



# Fact sheet

## 2020/2021

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## International Relations Office

### Institution

#### DETAILS

##### NAME OF THE INSTITUTION

Universidad de Malaga (UMA)

##### ERASMUS CODE

EMALAGA01

##### WEB

[www.uma.es](http://www.uma.es)

### International office

#### DETAILS

##### NAME OF THE INTERNATIONAL OFFICE

International Relations Office

##### ADDRESS

Edificio Rosa de Gálvez (First Floor)  
Bulevar Louis Pasteur, 35  
29071 Campus de Teatinos Malaga

##### OFFICE HOURS

9am - 14pm, from Monday to Friday (closed during Bank Holidays, Easter week, Christmas Holidays and August-Summer Holidays)

##### TELEPHONE


+34 952 131 111

##### EMAIL

[international@uma.es](mailto:international@uma.es)

##### WEB

[www.uma.es/relaciones-internacionales](http://www.uma.es/relaciones-internacionales)

 @rriiuma

 @rriiuma

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## TRANSCRIPT OF RECORDS

[EVERY MOBILITY PROGRAMME]

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ERASMUS+ PROJECTS

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## 2

Academic  
Information

## ▶ LANGUAGE OF INSTRUCTION

Spanish (**a minimum B1 level is recommended**). Those students who don't speak Spanish usually experience difficulties to find the appropriate courses and to communicate during their stay in Malaga.

There are some courses offered in English, but highly demanded. Besides, there is a limit of exchange students per course. The courses taught in English will be updated in this link:

[u.uma.es/qP/](https://u.uma.es/qP/)



## ▶ ACADEMIC CALENDAR

There are differences among faculties regarding academic calendar. Each faculty will publish and update this information:

[www.uma.es/centros-listado](https://www.uma.es/centros-listado)

SEMESTER 1	23/09/2020 - 12/02/2021
SEMESTER 2	*15/02/2021 - 9/07/2021 *Medicine has started on 10/02/2020
EXAMS	SM1: 25/01/2021 - 19/02/2021 SM2: 31/05/2021 - 9/07/2021

You will find below the recommended arrival dates.



## RESTRICTIONS

Our Academic Offer 2020/2021 will be updated in July 2020, when students have access to the online Pre- enrollment and can reserve the courses available. There won't be much difference in the Academic Offer of courses taught in Spanish, but there is a limit of students per course by booking order.

### ERASMUS+ STUDENTS

UMA only accepts Erasmus+ students from the field of study stipulated in the interinstitutional agreement.

Erasmus+ students are obliged to choose at least half of their courses in their main faculty or school where they have been nominated.

### STUDY PROGRAMME MASTER

WEBSITE (Academic offer and syllabus):

<http://www.uma.es/masteres-oficiales/>

Postgraduate students (Master and PhD) will be ONLY accepted if this option is included in the Bilateral Agreement. In this case, only master courses from the main faculty will be accepted.

### NON ERASMUS+ STUDENTS

Students must register for undergraduate level courses only and have to choose at least half of their courses in their main faculty or school where they have been nominated.

### FACULTY RESTRICTIONS

- Medicine students cannot enroll in 6th year courses.
- TFG and TFM need approval from the coordinators of the dissertation at UMA.
- Practicum or practical courses need approval of the Practicum coordinator.
- Master courses need approval of the master coordinator.
- Health Sciences, Medicine and Fine Arts courses when none of these are the main faculty of the student, the approval of the coordinator of the correspondent faculty is required.

# NOMINATION

## NOMINATION PROCEDURE

Our Online Nomination Tool will be available for 2020/2021 nominations after the 13<sup>th</sup> April. The password of partner institutions is the same for every academic year:

[https://www.uma.es/programa\\_movilidad/nomination/](https://www.uma.es/programa_movilidad/nomination/)

## NOMINATION DEADLINE FOR EVERY MOBILITY PROGRAMME

Full Year (FY) / Semester 1 (SM1): **15/06/2020**  
Semester 2 (SM2): **01/11/2020**

Any nomination for our Faculty of Medicine, Health Science or Fine Arts for first semester, second semester or full year: **15/06/2020**

Nominations for second semester after this deadline will not be accepted.

