



UNIVERSITAT
POLITÈCNICA
DE VALÈNCIA

UPV

UPV Master's degree pre-registration guide

For applicants with foreign access studies from outside the EHEA (European Higher Education Area)



If you have never registered at UPV, **the first thing you need is a PASSWORD. Do not request a new user if you already have a previous one** (even if your user ID has changed). If you need to recover your password, please [contact the Student Services](#).

You can apply for it from the Student Service website, in the section [Official Master's Degrees > Services > Pre-registration and access > Password request](#).

[Password request \(upv.es\)](#)

Pre-registration and Access

- Official Master's Programmes
- Services
- Pre-registration and Access ...

- > University master's degree AVAILABLE PLACES academic year (Spanish) 175Kb
- > LINK to PRE-ENROLMENT for master's degree courses
- HELP MANUALS for pre-registration
 - > For applicants providing UPV access STUDIES 1,2Mb
 - > For applicants providing SPANISH OR EHEA (European Higher Education Area) FOREIGN access studies 1,6Mb
 - > For applicants providing FOREIGN ACCESS STUDIES from OUTSIDE the EHEA (European Higher Education Area) 1,6Mb
 - > Jornadas de Puertas Abiertas Online - Másteres Universitarios UPV
- Pre-registration and admission PHASES and DEADLINES
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 - Phase 1
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- > Qualifying UPV Master's degrees
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 - > Pre-registration and Admissions CALENDAR - Course : (Spanish) 206Kb
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- INTERESTING LINKS for pre-registration
 - > LINK to PRE-REGISTRATION for master's degree courses
 - > **PASSWORD REQUEST**
 - > MAXIMUM DEADLINE for PASSWORD REQUEST
 - > LINK to pre-registration RESULTS (with identifier)
 - > LINK to RESULTS LISTS pre-registration PHASE 44,0Mb
 - > EUROPEAN CURRICULUM VITAE
- ACCESS WITH A FOREIGN DEGREE
 - > Difference between homologation and legalisation
 - > Official translation of the documentation into Spanish
 - > Procedure for the legalization of foreign academic documents (university degrees and personal academic certificates) so that they are valid in Spain
- Guide model of certificate proving the possibility of accessing official postgraduate studies in the country of origin
 - > Guide model of certificate proving the possibility of accessing official postgraduate studies in the country of origin



Password and Identifier Request

Personal Data Input

You must fill in the following form to receive an identifier and a password which once received will allow you to access the Pre-enrolment application form.

(x) Mandatory fields

Type of Document *	Passport	▼
Document num. *	<input type="text"/>	
Letter (DNI, ID card)	<input type="text"/>	
<u>Name *</u>	<input type="text"/>	
<u>Surname *</u>	<input type="text"/>	
Second Surname (Mandatory for spanish)	<input type="text"/>	
<u>Gender *</u>	- ▼	
Birth details		
<u>Date (DD/MM/YYYY) *</u>	<input type="text"/>	
<u>Native Land *</u>	▼	
Province (Only spanish)	<input type="text"/>	
<u>Town *</u>	<input type="text"/>	
<u>Nationality *</u>	▼	
Contact data		
<u>e-mail *</u>	<input type="text"/>	
<u>Repeat e-mail *</u>	<input type="text"/>	
Spanish Mobile	<input type="text"/>	
Foreign Mobile	<input type="text"/>	
Phone number	<input type="text"/>	
Address		
Country	Spain ▼	
<u>Province (Only Spain) *</u>	<input type="text"/>	
<u>Town *</u>	<input type="text"/>	
Postcode (Mandatory for Spain)	<input type="text"/>	
<u>Type of Address *</u>	----- ▼	
<u>Name *</u>	<input type="text"/>	
<u>Number *</u>	<input type="text"/>	
Stairs	<input type="text"/>	
<u>Floor/Door *</u>	<input type="text"/>	
Letter	<input type="text"/>	

OK Cancel

The personal data gathered in the pre-enrolment process will be processed by the Polytechnical University of Valencia with the purpose of Teaching and Study organization, as well as for the exercise of the other own functions of the Public Service from a Higher Education, ruled by Universities Organic Law and University Statutes.

Pursuant to the provisions of Organic law 3/2018, of 5 December, on personal data protection and guarantee of digital rights, the rights of access, rectification, deletion, portability, limitation or opposition may be exercised before the Data Protection Delegate of the Universitat Politècnica de València, Secretary General's Office. Universitat Politècnica de València, Camí de Vera, s/n, 46022 València. In the event of a complaint, the competent authority is the Spanish Data Protection Agency.

Fill in the form with your personal data.


Documents and resolutions will be issued with the names and surnames provided, so you must indicate your **FULL NAME**.

It is mandatory to fill in the underlined fields with an asterisk at the end.

Check that the **e-mail address** is correct, as this is where you will receive your password.

When you have finished filling in your details, click on the **OK** button.

If you enter an address in Spain, it will be mandatory to indicate first a *Province* and then a *Town*.

- This blue symbol will appear: 
- When you click on it, a pop-up window will open asking for a search pattern: enter the searched place or at least three of its letters.
- Select one of the values found.
- Repeat the process to select the town in the corresponding box.

Address

Country

Province (Only Spain) * 

Town *

Postcode (Mandatory for Spain)

Type of Address *

Name *

Number *

Stairs

Floor/Door *

Letter

www.upv.es dice

No ha introducido una cadena de longitud suficiente. La longitud mínima son 3 caracteres.

www.upv.es dice

Introduzca el patrón de búsqueda de Province.

List of: Province - Escuela: Microsoft Edge

https://www.upv.es/pls/soalu/SIC_LOV.LoV

List of: Province

List of Values

Value

Select value

- > VALENCIA
- > VALLADOLID

If you have filled in your details correctly, **you will receive a confirmation message.**

You will receive an email at the indicated email address with a **temporary link (URL)** that you will have to click on to verify your details within the next 15 minutes. The system will automatically create a **user (ID) and a password (access data)** that will be communicated via a new email.

