



INFORMATION SHEET FOR INCOMING EXCHANGE STUDENTS 2017-18

GENERAL INFORMATION - ABOUT THE UNIVERSITY AND THE INTERNATIONAL OFFICE

Name of the Institution	Universidad de Málaga (UMA)
Website	www.uma.es
Name of the International Office	Servicio de Relaciones Internacionales y Cooperación
Address	Aulario Rosa Gálvez (First Floor) Bulevar Louis Pasteur, 35 29010 Campus de Teatinos MÁLAGA
General Email	international@uma.es
Telephone and Fax Number	(+34) 952 13 11 11 / (+34) 952 13 29 71
Website	http://www.uma.es/relacionesinternacionales
Office Hours	9h-14h, from Monday to Friday (Closed during Easter week, Christmas Holidays and August-Summer Holidays)
Head of Service	Ricardo del Milagro rdmilagro@uma.es Tel: +34 952 13 78 60

CONTACT PERSONS FOR STUDENTS

ERASMUS (European Universities)	M. Carmen González (Partner Contact and Student Advisor) erasmusincoming@uma.es Tel: +34 952 13 42 83
America, Asia and Oceania	M. Carmen Doblás (Study Abroad Program Coordinator) - Institutional Partner Contact mcdoblas@uma.es Tel: +34 952 13 43 00 David García Vázquez (Partner Contact – Nominations) goabroad@uma.es Tel: +34951953115 Isabel Martín (Student Advisor) noneuropeanmob@uma.es Tel: +34 952 13 76 10
LatinAmerica	Cinta Delgado / Concepción Santos (Student Advisors) iberoamerica@uma.es Tel: +34 952 13 42 82

ACADEMIC MATTERS

Language of Study	Spanish (a minimum B1 level is recommended, unless a different level is specified in the bilateral agreement)
Semester Dates	This information will not be available until July, 2017. This is the official calendar for 2016/2017:
	SEMESTER 1 (SM1) 19/09/2016 - 15/02/2017
	SEMESTER 2 (SM2) 15/02/2017 - 10/07/2017
	FULL YEAR (FY) 19/09/2016 - 10/07/2017
	EXAMS SM1: 16/01/2017 - 15/02/2017
	SM2: 01/06/2017 - 10/07/2017
	<i>(dates are provisional and may vary depending on the Faculty or School)</i>

COURSE INFORMATION	
General Information:	
Erasmus	UMA only accepts Erasmus students from Field of Studies stipulated in the Erasmus Agreement. Postgraduate students (Masters and Doctorates) will be ONLY accepted if this option is included in the Bilateral Agreement. Our Erasmus students are obliged to choose a 50% of subjects in the Field of Study agreed in the Inter-Institutional Agreement.
North America, Asia, Oceania and ISEP	Students must register for undergraduate level courses only and can choose subjects from any Faculty or School.
Latin America	Students must register for undergraduate level courses only. The area of study must be the same as the one studied at their home universities.
Degrees (Grado)	WEBSITE (Offer): http://www.uma.es/oferta-de-grado/
	To find the description of courses: Click on PROA (Programación Docente): "Programación Docente de Títulos de Grado"
Postgraduate (Master)	WEBSITE (Offer and course description): http://www.uma.es/masteres-oficiales/
Our Academic Offer 2017/2018 will be published in July. This information belongs to the academic year 2016/2017.	

ONLINE PROCEDURES IN EMI - ESPACIO DE MOVILIDAD INTERNACIONAL

Website	EMI (Espacio de Movilidad Internacional- <i>International Mobility Platform</i>) http://www.uma.es/incoming_pmovilidad/
NOMINATION	
Nomination Procedure	We will inform our partner universities shortly about the details of our new Online Nomination Tool. Please do not make any new nomination via E-Mail. It will be available from April until our nomination deadline.
Nomination Deadline (for every mobility programme)	Semester 1 (SM1) - Full year (FY): 01/06/2017
	Semester 2 (SM2): 01/11/2017
	Medicine/Health Science/Fine Arts (SM1-SM2-FY): 01/06/2017
APPLICATION	
Application Form	After the nomination deadline, accepted students will receive by email a password that will entitle them to fill in our online Application Form.
Application Deadline (for every mobility programme)	Semester 1 (SM1) - Full year (FY): 30/06/2017
	Semester 2 (SM2): 30/11/2017
	Medicine/Health Science/Fine Arts (SM1-SM2-FY): 30/06/2017

