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PRESENTATION

First of all, we would like to thank you for your interest in our institution, which might mean that you are considering the Universidad de Jaén (UJA) as a possible destination for your study or research period abroad. For all our members, this would be a great satisfaction since UJA is proud of its standing tradition in the field of international higher education and cooperation since its foundation in 1993. For this reason, please find below a detailed description of our academic activities and facilities (mainly regarding our location, university organization, study programs and syllabi, international profile, academic calendar, language courses, accommodation facilities, online services, etc.) which aims to provide you with information and advice that will be of use when preparing your period abroad with us, since we know that getting used to living and studying in a new country is always a challenge...

Welcome to the Universidad de Jaén!

STUDYING IN SPAIN

Spain straddles the greater part of the Iberian Peninsula that juts out at the south-western tip of Europe. With a surface area of 505,955 square kilometres, it ranks as the third largest country in continental Europe, after Russia and France. Most of this surface area (493,484 sq. km.) consists of mainland Spain, to which must be added the island groups of the Balearics to the east and the Canaries lying over one thousand kilometres to the south, just off North Africa’s Atlantic coast. Lastly, there are two city enclaves of Ceuta and Melilla, perched on the shores of North Africa itself. Spain’s population amounts to forty million inhabitants and became in 1978 (under the terms of the 1978 Constitution) a democratic State subject to the Rule of Law, politically structured in the form of a parliamentary Monarchy. The country’s capital is Madrid, which is the seat of both the Royal Family and the Government. At present, Spain is made up of seventeen Autonomous regions (Jaén would belong to the Andalusian one) and two cities enclaves (Ceuta and Melilla) each governed by a Statute of Autonomy. Regarding religion, freedom of worship is guaranteed under the Spanish Constitution, though the great majority of the population are nominally Catholic. As far as currency is concerned, as from 1st January 2002, the Spanish, like that of the most of European Union countries, has been the euro.

Spain’s education system offers a wide range of college and university studies at all levels, as well as internationally renown business studies at prestigious schools, and the best opportunities for the studying of Spanish as a foreign language, with a great variety of courses to choose from. The educational system is well organized and brimming with opportunities for personal growth and academic achievement for international students.

The higher education system has undergone significant changes and extraordinary growth over the past 25 years, which allowed Spain to dramatically increase the number of university places available. In addition to progress in many other areas, this facilitated university access to thousands of young people through the creation of numerous new and well-equipped universities.

The Spanish university system gives students the freedom to decide what type of education they want. The wide range of study options caters for the diverse academic aims of students, while at the same time satisfying the varied interests, abilities and attitudes they may have.

Spain is now the third most popular destination for international university students from Europe and the American continent, after England. As a result, Spain has developed a diverse, multicultural student population which, over time, has made the Spanish education system one of the most attractive in Europe, thanks to its cultural diversity.

THE PROVINCE OF JAÉN (www.promojaen.es)

Jaén is one of the eight Provinces of Andalucía (www.andalucia.org), situated to the north of the Autonomous Community. Its borders from the frontier with the Castilian Meseta and the Andalusian mountain systems in the south. The provinces of Castilla La Mancha consisting of Ciudad Real and Albacete border Jaén to the north, Granada to the southeast, and Córdoba to the west.

Jaén constitutes an inland paradise of sierras, open countryside and fertile, lowland areas dotted with millions of olive trees. Located in the gateway of Andalusia, Jaén possesses the largest extension of protected natural areas in the whole of Spain. The River Guadalquivir is born here, in the heart of the Nature Park of the Sierras of Cazorla, Segura and Las Villas.

A land of transition and frontiers, Jaén has been cherished by history. It was one of the most important Iberian settlements of the Peninsula, played a remarkable role in the Andalusi era and firmly established its influence during the Renaissance and the Enlightenment. Towns such as Úbeda and Baeza, Jaén and Alcalá la Real, are living examples of those centuries. Today, having boarded the train to modernity, the Province of Jaén—composed of 97 municipalities—still maintains one of its most undeniable indentifying marks.

The long seven years of Muslim dominion determined the history, culture, society and art of this province. Jaén belonged to that Al-Andalus whose stellar poles where the cities of Córdoba and Granada. The recovery, revision and presentation of this ancient splendour is the task of the Andalusí Legacy, a cultural and tourism initiative which attempts to put into relief the great importance of those time in order to understand our current epoch. The Andalusí Legacy has outlined two routes in the province of Jaén, being the most important of the so-called Rout of the Nazarites, which wanders through most of the provincial territory.

Besides, Jaén is proudly known for producing the best oil in the world. Sixty million olive trees carpet the land of Jaén and the substance that is extracted from them constitutes the main economic and social distinguishing mark of the province. Jaén generates twenty percent of the world’s olive oil production. The dozens of oil
presses spread around the length and breadth of the province place it at the head of our national production, with an average of over six hundred thousand tons of high quality oil every season. The best oil is that which is described as extra virgin and some of the most impressive dishes of the meritorious and plentiful Jaén gastronomy is prepared with it.

Halfway between Madrid and Seville, well connected by motorway and train, Jaén enjoys a pleasant, warm climate during most of the year. Entering this interior paradise, the traveller can be assured of a passionate encounter.

THE CITY OF JAÉN (www.aytojaen.es)

Jaén (Arabic: جيرون Jayyān) is a city in the southern Spanish region of Andalusia and is the capital of the province of Jaén (and, therefore, its administrative and industrial centre, with establishments including chemical works, tanneries, distilleries, cookies factories and textile factories). The inhabitants of the city are known as Jiennenses and its population amounts to over 115,000.

