



Welcome to the UAB Faculty of Law

Welcome guide for the new students



CONTENTS

ABOUT THE FACULTY 3

- Campus and faculty maps
- Dean's office
- Departments
- Academic staff
- News and Events

ACADEMIC MATTERS 4

- Academic and administrative calendars
- Timetables and lecture rooms
- Study guides
- New Teaching Model
- Academic management
- Network services (Virtual secretary, Intranet, Campus Virtual, etc.)
- Student card

STUDENT SUPPORT SERVICES 5

- Logistical support and Information point
- Central Authentication Service (CAS)
- Social Sciences Library
- UAB apps
- Photocopy services
- Equality Committee
- Ombuds Officer
- Tutorial Action Plan
- Inclusion service (PIUNE)
- Emergency Protocol
- Emergency phone numbers and addresses
- Opina UAB
- Grants, aid and calls

ABOUT THE FACULTY



MAPS AND HOW TO GET THERE

Faculty of Law | UAB

Edifici B2
Carrer de la Vall Moronta, S/N
08193, Bellaterra, Barcelona

FACULTY
WEBSITE



DEAN'S OFFICE



Susana Navas

Dean

dg.dret@uab.cat



Ricardo Esteban

Vice-Dean for Academic Affairs, Law+Droit and Master's Degrees

Ricardo.Esteban@uab.cat



Josep Cid

Vice-Dean for Quality, Teaching innovation and Coordinator for the BA Degree in Criminology

Josep.Cid@uab.cat



Susana Beltrán

Vice-Dean for dual degrees, International projections and Communication

Susana.Beltran@uab.cat



Núria Reynal

Vice-Dean and Coordinator of the BA Degree in Law

Nuria.Reynal@uab.cat



Albert Pastor

Vice-Dean for Students and Employability and Coordinator of the TFGs

Albert.Pastor@uab.cat



Olga Paz

Vice-Dean and Coordinator RRLL and internships in RRLL and TFGs

Olga.Paz@uab.cat



Noelia Igareda

Faculty Exchange Programs Coordinator and internships of Law and Law+BAM

Noelia.Igareda@uab.cat



Mª Carmen Navarro

Faculty secretary and Quality Manager and Alumni Coordinator

MariCarmen.Navarro@uab.cat

DEPARTMENTS

The UAB departments are units in charge of organising and developing the teaching activities and research staff. Each department corresponds to a field of knowledge and is divided into even more specific areas:

- Department of Private Law:

Director: Josep M^a de Dios

+34 93 581 21 45

d.dret.privat@uab.cat

<http://www.uab.cat/departament/dret-privat/>

- Department of Public Law and Legal History Studies:

Directora: Claudia Cristina Jiménez Cortés

+34 93 581 13 00

d.dret.public@uab.cat

<http://www.uab.cat/departament/dret-public-ciencies-historicojuridiques/>

- Department of Political Science and Public Law:

Directora: M^a José Cuenca García

+34 93 581 17 67

d.c.politica@uab.cat

<http://www.uab.cat/departament/ciencia-politica-dret-public/>

ACADEMIC STAFF

NEWS AND EVENTS

@FacultatdeDretUAB

@Dret_UAB

FacultatdeDretUAB

@dretuab



ACADEMIC MATTERS



SCHOOL YEAR CALENDARS

ACADEMIC

ADMINISTRATIVE



TIMETABLES AND LECTURE ROOMS

TIMETABLE
AND
LECTURE
ROOMS

TIMETABLE
AND
EXAMINATION
ROOMS



STUDY GUIDES

The study guides are a basic tool for the students since they contain all information related to the organisation and planning of the subjects, detailing the objectives, competencies, learning outcomes, program, activities, methodology and system evaluation:

+ CONSULT



NEW TEACHING MODEL

A main goal of the New Teaching Model is that the students improve in the skills development of the degree, specially in the practical skills:

+ INFORMATION



ACADEMIC MANAGEMENT

+ INFO

The Academic Administration takes care of tasks related to administrative and academic matters:

+34 93 581 1062 / +34 93 581 1063 / +34 93 581 1565



For BA Degrees → ga.dret@uab.cat
 For Master's Degrees → ga.masters.dret@uab.cat
 For Exchange Programs → intercanvis.dret@uab.cat
 For Internships → ga.practiques.dret@uab.cat
 For TFC → ga.tfe.dret@uab.cat



REQUEST AN APPOINTMENT



NETWORK SERVICES

+ INFO

Virtual Secretary



(Self-registration, grants, consulting the academic record, pre-registration)



ACCESS

You will also find a catalog of procedures at the

Electronics headquarters

Personal Space - Intranet



A Portal that allows access to many UAB applications.



ACCESS

Campus Virtual



Virtual Learning Environment to support studies face-to-face and facilitate non-face-to-face studies.



ACCESS

Email and cloud services



Redirectable email service to personal and other addresses and cloud services.



ACCESS



NIU AND STUDENT CARD

+ INFO

- The NIU is a user code that allows access to the Intranet, the Campus Virtual and the email service. To get it, once the registration has been formalized, you must access the Virtual Secretary (sia.uab.cat), in the "Services-Management of passwords" and then

Estudiants de nou ingressats o sense targeta activa
 Els estudiants de nou ingressats o els que no tinguen una targeta activa poden saber el vostre NIU i establir una contrasenya des d'aquí.

- To get the student card



Information desk - Plaça Cívica



informacio@uab.cat

+ 34 93 581 11 11

REQUEST AN APPOINTMENT

Student support systems

LOGISTICAL SUPPORT AND INFORMATION POINT (SLIPI)

It offers information on the location and timetables of the lecture rooms and other centre dependencies; reservation and management of spaces; monitoring of building maintenance, breakdowns in the facilities or the furniture; first-aid kit; lost property; delivery of enrolment documentation; punctual support for enrolment and academic procedures, etc.).

