

## INFORMATION SHEET FOR INCOMING EXCHANGE STUDENTS 2014/2015

### GENERAL INFORMATION - ABOUT THE UNIVERSITY AND THE INTERNATIONAL OFFICE

<b>Name of the Institution</b>	Universidad de Málaga (UMA)
<b>Website</b>	<a href="http://www.uma.es">www.uma.es</a>
<b>Name of the International Office</b>	Servicio de Relaciones Internacionales y Cooperación
<b>Address</b>	Aulario Rosa Gálvez (First Floor) Bulevar Louis Pasteur, 35 29010 Campus de Teatinos MÁLAGA
<b>General Email</b>	<a href="mailto:international@uma.es">international@uma.es</a>
<b>Telephone and Fax Number</b>	(+34) 952 13 11 11 / (+34) 952 13 29 71
<b>Website</b>	<a href="http://www.uma.es/relacionesinternacionales">http://www.uma.es/relacionesinternacionales</a>
<b>Office Hours</b>	9h-14h, from Monday to Friday (Closed during Easter week, Christmas Holidays and August-Summer Holidays)
<b>Head of the Department</b>	Ricardo del Milagro - <a href="mailto:rdmilagro@uma.es">rdmilagro@uma.es</a> Tel: +34 952 13 78 60
<b>CONTACT PERSONS FOR STUDENTS</b>	
<b>ERASMUS (European Universities)</b>	M. Carmen González <a href="mailto:mcgonzo@uma.es">mcgonzo@uma.es</a> - Tel: +34 952 13 42 83
<b>North America, Asia, Oceania and ISEP</b>	M. Carmen Doblas (Study Abroad Program Coordinator) <a href="mailto:mcdoblas@uma.es">mcdoblas@uma.es</a> - Tel: +34 952 13 43 00
	Silvia Rodriguez (Student Advisor) <a href="mailto:srodriguez@uma.es">srodriguez@uma.es</a> - Tel: +34 952 13 76 10
<b>LatinAmerica</b>	Sofía Quero <a href="mailto:mussot@uma.es">mussot@uma.es</a> - Tel: +34 952 13 42 82

### ACADEMIC MATTERS

Language of Study	Spanish (a minimum B1 level recommended)	
Semester Dates	SEMESTER 1 (SM1)	22/09/2014 - 14/02/2015
	SEMESTER 2 (SM2)	16/02/2015 - 10/07/2015
	FULL YEAR (FY)	22/09/2014 - 10/07/2015
	EXAMS	SM1: 19/01/2015 - 14/02/2015
		SM2: 01/06/2015 - 10/07/2015
	(dates are provisional and may vary depending on the Faculty or School)	
COURSE INFORMATION		
General Information:		
Erasmus	UMA only accepts Erasmus students from areas of study stipulated in the Erasmus agreement (undergraduate and postgraduate level courses). Postgraduate Students need the approval of UMA Master’s Coordinator.	
North America, Asia, Oceania and ISEP	Students must register for Undergraduate level courses only and can choose subjects from any Faculty or School.	

<b>Latin America</b>	Students must register for Undergraduate level courses only. The area of study must be the same that the one studied at their home universities.
<b>Degrees (Grado)</b>	WEBSITE (Offer): <a href="http://www.uma.es/oferta-de-grado/">http://www.uma.es/oferta-de-grado/</a> WEBSITE <a href="http://hs.sci.uma.es:8070/pls/apex/f?p=101:1:5088549112::NO::INICIO_LOV_TIPO_ESTUDIO:3">http://hs.sci.uma.es:8070/pls/apex/f?p=101:1:5088549112::NO::INICIO_LOV_TIPO_ESTUDIO:3</a> (Description):
<b>Postgraduate (Master)</b>	WEBSITE (Offer and course description): <a href="http://www.uma.es/cipd">http://www.uma.es/cipd</a>

