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Welcome to the University of Malaga, a young, outgoing university, committed to providing the highest standards in teaching, research, student care and services. Through our experience, continual improvement and renovation, we shape a dynamic and efficient university, open to the world and focused on the future.

The university is located in Malaga, the capital city of the Costa del Sol. This cosmopolitan city on the Mediterranean coast, offers visitors a spectacular natural setting, enchanting streets, charming people and a privileged climate.

On behalf of the staff at the Centro Internacional de Español (CIE), we hope to welcome on our Spanish Courses, which are offered according to the ECTS credit system and recognized as University of Malaga certificates.

Finally, I sincerely hope that you will enjoy your stay at our University and that it will be an enriching and unforgettable experience.

We look forward to welcoming you soon.

Carlos de las Heras
Vice-Chancellor of Institutional Relations and the Chancellor’s Office
INTRODUCTION

From its very beginnings in 1947, the Centro Internacional de Español of the University of Malaga (CIE-UMA) has combined quality teaching expertise with highly qualified academic and administrative staff. This has allowed our Centre to expand and, since 2011, a wide variety of courses and programmes that meet the diverse and growing demands of Spanish language learners are now offered at three sites (Malaga, Marbella and Mijas).

The University of Malaga fully participates in the internationalization process as carefully outlined in its Strategic Plans. As such, we have been entrusted by the university with the task of achieving the highest possible university level standards in the teaching of Spanish as a second language. We seek to provide language training to students who express – in a common language - the richness of their multicultural experience.

In this exciting task, those who are part of the CIE-UMA, work daily with students and universities, private companies and national and international institutions, to refine one of the most important internationalisation tools at present: the Spanish language, mother tongue and second language for hundreds of millions of people worldwide. Spanish for a global world: this is the objective which determines our work.

It is an objective for which Malaga is especially suited, since the city holds what for many other places is an unattainable dream. Its people are the product of a rich mixture of ancient, knowledgeable cultures, attracted by calm seas and a benevolent climate. Today, the people of Malaga integrate with people from many different countries who speak a multitude of languages. In this melting pot, Spanish is a koiné, or common language.

In this context, the CIE-UMA combines tradition and experience with the energy of our versatile and multifunctional Spanish. We warmly welcome those who come to share with us their lives and their voices: voices dedicated to fertile speech, a guarantee of understanding.

Gaspar Garrote
Director
1. FACILITIES AND SERVICES AT OUR CENTRE (EL PALO CAMPUS, MÁLAGA)

- **Main building:** 2,000 m² two-storey building.
- **Reception area:** spacious area used as a reception area for students, lectures, DELE examinations and other activities.
- **Classrooms:** 18 classrooms (all with audiovisual equipment).
- **Virtual classroom:** teacher workstation and 15 student workstations.
- **Tutorials:** two offices.
- **Patios:** two open-air patios inside the main building.
- **Multicultural classroom:** area for extra-academic activities, where students can study, revise, relax and socialize.
- **Secretary’s office:** administration and information office.
- **Wi-Fi network:** Wi-Fi connection for students enrolled at our school.
- **Cultural Mediation:** programme specializing in interaction among students to help them in their integration process.
- **Meeting Room.**

2. SERVICES CLOSE TO OUR CENTRE

- **Bus stops:** 50 m. from our Centre, in Avenida de Juan Sebastián Elcano (routes 11, 3 and N-1).
- **Taxi rank:** in the same street as our Centre, Avenida de la Estación, El Palo.
- **Post office:** 50 m. from our Centre, in Avenida de Juan Sebastián Elcano, 178.
- **El Palo beach:** 100 m. from our Centre, with restaurant services, some under agreement with the CIE-UMA.
- **Police station:** 450 m. from our Centre, in Avenida de Juan Sebastián Elcano, 149.
- **Health Center:** 250 m. from our Centre, in Avenida de Salvador Allende, 159.
- **El Palo municipal market:** 100 m. from our Centre, in Calle Alonso Carrillo de Albornoz, 3.

