

Pre-registration & admission to doctoral programmes

Pre-registration for doctoral programmes of the University of Girona can be completed through the web page of the School of Doctoral Studies during the periods established by the official calendar of each academic year.

Admission requirements

(Approved by the Management Committee of the School of Doctoral Studies in session no. 4/12, 12 April 2012, and in accordance with Royal Decree 99/2011 of 28 January regulating official doctoral studies).

1. Having an official degree of the Spanish university system that qualifies the holder to enter a master's programme:

- 1.1. Four- or five-year, pre-EHEA degree, including a degree in engineering or architecture. Holders must certify 60 ECTS credits completed at the official university master's level.
- 1.2. Three-year degree or diploma, including a degree in technical engineering or architectural technology. Holders must certify at least 120 ECTS credits completed at the official university master's level.
- 1.3. EHEA bachelor's degree. Holders must certify 60 ECTS credits completed at the official university master's level, unless the bachelor's degree consists of 300 or more ECTS credits, as per European Community directives.

The bachelor's degrees mentioned in 1.3, established in European Directive 2005/36/EC, are in medicine, veterinary medicine, pharmacy, architecture and dentistry.

If the completed degree did not include any research work, the Academic Committee will require that the applicant complete introduction to research bridging courses (research methodology) representing a minimum of 3 ECTS credits if they are at the master's level or 30 hours if they are offered by the School of Doctoral Studies or the Institute of Education Sciences (ICE). The Academic Committee may require other bridging courses if considered appropriate.

2. Having a European Higher Education Area university degree, for which the requirements established in section 1 must be certified.

3. Having a foreign university degree that does not need to be officially recognised but has a level of preparation equivalent to that of an official Spanish university master's degree and qualifies the holder to begin doctoral studies in the country in which it was issued.

In any of these cases, if the completed master's degree does not include any research work (for example, the university master's in Compulsory Secondary Education and Upper Secondary Education or professional preparation master's), the Academic Committee will require that the applicant complete introduction to research bridging courses (research methodology) representing a minimum of 3 ECTS credits if they are at the master's level or 30 hours if they

are offered by the School of Doctoral Studies or the Institute of Education Sciences (ICE). The Academic Committee may require other bridging courses if considered appropriate.

4. Having completed at least two years in an official degree programme in a specialised field of the health sciences – medicine, pharmacy, biology, biochemistry, psychology and radiation physics (regulated by Royal Decree 183/2008) – provided the students have been admitted through the corresponding entry examination for specialised health care training.

5. Holders of a Spanish doctoral degree may enter automatically.

6. Having completed doctoral programmes regulated by Royal Decree 778/98 or Royal Decree 185/85, although the achieved level of research proficiency must be certified.

Admission of students with Spanish qualifications

To be admitted to doctoral programmes, students with Spanish degrees or international students whose degrees have been officially recognised, in addition to filling in the [online application](#) within the established timeframe, must submit the following documents to the School of Doctoral Studies:

1. Valid copy of a national identity card (DNI or NIE) or of a passport.
2. Attested copy of an official university master's degree and of a copy of a personal academic certificate or an attested copy of the personal academic certificate of a completed doctoral programme indicating that the required level of research proficiency has been achieved.
3. Attested copy of an EHEA bachelor's degree, a four- or five-year, pre-EHEA degree, including degrees in engineering and architecture, a three-year, pre-EHEA degree, or proof of another, equivalent level of studies.
4. In addition, if necessary, certification that the applicant has successfully completed at least two years of training in a programme leading to a degree in a specialised field of the health sciences (point 4 in the previous section).

Students who have completed bachelor's degree and graduate degree studies at the University of Girona only need to fill in the [online application](#). If students have not completed one of those levels of study at the University of Girona, they must submit documents certifying that they have completed the level elsewhere.

The School of Doctoral Studies will review the documents and confirm whether or not students have met the admission requirements.

If the requirements have been met, the Academic Committees of the corresponding doctoral programmes will decide whether or not to admit students in the programmes they have applied for and the School of Doctoral Studies will inform the applicants of that decision.

If admitted, each student will be assigned a line of research and a thesis tutor from the University of Girona.

Admission of students with degrees obtained in foreign education systems

Students with foreign degrees that have not been officially recognised may also be admitted to doctoral programmes. They must fill in the [online application](#) within the established timeframe and submit the following documents to the School of Doctoral Studies:

1. Valid copy of a national identity card (DNI or NIE) or of a passport.
2. An attested copy of an official master's degree and an attested copy of a personal academic certificate containing a reference scale of grades and certifying the holder has successfully completed at least 60 credits.
3. An attested copy of a four- or five-year, pre-EHEA degree, including degrees in engineering or architecture, of a three-year, pre-EHEA degree, or another, equivalent level of studies and an attested copy of an academic certificate containing a reference scale of grades.
4. An attested copy of a certificate issued by the competent authorities of the Ministry of Education of the country where the degree was awarded, certifying that the degree submitted (bachelor's or master's) qualifies the holder to enter doctoral studies in that country.

In the previous list of required documents, if the documents in parts 2 and 3 are not written in either Catalan or Spanish, they must be translated by one of the following authorities:

- Any diplomatic office (embassy or consulate) of Spain in a foreign country.
- A diplomatic office (embassy or consulate) in Spain of the country of citizenship of the applicant or, if so be the case, of the country in which the document was issued.
- A sworn translator, duly authorised or registered in Spain. Consult the [Registry of sworn translators and interpreters of the General Directorate for Language Policy of the Government of Catalonia](#) and the [List of sworn translators and interpreters recognised by the Ministry of Foreign Affairs and Cooperation](#).

All of these documents (translations included) must be authenticated by the corresponding authorities. The procedures to authenticate the submitted documents vary according to the country where the undergraduate, graduate or equivalent level of studies have been completed:

1. [Member countries of the European Union](#) or [signatories of the Agreement on the European Economic Area](#). Documents issued in these countries do not need any type of authentication.
2. [Countries that have signed the Hague Convention](#). Documents must include the apostille of the Hague issued by the proper authorities in those countries.
3. [Countries that have signed the Andrés Bello Convention](#). When the country is also a signatory of the Hague Convention, the simpler procedure established for the latter can be followed. If the country in question has only signed the Andrés Bello Convention, the documents

must be authenticated through diplomatic channels, for which they must be submitted to the following authorities:

- a) The Ministry of Education of the country of origin, for degrees and certificates of study.
 - b) The Ministry of Foreign Affairs of the country where these documents were issued.
 - c) The embassy or consulate of Spain in that country.
4. Other countries. Documents must be authenticated through diplomatic channels, for which they must be submitted to the following authorities:
- a) The Ministry of Education of the country of origin for degrees and certificates of study, and the corresponding ministry for birth and nationality certificates.
 - b) The Ministry of Foreign Affairs of the country where these documents were issued.
 - c) The embassy or consulate of Spain in that country.

If the documents have been issued by diplomatic authorities of other countries in Spain, they must also be authenticated by the Spanish Ministry of Foreign Affairs and Cooperation.

The School of Doctoral Studies will review the documents and confirm whether or not the students have met the admission requirements.

If the requirements have been met, the Academic Committees of the corresponding doctoral programmes will decide whether or not to admit students in the programmes they have applied for and the School of Doctoral Studies will inform the applicants of that decision.

If admitted, each student will be assigned a line of research and a thesis tutor from the University of Girona.