

Masters and Postgraduate of lifelong learning

[Royal Decree 822/2021, of 28 September](#)

Information and conditions

The academic year 2024-2025

Previous qualification for access to the programs

The Master's and Postgraduate programmes offered by Elisava are the **University's professional qualifications** of the University of Vic - Central University of Catalonia.

ACCESS WITH PREVIOUS UNIVERSITY DEGREE

To access a professional Master's or Postgraduate degree, you must have an official university degree (graduate, bachelor, engineer, architect, diploma, technical engineer, architect or technical architect) or equivalent (graduates of official or university-specific studies with a minimum of 180 credits) or another issued by an institution of the European Education Area Superior, which authorizes access to Masters and Postgraduates in the issuing country.

ACCESS WITHOUT A PREVIOUS UNIVERSITY DEGREE

Candidates without the university degree required in the previous point who access for their proven professional experience in the field of knowledge or, who have sufficient knowledge to follow the program, will obtain a Certificate of University Specialization.

→ Students who, have the previous degree required, but had not presented it in Academic Management on the day of enrollment, will not have the corresponding title.

1. Admission process

- 1.1 Pre-enrolment application
- 1.2 Pre-registration
- 1.3 Application for pre-admission for scholarships (academic year 2025-26)
- 1.4 Selection and Admission
- 1.5 Waiting List

2. Payments, discounts and refunds

3. Face-to-face registration

4. Additional Information

→ To study for a Master's or a Postgraduate in Elisava, you must read and accept all the information and complete the corresponding steps. It is essential to read the information detailed below and carry out the procedures with time.

Admission process

1.1 Pre-enrolment application

1. Fill in your details.
 2. Attach the following documentation in the language corresponding to the chosen course:
 - 2.1 Curriculum vitae (maximum 2 A4 pages or Letter, in PDF format).
 - 2.2 Motivation letter (maximum 1page A4 or Letter, in PDF format).
 - 2.3 Valid passport scanner if you are a foreigner or, ID scanner if you have Spanish nationality or from an EU country, in PDF format.
 - 2.4 Book/portfolio**.
- Submission requirements:
- + A4 or Letter format
 - + A single document in PDF format
 - + Must not occupy more than 10 MB
 - + It can be a link to a personal website
- ** All courses require a book/portfolio.

If you do not have a book/portfolio, if you want to take one of the following programs, you must submit 3 or 4 academic or professional papers:

- + Master in Branding (spanish language)
- + Master's Degree in Advanced Design Management
- + Master in Product Design (spanish language)
- + Postgraduate Diploma in Product Concept (spanish language)
- + Postgraduate Diploma in Product Development (spanish language)
- + Master's Degree in Research for Design and Innovation
- + Master's Degree in Design for Responsible Artificial Intelligen
- + Master's Degree in Human Interaction and Artificial Intelligence
- + Master's Degree in Design for Resilience
- + Master's Degree in Design for One Health
- + Master's Degree in Design Beyond Product(s)
- + Master's Degree in Strategic Design in Complexity

At the end of the pre-registration, the system will generate a username and password with which you must follow up through our website; you will also receive them by email, in case If you do not receive them you must write to: masters@elisava.net.

→ To guarantee the security and confidentiality of your data, use only the email address registered in your pre-registration to contact masters@elisava.net

1.2 Pre-registration

Once the data and documentation have been verified, we will request the payment of the pre-registration fees to formalize it.

The pre-registration does not guarantee the place, it will be available to the admitted students who have made the payments within the periods indicated in the admission email.

DEADLINES TO APPLY FOR REGISTRATION

A. Course starting in September 2024

+ Foreign students without EU nationality:

Until May 12, 2024**

+ Students with the nationality of the EU, Iceland, Liechtenstein, Norway or Switzerland:

Until September 8, 2024*

B. Courses starting February 2025

+ Foreign students without EU nationality:

Until November 17, 2024**

+ Students with the nationality of the EU, Iceland, Liechtenstein, Norway or Switzerland:

Until February 2, 2025*

* Pre-registration will remain open as long as places are available.

** You can pre-register after this date only if you have an approved student visa and prove it.

1.3 Application for pre-admission to scholarship studies in 2025/26

If you will apply for a scholarship to an institution in your country to start studies between September 2024 and March 2025, you must complete a pre-registration application according to the information in points 1.1 and 1.2 described above.

If you will apply for a scholarship to an institution in your country to start studies at Elisava in September 2025 or March 2026, you must apply for pre-admission by mail e-mail to: admisiones@elisava.net, indicating:

- + The institution to which you will apply for the scholarship
- + The month and year in which you could start the course (September 2025 or March 2026)

We will send you a pre-admission application by email and you must have prepared the documentation required for pre-registration, indicated in point 1.1-2.

