

26/27

Welcome Guide for New and Exchange Students

Universidad de Navarra

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The University of Navarra

We are ready to welcome you in September.

Visit the campus with our Virtual Tour



Letter from our President



Dear student,

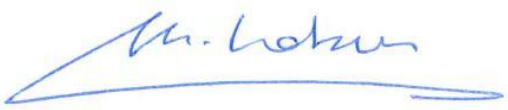
Welcome to the University of Navarra! Everything is ready for an extraordinary university experience in academic year 2026-2027. Getting this far has been a real challenge, but now one of the most exciting stages in your life is just around the corner: many congratulations!

In the journey you are about to begin, you'll have the help and support of all the students, professors and other staff at the University of Navarra. Your School will provide you with the academic and human space you need to explore new fields of knowledge, and enable you to take full ownership of the learning process. The cultural, social and sports activities available will also broaden your horizons, giving you the chance to mingle with students from other Schools and areas. Take every opportunity that comes your way!

In 1972, the founder of the University of Navarra gave a speech that continues to inspire our university community. He talked about the University as an institution that would "contribute with its universal work to the lowering of barriers which prevent mutual understanding among men, to the alleviating of fear of an uncertain future, to the fostering, by its love for truth, justice and freedom, of true peace and concord among peoples and nations". These are words that should encourage us all, including new students starting out, to work towards building a better world from the various perspectives of our different fields of study.

Last but not least, I would like to thank your families for the trust they have placed in the University of Navarra.

I wish you all the best as you embark on your university journey.



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Basic tools

- Email
- Technical requirements
- Wifi
- University card

Check the IT help desk here



Email

As a new student you will receive your university email account (*user@alumni.unav.es*) when you enroll.

Check all available information about your email account here.

The University always sends information to your university email account, so you should check it regularly

Recommended applications

The University has an agreement with Google under which it offers communication tools and G Suite for Higher Education to the university community.

You will have access to all these applications which will help you organize your study.

- Gmail account
- Drive, to save, organize and work on shared documents
- Gemini, artificial intelligence system
- Calendar, to manage your timetable and activities
- Meet and Chat, to communicate and hold online sessions
- NotebookLM, allows you to upload documents and work with them

For more information and advice about the various applications available, click here.

Wi-Fi

The University is part of the Eduroam wifi network, along with many universities throughout the world. You can access the network from any place on the campus.

Find out how to configure your smartphone or laptop here.

University card

At the beginning of the academic year, every student is given a university card once they have enrolled..

Always carry the card with you when you are on campus.
More information here.

It allows you to:

- Access the library and take out books
- Access all buildings on campus
- Access sports facilities
- As a form of identity during exams



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Academic Information

It is important that you understand from the start how to manage your academic life.

To this end, the University will offer you support (depending on whether you are a full time undergraduate or an exchange student) and tools you should become familiar with.



If you are an undergraduate student…

All students are assigned a mentor that provides them with personalized tutoring throughout their studies.

You should find out who your mentor is in the first few days. It is advisable that you meet with your mentor regularly from the beginning of the academic year so that you can start your studies in the best way.

Find out how personalized tutoring works by clicking here.



If you are an undergraduate student…

Every School also has a Study Coordinator, who you should contact regarding any queries in relation to timetables, exams and other academic issues.

Check here to find out who your Study Coordinator is.



If you are an exchange student…

Every School has an International Coordinator.

Contact them directly if you have any academic queries: class registration, grading system, etc. Contact details here.

International Relations Office

All international students, including exchange students, can contact the International Relations Service if they have any non-academic queries that may arise.

