



HANDBOOK TO APPLY FOR ACCOMODATION

Master and PHD
Students

Academic year 2018-2019

ViLA
Universitària

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



Premium Studio Type Q

▶ Shared use : 399€ / per month

▶ Single use: 763€ / per month

- 2 study chairs
- 2 living room chairs
- 2 study tables
- 2 bookshelves
- 1 living room table
- 1 salon table
- 2 single-seater sofas
- 2 beds with bedhead and spring mattress
- 2 bedside table with drawers
- 4 wardrobes (with sliding drawers and baskets)
- 2 bedside table lamps
- 1 refrigerator
- 1 microwave oven
- 2 mattresses and covers
- 2 sofa covers
- 1 letterbox key
- 1 bath curtain
- 1 halogen standard lamp

- 40 m
- Living room
- Fully equipped office kitchen
- 1 room
- Bathroom
- Equipped with all the necessary furniture

* The payments are monthly or biweekly. If you arrive after the 21st you will pay extra nights

*The apartment is equipped with bed line, towels and kitchenware. The price also includes access to SAF (UAB sports facilities) and a weekly cleanness.

NOTE: the furniture and other elements listings are for information purposes only and subject to change.



4 People apartament double room Type B

10 months stays:

239€ / per month

Less than 10 months stays:

326,74€ / per month

76 m

Living room

Kitchen

2 rooms

Bathroom

Equipped with all the necessary furniture

4 study chairs

4 living room chairs

4 study tables

1 living room table

1 coffee table

4 bookshelves

4 beds with bedhead and spring mattress

1 display cabinet for the living room

2 single-seater sofas

1 two-seater sofa

4 bedside tables

4 wardrobes (with sliding drawers and baskets)

1 clothes-horse

1 telescopic clothesline

1 refrigerator

1 microwave oven

Other elements

4 mattresses and covers

Covers for the 3 sofas

1 letterbox key

1 halogen standard lamp

*Important: If you arrive from the 1st to the 15th, you pay the full month and from the 15th to the 30th half month

*The apartment has no bed linen, towels and kitchenware. You can rent it for 12,10 euros per month

NOTE: the furniture and other elements listings are for information purposes only and subject to change.



3 People apartment Type T

10 months stays:

Single room: 333€ per month

Shared room: 246€ per month

Less than 10 months stays:

Single room: 426,74€ per month

Shared room: 333,74€ per month

76 m²

Living room

Kitchen

2 rooms (1 individual and 1 twin)

Bathroom

Equipped with all the necessary furniture

3 study chairs

4 living room chairs

4 study tables

1 living room table

1 coffee table

4 bookshelves

3 beds with bedhead and spring mattress

1 display cabinet for the living room

2 single-seater sofas

1 two-seater sofa

4 bedside tables

4 wardrobes (with sliding drawers and baskets)

1 clothes-horse

1 telescopic clothesline

1 refrigerator

1 microwave oven

Other elements

3 mattresses and covers

Covers for the 3 sofas

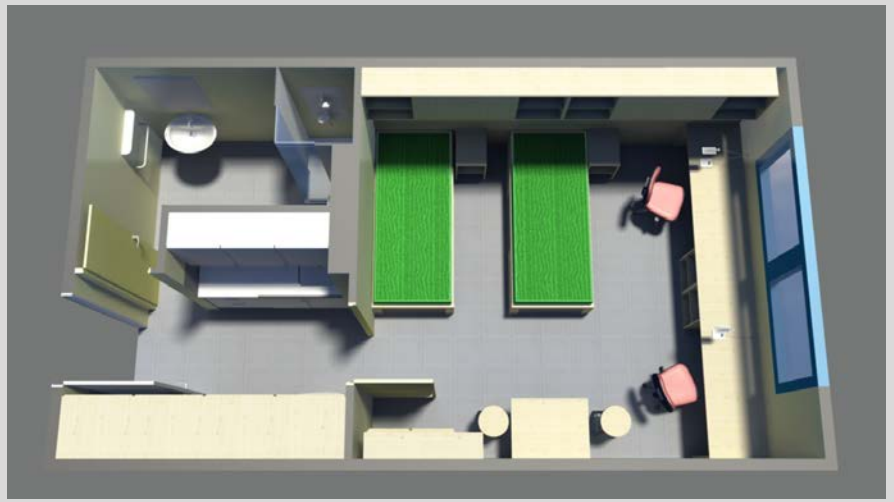
1 letterbox key

1 halogen standard lamp

*Important: If you arrive from the 1st to the 15th, you pay the full month and from the 15th to the 30th half month

*The apartments type B, D and T have no bed linen, towels and kitchenware. You can rent it for 12,10 euros per month

NOTE: the furniture and other elements listings are for information purposes only and subject to change.



