Language Requirements:

Exchange students who want to study in Spanish must have a B1 Spanish certificate. B2 in Spanish is desirable.
B2 English level is compulsory for studies in English.

For all health studies that they have to treat with patients and for second cycle (Master) we require a B2 level certificate in Spanish.
INSTITUTIONAL HANDBOOK 2016/17

INTERNATIONAL RELATIONS OFFICE
INCOMING STUDENTS
Pasaje de los Artilleros s/n
Administration Building, Ground Floor, Office 052
28082 Vicálvaro (Madrid)
SPAIN
Phone: +34 91 488 77 22 / 92 70
Email: internacional.madrid@u ric.es
international.in@u ric.es

REY JUAN CARLOS UNIVERSITY
Calle Tulipán s/n
28923 Móstoles (Madrid)
SPAIN
www.urjc.es
ERASMUS CODE: E MADRID26

ACADEMIC CALENDAR

1st Semester (Fall/Autumn Semester 2016)
Term period: September 6th to January 13th
Lecture period: September 6th to December 9th
Exams period: December 12th to January 13th

2nd Semester (Spring Semester 2017)
Term period: January 16th to May 16th
Lecture period: January 16th to April 28th
Exams period: May 3rd to May 16th

Extraordinary exams period for 1st and 2nd semester:
June 12th to June 29th

STUDENT APPLICATIONS

Once we receive the nomination from your university we will process it and if everything is correct you will receive an Acknowledgement email from Rey Juan Carlos University with further information to complete the online application.

DO NOT COMPLETE THE ONLINE APPLICATION IF YOU HAVEN’T RECEIVED THE ACKNOWLEDGEMENT EMAIL

Deadline for applications 1st Semester and full academic year: May 20th 2016
Deadline for application 2nd Semester: October 31st 2016
Procedure: fill out the online application form with the instructions provided in the acknowledgement email.

Required application documents:
- Online application
- Photo
- Passport/ID photocopy
- Transcript of records
- Language certificate
- Learning Agreement (LA), follow the instructions given on the acknowledgement email
ARRIVAL AND ORIENTATION

We request that students arrive for the Welcome Day; accepted students will receive an email with all the information. ATTENDANCE TO THE WELCOME DAY IS HIGHLY RECOMMENDED in order to get important information about the procedures for the mobility.

ACADEMIC OFFER

-Degrees in Spanish:
https://www.urjc.es/en/academics

-Degrees in English:

-Course catalogue:

-Syllabus of the courses:
http://miportal.urjc.es/quieresdocentes/

Language requirements:
If you are going to study in English you will need a B2 Certificate provided by a Language Institute (Cambridge, TOEFL, TOEIC...).
If you are going to study in Spanish you must have a B1 Certificate.
If you are studying Health studies (except Occupational Therapy) or a Master the requirement is a B2 Spanish certificate.
  * If your mother tongue is SPANISH and you’re studying in Spanish you do not need a certificate.
  * If your mother tongue is ENGLISH and you’re studying in English you do not need a certificate.

Schedule: https://gestion2.urjc.es/horarios/?paso=1
Required course load: minimum 18 ECTS
Exam period:
1st Semester: December 12th to January 13th
2nd Semester: May 3rd to May 16th

Transcript of Records will be issued no later than 8-12 weeks after the exam period.

LANGUAGE SUPPORT

Spanish Intensive Course
Erasmus and Munde students can attend a 34-hour intensive Spanish course that will take place two weeks before the start of the classes. Language courses can be validated for free election credits (a 34-hour course equals 2 ECTS). This course costs approximately 200€.
Further information: University Language Center centro.cui@urjc.es

Spanish Courses
Erasmus and Munde students can also attend a 45-hour Spanish course that will take place during one semester (October – December or January – April). Language courses can be validated for free election credits (a 45-hour course equals 2 ECTS). This course costs approximately 245€.
Further information: University Languages Center centro.cui@urjc.es
FACILITIES AND STUDENT SERVICES