The verification URL expires after 15 minutes, so you will have to fill in the form again to receive a new link with another 15 minutes of expiry.

The **processing** of your password request **is not immediate**. Password allocation is only guaranteed until 14h (Spanish time) on the last day of pre-enrolment applications.

Password and Identifier Request

Now you will receive at your address the info required to obtain your identification data to do the Official Pre-enrolment Request. If you don't receive it, please contact UPV Student Services - Master/Doctorate Unit

Master Unit: (+34) 963879401 or via PoliConsulta

Universidad Politécnica de Valencia
Student Services - Master/Doctorate Unit
Camino de Vera s/n
46022 - VALENCIA



Estimado/a alumno/a

Sus datos de acceso son:

Identificador:

Clave:

Su activación en el sistema puede tardar unos minutos en ser efectiva. Espere cinco minutos antes de intentar acceder.

Atentamente,
Universitat Politècnica de València

Once you have your password, you can access the pre-enrolment application from the Student Service website, in the section [Official Master's Degrees > Services > Pre-registration and access > LINK to PRE-REGISTRATION for Master's degree courses](#).

Pre-registration and Access

- Official Master's Programmes > Services > Pre-registration and Access ...
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INTERESTING LINKS for pre-registration

- LINK to PRE-REGISTRATION for master's degree courses**
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ACCESS WITH A FOREIGN DEGREE

- Difference between homologation and legalisation
- Official translation of the documentation into Spanish
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Then click on **“Pre-enrolment request (I already have password and identifier)”** in the section **"Students from other universities"**

Pre-enrolment Request

Instructions

In order to do the pre-enrolment it is necessary to be validated.

- 1- The UPV students must use their ID card and PIN.
- 2- The UPV staff must use their ID card and UPVnet password.
- 3- Students from other universities must request a password and an identifier before doing the pre-enrolment.

UPV students

[Pre-enrolment request](#)

UPV staff

[Pre-enrolment request](#)

Students from other universities

[Request password and identifier](#)

[Pre-enrolment request \(I already have password and identifier\)](#)



This will open a page where you must enter **your ID** (in the *Username or DNI* field) and **your Password**.

Estimado/a alumno/a

Sus datos de acceso son:

Identificador:

Clave:

Su activación en el sistema puede tardar unos minutos en ser efectiva. **Espere cinco minutos antes de intentar acceder.**

Atentamente,
Universitat Politècnica de València

INTRANET UPV

Enter your username and password

[Forgot your password?](#) [Need help?](#)

Other identification methods

For security reasons, please log out and exit your web browser when you are done accessing services that require authentication

[Need help?](#)

If you have any problems with the new authentication please [report it](#) and in the meantime you can log in to the intranet using the [old authentication](#).

Once you have logged in, if you have not already done so, you must accept **the data protection notice** (by clicking the **Accept** button)

Data protection notice

For the purposes of complying with the provisions of Organic Law 3/2018, of 5 December, on "Protection of Personal Data and guarantee of digital rights":

The data you provide will be processed by the UNIVERSITAT POLITÈCNICA DE VALÈNCIA in its capacity as Data Controller for the purpose of managing your request. You may exercise your rights of access, rectification, deletion, limitation or, where appropriate, opposition. To this end, you should write to our Delegation of Data Protection at the e-mail address dpd@upv.es. Likewise, if you consider that your right to the protection of personal data has been violated, you may lodge a complaint with the Spanish Data Protection Agency (www.aepd.es). More information on the processing of your data is available at [Register of Processing Activities: Delegation of Data Protection: UPV](#)

I have read and understand the processing of my data

Accept

Once you have logged in, you must accept the **responsible declaration and the information security regulations** in order to continue (by clicking on the **Accept** button)

Valencià · Castellano · I a · A | Accesibility | Map | Search | Directory

UNIVERSITAT
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DE VALÈNCIA

Sign in

ADMISSION STUDIES RESEARCH ORGANIZATION UPV COMMUNITY

Home UPV :: Pre-enrolment

Text of the responsible declaration

The person submitting this pre-registration declares under their responsibility by art. 69 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations, the following terms:

- That they meet the requirements established in the current regulations on access and admission to Master's Degree studies.
- That the documentation attached to the application for accreditation is accurate and a true reflection of the original in their possession.
- That the University may at any time request the presentation of the original documentation for verification purposes, with the obligation to provide it.
- That they are aware that the lack of truthfulness of the information or falsification of the documentation submitted will lead to the invalidity of all administrative acts issued based on said information or documentation without prejudice to any criminal or administrative liability that may arise from this circumstance.

Information Security Regulations

[The Information Security Regulations of the Universitat Politècnica de València](#) were approved by the Governing Council on 6 April 2024 Information Security Regulations of the UPV.

By enrolling at the UPV, you are required to accept these regulations. This means you commit to:


- Using UPV digital systems and resources appropriately and securely.
- Not sharing your passwords or accessing information that does not concern you.
- Complying with the data protection and security rules established by the University.

Compliance with these regulations is necessary to access and use the UPV's digital services and resources. [More information.](#)


Accept

Getting here | Campus Map | Contact

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The pre-enrolment application process consists of only 2 steps:

 **Step 1:** Check your **personal data** and indicate the **studies you have completed** to gain access to the Master's degree of your choice

Step 2: Apply for pre-registration in the master's degrees of your choice

Pre-enrolment

Help  GREGAL

Attended Degrees (Step 1 / 2)

Name

Disability info

There is a 5% quota reserved for students with a degree of disability equal to or greater than 33% of the places offered for the official master's degree programmes, as well as for students with permanent educational support needs associated with personal circumstances with disabilities, who in their previous studies have required resources and support for their full educational inclusion.

Do you have a disability status equal to or greater than 33% or do you have specific educational needs that have required adaptation in previous stages, in order to access the disabled quota? Yes No

External mail for notifications

e-mail *

Add attended degrees

Degrees attended at spanish universities

Select the source university before adding attended degrees:

University

Degrees attended at foreign universities

Select the source country before adding attended degrees. If your source country does not appear, please select "Another country".