The International Relations Office is located at the Central Building. You can come by the office or email them at welcome@unav.es

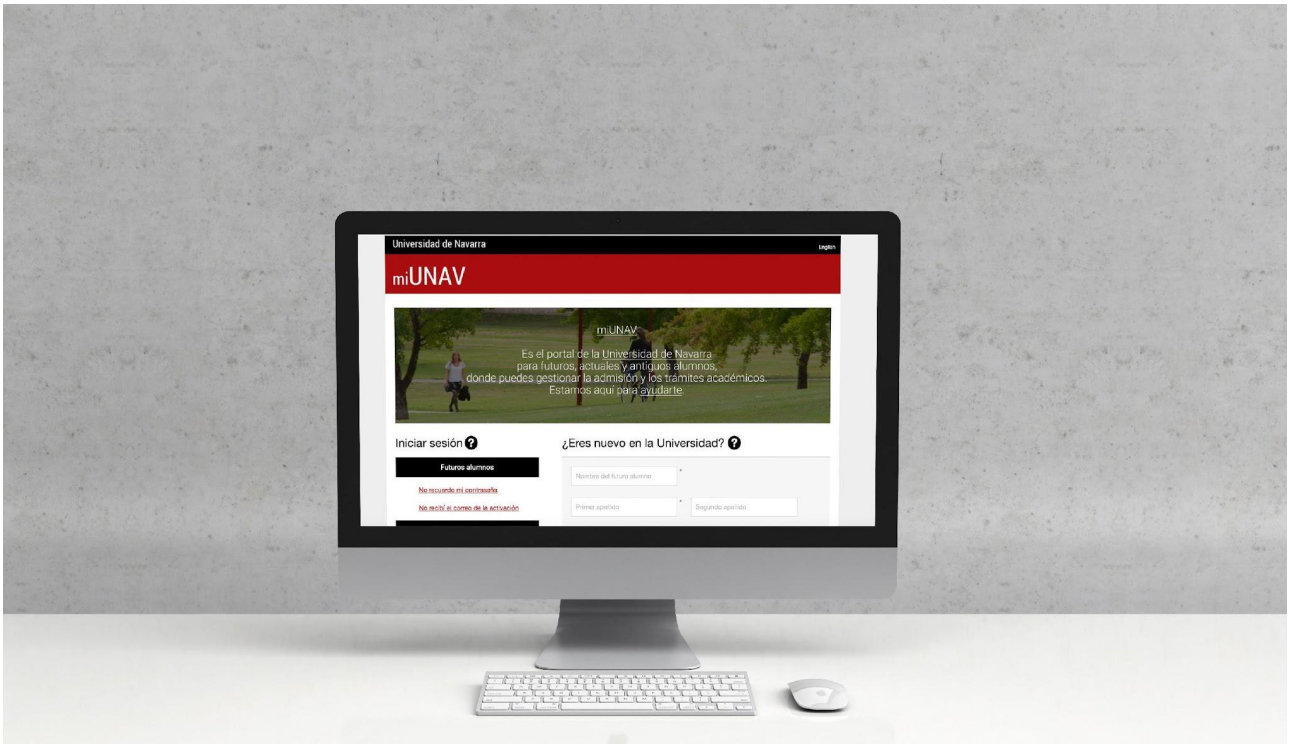


miUNAV

You are already familiar with miUNAV, the online portal through which you enroll in the university.

miUNAV also enables access to the Academic Information Portal and processes all academic queries: submit a request, check your grades, apply for a certificate, etc.

Remember how to access here.



ADI Online Classroom

Aula Virtual ADI or ADI Online Classroom is a digital portal for university teaching. This system gives you direct access to:

- The webpage of every subject with information about the program, evaluation criteria, bibliography, etc.
- Notifications and updates from professors
- Organization and relevant information for the academic year: election of student representatives, calendars, etc

To access ADI, enter username + password of your @alumni.unav.es account here.



Universidad de Navarra App

Use the Universidad de Navarra app to check your exam results whenever you want, from wherever you are.

Using your smartphone you can check your results, see the date, time and place of revision, and find out whether the grade is provisional or definitive. Furthermore, you can receive a notification every time a new result is published.

To access the app, all you need is your username + password of your email @alumni.unav.es and select your academic transcript.

You can download the iOS/Android app here.