Jaén enjoys a well-known charm because of its walks through the town (either through its ancient monument, such as the Castle of Santa Catalina, la Magdalena, San Juan and La Merced neighbourhoods, Ancient Hospital of San Juan de Dios, the Palace of Villadompardo –housing the Museum of Art and Popular Customs, the International Museum of Naïve Art and the Arab Baths–, the church of San Juan, the church of Saint Bartolomé, the convent of Santa Clara, the Arch of San Lorenzo, the Plaza of Santa María and, obviously, the Cathedral, the most distinguished monument in the capital of Jaén; or through the contemporary city with its Palace of the Provincial Delegation, the church of San Ildefonso, Plaza de las Batallas, convent of las Bernardas, Puerta del Ángel, Alameda Park, Plaza de la Constitución, Victoria Park, Senda de las Huertas, etc.) and its cultural and festival life all throughout the year (thanks to our International Piano Prize, Lagarto Rock Competition, World Folk, Autumn Festival, Jaén Literary Prizes, the International Festival of Jazz, Holy Week, Virgen de la Capilla and San Lucas celebrations, etc.).

Jaén will always surprise you as a place where you will be able to enjoy de beautiful picture of a white town on the slopes of the Santa Catalina Hills with a modern city expanding below. Behind it all, as a striking natural background, you will be able to admire the abrupt sierras or hills, which enclose the splendid frame. You will be able to breathe the Arabic essence still alive in streets and squares and, in the Jewry, you will find traces of this ancient civilisation. You will also be able to admire an outstanding Renaissance in a city with palaces, churches and convents. Living the historic centre you will also find valuable contemporary pieces of architecture and great parks, which breathe fresh air into the city. We encourage you to enjoy the beauty of Jaén and to treat your palate to an excellent cuisine, which never forgets the base of our marvellous extra virgin olive oil...

THE UNIVERSITY OF JAÉN (www.ujaen.es)

[1] General brief description

uja (Spain) is a medium-sized public university (some 15000 students and over 800 faculty, most of whom are PhD’s) which was established in 1993 at Campus Las Lagunillas (wheelchair accessible) in the city of Jaén, where most of its faculties/colleges (Centros) are located (a few UJA colleges can also be found at Linares and Úbeda cities):

Jaén Campus (Campus Las Lagunillas):
- Facultad de Ciencias Experimentales (Faculty of Experimental Sciences)
- Facultad de Ciencias Sociales y Jurídicas (Faculty of Social Sciences and Law)
- Facultad de Humanidades y Ciencias de la Educación (Faculty of Humanities and Education Sciences)
- Facultad de Ciencias de la Salud (Faculty of Health Sciences)
- Facultad de Trabajo Social (Faculty of Social Work)
- Escuela Politécnica Superior de Jaén (EPS Jaén) (Higher Engineering College in Jaén)

Linares Campus:
- Escuela Politécnica Superior de Linares (EPS Linares) (Higher Engineering College in Linares)

Besides, UJA has got more that 30 departments (which are the main university units in charge of organising and developing research and teaching) related to almost any university field of knowledge: business administration, anthropology, geography and history, chemistry, etc. UJA produces an important amount of original research since highly skilled research groups develop lines of research (at the national and international levels) and are well prepared to establish pragmatically oriented collaboration with the social and productive environment.

[2] University organization

The University of Jaén is governed by the following bodies (Órganos de Gobierno, www.ujaen.es/home/ogobierno.html):

1 http://www.ujaen.es/serv/vicest/mapa_campus/mapa_uja.htm
2 For a full list of UJA departments and corresponding contact details please visit www.ujaen.es/sci/redes/telefonia/fija/radeparta.html.
Rectorado

- Vicerrectorado de Ordenación Académica, Innovación Docente y Profesorado
- Vicerrectorado de Investigación, Desarrollo Tecnológico e Innovación
- Vicerrectorado de Extensión Universitaria
- Vicerrectorado de Estudiantes e Inserción Laboral
- Vicerrectorado de Infraestructuras y Desarrollo del Campus
- Vicerrectorado de Comunicación y Relaciones Institucionales
- Vicerrectorado de Planificación Estratégica y Gestión de la Calidad
- Vicerrectorado de Relaciones Internacionales y Cooperación
- Vicerrectorado de Convergencia Europea, Postgrado y Formación Permanente
- Vicerrectorado de Tecnologías de la Información y la Comunicación

Gerencia

Secretaría General

And has the following administrative offices (www.ujaen.es/serv/gerencia/servicios.htm):

- Servicio Jurídico
- Servicio de Control Interno
- Servicio de Gestión Académica
- Servicio de Atención y Ayudas al Estudiante (including the so-called Sección de Relaciones Internacionales or International Relations Office)
- Servicio de Personal y Organización Docente
- Servicio de Asuntos Económicos
- Servicio de Contabilidad y Presupuestos
- Servicio de Contratación y Patrimonio
- Unidad Técnica
- Servicio de Planificación y Evaluación
- Servicio de Información y Asuntos Generales
- Servicio de Investigación
- Servicio de Informática
- Servicio de Bibliotecas
- Servicio de Archivo General
- Servicio de Actividades Culturales
- Servicio de Actividades Físicas y Deportivas
- Defensor Universitario
- Etc.

For further information about the Vicerrectorado de Relaciones Internacionales y Sección de Relaciones Internacionales (International Relations Office), please visit our international website www.ujaen.es/serv/vicint/home/portada_en.php.

[3] UJA International profile

UJA welcomes international students as part of a conscious effort to increase its international profile, which is of utmost importance for the University, an institution that is constantly striving to widen both its knowledge and its horizons. UJA has many agreements and actively collaborates with institutions from all around the world –mainly within the framework of the LLP/Erasmus program³, USA, Canada, Costa Rica, Chile, China, Argentina, Brazil, Mexico, Singapore, Japan, Morocco, etc.–, hosting students on all degree courses, both as regular and exchange students. No doubt, and thanks to an outstanding graduate and postgraduate international incoming and outgoing student population (which amounts to over 1000 international students approximately during the 2010/11 academic year), UJA is becoming one of the leading exchange universities in the south of Spain.