Country

Help  GREGAL
Here you have access to the poli[Consulta] service to ask us your questions.

Pre-enrolment

Help  GREGAL

NEW APPLICATION (Step 2 / 2)

Year when you wish to attend the degrees: ?

Degree

Priority order

Specialty Preference Choose ?

The UPV Progress and Permanence regulations require an annual enrolment of more than 60 credits, or, failing that, all the credits remaining in order to finish the degree, when they are less than 40. However, the Academic Committee of the Master's Degree may authorise partial enrolment for a number equal to or less than 40 credits in exceptional cases, when requested by the student. If partial enrolment is authorised, the individual must enrol for a minimum number of 18 credits, except when less credits remain in order to finish the degree, in which case the student must enrol for all the remaining credits.

Solicitud, en caso de ser admitido/a, la autorización para efectuar una matrícula parcial:

Confirm request

- Offered degrees: You can only pre-register for those master's degrees that are currently open. However, you can consult the complete offer of UPV master's degrees for the next academic year at the following link: <https://www.upv.es/estudios/master/index-en.html>
- Priority order: You must indicate the order of preference among your applications to study the master's degrees and put first the master's degree in which you are most interested. You must bear in mind that admission to a master's degree course you have applied for with the highest preference will cancel the other Master's degree courses you have applied for with the lowest preference. The last modification you make will be saved as definitive. This order of preference can be modified while the pre-registration period is open.
- NOTE: Maximum number of applications that may be requested, duly prioritized for master's studies: 4 per phase, taking into account that a maximum of 6 can be requested per academic year.
- NOTE: By default, a student may only attend one Master's degree. In case you wish to combine more than one master at the same time should contact before the deadline for pre-registration with the Student Service Unit (Unit of Masters)



RECEIPTS

Check of academic equivalence of not officially approved foreign studies with the studies required for access to Masters

Receipts

REQUESTS DONE

Master requests year

Order	Degree	Pre-enrolment phase	Request state	Claim/ Appeal	Certificates	Pref. ?
1	Master's Degree in	Phase #	Results not published yet		Request Certificate	 

Once the admission results have been published, you can obtain more information about the status of your applications by accessing this page: <http://www.upv.es/resultadosreinscripcionposgrado>

DOCUMENTATION TO PROVIDE

Through the next link you can access to a page where you can check the documents the applicant must provide and add new files automatically containing that documentation.

Documents

<<<< Return to Step 1 Exit

Step 1: Studies required to gain access to the master's degree

The condition of disability equal to or greater than 33% **requires accrediting documentation issued by a Spanish Community.**

Check that your email address is correct. Through it you will receive the information related to your pre-registration.

Select **the country of the foreign university** where you have completed your access studies

Pre-enrolment

Attended Degrees (Step 1 / 2)

Name

Disability info

There is a 5% quota reserved for students with a degree of disability equal to or greater than 33% of the places offered for the official master's degree programmes, as well as for students with permanent educational support needs associated with personal circumstances with disabilities, who in their previous studies have required resources and support for their full educational inclusion.

Do you have a disability status equal to or greater than 33% or do you have specific educational needs that have required adaptation in previous stages, in order to access the disabled quota? Yes No

I hereby authorise the Universitat Politècnica de València to obtain data on my disability status from public administrations (information not available for all Autonomous Communities). If you do not authorise such actions, please check this box

External mail for notifications

e-mail *

Add attended degrees

Degrees attended at spanish universities

Select the source university before adding attended degrees:

University

Degrees attended at foreign universities

Select the source country before adding attended degrees. If your source country does not appear, please select "Another country".

Country

NOTICE: If your access studies are not recognised as a Spanish degree, you must pay **a fee for the verification of the educational equivalence of the studies provided** with those required for access to the master's degree ([overview of public fees](#)). If you do not pay the fee, you will not be able **to complete your pre-registration application**.

Fill in the fields about the studies you provide. Remember that fields marked with an asterisk are mandatory.

University: indicate the university where you have studied.

Attended degrees. The access studies provided **must be completed**.

Average mark: This grade must be **in base 10**. For this purpose, a **declaration of equivalence of average marks of university studies carried out in foreign centres is required** (Ministry responsible for Universities). [Calculation of the equivalence of the average mark of qualifications obtained abroad](#). Those who do not provide this document will be assigned an average mark of 5.

Passed credits: indicates the number of credits of the studies provided.

Attended degrees

Ⓢ **VALENCIAN GOVERNMENT FEE FOR EQUIVALENCE OF STUDIES OF FOREIGN QUALIFICATIONS FOR ACCESS TO MASTER'S DEGREE PROGRAMS:** If the degree submitted for admission was issued by an educational system outside the European Higher Education Area (EHEA) and has not been officially recognised in Spain, this pre-enrolment process includes the verification of the equivalence between your studies and those required for admission to a master's programme.

This evaluation requires the payment of a € 155,22 fee, which can be made through the online pre-enrolment form, via POS terminal or by receipt. The fee must be paid before the end of the pre-enrolment period; otherwise, the application will be cancelled. Payment is therefore essential to complete the pre-enrolment process, and applicants will not be admitted to any master's programme until payment has been made.

In addition to paying the fee, in order to carry out the equivalence verification, applicants must submit, in the documentation section of the pre-enrolment form, a copy of the official degree required for admission to master's studies and the official academic transcript (both legalised and translated into Spanish, if applicable), as well as a certificate issued by the university of origin or competent institution confirming that the degree allows admission to postgraduate studies in your country of origin (also translated if applicable). If the documents are not provided within the deadline, the application will be considered withdrawn.

The equivalence fee is charged only once. If the same foreign degree is used for admission to master's studies in a future academic year, it will not be necessary to pay the fee again.

In the event that the applicant has already paid the equivalence fee for foreign degrees at another Spanish university, they shall be exempt from paying it again if they request it in their pre-enrolment application and submit the favourable resolution of equivalence specifying the degree concerned.

