



UNIVERSIDAD



A sea of Knowledge



UNIVERSIDAD DE ALMERÍA

Vice-Chancellorship of Internationalization

GUIDE FOR INTERNATIONAL STUDENTS

2020-2021

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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, **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 programmes, 44 official master's programmes and 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: Pita Building, first floor. Office

Phone: +34 950 01 58 12

Fax: +34 950 01 58 12

E-mail: vicintern@ual.es

Opening hours: Monday to Friday: 09:00 a 14:00



- 1 Rectorate and Assembly Hall
- 2 Central Building
- 3 Lecture Building 1 (Aulario I)
- 4 Auditorium
- 5 Lecture Building 2 (Aulario II)
- 6 University Canteen
- 7 Sport Centre

- 8 Students' Building (ESN Office)
- 9 School of Engineering
- 10 Indoor Pool
- 11 CITE IV
- 12 Lecture Building 4 (Aulario IV)
- 13 CITE II A
- 14 CITE II B

- 15 Lecture Building 3 (Aulario III)
- 16 Business and Economics Building
- 17 Humanities and Psychology Building (Building C)
- 18 Legal Sciences Building
- 19 Educational Sciences Building
- 20 Bank
- 21 Health Sciences Building

- 22 CITE
- 23 Warehouse
- 24 Library
- 25 CITE III: Mathematics and Computer Engineering
- 26 CITE I: Chemistry
- 27 Instrumentation Service
- 28 CITIC

- 29 CIESOL
- 30 International Relations Office
- 31 SCIC
- 32 Childcare Center
- 33 Football Field
- 34 Sport Courts
- 35 Greenhouse Practice Facilities
- P Parking

Campus

Virtual Visit

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.

http://cms.ual.es/idc/groups/public/@serv/@biblioteca/documents/actividad/reglamento_servicio_prestamo.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...).

The Erasmus + K107 students have available for free a Spanish Course, the course is comprised of 20 hours teaching seasons.

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, Portugese, 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

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 01 55 10

E-mail: practicas@fundacionual.es

Meals and coffee shops

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

Cafeterias

- Cafeteria in the Humanities building 7 Menu 5 €

- 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.

MOBILITY AT UAL

International Relations Office

The International Relations Office is the administrative service of 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 see anexo below .

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. This program is promoted by the OEI and Junta de Andalucía.

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 universities has a valid agreement with UAL. We receive students from China, USA, Canada, Argentina, Bolivia, Brazil, Ecuador, Mexico, Panama and Uruguay among others.

Address: Pita Building (30 on the map) ground floor.

Customer service hours: Monday to Friday: 09:00 a 14:00

Questions and Doubts:

If you have any questions, check first this guide. If you still have a question you can contact us here: <https://otrspas.ual.es/otrs/customer.pl> entering with your user name and password.

Academic Calendar

The academic year consists of two semesters:

First Semester	Second Semester
Classes begin on September 14 th Christmas holidays from December 23 th to January 6 th Examination period from 11 th January to 23 th January.	Classes begin on January 25 th Easter holidays from March 29 th to April 04 th Examination period from May 17 th to May 29 th Period extraordinary examinations June 17 th July 7 th for the subjects suspended in the ordinary convocation

Academic Calendar:

<https://www.ual.es/estudios/calendarioacademico> (See Appendix)

Course Offer

There is a wide catalog of subjects available for the different official degrees.

<http://cms.ual.es/UAL/estudios/grados/index.htm>

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.

<https://www.ual.es/application/files/4415/7321/9377/plurilin19-20.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 on the previous days to the beginning of the academic course on September and also for the second semester on January. You will receive information about the days and how to participate through your email.

Learning Agreement

You will follow all the steps related to your learning agreement in the online platform, Umove. Once you have access, we will send you detailed information to complete each of the steps. **Don't miss the deadlines!!!**

<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 learning agreement, 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 or 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 eligibility 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 by hand.

Assessment and Grading System

There are two ordinary examination periods per academic year. The first is held in January and the second one is held in May. Students who do not pass their exams during the ordinary period may retake them during the extraordinary exam period in June- July. 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

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

UAL (10/10)

Matrícula de Honor (=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)

PRACTICAL MATTERS

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 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 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. The insurance must include repatriation. **Health insurance, repatriation, civil liability and accident insurance is obligatory furthermore we strongly recommend travel insurance.**

Upon arrival in Almería, students who have the European Health Card 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 Almería. Once the processing is done, the student will be appointed a doctor, if he/she needs medical assistance.

