

# HANDBOOK TO APPLY FOR ACCOMMODATION



**Vila Universitària**  
UAB CAMPUS



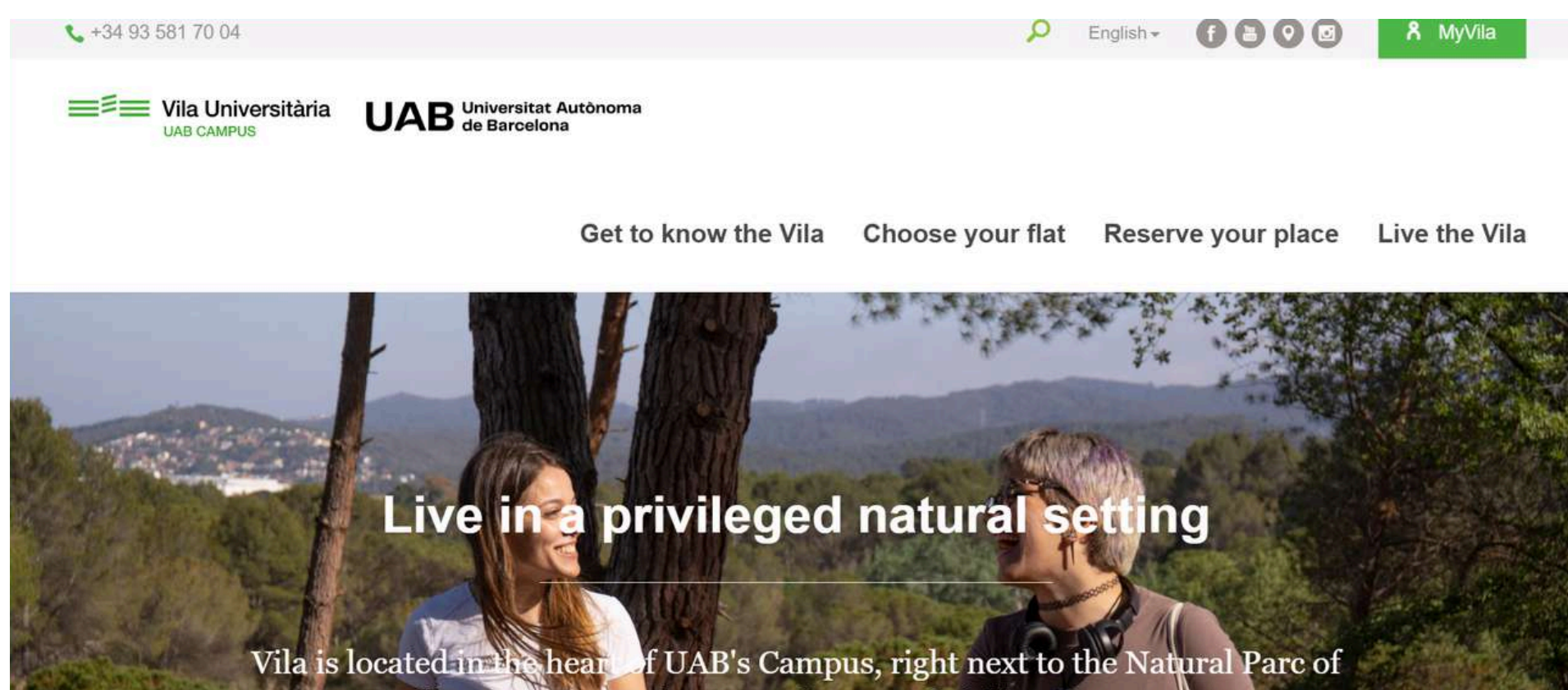
EXCHANGE STUDENTS  
COURSE 2026-2027

## IMPORTANT!

- The application period begins on May 1st. From this date onwards, we will register all applications and sort them by payment date.
- During the process, we will keep you informed about whether your application is complete or if information is missing, as well as the availability status.

## HOW TO SUBMIT THE APPLICATION STEP BY STEP

- 1 Access the application through our website (vilauniversitaria.uab.en)



- 2 Tell us about yourself: Fill out the form with your personal information.