3. EXTRA-ACADEMIC ACTIVITIES

- **Social gatherings, parties and conferences:** Students will be notified in advance.
- **Guided tours:** Visits to historical and monumental landmarks and other.
- **Excursions:** visits to the most interesting towns in the province of Malaga and in Andalusia. Guided by our specialized teachers, who will provide information about the most important historical and artistic aspects.
- **Language Interchange:** This activity with Spanish students will be notified in advance.

Prices of these activities, when not included in the registration fee, will be notified in advance.

4. TEACHING METHODOLOGY

- The teaching staff at Centro Internacional de Español of the University of Malaga is comprised of PhD holders and graduates, highly qualified in the teaching of Spanish as a Foreign Language.
- A wide variety of audiovisual and technological materials are used in the classes.
- The methodology is varied, adapted to the situation, and combines diverse structural and communicative methods.
- Students will be informed about the textbooks they will need.
5. HEALTH AND TRAVEL INSURANCE

- Health and travel insurance is included in the registration fees for the Intensive Courses, the Hispanic Studies Course and the Spanish Language and its Cultural References Course.
- For the remaining courses and programmes, students can choose to take out this insurance by contacting the Secretary’s office.

6. ACCOMMODATION

The Centre will provide information, on request, about the accommodation options offered by companies under agreement with the Centre.

7. CIE-UMA STUDENTS (2012)

CIE-UMA wishes to thank the 2,307 students from all continents and 69 different nationalities, who placed their trust in our Centre and attended the classes of the 18 courses and programmes offered in 2012.

<table>
<thead>
<tr>
<th>Origin</th>
<th>Nationalities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Europe</td>
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<td>Asia</td>
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<td>America</td>
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<td>Africa</td>
<td>7</td>
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<tr>
<td>Oceania</td>
<td>1</td>
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<tr>
<td>Eurasia</td>
<td>2</td>
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<tr>
<td>TOTAL</td>
<td>69</td>
</tr>
</tbody>
</table>
1. INTENSIVE SPANISH COURSE

- **ECTS credits:**
  - Monthly course: 9 credits
  - Two-week course: 4.5 credits
- **Number of students per class:** 8 - 14
- **Number of class hours:**
  - Per month: 90 / Per two weeks: 45
- **Prices:**
  - Monthly Course: 695 €
    - Place reservation fee (20%): 139 €
    - Enrolment (80%): 556 €
    - Included:
      - University of Malaga student I.D. card, allowing free access to all university facilities.
      - Health and travel insurance.
      - 1 textbook.
  - Two-week Course: 365 €
    - Place reservation fee (20%): 73 €
    - Enrolment (80%): 292 €
    - The Universidad de Málaga student I.D. card and the Care insurance and health cover are included.
- **Class times:** Monday - Friday, 09:00 - 13:00. For months with public holidays, class times may be from 09:00 - 14:00 in order to complete the number of course hours.
- **Length of courses:** one month or two weeks. Students who choose a two-week course will start at the beginning of the monthly course.

### Calendar

<table>
<thead>
<tr>
<th>2014</th>
<th>Dates</th>
<th>Class days</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>8-31</td>
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<td>February</td>
<td>3-27</td>
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<td>March</td>
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<td>November</td>
<td>3-28</td>
<td>20</td>
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<tr>
<td>December</td>
<td>1-22</td>
<td>15</td>
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</tbody>
</table>

- **Certificates** (Included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise students will receive a Certificate of Attendance if they attend at least 80% of the classes.
- **Levels:** there are six levels of this course corresponding to the Common European Framework of Reference (A1, A2, B1, B2, C1 y C2), and are offered providing the minimum number of students required is reached after the completion of the level placement test.