Besides, UJA frequently takes part in most international exhibition fairs that take place around the world (www.nafsa.org, www.eaie.org, www.ehef-beijing.org, www.eduworldwideindia.com, etc.) and numerous web pages related to the international relations field⁴ in order for UJA to make incoming international students transferring to our institution an easier choice.

[4] Academic calendar

The academic year at UJA is divided into two semesters:

- Semester 1: from the end of September until mid-February (including 1st-semester exams)
- Semester 2: from mid-February until the beginning of July (including 2nd-semester exams)
- September exam period: from 1st until 20th September (for exams not taken or failed during the 1st or 2nd semester exam periods)
- Holidays: Christmas break (from the end of December until the beginning of January), Easter break (for 1 week), summer break (from mid-July until 31st August).

This academic calendar (corresponding to the current academic year) is available online⁵.

[5] Language of tuition (PATIE program)

Almost all courses within the framework of our graduate and postgraduate degree programs are taught and developed in Spanish language (the basics for this language will be necessary in order to be able to follow any of them), except for the ones under the PATIE option, which are taught either in Spanish or English (depending on the course classification) and offer international exchange students the possibility of expressing themselves (in class), reading the compulsory literature and taking the official examinations in English language. The list of courses under this PATIE option keeps updating weekly, and it can be consulted at http://www.ujaen.es/serv/vicint/home/patie.php.

If you do not master any Spanish, are over 18 years old and have completed, at least, your secondary education, we would suggest all international non-exchange incoming students to attend our 9-month pre-academic intensive Spanish language and culture course, which takes place from 1st October until 30th June, amounts to 800 lesson hours and costs 3500 € (If you are interested in this option, please contact the UJA Centro de Estudios Avanzados en Lenguas Modernas directly, cealm@ujaen.es).


Since 1999, Spain has been immersed in a transformation of its higher education system, along with more than 30 European countries, with the aim of creating a European Higher Education Space (EHES). This process is now culminating and its objectives are to harmonize qualification frameworks and the credit system (units for measuring academic achievement), as well as to guarantee the standards and recognition of qualifications, in order to increase student mobility and facilitate the integration of graduates into the European labor market.

Spain is implementing legal measures for the adoption of the European credit and qualifications system, as well as the European qualification supplements. This facilitates the recognition of official Spanish qualifications in over 30 countries participating in the EHES project, as well as the official recognition of Spanish qualifications in other countries outside the European framework, such as the United States, Asia and Latin America.

In line with this Bologna Process or European Convergence in Higher Education implementation, UJA is currently revising all its study programs. These newly-devised syllabi will consist of two cycles: Graduate (240 credits, 4 years, Estudios Oficiales de Grado), comprising basic teaching of the subject in question together with courses geared toward the professional needs of the student when s/he leaves university, and Postgraduate, devoted to a more in-depth teaching of specific aspects of the subject, along with preparation for the professional application of the student's knowledge. This level will, in turn, be divided into Master's (60-120 credits, 1-2 years, Másteres oficiales) and PhD courses (requiring at least 300 credits at both graduate and postgraduate level, Programas de Doctorado). The ECTS (European Credit Transfer System) credit will represent a workload of 25-30 hours.

Finally, please find below a graphic description of UJA (graduate & postgraduate) study levels/options for guidance:

![Graphic Description](http://www.ujaen.es/home/iacademica.html)

### Study programs, syllabi, fees and admission procedure for international students

<table>
<thead>
<tr>
<th>Level</th>
<th>Estudios Oficiales de Grado (Graduate study)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workload</td>
<td>60 ECTS per academic year (30 ECTS per semester)</td>
</tr>
<tr>
<td>Fields of study</td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Facultad de Ciencias Experimentales (Faculty of Experimental Sciences)</strong></td>
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<tr>
<td></td>
<td>Biología - Biology</td>
</tr>
<tr>
<td></td>
<td>Ciencias Ambientales - Environmental Sciences</td>
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<tr>
<td></td>
<td>Química – Chemistry</td>
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<tr>
<td></td>
<td><strong>Facultad de Ciencias Sociales y Jurídicas (Faculty of Social Sciences and Law)</strong></td>
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<tr>
<td></td>
<td>Administración y Dirección de Empresas - Business Administration and Management</td>
</tr>
<tr>
<td></td>
<td>Administración y Dirección de Empresas + Derecho - Business Administration and Management + Law (Double degree)</td>
</tr>
</tbody>
</table>

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8 http://www.uga.es/home/iacademica.html

9 http://www.uga.es/serv/sga/secvirt/matr/precios.html
UJA Information for foreign incoming students 2011/12

- Derecho – Law
- Estadística y Empresa - Statistics & Business
- Finanzas y contabilidad – Finances and Accounting
- Gestión y Administración Pública - Public Management and Administration
- Relaciones Laborales y Recursos Humanos - Labour Relations & Human Resources
- Turismo - Tourism

■ Facultad de Humanidades y Ciencias de la Educación (Faculty of Humanities and Education Sciences)
- Educación Infantil - Infant Education
- Educación Primaria - Primary Education
- Estudios Ingleses - English Language and Literature
- Filología Hispánica - Spanish Language and Literature
- Geografía e Historia – Geography and History
- Historia del Arte - History of Art
- Psicología – Psychology

■ Escuelas Politécnicas Superiores de Jaén/Linares (Higher Engineering Colleges in Jaén/Linares)
- Civil – Civil (Engineering)
- Eléctrica – Electrical (Engineering)
- Electrónica Industrial - Industrial Electronics (Engineering)
- Geomática y Topografía - Geomatics & Topography (Engineering)
- Informática – Computing (Engineering)
- Ingeniería de Recursos Energéticos - Energy Resources (Engineering)
- Ingeniería Telemática – Telematics (Engineering)
- Mecánica – Mechanics (Engineering)
- Química Industrial - Industrial Chemistry (Engineering)
- Tecnologías de Telecomunicación - Telecommunications (technologies) (Engineering)
- Tecnologías Mineras - Mining (technologies) (Engineering)

