

GUIDE FOR INTERNATIONAL STUDENTS

2017-18

Table of Contents

The University of Almeria	3
UNIVERSITY SERVICES	3
Vice Rectorate of Internationalization	3
University Buildings	5
Library	6
Sports	7
Language Centre	8
Meals and coffee shops	8
University Employment Service	9
Mobility at UAL	
International Relations Office	10
Academic Calendar	10
Course Offer	11
Welcome Conference	11
Learning Agreement	11
Checklist	
Academic Coordinator	
Assessment and Grading System	
PRACTICAL MATTERS	
Health Insurance	
Hospitals and medical centres in Almeria	13
Opening a Bank Account	
How to obtain a NIE	
Visa	14
Erasmus Students Network (ESN)	15
Internet access	15
Almería	15
Monuments and museums	16
Accommodation	18
Living in Almería	19
How to arrive to Almería	
Actividades de Interés	20

The University of Almeria

Code Erasmus: ES ALMERIA01 Code PIC: 999884440 Universidad de Almería Ctra. Sacramento s/n La Cañada de San Urbano 04120 - Almería

The University of Almería, **one of the youngest and most dynamic universities of Spain**, with more than 12,000 students, 600 phd students, 100 research groups, and more than 800 lecturers. The university was created by the Andalusian Parliament in 1993 at the behest of the Autonomous Government of Andalusia.

Nowadays, the University of Almería offers the possibility of studying a range of **31 bachelor's** degrees, **30 doctoral programmes**, **40 official master's programmes and 15 non-official masters' programmes**. The University is also proud of its modern facilities among which we can find four lecture theatres buildings, an auditorium, an indoor sport centre with a swimming pool and outdoor sport tracks and tennis courts. Apart from the bachelor's degree courses, the student can choose from a **broad range of** *Enseñanzas propias* [non-official courses designed by the University] (courses, specialist courses, expert courses, masters programmes, etc.) and **a large offer of cultural and sport activities,** which intend to satisfy academic and non-academic demands, coming not only from the university community but from the society in general. There are more than 20 summer courses every year, which are followed by more than 1300 students. The University of Almería has a solid commitment with research and investigation, featuring in the **third position in the Andalusia scientific production ranking**, with 300 research contracts signed with companies, 70 patents registered and 700 published works.

UNIVERSITY SERVICES

Vice Rectorate of Internationalization

The Vice Rectorate of Internationalization has the following functions:

- To foment the international character of UAL.
- To urge international mobility of students and teachers.
- To promote programs of cooperation with international centers.
- To improve the quality of teaching, research and formation.

Address: Rectorate and Assembly Hall, first floor. Office 1.250 Phone: +34 950 01 58 12 Fax: +34 950 01 58 12 E-mail: <u>vicintern@ual.es</u> Opening hours: Monday to Friday: 09:00 a 14:00



University Buildings



Aularios, numerados del uno al cuatro, señalizados en el mapa con los números 3, 5, 12 y 15 correspondientes al Aulario I, Aulario II, Aulario III y Aulario IV.

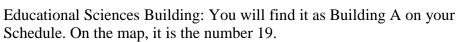


Mathematics and computer Engineering: You will find it as CITE III on your timetable. It corresponds to number 25 on the map.



Humanities Building: On your Schedule you will find this buildings as building C and it is the number 17 on the map.

Business Administration Building: You will find it as Building B on your chedule. On the map, it is the number 16.



Legal Sciences: You will find it as D on your timetable. It correspond to the number 18 on the map.







Library

The University Library promotes access and dissemination of information resources. Collaborates in the generation of student knowledge.

It is necessary to present the accreditation requested by the library staff. **Teléfono**: +34 950 21 40 52 / +34 950 01 57 70

E-mail: dirbibli@ual.es

Schedule:

Monday to Friday: 08:30 a.m. - 9:00 p.m.

Christmas, Easter and Summer:

Please consult the respective periods.

