

Universidad Autónoma de Madrid
Faculty of Economics & Business – FACT SHEET
Academic Year 2023-24

FACULTY DATA

Faculty name	Facultad de Ciencias Económicas y Empresariales
Institutional ERASMUS code	E MADRID04
City and country	Madrid, Spain
Website	https://www.uam.es/ss/Satellite/Economicas/es/home.htm

INTERNATIONAL RELATIONS OFFICE DATA

Head & Institutional Coordinator <i>(Vice Dean of International Relations)</i>	Rafael de Arce / vicedecano.economicas.rrii@uam.es Phone: (+34) 91 49 76819
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Contact	E-Mail: ori.economicas@uam.es Phone: (0034) 91 497 6292 / (0034) 91 497 5038 / (0034) 91 497 3795
Website for incoming students	www.uam.es/economicas > International (upper menu) > Estudiantes entrants / Incoming students (link here) Important information about the online application for incoming students is available on the UAM – International Exchange Office website (link). www.uam.es > (English) > International > International Students > Exchange students

EXCHANGE STUDENTS

ECTS credits	Yes
Language of instruction	Spanish and English
Language requirements	Good level in Spanish is compulsory in order to work in groups, attend courses and take exams (no certificate required). We strongly recommend that incoming Erasmus students (undergraduate) have at least B2 level of Spanish according to the Common European Framework of Reference for Languages (CEFR).
Accommodation / Public transport system	<i>What kind of accommodation is offered to the students?</i> Our International Office does not provide accommodation for exchange students. However, on the UAM website you will find useful information about HOUSING and PUBLIC TRANSPORTATION: https://www.uam.es/uam/en/internacional/oficina-agocida Additional information about public transportation in Madrid: https://www.crtm.es/billetes-y-tarifas.aspx?lang=en
Students' assistance (help, tutoring, mentoring, coaching)	ESN (Erasmus Student Network) offers all exchange students guidance for their first days. They also offer leisure and cultural activities www.esnuam.org Please see the information about the Buddy Programme on the UAM Welcome Office's website: https://www.uam.es/uam/en/internacional/oficina-agocida
Nomination deadline (for partner institutions)	Fall semester and full year: April 15 - May 31 Spring semester: September 1 - October 15 Through on-line form (the link to the online form has been emailed to our partner institutions.)
Application deadlines & registration calendar (for STUDENTS)	Application deadline (student registration on SIGMA platform): - First semester and full year: from May 15th – June 15th - Second semester: Before October 31st Admitted exchange students will receive their admission letters in approx. 3 weeks after completing the on-line application. Information about on-line enrollment procedures and courses / groups selection will be send to exchange students by late June / early July.
Academic calendar	Official UAM undergraduate / Bachelor calendar https://www.uam.es/uam/estudios/grado/matricula/calendario



	• <u>Fall semester</u>: September 11, 2023 – January 19, 2024 • <u>Spring semester</u>: January 30, – May 30, 2024 • <i>Resit exams</i> first and second semester: June 4 to June 28, 2024 Master programmes' calendar: the terms and start dates may vary from one programme to another. Check the specific calendar on the website of each programme.
Course information	All courses are listed here (sorted by Bachelor programme): www.uam.es/economicas > “Estudios” > “Guías docentes” • Incoming students may choose courses belonging to more than one undergraduate programme and / or to more than one year of each study programme (years 2nd to 4th). • Some courses are not open to exchange students: courses of the 1st year (1er curso – groups X1X) or courses found on “<i>asignaturas transversales</i>” list. • Groups with format XX9 do not accept exchange students. ENGLISH-TAUGHT COURSES: please see the list “<i>English Subjects 23-24</i>” on the downloadable area of our website. Minor changes are expected for the upcoming intake. <i>Can students combine courses from different faculties?</i> Yes, but 51% of the courses should be from our Faculty Courses should be requested during specific periods through an on-line form. Admission to courses held at a different Faculty is subjected to the availability of spots in the early weeks of each semester. <i>Can students combine courses at bachelor and master level?</i> Only master students can combine bachelor and master courses. Admission to master-level courses (5th / 6th year at UAM) requires submission of an additional application (see our FAQs document). <i>What is the min. and max. course load?</i> There is no minimum amount of ECTS; at least 1 course per semester. Maximum is 30 ECTS per semester, 60ECTS per year. <i>What are the course requirements?</i> For joining 4th year courses (“4º curso” – groups X4X), advanced knowledge of the subject is highly recommended. <i>How do students complete their registration to the courses?</i> Students need to reserve courses / groups through our online platforms. The reservation will take place during specific dates, once the applications period is closed (dates to be determined). Detailed information will be emailed to the nominees as the dates get closer.

Courses descriptions (syllabus)	www.uam.es/economicas > “Estudios” > “Guías docentes” http://www.uam.es/Economicas/GuiasProgramasDocentes/1242653361369.htm?language=es&nodepath=Gu?as%20y%20programas%20docentes										
Exam information	<i>When are exams organized? When are re-sit exams organized?</i> Fall: first two weeks after Christmas break (re-sit exams: June) Spring: second and third week of May (re-sit exams: June) Exams calendar of the Faculty of Economics (1st call “ordinaria” / retake “extraordinaria”): www.uam.es/economicas > “Estudios” > “Calendario de evaluación” . (Information for UAM undergraduate courses)										
Grading system	From 0 to 10 <table> <tr> <td>9,0-10: MH - Matrícula de Honor</td><td>Excellent with honors</td></tr> <tr> <td>9,0-10: SB - Sobresaliente</td><td>Excellent</td></tr> <tr> <td>7,0-8,9: NT - Notable</td><td>Good</td></tr> <tr> <td>5,0-6,9: AP - Aprobado</td><td>Satisfactory</td></tr> <tr> <td>0,0-4,9: SS - Suspenso</td><td>Fail</td></tr> </table>	9,0-10: MH - Matrícula de Honor	Excellent with honors	9,0-10: SB - Sobresaliente	Excellent	7,0-8,9: NT - Notable	Good	5,0-6,9: AP - Aprobado	Satisfactory	0,0-4,9: SS - Suspenso	Fail
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Language requirements	<i>In which language(s) is (are) the courses for exchange students taught?</i> Spanish (most of the courses) and English (very limited offer) <i>Which language level is expected?</i> B2 <i>Do students need to present a specific certificate?</i> No <i>Do students need to pass a specific test?</i> No										
Spanish language course	<i>Spanish for foreigners</i> language courses are held at UAM Servicio de Idiomas every semester. For information about fees and admissions, refer to servicio.idiomas@uam.es or visit https://www.uam.es/uam/en/servicio-idiomas/matricula Spanish culture / language Summer courses are offered by the Study Abroad Programme: https://www.uam.es/uam/studyabroad										
Insurance	<i>What kind of insurance do students need to hold?</i> • European Health Insurance card for EU citizens • For non-European students, proof of personal insurance										