



UNIVERSIDAD
DE ALMERÍA

**GUIDE FOR
EXCHANGE STUDENTS
2024-2025**

GUIDE FOR EXCHANGE STUDENTS

2024-2025

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The University of Almeria

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

The University of Almería is 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 34 Bachelor's Degrees, 14 Doctoral programs, 44 official and own Master's programs. 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 studies designed by the UAL called "Enseñanzas propias" (courses, specialist courses, expert courses, Master's programs, 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 of the Andalusia scientific production ranking, with 300 research contracts signed with companies, 70 patents registered and 700 published works.

Vice-Rectorate for International Projection

The Vice-Rectorate for Internationalization has the following functions:

- To promote the international vision of UAL.
- To foster international mobility of students, teachers and staff.
- To promote programs of cooperation with international academic institutions
- To improve the quality of teaching, research and training.

Address: La casa del estudiante Building, first floor. Office

Contact:

<https://www.ual.es/universidad/organosgobierno/vicinternacionalizacion>

The UAL campus

Founded in 1993, the University of Almeria has become an increasingly popular destination for international students, who make up 12% of the student population. In addition to its academic excellence, one of its main attractions is its location, as it is the only Spanish campus open to the Mediterranean Sea.

[Virtual Visit](#)



Your mobility at the UAL

Servicio de Movilidad y Promoción Internacional

The Mobility Service and International Projection is the administrative service of the University of Almeria responsible for channeling all Internationalization and Mobility Programs. The service provides information and assistance to students who may have doubts or concerns during their stay in Almería.

The Mobility service has ISO certification and was recognized in 2018 by the Spanish Service for the Internationalization of Education (SEPIE) as the best manager in Spain of Erasmus+(Europe's largest program for Education). The UAL has received an average of more than 900 exchange students per year through the programs of the different exchange programs.

Our collaborative network includes a total of 600 exchange agreements with 73 different countries and an active role in different organizations such as EAEC, EUA, EAIE, Grupo Compostela or ISEP, as well as APUNE (Association of North American University Programs in Spain, www.apune.org), which gives us access to specific meetings and workshops aimed at increasing working relationships with international student communities.

The UAL participates in the following exchange and mobility programs. It is important to remember that all mobility students accepted by the UAL have to travel to Almeria and be in the city during their mobility, since the UAL does not offer online or blended mobility, but only face-to-face:

ERASMUS+: KA103 mobility students from the 27 Member States of the EU, the 3 countries of the European Economic Area (Iceland, Lichtenstein and Norway) and Turkey, within the framework of bilateral agreements. KA107 Mobility Program with partner countries and the European Union.

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

PIMA: Program for Academic Exchange and Mobility. The aim of this program is to strengthen inter-university cooperation and encourage the development of the Latin American dimension in higher level education, through multilateral higher level student exchange projects in the region. This program is promoted by the OEI and the Regional Government of Andalusia (Junta de Andalucía).

ISEP: International Students Exchange Programs. This Mobility Program gives access to a wide range of institutions of higher education in USA, Africa, Asia, Europe, Latin America, the Middle East and Oceania.

UALMUNDO: Mobility Program of the University of Almería addressed to students from the UAL and countries whose universities has a entered a valid agreement with the UAL. We receive students from Argentina, Australia, Brazil,

Canada, China, Ecuador, India, Mexico, Panama, Uruguay and USA, among others.

SICUE: National Mobility Program between different Spanish Universities.

Address: Casa del Estudiante **Building (number 8 on the map)** First floor.

Customer service hours: Monday to Friday 09.00 to 14.00. Previous appointment: <https://citaprevia.ual.es/inicioexterno.aspx>

For any questions or doubts, you can contact us via CAU or Consultation Form <https://www.ual.es/contacta>.

Help to write through CAU: https://www.ual.es/application/files/6716/1607/1173/HELP_II_CAU_ENGLISH_VERISON.pdf

Academic Calendar

The academic year consists of two terms:

First Semester (Undergraduate studies)	Second Semester (Undergraduate studies)
Classes begin on September 09 th until December 20 th 2024 Christmas holidays: December 23 th 2024 to January 6 th 2025 Examination period: January 08 th to 18 th 2025*	Classes begin on February 7 th 2025 Easter holidays: April 14 th to April 20 th 2025 Examination period: June 11 th to 21 th 2025*

*Period for extraordinary examinations: January 27th to February 06th 2025 (first semester) and June 26th to July 6st 2025 (second semester) for non-passed subjects in the ordinary examination call.

First Semester (Master's studies)	Second Semester (Master's studies)
Classes begin on October 4 th Christmas holidays: December 23 th 2024 to January 8 th 2025 Examination period: January 27 th to February 1 st 2025*	Classes begin on February 23 rd 2025 Easter holidays: April 14 th to April 20 th 2025 Examination period: June 16 th to 21 th 2025*

*Period for extraordinary examinations: February 12th to 17th 2025 (first semester) and June 17th to 22th 2025 (second semester) for non-passed subjects in the ordinary examination call.

Academic Calendar for Undergraduate and Master's Degrees in this link and in the appendix:

https://www.ual.es/en/estudios/academiccalendar?idioma=en_GB

Academic Calendar PDH:

https://www.ual.es/application/files/2117/0988/4995/CALENDARIO_2425_DOCTORADO.pdf

Course Offer

There is a wide catalog of subjects available for the different Bachelor's Degrees? Once you have registered, you will have available on the Umove platform your personalized academic offer according to your area of knowledge for which you have been nominated.

https://www.ual.es/en/internacionalizacion/incoming-student/academic-information/asignaturasidiomas?idioma=en_GB=en_GB and Master's degrees
<https://www.ual.es/estudios/masteres>.

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.. You can check the list of subjects available in other languages published on the "Academic Information" section of the https://www.ual.es/en/internacionalizacion/incoming-student/academic-information/asignaturasidiomas?idioma=en_GB website (subject to modifications until the beginning of the academic year). Or see the information contained on the Study Plans directly.

<https://www.ual.es/application/files/2416/1657/6083/plurilin19-20-4.pdf>

Academic Coordinator

Your academic coordinator is a UAL professor of your same area of studies. He/she is in charge of the academic issues of international students in the frame of a mobility

program at the UAL, especially in relation to academic guidance and acceptance of Learning Agreements and modifications during the mobility.

