



FAQ-FREQUENTLY ASKED QUESTIONS

(16/04/2020)

INCOMING STUDENTS

1. IF I DECIDE TO COME BACK TO MY HOME COUNTRY AND FINISH MY SECOND SEMESTER AT MY HOME UNIVERSITY, WHAT PROCEDURE MUST I FOLLOW WITH THE UMA?

You must send your withdrawal to the International Relations Office by email on the respective email address of your mobility programme. The enrollment of second semester at UMA will be cancelled and you will receive by email a Certificate of Attendance (UMA version). Therefore, no Transcript of Records will be issued. In this case, the last date of the mobility will be the date of departure to the home country.

2. IF I DECIDE TO COME BACK TO MY HOME COUNTRY AND CONTINUE THE CLASSES ONLINE AT THE UMA, WHAT WILL BE THE CONSEQUENCES?

The Regional Minister for Economy, Knowledge, Company and University and the Rectors of the Andalusian Public Universities have agreed:

1. To maintain online teaching until the end of the current academic year 2019/2020.
2. To prepare a general contingency planning to determine the specific procedures regarding any traineeship that cannot be undertaken in an online format, assessment, teaching guides, adaptation to the academic calendar and progress of final dissertations (TFG and TFM). In brief, we cannot guarantee that the evaluation will be online, but we are working to establish the assessment system, which must be informed by your academic contacts.

In accordance with the memo of the Rectorate on 16th March 2020 addressed to the students of the UMA regarding the discontinuation of classroom teaching, professors must inform their students as soon as possible through Virtual Campus about the temporary planning of nonclassroom activities designed for this extraordinary circumstances, possible changes in the academic programme and modifications in the assessment system.

Therefore, students planning to continue their semester by means of distance learning from their home countries, they must consult the assessment procedure with their professors and inform the International Relations Office about their decision. In this case, the Certificate of Attendance and the Transcript of Records will be issued after the assessment period.

3. HOW LONG WILL THE ALARM STATUS LAST AND WHEN WILL WE RESUME FACE-TO-FACE CLASSES?

In relation with the alarm status, only the government of Spain can change the alarm status. In case of changes we will communicate it by all possible means provided the UMA. Currently this period has been extended until April 26th. The government can evaluate then the situation and extend it if necessary. According to the information provided in the previous paragraph, face-to-face classes will not be resumed in the current year 2019/2020 since teaching will be online until the end of the semester.

4. WHAT DOES “FORCE MAJEURE” MEAN? I AM AFRAID OF LOSING THE SCHOLARSHIP (JUST FOR ERASMUS+ KA107 INCOMING STUDENTS)

The force majeure clause means that mobility is interrupted for reasons beyond the student's control, which forces to cancel the stay. In this case, the COVID-19 pandemic is considered force majeure. In cases where the host institution cancels teaching, or circumstances occur that make it impossible to undertake the mobility under normal conditions. It is especially considered a



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cause of force majeure in areas classified by SEPIE as risk zones. This cause applies if the stay has not exceeded the minimum amount that can be financed, or if it could not be started, but expenses have been incurred. In any case, from the International Relations Office, we will take care to make the appropriate claims to the SEPIE. We will advise you then, to justify the expenses incurred a posteriori in order to guide you in the respective reimbursement that you will have to perform if the amount earned is superior to the duration of the actual stay.

For ISEP and PIMA and upon confirmation of the reimbursement protocol, previously agreed with ISEP and OEI, we will advise you then, to justify the expenses incurred a posteriori in order to guide you in the respective reimbursement that you will have to perform if the amount earned is superior to the duration of the actual stay.