Hospitals and medical centres in Almería

<http://cms.ual.es/idc/groups/public/@serv/@uinternacional/documents/documento/hospitalcentrosmedicosguia.pdf>

Opening a Bank Account

In accordance with Spanish law, all resident and non resident foreigners with financial affairs in Spain must have:

- A current passport.
- A photo.
- TIN Tax Identification number from your home country.
- NIE Foreigners tax identification number.

Most visa documents already bare the NIE you might ask at the Embassy. 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 –Orientative-

In case there is no NIE number in your visa , you will need a “Certificado de Residente o no Residente”. Applications for that certificate can be made at the 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:

- An application form (form EX14), filled out and signed (please check the English or French version for reference, although the Oficina de Extranjería will only accept the Spanish version);
- Identity card or original passport and photocopy.
- Acceptance Letter of the University of Almería.

The certificate can also be supplied by the same bank office where you want to open the account. They will charge you a fee for this (30€, compared to the approximately 8€ it will cost if you do the paperwork yourself).

Further information about the procedure and required documents:

<http://www.interior.gob.es/web/servicios-al-ciudadano/extranjeria/ciudadanos-de-la-union-europea/numero-de-identidad-de-extranjero-nie>

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 Non 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 [Consulado d78123294Ee España](#) 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 - 14:00 and Tuesday and Thursday: 16:30 - 19:30.

You can find more information on the web site :<http://www.esnalmeria.org/>

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 library, computing services at the Mathematics building or ESN office.

ALMERIA

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 it 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 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/motivo-tematico/los-refugios-de-la-guerra-civil-espanola/>



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.
<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/quieres/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 Almería.

<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.

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



Meals and coffee shops

University canteen (Building 6 on the map):

Menu: 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.

Accommodation

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

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

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.

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 residenciavivas.com/en/.

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

<https://www.inturjovent.com/en/albergues/almeria/albergue-inturjovent-almeria>



Living in Almería

Cost of living

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

- ✦ Bus: 1,05€ trip cheaper with card
- ✦ Cinema: 6 € (special price on Wednesday = 4€)
- ✦ Shared flat: 200-300 €
- ✦ Coffee: 1-1,2 €
- ✦ 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
Average Temp . (°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

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 €. Information about Almería's airport:.

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

Departures from 06:35 to 22:45 every 70 minutes

(<http://aena.mobi/m/es/aeropuerto-almeria/autobus-urbano.html>)

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

By bus:

www.<https://www.busbam.com>.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), 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

- **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 and 18

Universidad de Almería

Carretera Sacramento s/n

La Cañada de San Urbano

04120 Almería

Specific Information for all Non European Countries.

PASSPORT

We strongly recommend students to check their passport expiration date in advance in order to make sure the expiration date last longer than six months to the proposed mobility period .

All visa procedures depend on a valid passport expiration date.

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.

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.

Specific Information KA-107

BEFORE ARRIVAL

VISA

The first step regarding the preparation of your mobility is obtaining 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, you should contact the Consulate or Embassy of Spain closest to your residence ([follow link](#)) and request information about all the documents that you should provide and all procedures that you should follow.

Also, the International Office of the University of Almería will send you updated information about specific visa requirements.

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

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.

GRANT AGREEMENT (GA)

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 download on your UMove profile – you must read it thoroughly, sign it and upload it back. The GA requires additional information that you will have to provide once you arrive at UAL (address and bank account).

Action: Read, sign and upload the GA.

RECEPTION AND APPOINTMENT

All international students coming to the University of Almeria need to make an appointment at the International Office in order to confirm their arrival. You can get your appointment online once you know your arrival date. You can get an appointment up to two weeks before the date.

Acción: Visit us at the office in order to do your check in.

You will be able to make your appointment here: <https://citaprevia.ual.es/LoginUAL.aspx>

INSURANCE

Health insurance, travel, accident, civil liability insurance and repatriation is mandatory for all Erasmus+ exchange students participating in a study period at the University of Almería.