Special Time Room:

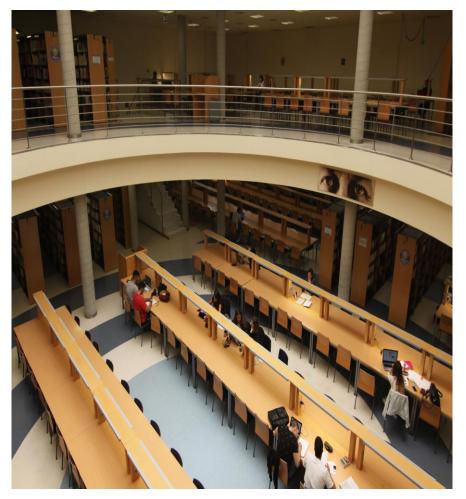
Every day, 08:30 to 00:00 h, weekends and holidays included. Examination period, open 24 hours.

What we offer?

- > Loan
- use of library facilities
 - laptop loan
 - Wi-Fi connection
 - 74 fixed computers with Internet connection
- User training
- bibliographic information

You can check the regulations for these loans on the following link.

<u>http://cms.ual.es/idc/groups/public/@serv/@biblioteca/documents/actividad/reglamento_servicio_p</u> restamo.pdf (acrobat reader required)





Sports

According to article 202 of the Statutes of the University of Almería "The Sports Service will promote basic university sport, both individual and collective, and will promote the creation of new sports facilities. Members of the university community have the



right to practice Sport and the use of university sports facilities and other concerted by the University under the conditions established by regulations. " The Sports Service covers these objectives through the organization of sports activities in various formats and a wide range of modalities. It is also responsible for the management of university sports facilities.

The university teams participate in tennis, paddleball, soccer, basketball and volleyball competition. There is also an indoor pool, personal training in the fitness centre with sauna, spinning room, complete gym and specialized rooms to practice other activities requested by students.

Phone: +34 950 21 42 14 / +34 950 21 42 15

E-mail: deportes@ual.es

Sport Centre Opening hours:

Building 7 on the map

From Monday to Friday: from 08:30 to 21:30 Saturday: from 09:00 to 13:00

Opening hour of the Indoor Swimming Pool, Weight and Fitness Room and Outdoor Sport Tracks:

Building 10, 33 and 34 on the map

From Monday to Friday : From 09:00 h to 23:00 Saturday: From 09:00 to 14:00 Sunday: 09:00 to 14:00 (Outdoor Sport Tracks)



Language Centre

The Language Centre at the University of Almería aims to promote foreign language and culture teaching and knowledge for the student community and the society surrounding it.

The Language Centre provides Spanish courses as a way of language and cultural immersion in the vast Spanish speaking community. They provide customized Spanish courses according to your student's language training needs and preferences: Spanish Language and culture Course, Business Spanish, Spanish as a Foreign Language... As being specifically designed courses for students, customized academic syllabus, dates and timetables are provided (there are morning and afternoon shifts, courses with different duration-one semester/all year/summer courses...).

For further information and inscriptions go to the website of the Language Centre: <u>https://clenguas.ual.es/index.php/espanol-para-extrajeros/</u>

If you wish, you could also inscribe in other languages courses such as: English, French, German, Arabic, Russian, Italian, Portugese, or Chinese.You can find all the information about these courses and more on their website. <u>https://clenguas.ual.es/</u>

Address: Central Building, number 2 on the map, ground floor, office 64 Phone: +34 950 01 59 98 Email: clenguas@fm.ual.es

Meals and coffee shops

University restaurant (Building 6 on the map):

Menú: 5 €.

Cafeterias

- Cafeteria in the humanities building Menu 5 €, on the map building 7
- > Central building Cafeteria, number 2 on the map
- > CIDU Cafeteria, number 8 on the map
- > Bar Romera, beside number 35 on the map
- > Juice Bar and Cafeteria (Inside Cidu Building), number 8 on the map.

University Employment Service

The University Employment Service and the Mediterranean Company Foundation of the University of Almeria offer the following programs:

- > Andalusia Orienta: guidance and advice for job search.
- > Internship in companies: gives the opportunity to practice in a local company, getting a first contact with the world of work.
- >Placement agency: helps students in finding employment, and companies to find employees.
- Business creation and self-employment
- > Practices for graduates.
- >Internship abroad: gives the opportunity to do internships in Europe with Leonardo Da Vinci and LLP-Erasmus internship programs.
- >Advise on the creation of technology companies.

Phone:+34 950 21 **40 38** / +34 950 01 **50 06 E-mail:** <u>fomento@ual.es</u>

Mobility at UAL

International Relations Office

The International Relations Office is the administrative service from the University of Almeria responsible for channeling all internalization and development cooperation initiatives. It organizes and supports national and international mobility programmes for students as well as for professors and staff.