This fee is non-refundable under any circumstances, regardless of the outcome of the verification process or the failure to submit the required documentation within the application period.

To prove that foreign studies have been recognised or declared equivalent to an official Spanish bachelor's or master's degree by the competent Spanish ministry, applicants must provide a copy of the accreditation or equivalence certificate issued by the ministry. If this accreditation or certificate is not provided, the degree will be considered not validated for the purpose of paying the aforementioned fee.

General info

If your university does not appear, please select "Another foreign university" and indicate in Observations the following information:

- University name (original name without translating it)
- City
- Country

(*) Mandatory fields

Ⓢ If studies having taken place outside the European Higher Education Area are submitted, they must be completed studies.

University *

Attended degrees *

Degree date

Average mark * Mark must be 10-base (between 0 and 10). Only up to 2 decimal numbers.

Passed Credits *

Education Level

Observations

Formative Equivalence other university Yes No
(If you indicate yes, you must provide a copy of this resolution to be exempt from paying the equivalence fee. Otherwise, this fee must be paid)

Ⓢ While remaining open registration period , if there is any change in his studies contributed data , you can access this form to make any necessary changes.

If you **paid the fee** for the verification of the educational equivalence of the studies provided **in another Spanish university**, you can **request the exemption of the payment**:

- by checking the corresponding box and
- attaching, in the documentation section (in step 2), the **favorable resolution** issued by the other university with respect to the degree of access to the master's studies subject of the equivalence verification.

Pre-enrolment

The applicant must provide these documents

- > Identifying document copy (DNI, ID card, ...)
- > **Degree copy** (except UPV graduate students)
- > Student's record copy (except UPV graduate students)
- > Certificate of the number of pending credits to pass in the access studies (with express indication of the credits corresponding to the TFG) and that you are registered for everything pending to finish (except, where appropriate, for the TFG). Not necessary for completed studies or for studies completed at the UPV.
- > Curriculum Vitae (according to the european model available [here](#))
- > You must provide a certificate, issued by your home university or the competent authority, stating that your degree entitles you to enrol on the course you are applying for (only for students with unrecognised foreign qualifications).
- > Proof of partial tuition if you have enabled

In the event that the applicant has paid the equivalence fee for foreign degrees at another university, he or she will be exempt from paying the same as long as he or she has stated this in his or her preregistration application and has provided a **favorable resolution of equivalence with an indication of the degree provided**

At any time, the university may require the student to submit on paper the original documentation for verification purposes with the obligation to provide it. The lack of veracity of the information or the falsification of the documentation submitted will entail the invalidity of all administrative acts issued on the basis of such information or documentation, without prejudice to the criminal or administrative liability that may arise from such circumstance.

Attended degrees

VALENCIAN GOVERNMENT FEE FOR EQUIVALENCE OF STUDIES OF FOREIGN QUALIFICATIONS FOR ACCESS TO MASTER'S DEGREE PROGRAMS: If the degree submitted for admission was issued by an educational system outside the European Higher Education Area (EHEA) and has not been officially recognised in Spain, this pre-enrolment process includes the verification of the equivalence between your studies and those required for admission to a master's programme.

This evaluation requires the payment of a € 155,22 fee, which can be made through the online pre-enrolment form, via POS terminal or by receipt. The fee must be paid before the end of the pre-enrolment period; otherwise, the application will be cancelled. Payment is therefore essential to complete the pre-enrolment process, and applicants will not be admitted to any master's programme until payment has been made.

In addition to paying the fee, in order to carry out the equivalence verification, applicants must submit, in the documentation section of the pre-enrolment form, a copy of the official degree required for admission to master's studies and the official academic transcript (both legalised and translated into Spanish, if applicable), as well as a certificate issued by the university of origin or competent institution confirming that the degree allows admission to postgraduate studies in your country of origin (also translated if applicable). If the documents are not provided within the deadline, the application will be considered withdrawn.

The equivalence fee is charged only once. If the same foreign degree is used for admission to master's studies in a future academic year, it will not be necessary to pay the fee again.

In the event that the applicant has already paid the equivalence fee for foreign degrees at another Spanish university, they shall be exempt from paying it again if they request it in their pre-enrolment application and submit the favourable resolution of equivalence specifying the degree concerned.

This fee is non-refundable under any circumstances, regardless of the outcome of the verification process or the failure to submit the required documentation within the application period.

To prove that foreign studies have been recognised or declared equivalent to an official Spanish bachelor's or master's degree by the competent Spanish ministry, applicants must provide a copy of the accreditation or equivalence certificate issued by the ministry. If this accreditation or certificate is not provided, the degree will be considered not validated for the purpose of paying the aforementioned fee.

General info

If your university does not appear, please select "Another foreign university" and indicate in Observations the following information:

- University name (original name without translating it)
- City
- Country

(*) Mandatory fields

If studies having taken place outside the European Higher Education Area are submitted, they must be completed studies.

University *	<input type="text"/>
Attended degrees *	<input type="text"/>
Degree date	(DD/MM/YYYY) <input type="text"/>
Average mark *	<input type="text"/> Mark must be 10-base (between 0 and 10). Only up to 2 decimal numbers.
Passed Credits *	<input type="text"/>
Education Level	<input type="text" value="Other studies"/>
Observations	<input type="text"/>

Formative Equivalence other university Do you provide a favorable resolution of formative equivalence issued by another spanish university?
 Yes No
 (If you indicate yes, you must provide a copy of this resolution to be exempt from paying the equivalence fee. Otherwise, this fee must be paid)

While remaining open registration period , if there is any change in his studies contributed data , you can access this form to make any necessary changes.

If your studies **have been accredited or declared equivalent by the Spanish Ministry of Universities**, you must prove it by attaching the **accreditation** document or a **certificate** of equivalence from the Ministry.

Remember that **the process of homologation of a degree is different from the process of legalisation** of a degree.