## ONLINE PROCEDURES IN EMI - ESPACIO DE MOVILIDAD INTERNACIONAL

Website	EMI (Espacio de Movilidad Internacional- <i>International Mobility Platform</i> ) <a href="http://www.uma.es/incoming_pmovilidad/">http://www.uma.es/incoming_pmovilidad/</a>	
APPLICATION		
Application Form	Once nominated, selected students will receive by email a password that will entitle them to access to our on line application form.	
Application Deadline	ERASMUS	Semestre 1 (SM1) - Full year (FY): 15/06/2014
		Semestre 2 (SM2): 01/11/2014
		Medicine students deadline 15/06/2014 (SM1-SM2-FY)
	NON ERASMUS	Semestre 1 (SM1) - Full year (FY): 31/05/2014
		Semestre 2 (SM2): 01/11/2014
PRE-ENROLLMENT		
	Students can preenroll before arriving into UMA, choosing the courses they are interested in. This option will be activated in EMI, approximately after the 15th july 2014.	
Learning Agreement (Only Erasmus Students)	Generated with the preenrollment and provisionally signed by the UMA Institutional Coordinator. No hard copies.	
ENROLLMENT		
	Once here, students have to visit their Academic Coordinators in order to have the pre-enrollment document accepted and signed. Students have to formalize their enrollment at the International Office.	
Academic Coordinator	Consult the personal details available in the Application Form	
Dates	SM1 - FY:	22/09/2014 - 31/10/2014
	SM2:	09/02/2015 - 27/03/2015
Student Card	Received after the enrolment and necessary to access to 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:	May
	SM2 - FY:	September

## UNIVERSITY OF MALAGA INFORMATION FOR STUDENTS

ORIENTATION MEETINGS (INTERNACIONAL OFFICE)		
SM1 - FY	For Students attending the Spanish Course	September, 2 - 11.00h International Office (General Information)
	For all Students	September, 12 and 19 - 11.00h - International Office (General Information and UMA procedures)
SM2	For Students attending the Spanish Course	February, 2 - 11.00h International Office (General Information)
	For all Students	February, 9 and 16 - 11.00h - International Office (General Information and UMA procedures)
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		<a href="mailto:esn.malaga@gmail.com">esn.malaga@gmail.com</a>
Website		<a href="http://www.esn-malaga.org">www.esn-malaga.org</a>
SM1 - FY		September, 22 - 28
SM2		February, 16-22
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		<a href="http://www.uma.es/media/tinyimages/file/BuddyProgram.pdf">http://www.uma.es/media/tinyimages/file/BuddyProgram.pdf</a>
Email		<a href="mailto:voluntariado@uma.es">voluntariado@uma.es</a>
Website		<a href="http://www.uma.es/oficina-voluntariado/cms/menu/programas/buddy-program/">www.uma.es/oficina-voluntariado/cms/menu/programas/buddy-program/</a>
Application Form		<a href="https://docs.google.com/forms/d/1sx27ylTS_pRG_KdNXcnhGgDkwX73KNQx7-lbdtVBEHE/viewform">https://docs.google.com/forms/d/1sx27ylTS_pRG_KdNXcnhGgDkwX73KNQx7-lbdtVBEHE/viewform</a>
LANGUAGE SUPPORT CIE (Centro Internacional de Español)		
The CIE organizes a Spanish Course (voluntary) in September, 2-26, (for Full Year and SM1 exchange students) or in February, 3-27 (for SM2 exchange students). The course costs 198€ with a duration of 4h per day (in the morning or afternoon). The School will contact those students that select it in their Application Form and inform them about the enrollment 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		<a href="mailto:cie@uma.es">cie@uma.es</a>
Website		<a href="http://www.uma.es/centrointernacionaldeespanol/">http://www.uma.es/centrointernacionaldeespanol/</a>
Dates		SM1 - FY: 02/09/2014-26/09/2014 SM2: 03/02/2015-27/02/2015

<b>SOCIAL NETWORKS (Internet)</b>	
<b>Facebook</b>	<a href="http://www.facebook.com/relacionesinternacionales.uma">http://www.facebook.com/relacionesinternacionales.uma</a>
<b>Twitter</b>	<a href="http://www.twitter.com/rriiuma">http://www.twitter.com/rriiuma</a>

## **PRACTICAL INFORMATION FOR STUDENTS**

<b>HOUSING</b>	
	Students have to arrange their own accommodation (except ISEP).
<b>Website</b>	UMA Accommodation Service <a href="http://www.uma.es/alojamiento">http://www.uma.es/alojamiento</a>
<b>COST OF LIVING (per month)</b>	
<b>Housing</b>	Student Residence (housing and meal): 600€-800€/month aprox. Single room in shared apartment: 250 €/month These prices are orientative.
<b>Food</b>	200€-250€ (menu on campus 5-7€)
<b>Transport</b>	Bus Student Card: 27€ aprox
<b>MEDICAL/HEALTH INSURANCE</b>	
<b>Erasmus</b>	European Insurance Card.
<b>Non Erasmus</b>	Students must buy a health insurance in their own countries.
<b>Medicine and Health Students</b>	Additional Liability insurance is required.
<b>VISA</b>	
<b>Non European Students</b>	Students are required to enter Spain with a "Student Visa" issued by a Spanish Embassy. 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 (comisaría).