



Academic Regulations for Bachelor's and Master's Degrees at Facultat d'Informàtica de Barcelona (FIB), 2025-2026 academic year

Standing Committee Decision CP.FIB/2025/06/06, of 27 June 2025, by which the academic regulations for Bachelor's and Master's Degrees at the FIB (2025-2026 academic year) are approved.

Dean's team

Document translated¹ by SLT

¹ This translation is provided for information purposes only. In the event of any conflict or inconsistency between the terms of this translation and the original Catalan version, the Catalan version shall be the only legally binding text.

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2025-2026 academic year**

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Preamble

This document brings together the regulations applicable to bachelor's and master's degrees managed by the Barcelona School of Informatics (hereinafter, FIB). These regulations are complemented by the corresponding regulation in ex ante accreditation and monitoring reports and the accreditation of bachelor's degrees, and by the Academic Regulations for Bachelor's and Master's Degrees of the Universitat Politècnica de Catalunya (hereinafter, UPC).

The bachelor's degrees managed by the FIB are:

- Bachelor's degree in Informatics Engineering (GEI)
- Bachelor's degree in Data Science and Engineering (GCED)
- Bachelor's degree in Artificial Intelligence (GIA)
- Bachelor's degree in Bioinformatics (BBI)

The master's degrees managed by the FIB are:

- Master's degree in Informatics Engineering (MEI)
- Master's degree in Innovation and Research in Informatics (MIRI)
- Master's degree in Artificial Intelligence (MAI)
- Master's degree in Secondary and Upper Secondary Education, Vocational Training and Foreign Language Teaching (MFPS)
- Master's degree in Data Science (MDS)

The sequential academic programme (PARS) in Informatics Engineering is governed by the regulations applicable to the GEI and the MEI.

The academic committees and curricular assessment committees of each degree may establish specific academic and organisational criteria and processes that develop aspects not covered in these regulations.

These regulations and the decisions of the academic committees will be revised before the start of each academic year to adapt them, if necessary, to the Academic Regulations for Bachelor's and Master's Degrees approved beforehand by the corresponding bodies of the UPC.

When the School or the professors announce, publish, deliver or transmit academic information, it is understood that they must do so using the digital instruments made available to them by the FIB.

Extraordinarily, in duly justified cases the dean of the FIB may authorise exceptions to these regulations.

1. Admission

1.1. Admission to bachelor's degrees

1.1.1. Pre-enrolment

Admission to bachelor's degrees is applied for via the Pre-enrolment Office of the Government of Catalonia. All the information (admission routes, pre-enrolment, deadlines, etc.) is centralised in the Catalan government's [Universities Channel](#).

1.1.2. Transfer from another university and/or an official Spanish degree

Students who wish to transfer from another university and/or from another official Spanish degree may apply for admission directly to the school or degree without having to secure a place via the pre-enrolment process if they have had a minimum of 30 ECTS credits recognised for compulsory subjects, in accordance with Section 4.1 of the Academic Regulations for Bachelor's and Master's Degrees at the UPC (hereinafter, NAGRAMA). Credits for the bachelor's thesis will not be recognised under any circumstances. In addition, students must not be affected by the minimum academic progress requirements on their original degree if this was taken at the UPC. Students found not to comply under sections 5.4 and 5.5 of the NAGRAMA are considered to be affected during the two years following the exclusion. Students excluded under Section 5.8 are excluded for the period determined by the rector.

Students who do not meet these requirements must apply for a place via the standard pre-enrolment process.

Applications for admission are prioritised according to the following criteria:

- Degrees that belong to the same branch of knowledge.
- Weighting of students' academic records.
- University admission mark.

This route implies the closing of the original academic record in all cases. Consequently, this admission procedure is not open to students who have graduated, students who have completed a bachelor's degree and are entitled to apply for the degree certificate, students who wish to study two degrees simultaneously and students who wish to follow a double degree pathway.

1.1.3. Students who have studied at foreign universities

Students who have a foreign degree must apply for it to be validated in order to join a Spanish university.

The university admission process depends on the number of credits validated.

Students who can have at least 30 ECTS credits for compulsory subjects must apply for admission directly to the school and may not apply via pre-enrolment. Credits for the bachelor's thesis will not be validated under any circumstances. Places are allocated to this route of admission in accordance with the offer of places for admission via [transfer from another Spanish university and/or another official Spanish degree](#). The conditions and criteria for admission are described in the section "Transfer from another Spanish university and/or another official Spanish degree".