5. HOW WOULD FORCE MAJEURE APPLY TO INCOMING STUDENTS AT THE UMA? (JUST FOR ERASMUS+ KA107 INCOMING STUDENTS)

The UMA will arrange the processing of the force majeure clause exclusively for students of the Erasmus+ KA107 program. The university offer all the necessary means to continue mobility, so mobility should not be interrupted, except in justified cases, such as people at risk, or the return ordered by the university or the government of your country. In any case if you finally decide to cancel, we would need a document justifying these causes of force majeure. Besides, you would have to send an email to icm@uma.es specifying the reasons of the departure and including:

- The "application for reduction of the study period" that you must complete, sign and send to your destination university for signature by the International Relations Office, available [here: https://www.uma.es/icm/info/114372/documents-2018-2019/](https://www.uma.es/icm/info/114372/documents-2018-2019/)
- The "certificate of stay", available here: <https://www.uma.es/icm/info/114372/documents-2018-2019/> and
- Boarding passes of the trip back scanned.

Afterwards SEPIE can apply the force majeure clause where appropriate and if they consider that is duly justified.

6.WHAT SHOULD I DO IF I WANT TO RETURN TO MY HOME COUNTRY NOW AND I CANNOT FIND ANY TRANSPORT AVAILABLE?

You must inform the International Relations Office about your situation to ensure that they are aware of your situation and particularly contact with the consulate of your country in Malaga. You can find the contact details of your country consulate here: <http://www.malagaturismo.com/es/secciones/consulados/27/5>

7. WITH THE ALARM STATUS DECREED IN SPAIN, CAN I GO FOR A WALK IN THE CITY OR GO FOR A RUN?

According to the instructions provided by the Spanish Government, all outdoor activities, outside the house, are prohibited, except for those expressly indicated as essential (buying food or medicines, going to the doctor...). You cannot go for a walk, go running, go to the beach or to the country side. Otherwise, you can be fined.



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8. CAN I UNDERTAKE MY INTERNSHIP OR TRAINEESHIP PLANNED IN MÁLAGA?

Any activity performed in an educational establishment of any level including universities, has been cancelled during the alarm status. In the case of companies, the decision of allowing this activity will rely upon the internship or traineeship (also PRACTICUM) coordinator. Only if the company or organization allows teleworking, it will be permitted. For any further doubts, please contact directly the coordinator.

9. WHICH PREVENTIVE MEASURES DO I HAVE TO APPLY?

- Frequently clean your hands with soap and water, especially after coughing, sneezing or using a tissue.
- You can also use an alcohol-based hand rub product as substitute of water and soap.
- You should avoid, to the extent possible, touching your eyes, nose and mouth with your hands.
- You should cover your nose and mouth with a tissue when coughing or sneezing, and discard it immediately into a closed bin. In case of not having a tissue, you should cover your mouth and nose with flexed elbow for avoiding contamination of the hands. It is not recommended the use of face mask to avoid the infection.

Please, find further information in this link:

<https://www.uma.es/informacion-covid-19/info/123066/medidaspreventivas/>

10. HOW CAN I GET MEDICAL CARE?

You have to follow Basic Guide for Action against Coronavirus or the recommendations included in this link: <https://www.uma.es/informacion-covid-19/>

11. IS THERE ANY MEANS OF COMMUNICATION TO BE UPDATED ABOUT THIS SITUATION?

We have created a specific section in the website of the UMA with more information: <https://www.uma.es/informacion-covid-19/>

Besides, the most important updates will be published via social media and sent by email to our students.

12. IS THERE ANY OTHER PARTICULAR RECOMMENDATION OF THE INTERNATIONAL RELATIONS OFFICE DURING THIS ALARM STATUS?

First of all, it is fundamental to keep calm since preventive measures have been implemented in order to contain the spread of the virus.

Furthermore, try to make the most of your academic achievement using the OLINE teaching tools provided via VIRTUAL CAMPUS.

Finally, we would like to remind you about the importance of following the instructions provided by the UMA in the website previously mentioned, social media and email and the recommendations of the Health Ministry:

<https://www.mscbs.gob.es/profesionales/saludPublica/ccayes/alertasActual/nCovChina/home.htm>