At the start of the course, for the first two hours students will take a level placement test.
On the final day of the course, for the last two hours students will take an exam of the level studied.
2. HISPANIC STUDIES COURSE

- **ECTS credit:** 22.5 credits
- **Number of students per class:** 9 - 15
- **Hours:** 225
- **Price:** 1,645 €
  - Place reservation fee (20%): 329 €
  - Enrollment (80%): 1,316 €
  - Included:
    - University of Malaga student I.D. card, allowing free access to all university facilities.
    - Health and travel insurance.
    - 1 textbook per term.
- **Class times:** Monday - Friday, 10:00 - 14:00. For months with public holidays, class times may be from 09:00 - 15:00 in order to complete the number of course hours.

### Calendar

<table>
<thead>
<tr>
<th>Year</th>
<th>Dates</th>
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<tbody>
<tr>
<td>2014</td>
<td></td>
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<tr>
<td>1st Term</td>
<td>January 8th - March, 28th</td>
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<tr>
<td>2nd Term</td>
<td>April 1st - June 30th</td>
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<tr>
<td>3rd Term</td>
<td>July 7th - September 26th</td>
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<tr>
<td>4th Term</td>
<td>October 1st - December 22nd</td>
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</tbody>
</table>

- **Certificates** (included in the enrollment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise, a Certificate of Attendance is awarded if you attend at least 80% of the classes.
- **Levels:** There are six levels of this course corresponding to the Common European Framework of Reference (A1, A2, B1, B2, C1, C2), and are offered providing the minimum number of students required is reached after the completion of the level placement test.

On the first day of the course students will take a level placement test.
On the last day of the course students will take an exam of the level studied.
3. MASTER CLASSES

Weekly course of Spanish and Culture for the over-40s.

- **ECTS credit:** 3.4 credits
- **Number of students per class:** 3 - 6
- **Hours per week:** 34
- **Price:** 775 €
  - Place reservation fee (20%): 155 €
  - Enrolment (80%): 604 €
  - Included:
    - University of Malaga student I.D. card, allowing free access to all university facilities.
    - Health and travel insurance.
    - 1 textbook per term.
- **Class times:** Monday - Friday, 09:00 - 14:00.

**Calendar**

<table>
<thead>
<tr>
<th>2014</th>
<th>1st Week</th>
<th>2nd Week</th>
<th>3rd Week</th>
<th>4th Week</th>
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<tbody>
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</tbody>
</table>

- **Certificates** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise, a Certificate of Attendance is awarded if you attend at least 80% of the classes.
- **Levels:** Elementary, Intermediate and Advanced. These levels are offered providing the minimum number of students required is reached after the completion of the level placement test.

At the start of the course, for the first two hours students will take a level placement test.

On the final day of the course, for the last two hours students will take an exam of the level studied.

**Schedule**

<table>
<thead>
<tr>
<th>Time</th>
<th>Activity</th>
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</thead>
<tbody>
<tr>
<td>09:00 - 10:50</td>
<td>Spanish Language</td>
</tr>
<tr>
<td>11:10 - 13:00</td>
<td>Conversation</td>
</tr>
<tr>
<td>17:00 - 19:00</td>
<td>Conferences and cultural activities</td>
</tr>
</tbody>
</table>
4. INTENSIVE SUMMER COURSES

- **ECTS credits:**
  - Monthly course: 9 credits
  - Two-week course: 4.5 credits
- **Number of students per class:** 8 - 14
- **Number of class hours:**
  - Per month: 90
  - Per two weeks: 45
- **Prices:**
  - Monthly Course: 695 €
    - Place reservation fee (20%): 139 €
    - Enrolment (80%): 556 €
  - Included:
    - University of Malaga student I.D. card, allowing free access to all university facilities.
    - Health and travel insurance.
    - 1 textbook.
  - Two-week Course: 365 €
    - Place reservation fee (20%): 73 €
    - Enrolment (80%): 292 €
- **Class times:** Monday - Friday, 09:00 - 13:00. For months with public holidays, class times may be from 09:00 - 14:00 in order to complete the number of course hours.
- **Length of courses:** one month or two weeks. Students who choose a two-week course will start at the beginning of the monthly course.