Action: Before leaving your home university, you have to obtain an insurance valid during the entire mobility period at the Universidad de Almería, including the travel days. Upload it to your UMove profile.

FUNDS AND SCHOLARSHIP INFORMATION

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).

This money is more than enough to live in Almería (a regular student shouldn't need more than 600€ 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.

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).

The grant will be paid in four installments:

- **1st one (20 % of the total amount, plus travel expenses contribution):** After a) your LA and GA are signed and uploaded; b) you have enrolled at UAL. All students coming from Armenia, Irak, Moldavia, Montenegro and Syria will have an automatic payment of 60 € as a contribution of the UAL for the VISA fees expenses.
- **2nd one (30% of the total amount)** After you have opened your bank account and the Addendum to the GA is signed by you and the Ual.
- **Action** Sign and upload the Addendum (with the Spanish bank account).
- **3rd one (20% of the total amount)** You will receive it around 90 days after the arrival date.
- **4th one (remaining amount, adjusted to your mobility dates):** One month before your departure, you will receive an EU survey – once you fill it we will start arranging for your

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

last payment, which will be adjusted to your real mobility dates. In order to do so, we will also require you to send us your return ticket.

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

Action: Bring enough funds to cover your expenses for the first month. We would recommend a minimum of 600€. Take into account the change of your currency in euros.

Check List

- ✓ Visa and Passport uploaded.
- ✓ Health Insurance.
- ✓ Grant Agreement signed and uploaded.
- ✓ Addendum to the GA signed and uploaded.
- ✓ Learning Agreement signed by you and your home coordinator uploaded.
- ✓ Visited the International Office.

Specific Information Pima

BEFORE ARRIVAL

VISA

The first step regarding the preparation of your mobility is obtaining 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, you should contact the Consulate or Embassy of Spain closest to your residence ([follow link](#)) and request information about all the documents that you should provide and all procedures that you should follow.

Also, the International Office of the University of Almería will send you updated information about specific visa requirements.

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

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.

LEARNING AGREEMENT/Study File

You should do your L. Agreement/ Study File, it must be signed by you and by your home coordinator. Once it's signed upload it to Umove platform.

Action: Upload your LA signed by you and your coordinator.

FUNDS AND SCHOLARSHIP INFORMATION

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 PIMA grant includes 2.500 Euros corresponding to individual support.

The grant will be transferred in two installments:

The first one (**80 % of the total amount**): After a) your LA or Study file is signed and uploaded; b) you have enrolled at UAL;

2nd one (20% of the total amount). After you have opened your bank account and you have introduced in Umove your bank account number. You will be paid around 60 days after the arrival date

Action: Open a Spanish bank account, introduce the number on Umove.

Check List

- ✓ Visa and Passport uploaded.
- ✓ Health Insurance.
- ✓ Study File, L. Agreement signed by you and your home coordinator and uploaded
- ✓ Spanish bank account number on Umove.

Bring enough funds to cover your expenses until you have your first payment. Take into account the change of your currency in euros.

Specific Information ISEP

Terms housing and meals 20/21

As for housing and meals, the University of Almeria, UAL, will bear the costs (double room and up to 21 weekly services), for the international students of ISEP Program who select the option of **housing and meals in the CIVITAS Residence Hall**, <http://www.residenciavitas.com>.

The abovementioned benefits, housing and meals, will be provided during the following periods:

- From 1 September 2020 to 31 January 2021, both included, 1st semester students. (*)
- From 18 January 2021 to 18 June 2021, included, 2nd semester students. (**)
- From 1 September 2020 to 30 June 2021, included, full year students. (***)

The commitment period between ISEP students and CIVITAS Residence Hall shall be effective for a semester according to the UAL academic calendar:

https://www.ual.es/application/files/7215/8254/3039/CALENDARIO_GRADOS_20_21.pdf

(five months periods). There is a **probationary period**, so that if **the student who has initially accepted to stay at CIVITAS** requests cancellation before 30 September 2020, first semester, or 18 February 2021, second semester, the University of Almeria will pay CIVITAS the fee for housing and meals corresponding to the month of the student's stay plus one month's penalty. UAL will pay 1650€ to the ISEP student to personally take care of the housing and meals for the rest of the semester.