■ Facultad de Ciencias de la Salud (Faculty of Health Sciences)
- Enfermería – Nursing
- Fisioterapia - Physiotherapy

Facultad de Trabajo Social (Faculty of Social Work)
- Trabajo Social - Social Work

Web
http://grados.ujaen.es/listadogrados

Language requirements
No qualification is required but all international students are expected to be able to submit a B2 Spanish level proficiency certificate (http://www.cervantes.es/dele/)

Tuition fees
800 € approx. per academic year (60 ECTS/year)

Admission procedure
(Option 1) Admission within the framework of a bilateral exchange agreement
(Option 2) Admission from secondary education
(Option 3) Admission after completing a foreign university degree
(Option 4) Admission from a foreign university degree (transfer student)
(Option 5) Admission from a foreign university degree (visiting student)

Option 1
International students who are enrolled in a foreign university that has established a bilateral agreement for the exchange of graduate students with the University of Jaén can study at UJA for a semester or a full academic year (Information on partner universities can be found online (www.ujaen.es/serv/vicint/home/convenios_en.php). More information on student exchange programs can be found in Section 22 (General Guidelines).

Please notice that, if your home university is not included in the list of partner universities, you might also contact your home international relations office so that s/he contacts the UJA International Relations Office for the possible establishment of a new agreement between both institutions (secrel@ujaen.es).

Option 2
International students who have completed their secondary education in a foreign country and want to gain admission to the first year of a UJA graduate program (http://www.ujaen.es/serv/acceso/estudiantes/estudiantes.htm) are required to (a) obtain official recognition (Convalidación y Homologación de Títulos Extranjeros) through the Spanish Ministry of Education (http://www.educacion.es/educaion/sistema-educativo/convalidaciones.html) of their previous studies (i.e. secondary education), (b) pass the official Spanish university entrance exams (PAU/Selectividad), which are taken twice a year in many of the countries of origin of the students or through the Spanish UNED (http://portal.uned.es/portal/page?_pageid=93,6744298_dad=portal&schema=PORTAL),
c) take part in the application process for choosing their desired degree program(s) according to their priorities (Preinscripción in June or September – http://www.ujaen.es/serv/sga/agenda.html) and (d) finally register for the degree program that the student has been assigned (Matrícula in July, September or October – http://www.ujaen.es/serv/acceso/preinscripcion/calendario.htm). Please notice that UE and some other countries students (http://www.boe.es/boe/dias/2010/07/10/pdfs/BOE-A-2010-10955.pdf) are not obliged to pass the so-called Selectividad exam as far as they obtain the corresponding certificate (Credencial) from the UNED that proves that they met the university entry requirements at their home country. Besides, those international students who gain admission to UJA and have already started a university degree abroad can benefit from the academic recognition (Convalidación general) of any previous university education by applying for it after being accepted (after the Matrícula procedure is over). The UJA administrative procedures for Preinscripción/Matrícula/Convalidación take place at UJA’s main campus (Campus Las Lagunillas s/n, Secretaría Única, Edif. B5, ground floor, Servicio de Gestión Académica - http://www.ujaen.es/serv/sga/). Finally, please take into account that tuition/administrative fees are compulsory and admission documents (for visa purposes) cannot be issued by the international relations representatives.

Option 3
International students who have completed a university degree in a foreign country and want to gain admission to the first year of a UJA graduate program (http://www.ujaen.es/serv/acceso/extranjeros/extranjeros.htm) are required to (a) obtain official recognition (Convalidación y Homologación de Títulos Extranjeros) through the Spanish Ministry of Education (http://www.educacion.es/educacion/sistema-educativo/convalidaciones.html) of their previous studies (i.e. university degree), (b) take part in the application process for choosing their desired degree program(s) according to their priorities (Preinscripción in June or September - http://www.ujaen.es/serv/sga/agenda.html) and (d) finally register for the degree program that the student has been assigned (Matrícula in July, September or October - http://www.ujaen.es/serv/acceso/preinscripcion/calendario.htm). The UJA administrative procedures for Preinscripción/Matrícula take place at UJA’s main campus (Campus Las Lagunillas s/n, Secretaría Única, Edif. B5, ground floor, Servicio de Gestión Académica - http://www.ujaen.es/serv/sga/). Finally, please take into account that tuition/administrative fees are compulsory and admission documents (for visa purposes) cannot be issued by the international relations representatives.

Option 4
International students who have partially completed a university degree in a foreign country and want to gain admission to the first year of a UJA graduate program (www.ujaen.es/serv/acceso/extranjeros/extranjeros.htm) by transferring from the home

University (in order for them to be able to obtain a UJA Degree) can do so by (a) applying for the official credit recognition of their university studies abroad (Convalidación parcial) and (b) directly register for the degree program that the student wants to follow (Matrícula in July, September or October – http://www.ujaen.es/serv/acceso/preinscripcion/calendario.htm) once a minimum of 30 ECTS credit recognition is awarded. Please notice that credit recognition is normally awarded if both degrees (foreign and UJA) are similar ones. The UJA administrative procedures for Convalidación parcial/Matrícula take place at UJA’s main campus (Campus Las Lagunillas s/n, Secretaría Única, Edif. B5, ground floor, 23071 Jaén-Spain, Servicio de Gestión Académica - http://www.ujaen.es/serv/sga/). In order to gain credit recognition for transferring (Convalidación parcial), all applicants will have to submit the following documents (by postal mail and/or previous scanned copy by email to acceso@ujaen.es):

- Petición firmada por el estudiante solicitando la Convalidación Parcial de los Estudios iniciados en la universidad de origen (Student’s application for credit recognition of the studies that have already been completed by the student at his/her home university);
- Copia compulsada de pasaporte (A certified copy of the student’s passport);
- Certificación académica oficial original (historial de asignaturas cursadas y calificadas) de universidad de origen (Home University original transcript of records indicating the courses and marks that the student obtained);
- Copia de los programas de estudios/descripciones de las asignaturas cursadas en universidad de origen, con sello oficial dicha universidad (Certified copy by the home university –including the official stamp of this institution– of the description –content, topics, etc. of each of the courses that the student completed).

