



**University of A Coruña**  
**Guide for International Exchange Students**

Dear student,

It is a pleasure for us that you are considering the University of A Coruña as your destination for your exchange period.

The UDC, founded in 1989, has more than 20,000 students, 1400 teachers and 24 centres offering degrees in almost any discipline and levels including Health and Experimental Sciences, Humanities, Social and Juridical Sciences or Technologies and Engineering.

It is a truly international University with many students and teaching staff taking part in mobility programmes, with more than 600 students coming every year from different countries.

Studying at UDC is an interesting opportunity for those students who want to enjoy an international experience in a community where the integration results extremely simple.

This guide will provide you with useful information about studying and living at UDC. In case of any doubt, our staff at the International Relations will be glad to help you.

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## DESCRIPTION AND SITUATION OF THE UDC

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The University of A Coruña (UDC) was founded in 1989. It is a public institution which aims is to obtain the highest degree of social wellbeing through social, scientific and technological advancement. In accordance with this principle of public service, the UDC conceives as one of its missions to form open, cultured, critical, committed, democratic and supportive citizens. Hence the openness and collaboration with other cultures is one of its fundamental commitments.

The University of A Coruña has 24 Centres which offer Bachelor, Master and Doctoral programmes in Technological Science, Health and Experimental Sciences, Humanities, Social and Juridical Sciences. The academic offer is completed with a Language Centre which satisfies the needs of languages within the university community. As regards to research, the University has three technological centres endowed with outstanding instruments and equipment at an European level, one office devoted to research transfer results and support to research, in close relation to management and industrial world.

It is divided into two main campuses, one in the city of A Coruña (including the campuses of A Zapateira, Elviña, Oza and Riazor), and another at the city of Ferrol (including Campus of Esteiro and Campus of Serantes). For more information on the location of the different campuses, look at the Web page <http://www.udc.es/ori>. Both cities are located in the North West corner of Spain, on the Atlantic coast. They have a very benign climate with mild temperatures being the average in summer is 21, 5°C and in winter 10, 8°C.

The city of A Coruña (<http://www.turismocoruna.com>) is at the same time a historic coastal city, of great importance already in the Roman times, and a modern and very cosmopolitan city of over 250.000 inhabitants. It is an industrial and service city, center of a bigger metropolitan area. The symbol of the city is the well-known lighthouse called "Torre de Hércules" which is the only roman lighthouse still functioning nowadays. It was declared World Heritage by UNESCO in 2009.

The easiest way to get to A Coruña is by plane. The Alvedro airport is just 15 minutes away from the city by car.

The city of Ferrol (<http://www.ferrol.es/>) is 30 minutes by car from A Coruña. Ferrol has more than 80.000 inhabitants and it represents the neurological, commercial and industrial centre of one of the most densely populated areas of Galicia. The characteristics of its maritime location make it a strategic place, and that is why the campus of Ferrol stands out because of naval studies.

## A FEW REASONS FOR CHOOSING UDC

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The University of A Coruña is part of a European network made up of 46 countries offering compatible qualifications. It offers Bachelor Degrees within the framework of the European Higher Education Area, as well as official Master Degrees and PhD studies covering all fields of study.

The University of A Coruña actively encourages international mobility among its students through agreements with more than 40 countries and work placements in European companies.

Employment rates for graduates from the University of A Coruña are higher than the average for Spanish universities. Most University of A Coruña graduates hold management or technical positions.

Research is essential in order to maintain excellent teaching standards. The University has a large research staff and a Technology Centre. It offers a wide range of facilities and state-of-the-art technologies to foment study.

It actively promotes integral education through specific programmes covering areas such as culture, sport, cooperation, equality, the environment, languages and technology.

## SOME UDC SERVICES AND CAMPUS FACILITIES

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**UDC Intranet Services:** Students receive a personal username and password to get access to WI-FI and Moodle online learning platform

**Student card:** All registered students receive a student card which offers access to sport and cultural facilities, and also discounts in urban buses, as well as in cinemas, some restaurants and shops.