[Here is an explanation of the differences](#)

When you have filled in all the fields correctly, click on **OK**.

Official Approval Info/Ministry Equivalence

Homologation is a process by which the competent Ministry in Spain equates the foreign higher education degree with the corresponding official Spanish university degree or Master's degree that gives access to a regulated profession in Spain. Therefore, homologation grants professional effects and academic effects with respect to the title to which it is equivalent. The approval resolution is formalized by a Credential issued by the General Subdirectorate of Degrees and Organization, Monitoring and Management of University Education of the Spanish Ministry. If you indicate that you have the approved title, you must attach this credential.

The declaration of equivalence at the official Spanish university academic level of Degree or Master is a process by which the competent Ministry in Spain equates the foreign higher education degree to an official university degree or master's academic level. This declaration grants academic effects and is formalized by a certificate of equivalence issued by the General Subdirectorate of Degrees and Organization, Monitoring and Management of University Education of the Spanish Ministry. If you indicate that your degree has been declared equivalent, you must attach this certification.

Have these studies been homologated/declared equivalent to a Spanish degree by the competent Spanish Ministry??

Yes No

Education level

Ministry degrees

Official approval/ Ministry equivalence (DD/MM/YYYY)

OK Cancel

Remember that you must have finished the attended degrees in order to enrol postgraduate degrees, except for the exceptions contemplated in the regulatory regulations.

Pre-enrolment

The applicant must provide these documents

- › Identifying document copy (DNI, ID card, ...)
- › Degree copy (except UPV graduate students)
- › Student's record copy (except UPV graduate students)
- › Certificate of the number of pending credits to pass in the access studies (with express indication of the credits corresponding to the TFG) and that you are registered for everything pending to finish (except, where appropriate, for the TFG). Not necessary for completed studies or for studies completed at the UPV.
- › Curriculum Vitae (according to the european model available [here](#))
- › You must provide a certificate, issued by your home university or the competent authority, stating that your degree entitles you to enrol on the course you are applying for (only for students with unrecognised foreign qualifications or without equivalence certificate issued by the Spanish Ministry responsible for universities.)
- › Declaration of equivalence of the average grade of the academic record of studies completed abroad
- › Proof of partial tuition if you have enabled
- › Copy of the foreign degree homologation credential or equivalence certificate issued by the Spanish Ministry responsible for education.

At any time, the university may require the student to submit on paper the original documentation for verification purposes with the obligation to provide it. The lack of veracity of the information or the falsification of the documentation submitted will entail the invalidity of all administrative acts issued on the basis of such information or documentation, without prejudice to the criminal or administrative liability that may arise from such circumstance.



Reminder: If your access studies are not homologated or declared equivalent, you must **pay a fee** for the verification of the educational equivalence of the studies provided with those required for access to the master's degree. If you do not pay the fee, you cannot complete your pre-registration application.

In addition to paying the fee, to carry out the equivalence study, it is necessary to **attach** a copy of the official degree that is provided for access to master's studies and a certificate issued by the university of origin or competent body specifying that the qualification provided entitles you in the country of origin to take the postgraduate studies required in the "**Documentation**" section of the pre-enrolment form.

It is not possible to gain access to a **qualifying Master's degree** by providing a foreign access qualification unless the competent Spanish Ministry approves it.

After accepting the reminder, you can check that the previously entered studies have been added.

You can then add more studies (following the steps described above), edit the included studies or delete them. If you cannot edit one field, **do not duplicate the study**, [contact the Student Service](#).

When you have filled in all the studies correctly, you can continue to "**Step 2**" of your pre-enrolment process.

www.upv.es dice

REMEMBER: submitting foreign studies outside the European Higher Education Area (EHEA) that are not approved entail payment of a fee for carrying out the check of academic equivalence with the required studies to attend Master. Do you want to continue?

Aceptar Cancelar

Pre-enrolment

Help poli [Consulta] GREGAL

Attended Degrees (Step 1 / 2)

Name

Disability info

There is a 5% quota reserved for students with a degree of disability equal to or greater than 33% of the places offered for the official master's degree programmes, as well as for students with permanent educational support needs associated with personal circumstances with disabilities, who in their previous studies have required resources and support for their full educational inclusion.

Do you have a disability status equal to or greater than 33% or do you have specific educational needs that have required adaptation in previous stages, in order to access the disabled quota? Yes No

External mail for notifications

e-mail*

Add attended degrees

Degrees attended at spanish universities

Select the source university before adding attended degrees:

University

Degrees attended at foreign universities

Select the source country before adding attended degrees. If your source country does not appear, please select "Another country".

Country

List of attended studies

Country

University

Studies

Edit Delete studies

Go to Step 2 >>>>

Step 2: Apply for pre-registration in the master's degrees of your choice

Next, indicate the master's degree you wish to pre-enrol in: [Check the UPV university master's degrees here](#). Bear in mind that not all of them are offered in all phases.

You can apply to a **maximum of 4 master's degree courses in one pre-registration period** (indicating the order of priority for each of them) and a **maximum of 6 master's degree courses in one academic year**.

If the master's degree has a specialisation, you can also choose your preferred specialisation.

You may receive **notifications** of specific documentation required for some master's degrees. Please read these notifications carefully.

When you have filled in all the fields, click on "**Confirm request**".

Pre-enrolment

Help ?

poli [Consulta]

GREGAL

NEW APPLICATION (Step 2 / 2)

Year when you wish to attend the degrees: ?

Degree:

Priority order:

Speciality Preference: Choose ?

The UPV Progress and Permanence regulations require an annual enrolment of more than 60 credits, or, failing that, all the credits remaining in order to finish the degree, when they are less than 40. However, the Academic Committee of the Master's Degree may authorise partial enrolment for a number equal to or less than 40 credits in exceptional cases, when requested by the student. If partial enrolment is authorised, the individual must enrol for a minimum number of 18 credits, except when less credits remain in order to finish the degree, in which case the student must enrol for all the remaining credits.