This transfer option is also open to international students who have fully completed a university degree in a foreign country who have not obtained or applied for Convalidación y Homologación de Títulos Extranjeros as per in Option 3 above. Finally, please take into account that tuition/administrative fees are compulsory and admission documents (for visa purposes) cannot be issued by the international relations representatives.

Option 5
International students who have partially completed a university degree in a foreign country and want to register for some graduate courses at UJA (not leading to the obtaining of a UJA degree) for a short period of time (a semester or a full academic year) can do within the framework of the Matrícula extracurricular option (for visiting students). The UJA administrative procedures for Matrícula extracurricular take place at UJA’s main campus (Campus Las Lagunillas s/n, Secretaría Única, Edif. B5, ground floor, Servicio de Gestión Académica, Sección de Estudios de Postgrado, http://viceees.ujaen.es/postgrado, postgrad@ujaen.es) in September (for semester 1 or full academic year courses) or in
February (for semester 2 courses). Finally, please take into account that tuition/administrative fees are compulsory and admission documents (for visa purposes) cannot be issued by the international relations representatives.

<table>
<thead>
<tr>
<th>Level</th>
<th>Másteres oficiales (Official master programs) [+ PhD]</th>
</tr>
</thead>
<tbody>
<tr>
<td>Workload</td>
<td>60 ECTS per academic year (Máster oficial)</td>
</tr>
<tr>
<td>Fields of study</td>
<td>The same as the ones corresponding to Estudios Oficiales de Grado (Information above)</td>
</tr>
<tr>
<td>Web</td>
<td><a href="http://grados.ujaen.es/listaMasteres">http://grados.ujaen.es/listaMasteres</a></td>
</tr>
<tr>
<td>Language requirements</td>
<td>Master programs taught in English:</td>
</tr>
<tr>
<td></td>
<td>• Inglés como vehículo de comunicación intercultural</td>
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<tr>
<td></td>
<td>• Nematología (Erasmus Mundus European Master of Science in Nematology)</td>
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<td></td>
<td>Master programs partially taught in English:</td>
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<tr>
<td></td>
<td>• Energías renovables</td>
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<td></td>
<td>• Economía y desarrollo territorial</td>
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<td></td>
<td>• Marketing y comportamiento del consumidor</td>
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<td></td>
<td>Master programs taught in Spanish:</td>
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<tr>
<td></td>
<td>• The rest of programs</td>
</tr>
<tr>
<td></td>
<td>• No qualification is required but all international students are expected to be able to submit a B2 Spanish level proficiency certificate (<a href="http://www.cervantes.es/dele/">http://www.cervantes.es/dele/</a>) for Master programs taught in Spanish</td>
</tr>
<tr>
<td>Tuition fees</td>
<td>1700 € approx. per academic year (60 ECTS/year)</td>
</tr>
<tr>
<td>Admission procedure</td>
<td>(Option 1) Admission within the framework of a bilateral exchange agreement</td>
</tr>
<tr>
<td></td>
<td>(Option 2) Admission after completion of a foreign university degree</td>
</tr>
<tr>
<td>Option 1</td>
<td>International students who are enrolled in a foreign university that has established a bilateral agreement for the exchange of postgraduate students with the University of Jaén can study at UJA for a semester or a full academic year (Information on partner universities can be found online (<a href="http://www.ujaen.es/serv/vicint/home/convenios_en.php">www.ujaen.es/serv/vicint/home/convenios_en.php</a>). More information on student exchange programs can be found in Section 22 (General Guidelines).)</td>
</tr>
</tbody>
</table>

Option 2

International students who have completed a university degree in a foreign country (and want to gain admission to the first year of a UJA master program/Máster oficial) can gain admission to UJA as long as they:

(a) Obtain official recognition (Convalidación y Homologación de Títulos Extranjeros, http://www.educacion.es/educacion/sistema-educativo/convalidaciones.html) through the Spanish Ministry of Education of the previous graduate university degree (Not compulsory but recommended).

(b) Take part in the online application process for choosing their desired master program according to their priorities (Preinscripción in June, July or September), attaching a scanned copy of: (1) proof of university degree homologación, (b) passport copy and (c) home university official transcript of records and diploma (original version and sworn/notarized/legalized Spanish translation).

(c) Register for the degree program that the student has been assigned (Matrícula in September).

The UJA administrative procedures for Preinscripción/Matrícula take place at UJA’s main campus (Campus Las Lagunillas s/n, Secretaría Única, Edif. BS, ground floor, Servicio de Gestión Académica, Sección de Estudios de Postgrado, http://viceees.ujaen.es/postgrado, postgrad@ujaen.es). Finally, please take into account that tuition/administrative fees are compulsory and admission documents (for visa purposes) cannot be issued by the international relations representatives.

PhD enrolment is optional and can only take place once the master program is successfully over. International students enrolling in a PhD program (leading to a PhD dissertation or Tesis doctoral) will only be asked to pay the corresponding administrative fee (100 € max. per academic year) for receiving UJA academic guidance during the dissertation writing process.

