



## INFO SHEET FOR PARTNER INSTITUTIONS

### GENERAL INFORMATION

<b>Institution</b>	<b>Universidad Europea de Madrid</b>	
<b>Erasmus Code</b>	<b>E Madrid18</b>	
<b>PIC Code</b>	<b>998597056</b>	
<b>Address</b>	Calle Tajo, s/n 28670 Villaviciosa de Odón Madrid - SPAIN	
<b>Institution Website</b>	<a href="http://madrid.universidadeuropea.es/">http://madrid.universidadeuropea.es/</a>	
<b>Contacts</b>	International Office	<a href="mailto:international@universidadeuropea.es">international@universidadeuropea.es</a> <b>+34 912115569</b>
	Director of the International Office	José María López <a href="mailto:josemaria.lopez@universidadeuropea.es">josemaria.lopez@universidadeuropea.es</a>
	Erasmus Coordinator	Axel Iniesta <a href="mailto:axel.iniesta@universidadeuropea.es">axel.iniesta@universidadeuropea.es</a> Jose Vicente <a href="mailto:jose.vicente@universidadeuropea.es">jose.vicente@universidadeuropea.es</a>
	Bilateral Programmes Coordinator	Amra Askraba <a href="mailto:amra.askraba@universidadeuropea.es">amra.askraba@universidadeuropea.es</a>
	Garcilaso/Laureate Programmes Coordinator	Lorena Andrea Aros <a href="mailto:lorenaandrea.aros@universidadeuropea.es">lorenaandrea.aros@universidadeuropea.es</a>

### SCHOOLS

	<b>International Academic Coordinator</b>	<b>Subject area</b>
<b>School of Social Sciences and Communication</b>	Luis Fernando Gracia <a href="mailto:luisfernando.gracia@universidadeuropea.es">luisfernando.gracia@universidadeuropea.es</a>	Business Education
	Miguel Ángel Alonso <a href="mailto:miguelangel.alonso@universidadeuropea.es">miguelangel.alonso@universidadeuropea.es</a>	Communication Law
<b>School of Architecture, Engineering, Arts and Design</b>	Andrés Abasolo <a href="mailto:andres.abasolo@universidadeuropea.es">andres.abasolo@universidadeuropea.es</a>	Architecture Arts and Design Aerospace Engineering Civil Engineering Edification Engineering Telecommunications Engineering Industrial Engineering Computer Engineering
<b>School of Biomedical and Health Sciences</b>	Marta Lesmes <a href="mailto:marta.lesmes@universidadeuropea.es">marta.lesmes@universidadeuropea.es</a>	Medicine Dentistry Pharmacy and Biotechnology
		Nursing Optometry Podiatry Psychology



<b>School of Sports Sciences and Physical Therapy</b>	Marta Lesmes <a href="mailto:marta.lesmes@universidadeuropea.es">marta.lesmes@universidadeuropea.es</a>	Sports and Sports Management Physical Therapy
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## COURSE INFORMATION

Course Catalogue	Our full course catalogue will be available from April at this link: <a href="#">Course catalogue</a>			
Language of Instruction	Spanish/English			
Language Requirements	General programmes		Spanish B2 / English B2	
	Medicine, Nursing and other health related programmes involving placements		Spanish B2	
Language Courses	Universidad Europea’s Language Center offers language courses during the c including Spanish language courses at various levels ( <a href="mailto:language.center@universidadeuropea.es">language.center@universidadeuropea.es</a> ).			
Academic Calendar	Trimester 1 (T1)	September, 11 <sup>th</sup> 2017 - December, 22 <sup>nd</sup> 2017	Semester 1 (S1)	September, 11 <sup>th</sup> 2017 – February, 2 <sup>nd</sup> 2018
	Trimester 2 (T2)	January, 8 <sup>th</sup> 2018 – March, 23 <sup>rd</sup> 2018	Semester 2 (S2)	February, 5 <sup>th</sup> 2018 – June, 2 <sup>th</sup> 2018
	Trimester 3 (T3)	April, 2 <sup>nd</sup> 2018 – June, 20 <sup>th</sup> 2018		
	* Please check the official calendar in the following link: <a href="#">Academic calendar</a> .			