Facilities
- Access to computer facilities including wireless internet access and university e-mail account.
- Student card: in order to request your Student Card, you need to have your URJC username, you have to be enrolled (preregistered) in order to get it.
- Academic advisors (for Health studies only):

<table>
<thead>
<tr>
<th>Faculty of Health Sciences</th>
<th>Prof. Antonio Pérez (<a href="mailto:antonio.perez.alonso@urjc.es">antonio.perez.alonso@urjc.es</a>)</th>
</tr>
</thead>
<tbody>
<tr>
<td>723. Nursing</td>
<td>Prof. Francisco Mercado (<a href="mailto:francisco.mercado@urjc.es">francisco.mercado@urjc.es</a>)</td>
</tr>
<tr>
<td>724. Dentistry</td>
<td>Prof. Custodia García (<a href="mailto:custodia.garcia@urjc.es">custodia.garcia@urjc.es</a>)</td>
</tr>
<tr>
<td>721. Medicine</td>
<td>Prof. Rosa Romero (<a href="mailto:rosa.romero@urjc.es">rosa.romero@urjc.es</a>)</td>
</tr>
<tr>
<td>312. Psychology</td>
<td>Prof. Isabel Galcerán Montaña (<a href="mailto:isabel.galceran@urjc.es">isabel.galceran@urjc.es</a>)</td>
</tr>
<tr>
<td>723. Physiotherapy</td>
<td>Prof. Nuria Trugeda (<a href="mailto:nuria.trugeda@urjc.es">nuria.trugeda@urjc.es</a>)</td>
</tr>
<tr>
<td>726. Occupational Therapy</td>
<td></td>
</tr>
</tbody>
</table>

- Access to University sports facilities.
- University restaurants.
- University libraries.

Special need and Disability Support
Unity of Attention to Disabled People (UAD DISCAPACIDAD)
Unity of Attention to Disabled People principal target is that those members of the university community: students, teachers or administration personnel and services that represent any kind of functional diversity or special educational need, are able to enjoy the same opportunities than the rest for the development of their university studies or performing their jobs, under the prism of equal opportunities.

Buddy Program
The Buddy Program, a URJC welcome program, helps all international students to integrate into the university and to know the city.
More information here.

HOUSING

Accommodation on Campus
Residencia Universitaria José Pérez de Vargas is located at Vicálvaro Campus. It has 217 rooms, of which 180 single rooms and 37 double rooms. Each room has a surface of approximately 18m², 34m² in the case of double rooms, and has an ensuite bathroom and office with refrigerator and microwave.
http://www.residencialvicalvarourjc.es/en/

For more accommodation offers check our website.
HEALTH INSURANCE

EU members are exempted from having to purchase Spanish health insurance, if they have the European Health Insurance Card, they can be assisted in any public Healthcare center.

Non-EU members, we strongly recommend all our exchange students from non-EU countries to purchase a private health insurance (Madire, Sanitas, etc.)

VISA REQUIREMENTS

EU members and of the EFTA (i.e. Iceland, Liechtenstein, Norway and Switzerland) do not need an entrance visa/student visa.

Students of all other countries should obtain a visa as soon as they have received their letter of acceptance.

PRACTICAL INFORMATION

The advantages of studying in Spanish
- Spanish is a language in expansion.
- Spanish is spoken by around 500 million people in the World.
- It is the official language of 21 countries.
- It is the most studied language as a second language: currently more than 46 million people study Spanish in the World.
- It is currently considered the second language for international communication.
- The UNESCO estimates that in the 21st Century, Spanish will be more important than English and there will be more speakers of Spanish than English.

Why study in Spain? Why Madrid?
- The best way to become familiar with a culture and to learn a language is to study in the country because it will be quicker, easier and more efficient.
- The Spanish educational system is internationally recognized for its excellent quality and outstanding organization.
- Spain currently ranks third as a European destination for international students, following England and Ireland.
- Due to its geostrategic location and its historical roots, Spain is the economic and cultural bridge to Latin America.
- Spain, along with France, United States and China, is among the top four tourist world powers.