop the rest of the transversal skills, and acting professionally in different contexts and areas in which you can provide nursing care.

Our institution's professionalism and sustainability is endorsed by more than 40 years of experience in university training in nursing. Countless graduate and postgraduate students offer their care in different countries and regions, being recognized for their excellence and professional integrity. Without any kind of doubt, part of the success is due to the team of professionals that make up the school.

On behalf of the management team of the Escola Superior d'Infermeria del Mar, I warmly welcome you, hoping to offer you a memorable personal and professional learning experience.

Dra. Esther Insa Calderón

Director of the Escola Superior d'Infermeria del Mar

More information available at [www.esimar.edu.es](http://www.esimar.edu.es)

## 1 - BEFORE YOU LEAVE HOME

### 1.1. REGISTER AS AN EXCHANGE STUDENT OR VISITOR

If you are an exchange student (Erasmus / Lifelong Learning Program, SICUE / Seneca or Bilateral Agreement) get in touch with your International Relationships office at your university of origin, and with your Program Coordinator or Adviser back home. Once you have applied in your university and your application has been accepted, you will receive a communication from ESIMar, requesting the required information:

Curriculum vitae
Transcript of Academic Record
Motivation letter
Citizen card o passport
I.D Photo (passport-size photo)
European health card (only EU citizens)
Immunization records
Spanish language skills (B1)

After receiving your registration, we will send you a confirmation letter.

### 1.2. DO I NEED A VISA?

If you are a citizen of the European Union (EU), European Economic Area (EEA) or Switzerland, you do not need to take any administrative formalities prior to your arrival in Barcelona.

If you come from a country different from those above, you will need to get a student visa. You will find detailed information in the [Barcelona International Welcome](#) website. To find the nearest Spain Embassy/Consulate to your residence, you can check the website of the Spanish Ministry of Foreign Affairs ([Ministerio de Asuntos Exteriores](#)).

Get in touch with your closest Embassy in order to learn more about the visa process and how it works with every different country. Both your International Relationships Office in your home university and the Mobility and Internalization department at ESIMar will support you throughout the process.

If your stay is longer than three months, once you get to Barcelona you will have to register in the Register of Citizens Union. If this is not your case, you must obtain a student visa before leaving your country, through the Spanish embassy or consulate nearest to your place of residence. To arrange a visa you will need an

acceptance letter from ESIMar that you must request to the Mobility and Internalization Coordinator, María Gil Poisa (mgilp@esimar.edu.es), enclosing a photocopy of your passport clearly showing your number.

### 1.3. HEALTH SYSTEM

Any student coming to study in the ESIMar must be covered by healthcare insurance.

If you are a Spanish citizen, you must have valid health coverage in Barcelona (Social Security, private insurance, etc.).

If you are a citizen of a country belonging to the European Economic Area or Switzerland, affiliated to Social Security in your country, you must get the EHIC (European Health Insurance Card) issued by the public health authorities of your country. This document gives the right to obtain in Spain the necessary health care benefits. You can find further information about how the application process [here](#).



Once in Barcelona, if you find yourself in need of medical attention, you will need to visit your closest Centro de Asistencia Primaria (CAP) with your European Health Insurance Card.

If you are a citizen of a country outside the European Economic Area or Switzerland, you should get information about whether there is any medical agreement between the Social Security (Public Health) of your country and the Spanish Health System (this is the case, for example, in [some Latin American countries](#)). If there is some agreement, you must go to the competent authorities of your country to get the corresponding document that will provide you free access to the network of Spanish public healthcare. If that is not your case, please keep in mind you will need medical, travel, and liability insurance.

In the case of hiring a private insurance, make sure of carefully reading the coverage, have your policy number, and the contact phone number for any doubt or emergency. Once in Barcelona, if you need medical assistance, contact your insurance company directly and they will direct you on the following steps. Barcelona counts with a large number of hospitals and clinics, both public and

private, with bilingual staff that accepts every kind of international health insurances.

### 1.3.1. Vaccines

Since during your stay you will be in direct touch with health centers and institutions, every student must present a vaccination record including, at least, COVID19, Hepatitis A+B, Tetanus, MMR, and DPT. Make sure you have received all these vaccines back home, and to bring with you a updated vaccine record and/o an official certification signed by a doctor that shows all those vaccines. In the case that this certification is in a language other than Spanish or English, please be aware you will need an official translation into Spanish.