<table>
<thead>
<tr>
<th>Calendar</th>
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<tbody>
<tr>
<td>Dates</td>
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<td>Class days</td>
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<tr>
<td>June</td>
<td>2-30</td>
<td>20</td>
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<td>July</td>
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<tr>
<td>September</td>
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</table>

- **Certificaciones** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise students will receive a Certificate of Attendance if they attend at least 80% of the classes.
- **Niveles:** there are six levels of this course corresponding to the Common European Framework of Reference (A1, A2, B1, B2, C1 y C2), and are offered providing the minimum number of students required is reached after the completion of the level placement test.

At the start of the course, for the first two hours students will take a level placement test.
On the final day of the course, for the last two hours students will take an exam of the level studied.
5. COURSE FOR ERASMUS AND INTERNATIONAL EXCHANGE STUDENTS

- ECTS credit: 7 credits
- Number of students per class: 20 - 25
- Number of hours: 70
- Price: 146 €
- Certificates (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain it. Otherwise students will receive a Certificate of Attendance if they attend at least 80% of the classes.
- Levels: Elementary, Intermediate and Advanced. These levels are offered providing the minimum number of students required is reached after the completion of the level placement test.

On the first day of the course students will take a level placement test.
On the last day of the course students will take an exam of the level studied.
6. SPANISH FOR SPECIFIC PURPOSES

Curso semanal de español orientado a sectores específicos:

1. Business Spanish Course
2. Spanish for Tourism Course
3. Spanish for Health Care Course
4. Spanish for Engineering Course

- ECTS credit: 2.9 credits
- Number of students per class: 3 - 6
- Number of hours: 29
- Price: 635 €
  - Place reservation (20%): 127 €
  - Enrolment (80%): 508 €
- Included:
  - University of Malaga student I.D. card, allowing free access to all university facilities.
  - Health and travel insurance.
- Class times: 09:00 - 14:00
- Spanish level required: B2

<table>
<thead>
<tr>
<th>Calendar</th>
<th>1st Week</th>
<th>2nd Week</th>
<th>3rd Week</th>
<th>4th Week</th>
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<td>15th - 19th</td>
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</table>

- Certificates (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise, a Certificate of Attendance is awarded if you attend at least 80% of the classes.
- Levels: Elementary, Intermediate and Advanced. These levels are offered providing the minimum number of students required is reached after the completion of the level placement test.

At the start of the course, for the first two hours students will take a level placement test. On the final day of the course, for the last two hours students will take an exam of the level studied.
1. LANGUAGE PREPARATION COURSE FOR THE DELE EXAMS

- Number of students per class: 5 - 10
- Levels: A1-C2
- Number of class hours: 20
- Price: 185 €
  - Included:
    - University of Malaga student I.D. card, allowing free access to all university facilities.
    - Health and travel insurance.
- Class times: 15:30 - 17:00 (Mondays, Wednesdays and Thursdays). In June, class time is from 13:30 to 15:00.

<table>
<thead>
<tr>
<th>Calendar</th>
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<tbody>
<tr>
<td>March - April</td>
<td>March 10th - April 10th</td>
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<tr>
<td>April - May</td>
<td>April 23rd - May 22nd</td>
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<tr>
<td>June - July</td>
<td>June 16th - July 17th</td>
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<tr>
<td>September - October</td>
<td>September 15th - October 16th</td>
</tr>
<tr>
<td>October - November</td>
<td>October 22nd - November 20th</td>
</tr>
</tbody>
</table>

- Certificates (included in the enrolment fee):
  - Certificate of Attendance: To obtain the certificate, students must attend at least 80% of the classes.