Studio Type D

10 months stays:

Single use: 460€ / per month

Shared use: 230€ / per month

Less than 10 months stays:

Single use: 600€ / per month

Shared use: 325,41€ / per month

30 m

Room - Living room

Kitchen

Bathroom

Adapted for disabled persons

Equipped with all the necessary furniture

study chairs (padded or PVC)

2 study tables

1 living room table

2 sliding drawers

2 bookshelves

2 beds with bedhead and spring mattress

1 bedside table

1 double wardrobe

1 refrigerator

1 microwave oven

Other elements

2 mattresses and covers

1 letterbox key

1 halogen standard lamp

*Important: If you arrive from the 1st to the 15th, you pay the full month and from the 15th to the 30th half month

*The apartments B, D and T have no bed linen, towels and kitchenware. You can rent it for 12,10 euros per month

NOTE: the furniture and other elements listings are for information purposes only and subject to change.

Which rate am I going to pay?



In Vila Universitaria are different rates depending on the length of your stay. There are two types of rates and each one has its advantages that you should consider.

Rates For a 10 months stay

If you sign a contract for 10 months you will pay this rate. This rate does not include water, electricity and community expenses. These expenses will be account separately

So, in order to budget your stay in Vila you should consider all these expenses:

RENT : DEPENDING ON THE TYPE OF APARTAMENT
+
COMMUNITY EXPENSES: 18,63€
+
WATER AND ELECTRICITY
(DEPEND ON THE ACTUAL EXPENSES)
INDIVIDUAL METERS FOR LIGHT AND WATER PER FLAT

Less than 10 months stay

This rate is a fixed price. The price is higher than the other but it includes all the expenses, so you don't have to consider anything else. The expenses are not unlimited

How to fill the application: STEP BY STEP

→ 1. Log on the application form of the website



→ 2. Tell us about yourself. Fulfill the application with your personal data. These details are the ones that will appear in the contract.
Important: In document you have to put D if you are national and P for foreign

Choose the option "PHD or master student"

A screenshot of a 'Profile' selection form. The form has a title 'Profile *' and five radio button options:

- 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

The third option, 'Postgraduate or Doctoral student or Master', is selected and highlighted with a red underline.

→ 3. Choose your place. You should choose your approximate check in and checkout date. Notice that the **minimum stay in 4 months**

Depending on the length of your stay, it will be shown only one type of rate

You can choose different options choosing "Option 1" for the one that you like the most and keep choosing your other preferences.

Notice that you are doing an APPLICATION not a direct booking. So you will be able to choose any type of apartment regardless the apartment is available or not.

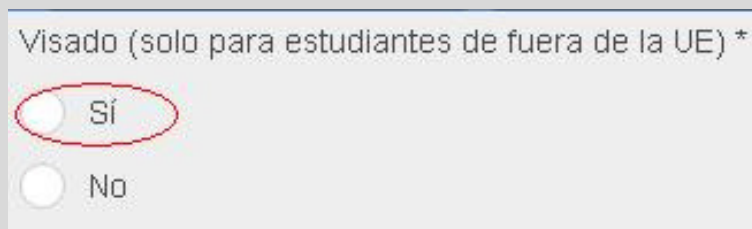
→ 4. Give us more information. If you want to live with someone you know, you should fill the details of this person. If it is not the case, please don't write down anything.

The apartments are not mixed.

IMPORTANT: If you want to live together each one of you should fill one application of accommodation. If you just write the details of the other persons does not mean that you are applying for the other person as well.

→ 5. If you need an official certificate in order to apply for visa or other process, you should choose YES in the option. If you do, in the payment you should pay 170 euros + 2nd deposit of the "Option 1".