### 1.4. BUDDY PROGRAM

Prior to your arrival in Barcelona, the Internationalization and Mobility Coordinator will contact you to offer you the possibility of participating in our mentorship program. If you are interested, a local student from our university will act as your Buddy. These students are volunteers who receive academic credit for accompanying you throughout your school experience. They will be able to guide you in practical aspects before your arrival and during your stay in Barcelona, such as recommending where to find accommodation in Barcelona, helping you get around upon your arrival, or showing you around the campus. During your stay in the city these students will also be able to do activities with you, such as excursions, walks, or visits to monuments. At the end of your stay you will receive a satisfaction survey to evaluate your experience with the mentors. We hope that this program is useful and helps to improve your stay in the city.

### 1.5. ACCOMMODATION IN BARCELONA



If you are planning to find accommodation upon arrival in Barcelona, especially if you arrive before the start of your stay to study, you will need to reserve a room in a hotel or hostel well in advance. It can be very difficult to find a hotel or hostel room in Barcelona without prior reservation, even though there is a great offer, so do so early to guarantee an affordable and well-located stay.

For your stay during the course, there are two options that we mainly recommend: student housing dorms (public or private) or apartments shared with other students. ESIMar has agreements with a series of

student housing and real estate agencies, so if you are a student at our school, you will receive discounts or benefits. If you needed, your international coordinator in Barcelona will provide you with a document so that the residence you choose will apply that discount. Visit our [website](#) for further information.

#### 1.4.1. Student Housing Dorms

Student residences are institutions, both public and private that offer students accommodation in convenient areas of the city, generally located near the university campuses, or in the center of Barcelona, with very good public transportation. They offer fully equipped rooms and access to common areas and their price usually ranges from 650 to 1200 euros per month, depending on the facilities and services they offer. All offer services and utilities are usually included (internet, electricity, water, gas ...).

Things to keep in mind:

- Single or shared rooms (rooms are usually smaller).
- Individual bathroom or shared with one person.
- Common areas that usually offer: gym, terrace, study rooms, game rooms, cinema / television rooms.
- Room cleaning (generally weekly).
- Access to payment washing machines (coins or cards).
- Individual or shared kitchen.
- Option to meal plans.
- Activities in the residence.

The residences with which the school has agreements can be seen at

#### 1.4.3. Shared Apartments

If you are interested in renting a room in a student flat, you can talk to one of the agencies listed in our [website](#); they will offer you some advantages as well. In these apartments you will usually be sharing the rooms of common use (kitchen, bathroom and living room) with other students, generally local students.

How are student flats in Barcelona? A single room in an apartment is usually worth between 350 and 600 euros per month, depending on the size, the location of the building, the conditions of the apartment (renovated or not, with a lift or not,



etc.). They are usually furnished with the most basic things, so expect that there will be a few things that you may want to buy yourself.

You have to bear in mind that, generally, the expenses of the apartment are not included, they are paid separately: Internet, water, electricity and gas. These expenses are split between all the people in the house and, depending on the size and consumption, they usually range between 150 and 200 euros per month in total. This price can go up, especially if you have air conditioning in spring and summer, or because of heating in winter.

The flats usually include:

- Furnished single room (bed, wardrobe, sometimes desk).
- Access to kitchen (with fridge, oven, stove, microwave ...).
- Shared bathroom with 1-2 people.
- Living room and other common areas such as terraces or balconies.
- Washing machine.
- Weekly cleaning (if you hire an agency).

Or maybe you just want to find a place with other students but not depending on an agency. Here you have some specialized websites:

[www.loquo.com](http://www.loquo.com)

[www.easypiso.com](http://www.easypiso.com)

[www.idealista.com](http://www.idealista.com)

[www.rentabedroom.com](http://www.rentabedroom.com)

[www.pisocompartido.com](http://www.pisocompartido.com)

[www.elsclassificats.com](http://www.elsclassificats.com)

## 1.5. TRANSPORTATION IN BARCELONA

Barcelona has a great public transportation network that will take you all around the city and the closest towns. You can use the subway, bus, train and tram, with one single transportation card. To reach the Campus del Mar, there are many options. Download the TMB app in order to find the best route to arrive from your accommodation.



Like in many other European cities, Barcelona works with a zone system, starting from the city and expanding to the surrounding towns. In [this map](#) you can find the distribution of the zones. As you can see, the city of Barcelona is in Zone 1,

so you can easily move around it and as far as nearby towns, like Castelldefels, for the same price with one single ticket. If you want to go a bit further, like to Sitges, you will need a longer Zone ticket, which can be purchased in any train or bus station. If you want to explore outside of Barcelona, the easiest and most economic way is usually the train. You can find more information about Rodalies trains [here](#).

In Barcelona there are different types of public transportation cards that you can use. Some of them are unlimited for a period of time, and others have a limited number of journeys that you can take. Depending on your needs, we recommend you to use one or another. You can find all the information in [TMB's website](#).