Your academic coordinator will:

- Help you when selecting your courses. Check, accept and sign your Learning Agreement.
- Help you with any problem regarding your courses, classes or professors. For instance, when two or more courses overlap.
- Guide you in further academic concerns.

NOTE: Please note that your Academic Coordinator has numerous obligations (teaching and researching), so please allow them reasonable time to respond to your queries or requests.

Your Academic Coordinator will be able to support you in any academic aspect (i.e.: problem with a subject, with the timetable, with the Learning Agreement, etc.). However, for any administrative or technical aspect related to your scholarship, to the use of the UMOVE platform or to your AUTOMATRÍCULA, you must contact the International Mobility Service via CAU.

University Ombudsman

The University of Almería Ombudsman's mission is to supervise and ensure that the rights and legitimate interests of the university community (students, professors and staff) are guaranteed. Students can therefore contact the University Ombudsman to report any situation of helplessness or injustice towards their rights according to the University of Almería Charter.

Reports can be submitted, more information here:

[Ombudsman](#)

Before my mobility

Begin your register as a UAL student

You will receive an email in order for you to complete the information of your stay using a login and password of access to the UMove online platform. From that moment, all the information from our part will be communicated through that platform, *pay attention to our messages*. If your need to contact us, please use our system for students enquiries CAU cau.ual.es. Help: https://www.ual.es/application/files/6716/1607/1173/HELP_II_CAU_ENGLISH_VERISON.pdf

Learn right now to difference between Virtual campus, Umove and Aula virtual.

Virtual Campus, concentrate all the specific information of the student, such as personal data, enrolled subjects etc.

Umove has all the documents and procedures as a mobility student.

Aula virtual, access to the blackboard.

www.campus.ual.es

Required Documentation

Passport

We strongly recommend students to check their passport/Identity card expiration date in advance in order to make sure the expiration date last longer than six months prior to finalize your mobility period.

Visa

Once you have checked your passport expiration date the next step is obtain the visa. Please notice that, in some cases, this process may take several months to be concluded. Therefore, immediately after receiving the selection confirmation by your home university, the Consulate or closest to your link) and request all the documents provide and all procedures that you should follow.

Action: Check your passport expiration date, and if it is necessary you should get a new valid one. Please, do it as soon as possible.

you should contact Embassy of Spain residence (follow information about that you should

All visa procedures depend on a valid passport expiration date. 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. It is not advisable to come to Spain with a tourist visa or without visa at all if your national passport allows it, given that the duration of your mobility is longer than the period of stay permitted in these two circumstances. You must have a student visa before arriving into Spain, as you will not be able to apply for it once in the country and yet you will need to leave and enter again.

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

If you will need to open a Spanish bank account, you will need a visa with NIE number, be sure to apply for your NIE number at the Consulate. please check the guide section “Opening a bank account” to take into account visa requirements. Please, also check the requirements we make regarding health insurance, so that you meet the requirements of both the Consulate and the UAL.

To apply for a visa you need to submit the following documents:

<https://www.exteriores.gob.es/en/ServiciosAlCiudadano/Paginas/Servicios-consulares.aspx>

(Consular services)

Students from Non-European Union countries

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 [Consulate or Embassy](#) of their country of origin or legal residence.

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.

Those students that are not from the European Union but have a residence card from a country of the European Union, should upload their passport with the residence card, altogether in a PDF file to platform Umove.

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.

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.

Warning: If you have a passport that allows you to enter in Spain without a visa (for example, from the USA), please notice that you **still** need a visa, since your mobility period will be longer than the tourist permission of stay.

Health Insurance

Students from the EU: The European Health Insurance Card is valid for all European citizens who are spending a period of time in

Action: gather the information we will provide you with; set an appointment at the Embassy; apply for a visit; collect your visa with the NIE number. Upload your passport and Visa.

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. **Health insurance, civil liability and accident insurance is mandatory as well as repatriation and permanent and temporal incapacity in addition we strongly recommend travel insurance** for all Erasmus+ exchange students participating in a study period at the University of Almería.

Students from non-European countries: A private insurance is compulsory. **Health insurance, repatriation, civil liability and accident insurance is obligatory as well as permanent and total incapacity furthermore we strongly recommend travel insurance.** Please, read carefully the insurance required to obtain the visa, in order to arrange a single insurance that meets all the coverages requested by both the Consulate and the UAL.

Learning Agreement

You will follow all the steps related to your Learning Agreement in the online platform. Pay attention to your messages in Umove.

You will have access to your Learning Agreement once you receive a confirmation message with the corresponding deadlines. We will inform you accordingly to complete each of the 3 steps of the process.

Don't miss your Learning Agreement and enrollment (automatrícula) deadlines!!!	
Step 1	Select courses for your OLA Learning Agreement or in UMove platform according to the instructions you receive We will inform you about the deadlines.
Paso 2	Upload your Learning Agreement document to make it signed by the UAL UMOVE platform (Only for NO OLA) You will only be able to complete this step if you have previously finished STEP 1. It is not compulsory to upload the UMove template of your L.A. Instead, you can upload a different template provided that it contains the same information as in UMove.
Paso 3	After completing STEP 1, you will have an exclusive deadline to make your enrollment "Automatrícula". Keep checking our messages. We will send you a link to Access your

[The learning agreement](#)

[Instructions for making the learning agreement \(not applicable to OLA\)](#)

Signing your Learning Agreement:

Your academic coordinator is in charge of signing your documents electronically. Please remember: You will obtain the signature of your Learning Agreement Before the Mobility and During the Mobility documents when uploading them to UMOVE (Step 2).

Warning: please note that all documents must be sent and signed online through the UMOVE platform. Any document to be signed must be uploaded by the student to UMOVE, and after this, the academic coordinator will be able to access it and sign it electronically. For this reason, you must not send or request the signature of your documents to your coordinator through any mean other than UMOVE (i.e. on paper or by email).

