



INTERNATIONAL STUDENT EXCHANGE PROGRAM
“INTERNATIONAL AGREEMENTS”
2019-2020



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International Relations and Mobility Service (SERIM)	
<p>Cantoblanco Campus</p> <p>Plaza Mayor Building, Ground floor</p> <p>C/ Einstein, 7</p> <p>28049 Madrid - Spain</p> <p>www.uam.es</p>	<p>Incoming students:</p> <p>serim.movilidad@uam.es</p> <p>Hours:</p> <p>Monday to Thursday: 09:00-14:00 & 15:00-17:00</p> <p>Friday: 09:00-14:00</p>
Application Dates	
<p>Fall 2019 – First Semester</p> <p>(September – January)</p> <p>May 15 to June 15</p>	<p>Spring 2020 – Second Semester</p> <p>(January – May)</p> <p>May 15 to October 31</p>

APPLICATION PERIOD

The application period for incoming exchange students to UAM is close to be open next May 15.

- Fall 2019 (Semester 1) and Academic Year 2019/2020: from **May 15 to June 15**
- Spring 2020 (Semester 2): **from May 15 to October 31**

APPLICATION PROCESS

1 - REGISTRATION

Students start by completing the online registration form for mobility programs: [REGISTRATION](#) with **PASSPORT** number.

[Registration Instructions](#)

Please note that the email account used during the registration process, will be the main contact point for further communications with the student.

2 - APPLICATION

After registration, they have to apply at [APPLICATION](#).

At this point, please remind the students to upload a passport photo, which is mandatory to submit the application and to issue their UAM student's card.

[Application Instructions](#)

It is important to emphasize that the online application must be done during the application periods, while the registration can be done at any moment.

ADDITIONAL DOCUMENTS

Home institution must send by email to UAM (serim.movilidad@uam.es):

- **Official nomination letter**
- **Copy of passport**
- **Official transcript of records**
- **Learning agreement ([download](#))**, with the list of courses that the student would like to take at UAM, approved by the Home Institution (The document must include the signature and stamp of the coordinator of the home university, as well as the student's own signature)

The learning agreement contains the courses that the student would like to take at UAM, considering two levels of preference:

1. **DETAILS OF THE PROPOSED STUDY PROGRAMME:** This section must contain the courses that the student would like to take at UAM, in order of preference.
2. **ALTERNATIVE COURSE UNITS IN ORDER OF PREFERENCE:** This section must contain alternative courses in which the student can be enrolled in case any of the above are not available, in order of preference.

In case they would like to take courses from different Faculties, at least 51% of the courses selected must belong to one Faculty (e.g. three courses from three different Schools are not accepted, in this case, 2 courses must belong to one School, and the 3rd course can be taken from a different School).

International exchange students may not join first year degree courses
(exceptions can be considered upon the Faculty).

For **Graduate Students and/or Students applying to Masters' programs or PhD**, it will also be required a CV of the student and a motivation letter written in Spanish (in case the courses to attend are taught in Spanish).

For each selected course it has to be indicated the LEVEL and the SEMESTER.

LEVEL	SEMESTER
<ul style="list-style-type: none">▪ Undergraduate: level UG▪ Master's program: level M▪ PhD: level PhD	<ul style="list-style-type: none">▪ Semester 1: September to January▪ Semester 2: January to May

Applications that are not duly completed and signed will not be accepted. All fields and complete information regarding the subjects to be taken must be specified (code, course, semester, number of credits, faculty/school).

Once the application is complete and the additional documents have been received by the IRO, the letter of acceptance will be issued within 15 days after the application closing date, provided that the candidate achieves all UAM requirements. The Schools at UAM will review the courses selection to check the availability of places, and the student will be contacted in case changes in the learning agreement are required.

ACADEMIC CALENDAR

Students can find the Academic Calendar here: [Academic calendar 2019-2020](#)

	Fall 2019 First Semester (September 2019 – January 2020)	Spring 2020 Second Semester (January 2020 – May 2020)
Welcome Meeting	Early September	Mid –Late January
Enrollment	Mid September	Late January
Classes and Exams	September 9 to January 20	January 28 to May 29
Extraordinary examination session	5 to 30 de June	5 to 30 de June
Transcript of Grades Issuance	February - March 2020	July 2020

ACADEMIC OFFER

- UNDERGRADUATE:

- [Undergraduate Studies](#) (Spanish version)
- [Undergraduate Studies](#) (English version, but not the courses taught in English)

- POSTGRADUATE:

- [Postgraduate Studies](#) (Spanish version)
- [Postgraduate Studies](#) (English version, but not the courses taught in English)

ENGLISH ACADEMIC OFFER

[UAM English Courses 19-20](#)

At this time the offer of courses of 18/19 is published, pending to be updated.