Students who have fewer than 30 ECTS credits validated must pre-enrol for the degree taught at the school that has granted the validation and must submit the validation certificate issued by the school. The mark recorded for the purpose of pre-enrolment is 5.

1.2. Admission to master's degrees

The School makes the admission process and criteria public in accordance with the ex ante accreditation report and the decisions made in this regard by the degrees' academic committees. Admissions to the master's degree in Secondary and Upper Secondary Education, Vocational Training and Foreign Language Teaching (MFPS) are centralised via the Catalan government's University Admissions Portal and follow the calendar and process as stated.

Students may be admitted to the master's degree that is part of the GEI-MEI sequential academic programme (PARS) if they have taken the bachelor's degree in Informatics Engineering but have not yet been awarded the bachelor's degree and have not completed the bachelor's thesis and one or more subjects, the sum of which (bachelor's thesis, subjects and recognised and transferred credits) must not exceed 30 ECTS credits.

In accordance with prevailing regulations, students who are taking the PARS are not guaranteed a place on the MEI, as students who have been awarded the bachelor's degree have priority.

UPC students who have not finished the bachelor's degree may be admitted to a master's degree at the FIB, except the MFPS, as long as they have, at most, the bachelor's thesis and up to 9 ECTS credits pending (including credits pending recognition or transfer).

Students on the PARS or a bachelor's degree at the UPC who have not yet completed it may seek admission to a master's degree even if they have not attained the foreign language competency.

Bachelor's degree students who are not from the UPC and have not been able to apply for admission to a master's degree because they have not graduated pending the defence of their bachelor's thesis are granted conditional admission. Their admission becomes definitive if they are awarded the bachelor's degree by 31 October. In the case of master's degrees for which enrolment of new students takes place in the spring semester, students are definitively admitted if they are awarded the bachelor's degree by 28 February.

2. Enrolment

Enrolment is the administrative procedure through which students request the provision of academic services so that they can engage in the activity established in a degree's curriculum for a given academic period. Students must be able to access the information they need to enrol before the start of the enrolment period.

Bachelor's and master's degrees can be taken on a full-time or part-time basis. Part-time students may enrol in a maximum of 36 ECTS credits per academic year (18 ECTS credits per semester). Full-time students may enrol in a maximum of 36 ECTS credits per semester, except in the initial stage of bachelor's degrees, which is specified hereinafter.

Students must choose whether to study full- or part-time when they first enrol. Their choice continues to apply in subsequent enrolments whilst they are in the initial stage, unless they apply to change their full- or part-time status and the change is authorised. Students who wish to switch must submit a duly justified request to

the secretary of the school during the enrolment period. In any event, students who have applied for a grant may not change their status during that semester or the next.

In general, provided that the structure of the curriculum allows it, master's students, and bachelor's students after the initial stage, can enrol for a maximum of 120% of the average number of credits set out in the curriculum for a semester or academic year. This percentage may be exceeded when students join programmes involving specific high-performance tutoring or a double degree.

If students have not completed all the credits in the curriculum, they may enrol for more optional credits than the number set out in the curriculum, up to a maximum of 18 ECTS credits in a bachelor's degree or 10% of the credits in a master's degree.

The first enrolment in a university degree is governed by the academic progress regulations for the bachelor's or master's degree:

- First-year bachelor's degree students must enrol for all subjects if they enrol for the semester and for 60 ECTS credits if they enrol for the year.
- New bachelor's degree students entering later academic years must enrol for at least 12 ECTS credits in the case of annual enrolment. In the case of semestral enrolment, they may enrol for fewer credits as long as they reach the minimum 12 ECTS credits when they enrol for the second semester.
- Master's degree students must enrol for the minimum number of credits established by the School, which may not be fewer than 15 ECTS credits in the case of annual enrolment. In the case of semestral enrolment, they may enrol for fewer credits as long as they reach the minimum 15 ECTS credits when they enrol for the second semester.

Subjects and credits that have been recognised or validated, as well as subjects that are no longer taught because the degree is being phased out, are not taken into account for the purposes of determining whether students have exceeded one of the aforementioned limits.