Specific Information for Erasmus+ KA171 program

Grant agreement & Adenda Erasmus+ KA171

The Grant Agreement is one of the most important mobility documents. It sets the terms and conditions of your scholarship, as well as your rights and obligations as scholarship holder. It will be available for be signed with Google Authenticator – you must read it thoroughly and sign it . The Adenda to the Grant Agreement requires additional information that you will have to provide once you arrive at UAL (bank account number) this document must be signed with Google Authenticator once you have your bank account number type on your Umove (stay).

[Guide Google Authenticator](#)

For students of this program, in order to plan for your funding needs, you should be aware of the total amount of your grant and the timing of the payments you will receive.

As stated in the information your home university has provided you with, your Erasmus+ grant includes 850 Euros/month corresponding to individual support, plus

a contribution to travel expenses that will depend on the distance¹. You should upload to the platform all the tickets & boarding cards of the travel itinerary (from your home to the UAL).

This money is more than enough to live in Almería (a regular student shouldn't need more than €700 a month). Nevertheless, we want to **strongly** advise you to administer your money with care and be aware that the final payment may not arrive before your departure. Bear in mind that you should bring enough funds to cover your expenses at least for the first month, about 700 €.

Please be aware that your scholarship will cover you for the official study period according to the academic calendar. In most of the cases this amounts to less than 5 complete months. In such cases, the scholarship for the month will be calculated per day spent at UAL (for example, if you spend only 4 months and 3 days at UAL, you would receive the regular €850 per month and €28.33 per each of the 3 days).

It is absolutely necessary to have a Spanish bank account to receive the payment.

We recommend you to start the steps to open it as soon as possible, from home .Please check section “Opening a bank account” in this guide and on the website don't wait until you arrival at the Ual, you will speed up the collection process.

https://www.ual.es/en/internacionalizacion/incoming-student/before-your-study-exchange/como-abrir-una-cuenta-bancaria?idioma=en_GB

The scholarship will be paid, as a general rule, in the following installments:

- 70 % of the total amount, plus travel expenses contribution: After a) your LA and GA are signed and uploaded; b) you have enrolled at UAL; c) you have done your check-in at the International Relations Office; d) you have filled in, signed and uploaded your Addendum with your Spanish bank account number and the last one, you have upload to Umove your flight/bus tickets from your city of origin to Almería All students coming from Armenia, Irak, Moldavia, Montenegro and Syria will have an automatic extra payment of €60 as a contribution of the UAL for the VISA fees expenses.

<https://erasmus-plus.ec.europa.eu/resources-and-tools/distance-calculator>

¹ Per participant: from 100 to 499 KM, 180€; from 500 to 1999 KM, 275€; from 2000 to 2999 KM, 360€; from 3000 to 3999 KM, 530€; from 4000 to 7999 KM: 820€; 8000 KM or more, 1100€. To check the distance from UAL to your home University, use http://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

- 30% remaining of the amount. Towards the last day of the ordinary exam session you will receive the EU survey. Once you fill it we will start arranging for your last payment, which will be adjusted to your real mobility dates. In order to do so, we will also require you to upload to the mobility platform your return ticket. Please note that the last payment could be when you are already back home.

Both the Financial Agreement and the Addendum must be signed in our Umove platform with Google Authenticator.

[Guide to signing with Google Authenticator](#)

Warning: these conditions are merely indicative and they may change. In any case, the conditions established in the Grant Agreement document signed by the student and the University of Almeria will prevail.

Action: You should fill in the data bank with your bank account number in Umove/ stay

Specific Information for ISEP program students

The beneficiaries of the ISEP program who come to the University of Almería (UAL) during the academic year 2024/25 will receive a fixed amount of €600 per month for board and lodging.

Students will receive the financial amount assigned per semester. They will receive 80% of the total amount at the beginning of each semester, once they have open a bank account and do the check in at the Mobiliy Service and the remaining 20% at the end of the corresponding semester.

We recommend you to start the steps to open the bank account as soon as possible

https://www.ual.es/en/internacionalizacion/incoming-student/before-your-study-exchange/como-abrir-una-cuenta-bancaria?idioma=en_GB

Action: Fill the UE survey, send us your flight ticket, and upload (in case) the modifications of the LA signed by you and your home University

Incoming ISEP students, like all international students at UAL, will be responsible for looking for accommodation, either by themselves or through any of the different services offered by UAL:

<http://www.residenciavivas.com/>

<https://www.inturjoven.com/albergues/almeria/albergue-inturjoven-almeria?idAlbergue=WEBALMERIA>

[UAL Housing service](#)

The booking, hiring, and management of the stay in the chosen accommodation shall be the responsibility of the ISEP student, who shall comply with the norms, payment procedures, and further requirements set up by the accommodation provider.

In the event of cancellation or disruption of the mobility period at UAL before the expected final date on the part of the ISEP student, the UAL reserves the right not to pay or to ask the student for a reimbursement of the financial amount corresponding to the part of the stay that has not been completed.

It is absolutely necessary to have a Spanish bank account to receive the payment. Check that you have a NIE number in your visa, you will need it. If you don't have it ask for a NIE number at the Consulate.

https://www.ual.es/en/internacionalizacion/incoming-student/before-your-study-exchange/como-abrir-una-cuenta-bancaria?idioma=en_GB

Action: You should fill in the data bank with your bank account number in Umove/ stay

Specific Information PIMA program

PIMA students' Pima students will be recipients of a scholarship of €2,500 will be paid in two installments:

- 1st payment 80 % of the total amount, after your LA is signed, uploaded to UMove and you have completed your check-in at the UAL International Mobility Service.
- 2nd payment 20% of the total amount. You will be paid around 60 days after the arrival date.

You should fill in the data with your bank account number in Umove/ stay

It is absolutely necessary to have a Spanish bank account to receive the payment. You must open a Spanish bank account to receive your payments.

Check that you have a NIE number in your visa, you will need it. If you don't have it ask for a NIE number at the Consulate.

Action: You should fill in the data bank with your bank account number in Umove/ stay

We recommend you to start the steps to open a bank account as soon as possible.

https://www.ual.es/en/internacionalizacion/incoming-student/before-your-study-exchange/como-abrir-una-cuenta-bancaria?idioma=en_GB

Bring enough funds to cover your expenses for the first month. Take into account the change of your currency in euros.

