

## **Instructions to select your subjects at our faculty**

Welcome to the "**Course selection**" website of the *Faculty of Economics* at the UAM. This website is intended to help exchange students to choose their courses regarding their capacity and free spots available. Free spots are assigned by the system in a "*first-come first-served*" basis, so the sooner you select your courses the better the odds of being accepted.

If you are an exchange student *LLP Erasmus* (except **Paris-Dauphine**), *CEAL Grupo Santander*, *International Agreement* or *SICUE* it is **COMPULSORY** for you to use this website in order to select your courses for the academic year 2013/2014 (including autumn/spring semester, and full year students), but only **AFTER** your *Learning Agreement* has been approved at least by your home university.

We will publish the exact dates of opening and closing of the system later on. However, there will be different periods so that you can choose and change your subjects.

Out of these periods you won't be able to login into the system, so we recommend you to write down or download the data of all of your courses.

## **General Notes**

Users abusing of this system (applying for courses from a different term, creating several accounts etc.) may receive a penalty.

- Courses with the same name and code but different group number are usually taught in different hours and/or by different teachers. Please check the timetables to decide which ones you want to attend.
- If you want to attend courses from other faculties you won't find them available in this website for signup (this website is only for courses from the Economics and Business faculty). You've to contact the other faculties regarding on how to signup to their courses. This also applies for the Spanish Language Course. Please contact the Language Service.
- Full year students can signup for a maximum of 60 ECTS credits, and first or second term students for a maximum of 30 ECTS credits. There is no minimum credits limit.

## **Master Students**

If you want to attend "*Master*" courses you won't find them either in the available list of courses of this page because the coordinator of the master has to authorize your application personally. The process you've to follow is to send us by e-mail the list of your chosen Master courses before the 15th of June, along with your CV, transcript of records and motivation letter so that the coordinator can evaluate if you're eligible for his/her course or not.

- Master courses also count for the limitation on credits (even if you can't select them on this website), so keep this in mind when selecting other courses.

## **Free movers**

- "Free movers" (foreign students coming to study at the UAM on their own not under an exchange program) shouldn't use this website for choosing their courses.