2.1 Enrolment for the initial stage of bachelor's degrees

The initial stage is composed of the first-year subjects (first and second semesters) in the curriculum of the bachelor's degree in question.

As a general rule, students must pass the initial stage to enrol in compulsory and optional subjects that are not part of the initial stage.

However, students who have not reached the deadline for passing the minimum number of credits in the initial stage and have yet to pass a maximum of 18 ECTS credits may complete their enrolment by enrolling for compulsory or optional subjects in the next curricular area up to a maximum of 30 ECTS credits per semester, if they are full-time students, or up to a maximum of 18 ECTS credits per semester, if they are part-time students.

Students who take advantage of this exception must enrol for all initial stage subjects that they have not passed or completed, but they may choose whether to enrol for failed subjects for which they have obtained a mark of 4 or higher or not, until the curricular assessment results are available.

Although students may choose whether to re-enrol for subjects that they have failed with a numerical mark of 4 or higher, the subjects are taken into account in calculating the maximum number of credits for which they can enrol.

Students may only enrol for subjects that are not included in the initial stage if they meet the academic requirements of the curriculum in question.

2.2 Enrolment for the non-initial stage of bachelor's degrees

If students fail a subject that is part of a curricular area in which compensated passes are possible with a numerical mark of 4 (the threshold for a compensated pass according to general UPC regulations) or higher, they may choose to re-enrol for that subject. If they do not do so, the mark awarded will remain until the curricular assessment results are published.

If students decide to enrol for a subject for which they received a descriptive mark of "Fail" and a numerical mark of 4 or higher in a previous academic period, the numerical mark will remain the same in subsequent assessments until they pass the subject (and the numerical mark will be the higher of the two).

2.3 Enrolment for master's students on the GEI-MEI PARS

Students may withdraw from the GEI-MEI PARS at any time. Withdrawal always entails the closure of the academic record for the master's degree, keeping the one for the bachelor's degree open, if applicable.

2.4 Enrolment for master's degrees

UPC students who have not finished a bachelor's degree and have been admitted to a FIB master's degree under the terms of Section 1.2 must enrol for all pending credits on the bachelor's degree before enrolling for credits on the master's degree. In any event, they may not enrol for the master's thesis until they have finished the bachelor's degree. PARS students may follow the bachelor's thesis with the master's thesis and enrol for them at the same time. Nevertheless, they must defend the bachelor's thesis and finish the bachelor's degree before defending the master's thesis.

Under no circumstances may students who have not completed the bachelor's degree (including the PARS) be awarded the master's degree if they have not previously been awarded the bachelor's degree.

2.5 Requisites between subjects

Bachelor's and master's degree curricula may state that a subject has requisites. There are no requisites between subjects in the initial stage of bachelor's degrees.

- To enrol in a subject in a curriculum that contains requisites between subjects students must meet a set of requisites that may be prerequisites: if a subject A is a prerequisite of another subject B, subject A must have been passed before subject B can be enrolled for.
- Corequisites: if a subject A is a corequisite of another subject B, subject A must have been passed or

enrolled for before subject B can be enrolled for.

- **Precorequisites:** if a subject A is a precorequisite of another subject B, subject A must have been enrolled for at least a semester before subject B can be enrolled for. In the case that there is a chain of precorequisites (A is a precorequisite of B, and B a precorequisite of C), subject A must have been passed before subject C can be enrolled for.
- **Orequisites:** if subjects A and B are orequisites of another subject C, subject A or subject B must have been passed before subject C can be enrolled for.

If students wish to finish their degree during the current academic year and the number of credits that they have yet to pass is equal to or smaller than the maximum number of credits for which they are allowed to enrol in an academic year, but a prerequisite prevents them from completing the credits in that period, then the prerequisite in question is considered a corequisite. This exemption does not apply if students enrol for a set of subjects that makes it impossible for them to finish the degree that year.

2.6. Order of enrolment

Bachelor's and master's degree students enrol each semester in the periods established in the School's academic calendar following the order that is calculated according to the criteria detailed below.

Order of enrolment is only calculated for students who have enrolled for the last semester considering the subjects taken in the last two semesters; other students must enrol after these students have enrolled, on the last day. In the case of an exception, the degree's coordinator must be contacted.