Solicito, en caso de ser admitido/a, la autorización para efectuar una matrícula parcial:

Confirm request

- Offered degrees: You can only pre-register for those master's degrees that are currently open. However, you can consult the complete offer of UPV master's degrees for the next academic year at the following link: <https://www.upv.es/estudios/master/index-en.html>
- Priority order: You must indicate the order of preference among your applications to study the master's degrees and put first the master's degree in which you are most interested. You must bear in mind that admission to a master's degree course you have applied for with the highest preference will cancel the other Master's degree courses you have applied for with the lowest preference. The last modification you make will be saved as definitive. This order of preference can be modified while the pre-registration period is open.
- NOTE: Maximum number of applications that may be requested, duly prioritized for master's studies: 4 per phase, taking into account that a maximum of 6 can be requested per academic year.
- NOTE: By default, a student may only attend one Master's degree. In case you wish to combine more than one master at the same time should contact before the deadline for pre-registration with the Student Service Unit (Unit of Masters)

Think carefully about the Master's degrees you want to pre-register for.

Once you have confirmed your application, **you cannot undo it.**

Read carefully any of the notifications you receive from your browser, they will help you in the pre-enrolment application process. Here are some examples:

intranet.upv.es dice

Request done to MASTER'S DEGREE IN
(remember to add/send the required documents)

Aceptar


intranet.upv.es dice

It has been created a receipt for payment of the fee for the check of the academic equivalence of your not officially approved studies. There's a section called 'Receipts' in Step 2 of this Pre-enrolment where you can manage the receipt in order to proceed to pay it.

Aceptar


NEW APPLICATION (Step 2 / 2)

After confirming your first application, you can continue **to add new applications in order of PRIORITY**. You should consider that admission to a master's degree applied for with better preference entails **the CANCELLATION of the rest** of the master's degrees that have been applied for with **worse preference**.

Year when you wish to attend the degrees: 

Degree

Priority order

Specialty Preference 

The UPV Progress and Permanence regulations require an annual enrolment of more than 60 credits, or, failing that, all the credits remaining in order to finish the degree, when they are less than 40. However, the Academic Committee of the Master's Degree may authorise partial enrolment for a number equal to or less than 40 credits in exceptional cases, when requested by the student. If partial enrolment is authorised, the individual must enrol for a minimum number of 18 credits, except when less credits remain in order to finish the degree, in which case the student must enrol for all the remaining credits.

Solicito, en caso de ser admitido/a, la autorización para efectuar una matrícula parcial:






- Offered degrees: You can only pre-register for those master's degrees that are currently open. However, you can consult the complete offer of UPV master's degrees for the next academic year at the following link: <https://www.upv.es/estudios/master/index-en.html>
- Priority order: You must indicate the order of preference among your applications to study the master's degrees and put first the master's degree in which you are most interested. You must bear in mind that admission to a master's degree course you have applied for with the highest preference will cancel the other Master's degree courses you have applied for with the lowest preference. The last modification you make will be saved as definitive. This order of preference can be modified while the pre-registration period is open.
- NOTA: Maximum number of applications that may be requested, duly prioritized for master's studies: 4 per phase, taking into account that a maximum of 6 can be requested per academic year.
- NOTE: By default, a student may only attend one Master's degree. In case you wish to combine more than one master at the same time should contact before the deadline for pre-registration with the Student Service Unit (Unit of Masters)

RECEIPTS

Check of academic equivalence of not officially approved foreign studies with the studies required for access to Masters

REQUESTS DONE

Master requests year

Order	Degree	Pre-enrolment phase	Request state	Claim/ Appeal	Certificates	Pref. 
1	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	 
2	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	 

DOCUMENTATION TO PROVIDE

Through the next link you can access to a page where you can check the documents the applicant must provide and add new files automatically containing that documentation.

You can pay electronically and, if you live in Spain, you can also print out a receipt to pay at any CaixaBank branch.

You will only be able to make the payment within the deadlines established according to the phase of the master's degree.

Phase 0: You will have 21 days to pay this fee. After 15 days you will receive a reminder email if you have not paid the equivalence study fee indicating that it is pending payment and, if after 21 days from the application you have not made the payment, the status of your phase 0 applications will change to cancelled.

Phase 1, 2, 3: You will only be able to pay the fee while the pre-registration period is open. Remember that if you do not make the payment and provide the required documentation for the verification of the educational level, your application or applications for pre-registration of phases 1, 2 and 3 **will be cancelled** and will not be assessed.

Pre-enrolment

Receipts

You must pay the fee for the analysis of academic equivalence of your access studies. The amount is 155,22 Euros. To do this, proceed as follows, depending on your place of residence:

1st FOREIGN RESIDENTS must pay electronically.

2nd RESIDENTS IN SPAIN, can choose one of these two modalities:

- Option 1: Print the receipt and make your deposit at any branch office of CaixaBank.
- Option 2: Pay electronically.

Receipt no.



Amount

State

Pending

Print receipt

Pay

Go back

YOU CAN ONLY PERFORM THE PAYMENT OF THE RECEIPTS WHILE THE PRE-ENROLMENT PERIOD FOR THE DEGREE YOU PRE-ENROL IS OPEN. Otherwise, your requests will be void.

A student may not be admitted to any Masters study as long as any receipt does not appear as paid.



NEW APPLICATION (Step 2 / 2)

Year when you wish to attend the degrees:

Degree:

Priority order:

Speciality Preference:

The UPV Progress and Permanence regulations require an annual enrolment of more than 60 credits, or, failing that, all the credits remaining in order to finish the degree, when they are less than 40. However, the Academic Committee of the Master's Degree may authorise partial enrolment for a number equal to or less than 40 credits in exceptional cases, when requested by the student. If partial enrolment is authorised, the individual must enrol for a minimum number of 18 credits, except when less credits remain in order to finish the degree, in which case the student must enrol for all the remaining credits.