## NOMINATION AND ONLINE APPLICATION

<b>Nomination</b>	Please, nominate your students via the following link: <a href="#">Online nomination</a> <b>Deadline for nominations:</b> <b>Trimester 1, Semester 1 and full academic year: 1<sup>st</sup> to 27<sup>th</sup> of April, 2017</b> <b>Trimester 2 and 3; Semester 2: 1<sup>st</sup> to 28<sup>th</sup> of September, 2017</b>		
<b>Application Online</b>	Nominated students need to complete the online application: <a href="#">Online application</a> <b>Deadline for online applications:</b> <b>Trimester 1, Semester 1 and full academic year: 1<sup>st</sup> to 31<sup>st</sup> of May, 2017</b> <b>Trimester 2 and 3; Semester 2: 1<sup>st</sup> to 31<sup>st</sup> of October, 2017</b>		
<b>Stay Extensions</b>	Students may request to extend their stay once they have arrived at UEM. <b>Extension type:</b> Stays planned just for T1, extensions to T2 and T3: <b>1<sup>st</sup> of December 2017</b> Stays planned to end in T2, extensions to T3: <b>1<sup>st</sup> of March 2018</b> Stays planned to end in T3, extensions to T1 (following academic year 2018/19): <b>1<sup>st</sup> of May 2018</b> The student's home university should request the extension contacting us at <a href="mailto:international@universidadeuropea.es">international@universidadeuropea.es</a> before the deadline.		



## ENROLLMENT

<b>Specific conditions</b>	<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. <b>Students will not be allowed to enroll courses from a different subject area or school.</b></p> <p><b>Important exceptions!</b></p> <ol style="list-style-type: none"> <li>1. The subject area of <b>“Communication”</b> 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!</li> <li>2. <b>School of Architecture, Engineering, Arts and Design:</b> All students in this school will be able to enroll courses from any subject area in this school, provided they meet the prerequisites.</li> </ol> <p>*Final enrollment will always need approval from the International Academic Coordinator at UEM.</p>										
<b>Maximum ECTS</b>	<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> <tr> <td><b>1 Trimester:</b></td> <td><b>24 ECTS</b></td> </tr> <tr> <td><b>2 Trimesters:</b></td> <td><b>36 ECTS</b></td> </tr> <tr> <td><b>3 Trimesters:</b></td> <td><b>60 ECTS</b></td> </tr> </table> <p>Bachelor's Degrees that run on a semester basis: (Medicine; Dentistry)</p> <table> <tr> <td><b>1 Semester:</b></td> <td><b>30 ECTS</b></td> </tr> <tr> <td><b>2 Semesters:</b></td> <td><b>60 ECTS</b></td> </tr> </table> <p><b>Important exception!</b></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>	<b>1 Trimester:</b>	<b>24 ECTS</b>	<b>2 Trimesters:</b>	<b>36 ECTS</b>	<b>3 Trimesters:</b>	<b>60 ECTS</b>	<b>1 Semester:</b>	<b>30 ECTS</b>	<b>2 Semesters:</b>	<b>60 ECTS</b>
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<b>Study Abroad Program</b>	<p>Institutions are also welcome to nominate students <b>outside our existing Bilateral Agreements</b>. Please find here information about our <a href="#">Study Abroad program</a>.</p>										

## TRAVEL INFORMATION

<b>Visa Requirements</b>	Compulsory for non-EU students, please check your student's visa requirements at the Spanish Embassy or Consulate in your home Country.
<b>Residence Permit</b>	Students are strongly recommended to register at the Immigration Service. <a href="https://sede.administracionespublicas.gob.es/icpplus/index.html">https://sede.administracionespublicas.gob.es/icpplus/index.html</a>
<b>Health Insurance</b>	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: <a href="http://www.aonstudentinsurance.com">www.aonstudentinsurance.com</a>



**Accommodation**

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/>  
<http://www.citylifemadrid.com/housing/>