For degrees with reassessment, the results of reassessment and curricular assessment of the current semester are not taken into account in calculating the order of enrolment.

Definitions

CM: number of credits of subjects that have been awarded a mark in the last two semesters.

CA: number of credits of subjects that have been passed in the last two semesters. Only credits for subjects with a mark equal to or greater than 5 are counted as passed.

NM: average mark of the subjects taken in the last two semesters, weighted by the number of credits.

Subjects in the curriculum, curricular placements and the final thesis are taken into account in calculating CM, CA and NM.

In the case of students who have only taken the last of the last two semesters at the School, the number of credits they passed and enrolled for in their last semester is multiplied by two for the purposes of calculating the CM, CA and NM.

The criteria for establishing the order of enrolment are:

1. Annual performance parameter (CA/CM) to two decimal places.
2. In the case of a tie, following criterion 1 students with the highest CA enrol first.
3. In the case of a tie, following criteria 1 and 2 students with the highest NM enrol first.

The School may establish rewards in the order of enrolment for students who participate in governing bodies and committees and/or teaching support activities. These rewards may be accumulated up to a maximum total of 20%.

Students who are members of the Standing Committee or a committee set up by a governing body (the Academic Assessment Committee, CAA, and the Quality Committee, CQ) who attend 80% of the committee's meetings in a semester go up 10% (rounded up) in the lists corresponding to the order of enrolment in the following semester. Students who are members of two or more committees, in accordance with the conditions in the previous paragraph, go up 20% (rounded up) in the lists corresponding to the order of enrolment in the following semester.

Students who volunteer as trainers in the Aula Lliure who finish the activity satisfactorily during a semester go up 10% or 20% (rounded up) in the lists corresponding to the order of enrolment in the following semester, depending on whether they have trained one or more groups, respectively.

2.7. Changes in enrolment

Students may ask to drop subjects within the periods established to this effect in the academic calendar, but the enrolment fee will not be refunded. Students may not drop compulsory subjects when they are pre- or corequisites or when they are affected by the application of the academic conditions for enrolment established in the regulations.

If students apply to drop all the subjects they have enrolled in, the application must be dealt with in the manner established in the Academic Regulations for Bachelor's and Master's Degrees at the UPC.

3. Assessment

In a competency-based learning model, assessment is the evaluation of the progress made by students towards the proposed objectives. It must cover all the competencies set out in the curriculum and be based on well-founded, transparent and publicly accessible criteria. There must be a coherent relationship between the educational objectives, the activities planned and the assessment criteria.

3.1. Subject assessment

Subject assessment consists in determining the extent to which students have achieved the learning objectives. To pass a subject, students must meet at least the basic learning objectives and obtain a numerical mark of 5 or higher.

The professor in charge of a subject, together with the professors who teach it, must propose a course guide that includes the learning outcomes (knowledge, competencies and skills), the learning objectives, the content and the teaching and assessment methods.

In order to promote a continuous learning process and a steady pace in student activity, the results of the various examinations held throughout the academic year must be taken into account in the assessment of a subject. The grading method must be designed in such a way that the marks for all assessment activities are

taken into account when calculating the final mark, that each activity is weighted proportionally to its study load, and that students cannot pass the subject by passing a single examination.

The assessment system of any subject must include procedures for improving an unsatisfactory performance over the course of the academic year.

The grading method states the weighting of the examinations in the calculation of the final mark for the subject as a weighted arithmetic mean and any reassessment mechanisms established.

In view of subjects' characteristics and teaching methods, it may be established that a minimum mark of 3.5 is needed for the arithmetic mean of the set of individual, on-site examinations for the other marks to be taken into account, under the terms provided in the UPC's academic regulations. This rule aims to ensure that, at least:

- The weight of the set of individual, on-site examinations in the final mark is equal to or less than 50%.
- The number of individual, on-site examinations is two or more.
- If the subject allows reassessment and a mark above a cut-off mark must be obtained in order to be eligible for it, students who do not pass the subject because they have not obtained the minimum mark in the set of examinations are awarded the reassessment cut-off mark.

If the mark awarded for the individual, on-site examinations is replaced with a final examination or the reassessment examination, the minimum mark may also be applied.

Nevertheless, if a practical project consisting of either laboratory or field work is required by the course guide, the submission of this project and any related reports may be established as an essential condition for passing the subject.

