

| | |
|---|---|
| INSTITUTIONAL COORDINATOR | <p>Enriqueta Moyano Cañete relaciones-internacionales@uco.es</p> |
| INTERNATIONAL RELATIONS OFFICE ADDRESS | <p>Vicedecanato de Movilidad y Relaciones Internacionales Facultad de Filosofía y Letras Plaza del Cardenal Salazar, 3 14071-CÓRDOBA (España)</p> |
| WEBSITE | <p>http://www.uco.es/filosofiayletras/es/internacional-programas</p> <p>INTERNATIONAL PROPECTUS: http://www.uco.es/filosofiayletras/images//documentos/movilidad/international-prospectus-university-of-cordoba.pdf Ask for a copy to internacional_ffl@uco.es</p> |
| ERASMUS INCOMING/OUTGOING: | <p>Vicedean for International Relations: Antonio Ruiz Sánchez Chief Administrative: Juan Antonio Gómez Luque Address: Vicedecanato de Movilidad y Relaciones Internacionales Facultad de Filosofía y Letras Plaza del Cardenal Salazar, 3 14071-CÓRDOBA (España) Phone: +34 957 212250 Fax: +34 957 218789 Email: antonio.ruiz@uco.es and jagomez@uco.es</p> |
| NOMINATION | <p>1st Semester/Full Year: 31st May 2nd Semester: 30th November SEND TO: internacional_ffl@uco.es (The students are sent a Welcoming E-mail after nomination)</p> |
| APPLICATION DEADLINES | <p>Autumn Semester: 1st Semester/Full Year: 30th June Spring Semester: 2nd Semester: 31st December</p> |
| LANGUAGE PROFICIENCY | <p>Is not a prerequisite, but it is necessary a basic knowledge of Spanish, except for English Studies A Language Course is offered at the beginning of every semester free of charge.</p> |
| OTHER (VISA, HEALTH INSURANCE...) | <p>It is necessary to bring the European Health Insurance Card. IT IS COMPULSOTY TO CONTRACT AN INSURANCE POLICY TO BE ALLOWED TO ENROL. OUR UNIVERSITY OFFERS STUDENT INSURANCE POLICY FOR 20€ WHICH COVERS THE FULL PERIOD OF STUDY.</p> |
| ACADEMIC CALENDAR | <p>(2021-2022): https://sede.uco.es/bouco/bandejaAnuncios/BOUCO/2021/00016</p> |
| EXAM SESSIONS | <p>1 st semester: Mid January — Mid February 2 nd semester: June</p> |
| COURSE/EXAM REGISTRATION | <p>First two weeks of every semester</p> |