**Laboratories:** Fitted with the latest technology, our science teaching laboratories provide a highly interactive learning environment

**UDC Libraries:** Opening from 08.00 to 21.00 from Monday to Friday (special opening days and hours during exam periods). All of them have specific quiet study/research areas equipped with computers

**Canteens:** Offering menus with special prices for students. Students who prefer to bring their own food can heat their meals in microwave ovens in some of the canteens

**Bank:** there are two bank offices in the Campus in case you need to open a Spanish bank account

## INSTITUTIONAL INFORMATION

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

## INTERNATIONAL RELATIONS OFFICE

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<b>Address</b>	Oficina de Relaciones Internacionales O Lagar - Campus de Elviña – 15071 A Coruña. SPAIN
<b>Opening hours</b>	Monday to Friday, 9.00 – 14.00
<b>Telephone</b>	+ 34 981 167000
<b>Fax</b>	+ 34 981 167013
<b>Web page</b>	<a href="http://www.udc.es/ori">http://www.udc.es/ori</a>

### Contact Details:

#### ***Campus Coruña***

Head International Office	Evaristo Zas Tel.: + 34 881 011973 E-mail: <a href="mailto:erasmus@udc.es">erasmus@udc.es</a>
Mobility Coordinator	Sandra King Gouyer Tel.: + 34 881 011953 E-mail: <a href="mailto:rrii@udc.es">rrii@udc.es</a>
International projects Coordinator	Eugenia Díaz Caneiro Tel.: + 34 881 011970 E-mail: <a href="mailto:proxectos.ori@udc.es">proxectos.ori@udc.es</a>
International Agreements / Staff mobilities	Ana López Pampin Tel.: + 34 881 011956 Email: <a href="mailto:iro@udc.es">iro@udc.es</a>
Incoming mobilities (students)	Paula Porto/ María José Ríos Tel.: + 34 881 011958; + 34 881 011981 E-mail: <a href="mailto:incoming.rrii@udc.es">incoming.rrii@udc.es</a>
Outgoing mobilities (students)	Noa Sousa Álvarez / Flor Lema Tel.: + 34 881 011959; + 34 881 011960 E-mail: <a href="mailto:outgoing.rrii@udc.es">outgoing.rrii@udc.es</a>
Visiting researchers / International Summer School	Carolina Núñez Balirac Tel.: + 34 881 011951 Email: <a href="mailto:ori1@udc.es">ori1@udc.es</a>
Economic Management	Inés Fernández Pita Tel.: + 34 881 011950 Email: <a href="mailto:ori@udc.es">ori@udc.es</a>

#### ***Campus Ferrol***

Outgoing/Incoming mobilities	Ana Pérez Ramos Edif. Apoyo al estudio – Campus Esteiro. Ferrol Tel.: + 34 881 013634 E-mail: <a href="mailto:riferrol@udc.es">riferrol@udc.es</a>
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## DEPARTMENTAL COORDINATORS

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### CAMPUS OF A CORUÑA

**School of Architecture**

<http://etsa.udc.es/web/>

**School of Civil Engineering**

<http://caminos.udc.es/>

**School of Marine Engineering**

<http://www.nauticaymaquinas.es/>

**School of Technical Architecture**

<http://euat.udc.es/>

**Faculty of Sciences**

<http://ciencias.udc.es/>

**Faculty of Communication Sciences**

<http://www.cienciasdacomunicacion.es/>

**Faculty of Education**

<http://www.educacion.udc.es/>

**Faculty of Health Sciences**

<http://www.udc.es/fcs/>

**Faculty of Physical Education and Sports Science**

<http://www.udc.es/inef/>

**Faculty of Law**

<http://www.dereito.udc.es/>

**Faculty of Economy and Business**

<http://www.economicas.udc.es/>

**Faculty of Philology**

<http://www.udc.es/filo>

**Faculty of Computer Science**

<http://www.fic.udc.es/>

**School of Physiotherapy**

<http://www.udc.es/euf/>

**Faculty of Sociology**

<http://www.sociologia.udc.es/es/>

**School of Nursing**

<http://www.udc.es/enfermariacoruna/>

**School of Labour Relations**

<http://www.erlac.es/es/fundacion-escuela-universitaria-de-relaciones-laborales-de-a-coruna/>