3.2 Curricular assessment

A curricular area is a set of subjects with common educational objectives. For a particular curricular area, students are assessed comprehensively in a process known as curricular assessment.

When students have taken all of the subjects in a given curricular area they are subject to curricular assessment of that area. In the case of the initial stage of bachelor's degrees, students will be subject to curricular assessment once the period for passing it has ended, even if they have not been assessed for all of the subjects.

Curricular assessment committees (one for each curricular area in each bachelor's degree) are responsible for this assessment in the case of bachelor's degrees. These committees independently establish the criteria for passing a curricular area and decide whether students have passed the curricular area or not.

Each degree is responsible for establishing the conditions that allow students to pass a curricular area, such as being awarded a compensated pass for failed subjects for which they have received a mark of 4 or higher, provided that their average weighted mark for the curricular area is equal to or greater than the minimum required, which must be a mark of at least 5. Other specific conditions may be established for each bachelor's degree.

Curricular assessment committees meet at the end of each semester. For every student assessed for a curricular area, the result of the assessment must indicate whether the curricular area has been passed or not.

If students pass a curricular area, failed subjects acquire a numerical mark of 5.0 and a pass mark. They are awarded all of the credits in the curricular area and may not enrol for any of the subjects in the area again.

When students do not pass the curricular area, they are said to have had its assessment deferred. In these cases, no changes are made to the numerical or descriptive marks. The students must repeat one or more subjects to improve their situation for the next curricular assessment.

3.3. Attainment of the cross-disciplinary competency in a foreign language on bachelor's degrees

In order to be awarded an official university bachelor's degree, students must have attained the foreign language competency before they can graduate.

The Academic Regulations for Bachelor's and Master's Degrees at the UPC specify the ways in which the cross-disciplinary foreign language competency can be attained or certified.

4. Minimum academic progress

The minimum academic progress requirements are governed by the UPC's regulations. Minimum academic progress on bachelor's degrees depends on students' full- or part-time status (see Section 2.1).

4.1 Minimum academic progress in the first academic year

As a general rule, students must pass a minimum of 12 ECTS credits in the first academic year of a bachelor's degree and 15 ECTS credits in the case of a master's degree, regardless of the credits they have enrolled for. If students fail to pass the minimum number of credits in the first academic year or the academic record is closed due to their withdrawal, they are excluded from the bachelor's or master's degree and may not continue the degree at the FIB.

4.2 Minimum academic progress in the initial stage of a bachelor's degree

Notwithstanding that set out in Section 4.1 of these regulations, students must pass the 60 ECTS credits of the initial stage of the bachelor's degree in a maximum of two academic years, if they are full-time students, or a maximum of four academic years, if they are part-time students.

If students fail to pass the minimum number of credits of the initial stage in the established period or the academic record is closed due to their withdrawal, they may not continue the bachelor's degree at the FIB.

4.3 Continuity – initial stage

The School's dean may in duly justified circumstances extend the periods established in sections 4.1 and 4.2 for passing the minimum number of credits in the first academic year and/or for meeting the minimum academic progress requirements in the initial stage of the degree, respectively. Otherwise, with proper

justification and prior to the deadline indicated each year in the FIB's academic calendar, students affected may submit a request to the dean to extend these deadlines.

Students seeking readmission to a degree from which they have been excluded may do so a year after the exclusion if they have been assigned a place via pre-enrolment or by following the current rules for admission.

4.4 Minimum academic progress once the initial stage of a bachelor's degree has been passed

Once the initial stage of a bachelor's degree has been passed, at the end of each semester the alpha parameter of a student's academic results is calculated by dividing the number of credits passed by the total number of credits for which the student is enrolled. Validated, adapted and recognised credits are excluded from this calculation.

When an alpha parameter is less than 0.5 for the last two teaching periods enrolled for, the student is assigned a tutor to oversee their academic progress. Students with an alpha parameter of less than 0.3 in the last three semesters are automatically excluded from the bachelor's degree, except in duly justified cases. Exclusion from a degree has a maximum duration of one year.

A student excluded from a degree under the provisions of this section may be readmitted once the exclusion period has ended.

4.5 Minimum academic progress on master's degrees

Once students have passed the minimum number of credits in the first academic year, they must pass the master's degree in, at most, the number of semesters that make up the master's degree plus two or three additional semesters, depending on whether they are studying full- or part-time, respectively. Otherwise, they may not continue the degree.