| | | | | | | | | | | | | | | | | | | | |
|---|---|--|--|----------------------|--|---------------------------|-------------------|-------------------------|-----------------------------|-----------------------|-------------|------------------------------|------------------|-----------------------------------|------------------|---|------------------|--|----------------------------------|
| COURSE INFORMATION AND DESCRIPTIONS, SPECIFY WEBSITE | 'Grados' and 'Masters' Cinema: http://www.uco.es/organiza/centros/filosofia/es/grados/gr-cine-y-cultura English Studies: http://www.uco.es/organiza/centros/filosofia/es/grados/gr-estudios-ingleses Hispanic Philology: http://www.uco.es/filosofiayletras/gfilhispanica/planificacion/index.html Culture: http://www.uco.es/filosofiayletras/ggestioncultural/planificacion/index.html History: http://www.uco.es/filosofiayletras/ghistoria/planificacion/index.html History of Arts: http://www.uco.es/filosofiayletras/ghistoriaarte/planificacion/index.html Translation and Interpreting: http://www.uco.es/organiza/centros/filosofia/es/grados/gr-traduccion-e-interpretacion Masters: https://www.uco.es/estudios/idep/idep-masteres | | | | | | | | | | | | | | | | | | |
| LANGUAGE(S) OF INSTRUCTION | Spanish and English | | | | | | | | | | | | | | | | | | |
| AVAILABLE COURSES FOR ERASMUS STUDENTS IN ENGLISH | http://www.uco.es/organiza/centros/filosofia/es/internacional-incoming-students/2-uncategorised/841-class-catalogue | | | | | | | | | | | | | | | | | | |
| EXCHANGE STUDENTS ARE ALLOWED TO TAKE COURSES IN THE FACULTY(S) | Semester students: allowed to take 2 courses from another Faculty /School. NOT ALLOWED TO TAKE ANNUAL COURSES Full year students: allowed to take up to 4 courses from another Faculty/School. List of Faculties and Schools: http://www.uco.es/centros/facultadesyescuelas/ | | | | | | | | | | | | | | | | | | |
| FULL STUDY LOAD FOR ONE SEMESTER (ECTS) | 30 ECTS /ONE SEMESTER 60ECTS /FULL YEAR | | | | | | | | | | | | | | | | | | |
| GRADING SYSTEM (More details in Study Guide) | <table><tr><td>No presentado</td><td>The student did not take any examination.</td></tr><tr><td>Suspense, 0.0- 4,9</td><td>Incomplete</td></tr><tr><td>Aprobado, 5 -6,9</td><td>Insufficient/Failure</td></tr><tr><td>Notable, 7-8,4</td><td>Good</td></tr><tr><td>Sobresaliente, 8,5-10</td><td>Very Good</td></tr><tr><td>Matrícula de Honor, 9,5-10</td><td>Excellent</td></tr><tr><td>(Solo para el 5% de los alumnos)</td><td>Excellent</td></tr><tr><td></td><td>(Only for 5% of students)</td></tr></table> | | | No presentado | The student did not take any examination. | Suspense, 0.0- 4,9 | Incomplete | Aprobado, 5 -6,9 | Insufficient/Failure | Notable, 7-8,4 | Good | Sobresaliente, 8,5-10 | Very Good | Matrícula de Honor, 9,5-10 | Excellent | (Solo para el 5% de los alumnos) | Excellent | | (Only for 5% of students) |
| No presentado | The student did not take any examination. | | | | | | | | | | | | | | | | | | |
| Suspense, 0.0- 4,9 | Incomplete | | | | | | | | | | | | | | | | | | |
| Aprobado, 5 -6,9 | Insufficient/Failure | | | | | | | | | | | | | | | | | | |
| Notable, 7-8,4 | Good | | | | | | | | | | | | | | | | | | |
| Sobresaliente, 8,5-10 | Very Good | | | | | | | | | | | | | | | | | | |
| Matrícula de Honor, 9,5-10 | Excellent | | | | | | | | | | | | | | | | | | |
| (Solo para el 5% de los alumnos) | Excellent | | | | | | | | | | | | | | | | | | |
| | (Only for 5% of students) | | | | | | | | | | | | | | | | | | |
| ACCOMMODATION | Links to Accommodation service at UCO: http://www.uco.es/servicios/alojamiento/es/ Email our Erasmus Tutors for help with rental apartments: tutoreserasmus@gmail.com | | | | | | | | | | | | | | | | | | |
| WELCOME AND ORIENTATION FOR ERASMUS STUDENTS | Erasmus Welcoming Meeting at the beginning of every semester | | | | | | | | | | | | | | | | | | |
| INTENSIVE LANGUAGE COURSES (PERIOD, APPLICATION PROCEDURE, COSTS, WEBSITE) | The University offers a 4 weeks Spanish course free of charge for Erasmus students https://www.uco.es/idiomas/espanol-para-extranjeros/ at the beginning of semester 1 and 2 (about 1st week of September and the 4th week of January) | | | | | | | | | | | | | | | | | | |

| | |
|-----------------------------------|---|
| STUDENT SUPPORT PROGRAMMES | Tutores Erasmus tutoreserasmus@gmail.com |
|-----------------------------------|---|

FACULTY OF ARTS & HUMANITIES
UNIVERSITY OF CORDOBA



STUDY GUIDE 21-22

For International Students



Faculty of Arts & Humanities

Antonio Ruiz Sánchez

Telf.: +34 957 21 22 50

Fax: +34 957 21 87 89

E-mail: internacional_ffl@uco.es

1



UNIVERSIDAD DE CORDOBA

WELCOME TO "UNIVERSITY OF CÓRDOBA"