Check List

Before your arrival at UAL make sure that:

- You have an Acceptance Letter.
- You have selected your courses on Umove according to your coordinator at your home university (Step 1). (NOT APPLIED to OLA)
- You have uploaded on Umove your learning agreement, signed by you and your coordinator at your home University (Step 2).(NOT APPLIED to OLA)
- You have enrolled the courses you have previously selected and you have filled all your personal data. AUTOMATRICULA (Step 3).
- You have taken out a health insurance covering accidents and common illness, repatriation in case of death or illness as well as permanent incapacity
- You have signed your Grant Agreement and Addendum (for KA107 students).

During my mobility

Check in

After your arrival in Almeria, you will be able to attend the Orientation Days, you will have received a notice in Umove with a link to register and confirm your participation, we recommend you to attend the Orientation Days, you will not only meet the other mobility students but you will also have a clearer and more accurate idea of the University of Almeria, its services, its campus, activities, etc. . You will also have a nice time in a festive atmosphere with live music and lunch, we are waiting for you! If your arrival is after the Orientation Days you must pass by the International Mobility Service to do the check in, on the date of your appointment, bring your Identity Card or Passport, and upload to Umove beforehand the travel document you have used (boarding passes, plane or train ticket, etc.) If you come on your own by car, upload a signed responsible declaration. In this link below you can request your appointment for the International Mobility Service. You can get an appointment up to two weeks before [Cita previa](#)

Certificate of arrival

All mobility students, national and international, who are going to undertake a stay at the University of Almeria must have uploaded to Umove all their documentation. Students who participate in the Orientation Days and have all their documentation in order, will not have to go in person to the International Mobility Service and will have available in Umove / documents/documents to download their certificate of arrival a few days after the completion of the Conference. Students belonging to the Erasmus K171, ISEP and Pima programs must go to the International Mobility Service, as well as all students who do not attend the Orientation Days or do not have their documents uploaded to UMove correctly.

Orientation Days

The International Mobility Service together with the Vice-rectorate of International Projection and the Erasmus Student Network (ESN), organize every year an



Orientation Days for mobility students. It is important for international students to participate in these days, since they will be able to obtain all the necessary information about their stay at the UAL. These days are scheduled to take place the two working days before the beginning of the academic year and for the second term, the working day immediately before. Check the academic calendar below. You will receive information on when and how to participate.

Modification of the Learning agreement and enrollment in Automatrícula

At the beginning of each term, you will have five weeks to propose changes to your study contract and subsequently to your enrollment. Agree on the changes with your Home Coordinator before entering them in Umove. In order to make changes to your contract you must have completed check-in. Once the changes have been approved by your UAL Coordinator, we will give you a personalized deadline to change your enrollment in accordance with the changes to your contract.

Both the contract modification and the enrollment modification will be done in the same way as the initial contract and enrollment. Don't worry, we will notify you of the start and end of all deadlines. The process is the same as with the study contract but here you delete the course you no longer want and add the new course if you wish. Remember that the minimum number of credits per term is 18. More information about the process here:

<https://www.ual.es/application/files/2716/4510/0432/instruccionescontratoestudios.pdf>
f (Apply NO OLA)

Rights & Obligations of International students

International students have the same rights and obligations as local students at the UAL, except for those participation in collegiate bodies. Therefore, they must:

- Register on arrival at the International Relations Office or at the Orientation Day – Casa del Estudiante Building (number 30 on the map) and hand in any documents required (insurance to prove compulsory health coverage, etc).
- Respect all the institutional rules established at the UAL, such as those related to academic matters (i.e. timetables, class attendance, online participation, etc.), or health (e.i. security measures against Covid-19 pandemic).
- Strictly follow the calendar established by the UAL International Relations Office regarding documents submission deadlines. Students' profiles will be entirely managed online through the UMove platform (i.e. Modifications to Learning Agreement).
- Maintain fluid and constant contact with their Academic Coordinator during their stay at the UAL and, in case of any academic concern, inform him/her well in advance in order to find a solution as soon as possible.
- Exemption from the payment of registration fees does not exempt students from paying fees for the use of certain university services under the same conditions as local students.

University of Almería student policy

[Estatuto del Estudiante Universitario](#)
[Reglamento de evaluación del aprendizaje del alumnado](#)
[Reglamento Movilidad Internacional de 30-04-20](#)

Assessment and Grading System

There are two ordinary examination periods per academic year. See academic calendar for more information on the dates. Students who do not pass their exams during the ordinary period may retake them during the extraordinary exam period. Each student has to attend classes regularly and comply with the teacher's requirements in order to pass their courses. The specific assessment of each of the courses you are enrolled into is available on the teaching guide that you will find on the website by introducing the code of the course. The following is the general grading system:

ECTS

A = Excellent
B = Very good
C = Good
D = Satisfactory
E = Sufficient
F = Fail
_ = No Results

UAL (10/10)

Matrícula de Honor (≥ 9 and ≤ 10)
Sobresaliente (≥ 9 and ≤ 10)
Notable (≥ 7 and < 9)
Aprobado (≥ 6 and < 7)
Aprobado (≥ 5 and < 6)
Suspenso (< 5)
No presentado (the student has not attend the exam)

https://education.ec.europa.eu/sites/default/files/document-library-docs/ects-users-guide_en.pdf

https://www.ual.es/application/files/8317/0005/0116/TABLAS_DE_DISTRIBUCION_CALIFICACIONES.pdf

The professor may decide whether or not to award the grade of Honors to a maximum of 5% of the students in a teaching group.

Tutorials

All professors of the University of Almeria have established a tutoring schedule during which they can attend to students, personally or in groups, in person or virtually, to solve any doubts or clarifications they may need about the subjects they teach. The tutoring schedules can be consulted through the web page, in the subject section and by clicking on the name of the professor.

Final exams

At the University of Almeria, you are entitled to two exams for each subject. The ordinary call, and in the case of subjects not passed or not presented, in that call, you can take the extraordinary call.

After receiving your mark in a message or email, you have a period of time that each professor will inform you about to go to the review of your exam in case there could be any error or to know the origin of your mark.

You can consult the dates of both exam periods officially established for all students of the University of Almeria in the academic calendar.

After your mobility

Certificate of stay

All documents for mobility students of the University of Almeria are digital. Thus, you will be able to download all the documentation related to your mobility from the UMove Documents section.