If a full year student requests cancellation during the month of September 2020, he/she will also receive the amount corresponding to housing and meals for the second semester (2750€) in two payments, at the beginning and in the middle of the semester.

In these cases, the ISEP student must reimburse UAL the amount of 1100€ per term if his/her actual stay at UAL does not exceed three months, or 550€ per term if his/her actual stay at UAL does not exceed four months.

If the student requests cancellation once the probationary period has expired (after 30 September 2020, first semester, or 18 February 2021, second semester) he/she will not receive any payment from the University of Almeria and must personally take care of his/her own housing and meals for the rest of the semester.

If the ISEP student has chosen to stay at CIVITAS **wishes a pick-up and transfer (free of charge) from the Almeria airport to the CIVITAS Residence Hall** on the day of arrival, he/she must communicate this sending an email to recepcion@residenciavitas.com at least one week before the date of arrival. The email with the subject: **ISEP TRANSFER** must include the student's details, flight number, day and time of arrival. The pick up at Almeria airport on the day of the arrival of the ISEP student and the transfer to the CIVITAS Residence Hall CANNOT be guaranteed if not all the above requirements are met.

The **rest of the services** offered by CIVITAS Residence Hall (for example, improvement to a single room, or laundry service, among others) **are not covered by this agreement** and the University of Almeria will not bear its costs.

If the ISEP student, in his/her application, **chooses not to stay in CIVITAS and to search for housing by his/her own means**, with the counsel of the University of Almeria, he/she will receive 2750 Euros per semester, at the beginning and in the middle of the term. Likewise, in this case, the ISEP student will have to refund to UAL the amount of 1100€ if his/her actual stay at UAL does not exceed three months or 550€ if the actual stay at UAL does not exceed four months per semester.

(*) The students can enjoy the benefits of staying at CIVITAS Residence Hall during the Christmas holiday period (according to the UAL academic calendar). The student must communicate this intention before 11 December 2020. Students who extend their stay beyond 31 January 2021 will be responsible for paying their housing and meals.

(**) The students can enjoy the benefits of staying at CIVITAS Residence during the Easter holiday period (according to the UAL academic calendar). The student must communicate this intention before 12 March 2021. Students who extend their stay beyond 18 June 2021 will be responsible for paying their housing and meals.

(***) Same benefits and abovementioned conditions apply during the Christmas and Easter holiday periods. Students who extend their stay beyond 30 June 2021 will be responsible for paying their housing and meals.

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CALENDARIO ACADÉMICO 2020-2021

GRADO



L	M	MI	J	V	S	D
	1	2	3	4	5	6
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L	M	MI	J	V	S	D
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L	M	MI	J	V	S	D
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22	23	24	25	26	27	28
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L	M	MI	J	V	S	D
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L	M	MI	J	V	S	D
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24	25	26	27	28	29	30
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L	M	MI	J	V	S	D
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21	22	23	24	25	26	27
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L	M	MI	J	V	S	D
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L	M	MI	J	V	S	D
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- Festivo
- Periodo Lectivo
- Periodo No Lectivo
- Periodo de Exámenes
- Festividades Patronales
- Otras Actividades Académicas

CALENDARIO ACADÉMICO 2020-2021

MÁSTER



OCTUBRE 2020						
L	M	MI	J	V	S	D
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

NOVIEMBRE 2020						
L	M	MI	J	V	S	D
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

DICIEMBRE 2020						
L	M	MI	J	V	S	D
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

ENERO 2021						
L	M	MI	J	V	S	D
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

FEBRERO 2021						
L	M	MI	J	V	S	D
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28

MARZO 2021						
L	M	MI	J	V	S	D
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

ABRIL 2021						
L	M	MI	J	V	S	D
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAYO 2021						
L	M	MI	J	V	S	D
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
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JUNIO 2021						
L	M	MI	J	V	S	D
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

JULIO 2021						
L	M	MI	J	V	S	D
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5	6	7	8	9	10	11
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SEPTIEMBRE 2021						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

■ Festivo
 ■ Periodo Lectivo
 ■ Periodo No Lectivo
 ■ Periodo de Exámenes
 ■ Festividades Patronales
 ■ Otras Actividades Académicas