Erasmus+



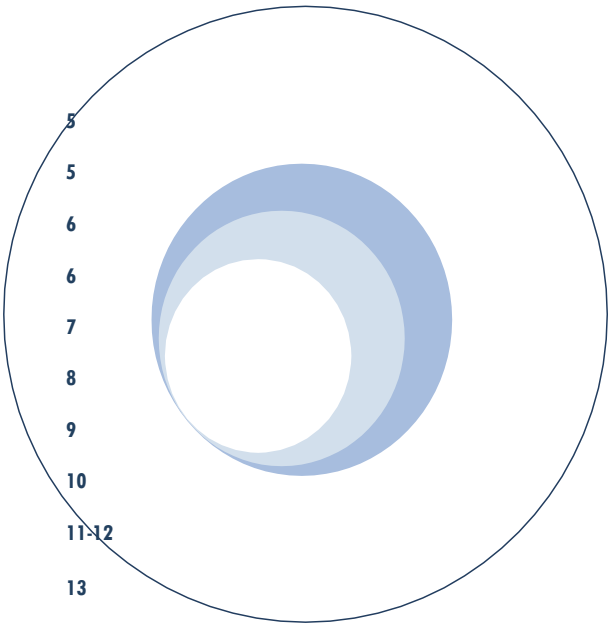
WELCOME TO THE FACULTY OF ARTS AND HUMANITIES!



*"Aquí estamos los soñadores,
los ingenuos,
los que aún creemos
en la fuerza de las palabras"*

CONTENTS

| | |
|--|--------------|
| WELCOME LETTER | 5 |
| WHERE ARE WE? | 5 |
| INTRODUCTION | 6 |
| OUR CAMPUS | 6 |
| HOW TO REGISTER | 7 |
| APPLICATION | 8 |
| ACCOMMODATION | 9 |
| SPANISH LANGUAGE COURSE | 10 |
| COURSE OFFER | 11-12 |
| INSTITUTIONS OF THE UCO | 13 |
| ENROLLMENT | 14 |
| CREDITS, TRANSCRIPT, STUDENT CARD | 15 |
| ERASMUS ACTIVITIES | 16 |
| ACADEMIC CALENDAR | 17 |
| LIBRARY SERVICES | 17 |
| INTERSHIPS | 18 |
| COMMUNITY SERVICES | 18 |
| DISCOVERING CÓRDOBA | 19-20 |
| SPORTS | 21 |
| CONTACT US | 22 |



Welcome to Cordoba

International students from more than 30 countries come to study in our classrooms and play a very important role in the life at our Faculty. The Facultad de Filosofía y Letras, which is located in a historical building in the old quarter of Cordoba, houses a legacy enriched by the cultural diversity of such a diverse student body.

For us, culture is not just a concept, nor simply a series of courses in which to enrol. It is our reason for being and forms an integral part of our identity: a passion to which we dedicate our time and illusion and wish to transmit to our international students with enthusiasm.

I hope you find the information in this guide to be useful during your stay abroad with us and wish you much success in your studies.

Ricardo Córdoba
Dean of the Faculty of Filosofía y Letras

WHERE ARE WE?

Our Faculty is situated at the 'PLAZA DEL CARDENAL SALAZAR, in the old part of the city known as the Jewish quarter, the area surrounding the Mosque•Cathedral.



INTRODUCTION

Dear student,

Welcome to the University of Córdoba and to our Faculty of Arts & Humanities.

In this Study Guide you will find the most relevant information to plan your stay and studies in Córdoba and particularly at our Faculty.



OUR CAMPUS

The Hospital del Cardenal Salazar is currently home to the University of Córdoba's Facultad de Filosofía y Letras. Founded in 1703 in the historical quarter by Cardinal Pedro de Salazar Gutiérrez de Toledo, Bishop of Córdoba, the building's impressive Baroque façade opens onto a series of spaces around two courtyards with arches, the main one with a beautiful marble fountain. The breathtaking Chapel of San Bartolomé, built from the 14th to the 15th centuries, is a splendid example of Mudejar architecture.



The UCO has got a main International Relations Office situated in the city center; but every Faculty has its own Exchanges Coordinator.

HOW TO REGISTER

ERASMUS+ STUDENTS

Your coordinator must send an official nomination via e-mail to internacional_ffl@uco.es with your full name, period of stay, field of study, and e-mail account details. Once we receive the nomination you will be sent an e-mail with all the relevant information about application and deadlines.

EXCHANGE STUDENTS (NON-ERASMUS), please click on this link:

<https://www.uco.es/filosofiayletras/es/internacional-incoming-students/2-uncategorised/840-non-erasmus-exchange>

Once the application documents have been submitted, our office will provide you with an acceptance letter necessary for your visa application.

BACHELOR PLUS STUDENTS

Please follow the indications for Socrates/Erasmus students, but bear in mind the limitations given by your Home University.