# APPLICATION

## APPLICATION FORM

The students who were correctly nominated will receive by email their login details for EMI on the following dates:

Full Year (FY) / Semester 1 (SM1): **19/06/2020**  
Semester 2 (SM2): **09/11/2020**

## APPLICATION DEADLINE

Full Year (FY) / Semester 1 (SM1): **10/07/2020**  
Semester 2 (SM2): **30/11/2020**

Faculty of Medicine, Health Science or Fine Arts for first semester, second semester or full year: **10/07/2020**



## INCOMING MOBILITY PLATFORM

EMI (Espacio de Movilidad Internacional)  
[https://www.uma.es/programa\\_movilidad/incoming\\_pmovilidad/new/](https://www.uma.es/programa_movilidad/incoming_pmovilidad/new/)

# PRE-ENROLLMENT

Students must fill in the pre-enrollment form in EMI before arriving at UMA, selecting the courses they would like to attend at UMA. This option will be activated in EMI, approximately **after the 13<sup>th</sup> of July 2020**.

## MINIMUM CREDITS ECTS TO ENROLL

ERASMUS+:	NON ERASMUS+:
6 ECTS per semester	18 ECTS per semester

## MAXIMUM CREDITS ECTS TO ENROLL

One semester: 36 ECTS  
Full year: 66 ECTS

## ▶ LEARNING AGREEMENT ONLY ERAMUS+

Only Faculty Coordinators or academic coordinators at UMA will be able to sign Learning Agreements.

Please, find here the details of faculty [coordinators at UMA:](#)

<https://www.uma.es/relaciones-internacionales/cms/base/ver/base/basecontent/105836/coordinadores-de-movilidad/>

Attention: Any Learning Agreement signed before the selection of courses in our online Incoming Student Platform (EMI) will be provisional.

Please, do not send your Learning Agreement to our International Relations Office since only Academic Coordinators or Faculty Coordinators (from host and home institutions) will be able to sign in.

In order to avoid academic problems, students who want to select any course in Medicine, Health Science or Fine Arts (full year, first semester and second semester students) or Master Courses are obliged to send the Learning Agreement to the Academic Coordinator or Master Coordinator by email before the 10th July 2020.

## ▶ ENROLLMENT

All students have to formalize in person their enrollment at the International Relations Office during the enrollment terms (dates included in our Welcome Guide 2020/2021).

### Academic Coordinator

Students can find the contact details of their tutors at UMA in the Application Form of EMI. The Coordinator of the Faculty may sign any academic document in case that the academic tutor is not available.

### Student digital Card

Students will receive their account details of DUMA the day after their enrollment and will be able to download and access the APP "UMA". Student Digital Card will be required to access to the university services (Library, Sport Center, culture events, etc.).

## ▶ TRANSCRIPT OF RECORDS

Partner universities must download the Transcript of Records from our Nomination Tool.

### Dates

SM1: After the **25th of March 2021**

SM2 - FY: After the **25th of July 2021**

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## Practical information for incoming students



### CERTIFICATE OF ARRIVAL

It is an official document that shows the arrival date at the University of Malaga. It will be signed and stamped by the International Relations Office in digital format.

With the intention of accelerating this procedure and due to the current circumstances, we will sign the official version of the Universidad de Málaga. Only in the case that home university require by email that they cannot accept this version, we will sing the home university form. The starting dates are included in the following section.

### STARTING DATES

The starting dates of classes will be published in the website of the faculty or school by the Secretary of the establishment. Each faculty or school can have different starting dates and calendars. In order to find this information, please follow the instructions included on section 6.

The starting date of mobility that will be included in the Certificate of Arrival will be the date of the welcome meeting for international exchange students -included on the next section-, unless having certified the attendance in the Spanish course organized by the CIE1 before that date.

**ATTENTION:** students not attending the welcome meeting will be assigned the enrollment day in the International Relations Office as the starting date, i.e., when completing the procedure of the section 8, after clicking on "matricularse".

If the Certificate of arrival is urgently required, it is recommended to enroll -read section 11- as soon as possible within the stablished deadlines.





## INFORMATIVE MEETINGS

Every year we organize our welcome meeting for exchange students in order to provide relevant and useful information about the main administrative and academic procedures, with the participation of other offices of this university in charge of providing integration support to exchange students. The dates of the 2020/2021 Welcome meetings are the following:

### First semester/ Full year

In this case, due to the exceptional situation owing to COVID19, this welcome meeting will take place in online format in order to guarantee the security of every student and a better assistance. On the week before we will send an explanatory email with a link for the Virtual Room.

**10th September 2020  
11 am (Spanish time)**

### Second Semester

In this case, due to the exceptional situation owing to COVID19, this welcome meeting will take place in online format in order to guarantee the security of every student and a better assistance. On the week before we will send an explanatory email with a link for the Virtual Room.

