

*INSTITUTIONAL WELCOME
SESSION FOR INCOMING
EXCHANGE STUDENTS*

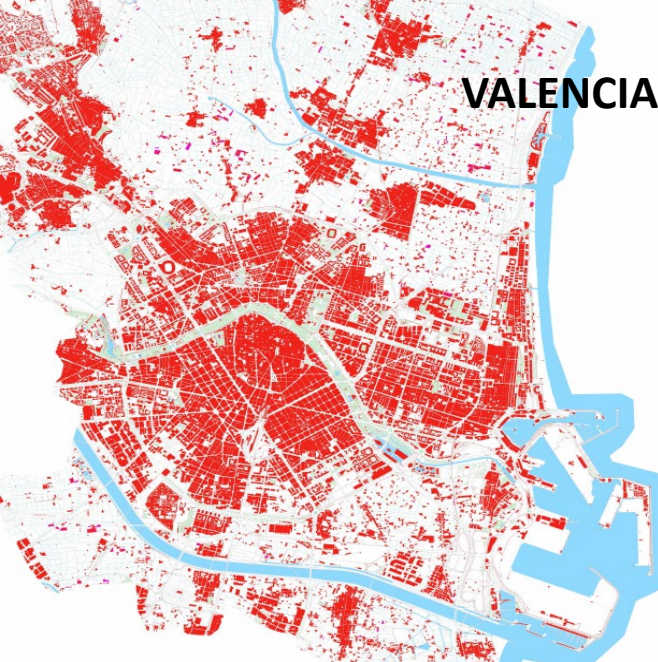
2023–2024 (Valencia campus)

8 February 2024

BIENVENIDA INSTITUCIONAL
ESTUDIANTES INTERCAMBIO

2023–2024 (campus Valencia)
8 febrero 2024





VALENCIA

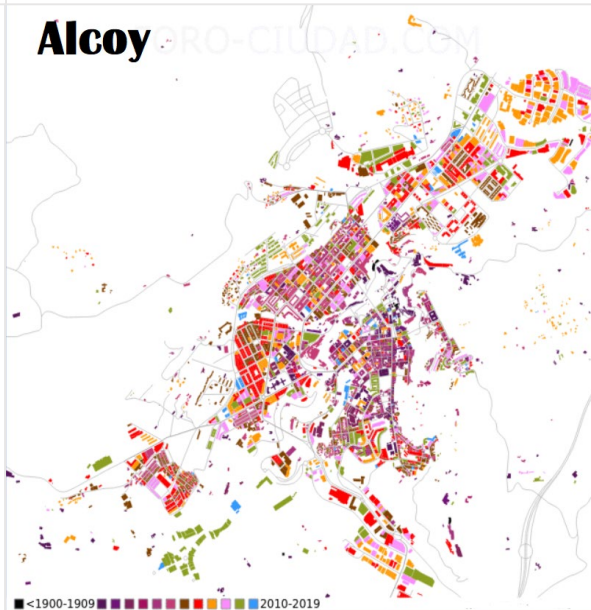
Welcome
to UPV



GANDÍA

<1900-1909 2010-2019

Bienvenidos
a la UPV



Alcoy

PRO-CIUDAD.COM

<1900-1909 2010-2019

*Benvinguts
a l'UPV*



UNIVERSITAT
POLITÈCNICA
DE VALÈNCIA

Oficina de Programas Internacionales de Intercambio
www.opii.upv.es



- Some facts about UPV
- International Services at UPV
- Immigration Support Unit
- Registration as a student
- IT resources (WIFI, access to computers, webmail, apps)
- Digital student card
- Enrollment in the courses (subjects)
- Spanish language courses
- Intranet and Poliforma-T
- Academic system (assessment & exams)
- Healthcare and medical assistance
- Free local transport
- Sports



Some facts about UPV

3 campus sites: Vera (València), Gandía, and Alcoi

13 Schools / Faculties (11 in the Valencia campus)

28,000 students (20.000 Bachelor, 5000 Master's, 3000 PhD)

2,500 teaching and research staff

1,500 administrative staff

Engineering and technology + business management + fine arts



Some facts about UPV international

EXCHANGE STUDENTS

1300 **outgoing** students per year, mainly to Italy (13%), Poland (10%), France (8%) and Germany (8%)