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Academic Regulations

Like all organizations and as a third level institution according to national law, the University has a series of regulations to be followed so as to ensure it continues to be a center of academic excellence.



Student regulations

There are many types of regulations covering different areas: evaluation procedures, behavior, personalized mentoring, requisites to fulfill to pass from one academic year to the next, etc.

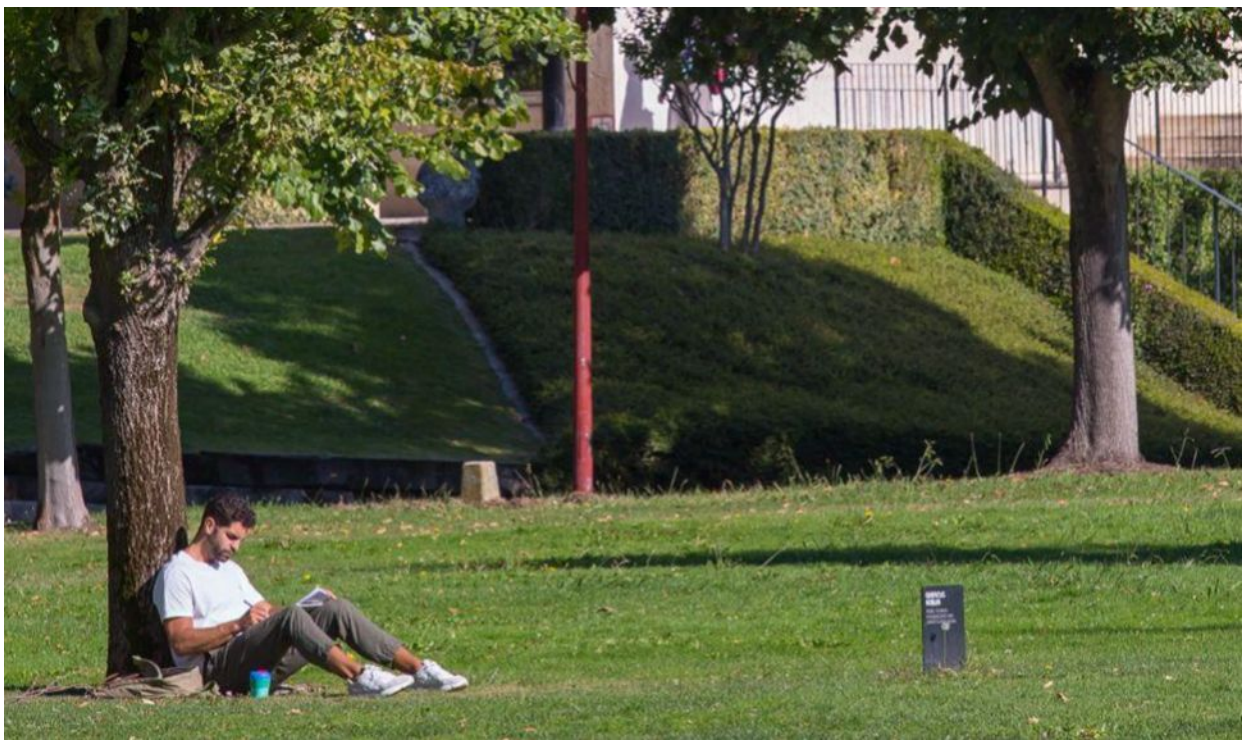
All the information is available here. Make sure you select “Students” on the menu.



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Practical information

For Campus life



Academic calendar

The academic year usually begins on the first day of September and finishes in the final week of June, with holidays at Christmas and Easter.

The academic calendar may vary slightly depending on the school. Please consult the student section on the school's website to verify the dates.

Check the general academic calendar for the Pamplona Campus on this website.



Housing

Whether you live on or off campus, in a residence hall or an apartment, there are many excellent options available to enable you enjoy your university experience.

If you do not have accommodation yet, check out the options here.



Arriving in Pamplona

Pamplona has an airport with regular flights to Madrid (Iberia). The nearest international airport is in Bilbao, with flights to many European cities. There is a bus from Bilbao to Pamplona.