### Things to consider:

- **The DNI (Spanish National Identity Document) is only required for Spanish documents.** If you are a **foreigner, you must always select the passport option**, even if you are only entering your national identity card number. Please note that our system only accepts **9 characters**, so don't worry if your full identity number doesn't fit.

- Choose the Erasmus or exchange option.

Profile \*

Bachelor's degree and Higher Vocational Training Qualification (CFGS)

Erasmus or Exchange

Postgraduate or Doctoral student or Master

Visitor, Researcher, Lecturer, Administrative and Service Staff


Brief non-UAB stays


- 3 Choose your place: You must choose your arrival and departure dates

### Things to consider:

- The **minimum** stay required is **4 months**.
- The **latest departure date** is **June 30th**, but once you live in Vila you can extend your stay if you wish.

2 Choose your place

Entry date\*  

Departure date\*  

- 4 Choose the different apartment options according to your preferences; that is, option 1 will be the one you like the most, and you should continue ordering according to preference.

- 5 Provide more information:  
If you wish to live with a friend, please enter their details in this section. Otherwise, leave it blank. **Apartments are not mixed-gender, except when the total number of beds in an apartment is reached (this must be requested in advance).**



### IMPORTANT!

**If you want to live together, you will each need to submit an application.**

## 6 VISA CERTIFICATE

In the visa option, we recommend you select NO, regardless of your situation, otherwise you will be required to pay two deposits unnecessarily. If you need a document for the embassy, we will provide it to you once your booking is confirmed. The visa certificate **IS NOT A CONFIRMATION.**

I need an official document to get VISA ( the 2nd deposit will be charged as well) \*

Yes

No

7 Complete your booking: Once you have completed the entire application, a summary of your chosen apartment options will appear.

Entry date	Departure date
01-09-2026	15-02-2027

Order of preference	Kind of room	Price
1	Type A Apartment (2 people),Monthly rent per person (expenses included)	533 €
2	Type B Apartment (4 people),Monthly rent per person (expenses included)	424 €
3	Type C Apartment (5 people),Individual room (expenses included)	521 €

\*Example\*

8 Make the first deposit payment of €300.  
Payment methods:

- With a credit/debit card, right after filling in your personal details.
- By bank transfer to the following accounts:

Account Holder: Vila Universitaria SL  
Bank: CAIXABANK  
Account: 2100 0424 3402 0011 4567  
IBAN: ES2100 0424 3402 0011 4567  
SWIFT or BIC: CAIXESBBXXX

Account Holder: Vila Universitaria SL  
Bank: BBVA  
Account: 0182 6035 4102 0161 0705  
IBAN: ES0182 6035 4102 0161 0705  
SWIFT or BIC: BBVAESMM

**For security and transparency reasons, cash payments are not accepted.**

## IMPORTANT!



If you make the payment by bank transfer, you must indicate in the subject **your FULL NAME + your booking code**.

(Example: NAME SURNAME + INT 26/00001) and send me the receipt.


The amount of this **first deposit is €300**.

Forma de pago

Forma de pago \*

Tarjeta de crédito o débito  Transferencia bancaria

Aceptamos



No se aceptan los pagos con tarjeta de crédito Amex y Diners Club

Please note that the fastest option is to pay by credit/debit card, as international transfers can take up to a week to arrive.

Make sure to send your **acceptance letter from UAB** once the petition is done.

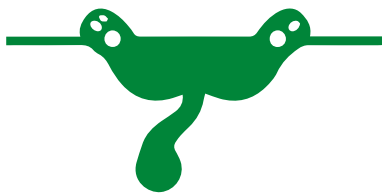
## ESSENTIAL TO COMPLETE YOUR APPLICATION



Send us the UAB acceptance letter.



Please send us the exact arrival and departure dates (even if it's already in the application, we need it in writing).



If you wish to share with a friend, you must inform us by email and provide their first and last name (even if it is already in the application, we need written confirmation).

Please send all the information to [sandra.roman@uab.cat](mailto:sandra.roman@uab.cat) in a single message! We receive a lot of emails at this time of year, so this will make our work easier, and you'll receive a faster response.