## 1.6. ACADEMIC OFFER

All theory courses are offered in the mornings, between 8:30 and 14:30 hours. The ESIMar's academic offer is distributed by quarters:

- Q1: from mid-September to late December.
- Q2: from early January to early April
- Q3: from early April to late June

Your home university will send you your assigned travelling dates.

Remember that from December 23 to January 7 the ESIMar is closed for the Christmas holidays, thus during this time there is no teaching. The same happens during the Easter holidays that are usually in late March or early April (dates are set annually from Central Government of Spain). Check our website to find the specific schedule of each course.

The courses can be taught in Catalan or Castilian (Spanish). The faculty will strive to follow the dynamics of the courses, however, it is highly recommended that you become familiar with the Spanish and Catalan, especially during the workshops.

Looking at your internship, keep in mind that both hospital users and staff will basically speak Catalan and Spanish, so we request at least a B1 level of Spanish before your arrival in order to be able to internship. There are some intensive Catalan and Spanish language courses for exchange students that you can enroll in during your stay with us. Once your stay is closer on time, we will send you more information.

## 2 – UPON YOUR ARRIVAL TO ESIMar

### 2.1. MEET THE MOBILITY COORDINATOR

The Mobility Coordinator is the person in charge of managing the international programs, together with the Administration department (Secretaría Académica). She will be your reference to solve all your doubts during your stay. It is very important that you go and see her upon your arrival, in order to review and sign all the documents requested by your home university.

Our current coordinator is Dr. María Gil Poisa, and you can find her in her office (61.317) or through her email: [mgilp@esimar.edu.es](mailto:mgilp@esimar.edu.es). You can meet either in person or by a video-call, but you need to Schedule an appointment in advance.

### 2.2. YOUR CLINICAL PRACTICES

Prior to your arrival, the ESIMar Mobility Coordinator will hold a virtual information session in which she will answer your questions about all aspects of your stay, including internships. You can do your internship in different specialties, which you can choose beforehand, including:

- Geriatrics
- Hospital medicine (different specialties: traumatology, OB and gynecology, surgery...)
- Oncology
- Surgical unit
- Emergencies
- Intensive care
- Palliative care
- Mental health

During this internship period you will be assigned a reference nurse who will be your clinical tutor, as well as an academic tutor. During this placement you will carry out about 37 hours per week, and you will receive the number of credits equivalent to your stay (25 hours = 1 ECTS). Your qualification will depend on your professional activity during your stay and on the academic work carried out, including a journal of reflections.

Once you arrive in Barcelona, and after collecting your materials with your Coordinator, you will have a welcome day at your internship center, where you will be told your schedule and what you will do during your stay. Remember to be punctual and always wear your uniform. The uniform can be of any type, but always

white. Upon your arrival at the university you will receive a uniform patch and an identification card. You can wear any comfortable kind of shoes, but always white too. The center will offer you options to change and store your clothes during your practices.

## 2.3 EVALUATION

Testing is the standard method for assessing the ESIMar students. Some essays may be asked too (individual or group).

### 2.3.1. The Grading System

The scores that a student can get in a Spanish university, which correspond to the numerical score in parentheses, are listed below (in a score of 0 to 10 with 0 being the minimum score and 10 the highest):

- Distinction (10): This is the highest rating, and is awarded only to a small number of students who have demonstrated exceptional performance (maximum 5% of the students enrolled in a course).
- Outstanding (9-10): Given to students who have demonstrated a very good performance.
- Notable (7-8.9): Awarded to students with medium-high performance.
- Approved (5-6.9): This rating indicates that the student has passed the subject with a sufficient level.
- Insufficient (0-4.9): The student has not passed the subject, and therefore must be submitted to a new activity during the recovery period.



## 2.4. ENROLL IN CATALAN/SPANISH LANGUAGE COURSES

As you already know, two official languages coexist in Catalonia: Spanish and Catalan. We Catalans are bilingual, and in the streets you will hear both, sometimes mixed!

If you want to improve your skills with both languages, we recommend you to take a virtual class before your arrival. Here are some we recommend:

- [Universitat Pompeu Fabra](#) offers virtual classes in both languages with its own professors. The courses are quarterly, cover a whole level within the European Reference Framework for languages, and are worth about 230 euros/quarter.
- To learn Catalan, we also recommend the courses of the [CNL \(Consorti per la Normalització Lingüística\)](#), that offers virtual and free Catalan courses in its Initial and Basic levels.
- If you want to practice your skills, there are plenty of tandem and language exchange options that you can try. Search in Meetup app or on a website like [this one](#).