You can travel to Pamplona from Madrid and Barcelona (and other Spanish cities) by train.

The bus is also an option, with routes to many cities throughout Spain. There is a direct connection with Adolfo Suárez-Barajas Airport in Madrid.

Click here for further information.



Getting around Pamplona

It is very common to walk everywhere in Pamplona because of the size of the city and the short distances between the campus, housing areas and the city center. There is a bus network popularly called "Villavesas". See the different routes here.

The use of bicycles is also recommended. Click here for further information.

It is worth purchasing a travel card to reduce costs.



Campus safety

The campus and the city are very safe, but it is always useful to have the relevant information about steps to follow in case of emergency.

In case of accident or emergency you should **call 112**, which is the national emergency number. Please save it in your telephone contacts list.

If you are on campus you should ring the Control Center (948174448) or contact a doorman at the nearest building.



Accidents on campus

If you have an accident on campus, your enrollment fees include healthcare coverage.

It is important that you read the conditions in the section “In case of an accident” here.

All safety-related information is available here.



Where to eat on campus

There are cafés located in different buildings on campus. You can have a coffee with your friends and most of the cafés also provide lunch with healthy options.

There are also self-service coffee machines, and machines serving cold drinks and snacks. In addition, there are meeting points in the buildings where you can heat and eat the food you bring from home. And the Museum of Art offers its MUN Bites&Break

Find out where the cafés are located here.



Reserve classrooms and seminar rooms

Students are allowed to reserve classrooms and seminar rooms in different buildings for group work or presentations.

Reserve by clicking here.