## INFORMATION TO TAKE INTO ACCOUNT

- You are making a request and NOT a direct booking, so you can choose any option regardless of whether it is available or not.
- Upon signing the contract (on your arrival day), **you will need to pay a second deposit**. The deposit amount will be the same as one month's rent. Both deposits will be refunded at the end of your stay, provided you adhere to the dates confirmed in your contract and the apartment is in the same condition as when you arrived.
- The payment method must be by credit card; **cash payment is not allowed**.
- **Contracts begin on the 1st or 15th of the month;** therefore, you will be paid for the entire month or half a month depending on your arrival date. The same applies to the departure date; contracts end on the 15th or 30th of the month.
- **If there are no places available, we will refund your €300 deposit** if you decide to cancel your application. If you do not cancel your application, you will remain on the waiting list.
- If you cancel your booking once your place has been confirmed, **you will lose your deposit**, unless you cancel for academic or visa reasons.
- To receive a **visa certificate**, you must already have a **confirmation of your stay or have paid both booking deposits in advance. This certificate is not a confirmation**.



## RENT PAYMENT

### STAYS OF 10 MONTHS

- If you reside within the **SEPA Zone**, you must pay the monthly rent through your country's international account, for stays of 10 months or less.
- Check the SEPA ZONE at the following link: [SEPA ZONE LIST](#) (click and view the list).

- Information needed to make monthly payments through your country's account:

- Full Iban number
- Bank name
- Bank Office
- Bank address
- City
- Swift

- We need you to send us this information **no later than 7 days before your arrival.**
- If your stay is 10 months and do not have a SEPA account, **you must open a Spanish bank account before your arrival and send us the IBAN number** of this account **no later than 7 days before your arrival.**
- The monthly fee must be paid during the **first week of each month.**
- If you accumulate **two consecutive unpaid months, a €50 penalty fee** will be applied the following month.

### STAYS SHORTER THAN 10 MONTHS

- If your stay is less than 10 months, we suggest you to **pay the full amount of your stay in advance**, no later than **7 days before your arrival.**
- If you have any inconvenience, please contact me to see possible alternatives.

**!!NO CASH PAYMENTS ACCEPTED!!**



## WHAT HAPPENS IF YOU SHORTEN YOUR CONTRACT OF 10 MONTHS?

If you **cancel or shorten your 10-month stay**, your contract will change from a 10-month contract without utilities included to a short-stay contract (less than 10 months) with utilities included.

Therefore, we must carry out a **rate adjustment to apply the correct pricing and regularize the difference**.

As stated in our conditions:

“If the final stay is shorter than 10 months, a regularization will be applied using the rate for stays of less than 10 months for the entire period.”

## REFUND OF THE DEPOSITS

The deposit and the additional guarantee will be refunded once:

- The condition of the apartment has been checked, and
- All pending utility bills have been received.

This process may take approximately up to **10 weeks**.

If there are any damages or outstanding bills, their cost will be deducted from the total refund.

It will be refunded into the same bank account used during your stay or into the one you wish.

- Bank name
- Bank's address
- Account holder
- Holder's address
- IBAN or account number
- SWIFT/BIC code



## WHAT HAPPENS IF YOU HAVE ANY UNPAID MONTHS?

- If a bill cannot be collected (**bank return**), a **surcharge of 10% of the bill amount will be applied**, with a minimum of **€4**, as banking fees.
- If **two consecutive unpaid bills accumulate**, an additional charge of **€50** will be applied for non-payment management, in addition to the corresponding surcharges.
- **Accumulating more than two unpaid bills** may result in the immediate **termination of the contract and the loss of the deposit.**

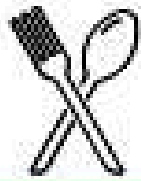
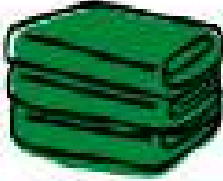


## EQUIPMENT

Vila exchange students have the option to rent their equipment.

- The price is **€21 + 21% VAT per month**.
- At the **end of the contract, the equipment must be returned**; otherwise, a **penalty of €50** may be applied.
  - If you wish to dispose of your equipment, you must return it at the end of the month, on a weekday during office hours, and give **15 days' notice** to avoid charges the following month.