1900 **incoming** students, mainly from Italy (17%), Germany (16%), France (12%). **Almost 60 nationalities.**

This semester: 600 new exchange students



Some facts about UPV international

Members of the [ENHANCE University Alliance](#)

CHALMERS
UNIVERSITY OF TECHNOLOGY



POLITECNICO
MILANO 1863

RWTHAACHEN
UNIVERSITY



Norwegian University of
Science and Technology

**Warsaw University
of Technology**



UNIVERSITAT
POLITÀCNICA
DE VALÈNCIA

ETH zürich



**GDAŃSK UNIVERSITY
OF TECHNOLOGY**

TU Delft

10 European partners cooperating in innovative ways
Finding common solutions to global problems and challenges
<https://enhanceuniversity.eu/>



International Offices

OPII: (central) Exchange Programmes Office

- Coordination of Spanish language courses, general announcements
- Immigration Support Unit

International Office inside each School / Faculty / Campus

Everything else → your main contact point

Student applications and admission, enrollment in the courses (subjects), signing Learning Agreements, Arrival /Departure certificates, orientation, etc.

International Affairs Office (Nexus building)

Only for students who receive Erasmus+ KA107 Scholarships through UPV



Immigration Support Office

Oficina de Extranjería

Central service located inside OPII (central International Office)
Building 3C

[http://www.upv.es/contenidos/EXTRANJ/
extranjeria@upv.es](http://www.upv.es/contenidos/EXTRANJ/extranjeria@upv.es)

Always read all the info
on the website before
you contact us !

Immigration rules and Responsibilities in Spain
Study permit with Spanish Immigration Authorities

In general, orientation and assistance with procedure to help you
maintain lawful status (only for non-EU/EFTA nationals)



Immigration Support Office

Oficina de Extranjería

Home UPV :: Office of International Exchange Programmes :: Servicio de Extranjería UPV

- Home
- Study visas
- Link to info about VISA
- Link to info sheets in english
- REGULATIONS
- FOREIGN STUDENT INFORMATION
 - > Procedures for students - Requires UPV student Login
 - INFORMATION FOR FOREIGN RESEARCHERS AND PREDOCTORAL CONTRACTS
 - > Procedures for Staff - Requires UPV PAS/PDI login
 - UPV EMPLOYERS INFO
 - OUTGOING UPV STUDENTS

IMMIGRATION SUPPORT SERVICES

The UPV Immigration Support Service, which depend on the International Exchange Programmes Office UPV, offer information and support to the international community of the UPV for their legal stay in Spain, when it is linked to their activity in UPV.

In accordance with current legislation, it is the responsibility of each individual to enter and remain legally in Spain. All the procedures can be directly carried out at the Government's Deputy Delegation office or N

Complete information for alien citizens in Spain can be found in the following link: <http://e>

Currently, our Immigration Support Services provide only remote orientation via the email:





27/01/2023
El Servicio de Extranjería UPV tramitó, durante 2022, más de 800 expedientes
 Durante el año 2022 el Servicio de Extranjería UPV ha tramitado 895 expedientes, de los cuales 787 pertenecían a estudiantes UPV y sus familiares, y 108 a personal contratado e investigador.

[Informe expedientes tramitados extranjería 2015-2022](#)

01/07/2021
Movilidad destino Reino Unido: Requisitos visado
 Nota publicada en la web del SEPIE, con novedades importantes relacionadas con la movilidad destino UK

[Requisitos visado movilidad UK](#)

Additional information if you log in UPV identification (DNI) + PIN number or password

-  Sedes Oficinas de Extranjería en la Comunidad Valenciana
-  Procedimientos de extranjería Sede electrónica Policía Nacional
-  Ubicación de Comisarias de Policía en Valencia, Gandia y Alcoi
-  Información Legalización y Traducción de documentos

<http://www.upv.es/contenidos/EXTRANJ/>



Registration as a student

1. Send / submit / deliver your registration documents

- Identity card/Passport
- European Health Insurance Card (or proof of private medical insurance)



Your International office processes documents

2. Your UPV email account and login are created

- ## 3. Status of your online file on AIRE changes to [UPV account created], in Spanish [*Cuenta UPV creada*]

The “Four Elements” for WIFI, UPV apps, IT resources

1. Identificador UPV / DNI

starts with a P, except if your nationality is Spanish. It cannot be changed

2. PIN

4 digits

For identified access on your student intranet or the AIRE portal.