The International Office provides information and assistance before, during and after the mobility process.

The UAL participates in the following exchange and mobility programmes:

ERASMUS+: students from the 28 member states of the EU, the three countries of the European Economic Area (Iceland, Lichtenstein and Norway) and Turkey, within the framework of bilateral agreements. From 2015 students can also move between partner countries and the European Union within the framework of the Programme Erasmus + KA107 International Credit Mobility. If you are coming to the University of Almería through this programme, please refer to the following guidelines:

http://cms.ual.es/idc/groups/public/@serv/@uinternacional/documents/documento/informationforin comingka107students.pdf

ANUIES-CRUE: Exchange Programme with Mexican Higher Education Institutions.

PIMA: Program for Academic Exchange and Mobility - The objective of this program is to strengthen inter-university cooperation and encourage the development of the Latin American dimension of higher level education, through the development of multilateral higher level student exchange projects in the region.

ISEP: International Students Exchange Programme. It provides access to a wide range of institutions of higher education in USA, Africa, Asia, Europe, Latin America, Middle East and Oceania.

UALMUNDO: This programme comprises students from countries whose university has a valid agreement with UAL. We receive students from China, USA, Canada, Argentina, Bolivia, Brazil, Ecuador, Mexico, Panama and Uruguay among others.

Address: Central Building (2 on the map) ground floor, Office: 0.192. Customer service hours: Monday to Friday: 09:00 a 14:00

Questions and Doubts:

If you have any questions, check first this guide. We also have some Frequently Asked Questions available on the wesite (link). If you still have a question you can contact us here: <u>https://otrspas.ual.es/otrs/customer.pl/</u> entering with your user name and password.

Academic Calendar

The academic year consists of two semesters:

First Semest	ter		Segundo semestre					
Classes begin	n on Septembe		Classes begin on February 15					
			Easter holidays from March 26 to					
Christmas	holidays	from	April 2					

December 21 to January 8, 2018	Examination period from 12 to 29					
	June.					
Examination period from 30	Period of extraordinary					
January to 14 February.	examinations, September for the					
	subjects suspended in the ordinary					
	convocation					

Academic Calendar: http://cms.ual.es/UAL/en/calendario/index.htm

Course Offer

There is a wide catalog of subjects available for the different official degrees. <u>http://cms.ual.es/UAL/estudios/grados/index.htm</u>

Courses Taught in Foreign Languages:

International students also have a wide catalog of subjects that are taught in different languages depending on the field of study.

http://cms.ual.es/idc/groups/public/@serv/@uinternacional/documents/documento/asignaturasening les.pdf

Welcome Conference

The International Relations Office, together with the Vice-Rectorate of Internationalization and the ESN, organize a welcome conference for international students every year. It is important that the international students are present in these days, since in them they will be able to obtain all the necessary information about their stay in the UAL. These days will take place one week before the beginning of the classes. You will receive information about how to participate through your email.

Learning Agreement

You will follow all the steps related to your study contract in the online platform, Umove. Once you have access, in June, we will send you detailed information to complete each of the steps.

http://cms.ual.es/UAL/universidad/serviciosgenerales/uinternacional/pagina/CONTACTA?idioma= es

Checklist

Before your arrival at UAL make sure that:

- You have registered on the UMOVE platform.
- You have received your letter of acceptance.
- You have selected your courses on Umove (according to your coordinator at your home university) Step 1
- You have uploaded on Umove your study contract, signed by you and your coordinator at your home University. Step 2
- You have enrolled into the courses you have previously selected and you have filled all your personal data. AUTOMATRICULA. Step 3
- You have a health insurance

On arrival

You should pass by the International Relations Office on the day of the appointment, bring with you your ID card or your Passport. If you arrive after the orientation days and your appointment is long after your arrival, please bring your flight tickets with you.

Find above a link to obtain your appointment for the International Relations Office. You can get an appointment up to two weeks before.

https://citaprevia.ual.es/LoginUal.aspx

Academic Coordinator

The figure of the academic coordinator will help you with any academic issues you may have such as the elegibility of your courses or the proper functioning and use of the online learning system.

Your academic coordinator is the one who signs your documents digitally once you have uploaded them to the platform (Umove). Therefore, it is not necessary for him/her to sign them manually.