### EQUIPMENT FORM

TABLEWARE	LINENS
2 FLAT PLATES 2 SOUP PLATES 2 DESSERT PLATES 2 COFFEE SPOONS 2 SOUP SPOONS 2 FORKS 2 KNIVES 2 BREAKFAST CUP 2 GLASSES	1 SMALL POT 1 BIG POT 1 FRYING PAN 1 SAW KNIFE 1 SCISSORS 1 SERVING SPOON 1 KITCHEN TONGS 1 SKIMMER
	

I accept the charge of **€21 + 21% VAT per month** for equipment rental. At the end of the contract, I will return the equipment to the designated location. Otherwise, I accept any applicable charges for non-compliance, with a **penalty of €50**.

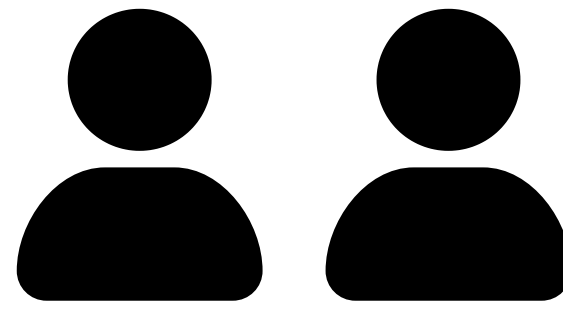
**IMPORTANT!**  
If you wish to dispose of your equipment, you must return it at the end of the month, on a weekday during office hours, and give **15 days' notice** to avoid charges the following month.  
Remember that the home linen set comes in a bag, which must also be returned.

NAME:
APARTMENT:
DATE:
SIGNATURE:



## DOUBLE ROOM IN APARTMENT FOR 2 PEOPLE TYPE A

# A



### 10-MONTH STAYS

390€ / month

#### NOT INCLUDED:

Water consumption + electricity + (20.23+VAT) community fees

### STAYS OF LESS THAN 10 MONTHS

533,94€ / month

#### INCLUDES:

Water consumption + electricity + (€20.23+VAT) community fees



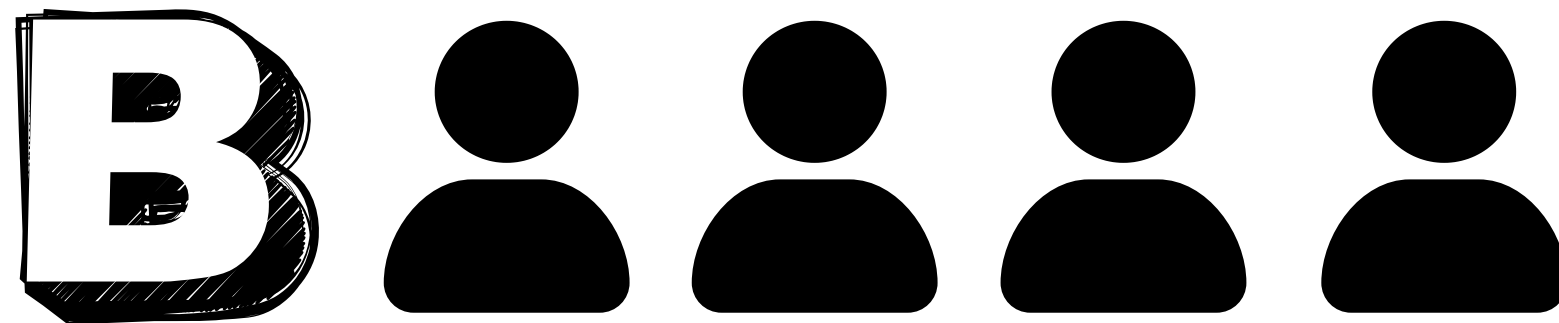
Click on the image to see more information about the apartment

- 40 m2.
- Living room.
- Kitchen.
- 1 bedroom.
- Bathroom.
- Toaster
- Coffee maker
- Dish rack
- Equipped with all necessary furniture.