If the student has not been awarded the so-called homologación, s/he can enrol in a master program as long as s/he submits a report (by the home University) stating that the graduate university degree that has been completed leads to the possibility of completing a master program.
Level | Estudios de idioma (Language study)
--- | ---

Workload | From 4 ECTS

Fields of study | Spanish – English – French – German
Official examination centre (Instituto Cervantes/DELE, Goethe-Institut, Alliance Française)

Web | http://www.ujaen.es/serv/vicint/home/cursos_idiomas.php

Language requirements | No qualification is required for beginners

Tuition fees | 50 € - 3500 €

Admission procedure | (Option 1) Admission within the framework of a bilateral exchange agreement
(Option 2) Admission without the framework of a bilateral agreement

Option 1 | International students who are enrolled in a foreign university that has established a bilateral agreement for the exchange of (post)graduate students with the University of Jaén can carry out language study (together with graduate/postgraduate courses) at UJA for a semester or a full academic year (Information on partner universities can be found online (www.ujaen.es/serv/vicint/home/convenios_en.php). These exchange students will benefit from free semester Spanish (beginner/intermediate) courses at UJA. More information on student exchange programs can be found in Section 22 (General Guidelines).

Option 2 | International students (over 18 and after completion of secondary education) who are interested in following a language course at UJA can do so by applying directly to Centro de Estudios Avanzados en Lenguas Modernas (cealm@ujaen.es).

UJA offers a wide variety of Spanish courses and specializes in preparing students for enrolling at a graduate level through its (Pre-academic) intensive Spanish and culture course (1st October > 30th June, 800 lesson hours, 3500 €). This course is addressed to international students who either would like to prepare (pre-academic) learning or would like to spend one academic year in Spain learning Spanish.

Teaching methodology (graduate/postgraduate/language) includes lectures, seminars and practical work under the supervision of a tutor. Lectures last for 50-60 minutes and professors often use audiovisual materials as teaching aids.

Students are assessed through final examinations in February, in the case of one semester courses; or in June, in the case of courses that run throughout the academic year, or one semester courses run in the second semester. Students who do not pass examinations are able to re-sit in September. In some cases, professors may choose to set various evaluative activities (exams, projects, etc.) throughout the year which, if successfully completed, can replace the final examination.

Grading system

<table>
<thead>
<tr>
<th>UJA Denomination</th>
<th>UJA Conversion to numerical scale (1-10)</th>
<th>UJA Conversion to numerical scale for transcript average grade (1-4)</th>
<th>Standard conversion (1)</th>
<th>Standard conversion (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Matrícula de honor</td>
<td>Academic prize</td>
<td>4</td>
<td>FIRST CLASS HONOURS</td>
<td>A = Excellent/Superior</td>
</tr>
<tr>
<td>Sobresaliente</td>
<td>9 – 10</td>
<td>3 – 4</td>
<td>FIRST CLASS</td>
<td>B = Good</td>
</tr>
<tr>
<td>Notable</td>
<td>7-8.9</td>
<td>2 – 2.99</td>
<td>SECOND CLASS</td>
<td>C = Satisfactory</td>
</tr>
</tbody>
</table>

It will be the student’s responsibility to meet the entry requirements (and carry out the corresponding administrative procedure) for enrolling at graduate/postgraduate level.
[10] Accommodation

All international incoming students are responsible for looking for their own accommodation in Jaén and, for this reason, it is advisable to do it well in advance to the expected arrival date. The accommodation possibilities in Jaén are the following ones: (a) Temporary accommodation in hotels & hostels\(^\text{19}\) and youth hostel\(^\text{19}\), and/or (b) Permanent accommodation in:

(1) Flats/Apartments (sharing it or renting your own one, self-catered): sharing a flat is the most common choice for students staying in Jaén for 3 months or more. Monthly rents for one room vary from 150 to 250 € per person (water, gas, electricity and internet connection not included, which normally amount to 60 €/month approx.). In some cases, lodgers may be asked to pay a deposit in advance, which normally amounts to one month's rent and which is returned at the end of their stay. Flats are furnished (beds, tables, chairs and totally equipped kitchen), but there may be no bed-sheets or towels, which must be brought by the students. Students wishing to look for a shared flat/apartment by themselves should arrive in Jaén a few days before the beginning of classes (and stay in a hotel/hostel/youth hostel in the meantime) to be able to look for it (notices can be found on phone boxes all around the city and on boards on campus). On the other hand, if you want to rent your own flat you will need the services provided by a real state agency\(^\text{17}\). Please notice that students wishing to rent a flat with the help of a real state agency will be required to pay for these services half of the monthly rent, apart from a deposit (which amounts to one month’s rent and is returned at the end of the stay) and the first month rent. Prices for these apartments vary depending on the number of rooms, normally ranging from 350 € to 500 € per month for a one or two-room apartment. Students wishing to rent their own flat with the help of a state agency should arrive in Jaén a few days before the beginning of classes (and stay in a hotel/hostel/youth hostel in the meantime) to be able to look for it.

(2) University student halls of residence (single or double room, full board, 600 €/month approx., only available on Las Lagunillas/Jaén campus): which normally close for summer, Christmas and Easter holidays. For information about prices, availability, opening days, meals provided, application forms and booking procedure, please refer to the corresponding web pages:

- **Colegio Mayor Domingo Savio** (male & female / on campus): [http://www.ujaen.es/serv/vicest/colegios_mayores/informacion.htm](http://www.ujaen.es/serv/vicest/colegios_mayores/informacion.htm)


International students at UJA who are nationals of a Member State of the European Community, of the European Economic Area or Swiss nationals can benefit from the so-called European Health Insurance Card ([http://ec.europa.eu/employment_social/healthcard/index_en.htm](http://ec.europa.eu/employment_social/healthcard/index_en.htm)) while studying in Spain (But, however, they should additional buy accident insurance).