2. DELE EXAMS (in collaboration with the Instituto Cervantes)

The University of Malaga is an examination Centre authorized by the Instituto Cervantes to hold exams for the Diplomas de Español como Lengua Extranjera (Diploma in Spanish as a Foreign Language).

- Examination fees:
  - A1: 108 €
  - A2: 124 €
  - B1: 156 €
  - B2: 180 €
  - C1: 190 €
  - C2: 198 €

<table>
<thead>
<tr>
<th>Exam dates 2014</th>
<th>Enrolment dates</th>
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<tr>
<td>April 11th</td>
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<td>May 24th</td>
<td>February 17th - April 11th</td>
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<td>July 18th</td>
<td>February 17th - June 13th</td>
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<td>October 17th</td>
<td>February 17th - September 12th</td>
</tr>
<tr>
<td>November 22nd</td>
<td>February 17th - October 17th</td>
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</table>
8. TRAINING PROGRAMME FOR TEACHERS

1. 22nd TEACHING OF SPANISH AS A FOREIGN LANGUAGE COURSE
This course is designed to present the main methodological trends as well as the latest developments regarding this area of education.

**Contents:** explanatory classes, individual or cooperative workshops, individual work sessions with the subsequent sharing of results, and presentations of the latest publications on the teaching of Spanish as a second language.

**Target groups:** PhD holders, university graduates and teachers interested in the methodological approaches and the application of new technology related to the teaching of Spanish as a second language.

- Minimum number of students per class: 10
- Number of class hours: 30
- Price:
  - Option 1: (Students described in “Target groups”): 165 €
  - Option 2: (Students described in “Target groups” and have proof of being unemployed): 130 €
- Included: Health and travel insurance.
- Dates: July 7th - 11th 2014.
- Class times: 08:30 to 14:30
- Certificates (included in the enrolment fee): to obtain the diploma students must attend at least 80% of the classes.

2. SPANISH LANGUAGE AND ITS CULTURAL REFERENCES COURSE
(In collaboration with the Spanish Embassy in the United States)
Throughout the course, formal aspects of the language are addressed as well as useful approaches to deal with the linguistic and pragmatic phenomena which cause most difficulty when teaching Spanish. Also covered are aspects of language politics, historical facts and important figures of the Hispanic world. Two cultural excursions are included.

**Target group:** foreign teachers specialized in Spanish as a second language. Spanish level required: B2.

**Calendar and prices**

<table>
<thead>
<tr>
<th>2014</th>
<th>Hours</th>
<th>Options</th>
<th>Prices</th>
</tr>
</thead>
<tbody>
<tr>
<td>July, 1st - 21st</td>
<td>60</td>
<td>Course + accommodation (host families or hall of residence) + Health and travel insurance</td>
<td>Enrolment before January 1st: 1.400 €</td>
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<td>Enrolment before March 1st: 1.500 €</td>
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<td></td>
<td>Enrolment from March 1st: 1.600 €</td>
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<td></td>
<td></td>
<td>Course only + Health and travel insurance</td>
<td>948 €</td>
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- Certificate (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate.
This course, designed by the University of Malaga and the Complutense University of Madrid, allows students to learn Spanish in these two universities and experience two different and complementary Spanish lifestyles. 1 month in Malaga (85 hours), and 1 month in Madrid (85 hours).

- Minimum number of students per class: 5
- Number of class hours: 170
- Price: 1,520 €
  - Place reservation (20%): 304 €
  - Enrolment (80%): 1216 €
- Included:
  - University of Malaga student I.D. card, allowing free access to all university facilities.
  - Health and travel insurance.
- Class times: Monday - Friday, 09:00 - 13:00. For months with public holidays, class times may be from 9:00 to 14:00 in order to complete the number of class hours.
- Schedule: students may start this course in either of the two cities and in any month of the year. The following month they will continue the course in the other city.

