

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

FACULTY DATA

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| 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

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| Head & Institutional Coordinator <i>(Vice Dean of International Relations)</i> | Rafael de Arce / vicedecano.economicas.rrii@uam.es Phone: (+34) 91 49 76819 |
| Responsible of the International Relations Office | Ms. Kaman Wu / ori.economicas@uam.es Phone: (+34) 91 497 5038 |
| Postal address | Oficina de Relaciones Internacionales Facultad de Ciencias Económicas y Empresariales Universidad Autónoma de Madrid C/ Francisco Tomás y Valiente 5 28049 - Cantoblanco (Madrid) España |
| 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 > (<i>English</i>) > International > International Students > Exchange students |

EXCHANGE STUDENTS

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| 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 | <p><i>What kind of accommodation is offered to the students?</i></p> <p>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</p> <p>Additional information about public transportation in Madrid: https://www.crtm.es/billetes-y-tarifas.aspx?lang=en</p> |
| Students' assistance (help, tutoring, mentoring, coaching) | <p>ESN (Erasmus Student Network) offers all exchange students guidance for their first days. They also offer leisure and cultural activities www.esnuam.org</p> <p>Please see the information about the Buddy Programme on the UAM Welcome Office's website: https://www.uam.es/uam/en/internacional/oficina-agocida</p> |
| <i>Nomination deadline</i> (for partner institutions) | <p>Fall semester and full year: April 15 - May 31 Spring semester: September 1 - October 15</p> <p>Through on-line form (the link to the online form has been emailed to our partner institutions.)</p> |
| Application deadlines & registration calendar (for STUDENTS) | <p>Application deadline (student registration on SIGMA platform):</p> <ul style="list-style-type: none"> • First semester and full year: from May 15th – June 15th • Second semester: Before October 31st <p>Admitted exchange students will receive their admission letters in approx. 3 weeks after completing the on-line application.</p> <p>Information about on-line enrollment procedures and courses / groups selection will be send to exchange students by late June / early July.</p> |
| Academic calendar | <p>Official UAM undergraduate / Bachelor calendar https://www.uam.es/uam/estudios/grado/matricula/calendario</p> |

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| | <ul style="list-style-type: none"> • <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 <p>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.</p> |
| <p>Course information</p> | <p>All courses are listed here (sorted by Bachelor programme): www.uam.es/economicas > “Estudios” > “Guías docentes”</p> <ul style="list-style-type: none"> • 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. <p>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.</p> <p><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 hold at a different Faculty is subjected to the availability of spots in the early weeks of each semester.</p> <p><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).</p> <p><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.</p> <p><i>What are the course requirements?</i> For joining 4th year courses (“4^º curso” – groups X4X), advanced knowledge of the subject is highly recommended.</p> <p><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.</p> |

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| <p>Courses descriptions (syllabus)</p> | <p>www.uam.es/economicas > “Estudios” > “Guías docentes”</p> <p>http://www.uam.es/Economicas/GuiasProgramasDocentes/1242653361369.htm?language=es&nodepath=Gu?as%20y%20programas%20docentes</p> | | | | | | | | | | |
| <p>Exam information</p> | <p><i>When are exams organized? When are re-sit exams organized?</i></p> <p><i>Fall: first two weeks after Christmas break (re-sit exams: June)</i></p> <p><i>Spring: second and third week of May (re-sit exams: June)</i></p> <p>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)</p> | | | | | | | | | | |
| <p>Grading system</p> | <p>From 0 to 10</p> <table border="0"> <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 |
| 9,0-10: MH - Matrícula de Honor | Excellent with honors | | | | | | | | | | |
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| 5,0-6,9: AP - Aprobado | Satisfactory | | | | | | | | | | |
| 0,0-4,9: SS - Suspenso | Fail | | | | | | | | | | |
| <p>Language requirements</p> | <p><i>In which language(s) is (are) the courses for exchange students taught?</i></p> <p>Spanish (most of the courses) and English (very limited offer)</p> <p><i>Which language level is expected?</i></p> <p>B2</p> <p><i>Do students need to present a specific certificate?</i></p> <p>No</p> <p><i>Do students need to pass a specific test?</i></p> <p>No</p> | | | | | | | | | | |
| <p>Spanish language course</p> | <p><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</p> <p><i>Spanish culture / language</i> Summer courses are offered by the Study Abroad Programme: https://www.uam.es/uam/studyabroad</p> | | | | | | | | | | |
| <p>Insurance</p> | <p><i>What kind of insurance do students need to hold?</i></p> <ul style="list-style-type: none"> • European Health Insurance card for EU citizens • For non-European students, proof of personal insurance | | | | | | | | | | |