You have no. 1 and no. 2 since you started your online application

3. Usuario del dominio ALUMNO / login or username for domain *ALUMNO*

You will find it on your temporary student ID (PDF), if you have received one

You can also find it on your personal student intranet. Instructions

<https://bit.ly/UPV-username>

4. Contraseña / password

You must create it yourself. Instructions <https://bit.ly/UPV-password>



Webmail and WIFI



Webmail / UPV email account

Official announcements from teachers

General UPV information

<https://email.upv.es/> (no www)

or from www.upv.es > Log in > Left menu > Correo UPV

WIFI

Indoors and outdoors, network “UPVNET”

LINK to instructions document: <https://bit.ly/UPV-wifi>



Student card

UPV will no longer issues student or staff cards on plastic. All new cards are available in a digital format.

You must download the app called miUPV from the PlayStore or AppStore and install it on your mobile phone.

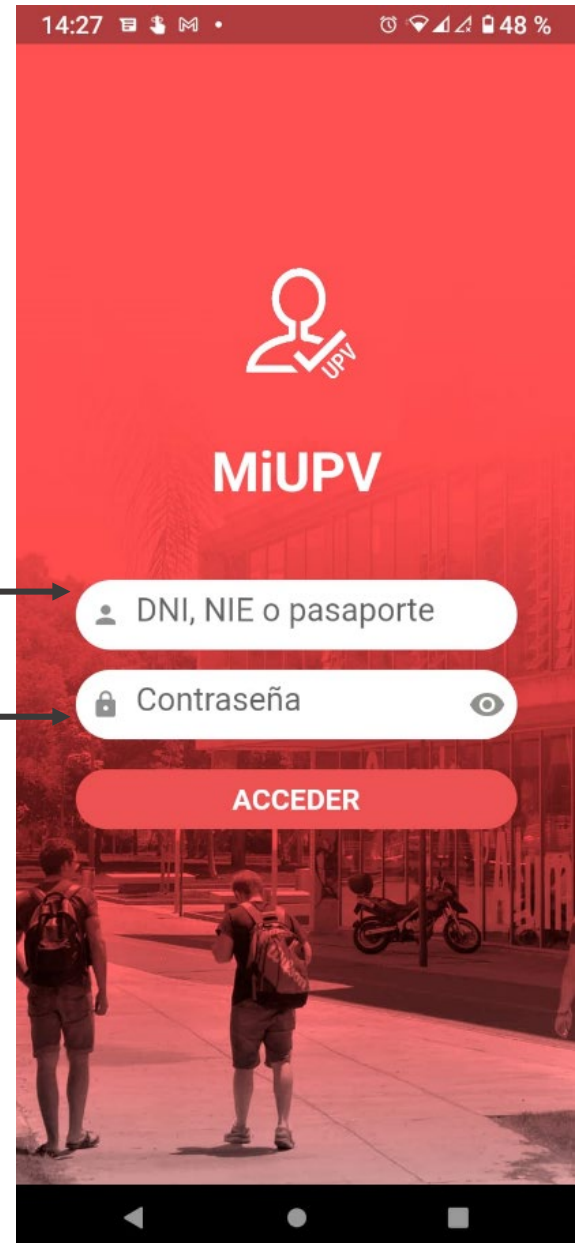


Student card

Type here your DNI / UPV identification, the same one you are already using to access the UPV personal intranet or the AIRE portal

This password is NOT the 4-digit PIN number. It is a longer password that you must create outside the app, on the UPV intranet.

<https://bit.ly/UPV-password>



Student card

Necessary for

UPV libraries
Access to some sports facilities
Parking lots

Not necessary for

University cafeterias

Instructions

<https://bit.ly/UPV-student-card>



Enrollment in the courses (subjects)

Confirm course choices (subjects) on AIRE
[Choose groups, remove/add subjects...]



Deadline was 31 January. Now, only small adjustments

Courses taught in a School different from your host School require a double approval. They might be more difficult to obtain, especially courses taught in English.