PRE-ENROLLMENT		
Students must fill in the pre-enrolment form in EMI before arriving at UMA, choosing the courses they are interested in. This option will be activated in EMI, approximately after the 10th of July 2017.		
Mínimum credits ECTS to enrol	Erasmus	1 course per semester
	Non Erasmus	One semester: 18 ECTS
		Full year: 36 ECTS
Maximum credits ECTS to enrol	One semester: 36 ECTS	
	Full year: 66 ECTS	
Restrictions	Medicine students cannot enroll in 6th year courses.	
LEARNING AGREEMENT (Only Erasmus Students)		
Before arriving at Málaga, students will be able to generate the document on EMI. Once they have filled out all the required information, they have to print it out. The document will be electronically signed and stamped by the University of Malaga.		
Internship for students nominated through a bilateral agreement for Erasmus+ studies	To avoid academic problems, students who want to do any internship in Medicine, Health Science or Fine Arts (full year, first semester and second semester students) are obliged to send the Learning Agreement (EMI version) to the Academic Coordinator email address before the 15th of July 2017.	
ENROLLMENT		
Once here, students have to visit their Academic Coordinators in order to have their Learning Agreement (only Erasmus) + Pre-enrolment documents accepted and signed. Students have to formalize in person their enrolment at the International Office during the enrolment period.		
Academic Coordinator	Students can find the personal details of their coordinators at UMA in the Application Form of EMI.	
Dates	SM1 - FY:	Enrolment: 18/09/2017 - 13/10/2017
		Enrolment modification: 16/10/2017 -27/10/2017
	SM2:	Enrolment: 05/02/2018 - 23/02/2018
		Enrolment modification: 26/02/2018 -16/03/2018
Student I.D. Card	Students will receive it after the enrolment. It is necessary to access the university services (libraries, sport center, wifi, culture events).	
TRANSCRIPT OF RECORDS		
The final certificate will be sent by post to their home universities.		
Dates	SM1:	After the 15th of April 2018
	SM2 - FY:	After the 25th of July 2018

UNIVERSITY OF MALAGA INFORMATION FOR STUDENTS

ORIENTATION MEETINGS (INTERNACIONAL OFFICE)		
SM1 - FY	For Students attending the Spanish Course	September 4, 2017 - 11.00h
	For all Students	September 18 and 25, 2017 - 11.00h
SM2	For Students attending the Spanish Course	February 1, 2018- 11.00h This date is provisional, depending on the definitive date of the Spanish Course which is not available yet.
	For all Students	February 15, 2018 - 11.00h
WELCOME WEEK (ERASMUS STUDENT NETWORK - ESN)		
The ESN is composed of a team of student volunteers from UMA, committed to helping and organizing activities for international students.		
Email	esn.malaga@gmail.com	
Website	www.esnmalaga.org	
This information will be available later on. These have been the dates for 2016/2017:		
SM1 - FY	September 19 - 25, 2016	
SM2	February 20 - 26, 2017	
BUDDY PROGRAMME (VOLUNTARY WORK OFFICE)		
The object of this programme is to put International Students in touch with members of Malaga University's student body, who have offered voluntarily to help them during their stay.		
Information	http://www.uma.es/media/tinyimages/file/BuddyProgram.pdf	
Email	voluntariado@uma.es	
Website	http://www.uma.es/oficina-voluntariado	
Application Form	https://goo.gl/STFX72	
LANGUAGE SUPPORT CIE (Centro Internacional de Español)		
The CIE organizes a Spanish course (voluntary). The course costs 200 € and the School will contact those students that select it in their Application Form and will inform them about the enrolment requirements.		
Address	Avenida de la Estación s/n. El Palo 29017 - Málaga Tel. +34 951 95 27 38 - Fax +34 951 95 27 42	
Email	cie@uma.es	
Website	http://www.uma.es/centrointernacionaldeespanol/	
Dates	SM1 - FY:	04/09/2017-22/09/2017
	SM2:	This information will be available later on. These have been the dates for 2016/2017: 01/02/2017-20/02/2017
SOCIAL NETWORKS (Internet)		
Facebook	http://www.facebook.com/relacionesinternacionales.uma	
Twitter	http://www.twitter.com/rriiuma	

PRACTICAL INFORMATION FOR STUDENTS

HOUSING	
	Students have to arrange their own accommodation (except ISEP).
Servicio de Alojamiento	http://www.uma.es/alojamiento
Welcome to UMA	welcometouma@uma.es
CIE	For students who will attend the Spanish Course: cie@uma.es
ESN	esn.malaga@gmail.com
COST OF LIVING (per month)	
Housing	Single room in shared apartment: 250 €/month. Residence (housing and meal):
Food	200 € - 250 € (menu on campus 5 - 7 €)
Transport	Bus Student Card: 27 € aprox
MEDICAL/HEALTH INSURANCE	
Erasmus	European Insurance Card.
Non Erasmus	Students must buy health insurance in their own countries.
Medicine and Health	Additional Liability insurance is required.
VISA	
Non European Students	Students are required to enter Spain with a "Student Visa" issued by the Spanish Embassy of their country. The necessary Acceptance Letter will be sent by the UMA International Office. Once here and if necessary, it is the responsibility of the student to visit the Local Immigration Office (<i>Comisaría</i>) .

The content of this Fact Sheet is provisional and subject to changes. It will be updated later on.