**1st February 2021  
11 am\* (Spanish time)**

### If you are not able to attend any informative meeting:

You will be responsible of following the administrative instructions included in this guide and reading all the informative emails from the International Relations Office.



## BUDDY PROGRAMME

El objetivo de este programa es poner a los estudiantes internacionales en contacto con estudiantes voluntarios de la UMA para ayudarles durante su estancia.

**Información** <https://www.uma.es/welcome-uma/info/104141/buddy-program/>

**Email** [welcometouma@uma.es](mailto:welcometouma@uma.es)

**Web** <http://www.uma.es/welcometouma>



## LANGUAGE SUPPORT

The CIE organizes a voluntary Spanish course for Erasmus+ and international exchange students. They will contact directly international students by email in order to inform them about the enrollment procedure and requirements.

<b>Address</b>	Avenida de la Estación s/n. El Palo 29017 - Malaga Tel.+34951952738 - Fax+34951952742
<b>Email</b>	cie@uma.es
<b>Website</b>	Please, check the specific dates, registration fees, class hours and ECTS credits on the following link: <a href="http://www.uma.es/centrointernacionaldeespanol/">http://www.uma.es/centrointernacionaldeespanol/</a>



## ACCOMMODATION

Students have to arrange their own accommodation, although UMA can assist them in finding accommodation through the following services:

<b>Welcome to UMA</b>	welcometouma@uma.es <a href="https://www.uma.es/welcome-uma/info/113740/alojamiento">https://www.uma.es/welcome-uma/info/113740/alojamiento</a>
<b>Servicio de alojamiento</b>	alojamiento@uma.es <a href="https://www.uma.es/alojamiento/cms/menu/otras/">https://www.uma.es/alojamiento/cms/menu/otras/</a>
<b>ESN</b>	esn.malaga@gmail.com
<b>CIE</b>	cie@uma.es <a href="http://www.uma.es/centrointernacionaldeespanol/">http://www.uma.es/centrointernacionaldeespanol/</a>



## COST OF LIVING

<b>Housing</b>	Single room in shared apartment: +250 €/month aprox. Residence (including meal): +600€/month aprox.
<b>Food</b>	Menu on campus: 5 - 7 €
<b>Transport</b>	Student Bus Card: 27 €/month



## HEALTH INSURANCE

### European Students

European Insurance Card:

[http://www.juntadeandalucia.es/servicioandaluzdesalud/principal/documentosacc.asp?pagina=gr\\_tseuropea\\_asisandaluc#opc2](http://www.juntadeandalucia.es/servicioandaluzdesalud/principal/documentosacc.asp?pagina=gr_tseuropea_asisandaluc#opc2)

<https://ec.europa.eu/social/main.jsp?langId=en&catId=559&>

### Non-European Students

Before arriving in Malaga, students with Non-European nationality must take out a private health insurance to cover them from their arrival date until their departure to home country.

### IMPORTANT

Incoming students must read prior to arrival the conditions and procedures to follow in Malaga in order to receive medical attention.



## DOCUMENTATION FOR PRACTICAL COURSES

### Medicine and Health Sciences Students

Incoming students who will attend practical courses (for instance, practicum) at the Faculty of Medicine or Health Sciences must bring from home countries where they are nationals a Liability Insurance.

### Students who will conduct practical courses with minors

Incoming students who will attend practical courses (for instance, practicum) with minors must bring from home countries where they are nationals (if they have dual citizenship of both countries), a negative certificate from the Central Registry of Sexual Offenders, or a criminal record, and failing that, a consular certificate of good standing.



## VISA

### Non-European Students (Non - European Programs) and Erasmus+ KA107

In order to help students from Non-European Programmes in their visa procedures, Original Acceptance Letter will be able for downloading by the home Coordinator once students are nominated. Depending on the visa obtained at the Spanish Embassy/Consulate in their home country, the student may need to attend to the Police Station within the month after their arrival. Students may inform themselves about the need of this procedure when they apply for the visa.

### Non-European Students (Erasmus+ KA103)

All Erasmus+ students will be able to download the Letter of Acceptance after completing the Application form online. This Letter of Acceptance will serve for VISA applications.

### IMPORTANT

Non-European students are responsible for the application of their VISA or any other procedures established by the Spanish Embassy /Consulates in their home countries prior to their arrival in Malaga.