Spanish Language courses

Free courses, only for exchange students; level A1 to C1

A1 only for students from Asian universities

Level established on AIRE after UPV online test (already closed)

4,5 ECTS / semester (twice per week, 90 minutes)

Classes begin next week

Instructions already sent by email

Classes begin on the week of 12-16 February





Intranet and PoliformaT

Personal intranet (www.upv.es > log in > intranet)

- Checking your grades (Notas)
 - Appointments (UPV doctor), booking a spot in a sport activity, or requesting a book from the library
 - Downloading a weekly timetable
- (only once your enrollment in the courses has been completed)

LOG IN WITH YOUR UPV IDENTIFICATION NUMBER (DNI) + PIN or PASSWORD

Poliformat

Interaction with teachers and classmates (teaching material, recorded classes, uploading assignments, some tests, etc.)

Guide to Intranet and Poliformat - Incoming students

The screenshot shows a web browser window displaying the UPV intranet. The page has a header with the UPV logo and navigation links. The main content area is titled 'my UPV' and features a 'Identified access' button. Below this, there are several sections: 'Intranet' (Access to the information and grades of the student who is logged in), 'Base de Datos' (Access to the database to consult the subjects and the preparation of forms selected in the documentation), 'Poliformat' (This application allows to see the records of the student and the preparation of the documentation), and 'Office 365' (Access to the Office 365 suite of applications). A large play button icon is overlaid on the right side of the screen. A man in a black hoodie is standing in front of the screen, likely presenting the content.

<https://bit.ly/UPV-intranet>



Intranet and PoliformaT

UNIVERSITAT POLITÈCNICA DE VALÈNCIA

poli (formaT)

TODAS TUS ASIGNATURAS YA CONFIRMADAS ESTÁN AQUÍ >>

ALL YOUR COURSES ALREADY CONFIRMED ARE HERE >>

Sitios Javier

Mi poliformaT

Plan de Prevención de la UPV. PAS

Suscripción OPENUFASU

Inicio

INICIO

Mostrar información del sitio

Nueva versión de la herramienta ALCE en PoliformaT

Ya se encuentra disponible en poliformat PoliformaT la nueva versión de la herramienta ALCE, que facilita la corrección de exámenes tipo TEST realizados en papel.

Esta actualización tecnológica **garantiza las condiciones de seguridad y servicio de la herramienta y, adicionalmente, incorpora algunas mejoras que ayudan en el flujo de trabajo de la corrección.** Por ejemplo, en la nueva versión, la corrección se realiza en los servidores de la UPV (ya no se realiza sobre el ordenador del docente), lo que, además de proporcionar mayor seguridad y capacidad de cómputo, permite que se pueda iniciar el proceso de corrección en un ordenador y, posteriormente, continuar el flujo de corrección desde cualquier otro (en casa, en el despacho, etc...). En caso de que un problema afecte al ordenador del docente, la seguridad e integridad del examen quedará garantizada, ya que toda la información reside en los servidores de la UPV.

Se trata de una adaptación tecnológica compleja, por lo que durante el curso pasado la nueva herramienta fue revisada y probada en varias experiencias piloto para comprobar la fiabilidad de la misma.

En este momento consideramos que la aplicación es suficientemente estable. Sin embargo, **al ser una aplicación que requiere del uso de medios físicos (impresoras, papeles y escáner), el éxito en su uso depende en gran medida de seguir adecuadamente las instrucciones en la confección de la plantilla y en el uso de impresoras y escáneres adecuados.** Por ello, en esta versión, se ha incorporado la opción de validar la plantilla antes del examen, para minimizar los problemas que estos medios físicos puedan causar.

Dispones de toda la información necesaria en la [wiki de la aplicación ALCE](#).

Si tienes dudas o problemas puedes ponerte en contacto con el CAU en <https://cau.upv.es>, donde contestarán a tus dudas y, si es necesario, serás transferido a un gestor especializado en la herramienta que revisará tus requerimientos

15/11/2022
ENCUESTAS DE OPINIÓN SOBRE LA DOCENCIA
Próximamente se realizará el pase de encuestas del profesorado en tu Escuela o Facultad.

04/11/2022
Publicada la Resolución de la Convocatoria Docencia en red 2022-2023
Ya está publicada en la web de Docencia en red la resolución por la que se publica la lista de admitidos del plan Docencia en Red 2022-2023 con la relación de materiales solicitados.