POST GRADUATE STUDENTS

Please visit this site, [IDEP](#) or contact the Postgraduate

Office at: postgrado.internacional@uco.es

The office is situated in:

Avda. Medina Azahara,
14071 — Córdoba (España)



APPLICATION

DEADLINE FOR APPLICATION

1ST SEMESTER/FULL YEAR: 30th JUNE

2ND SEMESTER: 31st DECEMBER

IMPORTANT

- ✓ PLEASE FOLLOW THIS LINK IN ORDER TO REGISTER AT THE UNIVERSITY OF CORDOBA:
- ✓ <http://www.uco.es/internacional/extranjeros/es/destacado-matriculate#estudiantes-de-intercambio-erasmus>

DOCUMENTS TO BE SUBMITTED:

COPY OF HEALTH INSURANCE POLICY (COMPULSORY FOR ENROLLMENT)

Please check with your University before leaving whether you obtain a Health Insurance when signing your Erasmus contract.

If not, you will be able to get one at our Faculty for 15 €, valid for a year.

COPY OF VALID IDENTITY CARD / PASSPORT

Please check that your Identification Document is valid for the period you will study in Córdoba.

DON'T FORGET TO BRING:

EUROPEAN HEALTH INSURANCE CARD (EHIC)

It can be issued by the Health Office at your Home country/city.

TWO PASSPORT SIZED PHOTOS

(DO NOT SEND THEM VIA EMAIL)

At least one of the photos needs to be an ORIGINAL copy, in order to use it for the Student Card.

(Black/white copies are not accepted)



AN ACCEPTANCE LETTER WILL BE ISSUED TO STUDENTS WHO NEED IT, BUT ONLY AFTER SUBMITTING ALL THE APPLICATION DOCUMENTS

CHECKLIST OF APPLICATION DOCUMENTS:

- ✓ APPLICATION FORM
- ✓ HEALTH INSURANCE COPY
- ✓ COPY OF ID OR PASSPORT

DON'T FORGET TO BRING:

- ✓ EUROPEAN HEALTH INSURANCE CARD
- ✓ TWO PASSPORT SIZED PHOTOS

ACCOMMODATION

The approximate cost of a share flat in Córdoba is 150-200 € per month + bills.

RECOMMENDED NEIGHBOURHOODS

- ✓ *Ciudad Jardín (10 minutes away)*
- ✓ *Centro histórico (10 minutes away)*
- ✓ *San Basilio (5 minutes away)*

Links to Accommodation service at UCO (Colegio Mayor Universitario):

<http://www.uco.es/servicios/informacion/alojamiento>



"Costasol", in Ciudad Jardín



Plaza de Las Tendillas

SPANISH LANGUAGE COURSE

(UCO IDIOMAS)

The University offers a 4-week Spanish course **free of charge** for international students → Curso de Lengua y Cultura: Programa Erasmus

<https://www.uco.es/idiomas/cursos/cursos-de-lengua-y-cultura-programa-erasmus/>

The Language Service of UCO also offers intensive Spanish courses for a semester → Cursos Trimestrales de Lengua y Cultura Española (320€)

<https://www.uco.es/idiomas/cursos/cursos-trimestrales-de-lengua-y-cultura-espanola/>

- ✓ For the first course you need to fill in the Online Application Form
<https://www.uco.es/idiomas/>
- ✓ To enrol at the second course you need to send an email to idiomas@uco.es enclosing the form 'Impreso Matrícula'

Phone number: +34 957 21 31 01

Address: C/Doña Berenguela, s/n,
Edificio Vial Norte-UCO. Planta Baja.



COURSE OFFER

You will be able to choose courses from any of the degrees taught at our Faculty.

See schedules at:

- ✓ For **Syllabi** see 'Planificación de la Enseñanza' in every Degree (on the left side of the screen).
- ✓ For **Timetable** see 'Horarios, Aulas y Exámenes' in every Degree (on the left side of the screen)
- ✓ For **'Course content'** go to 'Guía' in every course. (The last column on the right side of the screen within 'Planificación de la Enseñanza' in every degree).