### Calendar

<table>
<thead>
<tr>
<th>2014</th>
<th>Dates</th>
<th>Class days</th>
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</thead>
<tbody>
<tr>
<td>January</td>
<td>8-31</td>
<td>17</td>
</tr>
<tr>
<td>February</td>
<td>3-27</td>
<td>19</td>
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<td>March</td>
<td>3-28</td>
<td>20</td>
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<td>April</td>
<td>1-30</td>
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<td>May</td>
<td>5-30</td>
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<td>June</td>
<td>2-30</td>
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<td>July</td>
<td>1-28</td>
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<tr>
<td>August</td>
<td>1-29</td>
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<tr>
<td>September</td>
<td>1-29</td>
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<td>October</td>
<td>1-29</td>
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<tr>
<td>November</td>
<td>3-28</td>
<td>20</td>
</tr>
<tr>
<td>December</td>
<td>1-22</td>
<td>15</td>
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</tbody>
</table>

- Certificates (price included in the enrolment fee):
  - Course Certificate: To obtain the certificate, students must attend at least 80% of the classes and pass the end of course exam.
  - Certificate of Attendance: To obtain the certificate, students must attend at least 80% of the classes.
- Levels: there are six levels of this course corresponding to the Common European Framework of Reference (A1, A2, B1, B2, C1 y C2), and are offered providing the minimum number of students required is reached after the completion of the level placement test.

At the start of the course, for the first two hours students will take a level placement test.

On the final day of the course, for the last three hours students will take an exam of the level studied.
10. **ONE-TO-ONE INTENSIVE CLASSES**

Spanish language and/or Spanish culture classes adapted to meet the needs of individual students.
- Price: 41 €

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11. **TAILOR-MADE PROGRAMMES**

The University of Malaga designs a variety of teaching programmes of Spanish as a second language, to meet the specific educational needs of universities, companies and public and private institutions worldwide.
MANAGEMENT

Vice-Chancellor for Institutional Relations and the Chancellor’s Office
• CARLOS DE LAS HERAS PEDROSA: Ph.D. in Advertising and Public Relations and graduate in Business and Economics (University of Malaga).

Director
• GASPAR GARROTE BERNAL: Ph.D. in Hispanic Philology (Universidad Complutense de Madrid). Full Professor of Spanish Literature at the University of Malaga and member of the Governing Board of the University of Malaga. Author of nine books on literary history and analysis, including Trayectorias poéticas del Veintisiete, Por amor a la palabra, Estudios sobre el español literario, Tres poemas a nueva luz and more than fifty philological articles. Author and co-author of books on the works of Espinel, Moratín and Arguijo. Editor of AnMal Electrónica.

Academic coordinator
• SALVADOR PELÁEZ SANTAMARÍA: B. A. in Hispanic Philology. Certificate of Proficiency in Academic Research in Linguistic Analysis (University of Malaga). Associate Professor of Spanish Language at the University of Malaga. Author of Actividades para el Marco Común Europeo (C2) and co-author of La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo, Spanish handbook Vale, 1, 2 y 3, EFE handbook Turismo y más and Método 2.

FACULTY
• MONTSERRAT PONS TOVAR: Ph.D. in Hispanic Philology and in Classical Philology (University of Malaga). Author of Estudio lingüístico de las Ordenanzas sevillanas and of several articles on the teaching of Spanish as a Foreign Language and philological articles.

• EUGENIA LEÓN ATENCIA: Ph.D. in Hispanic Philology. Universidad de Málaga. Author of Dar que hablar: propuestas de conversación para el ejercicio del lenguaje, La poesía de María Victoria Atencia, La ahogada sirena (collection of poems) and philological articles.

• CARLOS JAVIER DUARTE DUARTE: Ph.D. in Hispanic Philology. Certificate of Proficiency in Academic Research in Comparative Literature (University of Malaga) and Master’s degree in Teaching of Spanish as a Foreign Language (Universidad Antonio de Nebrija de Madrid).