Center	Last Name	First Name	Email
Escuela Técnica Superior de Arquitectura	Garcia Requejo *	Zaida	erasmusetsa@udc.es
Escuela Técnica Superior de Ingenieros de Caminos, Canales y Puertos	Herrador Barrios *	Manuel	manuel.herrador@udc.es
Escuela Técnica Superior de Náutica y Máquinas	Santos Couceiro *	Rafael	rafael.santos.couceiro@udc.es
Escuela Universitaria de Arquitectura Técnica	Seara Paz *	Gumersinda	subdirector.euatac@udc.es
Escuela Universitaria de Enfermería (C)	Garcia Martínez *	Carmen Maria	alexia@udc.es

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Escuela Universitaria de Relaciones Laborales (C)	Villarroya *	Alberto	alberto.villarroya@udc.es
Facultad de Ciencias	Canle López *	Moises	movesci@udc.es
Facultad de Ciencias de La Comunicación	García Torre *	Manuel	manuel.garcia.torre@udc.es
Facultad de Ciencias de La Educación	Bobadilla Pérez *	Maria	eduvices.estudiantes@udc.es
Facultad de Ciencias de La Salud	Canosa *	Nereida	to.mobilidade@udc.es
Facultad de Ciencias del Deporte y la Educación Física	Morenilla Burló *	Luis	inef.mob@udc.es
Facultad de Derecho	Garcimartín Montero *	Carmen	vicedecana.derecho@udc.es
Facultad de Economía y Empresa	Mezo *	Inés	erasmus.fee@udc.es
Facultad de Filología	Woodward *	Elizabeth	vicebfil@udc.es
Facultad de Fisioterapia	Carballo Costa *	Lidia	fisioterapia.mobilidade@udc.es
Facultad de Informática	Pedreira Fernandez *	Oscar	vicedecana.organizacion.academica.fic@udc.es
Facultad de Sociología	Massó Lago*	Matilde	m.massó@udc.es

## CAMPUS OF FERROL

### Higher Polytechnic University College

<http://www.udc.es/eps>

### University College of Industrial Design

<http://www.eudi.udc.es/>

### Polytechnic University College

<http://lucas.cdf.udc.es/>

### Faculty of Work Science

<http://www.eurlf.com/>

### Faculty of Nursing and Podiatry

<http://www.enfermeriaypodologia.com/>

### Faculty of Humanities and Documentation

<http://humanidades.udc.es/>

Center	Last name	First name	Email
Escuela Politécnica Superior (F)	Díaz Casas *	Vicente	rrii.eps@udc.es

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Escuela Universitaria de Diseño Industrial (F)	Pérez Rodríguez *	José Antonio	jose.antonio.perez@udc.es
Escuela Universitaria Politécnica (F)	Piñon *	Andrés José	eupdir@udc.es
Facultad de Ciencias del Trabajo (F)	López Fernández *	José Luis	decanato.fct@udc.es
Facultad de Enfermería y Podología (F)	Gil Manso *	Pedro	rrii.fep@udc.es
Facultad de Humanidades y Documentación (F)	Alfaya *	Elena	elena.alfaya@udc.es

## ACADEMIC INFORMATION

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Exchange students can choose any subject at any course, as long as the subject is being taught. For more information, please contact the corresponding departmental coordinator indicated above.

**Course Catalogue** Bachelor and Master Degrees: <https://www.udc.es/es/ensino/>

**Semester Dates** Winter Semester

Early September – Late January

Spring Semester

Late January – Middle July

For more detailed information about this year's calendar please check the web page: [http://www.udc.es/ensino/calendario\\_academico](http://www.udc.es/ensino/calendario_academico)

**Grading System** A 10-tier grading scale (0-10) is used at the University of A Coruña:

0,0-4,9: .....Suspense (SS).

5,0-6,9: .....Aprobado (AP).

7,0-8,9: .....Notable (NT).

9,0-10: .....Sobresaliente (SB).

We also use “No Presentado (N/P)” when the student register in one course but does not take any exam. More information about the grading system will be included in the transcript of records.

This Grading system is compatible with the ECTS grading scale (A-E). For more information about ECTS scale, see Official Website of European Commission:

[http://ec.europa.eu/education/lifelong-learning-policy/ects\\_en.htm](http://ec.europa.eu/education/lifelong-learning-policy/ects_en.htm)

A «Matrícula de Honor» could be awarded to students who have obtained 9.0 or over. The number of students with this award cannot exceed 5% of the students enrolled in the course in that academic year, except that the number of students enrolled is below 20, in which case it is only possible to award one «Matrícula de Honor».