## 2.5. LANGUAGE VOLUNTEER PROGRAM



This program is aimed at Catalan linguistic and cultural integration of exchange students studying in the UPF. This program primarily focuses its activities in two different areas of activity:

- Leisure and cultural activities in Catalan language: sightseeing in Barcelona and other cities (Tarragona, Girona, Reus, Figueres, etc.), visiting museums, attending sporting events (football, basketball, etc..)

- Catalan Language and cultural exchange between students of UPF and exchange students through discussion groups, weekly meeting point, etc.

For more information, see the web [www.upf.edu/vl](http://www.upf.edu/vl) or write [voluntariat.linguistic@upf.edu](mailto:voluntariat.linguistic@upf.edu) saying that you are a student of ESIMar.

## 2.6. ERASMUS STUDENT NETWORK (ESN)

ESN BCN is a student association apolitical, secular, open and tolerant, based on the principles of ESN. All students are invited to enroll in sociocultural integration activities. Its main objective is that "students work together." For more information, see their [website](#).

## 2.7. SERVICES IN THE ESIMAR-UPF

Together with the rest of your documents, please don't forget to send an ID size picture. ESIMar will process your information to provide you with access to the university's resources and, once you are here, you will get your UPF's ID card.

### 2.7.1. UPF Library

A huge part of these resources is the UPF Libraries, including the Biblioteca General (Campus de la Ciutadella), CRAI (Campus de la Comunicaci3n), biblioteca de Mar and the Instituto de Historia Jaume Vicenç Vives. You can check all the information related to the libraries [here](#).



### 2.7.2. How to Use the Computers?

The secretary will provide ESIMar a login and password to access UPF personal computers as well as brief instructions. If you have any problem with access, contact the information service of your building.

### 2.7.3. Sports and Cultural Activities, etc.

The Service to the University Community (SACU) is responsible each year to offer students-UPF ESIMar a variety of cultural and sporting activities. If you are interested in playing sports or want to sing in the choir of the university simply visit

their [website](#).

#### 2.7.4. Self-service photocopiers

The self-service photocopiers are activated with a rechargeable card that you can buy at the issue and recharge machines located in each of the buildings or the reproduction services.

### 3 - AT THE END OF YOUR STAY

At the end of your stay in Barcelona, you will receive a survey so that you can assess the different aspects of your stay at ESIMar. Once you have answered it, and when your grades are available, you will receive your academic transcripts via email. Your university will receive a physical and an electronic copy at its International Relations office.

In addition, if you are a student linked to the Erasmus+ program, you must go to the office of the Internationalization and Mobility Coordinator (by appointment) to receive a signed Certificate of Attendance that confirms that you have completed your entire stay at ESIMar. This document is provided by your home university, and you must bring the original on paper. It will be returned to you signed in physical and digital format.





## 4 - NUMBERS AND ADDRESSES OF INTEREST

In Barcelona, public health care is divided between primary care centers and hospitals:

- Primary Care Centers (CAP): Each district of Barcelona has its own CAP.– It is the place where you need to go if you need a doctor / nurse. These centers offer general medicine and specialists. Remember that these centers have access only if you have the health insurance card or if [your country](#) has an agreement with the Social Security of Spain. To locate your CAP can visit the City Council [website](#).
- If you have a medical emergency, you should go to a hospital or call 061 number of emergency medical services (EMS).– To locate hospitals (both public and private) can visit this [link](#).

Emergencies (medical services, police, and firefighters): 112

Transportation: [www.tmb.cat](http://www.tmb.cat)

## 5-CHECKLIST

Do not forget:

- ☐ To register as an exchange student and send the required documentation
- ☐ To process student visa and make sure you cover health care during your stay in Barcelona
- ☐ To plan your trip (see academic calendar)
- ☐ To plan housing. If necessary, book temporary accommodation (hotel, hostel, etc.).
- ☐ To consult the academic information contained in the web.

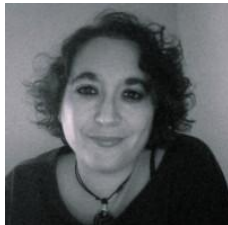
Remember that ESIMar's Administration staff and the Mobility Coordinator are available to help you during your stay

### CONTACTS

#### MOBILITY AND INTERNALIZATION STAFF

##### Coordinator

Dr. María Gil Poisa  
 mgilp@esimar.edu.es  
 Phone: +34 93 248 39 57  
 Fax: +34 93 248 39 34



##### Administration

Mar Noble Martos  
[mobilitat@esimar.edu.es](mailto:mobilitat@esimar.edu.es)  
 Phone: +34 93 248 39 33  
 Fax: +34 93 248 39 34