IMPORTANT: The fact that you paid the second deposit for the first option that you chose, does not guarantee that option will be the one that will be assigned for you.



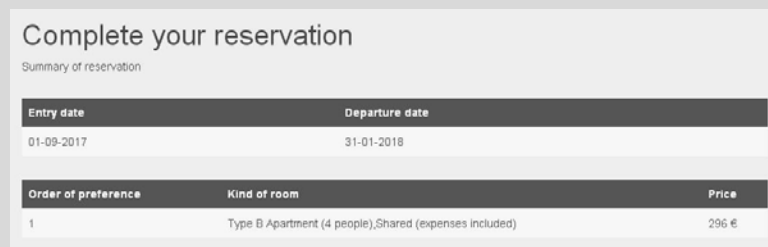
Visado (solo para estudiantes de fuera de la UE) *

Sí

No

If you don't need any official certificate, you should choose NO and in the payment you will only pay 170 euro in order to do the application. You will pay the second deposit when you arrive.

→ 6. Once you complete the process, you will have a summary of the chosen options.



Complete your reservation

Summary of reservation

Entry date	Departure date
01-09-2017	31-01-2018

Order of preference	Kind of room	Price
1	Type B Apartment (4 people), Shared (expenses included)	296 €

*It is only an example image

IMPORTANT: The payment of 170€ is not a confirmation. Wait to our answer

Payment

You can pay by card or by bank transfer. If you pay by card we will receive it in two working days. If you pay with transfer, it can be around four days.





Total payable 170.00€

Method of payment

Method of payment *

Credit or debit card Bank transfer

We accept

Payments with Amex and Diners Club credit cards are not accepted

IF YOU PAY BY TRANSFER, PLEASE WRITE DOWN THE REFERENCE CODE OF YOUR APPLICATION IN ORDER TO IDENTIFY THE PAYMENT. EXAMPLE: DOC 17/00001

NECESSARY TO FINISH THE APPLICATION PROCESS

You should send the acceptance letter to this email address: vila2@vilauniversitaria.com or Raquel.jimenez@uab.cat

Once we receive the whole information:

APPLICATION

+

PAYMENT

+

ACCEPTANCE LETTER



WE WILL CONTACT YOU IN ORDER TO INFORM YOU

IMPORTANT INFORMATION

Confirmation of accomodation

- We will start sending confirmations of accomodation in June if you arrive in September. If you arrive after September, we will do it one month in advance.
- The application period for the second semester starts in November
- If you asked for a certificate, you will receive it once you we receive all the information. Notice that this certificate does **NOT CONFIRM YOUR STAY**
- If any of the options is not available you will receive the information about the waiting list
- If once you have your confirmation, you delay your arrival for more than 15 days or for no specified day, you will be written down in the waiting list until you inform us about your new arrival day. Once you know the new arrival date we will inform you if the place is still avaibale or not.

Cancellation

- If you cancel the reservation before this is confirmed, we will refund you the deposit paid.
- If you cancel the reservation once this is confirmed, you will lose the deposit unless you cancel for academic reasons

Rent and Payment

- If you are from the SEPA zone, you have to bring us your international account number, to pay the monthly rent. Please verify if you are from SEPA zone in the following link:

http://www.sepaesp.es/sepa/es/secciones/enlaces/Listado_de_paise/

- If you are going to bring the international account number, you have to bring the following information:

IBAN NUMBER - NAME OF THE BANK OFFICE- NUMBER OF THE BANK OFFICE - BANK ADRESS- SWIFT

IMPORTANT INFORMATION

Rent and Payment

- If you do not live in the SEPA zone, you have to open a Spanish account number. You have three days to open it since your arrival.
- You have the option to pay the full stay, if you stay less than four months by transfer or by credit card- *BEFORE YOUR ARRIVAL*
- Before your arrival, you should have inform us, about how are you going to pay the rent
 - The rent payments cannot be paid directly with scholarships. It means that regardless you have received the money or not you will have to pay each month the rent.



THANK YOU
FOR YOUR INTEREST IN
VILA UNIVERSITARIA AND
FOR YOUR APPLICATION

ViLA
UniverSitària

25 anys
de Vida a
l'Autònoma