13/10/2022
Acceso a Polilabs sin VPN
Ya es posible acceder a Polilabs desde fuera de la UPV sin utilizar la VPN. Una vez finalizadas las actualizaciones de seguridad de la mayor parte de los servicios de polilabs hemos abierto de nuevo el servicio a Internet SIN VPN.

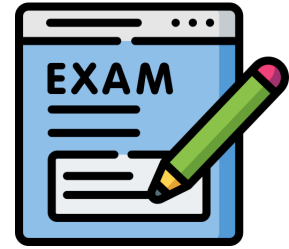
HAZ CLICK EN ALGUNO DE LOS SIGUIENTES ENLACES:

ÚLTIMAS NOVEDADES

POLIFORMAT

CHANGE LANGUAGE OPTIONS HERE

https://bit.ly/UPV-intranet



Assessment and exams

- Continuous assessment

You accumulate points during the semester (projects, assignments, presentations, mid-term exams, etc.)

- No need to register for exams

- Exam dates published before academic year begins
(they cannot be changed, be careful with overlaps)

- Final exams at the end of the semester
(in certain courses, replaced with a project)

- No additional exam sessions once the semester is over

Grading system: 0 (lowest) to 10 (highest), minimum pass 5

Further details: <https://bit.ly/3L6Mpm9>



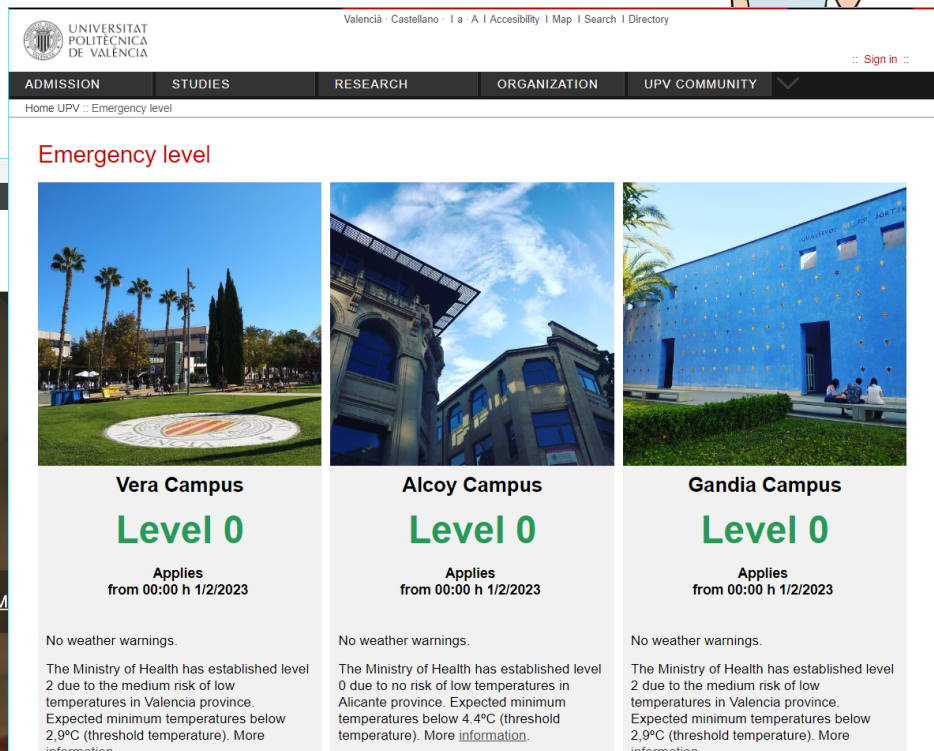
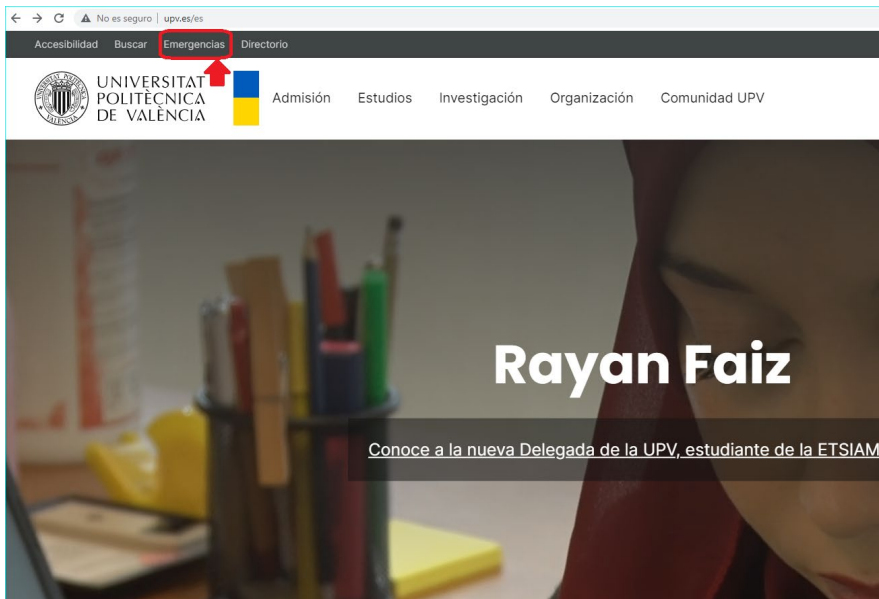


