



<b>Name of the Institution</b>	Universidad Carlos III de Madrid
<b>Institutional coordinator</b>	Prof. Alvaro Escribano
<b>University code</b>	E MADRID14
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#### INTERNATIONAL RELATIONS OFFICE

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#### ERASMUS STUDENTS

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**NOMINATION AND APPLICATION PROCEDURE**

<b>UNIVERSITIES</b>	
<b>Nomination deadlines for Universities</b>	<ul style="list-style-type: none"> <li>• <b>FIRST SEMESTER / FULL ACADEMIC YEAR:</b> Nomination from March 15<sup>th</sup> to May 15<sup>th</sup></li> <li>• <b>SECOND SEMESTER:</b> Nominations from October 3<sup>rd</sup> to November 4<sup>th</sup></li> </ul> <p>Please confirm these dates through our Web:</p> <ul style="list-style-type: none"> <li>• <a href="http://www.uc3m.es/international/students/exchange">http://www.uc3m.es/international/students/exchange</a></li> </ul> <p>Partner Universities will have to fill out a <b>NOMINATION FORM</b> and log in with a password that they will get by email: <a href="http://www.uc3m.es/international/students/exchange/prior_arrival/nominatio">http://www.uc3m.es/international/students/exchange/prior_arrival/nominatio</a> <a href="#">n</a></p>
<b>STUDENTS</b>	
<b>Application form</b>	<ul style="list-style-type: none"> <li>• Incoming Exchange students for <b>First Semester</b> and <b>Full Academic Year:</b> from <b>March 15<sup>th</sup> to May 15<sup>th</sup> 2011</b></li> <li>• Incoming Exchange students for <b>Second Semester:</b> From <b>October 3<sup>rd</sup> to November 4<sup>th</sup></b></li> </ul> <p>Application form to be submitted on line: <a href="http://www.uc3m.es/international/students/exchange/prior_arrival/application">http://www.uc3m.es/international/students/exchange/prior_arrival/application</a></p> <p>Compulsory documents after acceptance submitted by email (copies of passport + student visa, if necessary + European health insurance card): <a href="http://www.uc3m.es/international/students/exchange/prior_arrival/documents">http://www.uc3m.es/international/students/exchange/prior_arrival/documents</a></p>
<b>Orientation Program and Welcome Event</b>	<ul style="list-style-type: none"> <li>• The Welcome Event and the Orientation for international students will take place at the beginning of each semester: <a href="http://www.uc3m.es/international/students/exchange/upon_arrival">http://www.uc3m.es/international/students/exchange/upon_arrival</a></li> </ul>
<b>Information on accommodation</b>	<p><b>CARLOS III RESIDENCE HALLS*:</b> <a href="http://www.uc3m.es/portal/page/portal/residence_halls">http://www.uc3m.es/portal/page/portal/residence_halls</a> (*Please note that the price include room and board. There are no cooking facilities for students)</p> <p><b>OTHER DORMS:</b> Vertice Residence Hall*: <a href="http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/other_residences">http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/other_residences</a> (*Rooms include cooking facilities)</p> <p><b>HOUSING AGENCIES:</b> <a href="http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/rental_agencies">http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/rental_agencies</a></p> <p><b>SHORT STAYS:</b> <a href="http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/hotels">http://www.uc3m.es/portal/page/portal/servicios_jovenes/accommodation/hotels</a> <a href="http://www.reaj.com/ComunidadMadrid/fichas/marcenado1_800_ing.htm">http://www.reaj.com/ComunidadMadrid/fichas/marcenado1_800_ing.htm</a></p>



**ACADEMIC INFORMATION**

<p><b>Academic Calendar 2011-2012</b></p>	<p><b>Academic calendar:</b> <a href="http://www.uc3m.es/international/students/exchange/prior_arrival/academic_calendar">http://www.uc3m.es/international/students/exchange/prior_arrival/academic_calendar</a></p> <p><b>Fall Semester:</b> September 5– January 21 <b>Welcome Event:</b> First days of September</p> <p><b>Spring Semester:</b> January 23- May 29 (exams period 16-29 May)</p> <p><b>Retake Period</b> (Fall &amp; Spring): June 18 to 30.</p> <p><b>*Please note that the course offering is different for each semester (Fall / Spring) which implies that most courses are only offered in one Semester.</b></p>
<p><i>(**) Old bachelor degree programmes (Licenciaturas). In 2011-2012 only fifth and sixth years are taught</i></p>	
<p><b>Minimum GPA requirement</b></p>	<p>Not applicable. We rely on our partners' selection process.</p>
<p><b>Language Requirements</b></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><b>Spanish Language Courses</b></p>	<p>These courses are not part of the regular University academic offer. They are offered by the University Language Center. <a href="http://www.uc3m.es/portal/page/portal/centro_idiomas_fernando_lazaro_carreter/spanish_courses">http://www.uc3m.es/portal/page/portal/centro_idiomas_fernando_lazaro_carreter/spanish_courses</a></p>
<p><b>Courses description and teaching language</b></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 is 30 – 36 ECTS credits) depending on their study plan. <a href="http://www.uc3m.es/international/students/exchange/prior_arrival/learning_agreement">http://www.uc3m.es/international/students/exchange/prior_arrival/learning_agreement</a></p> <ul style="list-style-type: none"> <li>- All undergraduate courses are opened to international students. However, note that course registration is based "on first come first served".</li> <li>- Courses from the First Semester won't be offered at the Second semester and vice versa.</li> </ul> <p>Degree offering in Spanish: <a href="http://www.uc3m.es/portal/page/portal/degree_programmes">http://www.uc3m.es/portal/page/portal/degree_programmes</a></p> <p>Degree offering in English: <a href="http://www.uc3m.es/portal/page/portal/home/studies/degree_programmes/bachelors_degree_english">http://www.uc3m.es/portal/page/portal/home/studies/degree_programmes/bachelors_degree_english</a></p> <p><b>*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.</b></p> <p>Spanish Grade system: out of 10</p>



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

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



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

**ADMINISTRATIVE STAFF IN CHARGE OF THE ERASMUS AGREEMENTS FOLLOW-UP**

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