Grado de Estudios Ingleses <http://www.uco.es/organiza/centros/filosofia/es/grado-estudios-ingleses>

Grado de Filología Hispánica <http://www.uco.es/organiza/centros/filosofia/es/grado-de-filologia-hispanica>

Grado de Traducción e Interpretación <http://www.uco.es/organiza/centros/filosofia/es/grado-traduccion-e-interpretacion>

Grado de Historia <http://www.uco.es/organiza/centros/filosofia/es/grado-de-historia>

Grado de Historia del Arte <http://www.uco.es/organiza/centros/filosofia/es/grado-historia-del-arte>

Grado de Gestión Cultural <http://www.uco.es/organiza/centros/filosofia/es/grado-de-gestion-cultural>

Grado de Cine y Cultura <http://www.uco.es/organiza/centros/filosofia/es/grado-cine-y-cultura>

Grado de Cine y Cultura (no presencial) <http://www.uco.es/organiza/centros/filosofia/es/grado-de-cine-y-cultura-no-presencial>

IMPORTANT

In 2020-2021, you will be able to choose courses from any of the years of 'GRADO';

MORE INFORMATION ABOUT COURSES

If you come for a semester you will only be allowed to choose course either from the 1st or the 2nd semester; and if you come as a full year student you will be allowed to choose annual and semester courses.

You can also choose up to 4 courses from another Faculty, if you come as full year student; and 2, if you stay one semester; as long as they appear on the Syllabi of the degree.

<http://www.uco.es/centros/facultadesyescuelas/>

Beware with the timetable if you choose courses from different Faculties, because there may be courses taught at the same time.

Many teachers use a Virtual Platform called 'Moodle', to upload some additional materials for the course. In order to access, we will provide you with a PASSWORD.

<http://www3.uco.es/moodlemap/>

You have got the possibility to choose free election courses and get extra credits. These courses are specially addressed to students who wish to complete the credit load of their degrees. This list of courses is available in this link http://www.uco.es/estudios/sep/libre_eleccion/actividades/ and you enrol at them in this same web page.

When one of these courses is over, the organisation will provide you with a certificate where the credits and skills obtained are shown. After picking up this certificate you will have two options:

- Paying to include these credits in your final

Transcript of Records at the Secretary of the Faculty of Arts & Humanities, presenting the certificate you have been given.

- Take the certificate back to your Home Institution and validate it (if you are allowed to do so).

INSTITUTIONS OF THE UCO

FACULTIES, SCHOOLS AND ATTACHED INSTITUTIONS OF THE UNIVERSITY OF CÓRDOBA

FACULTIES:

- [Facultad de Veterinaria](#)
- [Facultad de Medicina](#)
- [Facultad de Ciencias](#)
- [Facultad de Filosofía y Letras](#)
- [Facultad de Derecho y Ciencias Económicas y Empresariales](#)
- [Facultad de Ciencias de la Educación](#)
- [Facultad de Ciencias del Trabajo](#)

SCHOOLS:

- [Escuela Técnica Superior de Ingeniería Agronómica y de Montes](#)



Servicio Andaluz de Salud
CONSEJERÍA DE SALUD

Hospital Universitario Reina Sofía



Cruz Roja Española
Hospital de Córdoba

HEALTH

Emergencies:

If you are in an emergency please phone to **112**

- [Escuela Politécnica Superior de Córdoba](#)
- [Escuela Politécnica Superior de Belmez](#)

ATTACHED INSTITUTIONS:

- [Centro Magisterio 'Sagrado Corazón'](#)

Types of degrees:

- ✓ 'Grado'. (Undergraduate)
- ✓ Master (Postgraduate)

ENROLLMENT

(Applicable to all international students)

Upon your arrival you should come to our Exchange Office/Vicedean for International Relations, situated on the ground floor of the Faculty, where we will provide you with the forms that need to be filled out for enrolment.

Before the enrolment period all international students will be given one or two weeks to attend courses, decide which ones they will take, and add them to their Learning Agreements.

You will have to hand in your Learning Agreement at the Secretary Office of the Faculty together with the rest of enrolment forms. **After enrolment, the Learning Agreement will be signed and sent to your Home Institution.**

About the Learning Agreement

ONLY ONE FORM OF LEARNING AGREEMENT WILL BE ACCEPTED.

If you are obliged to use the form of your HOME UNIVERSITY please do so, there is no need to fill in you form and ours. However, within the enrolment forms you will be given our form of Learning Agreement (Original and Changes) in case your University has not provided you with a template of the 'Original' and 'Changes' forms.

About the Enrolment Period

The beginning and end dates of the enrolment period will be announced in the notice board of our office. One month or one month and a half later there will be a 'changes period' in order to do changes to the Original Proposal of LA, in case any of the courses went wrong and you wish to quit them.