\*\*The apartments do not include bed linen or kitchen utensils. You can rent them for €21+21% IVA per month.\*\*



## DOUBLE ROOM IN 4-PERSON APARTMENT TYPE B



### 10-MONTH STAYS

€297 / month

#### NOT INCLUDED:

Water consumption + electricity + (20.23+VAT) community fees

### STAYS OF LESS THAN 10 MONTHS

426,71€ / month

#### INCLUDES:

Water consumption + electricity + (€20.23+VAT) community fees



Click on the image to see more information about the apartment

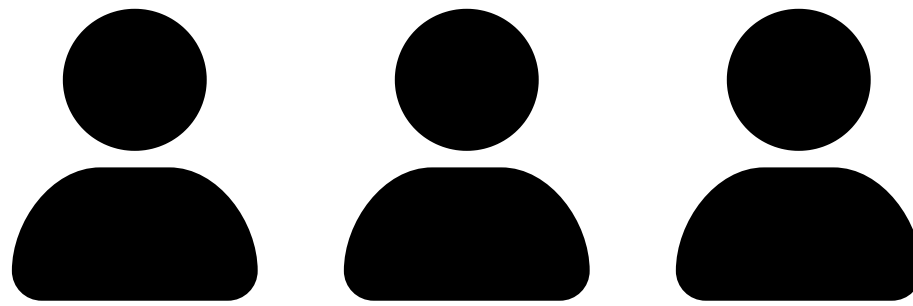
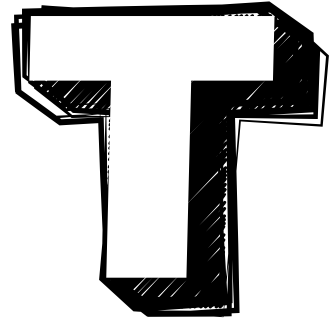
- 76 m2.
- Living room.
- Kitchen.
- 2 bedrooms.
- Bathroom.
- Toaster
- Coffee maker
- Dish rack
- Equipped with all necessary furniture.

\*\*The apartments do not include bed linen or kitchen utensils. You can rent them for €21+21% IVA per month.\*\*



## DOUBLE OR SINGLE ROOM IN 3-PERSON APARTMENT

### TYPE T



#### 10-MONTH STAYS

Single room: €450  
Shared room: €309

#### NOT INCLUDED:

Water consumption + electricity +  
(20.23+VAT) community fees

#### STAYS OF LESS THAN 10 MONTHS

Single room: €596,92  
Shared room: €441,92

#### INCLUDES:

Water consumption + electricity +  
(€20.23+VAT) community fees



Click on the image to see more information about the apartment

- 76 m2.
- Living room.
- Kitchen.
- 2 bedrooms.
  - 1 shared
  - 1 individual
- Toaster
- Coffee maker
- Dish rack
- Equipped with all necessary furniture.
- Bathroom.

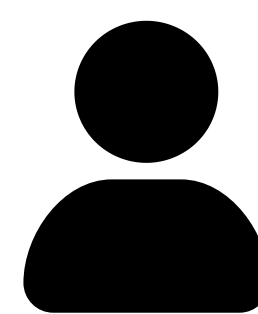
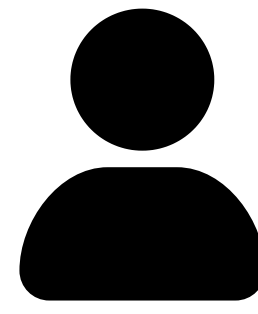
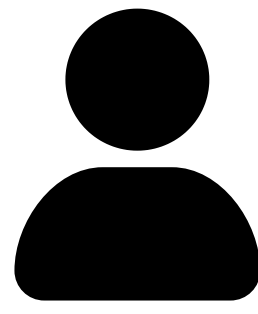
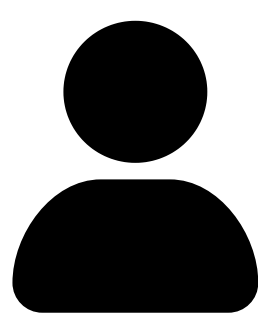
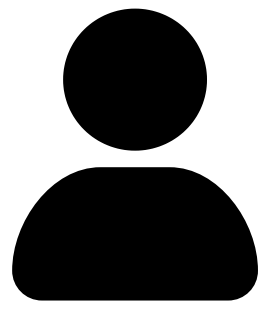