To obtain your Certificate of Stay we will need the end date of your stay. For this you should upload to Umove your return travel document or a document signed by you, with your identity card or passport number, stating the date you are going to travel or other circumstances.

If you have taken an exam during the extraordinary exam period, you must ask your professor to sign the exam attendance certificate, this document must be uploaded to Umove, Other Documentation1. The date that appears on the exam certificate will be your end of stay date.

Transcript of Records

Two conditions must be met for you to be able to download your transcript:

That we have your departure date (Certificate of Stay).

That all the subjects in which you are enrolled have been definitively graded, i.e. that the examination review period has been completed.

As the rest of your documentation will be available in Umove, we will also send an email to your University at the end of your stay.

Recognition of studies

For the students of the Erasmus+ KA107 program, once they have finished their stay and as soon as their Universities have recognized the studies carried out at the UAL, they are obliged by the financial agreement to upload to Umove a document issued by their University of origin to that effect, which can also be an academic certificate, where it is clearly justified that all the grades passed at the UAL have been transferred to their academic transcript.

Do not forget to upload it to UMove when your University provides it to you. At that moment your obligations with the UAL regarding your mobility will be finished.

Practical matters

Accommodation



CIVITAS Residence

<http://www.residenciacivitas.com/>

Youth Hostel Almería. This hostel can be your place until you find your own place, or just your definitive place, as you like.

<https://www.inturjoven.com/albergues/almeria/albergue-inturjoven-almeria?idAlbergue=WEBALMERIA>

María Inmaculada Residence, only for females

[Residencia Maria Inmaculada Almeria.](#)

Sharing flat with other students...

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 <http://www2.ual.es/alojamiento/>

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 €200 to €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.

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 Tuesday and Thursday: 16:30 - 19:30. You can find more information on the web site: <http://www.esnalmeria.org/>, or their email address info@esnalmeria.org, or their Social Networks pages.

- Facebook: <https://www.facebook.com/ESN-Almer%C3%ADa-208761425864429>
- Instagram: @esnalmeria

Asociación Erasmus Almería
Aulario II Building, ground floor.
Tel.: +34950015639

Opening a Bank Account

We recommend you to begin with the process of opening a Spanish bank account as soon as possible. This way you can have it open faster and you can receive your payment soon. In accordance with Spanish law, all resident and non-resident foreigners with financial affairs in Spain must have:

- A current passport (With Visa and NIE number if you are from a non European country)
- A Spanish phone number
- A photo.
- TIN Tax Identification number from your home country.
- NIE Foreigners tax identification number.

While applying for your visa, it is advisable that you ask for a NIE number as you will need it to open a bank account in Spain. In case that your visa does not bare the NIE,ask at the Consulate for a NIE number before leave your country, sometimes a phone call or an email to the Consulate is

enough to get it. If it is too late, you have left your country, you will find useful the information below. Please note that if you have to collect a scholarship from the Ual without a NIE number, the payment will be delayed.

How to obtain a NIE -Orientative-

In case there is no NIE number in your visa, and you need a NIE number to open a bank account. application can be made at the Foreign Office (Oficina de Extranjería) at Calle Marruecos 1, always via previous appointment to be set through the following ways:

- By phone: 950 625401;
- By e-mail: cita.almeria@seap.minhap.es
- By website: Please follow link and choose “Almería” -> Entrar, “Certificado de residente o no residente” -> Aceptar, and “Entrar” (Oficina Virtual, Extranjeria).

You will also need the following documents among others:

- Identity card or original passport and photocopy.
- Acceptance Letter of the University of Almería.

Further information about the procedure and required documents:

<https://www.interior.gob.es/opencms/eu/servicios-al-ciudadano/tramites-y-gestiones/extranjeria/ciudadanos-de-la-union-europea/numero-de-Identidad-de-extranjero-nie/>

For studies and research periods lasting more than six months, non-EU students 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.

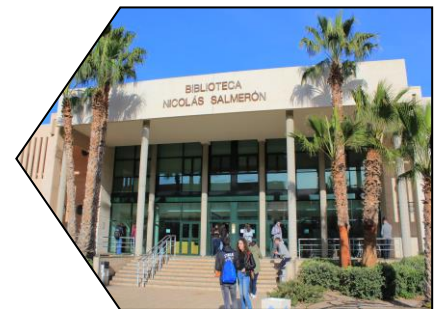
Student Services

Internet access

Students have internet access throughout the campus. To connect you will need your UAL username and password. If you need help to connect to the network you can ask at the library, computing services at the 1st floor of the Mathematics and Computer Sciences building or ESN office. You can use the computers available in the library, both table and laptops.

Nicolas Salmeron Library

The University Library promotes access and dissemination of information resources both in paper and online, and collaborates in the generation of student knowledge. It is necessary to present the accreditation requested by the library staff.



Phone: +34 950 21 40 52 / +34 950 01 57 70

E-mail: dirbibli@ual.es

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

Christmas, Easter and Summer: Please consult the correspondent dates.

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.
- Users training
- Bibliographic information

<https://www.ual.es/universidad/servicios generales/biblioteca>



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 LLP-Erasmus internship programs.
- Advise on the creation of technology companies.

Phone: +34 950 01 55 10

E-mail: practicas@fundacionual.es

Sports

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



<https://www2.ual.es/serviciodeportes//>

Sport Centre Opening hours:

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 tailored 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...).

The Erasmus + K107 students have a 20 hours Spanish course available for free.

For further information and inscriptions go to the website of the Language Centre:

<https://clenguas.ual.es/espanol-para-extranjeros/>

If you wish, you could also inscribe in other languages courses such as: English, French, German, Arabic, Russian, Italian, Portuguese, or Chinese. You can find all the information about these courses and more on their website.

<https://clenguas.ual.es/>

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 canteen (Building 6 on the map) Menu: 5,50 €.

Cafeterias

- Cafeteria in the Humanities building 7 Menu

- Central building Cafeteria, number 2 on the map. Combination plate+drink 6,50€
- 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

Hospitals and medical centers in Almeria

Students who have the European Health Card could go to the nearest medical center from their address in Almeria and fill out an application to register temporarily in the health care system, if they want to. Once the processing is done, the student will be appointed a doctor, if he/she needs medical assistance. Eitherway the private health insurance is compulsory.