• LAURA ESTEBAN ASENSIO: Ph.D. in Translation and Interpreting (University of Malaga). Author of a number of philological articles.


• MARÍA JOSÉ FERNÁNDEZ DE LOS REYES: B.A. in Hispanic Philology, B.Sc. in Biology and M.A. in Teaching of Spanish as a Foreign Language. (University of Malaga).

• PIEDAD ZURITA SÁENZ DE NAVARRETE: B.A. in Hispanic Philology (University of Malaga) and B.A. in English Philology (University of Zaragoza). Author of articles on the teaching of Spanish as a Foreign Language and co-author of La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo, the textbooks, Avance Nuevo Avance and of La banda de París in the collection Lee y disfruta (graded readers).

• ANTONIO HIERRO MONTOSA: B.A. in Hispanic Philology. Certificate of Proficiency in Academic Research (University of Malaga). Author of articles on the teaching of Spanish as a Foreign Language. Co-author of Actividades lúdicas para la clase de español, Actividades para el Marco Común Europeo (C1), Método 1 y 3 and graded readers.

• YOLANDA DOMÍNGUEZ TRUJILLO: B.A. in Hispanic Philology. Certificate of Proficiency in Academic Research in Linguistic Analysis (University of Malaga) Author of articles on the teaching of Spanish as a Foreign Language.
• JOSÉ MANUEL RODRÍGUEZ PAVÓN: B.A. in Hispanic Philology (University of Malaga).
• PURIFICACIÓN ZAYAS LÓPEZ: B.A. in Hispanic Philology (University of Malaga) and expert in the Teaching of Spanish as a Foreign Language (Universidad Antonio de Nebrija de Madrid). Author of Método 2.
• FRANCISCA CÁRDENAS BERMAL: B.A. in Hispanic Philology (University of Malaga). Author of Vocabulario Activo (2 volumes) and co-author of La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo and Actividades para el Marco Común Europeo (C1) and Método 1 and 3.
• BEATRIZ PONS TOVAR: B.A. in History. Certificate of Proficiency in Academic Research in Relations of Gender, Society and Culture in the Mediterranean (University of Malaga).
• ÁLVARO GARCÍA GÓMEZ: B.A. in Hispanic Philology (University of Malaga). Author of Vocabulario Activo (2 volumes) and co-author of Actividades lúdicas para la clase de español and of the series of graded readers Lee y disfruta.
• MARÍA BELÉN GARCÍA ROMERO: B.A. in Hispanic Philology (University of Malaga) and M.A. in Modern Languages (Ottawa University). Co-author of La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo and of Actividades para el Marco Común Europeo (C1).
• DANIEL MORA CABELLO: B.A. in Pedagogy, degree in Musical Education and M.A. in the Teaching of Spanish as a Foreign Language (University of Malaga). Author of articles on teaching, guitarist and researcher on flamenco.
• SANDRA RECHE DELL’OLMO: B.A. in Advertising and Public Relations and master’s degree in the Teaching of Spanish as a Foreign Language (University of Malaga).
• FELISA RAMOS DÍAZ: B.A. in Hispanic Philology and expert in the Teaching of Spanish as a Foreign Language (University of Malaga).
• ROSA GARCÍA PIMENTEL: B.A. in Classical Philology (University of Malaga). Co-author of Actividades lúdicas para la clase de español and La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo.
• Begoña Díez Huélamo: B.A. in Hispanic Philology (Complutense University of Madrid). Author of Claves para la lectura del «Relato de un náufrago» de Gabriel García Márquez, and co-author of Obras clave de la lírica española en lengua castellana.
• CRISTINA ORTEGA MEDINA: B.A. in History of Art (University of Granada) and course of Tourist Information Technician run by the Regional Government of Andalusia.
• ESTHER GARCÍA VÁZQUEZ: B.A. in Hispanic Philology (University of Malaga).
• ELENA NAVARRO OTERO: B.A. in Journalism and master’s degree in the Teaching of Spanish as a Foreign Language (University of Malaga).
• Gema Zarzuela Jiménez: B.A. in Hispanic Philology and master’s degree in the Teaching of Spanish as a Foreign Language (University of Malaga).
• ÁNGELA HERNÁNDEZ SÁNCHEZ: B.A. in English Philology. (Universidad de Salamanca).
• JOSÉ CARLOS GODOY AGUILAR: Degree in Teaching, specializing in Music (University of Malaga).