**Academic Transcripts** The Transcript of Records will be issued in the each student after the deadline stated for final grades to be published officially and before the departure of the student. In case the student has to leave before the final grades are officially

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published, the transcript of records will be sent to the International Relations Office of the student's home University. No grades will be sent to the home university before the student has finished his/her study period.

**Language of instruction** In the following website, subjects taught in English are specified:

<https://www.udc.es/es/ori/internacionalizacion/content/facultades/index.html>

The rest of the courses are taught in Spanish or Galician, as both are official languages at UDC.

## LANGUAGE PROFICIENCY AND FREE SPANISH COURSES

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Although a proof of level of Spanish is not required, a good knowledge of at least B1 level is recommended.

The UDC offers to our incoming students a free 30 hours Spanish course at the beginning of each semester. We strongly recommend students' participation in those courses. Registration is mandatory.

For more detailed information about dates and on-line registration, please access on the web site of the University Language Centre at: <http://www.centrodelinguas.gal/>.

Exchange students can also take Galician courses throughout the year at the University Language Center. Special prices are available.

## APPLICATION PROCEDURE AND DEADLINES

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<b>Deadline for Winter Term (or full year)</b>	15th June
<b>Deadline for Spring Term</b>	15th November

In order to accept students the following procedure must be completed before the deadlines:

1. The home university will send by e-mail the list of their selected students
2. Once selected by their home institution every student will have to fill out the on-line application available through the incoming exchange student PORTAL available on our Web page:  
<https://www.udc.es/en/ori/infestudantesextranxeiros/FormulariosExtranxeiros/?language=gl>  
(Students should take into consideration that only one online application form per student will be accepted, so they can contact our office if they have any doubts regarding the information requested in the online application form, before clicking on the "submit" final button. At any time, the student can save parts of the information entered in the application form. Students have to submit the online application only when they are sure that all of the information given is correct).

### **VERY IMPORTANT:**

The Exchange Students Applications WILL NOT BE PROCESSED if the LEARNING AGREEMENT uploaded in the online application is not duly signed and stamped by the home university.

We will communicate our final decision on the acceptance of the candidates within a period of 6 weeks from the date of receipt of the complete online application.

## HEALTH INSURANCE

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All incoming exchange students have to hire a Health insurance coverage valid for Spain (European Health Card is valid). Each student must check whether his/her home country has an agreement with the Spanish Social Security system. If this is not the case, the student must hire a private Health insurance coverage.

According to internal rules applying to all students registered at UDC, all incoming exchange students will pay an Accident insurance fee, upon arrival at UDC, in order to be formally registered. This accident insurance will cover possible accidents during academic activities at UDC. The amount of the fee and terms of the accident insurance policy will be published in Web page <http://www.udc.gal/sape/seguros/>

## REGISTRATION AT ARRIVAL

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Exchange students must register at the International Relations Office (IRO) upon arrival, preferably in the first weeks of September (for those who start in the 1st semester) or in the last week of January and first weeks of February (for those who start in the 2nd academic semester).

They should bring with them the following documents:

- An insurance medical coverage valid in Spain (European Health Card) or private insurance

See the contact details in this document to know the addresses of the offices and the opening hours for the public in A Coruña and Ferrol.

Students will receive the student card when registering. This student card will allow students to have access to all university services (library, computer room, sports activities, cafeterias, etc ...).

The date on which the student presents him/herself at the IRO will be the date that will be officially registered, for the appropriate purposes, as the date of arrival at UDC and as the beginning of the student's mobility. So it is very important that the student registers at IRO as soon as possible, upon arrival at A Coruña.

## WELCOME EVENT AND BUDDY PROGRAMME

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At the beginning of every term a welcome event is held to receive students at our university. The exact date will be communicated directly by email to each student. During this event the student will have the opportunity to meet official authorities and staff at our services, chat with local and other international students around a coffee and find their way around the local area.

Moreover, at the University of A Coruña, a fellow student will be assigned to every international exchange student. This "buddy student" will help them, e. g., to find accommodation in the city, plan study schedule or open a bank account.

## STUDENTS' ASSOCIATION FOR INCOMING STUDENTS

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**ESN Coruña** is a voluntary membership association and non-profit that helps improve social and personal integration of exchange students who come to the Spanish universities.

