



INFO SHEET FOR PARTNER INSTITUTIONS

GENERAL INFORMATION

Institution	Universidad Europea de Madrid	
Erasmus Code	E Madrid18	
PIC Code	998597056	
Address	Calle Tajo, s/n 28670 Villaviciosa de Odón Madrid - SPAIN	
Institution Website	http://madrid.universidadeuropea.es/	
Contacts	International Office	erasmus@uem.es and International@uem.es +34912115569
	Director of the International Office	José María López josemaria.lopez@universidadeuropea.es
	Erasmus Coordinator	Axel Iniesta axel.iniesta@universidadeuropea.es
	Bilateral Programmes Coordinator	Amra Askraba amra.askraba@universidadeuropea.es
	Garcilaso/Laureate Programmes Coordinator	Jose Vicente jose.vicente@universidadeuropea.es Lorena Andrea Aros lorenaandrea.aros@universidadeuropea.es
	International Officer	Pilar Prada pilar.prada@universidadeuropea.es

SCHOOLS

	International Academic Coordinator	Subject area
School of Social Sciences and Communication	Julieta Espín julieta.espin@universidadeuropea.es	Business Law Education
	Miguel Ángel Alonso miguelangel.alonso@universidadeuropea.es	Communication
School of Architecture, Engineering, Arts and Design	Andrés Abasolo andres.abasolo@universidadeuropea.es	Architecture Arts and Design Aerospace Engineering Civil Engineering Edification Engineering Telecommunications Engineering Industrial Engineering Computer Engineering
School of Biomedical and Health Sciences	Marta Lesmes marta.lesmes@universidadeuropea.es	Medicine Dentistry Pharmacy and Biotechnology



	Laura Augusta Gostian lauraaugusta.gostian@universidadeuropea.es	Nursing Optometry Podiatry Psychology
School of Sports Sciences and Physical Therapy	Laura Augusta Gostian lauraaugusta.gostian@universidadeuropea.es	Sports and Sports Management Physical Therapy

COURSE INFORMATION

Course Catalogue	Our full course catalogue will be available from April at this link: COURSE CATALOGUE (Click on the tab "Exchange Programmes")			
Language of Instruction	Spanish/English			
Language Requirements	General programmes	Spanish B1 / English B1		
	Medicine, Nursing and other health related programmes involving placements	Spanish B2		
Language Courses	Universidad Europea's Language Center offers language courses during the trimester including Spanish language courses at various levels (language.center@uem.es).			
Academic Calendar	Trimester 1 (T1)	September 2016 - December 2016	Semester 1 (S1)	September 2016 - February 2017
	Trimester 2 (T2)	January 2017 - March 2017	Semester 2 (S2)	February 2017 - June 2017
	Trimester 3 (T3)	April 2017 - June 2017		
	* Please check the exact dates here (available in April 2016): ACADEMIC CALENDAR .			

NOMINATION AND ONLINE APPLICATION

Nomination	Please, nominate your students via the following link: ONLINE NOMINATION Deadline for nominations: Trimester 1, Semester 1 and full academic year: 28th of April, 2016 Trimester 2 and 3; Semester 2: 29th of September, 2016
Application Online	Nominated students need to complete the online application: ONLINE APPLICATION Deadline for online applications: Trimester 1, Semester 1 and full academic year: 1st to 31st of May, 2016 Trimester 2 and 3; Semester 2: 1st to 31st of October, 2016
Stay Extensions	Students may request to extend their stay once they have arrived at UEM. Extension type: Stays planned just for T1, extensions to T2 and T3: 1st of December 2016 Stays planned to end in T2, extensions to T3: 1st of March 2017 Stays planned to end in T3, extensions to T1 (following academic year 2017/18): 1st of May 2017 The student's home university should request the extension contacting us at international@uem.es before the deadline.



ENROLLMENT

<p>Specific conditions</p>	<p>Students are required to choose one subject area (please, see the list of subject areas in the box Schools). All enrolled courses must belong to the chosen subject area. Students will not be allowed to enroll courses from a different subject area or school.</p> <p>Important exceptions!</p> <ol style="list-style-type: none"> 1. The subject area of “Communication” will have course-packs. All students who choose this area will be required to choose one of the set packs (also shown in the course catalogue). Students are not able to mix and match subjects from different packs! 2. School of Architecture, Engineering, Arts and Design: All students in this school will be able to enroll courses from any subject area in this school, provided they meet the prerequisites. <p>*Final enrollment will always need approval from the International Academic Coordinator at UEM.</p>										
<p>Maximum ECTS</p>	<p>There is a maximum number of ECTS credits that can be selected depending on the duration of stay at UE Madrid</p> <p>Bachelor’s Degrees that run on a trimester basis:</p> <table data-bbox="475 898 874 1003"> <tr> <td>1 Trimester:</td> <td>24 ECTS</td> </tr> <tr> <td>2 Trimesters:</td> <td>36 ECTS</td> </tr> <tr> <td>3 Trimesters:</td> <td>60 ECTS</td> </tr> </table> <p>Bachelor’s Degrees that run on a semester basis: (Medicine; Dentistry)</p> <table data-bbox="475 1061 874 1128"> <tr> <td>1 Semester:</td> <td>30 ECTS</td> </tr> <tr> <td>2 Semesters:</td> <td>60 ECTS</td> </tr> </table> <p>Important exception!</p> <p>Students will be able to sign up for a fee-paying, 6ECTS Spanish Course on top of this. There will be an Intensive Spanish Course before the start of Trimester 1 and courses during all three trimesters. More information will be available in the Incoming Students Guide, which will be sent to all accepted students.</p>	1 Trimester:	24 ECTS	2 Trimesters:	36 ECTS	3 Trimesters:	60 ECTS	1 Semester:	30 ECTS	2 Semesters:	60 ECTS
1 Trimester:	24 ECTS										
2 Trimesters:	36 ECTS										
3 Trimesters:	60 ECTS										
1 Semester:	30 ECTS										
2 Semesters:	60 ECTS										
<p>Study Abroad Program</p>	<p>Institutions are also welcome to nominate students outside our existing Bilateral Agreements. Please find here information about our STUDY ABROAD PROGRAM.</p>										

TRAVEL INFORMATION

<p>Visa Requirements</p>	<p>Compulsory for non-EU students, please check your student’s visa requirements at the Spanish Embassy or Consulate in your home Country.</p>
<p>Residence Permit</p>	<p>Students are strongly recommended to register at the Immigration Service. https://sede.administracionespublicas.gob.es/icpplus/index.html</p>
<p>Health Insurance</p>	<p>Universidad Europea does not offer health insurance; students are responsible for obtaining International health insurance valid throughout their stay in Spain/Europe. One option can be the following: www.aonstudentinsurance.com</p>
<p>Accommodation</p>	<p>UE offers on-campus accommodation. Please visit the following link: http://madrid.universidadeuropea.es/alumno-uem/soy-nuevo/alojamiento It is not mandatory to apply for housing through UE. Please visit this page for alternative options: http://www.aluni.net/es/</p>