



UNIVERSIDAD
POLITECNICA
DE VALENCIA

STUDENT SERVICES

UNIT OF Ph D STUDIES

REQUEST OF ACCESS TO PhD STUDY PROGRAMME

Students with foreign qualifications

Personal information

Name:

Surname:

Passport No.:

Nationality ⁽¹⁾:

E-mail:

Date of birth:

Address:

Number:

Town:

Post code:

Province:

Country:

Student's qualifications:

University:

Country:

⁽¹⁾ The applicants who are not nationals of states whose official language is Spanish are required to pass a Spanish language exam carried out by the language department of the Polytechnic University of Valencia (see details below).

The student requests to be admitted to the PhD studies of the Polytechnic University of Valencia, in accordance with the first additional provision 2 of the Order in Council 778/1998 (BOE 1-V-98), with the object of enrolling in the

PROGRAMME:

Department:

THE PETITIONER

(signature)

(town), , (date: month day, year)

FOR SUCH PURPOSES I HEREBY ENCLOSE THE FOLLOWING DOCUMENTS:

All of these documents will have to be presented and legally verified (through diplomatic channels) and translated into Spanish if necessary. See below.

- 1.- Photocopy of Foreign ID number (NIE) or passport.
- 2.- A photocopy of the degree held by the student.
- 3.- An academic transcript of the corresponding undergraduate studies.
- 4.- The programmes of each and every one of the subjects taken to obtain the said undergraduate degree.
- 5.- A certificate stating that the student would be able to access PhD studies in his own country with the degree he/she holds.

RECTOR OF THE POLYTECHNIC UNIVERSITY OF VALENCIA (SPAIN)

PROCEDURE FOR LEGALIZATION THROUGH DIPLOMATIC CHANNELS

For the legalization of documents through diplomatic channels, they must be presented to:

1. The Ministry of Education of the country of origin in the case of degrees and certificates of studies and in the relevant ministry in the case of birth certificates and certificates of nationality.
2. The Ministry of Foreign Affairs of the country where the documents were issued.
3. The diplomatic or consular representation of Spain in that country.
4. The Section of Legalizations of the Spanish Ministry of Foreign Affairs (C/ Padilla, 46, Madrid).

If the country where the student has obtained his/her degree has signed the Hague convention, it is not necessary to go through the procedure described above; it will suffice for the relevant authority of that country to issue the necessary note.

The Spanish Ministry of Foreign Affairs must legalize any document issued by diplomatic or consular authorities of other countries in Spain.

Legalization is not required in the case of original documents issued by the authorities of member states of the European Union: Germany, Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malt, Netherlands, Portugal, United Kingdom, Slovakia, Slovenia, Spain and Sweden, or in the case of countries associated to the European Economic Space Agreement: Iceland, Liechtenstein and Norway.

TRANSLATION INTO SPANISH

All documents that are issued in a foreign language by the relevant authorities in the country of origin must be accompanied by a Spanish translation, which can be obtained from:

- a) Any diplomatic or consular representation of Spain abroad.
- b) The diplomatic or consular representation in Spain of the country of which the petitioner is a citizen, or representation in Spain of the country of origin of the document.
- c) An accredited official translator, authorized and registered in Spain.

TEST OF KNOWLEDGE OF THE SPANISH LANGUAGE

Foreign students must at least hold the basic level of the Diploma of Spanish as a Foreign Language (Nivel Básico del Diploma de Español como Lengua Extranjera) issued by the Spanish Ministry of Science and Education.

In the case of applicants who do not hold the abovementioned diploma, the Department responsible for their admission can issue a report stating that their level of Spanish is satisfactory enough to follow the required courses.

All students that were not admitted into a programme due to language problems can attend the courses organised by the Language Department (contact the Language Department for further information).