



Erasmus Mundus Joint Master

in Intelligent Field
Robotic Systems

Starter Kit

This Starter Kit will guide you through the essential steps to prepare for your studies in Spain, covering key aspects like visa applications and health insurance before your arrival. Once in Spain, it helps you navigate important tasks such as finding accommodation, registering your residence, and setting up a bank account. You'll also find guidance on healthcare access, transportation options, and university resources to ease your transition. Additionally, it highlights important academic prerequisites to ensure you're well-prepared for the IFROS Master's program.

Before coming to **Spain**

1. Visa application

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After being accepted into our program, the next step is to apply for a student visa. Please note that the required documents may vary between countries. Below is a general guide to help you prepare:

1. Schedule an Appointment

Book an appointment at the Spanish Consulate or an authorized agency associated with the Consulate. Ensure the appointment is for a student visa.

2. Required Documents:

- **National Visa Application Form:** Downloadable from the Consulate's website.
- **University Acceptance Letter:** The official approval certificate provided by the university.
- **Valid Student Insurance:** Ensure it meets Spanish visa requirements.
- **Motivation Letter:** Written in Spanish.
- **Explanatory Letter of Financial Resources:** Written in Spanish.
- **Accommodation Proof:** Provide an explanatory letter or valid hotel reservation.
- **Proof of Payment:** Include scholarship documents if applicable.
- **Original and Copies of Academic Documents:** Include transcripts, diplomas, or related certificates.
- **Medical Certificate:** Confirming your fitness to travel and study abroad.
- **Police Clearance Certificate :** A record of good conduct from your home country.

Important Notes

- Document Authentication:
- Some documents (e.g., academic certificates, medical certificates, and police clearance certificates) may need to be authenticated (apostilled or legalized) in your home country.
- Consulate Authentication:
- You may also need to authenticate these documents at the Spanish Consulate either before or during your visa appointment.
- Translation:
- All documents must be translated into Spanish by a certified translator.

Before coming to **Spain**

1.

2. Insurance

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Health Insurance

All students are required to have comprehensive health insurance during their stay in Spain, covering emergency care, hospitalization, and repatriation. **The Consortium will provide this insurance for you**, ensuring you meet all mandatory requirements and Spanish visa regulations. You do not need to purchase a separate policy or worry about the arrangements; we will handle the enrollment and provide you with all the coverage details before your arrival.

Before coming to **Spain**

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3. Language

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The IFROS master's program is conducted entirely in **English**, and you will use English throughout the course. However, it is recommended to learn Catalan or at least Spanish to better adapt to the local lifestyle and meet your daily needs.

UdG offers a variety of language courses tailored to different levels, helping you gain proficiency in Catalan or Spanish.

For more information about the available courses and registration, please visit: [Language Courses at UdG](#).

Before coming to **Spain**

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4. Materials

To successfully follow the **IFROS Master's program**, students should have a foundational understanding of various fields. The following courses are designed to help prepare you for the upcoming year and facilitate your studies by providing essential knowledge and skills.

Course title	Link	Subject
Python tutorial	https://docs.python.org/3.10/tutor/index.html	All
Artificial Intelligence for Robotics	https://www.udacity.com/course/artificial-intelligence-for-robotics--cs373	Autonomous Systems and Probabilistic Robotics
Neural Networks and Deep Learning	https://www.coursera.org/learn/neural-networks-deep-learning?specialization=deep-learning	Machine Learning
Content of the book: Feedback Control of Dynamic Systems, 8th Ed., G. F. Franklin, J. D. Powell, A. Emami-Naeini (focus on how to model dynamical systems and how to synthesise PID control)	Amazon Book link	Aerial robotics
CS223A - Introduction to Robotics	https://see.stanford.edu/Courses/CS223A	Robot Manipulation
Robot Kinematics	https://www.coursera.org/learn/modernrobotics-course2	Robot Manipulation and Hands-on Intervention
Robotic Path Planning and Task Execution	https://www.coursera.org/learn/robotic-path-planning-task-execution#outcomes	Hands-on Planning
Deep Learning	https://www.deeplearningbook.org/	Deep Network Development

Before coming to **Spain**

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4. Materials

Course title	Link	Subject
Dive into Deep Learning	https://d2l.ai/	Deep Network Development
Deep Learning specialization	https://www.coursera.org/specializations/deep-learning	Deep Network Development
Convolutional Neural Networks for Visual Recognition	https://www.youtube.com/playlist?list=PL3FW7Lu3i5JvHM8ljYj-zLfQRF3EO8sYv	Deep Network Development

Since the program includes AI modeling, simulations, and robotics, a personal **laptop with a dedicated GPU is highly recommended** to handle computational tasks efficiently. The laptop should have good processing power, sufficient RAM, and SSD storage to support AI training and simulations.

After Arriving in
Spain

1. Housing

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Finding accommodation is one of the most important tasks you need to complete when you arrive in **Girona**. Below are some resources to help you find a place to stay

- **Websites for Room Rentals:**

- [Idealista](#)
- [Casa de Girona](#)
- [Habitaclia](#)
- [De Piso en Piso](#)
- [Totimmobles](#)

- **Residences at Campus:**

- [Resa Campus de Montilivi Hall of Residence](#)
- [University residence Girona – Campus Montilivi](#)
- [Residència Universitària Pare Claret](#)
- [StepHouse Girona](#)

Make sure to secure your housing as soon as possible to ease the process of applying for the **empadronamiento** and other formalities.