The number of additional semesters may exceptionally be increased for organisational reasons or if the dean authorises the increase by reason of force majeure.

5. Examinations and marks

5.1. Information prior to enrolment

Before the enrolment period in each semester, the School publishes the timetables and language of instruction of all the subjects and the dates and times of examinations scheduled outside class hours.

Every semester, the course guide establishes the plan for each subject, including at least its learning outcomes (knowledge, competencies and skills), learning objectives, content, teaching method, assessment method (which gives the weight of each examination) and reading list.

The degree's academic committee checks that all the information it contains complies with the prevailing criteria. In this case, the degree's coordinator makes the changes to the course guide. In addition, they communicate the comments made by the degree's academic committee to the professors responsible for the subject so that they can be taken into account.

Every semester, the School sets a deadline for professors responsible for subjects to update the subjects' information in the course guides.

5.2. Assessment

The assessment method of a subject is described in the course guide. As a general rule, examinations take place in the mid-semester and final examination periods set in the degree's academic calendar.

The assessment method may include other assessment tests during the semester, which must take place during class hours.

The submission of assessed practicals may take place either during or outside class hours.

The professors for a subject must announce assessment activities at least 7 calendar days in advance. The announcement or notification must contain the following information:

- Time and date of the assessment.
- Additional considerations (use of class notes, calculators, etc.).

Any additional information regarding the announcement must be attached to it at least 2 working days before the assessment:

- Classroom expected to be used.
- Distribution of students by classroom (if necessary).

Students must be informed of the results of examinations held during the semester at least 15 working days after an examination and, in any case, at least 2 working days before the final examination if the mark is relevant to choosing whether to take part or all of the final examination, if this option is given. (A final examination that includes the assessment of a part of the subject that has not been assessed previously will

not be considered optional under any circumstances.) In this document, working days are not public holidays, Saturdays, Sundays or days on which there is no teaching and the University's buildings are closed. The professors responsible for a subject must make examination results public.

In compliance with personal data protection legislation, in no case may the results published display a student's national identification number alongside their name and surnames.

The professors responsible for a subject must publish the deadlines for handing in assignments, practicals, etc. at least two weeks in advance using the instruments that the School makes available to them. Assignments or practicals that last less than two weeks are exempt from this.

5.3. Review of marks

All students have the right to request the review of the marks they were awarded in a specific assessment. Under no circumstances other than a transcription error will the review procedure lead to the award of a lower mark.

In the case of any examination, the professors for the subject must determine a mechanism that allows students to exercise this right before submitting the final marks to the School. Students will be informed of this mechanism, and in particular of any relevant dates, via the announcement of the examination, in its statement or via a notice published on the day of the examination.

The examination must be reviewed at least 24 hours after the publication of the marks, and the date for this review must be published at least 48 hours in advance, respecting the deadline established by the School in its academic calendar.

In the case of assessments during the semester, a specific review mechanism must also be established if the results of the assessment are published after the end of the teaching period. Otherwise, no specific mechanism will be necessary as there is a consultation schedule that allows students to review their marks in person.

5.4. Definitive marks

The professors responsible for a subject must submit the final marks to the School once the review described in the previous section has taken place. They must comply with the deadlines established by the School in its calendar.

The School then adds the marks awarded to students' academic records and sends the professors responsible for a subject a report that allows them to check that the marks entered are correct.

5.5. A mark of "Absent"

As regards marks of "Absent", the Academic Regulations for Bachelor's and Master's Degrees at the UPC establish that:

A mark of “Absent”, meaning that the student has not been assessed, is given when students do not participate in any of the subject’s examinations, unless an alternative definition is given in the course guide for the subject.

5.6. Reassessment

Bachelor's degrees include a reassessment mechanism for some subjects. Reassessment consists in ascertaining the level of attainment of the learning outcomes for the subject and must be adapted to the characteristics of the competencies and academic activities programmed. The conditions under which reassessment takes place must be stipulated in the course guide. Reassessment takes place during the academic year.

If students who submit to reassessment do not pass the subject, the highest of the marks for the ordinary assessment and the reassessment is maintained. Once the reassessment and review period ends, the process is completed and the official examination results are signed.