MEDICAL CENTERS IN ALMERÍA		
CIUDAD JARDÍN/ZAPILLO	Plaza de España, s/n	950-186-780
PLAZA DE TOROS	Conde Villamonte s/n	950-175-917
CRUZ DE CARAVACA	C/ Quinta avenida s/n	950-18-60-22
CASA DEL MAR	Pq. Nicolás Salmerón, nº 64	950-034-023
VIRGEN DEL MAR	C/ Haza de Acosta,134	950-175-050
ALMERIA CENTRO	C/ San Leonardo, 7	950-175-950
LA CAÑADA	C/ Doctor Cristóbal Urrea Acosta, s/n	950-175-703
NUEVA ANDALUCÍA	Av. Mediterráneo, 189	950 18 62 40
CENTRO DE SALUD ALBORÁN / CORTIJO GRANDE	C/ Las Alpujarras, s/n	950-186-640
LOS MOLINOS	C/ Begoña, s/n	950-013-771
OLIVEROS	C/ Maestro Serrano s/n	950-186-190
VEGA DE ACÁ	C/ Pilar Miró, 51	950-012-201
CENTRO DE SALUD NICOLÁS SALMERÓN	C/ Hospital, 3	950-029-298
CENTRO DE SALUD MEDITERRÁNEO-TORRECARDENAS	Av. Mediterráneo, s/n	950-186-950

HOSPITALS		
SAS-HOSPITAL TORRECARDENAS	C/ Hermandad de Donantes de Sangre, s/n	950-016-000
CLINICA MEDITERRANEO	Nueva Musa s/n	950-621-063
HOSP. VIRGEN DEL MAR	Ctra. El Mami a Viator, km1	950-217-100

Living in Almería

How to arrive in Almería

By plane: Almería airport is located in the outskirts, approximately 10 Km away from the city centre.

There is a bus route linking the airport with Almería (line 30). Price: 1.05
<http://www.surbusalmeria.es/linea/30/> Departures from 06:35 to 22:45

Información sobre el aeropuerto de Almería

<https://www.aena.es/es/almeria/como-llegar/autobus.html>

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

By bus:

<https://www.busbam.com/> (From Madrid)

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), motorway A92

✦ **From Murcia:** 225 km (2h 00h min) motorway A-7, E-15

✦ **From Malaga:** 216 km (2:30h min) A-7 E-15

Moving in Almería city:

- **By bus**

In that link you have information about the routes, maps and prices of urban buses:

<https://www.surbusalmeria.es/>

The bus lines that bring you to the Campus are 11; 12 , 18,19 and 4 &15

Universidad de Almería

Carretera Sacramento s/n

La Cañada de San Urbano

04120 Almería

Cost of living

In general, Almería is not an expensive city to live in. We estimate that the average cost for a student in a shared apartment, including water, electricity and internet, as well as transportation and meals, can be around €600 per month. For those students

from countries whose currency is not the Euro, we recommend that you check the exchange rate and get some cash in Euros, as you will need this cash for some of the first few days.

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

- ⊕ Bus: 1,05€ trip cheaper with card
- ⊕ Cinema: 8 € (special price on Wednesday = 5,60€)
- ⊕ Shared flat: 250-300 €
- ⊕ Coffee: 1-1,2 €
- ⊕ Food: 8-12 € (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 9:00 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
- ⊕ National Police: 091

Transport:

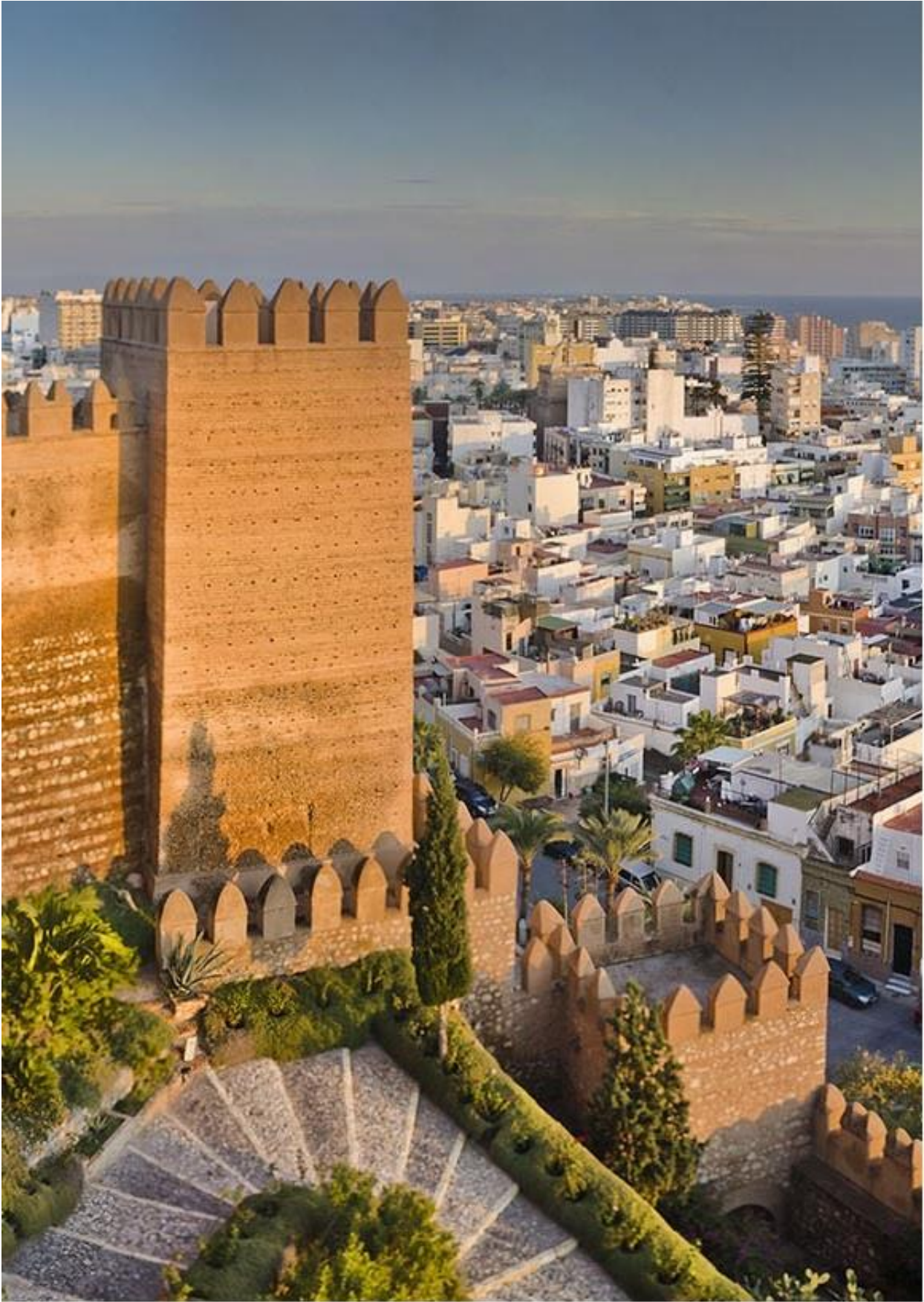
- ⊕ Tele Taxi Almería: 950 251111 / Radio Taxi: 950 226161
- ⊕ Bus Station: 950262098
- ⊕ Railway Station (RENFE): 950251135
- ⊕ Urban Buses: 950624735
- ⊕ Airport: 950213700