Once your application has been studied (15 to 30 days) if the result is favorable, we will send you a pre-admission letter by email. This procedure does not require payment until the moment of formalizing the pre-registration of the corresponding academic year.

The reception of applications for pre-admission ends at the moment in which the pre-registration of the corresponding edition is open.

You must investigate which institutions could grant you the scholarship and, if granted, on what date you can start your studies.

1.4 Selection and Admission

Places are limited. The procedure of selection and admission to the course is based on the evaluation of the documents sent, the date of receipt and payment of the pre-registration fees of each candidate.

Courses starting September 2024

Elisava will notify the positive or negative result of the selection of the candidatures individually, from May 16, 2024, through the web and email.

Applications received after May 13, 2024 will be examined as soon as the documentation is verified and the payment of pre-enrolment fees is confirmed, estimating a period of approximately 15 days for notification of the result of the selection.

Courses starting February 2025

Elisava will notify the positive or negative result of the selection of the candidatures individually, from November 20, 2024, through the web and email.

Applications received on or after November 18, 2024 will be examined as soon as the documentation has been verified and the payment of the pre-registration, estimating an approximate period of 15 days for the notification of the result of the selection.

1.5 Waiting List

As soon as there are no places available for a master's or postgraduate degree, a waiting list will be opened. Candidates registered on this list shall be eligible for vacancies.

ACCESS TO THE WAITING LIST

The candidates who, although selected, do not obtain a place will be part of this list.

- You will be informed through the web and by email.
- You must wait for the communication of admission to the course, subject to or availability of places.
- The admission will be informed when a place becomes vacant, it will not have a specific date.
- The order of the waiting list is based on the date of application and payment of pre-registration fees.

2. Payments, discounts and refunds

Payments:

PRE-REGISTRATION FEES

€ 500,00

TUITION

Once you receive the admission communication by email, you can make the payment.

The payments will be divided into 3, 2 or 1 Instalments depending on the type of program (master or graduate) and the time between the date of the communication of admission and the start of the program.

The amounts and due dates of each payment will be informed in the admission statement.

Full payment of the course

Full prepayment is non-discounted. If you also wish to do so, meeting the deadline of the first payment to reserve the place, it is possible to make a single transfer for the total of the outstanding amounts to the account indicated in the admissions portal.

Once the first payment of the registration fee has been made, you can download your admission letter (reservation of place) on your website on our website.

Payment methods

A. Credit Card

You can make payments by Credit Card through the Elisava website, payments are confirmed instantly. Credit card payments are subject to a 0.8% surcharge.

B. Bank Transfer

Payments by Bank Transfer can take between 2 and 7 days to become effective. Payments by transfer may be subject to commission by the issuing bank, check the rates with your bank.

Discounts

- + Elisava alumni of the Alumni Bold category will have a discount on the price of the course. To apply you must check the corresponding box at the time of completing the pre-registration application, or inform it in writing before the communication of admission to: admissions@elisava.net
- + Once the term is over, you will not be eligible for the discount.
- + Only one discount rate per course and the student will apply.

Refunds

Refund of pre-enrolment fees

The amount will be refunded only in the following cases:

1. If the pre-registered person is not accepted into the course for academic reasons.
2. If the person pre-enrolled in the course needs a student visa and this is denied by the competent authorities. Bank transfer costs will be borne by the applicant.
3. If the person pre-enrolled in the program requires a scholarship or credit to satisfy the payment of the tuition and finally is not granted. Bank transfer costs will be borne by the applicant.
4. If the course is cancelled by Elisava.

[In cases 2 and 3, the presentation of supporting documentation will be required.](#)

Refund of registration

The registration fee will be refunded only in the following cases:

1. If the person admitted to the course needs a student visa and this is denied by the competent authorities. Bank transfer costs will be borne by the applicant.
2. If the person admitted to the course requires a scholarship or credit to satisfy the payment of the tuition and this is finally not granted. Bank transfer costs will be borne by the applicant.
3. If the course is cancelled by Elisava.
4. If the admitted person decides not to take the course, and communicates his decision up to 1 month before the start of the course, 85% of the registration fee will be refunded. If this period is not met, there is no possibility of a refund, although the amount may be transferred to another course in Elisava without a time limit.

[In cases 1 and 2, the presentation of supporting documentation will be required.](#)

Return for being on the Waiting List

Only in case of not getting a place in the course without having been previously admitted, Elisava undertakes to refund the entire amount paid.

3. Face-to-face registration

The registration process for admitted students will be carried out personally by providing the required documentation, two weeks before the start of the course, as reported in the admission letter.