You will be able to ask any doubt about:

- ✓ How to fill in the enrolment forms
- ✓ Timetables
- ✓ Course codes
- ✓ Course names
- ✓ Classrooms
- ✓ Teacher's offices and office hours
- ✓ Content guides...



CREDITS EQUIVALENCE AND GRADING SYSTEM

Within 'GRAGDO' the credits that are shown on the Syllabi are already adapted to ECTS, i.e. 6 Spanish credits equal 6 ECTS.

Students are evaluated according to the following grading system**

**In case that the grade shown in the description of the course is 'MATRICULADA', the student is pending to be marked.

TRANSCRIPT OF RECORDS

If you are a semester student, your Transcript of Records will be sent to your Home Institution one or two months after the end of the semester. If you are a full year student your Transcript of Record will be sent to your Home Institution at the end of the academic year, i.e. July or September. (Bear in mind that our Faculty is closed in August). Until you get your Transcript of Records you can check you results in your student

[UCO SIGMA](#)

STUDENT CARD

Within the dossier of the documents for enrolment you will be given the 'Student Card form' that should be filled in and handed in at the Secretary of the Faculty with the rest of forms. For more information about the student card please visit [STUDENT CARD](#)

| | |
|--|--|
| No presentado | The student did not take any examination. Incomplete |
| Suspenso (0-4,9) | Insufficient/ Failure |
| Aprobado (5-6.9) | Good |
| Notable (7-8,4) | Very Good |
| Sobresaliente (9-10) | Excellent |
| Matrícula de Honor, 9,5-10 (Solo para el 5% de los alumnos) | Excellent (Only for 5% of students) |

The student card allows you to borrow books from any library at the University of Córdoba. Until you obtain the student card you are allowed to borrow books showing your enrolment document at the different libraries of the UCO.

ERASMUS ACTIVITIES



ACTIVITIES SUCH AS:

- Cultural visits
- Typical breakfast
- Linguistic exchange

...



ACADEMIC CALENDAR

First semester: September - December.

- Exams period: January (second chance examinations in February)

Second Semester: February - June

- Exams period: End of May (second chance examinations in July)



See the beginning of the academic year, days off, exams period, etc.

* The Faculty of Arts and Humanities will be closed from August 1st to 23rd, 2021.

<https://www.uco.es/organizacion/secretariageneral/calendario-academico>

LIBRARY SERVICES

In possession of your student card (or enrolment document) you will be able to take our books out of any library of the University of Córdoba. In every Faculty there is library with computers to search any book at the UCO catalogues. See it following this link

<http://www.uco.es/servicios/biblioteca/>



INTERNSHIPS

We have agreements with more than 400 companies and public entities for international students to do internships. These internships can be recognized in ECTS credits. An academic tutor supervises the entire program and a tutor from the company assists the interns during their training.

Some of the fields in which internships are available are:

- Schools (education)
- Exports
- Museums
- Hotels
- Archaeology
- Cultural Management
- Advertising
- Libraries
- Cultural institutions
- Agrifood companies
- Translation companies
- Official organizations



COMMUNITY SERVICES PROJECTS

We think education should inspire you to change the way we live in the world. We encourage our students to become active participants in civil life and take part in the UCO's programs and events in partnership with more than 50 non-profit organizations in Cordoba.

For more information, contact our Volunteer Service:

<https://www.uco.es/vidauniversitaria/cooperacion/voluntariado>



DISCOVERING CÓRDOBA

MONUMENTS



- **Mezquita-Catedral (Mosque-Cathedral)**



- **Alcázar de los Reyes Cristianos**



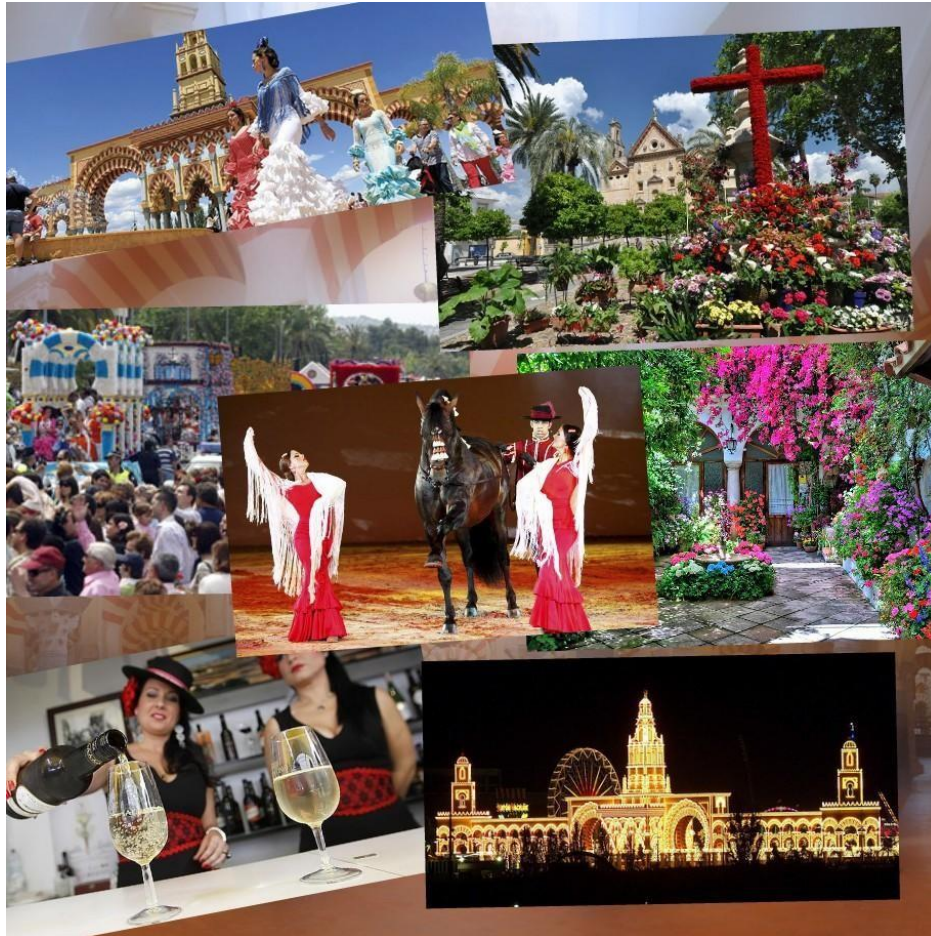
- **Roman Bridge**

GASTRONOMY



- **Salmorejo**
- **Rabo de toro**
- **Flamenquín**
- **Tortilla de patatas**
- **Jamón y vino**

POPULAR FESTIVALS

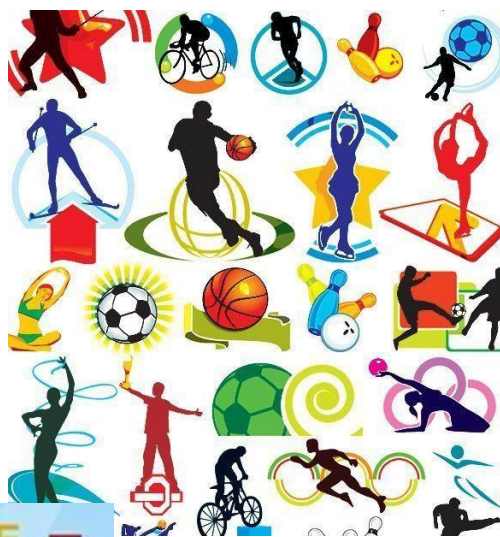


- **Wine tasting "Montilla-Moriles" (event where all kind of "tapas" and wines typical from Cordoba can be tasted). April.**
- **"Cruces" and the Battle of Flowers. April-May.**
- **Patios Festival. First weeks of May.**
- **The Cordoba Fair. End of May.**

SPORTS

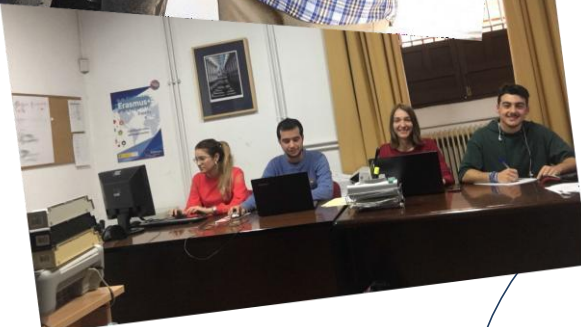


DEPORTE UNIVERSITARIO
UNIVERSIDAD DE CÓRDOBA



To get more information:

www.uco.es/deportes/



UCO

Faculty of Arts & Humanities

Facebook: [Facultad de Filosofía y Letras UCO](#)

Twitter: [@ucoletras](#)