\*\*The apartments do not include bed linen or kitchen utensils. You can rent them for €21+21% IVA per month.\*\*



## DOUBLE OR SINGLE ROOM IN 5-PERSON APARTMENT

### TYPE C



#### 10-MONTH STAYS

Single room: €388  
Shared room: €281

#### NOT INCLUDED:

Water consumption + electricity +  
(20.23+VAT) community fees

#### STAYS OF LESS THAN 10 MONTHS

Single room: €531,94  
Shared room: €413,94

#### INCLUDES:

Water consumption + electricity +  
(€20.23+VAT) community fees



Click on the image to see more information about the apartment

- 101 m2.
- Living room.
- Kitchen.
- 3 bedrooms.
  - 2 shared
  - 1 individual
- Toaster
- Coffee maker
- Dish rack
- Equipped with all necessary furniture.
- Bathroom.



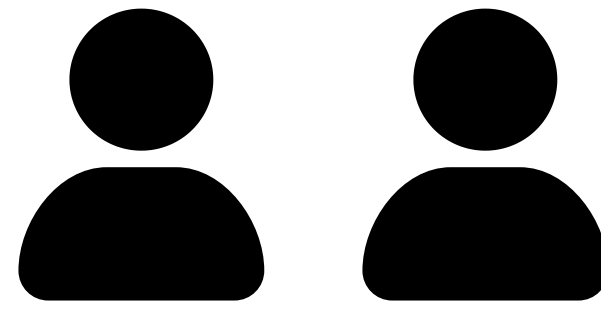
\*\*The apartments do not include bed linen or kitchen utensils. You can rent them for €21+21% IVA per month.\*\*



