



Name of the Institution	Universidad Carlos III de Madrid
Institutional coordinator	Prof. Alvaro Escribano
University code	E MADRID14
Website	http://www.uc3m.es

INTERNATIONAL RELATIONS OFFICE

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ERASMUS STUDENTS

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NOMINATION AND APPLICATION PROCEDURE

UNIVERSITIES	
Nomination deadlines for Universities	<ul style="list-style-type: none"> • FIRST SEMESTER / FULL ACADEMIC YEAR: Nomination from March 15th to May 15th • SECOND SEMESTER: Nominations from October 3rd to November 5th <p>Please confirm these dates through our Web: http://www.uc3m.es/international/students/exchange/prior_arrival/nomination</p> <p>Partner Universities will have to fill out a NOMINATION FORM and log in with a password that they will get by email: http://www.uc3m.es/international/students/exchange/prior_arrival/nomination</p>
STUDENTS	
Application form	<ul style="list-style-type: none"> • Incoming Exchange students for First Semester and Full Academic Year: from March 15th to May 15th 2012 • Incoming Exchange students for Second Semester: From October 3rd to November 5th <p>Application form to be submitted on line: http://www.uc3m.es/international/students/exchange/prior_arrival/application</p> <p>Compulsory documents after acceptance submitted by email (copies of passport + student visa, if necessary + European health insurance card): http://www.uc3m.es/international/students/exchange/prior_arrival/documents</p>
Orientation Program and Welcome Event	<ul style="list-style-type: none"> • The Welcome Event and the Orientation for international students will take place at the beginning of each semester: http://www.uc3m.es/international/students/exchange/upon_arrival
Information on accommodation	<p><u>CARLOS III RESIDENCE HALLS*:</u> http://www.uc3m.es/portal/page/portal/residence_halls (*Please note that the price include room and board. There are no cooking facilities for students)</p> <p><u>OTHER DORMS:</u> Vertice Residence Hall*: http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/other_residences (*Rooms include cooking facilities)</p> <p><u>HOUSING AGENCIES:</u> http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/rental_agencies</p> <p><u>SHORT STAYS:</u> http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/hotels http://www.reaj.com/ComunidadMadrid/fichas/marcenado1_800_ing.htm</p>



ACADEMIC INFORMATION

<p>Academic Calendar 2012-2013</p>	<p>Academic calendar: http://www.uc3m.es/international/students/exchange/prior_arrival/academic_calendar</p> <p>Fall Semester: September 10– January 25 (examinations period 10-25 January) Welcome Event: First days of September</p> <p>Spring Semester: January 28- June 3 (examinations period 20 May-3 June) Welcome Event: Last days of January</p> <p>Retake Period (Fall & Spring): June 17 to July 2.</p> <p>*Please note that the course offering is different for each semester (Fall / Spring) which implies that most courses are only offered in one Semester.</p>
<p><i>(**) Old bachelor degree programmes (Licenciaturas). In 2012-2013 only sixth year courses are taught</i></p>	
<p>Minimum GPA requirement</p>	<p>Not applicable. We rely on our partners' selection process.</p>
<p>Language Requirements</p>	<p>UC3M relies on the selection of students made by the home institutions, therefore no language requirements are demanded by University Carlos III de Madrid.</p>
<p>Spanish Language Courses</p>	<p>These courses are not part of the regular University academic offer. They are offered by the University Language Center. The student will receive a Diploma and 4 ECTS credits. http://www.uc3m.es/portal/page/portal/centro_idiomas_fernando_lazaro_carreter/spanish_courses</p>
<p>Courses description and teaching language</p>	<p>Policy in university Carlos III is that Exchange Students are allowed to choose a minimum of 1 course (which is 6 ECTS credits). However, regular Spanish students use to take 5 – 6 courses (which are 30 – 36 ECTS credits) depending on their study plan. http://www.uc3m.es/international/students/exchange/prior_arrival/learning_agreement</p> <ul style="list-style-type: none"> - All undergraduate courses are opened to international students. However, note that course registration is based on “first come first served”. - Courses from the First Semester won't be offered at the Second semester and vice versa. <p>Degree offering in Spanish: http://www.uc3m.es/portal/page/portal/degree_programmes</p> <p>Degree offering in English: http://www.uc3m.es/portal/page/portal/home/studies/degree_programmes/bachelors_degree_english</p> <p>*Please select the desired degree and click on ‘study program’ to see the list of courses. You can click on each course to find the course description.</p> <p>Spanish Grade system: out of 10</p>



Possibility to attend courses from different depts.	<ul style="list-style-type: none">• If a student has been nominated for a bachelor's degree that belongs to the Social and Juridical Science Faculty, he could take subjects of any degree in that Faculty (Business, Economics, Law, Statistics, Political Sciences, etc.)• If a student has been nominated for a bachelor's degree that belongs to the Humanities Faculty, he could take subjects of any degree in that Faculty (only Journalism, Audiovisual Communication, Library Science and Documentation and Humanities)
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PRACTICAL INFORMATION FOR YOUR STUDENTS

Living cost in Madrid	Living expenses in Madrid (including sharing an apartment, food and transportation) would be around 700-800€/per month.
Transportation	Subway: http://prs.metromadrid.es/metro/mapametrofull.asp Short-distance train lines http://www.ctm-madrid.es/red_transportes/renfe/red_renfe_esquema_general.jsp Public bus: http://www.emtmadrid.es/Home.aspx Madrid Barajas Airport: http://www.aena.es/csee/Satellite/Home/en/Page/1166792871783/ International students can buy a transport monthly full pass that includes subway, bus and short-distance train.
Practical info	UC3M International guide: http://www.uc3m.es/international/students/general_information_international_students General information for travelers to Madrid: http://www.esmadrid.com/en/portal.do?IDM=972&NM=2&TR=C&IDR=1226 How to get to UC3M: http://www.uc3m.es/portal/page/portal/get_know_us/how_get_here Living and studying in Madrid: http://www.uc3m.es/portal/page/portal/get_know_us/living_studying_mad
More info	More practical information: http://www.topuniversities.com/spain/study-abroad-spain http://www.topuniversities.com/spain/top-ten-things-do-while-studying-abroad-spain



International Student Support	<p>The following Student Associations provide personal support and orientation for international students coming to Carlos III.</p> <ul style="list-style-type: none">• BEST: http://best.uc3m.es / carlos3@best.eu.org• ANUDI: http://www.anudi.org/ madrid@anudi.org• ESN (Erasmus Student Network) offers cultural activities for all international students. http://www.esnuc3m.es <p>The student service "Espacio Estudiantes" also welcomes international exchange students to take part in the activities they organize: http://www.uc3m.es/portal/page/portal/cultura_y_deporte</p>
Buddy program	<p>http://www.uc3m.es/portal/page/portal/international/students/exchange/prior_arrival/buddy</p>

ADMINISTRATIVE STAFF IN CHARGE OF THE ERASMUS AGREEMENTS FOLLOW-UP

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