DOCUMENTATION TO BE SUBMITTED IN PERSON

Students with a Spanish University Degree

To access a Master's or Postgraduate Degree with full rights, you must have a University Degree or equitable:

- An EHEA University Degree (minimum 180 ECTS credits).
- A Bachelor's Degree, Diploma or Engineering before the implementation of the EHEA (minimum 3 academic years)

The documentation you must submit:

1. Photocopy of valid ID or passport if you have non-Spanish nationality.
2. Certified photocopy of the University Degree or receipt. If you present the original we will make a photocopy and attestation of it.
- 3.

Students with University Degrees from member countries of the European Union

To access a Master's or Postgraduate Degree with full rights, you must have a University Degree or equitable:

- An EHEA Bachelor's Degree (minimum 180 ECTS credits) or:
- A degree comparable to a Bachelor's degree, Diploma or Engineering of the Spanish State before the implementation of the EHEA (minimum 3 academic years)

The documentation you must submit:

1. Photocopy of valid DNI for students with Spanish nationality, Passport or NIE valid in case of having another nationality.
2. Certified photocopy of the University Degree or receipt.
3. Certified photocopy of the official Academic Certificate.

If the language of the writing of the University Degree and the official Academic Certificate, including the stamps, is different from Spanish, Catalan, English, French, Italian or Portuguese, you must attach an official sworn translation.

Students with University Degrees from countries not

members of the European Union

To access a Master's or Postgraduate degree with full rights, you must have a University Degree (Pre-Degree / Bachelor / Baccalaureate) or equitable:

- A Degree comparable to an EHEA University Degree (comparable to a minimum of 180 ECTS credits / 3 academic years).

The documentation you must submit:

1. Photocopy of valid DNI for students with Spanish nationality, Passport or NIE valid in case of having another nationality.
2. Certified photocopy of the University Degree duly legalized. If you present the original we will make a photocopy and attestation of it.
3. An original certificate issued by the university where you have completed the studies, indicating whether they are official or owned and if they give access to postgraduate studies in the country of origin.
4. Certified photocopy of the official Academic Certificate duly legalized: The subjects, the number of hours/credits and the grades obtained must be stated, specifying the grading system applied. If you present the original we will make a photocopy and attestation of it.

If the language of the writing of the University Degree and the official Academic Certificate, including the stamps, is different from Spanish, Catalan or English, French, Italian or Portuguese, you must attach an official sworn translation

Students without a University Degree

Exceptionally, the Program Management may authorize access to studies to people without a university degree who are qualified to receive postgraduate education (because they have proven professional experience in the field of knowledge or who for personal interest or other reasons have sufficient knowledge to follow the program).

If you find yourself in this situation and are admitted to the program, once you have completed and passed the studies, you will obtain a certificate of university specialization.

The documentation you must submit:

Photocopy of valid DNI for students with Spanish nationality, Passport or NIE valid in case of having another nationality.

On the day of the formalization of the registration you must complete a declaration, which we will provide you, using which you are informed that, instead of the Master's / Postgraduate degree, you will obtain a Certificate of University Specialization.

4. Additional information

Degrees and certificates

The completion of studies leading to lifelong learning qualifications gives one the right to obtain the corresponding degree from the UVic-UCC.

Once the training program has been completed and passed, students with a previous university degree will obtain, as the case may be, the master's or postgraduate degree of the UVic-UCC.

Exceptionally, the coordination may authorize access to persons without a university degree who are qualified to receive the education (given the professional experience demonstrated in the field of knowledge or who for personal interest or other reasons have sufficient knowledge to follow the program). In these cases, once the program has been completed and passed, students will obtain a Certificate of University Specialization from the UVic-UCC.

Foreign Documents

All foreign documents (including translations) must be official and Issued by the competent authorities, In the legal system of the country concerned. The legislation on documents depends on the agreement signed between Spain and the issuing country.

How to legalize documents:

Check the procedure at: www.uvic.cat/es/legalizacion-de-documentos

- Remember that you must master the language in which the course you have selected will be taught; you must understand, speak, read and write it as it is essential for the full use of the course.
- To pass the course, in addition to doing all the exercises, projects and exams, it is essential to attend 80% of the classes. It is not possible to justify absences for work reasons.
- For foreign students from countries outside the European Union:
Student visas are authorized or denied by a commission of the Ministry of Foreign Affairs of Spain. The student must inform the Consulates of Spain about the requirements and deadlines for obtaining the visa and applying promptly.
- Elisava reserves the possibility of introducing changes in the programming, as well as the right to suspend the course two weeks before its start if the minimum number of participants is not reached, with no other obligation than the return to each participant of the amounts that would have been satisfied.