## DOUBLE ROOM IN 5-PERSON APARTMENT TYPE C



# D



### 10-MONTH STAYS

Individual use: €615

Shared use: €290

#### NOT INCLUDED:

Water consumption + electricity +  
(20.23+VAT) community fees

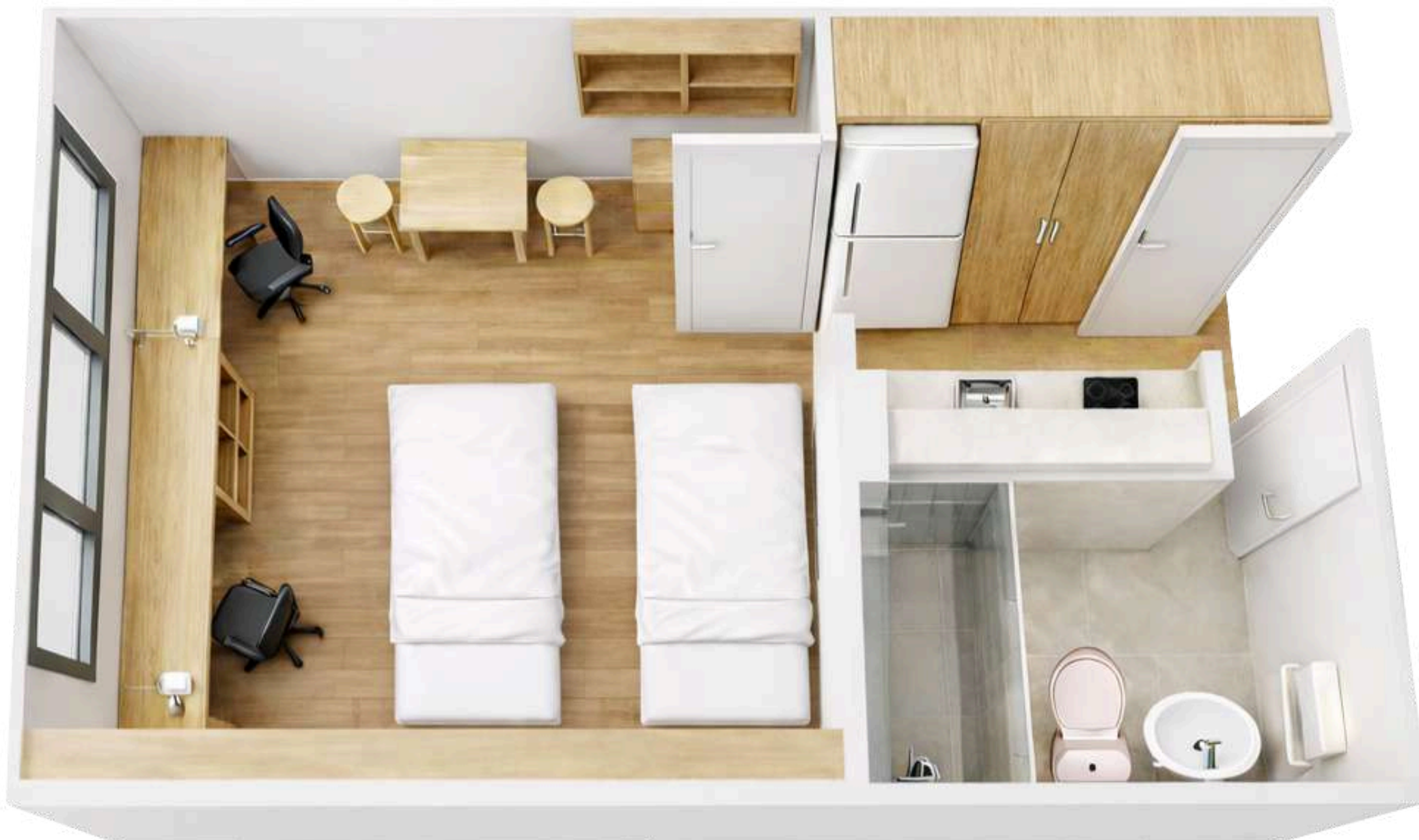
### STAYS OF LESS THAN 10 MONTHS

Individual use: €822,48

Shared use: €427,36

#### INCLUDES:

Water consumption + electricity +  
(€20.23+VAT) community fees



Click on the image to see more information about the apartment

- 30 m2.
- Room – Living Room
- Kitchen.
- Bathroom
- Toaster
- Coffee maker
- Dish rack
- Equipped with all necessary furniture.

\*\*The apartments do not include bed linen or kitchen utensils. You can rent them for €21+21% IVA per month.\*\*



## SERVICES



24-HOUR RECEPTION  
24-HOUR SECURITY  
SUPERMARKET  
RESTAURANTS  
LAUNDRY SHOP  
WIFI  
PAPER SHOP  
STUDY ROOMS (24h)