Healthcare & safety

COVID restrictions in Spain: minimal

Face-masks may be obligatory at some point in: hospitals

healthcare center



Link “Emergencias” on UPV main website





Medical center inside UPV

Centro de Salud Juana Portaceli (Valencia campus), Building 6E

(near tennis courts and indoors swimming pool)

Family Doctor (GP) and nurses (daytime only)

Family medicine, minor urgencies, assessment for chronic conditions

Appointments from UPV Intranet or app miUPV

Servicios > Centro de Salud Laboral Juana Portaceli > Cita previa
consulta médica

Not part of Spanish National Healthcare System:

- they cannot refer you to a public specialist doctor
- prescriptions accepted in a pharmacy, but you will have to pay full price





National Healthcare System

Only for students holding a valid European Health Insurance Card



- **Emergencies:** any public hospital, your EHIC is enough
- **Family doctor** (*médico de familia / colloq. médico de cabecera*)
- **Other specialist doctors:** only a family doctor can refer you
- **Drugs (medication):** with a prescription, reduced price in a pharmacy; medication or treatments administered in a hospital are free of charge

You must obtain a card and number from the Regional Healthcare System: **SIP**

Request it in person at the Información Desk of a Primary Healthcare Center
(*Centro de Atención Primaria / Centro de Salud*)





National Healthcare System

Only for students holding a valid European Health Insurance Card



Find your Primary Healthcare Center: <https://bit.ly/centro-salud>
(according to your current address)

Busca tu centro

! Los datos introducidos son erróneos.

Identifíquese a través de su tarjeta SIP o por localización de su domicilio y consulte sus centros sanitarios asignados de atención primaria y atención especializada.

Acceso por tarjeta SIP

n° SIP Fecha de nacimiento Día Mes Año

Nº SIP

Ver mis centros sanitarios

Acceso por domicilio

Provincia **Seleccionar provincia** ▼

CITY Población Introduzca su localidad

STREET NAME Vía Introduzca su calle

NUMBER Número de vía Escriba su número

Ver mis centros sanitarios



Free local transport (under 31 years old - until 30 June)

Abono temporal joven gratuito - Tarjeta SUMA

Valid on local EMT buses and metro-tram system
Personal. It cannot be transferred or shared

Step 1: register on the system

(OK with passport or national identity number)

<https://www.metrovalencia.es/en/appointment/>

<https://www.metrovalencia.es/es/cita-previa/>

Step 2: check your email and use link to request an appointment and pick up your card

If you are not registered, please register

EMAIL *_

TIPO DE DOCUMENTO (NECESARIO PARA SOLICITAR CITA PREVIA)
Unless you have a Spanish identity card, select the option "Other"

DOCUMENT NUMBER (REQUIRED TO MAKE AN APPOINTMENT)_

PASSWORD *_

CONFIRM PASSWORD *_

Read and accept the personal data protection policy

I accept the legal terms from Metrovalencia

SIGN

The nearest offices are: metro stations Benimaclet, Facultats, Alacant



UPV Sports Service



Book classes or spaces

<https://apps.upv.es/#!/>

→ Deportes

Whatsapp info:
+34 670202032



Free of charge, over 70 sports. DETAILED INFO

<https://bit.ly/UPV-sports> (Valencia campus)



Make the most of your experience

Concentrate on your courses but do not forget to:

Comply with the paperwork

Learn / improve the language

Discover the culture

Meet people

HAVE FUN !