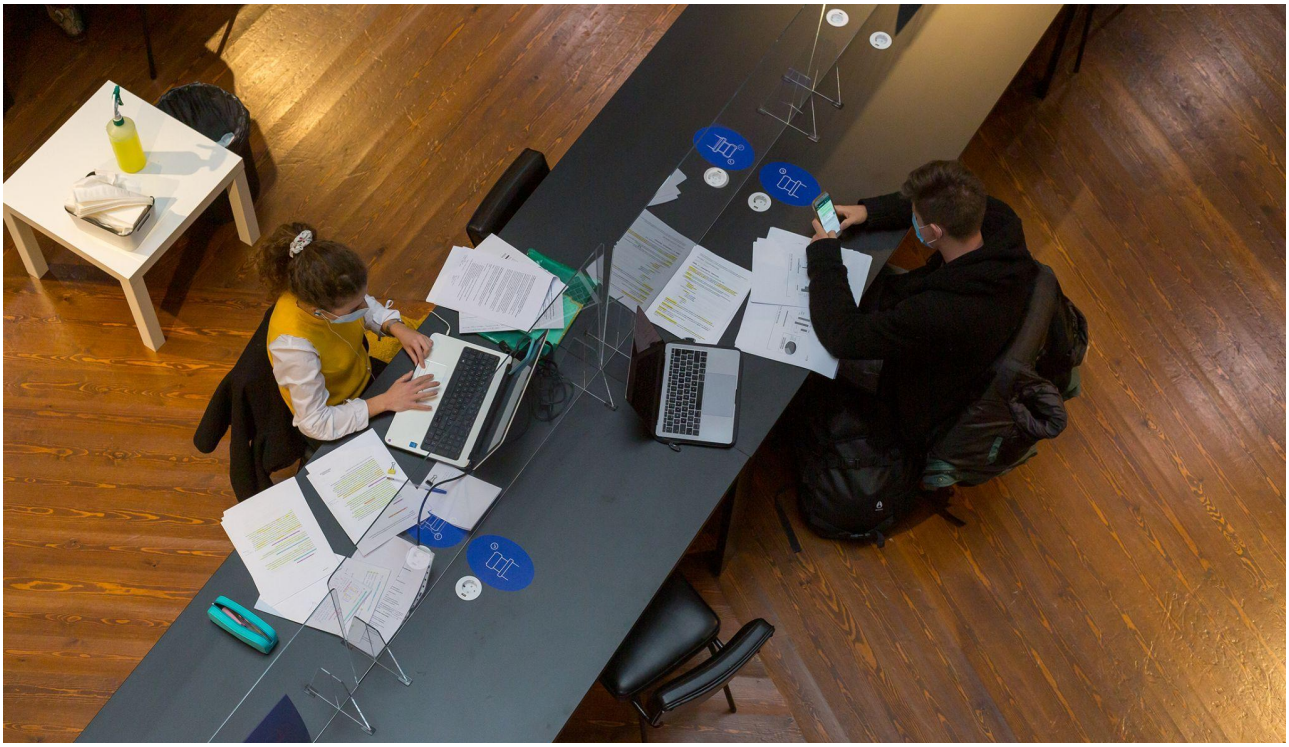


Libraries

The University Library Services provide a wide range of paper-based and electronic resources to ensure you have all the necessary reference material for your studies, as well as workspaces that meet your needs.

- Main Library
- Science Library

For more information, opening hours, reservations , etc., click here.



Printing on campus

Copy centers are located in two buildings on campus: Sciences and Communicaton Buildings.

There are also printers and photocopiers in many buildings.

You will need a PIN that can be obtained in the copy centers. For more info click here.



University style

Your university experience is another step towards professional life, an idea that shapes our approach at the University of Navarra.

How we dress reflects respect for professors and the institution. The context of professionalism means shorts, see-through clothing, sports clothes or any other garments that are not appropriate for an academic environment should not be worn to class. The dress code is smart casual/business casual.
We would also ask for your cooperation in keeping our facilities clean and tidy. You can only bring a bottle of water into the classroom. Food and drink should be consumed in the appropriate eating areas.

For more information click here.



AJÁ: Legal advice for students, from students

If you require legal advice at any time, contact AJÁ, which offers free legal advice about your rights and how to proceed.

Click here for further information.



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Campus experience

University life is more than classes, presentations, or the laboratory.



Compass

ICompass supports you every step of the way with personalized coaching, expert tips, practical guides, and workshops. Discover how to make the most of your college years, nail your work-study balance, and maintain a healthy, active lifestyle.

Find out more information on the web.



Sports

The University Sports Center has a number of sports clubs, competitions and activities. Highlights include the Sports Talent Program and the Center for Olympic Studies.

Find out more information, including how to reserve courts, etc. on the web.



Tantaka

Tantaka is the Voluntary Work Time Bank at the University. Through Tantaka, you can devote time to the marginalized in our community.

Find out about the volunteering programs that best fit your personality and talents by clicking here.



Language Institute

During your college years, you can take advantage of the opportunity to study any of the languages offered by the Institute.

If Spanish is not your native language, or if you have not studied in this language before, the Institute will be your perfect partner to help you perform your best

Find out about the Language Institute here.



Museums

The University of Navarra has two museums that are a perfect complement to campus activity.

The Museum of Art, with important fine art and photography collections which holds many exhibitions throughout the year. The Museum Theater is a great venue and hosts many dance recitals, plays and concerts run by prestigious companies.
The Museum of Science offers a wide range of events and activities relating to scientific research and science communication for people of all ages and backgrounds.

You can visit the information about the Museum of Art here. This is the link to the Science Museum website.



Creative Campus

If you would like to act, join a choir or form part of a university orchestra, participate in the Artistic Talent program or “The Voice of your School” competition among many other activities, check out all the details

Find out what you can do on this website.



Chaplaincy

The Chaplaincy service and its priests are available for all students in all Schools.

Activities include the celebration of Mass and administering the sacrament of Penance to Catholic students, but the chaplaincy also organizes a wide range of other activities which all students are welcome to attend regardless of their beliefs. The chaplains are always available to listen and talk in confidence.

Find out who is the chaplain for your School and further information about activities here.