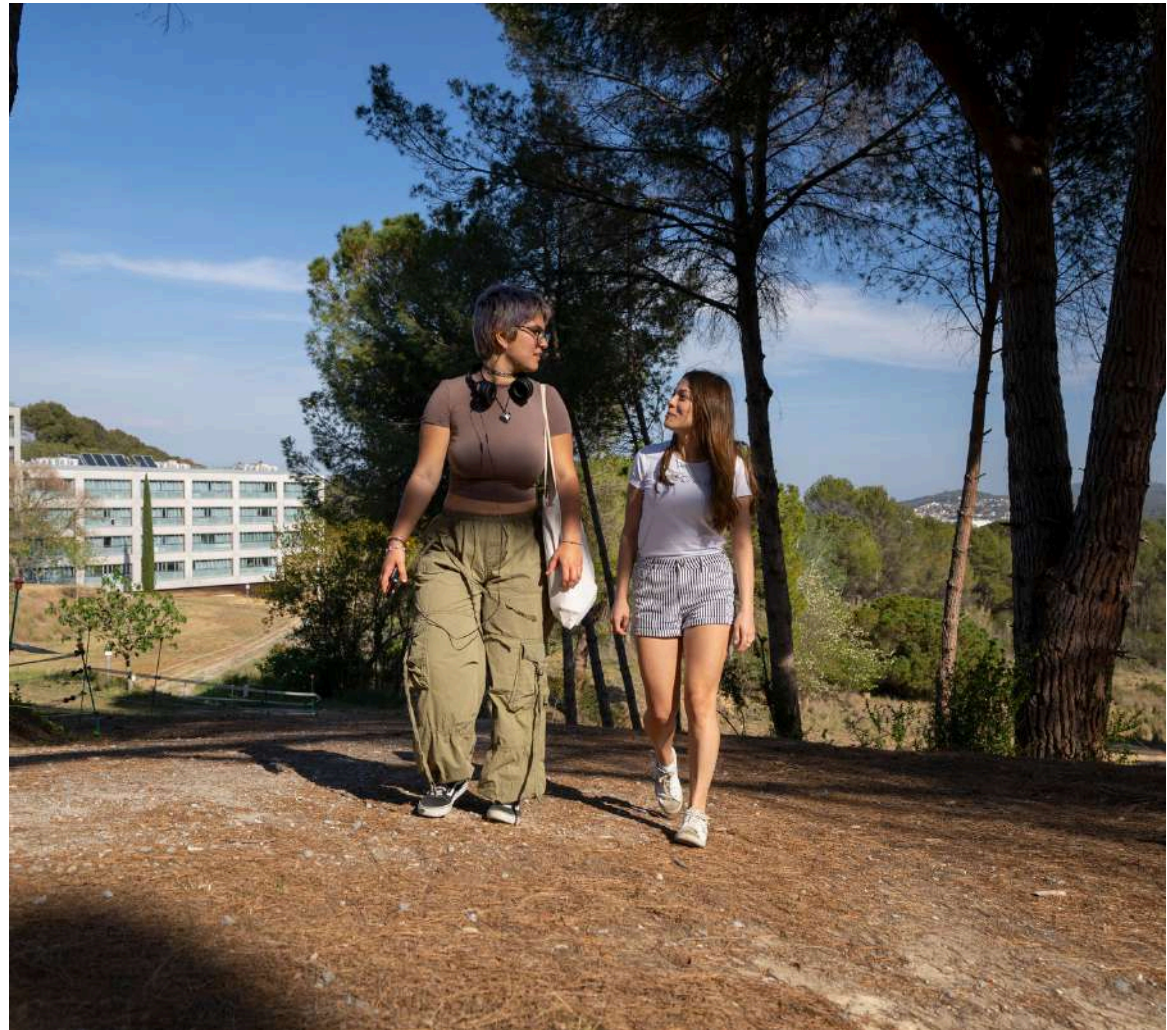


## SPACES



SOCCER FIELD  
STREET-BASKETBALL COURTS  
CALISTENIA  
COMMON ROOM WITH CINEMA  
BEACH VOLLEYBALL COURT  
SUMMER POOL  
STUDY ROOMS (24h)  
vILATECA





## ACTIVITIES

Every week our delegates organize weekly activities for the residents

# FEBRERO EVENTS

LUNES	MARTES	MIÉRCOLES	JUEVES
<b>2</b>	<b>3</b> Noche de dibujo - 20h	<b>4</b> Noche de bingo musical - 20h	<b>5</b> Noche de puzzles - 20h
<b>9</b>	<b>10</b> Personaliza tu máscara de carnaval - 18h	<b>11</b> Reunión inscripciones fútbol- 19h	<b>12</b> Recogida de objetos Erasmus- 18h Pachanga carnaval- 19h
<b>16</b> Vision board - 19h	<b>17</b> First dates - 19h	<b>18</b> Liga fútbol- 18h	<b>19</b>
<b>23</b> Pachanga fútbol- 18h	<b>24</b> Taller de tarros para guardar comida (decoupage) - 19h	<b>25</b> Liga fútbol- 18h Taller DIY velas (conchas marinas) - 18:30h	<b>26</b> Torneo de ajedrez- 18h



**IMPORTANT**



**There are very few single rooms available** in types C and T, but you can still apply. We recommend choosing more than one apartment to increase your chances of moving into Vila.



Choose only the apartment types that interest you. If we confirm an apartment type you indicated in your application and you decide to cancel, the deposit will not be refunded unless it is for academic reasons.

## **CONTACT**



sandra.roman@uab.cat



+34 93 581 70 50



<https://vilauniversitaria.uab.cat/en/>

**THANK YOU FOR YOUR INTEREST IN VILA UNIVERSITARIA.  
WE WILL BE WAITING FOR YOUR NEWS.**



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