+34 93 581 1572 / +34 93 581 2732

Slipi.Dret@uab.cat

+ INFORMATION

CENTRAL AUTHENTICATION SERVICE (CAS)

The CAS attends to enquiries, requests and incidents that may arise, for example, while you use the services of the DTIC (institutional email; connection to the UAB network; Campus Virtual; access to applications and corporate services, etc.).

Computing service
Carrer de l'Albareda, Edifici D

+34 93 581 2100

cas@uab.cat

+ INFORMATION



INCIDENTS AND ACTION PLANS

Here you can check the different notices and news

SOCIAL SCIENCES LIBRARY

@bcsUAB

@bccssUAB

libraries_uab

bibliotequesUAB

What does it offer?

- Enquiry and loan of documents
- Access to electronic resources
- Study and work spaces
- Computer and audiovisual equipment
- Photocopiers, printers and scanners
- Training sessions (copyright; Scopus, how to search for information; academic work support...).

+ INFORMATION

Information services:

+34 93 581 1801 / +34 93 581 1517

619 681 146 → Information service via Whatsapp (From Monday to Friday from 10 am to 19 am)

Contact form of the information service

For questions about copyright, intellectual property, open access, etc.

For suggestions, congratulations or complaints

Web shortcuts:

Access to the personal area of the Libraries Service

Search online in the catalogue of the libraries

Electronic resources Law (legal database; e-magazines,...)

Personalized service to disabled users and specific educational needs

Digital Repository of Documents of the UAB

PHOTOCOPY SERVICES

As a UAB student, you have access to use any of the following printing, copying or scanning systems, which are offered at the UAB, self-service or assisted service:

uniFLOW online → SELF-SERVICE → It allows you to print documents from any device (computer, laptop, tablet, mobile, etc.) or from the computers in the IT rooms or of the libraries and gather up works of the equipment distributed by the Campus.

PLAÇA CÍVICA → ASSISTED SERVICE: +34 93 581 1660
ocivica@canon.es

+INFO

UAB APPS

+INFO

UAB

Take your University with you with the official UAB app, keep up with the latest news and find out what's going on campus (study programs, Virtual Campus, etc.).



Access to active subjects on the "Campus Virtual" of the UAB.



It allows you to know the remaining time of the UAB bus at each stop, the lines and the nearest stops.



It shows the ideal route to access the UAB campus in any of the available means of transport and takes into account the possible incidents of the day.



EQUALITY COMMITTEE

Among its functions is to ensure compliance with the current legislation on equality in all areas of university life. It also promotes and supervises policies of prevention and action against discriminatory situations and attitudes, promotes gender mainstreaming in the university policy and raises awareness and training the university community in matters of equality.

Equality Manager: María Jesús Guardiola Lago. Associate Lecturer of Private Law.

[+ INFORMATION](#)

OMBUDS OFFICER

It has the mission of protecting the rights of the members of the Faculty and it can supervising the actions of the university administration. All members of the Faculty of Law can be addressed by requesting that it acts on the complaint they make.

Faculty trustee: José Antonio Fernández Amor. Professor of Financial and Tax Law.

sindic.dret@uab.cat

[+ INFORMATION](#)



[CODE OF CONDUCT OF THE UAB](#)

HEALTH AND EMERGENCIES

HEALTH CARE SERVICE (SAS):

[93 581 18 00](tel:935811800) / [93 581 13 11](tel:935811311) [+INFO](#)

Emergency protocols:

[FACULTY OF LAW](#) [TOWER BO](#)

(Tower BO includes the Administration of Law and Political Science and Sociology, the CCSS computer classrooms, the CCSS Library and the Economic Management of Law and Political Sciences and Sociology).

Surveillance and Security Service: [93 581 25 25](tel:935812525)

[+ EMERGENCY PHONE NUMBERS AND ADDRESSES](#)

INCLUSION SERVICE

PIUNE ensures that anyone, regardless of their disability and specific education need, can access higher studies with equal opportunities and enjoy an autonomous academic and social life at the university.

[Plaça Cívica, Local 02](#)

[93 581 47 16](tel:935814716) / [649179815](tel:649179815)

fas.piune@uab.cat

[+ ON THE PIUNE WEBSITE](#)

TUTORIAL ACTION PLAN

The Faculty of Law undertakes to: students are correctly integrated into the dynamics of the centre, receive academic guidance to develop their studies normally, personal attention to solve problems that affect academic life, enjoy teaching tutorials from their teachers, have specialised attention according to their specific needs and receive advises to direct their professional future.

[+ INFORMATION](#)

OPINA UAB



It is a channel created by the UAB for those interested in transmitting to the university administration their opinions, suggestions, complaints or compliments on any of the university activities and services offered by the UAB.

[ACCESS](#)

[+INFO](#)

GRANTS, FINANTIAL AID AND CALLS

Consolidated text of the complementary regulations of the general regulations applicable to the student body of the Universitat Autònoma de Barcelona

[+INFO](#)
[GRANTS AND AID](#)



This document is exclusively informative. The Faculty of Law of the UAB reserves the right to make, without prior notice, any modification of the information it contains, either in the application of current regulations at any time or due to academic, organisational, economic or any other type of university needs.

This document contains information, texts and images taken from the UAB web pages (uab.cat). The author assumes no responsibility of any kind for the information contained in this document. It also contains links to web pages over which neither the author nor the Faculty of Law has any control and in respect of which they decline any responsibility.