ADMINISTRATION AND INFORMATION

Secretary’s Office
• M. CARMEN GORDO JIMÉNEZ, HÉCTOR MORENO CAMPOY, DANIEL ANTONIO VERGE LÓPEZ, ISABEL MARTÍN AGUILAR.

Reception’s Office
• JOSÉ CARLOS HARO RAMOS, JUAN LUIS ALCAIDE GUTIÉRREZ, PILAR FERNÁNDEZ LUNA, JAVIER JIMÉNEZ GRACIA, MARÍA ASCENSIÓN ROMERO MARTÍN.

Maintenance
• ANTONIO MIGUEL PALMA RUIZ.
All registrations are personal and non-transferable. Please read the general registration requirements to enroll in our courses and programmes in sections 1 to 7 of the following conditions:

1. **Age.** Students must be at least 16 to register.

2. **Registration options.** Every registration consists of a place reservation fee and enrolment. The total amount of the registration fee (place reservation and enrolment) must be paid previous to the beginning of the chosen course or programme.

3. **Registration payment.** Students can choose from two different payment options:
   - **Total payment:** you pay the total amount of the registration fees. Dele Linguistic preparation Course, Course of Teaching of Spanish as a Foreign Language and Course for Erasmus students accept only this payment option.
   - **Two-stage payment:**
     - Place reservation fee: 20% of the registration fee.
     - Enrolment: 80% of the registration fee.

4. **Bank account.** Both, the place reservation fee or the total amount payment, may be paid in cash or by bank transfer, free of charge, to the following account:
   BANCO SANTANDER
   O.P.I.: Marqués de Larios, 9, 29015
   Payee: Fundación General de la Universidad de Málaga, Centro Internacional de Español
   Account number: 0049 5204 50 2618591861
   IBAN: ES1500495204502618591861
   Swift code (BIC): BSCHESMM
   Student’s name and registering period should be clearly indicated on the copy the bank transfer. Any bank commissions or costs must be assumed by the student at the beginning of the course.

5. **Credit card payment.** Both registration options may also be paid with a credit card at the Secretary’s Office of our Centre. Any bank commissions must be assumed by the student.

6. **Documentation.** Students who have already paid the place reservation fee must send the following documents to the Secretary’s Office of Centro Internacional de Español de la Universidad de Málaga (Avda. de la Estación de El Palo, 4 - 29017 Málaga) or to cie@uma.es:
   - Completed registration form
   - A photocopy of the bank-transfer or payment receipt
   - A passport-sized photograph
   - A photocopy of the Identity Card (European Union citizens) or Passport

7. **Cancellation.** Place reservation fee (20% of the registration fees), will not be reimbursed in any case. In order to be entitled to reimbursement for the enrolment fees (80% of the registration fee), students must communicate in writing the Secretary’s Office their intention of cancelling the registration, with the necessary documents justifying the cancellation, at least 20 days prior to the beginning of the corresponding course. There will be no reimbursement after that date. Any bank commissions or costs generated by the reimbursement of the enrolment fees, will be assumed by the student.

8. **Duplicates.** Each duplicate of a certificate costs 12 Euros.

9. **Detailed report certificate.** This certificate will be issued at the request of the student, who will pay 21 Euros for it.

10. Students registered in a course without care insurance and health cover included in the fee, may get it at the Secretary’s Office of our Centre.