FACULTY OF MEDICINE

Please be aware of some recommendations from the **Faculty of Medicine:**

[Incoming Students Guide - Degree in Medicine 19-20](#)

At this time the student guide 18/19 is published, pending to be updated.



LANGUAGE REQUIREMENTS

Students from overseas centers must have at least an intermediate level of language according to the courses he/she will take at UAM (Spanish / English), except for those disciplines where the center to which they wish to be assigned considers basic knowledge sufficient.

- **B1 (*)** for undergraduate studies

- **B2 (*)** for:

- Faculty of Business and Economic Sciences
- Degree in Hispanic Studies, Faculty of Philosophy and the Arts
- Graduate studies

(*) Except for those studies requiring a specific level.

There is no need to submit any documents at UAM demonstrating the level of language.

The Home Institution shall ensure that the applicant has the required level.

OTHER REQUIREMENTS

- Students must take out **medical insurance** to cover the entire period to be spent at UAM.

REGISTRATION AND WELCOME MEETING

In order to be able to guide the students on the procedures that they have to carry out once in the UAM, a mandatory welcome meeting will take place.

This meeting will be the first week of September 2019. The specific date, time and place will be informed in advance.

BUDDY PROGRAM / INTERNATIONAL MENTOR PROGRAM

An international mentor is a UAM student who accompanies, advises and guides an international exchange student during his stay at UAM in order to facilitate the integration of the student into the academic and social activities of the campus and the city.

Students interested in this program should contact the International Relations Office from their Faculty in order to know the availability of the program at their school.

You can check the information about the International Mentors Program [here](#).

SPANISH COURSE FOR EXCHANGE STUDENTS

With the aim of providing students with knowledge of Spanish while their stay at UAM, our University offers a Spanish Course for Foreigners (up to 30 students) at the Language Service, located in Cantoblanco Campus. It lasts one semester, and can be taken during Fall (Semester 1) or Spring (Semester 2).

There is a reduced fee of 60€ for exchange students for one semester course. If students wish to take another Spanish course the following semester, the fee for that second course will be the full one (120€).

The instructions to make the registration and level test can be found here: [Spanish course](#)

(Also available an English version)



HOUSING / ACCOMMODATION

UAM offers on-campus and off-campus accommodation.

There is an on-campus dorm called **“Residence Erasmo Hall”**, which is open to all international students. The Erasmo Residence Hall is the perfect option if you are looking for accommodation close to our university. It is located on the Cantoblanco Campus of the UAM a few meters from the faculties and very well connected with the city center. In case the students are interested in booking a room at the dorm, they have to apply directly at Erasmo Residence:



<http://www.resa.es/eng/Residences/Erasmo>

Also, there is an off-campus dorm affiliated to the UAM, the **“Colegio Mayor Juan Luis Vives”**, which is very close and that might be of special interest for students of Medicine, due to its nearness to the Faculty of Medicine. Further information about this accommodation can be found on the following website: www.uam.es/cmlv

For those students who wish to live in the city center, sharing an apartment or on their own, the University has signed a collaboration agreement with the company Aluni.NET.

WELCOME OFFICE

The International Welcome Office will be responsible for providing comprehensive assistance to international students, researchers and professors, and attending to their orientation needs, both academic and administrative.

Further information can be found at [Reception Office](#).

[Reception Office Facebook](#)

UNIVERSITY SPORTS SERVICE

UAM aims to provide a wide range of opportunities for University members to enjoy sport and exercise and lead an active and healthy lifestyle.

The types of sport and activities range from swimming to basketball, from fitness to rugby and tennis.

Contact the servicio.deportes.informacion@uam.es for more information and visit the website:

[Sports Service Website](#)

[Sports Service Facebook](#)



OFFICE FOR COOPERATION AND SOLIDARITY ACTION

It was created as the Universidad Autónoma de Madrid's institutional commitment to effectively organize any activities undertaken for the sensitization, training and promotion of values and attitudes, based on co-operation, solidarity and justice, thus constituting a reference point in this field for the entire university community, while remaining open to other entities, bodies and groups.

The Office is, in addition, a meeting point for listening to and receiving any suggestions that students, teachers and administrative and service staff may want to make.

For further information visit the website: [Office for Cooperation and Solidarity Action Website](#)

ERASMUS STUDENT NETWORK (ESN)

Erasmus Student Network (ESN) is the biggest student association in Europe. The main focus of ESN is placed on current exchange students, who often face problems in their new environments. Therefore, ESN offers help in academic, social and practical integration process.

[ESN UAM Website](#)

[ESN UAM Facebook](#)



If you have any enquiries do not hesitate to contact us at serim.movilidad@uam.es.



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