More information: <http://www.esncoruna.org/web/>

Facebook Webpage: <https://www.facebook.com/esncoruna>

E-mail: [info@esncoruna.org](mailto:info@esncoruna.org)

AEGEE is an international student organization that promotes co-operation, communication and integration amongst young people in Europe. They help our International Exchange Students to integrate into Spanish culture and costumes by organizing cultural trips, linguistics tandems, international food contests, etc.

More info at: <https://gl-es.facebook.com/aegeecoruna>

E-mail: [aegee.coruna@gmail.com](mailto:aegee.coruna@gmail.com)

## ACCOMODATION

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The ORI will support the exchange students in the search for their accommodation, but will not directly manage these accommodation reservations. It will be the responsibility of each student to find and reserve directly the accommodation of their choice.

The University of A Coruña (UDC) has 2 main campuses:

- Campus of A Coruña: the UDC has its own residence: "Elvira Bao University Residence Hall (A Coruña)".
- Campus of Ferrol: the UDC has its own residence: "Ferrol Public University Residence".

But there are also several private residences in the city of A Coruña and in the city of Ferrol. Some of these private residences in the city offer special prices for our exchange students. For example, the residence "Siglo XXI" (<http://www.resa.es/>) or the Rialta Residence ([www.rialta.net](http://www.rialta.net)).

In any case, students should contact directly the residences, in A Coruña or Ferrol, for more information and for reservations. For more information about accommodation in university residences, please consult the Web page: <http://www.udc.es/sape/aloxamento/>

The UDC has, with the collaboration of the student association ESN Coruña (Erasmus Student Network), a Buddy Program that, among other tasks, helps incoming exchange students with the search for accommodation.

In addition, the UDC is a member of the housing platform Housing Anywhere:

<https://housinganywhere.com/A-Coru%C3%B1a--Spain/universidade-da-coru%C3%B1a/sign-up>

## HOW TO GET THERE

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### By plane

#### **Alvedro Airport**

Tel: +34 981 187 200

Distance from A Coruña city centre: 8 km (15 minutes by car)

Distance from Ferrol city centre: 48 km (30 minutes by car)

#### **Lavacolla Airport**

Tel: +34 981 547 500

Located in Santiago de Compostela

Distance from A Coruña city centre - 65 km. (40 minutes by car). There are buses and taxis to reach from Lavacolla airport to A Coruña

Distance from Ferrol city centre - 90 km. (60 minutes by car)

#### **Airport of Barajas (Madrid)**

Distance from A Coruña/Madrid - 590 km. (6 hours by car)

There are trains and buses to reach from Madrid to A Coruña/Ferrol. Check train schedules at:

<http://www.renfe.es> and buses at: <http://www.alsa.es/>

### By train:

Train stations are located in the city of A Coruña and Ferrol. Please check the timetables on the web site of the train company at <http://www.renfe.es/>

The first station you can get in Spain when coming from Europe is "Hendaya". From Hendaya to A Coruña/Ferrol, there is a 12 hours trip.

## EXTRA MURAL ACTIVITIES AND LEISURE ACTIVITIES AT UDC

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Our University encourages all kind of cultural and sport activities as an important part of the student's education as a whole. All participants in our exchange programs will be allowed to participate in the many activities offered for the UDC students:

- Cultural activities like workshops of dance (flamenco, modern dance, Latin rhythms....), photography, bridge, chess, cultural routes during weekends to different places of our geography
- The musical school and the university chorus.
- The cooperation and voluntary service, an organization of university volunteers, which contributes to social services. <http://www.udc.es/ocv>
- Sport activities like: athletics, badminton, basketball, baseball, climbing, fencing, soccer, indoor soccer, judo, kung-fu, swimming, rugby, tennis, indoor tennis, archery, volleyball, scuba diving, mountain bike, skiing, canoeing, rowing, and sailing
- Access to sports installations within campus like: climbing walls, basket and football courts, gym or athletics trails.

For more information: <https://www.udc.es/gl/cultura/> or <https://www.udc.es/gl/deportes/index.html>

## LEGAL PROCEDURES FOR FOREIGNERS IN SPAIN

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For more information on legal procedures to be completed by foreigners who will be staying at UDC for more than 3 months, please refer to the following Web page:

<http://extranjeros.meys.es/es/InformacionInteres/InformacionProcedimientos/>.