Almería and its surroundings



Almería is located in the southeast of Spain, where we enjoy good weather all year round. Land of incredible contrasts, in Almería 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 Almería 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 it began to form part of the crown of Castile. In 1522, Almería 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 1938 to give shelter to the citizens during the bombings carried out by the Nationalists. Nowadays, it is used as a museum. **Further Information:**

<https://www.turismodealmeria.org/>



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.



Archaeological museum: It houses the archaeological finds of the province from the prehistoric era to the Muslim period.

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.



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.turismodealmeria.org/>



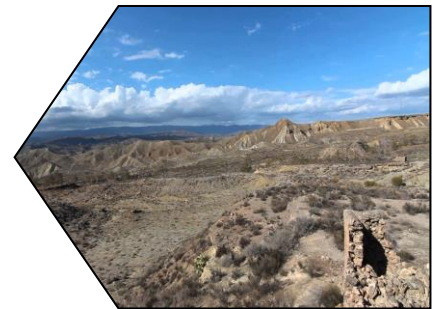
Cinema's Museum: The house of the cinema makes a tour by the cinematographic history of the province of Almeria.

<https://www.turismodealmeria.org/>



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.

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







CALENDARIO ACADÉMICO

2024-2025

GRADOS

SEPTIEMBRE 2024 ⁽¹⁾							OCTUBRE 2024							NOVIEMBRE 2024							DICIEMBRE 2024						
L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D
						1		1	2	3	4	5	6				1	2	3							1	
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
30																					30	31					

ENERO 2025							FEBRERO 2025							MARZO 2025							ABRIL 2025						
L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D
		1	2	3	4	5					1	2					1	2		1	2	3	4	5	6		
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				

MAYO 2025							JUNIO 2025							JULIO 2025							SEPTIEMBRE 2025						
L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D
			1	2	3	4							1		1	2	3	4	5	6	1	2	3	4	5	6	7
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	8	9	10	11	12	13	14
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	15	16	17	18	19	20	21
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	22	23	24	25	26	27	28
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				29	30					

- Festivo
- Periodo Lectivo: Docencia
- Periodo No Lectivo
- Periodo Lectivo: Exámenes
- Festividades Patronales
- Periodo Lectivo: Otras Actividades Académicas

⁽¹⁾ Los días 5 y 6 de septiembre de 2024 se dedicarán a Presentaciones de centros.

FESTIVIDADES PATRONALES

Facultad de Ciencias de la Educación: 11/10/2024; Facultad de Ciencias Experimentales: 15/11/2024; Facultad de Derecho: 7/4/2025; Facultad de Psicología: 24/2/2025; Facultad de Ciencias de la Salud: 7/4/2025; Facultad de Ciencias Económicas y Empresariales: 4/4/2025; Facultad de Humanidades: 25/4/2025; Escuela Superior de Ingeniería: 15/5/2025; Jornada de Bienvenida: 16/10/2024 (Sin actividad académica de 12 a 18 horas)

PERIODO DE EXÁMENES

Convocatoria Finalización de Estudios	2/11/2024 – 18/11/2024 (Simultáneo con docencia)	Defensa TFG Convocatoria Finalización de Estudios	2/11/2024 – 18/11/2024 3/2/2025 – 24/2/2025 (Simultáneo con docencia)
Convocatorias Primer Cuatrimestre ⁽²⁾	Ordinaria: 8/1/2025 – 18/1/2025 Extraordinaria: 27/1/2025 – 6/2/2025	Defensa TFG Convocatoria Ordinaria	23/6/2025 – 3/7/2025
Convocatorias Segundo Cuatrimestre ⁽²⁾	Ordinaria: 11/6/2025 – 21/6/2025 Extraordinaria: 30/6/2025 – 9/7/2025	Defensa TFG Convocatoria Extraordinaria	10/7/2025 – 24/7/2025 1/9/2025 – 6/9/2025

FIRMA ELECTRÓNICA Y/O ENTREGAS DE ACTAS

El plazo máximo de firma electrónica y/o entrega de las actas de exámenes, será de 10 días naturales para las convocatorias ordinarias y 7 días naturales para las convocatorias extraordinarias, contados a partir del día siguiente de la fecha fijada para cada examen.

Las actas de TFG deberán entregarse en los dos días hábiles siguientes a la defensa.

Las actas de PE deberán entregarse en los 10 días naturales después de la realización del último examen en la convocatoria ordinaria, y en los 7 días naturales después de la realización del último examen en la convocatoria extraordinaria. Además, excepcionalmente, en el periodo comprendido entre el 1/9/2025 y el 6/9/2025 se podrán hacer diligencias para incorporar la calificación de aquellos alumnos cuyas prácticas no hayan podido finalizar a tiempo para la convocatoria extraordinaria.