The academic committees of each degree establish the mechanisms and periods for reassessment.

5.7 Irregular actions during assessment

Irregular actions potentially leading to a significant variation of the marks obtained by one or more students will be considered a breach of the assessment regulations. Such behaviour will result in a descriptive mark of “Fail” and a numerical mark of 0 in the assessment, without prejudice to any disciplinary proceedings that may result from that behaviour. If disciplinary proceedings are initiated, the mark “PA” (Pending Assessment) will be recorded in the subject’s final assessment until a decision on the disciplinary proceedings is issued.

If students disagree with this decision, they may file a complaint with the dean or director of the school. If students are not satisfied with the response, they may lodge an appeal with the rector.

5.8. Collection of past examination papers

At the end of each semester, the professors responsible for a subject must send the School the mid-semester examinations whose minimum weight is 20% of the final mark for the subject and the final examination, as well as the possible answers to all of the examinations, if this is academically feasible.

At the end of each semester, the School collects mid-semester exams whose minimum weight is 20% of the final mark for the subject and final exams of all the subjects. This collection may include the answers to the exams, at the discretion of the professors responsible for the subject.

The School sends the collection of past examination papers to the Rector Gabriel Ferraté Library so that it can be added to its archives and made available to students.

This must occur within one month of classes starting.

6. External academic placements

The regulations governing this section can be found in the Regulations on External Academic Placements at the FIB (consolidated text, Standing Committee Decision CP.FIB/2024/05/04, of 26 June 2024), which are published on the School's website.

External placements on the bachelor's degree in Data Science and Engineering are managed by the Barcelona School of Telecommunications Engineering and have their own regulations.

7. Final theses

The regulations governing final theses can be found in the Regulations on Final Theses at the FIB, which are published on the School's website.

The academic committees of the degrees may approve their own regulations and criteria in the field of the degree.

8. Mobility

In general, bachelor's degree students can engage in national and/or international mobility if they have passed the following.

- GEI: 132 common compulsory ECTS credits and 36 compulsory specialisation credits
- GCED: 180 compulsory credits (without TAED2)
- GIA: 180 compulsory ECTS credits
- BBI: 180 compulsory ECTS credits (without ECC)

Master's degree students must have taken a minimum of 60 ECTS credits at the UPC and passed all of the degree's compulsory subjects.

- MEI: 45 compulsory ECTS credits
- MIRI: 30 common compulsory ECTS credits and 24 compulsory specialisation credits or 18 ECTS credits in the case of the HPC specialisation.
- MAI: 30 compulsory ECTS credits
- MDS: 54 compulsory ECTS credits

All PARS students who have passed 132 compulsory ECTS credits and 48 compulsory specialisation credits on a bachelor's degree (for mobility on a bachelor's degree) or 48 compulsory ECTS credits on a master's degree (for mobility on a master's degree).

GCED students are governed by the mobility regulations and criteria established by the UPC school (FIB, ETSETB or FME) at which they have applied for the mobility.

Bachelor's and master's theses for all degrees can be carried out while on mobility, in accordance with the Regulations on Final Theses at the FIB, which are published on the School's website.

Participation in specific mobility programmes, such as double degrees, UNITECH, Vulcanus and others, may be subject to additional conditions, which must be defined for each programme.

8.1. Credits that may be taken during mobility

During mobility, students may take the following at the receiving institution:

- Optional credits.
- Final thesis.
- Credits for subjects that are complementary to the specialisation the student is taking, in the case of the GEI.
- Credits for TAED2, in the case of the GCED.

For mobility to take place, a learning agreement must be signed by the three parties involved: the student, the vice-dean for International Relations at the FIB and the person in charge of mobility at the receiving university. In this agreement:

- The student pledges to take the agreed-upon teaching units and to enrol for the agreed-upon credits at the FIB.
- The FIB undertakes to recognise the credits obtained (duly certified in a transcript) and to add them to the student's academic record.
- The receiving university undertakes to offer the student the agreed-upon teaching units and to assess them.

Subjects taken at the receiving university must cover subject areas that pertain to the degree and not taken previously on a compulsory or optional subject that the student has already passed.

For credits corresponding to complementary specialisation subjects to be included in the learning agreement, the coordinator of the specialisation must approve this. For credits corresponding to the TAED2 subject to be included in the learning agreement, the head of studies of the GCED must approve this. To take a bachelor's or master's thesis on mobility, the person responsible for the degree must decide whether this is appropriate.

