



# UNIVERSIDADE DA CORUÑA

## Erasmus Institutional Information Sheet

### INSTITUTIONAL INFORMATION

Full legal Name of Institution	Universidade da Coruña (UDC)
Erasmus Code	E LA-CORU01
Erasmus University Charter	28678-IC-1-2007-1-ES-ERASMUS-EUCX-1
Postal Address	Rectorado - A Maestranza nº 9 – 15001 A
Coruña - ESPAÑA	
Telephone:	+ 34 981 167000
Fax:	+ 34 981 167013
Rector:	Prof. José M <sup>a</sup> Barja Pérez
Internet:	<a href="http://www.udc.es">http://www.udc.es</a>

### INTERNATIONAL RELATIONS OFFICE

Address	O Lagar - Campus de Elviña – 15071 A Coruña . SPAIN
Tel.:	+ 34 981 167000
Fax:	+ 34 981 167013
E-mail:	<a href="mailto:rrii@udc.es">rrii@udc.es</a>
Internet:	<a href="http://www.udc.es/ori">http://www.udc.es/ori</a>

### CONTACT PERSONS

Director of International Relations Office -----	Mrs. Bertha Guijarro Berdiñas Institutional Erasmus Coordinator Tel.: + 34 981 167000 Ext. 1973 E-mail: <a href="mailto:erasmus@udc.es">erasmus@udc.es</a>
Responsible for International Relations -----	Mrs. Sandra King Gouyer Tel.: + 34 981 167000 Ext. 1953 E-mail: <a href="mailto:rrii@udc.es">rrii@udc.es</a>
Responsible for INCOMING students -----	Mrs. Manuela Martínez Varela Tel.: + 34 981 167000 Ext.1958 E-mail: <a href="mailto:incoming.rrii@udc.es">incoming.rrii@udc.es</a>
Responsible for OUTGOING students -----	Mrs. Teresa Seoane Sande Tel.: + 34 981 167000 Ext. 1959 E-mail: <a href="mailto:outgoing.rrii@udc.es">outgoing.rrii@udc.es</a>
INCOMING & OUTGOING students ----- (Campus Ferrol)	Mrs. Ana Pérez Ramos Tel.: + 34 981 167000 Ext. 3634 E-mail: <a href="mailto:riferrol@udc.es">riferrol@udc.es</a>

Other International Programmes ----- Mr. Diego Varela Pedreira  
Tel.: + 34 981 167000 Ext. 1970  
E-mail: [dvarela@udc.es](mailto:dvarela@udc.es)

## APPLICATION DEADLINES FOR INCOMING STUDENTS

15<sup>th</sup> June for Winter Semester  
15<sup>th</sup> November for Spring Semester

For instructions on how to apply and for important information about studying and living in A Coruña please see the UDC Guide at:

[http://www.udc.es/ori/cas/intercambio/guia\\_ects/ECTSindex.shtml](http://www.udc.es/ori/cas/intercambio/guia_ects/ECTSindex.shtml)

The on-line application form is available at:

<http://www.udc.es/moveonline3/moveonline/incoming/welcome.php>

### VERY IMPORTANT:

The Erasmus Applications WILL NOT BE PROCESSED without the ON-LINE APPLICATION & THE LEARNING AGREEMENT duly signed and stamped by the university of origin.

## ACADEMIC CALENDAR

### Winter Semester

- End of September – beginning of February (for studies of the new degrees of “Grado”, ADAPTED to Bologna)
- 1st. October – end of February (for the old degree of the “Licenciaturas” and “Diplomaturas”, NOT ADAPTED to Bologna, that are being extinguished)

### Spring Semester

- Beginning of February – middle of July (for studies of the new degrees of “Grado” ADAPTED to Bologna)
- End of February – end of June (for the old degrees of the “Licenciaturas” and “Diplomaturas”, NOT ADAPTED to Bologna, that are being extinguished)

For more detailed information about this year’s calendar please check the web page:

[http://www.udc.es/estudios/ga/documentos/cal0808non\\_eees.pdf](http://www.udc.es/estudios/ga/documentos/cal0808non_eees.pdf)

## SPANISH AND GALICIAN COURSES

The International Relations Office strongly recommends Erasmus students to take the FREE Spanish course the UDC offers at the beginning of the Winter and Spring Semester. For more detailed information and how to register, please see the web site of the University Language Center at:

<http://www.udc.es/centrodelinguas/extranjeros/index.html>.

Please note that the official languages of the University of A Coruña are Spanish and Galician, and the proper language of the UDC is Galician. Professors can teach their

classes in either of the two languages. Exchange students can also take Galician courses throughout the year at the University Language Center.

## REGISTRATION

The Erasmus students are required to register at the International Relations Office when they arrive in A Coruña, and bring with them the documents mentioned in the UDC Guide: [http://www.udc.es/ori/cas/intercambio/guia\\_ects/ECTSindex.shtml](http://www.udc.es/ori/cas/intercambio/guia_ects/ECTSindex.shtml)

After their registration, students can apply for the official student card (free of charge). This card will enable students to have access to all university services (libraries, computer rooms, sports activities, cafeterias, etc). It can also be used as a credit card, if the student applies for it.

## ACCOMPANYING PROGRAMME

At the University of A Coruña, a fellow student is assigned to every international exchange student. This Spanish fellow student can help the new exchange students e. g. to find accommodation in the city, plan their study schedule and open a bank account. The contact information of the accompanying student is given to the exchange student when he comes to register at the International Relations Office, at their arrival in Coruña.

## STUDY GUIDES

The course catalogue and study-related information is published in Spanish, English and Galician language at: <http://www.udc.es/ori/cas/intercambio/planesEstudio.shtml>.

The University of A Coruña DOES NOT offer any courses in English, except the ones related to English Philology, or other specific courses of English, offer in different degrees. Please see the UDC Guide for detailed information about the courses available each academic year. Please note that not all the course units listed in the web page are taught during the academic year. Students can also check the web pages of each faculty at: <http://www.udc.es/centros/es/>

## CREDITS AND GRADING

One Spanish credit equals 10 teaching hours. The degrees of the “Licenciatura” and “Diplomatura” NOT ADAPTED to Bologna, are being extinguished, and have Spanish credits. The new degrees of “Grado” and “Master” ADAPTED to Bologna, have ECTS credits. There is no correlation between the Spanish credits and the ECTS credits.

## GRADING SYSTEM

A 10-tier grading scale (0-10) is used at the University of A Coruña, and it is compatible with the ECTS grading scale (A-E). We also use “No Presentado (N/P)” when the student register in one course but does not take the exam. This grade does not count in the student’s total grading; it means the student did not take the course after all. Please see Section II – D of the UDC Guide for more information on the UDC grading system

## TRANSCRIPT OF RECORDS

The Transcript of Records of all the exchange students will be sent to the International Relations Office of the University of Origin, after the deadline the professors have to handle the grades in each faculty, and after the students have left the University of A Coruña. No grades will be sent to the University of Origin before the student has finished his/her study period.

## ACCOMODATION

The University of A Coruña does not have university residencies and it does not provide accommodation for Erasmus/Exchange students. There is a list of Hostels at the UDC Guide where the students can stay at their arrival in A Coruña. In the meantime they can look "in situ" for an apartment to share with other students. See several web pages for information about accommodation in A Coruña, in Section III - D of the UDC Guide.