FRANJA HORARIA PARA LA COORDINACIÓN DOCENTE

Los Centros contemplarán en sus horarios para las titulaciones de grado una franja horaria semanal de entre una y dos horas en la cual no se programarán clases durante el periodo de docencia a efectos de facilitar el trabajo de coordinación docente.

Dicha franja tendrá en cuenta, en su caso, la existencia del turno de mañana y tarde a efectos de su programación en ambos. Se procurará que la ubicación de esta franja horaria se efectúe de la manera más racional de cara al horario del estudiante.

En el caso de titulaciones con participación de Departamentos en donde predomine la característica inter facultativa se procurará que dicha franja sea común a los Centros implicados.

Se recomienda que esta medida sea también de aplicación al resto de titulaciones de cada Centro.

⁽²⁾ Para aquellas titulaciones que participan en Dobles Grados, el periodo de exámenes para las diferentes convocatorias se modifica de la siguiente manera: del 7 al 20 de enero la ordinaria del primer cuatrimestre, del 25 de enero al 8 de febrero la extraordinaria del primer cuatrimestre, del 10 al 23 de junio la ordinaria del segundo cuatrimestre y anuales y del 28 de junio al 11 de julio la extraordinaria del segundo cuatrimestre y anuales.



SEPTIEMBRE 2024							OCTUBRE 2024							NOVIEMBRE 2024							DICIEMBRE 2024						
L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D
						1		1	2	3	4	5	6					1	2	3							1
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10	2	3	4	5	6	7	8
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17	9	10	11	12	13	14	15
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24	16	17	18	19	20	21	22
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30		23	24	25	26	27	28	29
30																					30	31					

ENERO 2025							FEBRERO 2025							MARZO 2025							ABRIL 2025						
L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D
		1	2	3	4	5						1	2					1	2		1	2	3	4	5	6	
6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9	7	8	9	10	11	12	13
13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16	14	15	16	17	18	19	20
20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23	21	22	23	24	25	26	27
27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30	28	29	30				
							31							31													

MAYO 2025							JUNIO 2025							JULIO 2025							SEPTIEMBRE 2025						
L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D	L	M	MI	J	V	S	D
			1	2	3	4						1			1	2	3	4	5	6		1	2	3	4	5	6
5	6	7	8	9	10	11	2	3	4	5	6	7	8	7	8	9	10	11	12	13	8	9	10	11	12	13	14
12	13	14	15	16	17	18	9	10	11	12	13	14	15	14	15	16	17	18	19	20	15	16	17	18	19	20	21
19	20	21	22	23	24	25	16	17	18	19	20	21	22	21	22	23	24	25	26	27	22	23	24	25	26	27	28
26	27	28	29	30	31		23	24	25	26	27	28	29	28	29	30	31				29	30					
							30																				

- Festivo
- Periodo Lectivo: Docencia
- Periodo No Lectivo
- Periodo Lectivo: Exámenes
- Festividades Patronales
- Periodo Lectivo: Otras Actividades Académicas

FESTIVIDADES PATRONALES

Facultad de Ciencias de la Educación: 11/10/2024; Facultad de Ciencias Experimentales: 15/11/2024; Facultad de Derecho: 7/4/2025; Facultad de Psicología: 24/2/2025; Facultad de Ciencias de la Salud: 7/4/2025; Facultad de Ciencias Económicas y Empresariales: 4/4/2025; Facultad de Humanidades: 25/4/2025; Escuela Superior de Ingeniería: 15/5/2025; Jornada de Bienvenida: 16/10/2024 (Sin actividad académica de 12 a 18 horas)

PERIODO DE EXÁMENES

Convocatoria Finalización de Estudios	2/11/2024 – 18/11/2024 (Simultáneo con docencia)	Defensa TFM Convocatoria Finalización de Estudios	2/11/2024 – 18/11/2024 3/2/2025 – 24/2/2025 (Simultáneo con docencia)
Convocatorias Primer Cuatrimestre	Ordinaria: 27/1/2025 – 1/2/2025 Extraordinaria: 10/2/2025 – 15/2/2025	Defensa TFM Convocatoria Ordinaria	Másteres cuyo TFM está verificado en el primer cuatrimestre: 3/2/2025 – 24/2/2025 Másteres cuyo TFM está verificado en el segundo cuatrimestre: 23/6/2025 – 30/6/2025
Convocatorias Segundo Cuatrimestre	Ordinaria: 2/6/2025 – 7/6/2025 Extraordinaria: 16/6/2025 – 21/6/2025	Defensa TFM Convocatoria Extraordinaria	1/7/2025 – 31/7/2025 1/9/2025 – 6/9/2025

FIRMA ELECTRÓNICA Y/O ENTREGAS DE ACTAS

El plazo máximo de firma electrónica y/o entrega de las actas de exámenes, será de 10 días naturales para las convocatorias ordinarias y 7 días naturales para las convocatorias extraordinarias, contados a partir del día siguiente de la fecha fijada para cada examen.

Las actas de TFG deberán entregarse en los dos días hábiles siguientes a la defensa.

Las actas de PE deberán entregarse en los 10 días naturales después de la realización del último examen en la convocatoria ordinaria, y en los 7 días naturales después de la realización del último examen en la convocatoria extraordinaria. Además, excepcionalmente, en el periodo comprendido entre el 1/9/2025 y el 6/9/2025 se podrán hacer diligencias para incorporar la calificación de aquellos alumnos cuyas prácticas no hayan podido finalizar a tiempo para la convocatoria extraordinaria.

FRANJA HORARIA PARA LA COORDINACIÓN DOCENTE

Los Centros contemplarán en sus horarios para las titulaciones de grado una franja horaria semanal de entre una y dos horas en la cual no se programarán clases durante el periodo de docencia a efectos de facilitar el trabajo de coordinación docente.

Dicha franja tendrá en cuenta, en su caso, la existencia del turno de mañana y tarde a efectos de su programación en ambos. Se procurará que la ubicación de esta franja horaria se efectúe de la manera más racional de cara al horario del estudiante.

En el caso de titulaciones con participación de Departamentos en donde predomine la característica inter facultativa se procurará que dicha franja sea común a los Centros implicados.

Se recomienda que esta medida sea también de aplicación al resto de titulaciones de cada Centro.