Traineeships and employment

During your time at university, you will be able to do internships in businesses or institutions related to your area of study, as well as benefit from the opportunities and tools that our "Servicio de Prácticas y Empleo" offers you in preparation for your future professional life.

Don't miss on opportunities: check out their web here.



Innovation Factory

Innovation Factory is the Centre for Innovation and Entrepreneurship at the University of Navarra. They work to improve the entrepreneurial skills of our students, create companies from the knowledge arising from research and support all the projects that are born in the University.

Discover here the GPIE program and other activities organized by Innovation Factory.



And much more!

There are many other initiatives by Schools and students that will further enrich your university experience.

All the information is available here.



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International Students

International students need information and support in certain processes and procedures to ensure their integration in Pamplona and on campus is as quick and easy as possible.



Immigration

International students need to complete several processes so that their stay in Spain is legal.

Whether you are a citizen of a EU country, or a national of a non-EU country, you will find all the relevant information here.

Please address any queries to the International Relations Office at visa@unav.es.



Healthcare and medical insurance

To receive healthcare in Spain, international students need medical insurance which has a good coverage, valid for a whole academic year, to be renewed annually.

Students from the EU can use their European Health Insurance Card for healthcare, but private insurance will include more coverage (like repatriation) which is advisable.

You can check insurance options here.



Banks

To open a bank account your will need to have a TIE (Foreign Identity Card), which takes some time to obtain.

For this reason, a number of banks make useful exceptions. In the University branch of the Banco Santander in Pamplona (Calle La Rioja, 2) you can open an account using your passport.
If you prefer online banking , N26 can be a good option.

Cell Phones

There are several cell phone companies in Spain offering competitive deals.

If you will be studying for several years at the University, it is better to sign a contract; however, you will need the TIE (Foreign Identity Card) to do so.



Homologation of high school degree and UNEDasiss Accreditation

All students coming from non-Spanish education systems must officialize their high school degrees.

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Two possible ways depending on the education system of origin:

- European Union education systems o IB Program

  Apply for UNEDasiss credential

- Non-European Union education systems

  Apply for homologation of high school degree

For further information contact:
admision@unav.es



Exchange students

The key contact for exchange students is the International Coordinator in your School.

Contact your Coordinator for any queries about subjects, timetables or any academic issues that arise. You can find their contact details here.

International Relations Office

All international students, including exchange students, can contact this service for any non-academic questions or queries that may arise. The International Relations Office is located on the ground floor of the Central Building *(Edificio Central)*, and can also be contacted at welcome@unav.es

The University also offers a Buddy Program, which is run by students of the International Committee.



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Pamplona and Navarre

Don't miss this opportunity to get to know a region of contrasts with unforgettable landscapes.



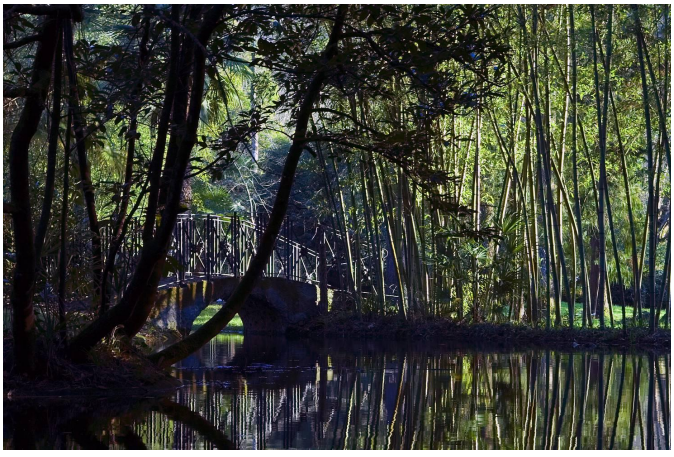
Navarre













Navarra offers a wide variety of heritage, both historical and natural. Find out here everything you can't miss.

Pamplona













Pamplona is a small and safe city that offers plenty of leisure and cultural plans. Discover everything you can do here.

Start 26/27

A memorable year awaits you!

Universidad de Navarra