The **empadronamiento** is an official document that serves as proof of your valid address in Spain. It is required for many administrative processes and to complete the application for your **TIE card**.



After Arriving in
Spain

1. 2. Empadronamiento 3. 4. 5. 6. 7.

After securing your accommodation, you must go to the City Council (Ajuntament de Girona) to register your address. To apply for **empadronamiento**, you will need to bring the following documents:

1. **Passport:** Original and copy.
2. **ID Photo:** A recent color photograph (32 x 26mm) with a white background.
3. **Rental Contract:** A document proving that you have secured accommodation (provided by your landlord).
4. **Proof of Payment:** Proof of payment for the accommodation (e.g., a receipt or bank transfer).

After Arriving in
Spain

1. 2. 3. TIE Card 4. 5. 6. 7.

The **TIE card** (Tarjeta de Identidad de Extranjero) is an essential document to remain legal in Spain. You must ensure that you have a valid TIE card before your student visa expires.

The first step is to schedule an **appointment** (cita previa) to apply for the TIE card. You can book your appointment online through the Spanish government's official website or by visiting the local immigration office.

- The following link will direct you to a PDF file containing detailed steps to secure an appointment ([Link](#)). The website opens every Monday at 7:30 AM

Documents Required to Apply for the TIE Card

1. **EX-17 Form:** Fully completed and signed. Please ensure that the address in the form matches the one on the **empadronamiento**.
2. **Original Passport:** Original and copies of the pages containing relevant information.
3. **ID Photo:** A recent color photograph (32 x 26mm) with a uniform white background. The photo should show your face fully exposed, without dark glasses or other items that could hinder identification.
4. **Empadronamiento:** Original and a copy of the certificate of residence.



5. Proof of Payment of the Fee (Form 790 Code 012):

- Download this form from the Police website: [Form 790](#).
- Select the option: **“TIE que documenta la primera concesión de la autorización de residencia temporal, de estancia o para trabajadores transfronterizos”**.
- The fee is **16.08€**, which must be paid at a bank (BBVA bank is recommended).
- Ensure the document is printed entirely, with no cuts, and verify that the "Copy for the Administration" section does not appear on the copy.

Note: Payment can also be made via ATM at BBVA with cash or through a Spanish bank account.

6. Resolution Granting Residence or Stay Permit: This will be sent to you once the official document is issued by the Government Delegation.

7. Boarding Pass: A copy of your boarding pass.

Remember to bring all required documents to your appointment. After submission, you will be given instructions on when and where to collect your TIE card.



As a student, you can open a **free bank account** in any bank available in Spain. Some popular options include: **Santander** (available on campus), **BBVA**, **CaixaBank** or Online banks like **Revolut**.

Requirements to Open a Bank Account

To open a bank account, you will need the following documents:

1. **Valid Address in Spain:** Proof of address, such as your empadronamiento.
2. **Identification:** Your passport or TIE card.
3. **Enrollment Certificate:** Your master's subscription certificate (matrícula).

Opening a local bank account will make it easier to manage your finances, pay rent, and handle other transactions during your stay in Spain.



1. Visit a Public Family Doctor

If you need medical attention, you can visit a public health center, known as a **Centre d'Atenció Primària (CAP)**.

- Closest to Montilivi Campus: CAP Montilivi
 - **Address:** C. Castell de Solterra, 11-17, Girona
 - **Phone:** +34 972 22 52 84
 - **Required:** TIE Card

2. Visit a Private Doctor

For private medical care, you can visit one of the following clinics:

- Clínica Girona
 - **Address:** Ctra. Barcelona, 206, Girona
 - **Phone:** +34 972 20 45 00
 - **Email:** clinicagirona@clinicagirona.cat
- Clínica Bofill
 - **Address:** Ronda Sant Antoni Maria Claret, 20, Girona
 - **Phone:** +34 972 20 43 50
 - **Free Phone:** 900 86 99 73

Note: Some Insurances may require authorization for private medical services.

3. In Case of Emergency

- For Private Insurance (e.g., **MARSH**): Go to Clínica Girona and request reimbursement from your insurance provider afterward.
- For Public Health Services: Visit one of the public hospitals:
 - Dr. Trueta Hospital
 - Santa Caterina Hospital
- For Accidents: Call 112 (Emergency Hotline).

After Arriving in
Spain

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6. Transport
Options

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To reach the University of Girona (UdG), you have two main options:

1. Bus

- A bus card is required to use the public bus service.
- You can choose between:
 - UdG Bus Card: Specifically for university students.
 - Regular Citizen Bus Card: Available at train station (NIE required).

2. Bicycle

You can borrow a bicycle from the [UdG bicycle service](#).

This eco-friendly option is convenient and aligns with UdG's sustainability initiatives.



After Arriving in
Spain

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7. General
Services

The University of Girona provides the necessary services to support educational activities, research, educational and professional orientation as well as in cultural, sports and leisure fields. These services are addressed to all the members of the university community as well as to city residents in general.

For more information about the available services , please visit : [UDG services](#)

For more information, please check the Info section on the [UdG website](#) .