Solicito, en caso de ser admitido/a, la autorización para efectuar una matrícula parcial:

- Offered degrees: You can only pre-register for those master's degrees that are currently open. However, you can consult the complete offer of UPV master's degrees for the next academic year at the following link: <https://www.upv.es/estudios/master/index-en.html>
- Priority order: You must indicate the order of preference among your applications to study the master's degrees and put first the master's degree in which you are most interested. You must bear in mind that admission to a master's degree course you have applied for with the highest preference will cancel the other Master's degree courses you have applied for with the lowest preference. The last modification you make will be saved as definitive. This order of preference can be modified while the pre-registration period is open.
- NOTE: Maximum number of applications that may be requested, duly prioritized for master's studies: 4 per phase, taking into account that a maximum of 6 can be requested per academic year.
- NOTE: By default, a student may only attend one Master's degree. In case you wish to combine more than one master at the same time should contact before the deadline for pre-registration with the Student Service Unit (Unit of Masters)

RECEIPTS

Check of academic equivalence of not officially approved foreign studies with the studies required for access to Masters

REQUESTS DONE

Master requests year

Order	Degree	Pre-enrolment phase	Request state	Claim/ Appeal	Certificates	Pref.
1	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	
2	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	

DOCUMENTATION TO PROVIDE

Through the next link you can access to a page where you can check the documents the applicant must provide and add new files automatically containing that documentation.

This section lists **all the master's degree courses you have pre-enrolled**. You can change the **order of preference** (while the application period is still open). You can also print your **pre-enrolment application receipts**.

Remember that admission to a master's degree applied for with better preference entails the cancellation of the rest of the master's degrees that have been applied for with worse preference.

Please attach all required **documentation (preferably in PDF format)**.

Read carefully all the **general and specific documentation** you must provide for the selected master's degree.

This is where you must submit the **general documentation**. Choose the type of document, add a description text, choose the file to upload (**preferably PDF**) and click on the "**Upload Document**" button. It is important that you correctly select the description of the document you are going to upload. Once the documentation has been submitted, **you cannot delete it**.

This is where you must upload, if applicable, the **specific documentation**. It is important that you correctly select the description of the document you are going to upload. Once the documentation has been submitted, **you cannot delete it**.

Pre-enrolment

The applicant must provide these documents

- › Identifying document copy (DNI, ID card, ...)
 - › Degree copy (except UPV graduate students)
 - › Student's record copy (except UPV graduate students)
 - › Certificate of the number of pending credits to pass in the access studies (with express indication of the credits corresponding to the TFG) and that you are registered for everything pending to finish (except, where appropriate, for the TFG). Not necessary for completed studies or for studies completed at the UPV.
 - › Curriculum Vitae (according to the european model available [here](#))
 - › You must provide a certificate, issued by your home university or the competent authority, stating that your degree entitles you to enrol on the course you are applying for (only for students with unrecognised foreign qualifications)
 - › Proof of partial tuition if you have enabled
 - › In the event that the applicant has paid the equivalence fee for foreign degrees at another university, he or she will be exempt from paying the same as long as he or she has stated this in his or her preregistration application and has provided a favorable resolution of equivalence with an indication of the degree provided
 - › Copy of the foreign degree homologation credential or equivalence certificate issued by the Spanish Ministry responsible for education.
 - › Specific Documentation Master's Degree in _____ The master's teaching language is Spanish. The minimum level of language required for non-Spanish speakers is a B1 (<https://www.upv.es/>)
- ⓘ At any time, the university may require the student to submit on paper the original documentation for verification purposes with the obligation to provide it. The lack of veracity of the information or the falsification of the documentation submitted will entail the invalidity of all administrative acts issued on the basis of such information or documentation, without prejudice to the criminal or administrative liability that may arise from such circumstance.

Add new documents

ⓘ NOTE: You should take into account that you will not be able to delete uploaded files afterwards.

Document type

Description

File

Academic Record

Another type of document

Certificado universidad origen acceso estudios posgrado

Certificate Homologation/Equivalence Ministry Spain

Certificate of favorable resolution of formative equivalence from another university

Certificate of pending credits for completion of studies

Copy of identification document (DNI, NIE or passport)

Curriculum Vitae

Documentación acreditativa grado discapacidad

Supporting documentation for application for partial registration

Title or document of title

Upload Document

Upload Document

Add new specific documents - Master's Degree in

ⓘ NOTE: You should take into account that you will not be able to delete uploaded files afterwards.

Document type

Description

File

Motivation letter

Level C1 -or equivalent- in Spanish language supporting documentation (only students whose native language is not Spanish)

We recommend to upload files in PDF format

Upload Document

Once you have chosen your master's degrees, you can change your order of preference here (while the application period is still open).

Please note that some master's degrees have different pre-enrolment periods (the lists are published shortly before the opening of the corresponding period).

[List of Master's degrees in Phase 0](#)

[List of Master's degrees in Phase 1](#)

[List of Master's degrees in Phase 2](#)

[List of Master's degrees in Phase 3](#)

When you have finished your pre-enrolment application process, you can **quit** by clicking this button.

REQUESTS DONE

Master requests year

Order	Degree	Pre-enrolment phase	Request state	Claim/ Appeal	Certificates	Pref. ?
1	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	⬆ ⬇ ⬇ ⬆
2	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	⬆ ⬇ ⬇ ⬆

DOCUMENTATION TO PROVIDE

Through the next link you can access to a page where you can check the documents the applicant must provide and add new files automatically containing that documentation.

[Documents](#)

[<<<< Return to Step 1](#) [Exit](#)



After pre-registration, you can download your **application form receipt**.

Please, note that **you will only be able to make the payment within the deadlines established according to the phase** of the master's degree.

Phase 0: You will have 21 days to pay this fee. After 15 days you will receive a reminder email if you have not paid the equivalence study fee indicating that it is pending payment and, if **after 21 days from the application you have not made the payment**, the status of your phase 0 applications will change to **cancelled**.

Phases 1, 2, 3: You will only be able to pay the fee **while the pre-registration period is open**. Remember that if **you do not make the payment**, your pre-registration application(s) for phases 1, 2 and 3 will be **cancelled** and will not be considered.