Assessment and Grading System

There are two ordinary examination periods per academic year. The first is held at the beginning February and the second one is held in June. Students who do not pass their exams during the ordinary period may retake them during the extraordinary exam period in September. Each student has to attend classes regularly and comply with the teacher's requirements in order to pass a given course.

The specific assessment of each of the courses you are enrolled into is available on the teaching guide you can find on the website by introducing the code of the course.

ECTS	UAL (10/10)
A = Excellent	Matrícula de Honor (=10)
B = Very good	Sobresaliente (>=9 and <10)
C = Good	Notable (>=7 and $<$ 9)
D = Satisfactory	Aprobado (>=6 and <7)
E = Sufficient	Aprobado (>=5 and <6)
F = Fall	Suspenso (<5)
_ = No Results	No presentado (El alumno no se ha presentado al exámen)

PRACTICAL MATTERS

Health Insurance

• <u>Students from the EU</u>: The European Health Insurance Card is valid for all European citizens who are spending a period of time in any country of the European Economic Space, that is, the European Union, Norway, Iceland and Switzerland.

The students should contact the authorized insurance agency of their country of origin and apply for the European Health Insurance Card.

However, the European Health Insurance Card has a very limited coverage. The University of Almería recommends you to sign for a private insurance.

• <u>Students from non-European countries</u>: A private insurance is compulsory. The insurance must include repatriation. You must bring with you a copy of your insurance policy to the International Office.

The University of Almería has an agreement with an insurance company which has special prices for international students: http://cms.ual.es/UAL/universidad/serviciosgenerales/uinternacional/pagina/SEGUROMOVILIDA http://cms.ual.es/UAL/universidad/serviciosgenerales/uinternacional/pagina/SEGUROMOVILIDA

Upon arrival in Almeria, students will have to go to the nearest medical center and fill out an application to register temporarily in the health care system. For this, the student will be required to have an address in Almeria. Once the processing is done, the student will be appointed a doctor, who can go with the same rights as a Spanish citizen if he needs medical assistance

Hospitals and medical centres in Almeria

http://cms.ual.es/idc/groups/public/@serv/@uinternacional/documents/documento/hospitalcentrosm edicosguia.pdf

Opening a Bank Account

In accordance with Spanish law, all resident and non resident foreigners with financial affairs in Spain must have foreigners tax identification number or NIE (Número de Identificación de Extranjero).

Most visa documents already bare the NIE. You can also apply for it in the bank where you want to open the account. They will charge you a small amount of money for the procedure. However, if you need to get one by other means you will find useful the information below.

How to obtain a NIE

Applications for a NIE can be made at OFICINA DE EXTRANJEROS (C/ Marruecos, 1, 04009). You have to apply for an appointment:

- By phone: 950 625401
- By e-mail: <u>cita.almeria@seap.minhap.es</u>

Information:

- By phone: 950 625401
- By e-mail: <u>informacion.almeria@seap.minhap.es</u>

- In the web site: <u>http://www.seap.minhap.gob.es</u>, , (Oficina Virtual, Extranjeria), with the file number, application date and year of birth)

Further information about the procedure and required documents: <u>http://www.interior.gob.es/web/servicios-al-ciudadano/extranjeria/ciudadanos-de-la-union-europea/numero-de-identidad-de-extranjero-nie-</u>

Visa

International students and researchers wishing to study or conduct research in Spain must be in possession of a visa in order to be able to reside legally in the country.

Researchers or lecturers who have entered Spain with a residence visa which allows them to work without obtaining a work permit, must begin the procedures for obtaining a resident's card within 30 days of their date of arrival in Spain.

Important information for students requesting a long term visa to Spain.

It is not possible to enter Spain with a tourist visa and then apply for a study visa. Students entering the country only with a tourist visa will have to return to their country of residence and obtain the visa there.

Study visas and length of stay

For studies and research periods lasting less than three months no study visa is necessary, unless the interested party is from a country for which a visa is required as standard practice.

For periods of between three and six months a visa is required, but no other documents need be applied for in Spain.

For studies and research periods lasting more than six months, visitors must apply for both a visa and a student's residence card in Spain. The student must begin the application process within a month of his/her arrival in the country. The student's residence card is processed at the Oficinas de Extranjería (Foreign Nationals Offices) of the Spanish Police.

Nationals of EU member countries do not require a visa.

