



LLP-ERASMUS INFORMATION SHEET 2013-2014 ACADEMIC YEAR

1. Institutional Details

Name of the Institution	Universidad de Burgos
Erasmus Code	E BURGOS 01
Internet address	http://www.ubu.es/ubu/cm/ubu
Postal Address	Universidad de Burgos Hospital del Rey s/n 09001 Burgos, España

2. International Relations Office

Address	Servicio de Relaciones Internacionales. Edificio de Administración y Servicios. C./ Don Juan de Austria, nº 1 09001 – Burgos (España)
Web page	Spanish website / English website
Vice-rector for International Relations and Cooperation	Dra. Elena Vicente Domingo sec.relacionesinternacionales@ubu.es
Head of the Office	Ms. Cristina Zaldivar Basurto ☎: +34 947 25 80 99 / ☎: +34 947 25 87 54 relin@ubu.es
Outgoing Students	Ms. Reyes Ortúñez ☎: +34 947 25 90 08 / ☎: +34 947 25 87 54 / relin4@ubu.es
Incoming Students	Ms. Asunción Albuin Delgado ☎: +34 947 25 88 40 / ☎: +34 947 25 87 54/ relin3@ubu.es
Bilateral Agreements	Ms. Belén González Gonzalo ☎: +34 947 25 90 46 / ☎: +34 947 25 93 75 / relin2@ubu.es

3. Academic Calendar and Orientation Meetings

Academic Calendar 2013-2014	DEGREES NOT ADAPTED TO THE EHEA (European Higher Education Area) and NEW DEGREES ADAPTED TO THE EHEA (GRADOS) 1st semester (winter semester): 5th September 2013 - 7th February 2013 23rd September 2013: 1st year courses 2nd semester (spring semester): 10th February 2014 – 30th June 2014 Examination period: 1st semester: aprox. 2 weeks after the end of the winter semester 2nd semester/annual subjects: aprox. late May 2014 – middle June 2014 Resit examination session: : middle June 2014- 30 th June 2014 Holidays Period: Christmas recess: 21 st December 2013 - 6 th January 2014 (both included) Easter recess: 12 th – 22 nd April 2014 (both included) Enrolment for the courses takes place at the International Office.	
Orientation sessions (mandatory)	1st SEMESTER/FULL ACADEMIC YEAR: 1st turn: 2nd September 2013 at 10:30 AM 2nd turn: 9th September 2013 at 10:30 AM	2nd SEMESTER: 3rd February 2014, 10.30 AM

4. Applications Forms and Deadlines for submission

Application forms	All application forms can be downloaded here
Nomination Deadlines	1st June 2013: 1st semester (winter semester)/full academic year students 1st October 2013: 2nd semester (spring semester) students
Application deadlines	1st July 2013: 1st semester (winter semester)/full academic year students 15th November 2013: 2nd semester (spring semester) students
Application Procedure	All application forms (on-line and hard-copy materials) must be submitted to: Servicio de Relaciones Internacionales. Edificio de Administración y Servicios C/ Don Juan de Austria 1, 09001 Burgos (Spain)

5. Medical Insurance

Iceland, Liechtenstein, Norway, Switzerland and EU nationals	Students coming from the countries mentioned are entitled to the same public healthcare services as the residents of the country they are visiting. They should apply for the European Health Insurance Card at the local social security or sickness insurance office
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Other countries	in their home countries.
	Before coming to Spain, citizens from other countries must get private medical insurance covering medical assistance and hospitalisation, including repatriation cover that will cover expenses incurred abroad. It is the students' responsibility to check with their Insurance Company at home that they have adequate insurance cover for their full period of study in Spain and to get familiar in advance with policy conditions.

6. Registration for Courses and Credit Load

Pre-selection of Courses	Prepare your study program with your local coordinator
Registration upon Arrival	On a normal basis, students have a two-week period to attend classes and confirm the courses of their choice before completing their registration at the International Office.
Dates for Registration	Detailed information on registration procedures and enrolment appointments will be fully provided to international students during the mandatory orientation sessions .

7. Courses Catalogue. Language requirements

Courses Catalogue 13-14 (COMPLETE CATALOGUE)	Most updated ECTS 2012-2013 full academic offer in Spanish and English
Language of Instruction	Tuition Language at the UBU is Spanish. Please note that a level of Spanish competence will be required to be accepted as an International Student.
Courses-taught in English	The University of Burgos offers a number of courses taught in English. Check annual catalogue .

8. Spanish Courses for Erasmus and International Students

Spanish Courses for Foreigners	<p>The UBU arranges each semester for our Erasmus students specifically designed and reduced-price Spanish Intensive Courses available at different levels:</p> <ul style="list-style-type: none"> • intensive Course in September: confirmation pending • 1st Semester: from October to January • 2nd Semester: from February to May <p>The University of Burgos has as well a wide offer of courses of Spanish Language all throughout the year and has been recognized by the Instituto Cervantes as an official DELE exam sitting centre.</p>
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9. Accommodation

Students Residences	Students should contact directly the only University Residence Hall (Residencia Universitaria Camino de Santiago) within the campus. Further details on prices and services can be checked here and admission criteria . There are more off-campus residences at the city of Burgos in Spanish (rates recently updated) and in English
Private Accommodation (off-campus grounds)	The University of Burgos offers through the on-line accommodation service an apartments-for-rent database a virtual noticeboard where flatmates and available rooms can be looked for.
Temporary Accommodation	We can arrange temporary accommodation in a hostel for the first few days for you. If interested, students must forward the booking reservation form indicating the exact date of their arrival.

10. International Student Support Programme

Students Association	Social and practical integration of exchange students by means of cultural activities. Info. Details on AEGEE BURGOS
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11. Other useful information

BICIUBU	UBU puts at the students' disposal a bicycle renting service
Passport/ID	Students must come with a valid passport or national identity card
Practical information	Please visit our GUIDE FOR FOREIGN STUDENTS AND VISITORS both in English and in Spanish