The deadline for the consideration of academic conditions is the date indicated in each phase in the [Academic Calendar](#) of the course. In other words, in order to assess your application for admission, **only the merits accredited up to the indicated date will be taken into account**.

ACCESS REQUEST CERTIFICATE

MASTER OFFICIAL STUDIES

The date [redacted] has requested the acceptance to attend Master's Degree in [redacted] at the Universitat Politècnica de València during the academic year [redacted].

Applicant details

Name	[redacted]
Id card no.	[redacted]
Date of Birth	[redacted]
Sex	[redacted]
Nacionality	[redacted]
Telephone no.	[redacted]
Mobile no.	[redacted]
E-mail	[redacted]
Registration type	Solicita matrícula completa

Academic degrees provided by the applicant

[redacted]

We are at your disposal in case you need any clarification at:

Universitat Politècnica de València - Servicio de Alumnado - Master Unity
Camino de Vera, s/n - 46022 VALENCIA - Telf.: 963879401

Web: <http://www.upv.es/po>

Poli[consulta]: <http://www.upv.es/policonsulta/i/SA>

WARNING: The payment of the fee for the study of verification of equivalence of foreign degrees outside the European Higher Education Area with Spanish official degrees is essential to complete the pre-registration process. Otherwise, the pre-registration application shall be cancelled.

Date of consideration of academic conditions: [redacted] In the assessment of the application for admission, only those merits accredited until the aforementioned date shall be taken into account.

For the purposes of complying with the provisions of Organic Law 3/2018, of 5 December, on "Protection of Personal Data and guarantee of digital rights": The data you provide will be processed by the UNIVERSITAT POLITÈCNICA DE VALÈNCIA in its capacity as Data Controller for the purpose of managing your request. You may exercise your rights of access, rectification, deletion, limitation or, where appropriate, opposition. To this end, you should write to our Delegation of Data Protection at the e-mail address dpd@upv.es. Likewise, if you consider that your right to the protection of personal data has been violated, you may lodge a complaint with the Spanish Data Protection Agency (www.aepd.es). More information on the processing of your data is available at Register of Processing Activities: Delegation of Data Protection: UPV (<https://www.upv.es/entidades/DPD/info/1093763normalc.html>)

The person submitting this pre-registration declares under their responsibility by art. 69 of Law 39/2015, of 1 October, on the Common Administrative Procedure of Public Administrations, the following terms:

- That they meet the requirements established in the current regulations on access and admission to Master's Degree studies.
- That the documentation attached to the application for accreditation is accurate and a true reflection of the original in their possession.
- That the University may at any time request the presentation of the original documentation for verification purposes, with the obligation to provide it.
- That they are aware that the lack of truthfulness of the information or falsification of the documentation submitted will lead to the invalidity of all administrative acts issued based on said information or documentation without prejudice to any criminal or administrative liability that may arise from this circumstance.

STUDENT SERVICE

Universitat Politècnica de València
www.upv.es poli[Consulta]

Remember that there are **different phases** in the application process for admission to the master's degrees:

PHASE 0. The pre-enrolment period in advance of the ordinary period (Phases 1 or 2, at the choice of each master's degree) is aimed exclusively at foreign graduates **without European nationality and legal residence** in any of the states of the European Union so that they have sufficient time in advance to apply for study visas, grants or permits. This early enrolment period is only available for some university master's degrees. It does not apply to qualifying master's degrees.

- [WHEN PHASE 0 OPENS.](#)

PHASE 1. This phase is optional for master's degree courses that apply for it.

- [Phase 1 information.](#)

PHASE 2. This phase opens the pre-enrolment period for all master's degree courses that have not applied for phase 1 and for master's degree courses that have vacancies after the admission results of phase 1.

- [Phase 2 information.](#)

PHASE 3. This phase opens the pre-enrolment period only for master's degree courses with vacant places.

- [Phase 3 information.](#)

[Further information](#)

Year when you wish to attend the degrees:

Year: 

Degree:

Priority order:

Speciality Preference: 

The UPV Progress and Permanence regulations require an annual enrolment of more than 60 credits, or, failing that, all the credits remaining in order to finish the degree, when they are less than 40. However, the Academic Committee of the Master's Degree may authorise partial enrolment for a number equal to or less than 40 credits in exceptional cases, when requested by the student. If partial enrolment is authorised, the individual must enrol for a minimum number of 18 credits, except when less credits remain in order to finish the degree, in which case the student must enrol for all the remaining credits.

Solicito, en caso de ser admitido/a, la autorización para efectuar una matrícula parcial:

• Offered degrees: You can only pre-register for those master's degrees that are currently open. However, you can consult the complete offer of UPV master's degrees for the next academic year at the following link: <https://www.upv.es/estudios/master/index-en.html>

• Priority order: You must indicate the order of preference among your applications to study the master's degrees and put first the master's degree in which you are most interested. You must bear in mind that admission to a master's degree course you have applied for with the highest preference will cancel the other Master's degree courses you have applied for with the lowest preference. The last modification you make will be saved as definitive. This order of preference can be modified while the pre-registration period is open.

• NOTE: Maximum number of applications that may be requested, duly prioritized for master's studies: 4 per phase, taking into account that a maximum of 6 can be requested per academic year.






• NOTE: By default, a student may only attend one Master's degree. In case you wish to combine more than one master at the same time should contact before the deadline for pre-registration with the Student Service Unit (Unit of Masters)

RECEIPTS

Check of academic equivalence of not officially approved foreign studies with the studies required for access to Masters

REQUESTS DONE

Master requests year: _____

Order	Degree	Pre-enrolment phase	Request state	Claim/ Appeal	Certificates	Pref. 
1	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	 
2	Master's Degree in	Advanced Pre-enrolment Phase	Results not published yet		Request Certific.	 

DOCUMENTATION TO PROVIDE

Through the next link you can access to a page where you can check the documents the applicant must provide and add new files automatically containing that documentation.



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www.upv.es