THANK YOU !



@opiiupv



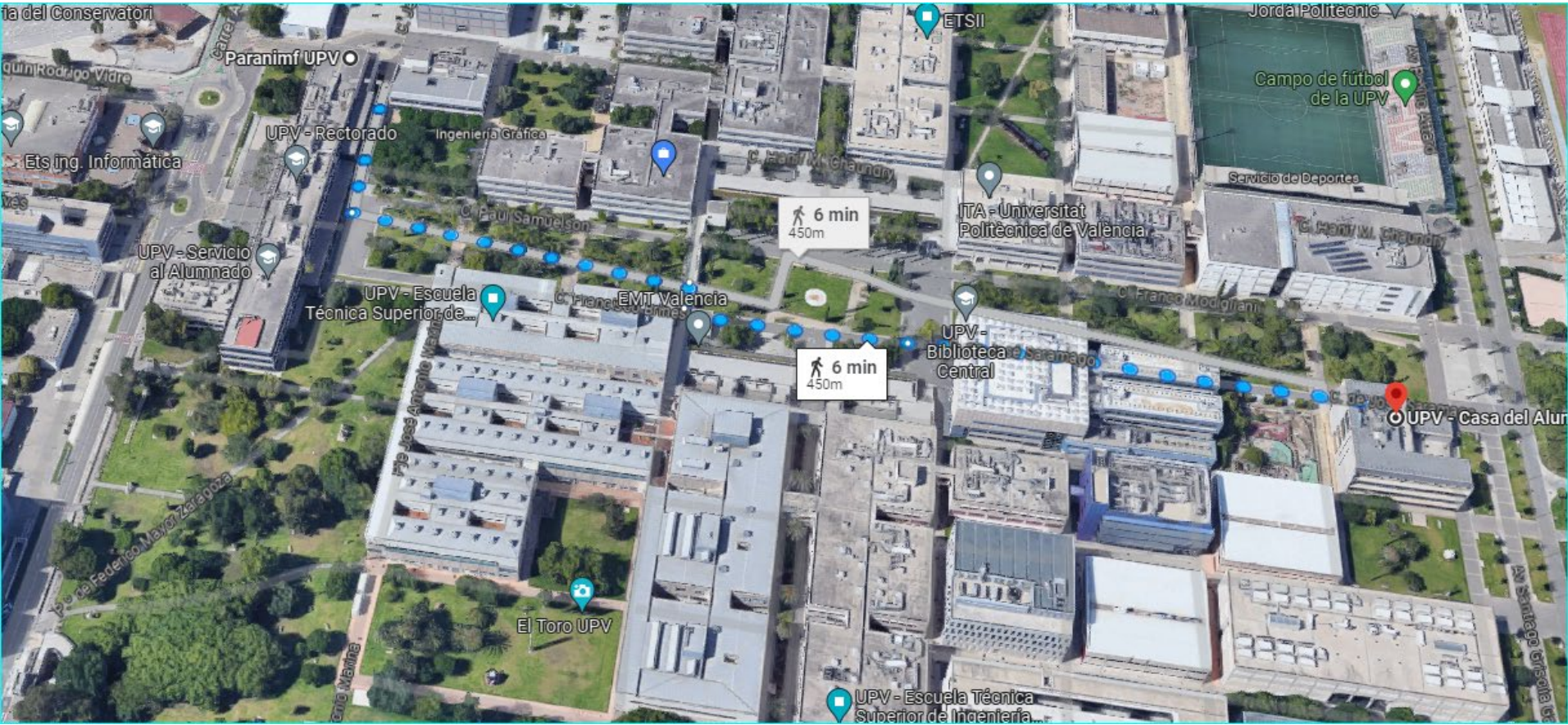
Today – Welcome Day: Paella

Casa del Alumno → Next to the Nexus

From **13:00** international students can come to the Casa del Alumno to get your **ESNcard** and we will have free paella, music and drinks, while you meet you new friends. Don't miss out!!



COMING UP NEXT...



RECTORADO → CASA DEL ALUMNO