Students from the European Union

Foreign citizens from non-EU countries who wish to study or do research in Spain for a period exceeding 3 months must apply for a study visa in the <u>Consulado de España</u> Of their country of origin or legal residence.

The following documents are required to process the study visa:

http://www.exteriores.gob.es/Portal/es/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/ RequisitosDeEntrada.aspx

Erasmus Students Network (ESN)

ESN Almería (Erasmus Student Network) will help you with more practical information regarding issues such as trips, meals system, sports, hiring internet, SIM card, etc. Their office is open from Monday to Friday 10:00 - 13:00 and Monday and Thursday: 16:30 - 19:30. You can find more information on the web site :<u>http://www.esnalmeria.org/</u>

Asociación Erasmus Almería CIDU Building, 2nd floor. Building 8 on the map Tel.: +34950015639

Internet access

Students have internet access throughout the campus. You can use the computers available in the library, both table and laptops. To connect you will need your UAL username and password. If you need help to connect to the network you can ask at the ESN office.

Almería

Almería is located in the southeast of Spain, where we enjoy good weather all year round. Land of incredible contrasts, in Almeria you will find kilometers of beautiful beaches of fine sand, many still virgin going through mountainous formations, to which you will arrive in a very short time, until deserted places that will make you think that you are in another world.

The province has a rich cultural heritage as a result of its history, which can be appreciated in many of its buildings. The word Almeria comes from the Arabic Al-miraya, mirror of the sea. Almería developed its Christian roots after the conquest of the city in 1489 by the Catholic Kings, Fernando and Isabel. It was then that he began to form part of the crown of Castile. In 1522, Almeria suffered a strong earthquake that devastated the city. The slow recovery was completed in the 19th century thanks to the mining and export of grapes. During the Spanish Civil War (1936-1939) the city was bombed .Since then, it has strengthened its economy based on vegetable production, with more than 400,000 m2 of greenhouses that supply much of Europe market demand and the tourism, the other great engine of its economy.

Monuments and museums



Alcazaba of Almería: Built by Abderramán III, it is a Muslim fortress divided into three areas. The first enclosure corresponds to the barrack that was used like refuge in case of siege; The second includes the Arab palace; The third was built by the Catholic Monarchs in the Reconquest.

http://www.rutasconhistoria.es/loc/alcazaba-de-almeria



Civil War Shelter: It was built in <u>1938</u> to give shelter to the citizens during the bombings carried out by the Nationalists. Nowadays, it is used as a museum. **Further Information:**<u>https://www.turismodealmeria.org/motivo-tematico/los-refugios-de-la-guerra-civil-espanola/</u>



Jayrán's Wall and San Cristóbal's Hill: This wall divides the ravine of La Hoya and arrives until the Hill of San Cristobal. On the hill are the remains of a Christian fortress. The hill is crowned with the statue of the Heart of Jesus, made in 1930.



Archaelogical museum: It houses the archaeological finds of the province from the prehistoric era to the Muslim period. http://www.arqueotur.org/yacimientos/museo-arqueologico-de-almeria.html **Cathedral:** It is the only fortified cathedral in Spain built in the sixteenth century with a dual function: as a place of worship and for the protection of citizens when pirates attacked the city after the Reconquest.

http://www.spain.info/es/queguieres/arte/monumentos/almeria/catedral_de_almeria.html

Cinema's Museum: The house of the cinema makes a tour by the cinematographic history of the province of Almeria. https://www.turismodealmeria.org/motivo-tematico/la-casa-del-cine/

Cabo de Gata Natural Park: It is the most extensive protected coastal area of Andalusia, Biosphere Reserve. An incredible landscape of volcanic rock, unspoilt, contrasting dunes of fine sand and spectacular reefs.

https://www.cabogataalmeria.com/

Desierto de Tabernas: It is considered the only desert in Europe. The site offers a great variety of geological resources. It has a rainfall that does not reach 250mm annual average and a temperature of about 17°C.

. <u>http://www.andalucia.org/es/espacios-naturales/paraje-natural/desierto-de-tabernas/</u>









Accommodation

Students have the opportunity to stay in the new dormitory of the UAL, for the full year or just for a few days. The dormitory will be open even during the summer months. It is well located, with close bus stops to get to the university, and in an area where students can find shops, sports facilities and entertainment venues. Students can book a room through the web <u>residenciacivitas.com</u>.