The rest of international students wishing to study at UJA must hold a private health and accident insurance covering their whole period of stay in Spain and bring along all the necessary contact details of the corresponding doctor/clinic in Jaén (if they buy one before their departure date from their home country). Alternatively, these international students can also buy their health and accident insurance once in Jaén from any Spanish insurance company such as [www.mapfre.es](http://www.mapfre.es) (Please contact the company directly in order to get some information about prices and insurance coverage).

[12] Sport facilities, cultural activities & leisure

The University is not only a place to study. International students can take advantage of an extensive program of social, cultural and sport-related activities. Once you have been admitted to UJA as an international student, you will be allowed to use any of UJA facilities. Information regarding our sport facilities (skiing, tennis, aerobics, pilates, yoga, trekking, cycling, climbing, canoeing, basketball, football, etc.) and cultural activities (theatre, cinema, conferences, guided tours, music festivals, exhibitions, etc.) can be found online\(^\text{16}\). We also recommend all international students to leave their contact details at the ASUE International Students, so that they can have the opportunity of enrolling in the trips and meetings organized by its members ([asuej@ujaen.es](mailto:asuej@ujaen.es), [http://www.esnjaen.org/](http://www.esnjaen.org/)).

For further information on trips and facilities by the Andalusian regional government please visit [www.inturjoven.com/index](http://www.inturjoven.com/index). Finally, if you are interested in a guided tour through Jaén or would like to join Jaén entertainment agenda please visit [bonoturistico.com/jaen](http://www.bonoturistico.com/jaen) & [http://www.jaenow.es](http://www.jaenow.es) respectively.

\[^{10}\] http://www.paginasamarillas.es
\[^{11}\] http://www.paginasamarillas.es
\[^{12}\] http://www.paginasamarillas.es
\[^{13}\] http://www.paginasamarillas.es > Agencia inmobiliaria

Do not forget that Spain enjoys well-deserved fame as a fun-loving country. Splendour, gaiety and the imagination of the nation as a whole are the basic features of the Spanish fiesta. The year’s festive highlights (carnival, religious feasts, pilgrimage excursions, rites of summer, etc.) turn the public into active participants and passive spectators who are nevertheless aware of being both things at once. Fiestas, a phenomenon that gives expression to a peculiarly Spanish vitality, take place almost uninterruptedly in different places and at different times of the year, so that the traveler will always find an occasion to witness on of these magical, spectacular happenings that alter the daily routine of Spanish society.

[13] Library

UAJ has a general main Library hosting more than 205,000 volumes and further journals, E-publications, etc. Opening from 8.30 a.m. to 9.30 p.m. (Monday to Friday), the Library is made up of 5 reading rooms, 4 study rooms (open on a 24 hours basis during exam periods), 11 rooms for study groups, 4 audiovisual booths and 1 audiovisual room, 1 teaching room and 95 available computers to students. For further information, please visit http://www.ujaen.es/serv/biblio.

[14] Online services

Apart from the computer rooms/labs belonging to a certain number of departments, nowadays at UJA there are 21 available computer rooms in both Campus Las Lagunillas and EPS Linares for any student wishing to use them. Besides, any student registered at UJA will benefit from our RIMUJA wireless internet access (from their own computers), from all the services provided by UJA Campus Virtual web (transcript of records, computer rooms reservations, international mobility grant/working internship applications, class/exam schedules, etc.) and from the so-called initiative Plataforma de Apuntes (where lecturers notes can be consulted, forums are created, surveys are carried out, etc.).

[15] Volunteering

Volunteering consists of any freely made activity that involves spending time, unpaid, doing something that aims to benefit the environment or someone (individuals or groups) other than, or in addition to, close relatives, which is the case of many UJA university volunteers (thus complementing the higher education and training received) thanks to the so-called UJA Volunteering Office14 and volunteering activities in which all international students are also welcome to take part.

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14 www.ujaen.es/serv/vicest/nuevo/voluntariado/index.html

[16] Travelling to Jaén (& Linares)

For coming to Jaén the best choice is to either:

(a) Fly to Federico García Lorca Granada-Jaén Airport (www.aena.es, which is 98 kilometers away from Jaén), then take the airport bus to Jaén’s bus station (or, if the timetables do not fit you, take the airport bus to Granada’s bus station and finally take an Alsina Graells/Alsa Bus to Jaén or Linares) (www.alsa.es, tickets can be bought online).

(b) Fly to Malaga Airport (www.aena.es, which is 217 kilometers away from Jaén), then take the airport bus to Malaga’s Bus Station, and finally take an Alsina Graells/Alsa Bus to Jaén or Linares (www.alsa.es, tickets can be bought online).

(c) Fly to Madrid-Barajas Airport (www.aena.es, which is 346 kilometers away from Jaén), then take a taxi or metro to Atocha or Chamartín Renfe train stations (www.metromadrid.es), and finally take a train to Jaén or Linares (www.renfe.es, tickets can be bought online).

For information about the city of Jaén, please visit the web pages for the Diputación de Jaén (www.promojaen) or Ayuntamiento de Jaén (www.aytojaen.es/). For information about the Andalucía region, please visit the web page for the Consejería de Turismo, Comercio y Deporte de la Junta de Andalucía (www.andalucia.org). Information regarding Jaén’s bus station (http://www.epassa.es/autobus) and Jaén’s bus lines (http://www.autobusescastillo.es/) is also available online.

[17] Passports and visas

On entering the Spanish territory, travelers are required to present a passport or, in its absence, an identity or travel document recognized by international conventions, in accordance with standard reciprocity criteria. Presentation of a National I.D. Card will suffice in the case of citizens of EU Member States, Switzerland, Norway, Iceland, and the Principalties of Andorra, Monaco and Liechtenstein.