During mobility, credits for subjects taught on the corresponding curriculum at the FIB may not be enrolled for, given that they are taught face-to-face. Exceptionally, the vice-dean for International Relations may authorise it, with the approval of the professors responsible for the corresponding subject.

8.2. Allocation of mobility places

Depending on the programme, the FIB establishes the periods for applying for mobility places.

On some specific programmes, the FIB is exclusively responsible for announcing these periods and processing the applications, and it is another institution that makes the final selection of candidates.

In the general call for applications for mobility places at the FIB all the available places are offered to students, who must be informed of their particularities, if necessary. Once the application period ends, mobility places are assigned according to the preferences of applicants, who are ordered according to this formula:

$$75^* \text{NE/NT} + 25 \text{ALPHA}$$

where NE is the average mark in the student's academic record, NT is the average mark for the degree and ALPHA the student's alpha parameter.

The results of the allocation are made public, and students are given a deadline before which they must accept or reject the place assigned to them. If possible, the places rejected are offered to other students following the ordering criteria and preferences. Once this process has ended, the decision on the definitive allocation of places is made public.

8.3. Recognition of credits taken on a mobility programme

Credits taken and passed by students on a mobility programme are recognised as follows.

- Optional credits: recognised in a group of credits that will be awarded the mark that results from the weighted average of the marks for the subjects passed at the receiving university, as stated in the transcript.
- Complementary specialisation credits: recognised in a group of credits for the specialisation that will be awarded the mark that results from the weighted average of the marks for the subjects authorised by the professor responsible for the specialisation and passed at the receiving university, as stated in the transcript. If there are too many preapproved credits, those with the highest mark are recognised as complementary specialisation credits and the rest are added to the group of optional credits, if necessary.
- TAED2 is recognised with the credits with the highest mark of the subjects authorised by the head of studies and passed at the receiving university, as stated in the transcript. Excess credits are added to the group of optional credits, if necessary.
- Final theses: as a general rule, the assessment of the receiving university stated in the transcript is recognised, although all the requirements of the regulations governing final theses of the corresponding degree must be met.

The equivalence of marks to those of the receiving university is governed by the scales for converting marks to a scale of 5 to 10 published by the Ministry of Universities: [Equivalence of average marks of university degrees taken at foreign institutions](#).

Responsibility for the correct conversion of marks lies with the vice-dean for International Relations.

Additional credits may be recognised for mobility, in accordance with the Academic Regulations for Bachelor's and Master's Degrees at the UPC. This is currently a maximum of 6 credits for bachelor's degree students.

The maximum number of credits that may be recognised is detailed below.

- Bachelor's degrees, MIRI and MDS: 60 ECTS credits, including the final thesis.
- MAI: 30 ECTS credits, including the master's thesis.

- MEI: 30 ECTS credits for the master's thesis.

Details of subjects taken on a mobility programme are included in the Diploma Supplement.

8.4. Requirements for mobility credit recognition

The essential requirements for the recognition of credits for mobility are the following:

- Submission of the original stamped attendance certificate for the stay issued by the receiving university. A certificate signed on a date before the stay's end date will not be considered valid.
- Submission of the Erasmus+ questionnaire, where necessary.
- Submission to the FIB of the original transcript of records by the receiving university.
- Deposit of the bachelor's or master's thesis, where necessary.

Repealing and final provisions

Repealing provision

Any prior regulations on the topics regulated herein are hereby repealed. In particular, the following regulations are repealed:

- Academic Regulations of the Bachelor's Degree in Informatics Engineering, Standing Committee Decision CP.FIB/2022/06/05, of 1 July 2022.
- Criteria for establishing the order of enrolment in degrees managed by the FIB, Standing Committee Decision CP.FIB/2022/06/04, of 1 July 2022, and their amendment in Standing Committee Decision CP.FIB/2022/08/0, of 19 October 2022.
- Academic progress regulations for all master's degrees, a Standing Committee decision taken at a meeting on 19 July 2017.
- FIB protocol for irregular actions in examinations, a Standing Committee decision taken at a meeting on 17 July 2015.

Final provision. Entry into force

These regulations enter into force the day after they are approved.