For the firsts days, when you arrive to Almeria you have, naturally, the residence and you also have the hostel available.

https://www.inturjoven.com/albergues/almeria/albergue-inturjoven-almeria

Students in Almería also live in **shared flats**. The Erasmus Students Association will help you upon arrival to contact other students and landlords so you can settle down as soon as possible. Nevertheless, finding the right place to live could take a few days depending on your needs and budget. You can already start to check out some of the flats available in the following link

Sharing flat with other students...

They are normally private self-catered flats fully furnished with kitchen, bathroom, a living room and three or four bedrooms. The flats always have blankets, however, they never have towels and sometimes there are sheets available.

A single room costs approximately $\in 200$ to $\in 300$ per month depending on the characteristics of the apartment. Some options affecting the price may include: en-suite facilities, telephone lines and network connections. You should be required to sign a tenancy agreement. The landlord or intermediate agency may ask for a deposit (usually one or two month's rent). The deposit is refundable if you do not damage the property and pay all bills on the property. It should be refunded to you at the end of the tenancy.

www.alojamientoual.com



Living in Almería

Cost of living

Living in Almería is relatively cheap compared to other European cities.

- ⊕ Bus: 1,05€
- ♦ Cinema: $6 \in (\text{special price on Wednesday} = 4 \in)$

- Food: 8-12 € (set menu)

Opening hours.

- Large Supermarkets: Carrefour, Alcampo,.. From 10 to 22 hours.
- Shops and other supermarkets From 9 to 14 and from 17 to 20 hours.
- ✤ Public services: post office, health care, etc. From 9:00 to 14:00 hours.
- Banks: generally from 8:00 to 14:00 hours.

Weather

Almería is the sunniest capital in Spain, with a total amount of 3,000 hours of sunshine a year. The climate is subtropical, Mediterranean, warm and humid. A cloudless and bright sky is its most outstanding characteristic.

The average temperature (Celsius degrees)

Mes	Jan.	Feb.	Mar.	Apr.	May.	Jun.	Jul.	Aug.	Sep.	Oct.	Nov.	Dec.
Average of max. temp	16.9	17.6	19.6	21.4	24.1	27.9	30.5	31.0	28.4	24.5	20.5	17.9
AverageTemp . (°C)	12.6	13.3	15.1	17.0	19.7	23.5	26.1	26.7	24.2	20.4	16.4	13.8
Average min. Temp.	8.3	9.0	10.6	12.5	15.3	18.9	21.7	22.4	20.0	16.3	12.3	9.6
Important Telephone Numbers												

- Ambulances, fire brigade, police, civil protection: 112
- Rescue at sea: 900 202 202
- Civil Guard: 062
- Mational Police: 091

Transport:

- Tele Taxi Almería: 950 251111
 Radio Taxi: 950 226161
- Bus Station: 950262098
- Railway Station (RENFE): 950251135
- Urban Buses: 950624735
- Airport: 950213700

How to arrive to Almería

By plane: Almería airport is located in the outskirts, approximately 10 Km away from the city centre. There is a bus router linking the airport with Almería (line 22). Price: 1,05 € Informacion sobre el aeropuerto de Almería.

http://www.aena-aeropuertos.es/csee/Satellite/Aeropuerto-Almeria/es/Inicio.html

Departures from 06:35 to 22:45 every 70 minutes (http://surbus.es/pdf/aeropuerto.pdf)

Another option is the taxi about 15 € to the center of Almeria

By bus:

Almeraya: <u>www.almeraya.es</u> (from Madrid) Alsa: <u>www.alsa.es</u>

By train: http://www.renfe.com

Phone: 950.25.11.35 ó 902.24.02.02

By car:

- **From Granada:** 170 km (1h 56 min),autovía A92
- **From Murcia:** 225 km (2h 00h min) autovía A-7, E-15
- **From Malaga:** 216 km (2:30h min) A-7 E-15

For Almería

• <u>By bus</u>

In the link you have information about the routes, maps and prices of urban buses: <u>www.surbus.es</u>

The bus lines that bring you to the Campus are 11; 12 and 18

Universidad de Almería Carretera Sacramento s/n La Cañada de San Urbano 04120 Almería



Actividades de Interés

<u>Festival Internacional de Cine</u> <u>Semana Santa</u> <u>Feria de las Naciones</u> <u>San Juan</u>