In compliance with the regulations of the European Union, of which Spain is a member, visitors proceeding from a certain number of countries are required to hold a standard visa, application for which must be made at the Spanish Consulate in the applicant’s country of residence (http://www.maeec.es/ > Embajadas y Consulados link, on the right hand of the page). Please notice that semester international students are normally awarded a SSU visa (Estudios hasta 180 días) and students staying longer will normally be awarded a SLU visa (and, once in Spain, they will be obliged to apply for a compulsory Autorización de estancia por estudios en España immediately after arriving in Jaén15 at Subdelegación de Gobierno de Jaén - Oficina de Extranjeros, Plaza de las Batallas 2, 23007 Jaén 953 999 060).

15 And once they have a permanent address in Jaén.
[18] Internships and job opportunities

International incoming students can benefit from UJA internship selection processes (as far as there is availability on the applicant’s internship preferences) in order for them to be able to gain working experience. Applicants are requested to have completed, at least, 50% of their study workload either at UJA or at the home university and applications are received online through the so-called Icaro program once the international student has successfully registered (upon arrival in Jaén or Linares) at UJA for carrying out his/her graduate or postgraduate studies at this university.

Besides, all international students are also most welcome to attend the UJA employment orientation department (Servicio de orientación profesional).

[19] Estimated expenses for international students at UJA

Please, find enclosed some guidance information about the estimated expenses of international students at UJA (per academic year):

- Tuition fees: please refer to the Study programs, syllabi, fees and admission procedure for international students Section above for specific information.
- Housing: please refer to the Accommodation Section above.
- Meals (for self-catered accommodation): 200 €/month approx. (since almost all materials can be found online).
- Personal spending: 150 €/month approx.
- Transport: 20 €/month approx.
- Health insurance: please refer to the Health & Accident insurance Section above.

[20] Grants

Grants for studying at UJA can only be obtained from an external body, such as:

- AUIP (www.auip.org)
- Conacyt (www.conacyt.mx)

[21] ISIC card and reduced bus tickets

The ISIC international student card can be obtained in Jaén in the travel agency “Viajes Barceló” (C/ Cid Campeador 1, near the bus station). Besides, the so-called Carné Joven can be really helpful during your stay: http://www.juntadeandalucia.es/institutodelajuventud/portalcarnetjoven/home.

Standard fare bus tickets can be purchased at the D1-Zabaleta Building (Campus Las Lagunillas, first floor, Caja Rural bank branch) and student reduced bus tickets can be obtained from the Oficina de Información y Atención al Usuario del Ayuntamiento de Jaén (C/ Joaquín Tenorio s/n, 23001 Jaen) proving that you belong to UJA (and submitting your original passport and a passport photo).

[22] General guidelines for exchange students

In order to be able to be accepted by UJA as an exchange student, it is compulsory that the home university international relations representatives contact the UJA International Relations Office (secrel@ujaen.es) and confirm the names of those selected exchange students. Afterwards, these selected exchange students have to fill in the UJA online application form, print it and give it to their home university IIR Coordinator for signing and official stamping (Home Institution Information Section) and send (as a pdf. file or by post) it (before 30th May for semester 1 or full academic year, and before 31st October for semester 2), together with the (a) home university original transcript of records, (b) a passport copy (page with photo only) and (c) the LLP/Erasmus learning agreement to the UJA International Relations Office:

- Fulbright (www.fulbright.es/)
- Fundación Carolina (www.fundacioncarolina.es)
- LLP/Erasmus
- MAEC-AECID (www.becasmiae.es)
- OEA (www.oea.org)
- PIMA (http://www.oei.es/pima/)
- Régimen General (MIC) (http://www.educacion.es/educacion/estudiantes.html)
- Etc.

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16 http://www.ujaen.es/serv/vicint/home/impresos_en.php
17 Only by LLP/Erasmus students.
Once all these documents are received, the UJA international relations representatives will issue an admission letter for visa purposes (upon approval of the UJA Academic Coordinator) and send it to your home university IIR Coordinator (pdf. file and/or registered postal mail).

Once at UJA, all international exchange students will immediately need to:

1. Register at the International Relations Office (Universidad de Jaén, Sección de Relaciones Internacionales, C2-105, 23071 Jaén) and complete any administrative procedure required by its members.
2. Meet the UJA academic coordinator (His/her contact details will previously be provided at the International Relations Office).
3. Attend the Welcome day for guidance: All exchange students will be welcomed by the Vice-Chancellor for International Relations and Cooperation (and by the rest of IR UJA representatives) during the so-called Welcome day (mid October for 1st semester or full academic year students & mid March for 2nd semester students). Exchange students will be called to take part in this activity by email, will be provided with all types of information regarding UJA academic and non-academic activities during this event and will be invited for drinks so that they can have the opportunity of meeting each other.
4. Officially register at UJA (after attending some lessons for you to be able to register for a final selection of courses) at Secretaría Única (Las Lagunillas-Jaén campus, B5, ground floor, 23071 Jaén. Students studying at Linares campus can register on that location).

Besides all international exchange students will benefit from:

- Exemption from payment of tuition fees (The student will only have to afford accommodation, travel, insurance and living expenses).
- Credit recognition at their home institution.

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21 For non-EU nationals.

22 Please notice that if your choice of courses is not viable, the UJA Academic Coordinator will email the exchange student and/or home university IIR Coordinator suggesting alternative courses before signing the original Application Form. Besides, do also take into account that some graduate courses are taught only during a specific semester (1st or 2nd), some courses are repeated during both semesters (1st and 2nd) and some courses are only taught during the full academic year compulsorily (and, therefore, cannot be taken by students not staying at UJA for semester 1 + semester 2).
Further information

For further information please do not hesitate to contact the
International Relations Office:

Sección de Relaciones Internacionales
Universidad de Jaén
Campus Las Lagunillas (C2-105)
Jaén 23071 (Spain)
Tel. +34 953 213480 – 212262 / Fax +34 953 212612
secrel@ujaen.es