



## Exchange Student Admission Guidelines 2016-17

Contact Information	
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Office Hours	Monday through Friday 9am to 2pm. Closed on weekends and public holidays.

### Admission Procedure

1. Nomination by sending institution (Student's application will only be accepted if they have been previous officially nominated by the sending Institution)
2. Student: Fill in the [on-line application](#) and attach admission documents
3. After application approval, the International Office will send a "Letter of Acceptance" to the student or institution depending on the program.

### Application documents

1. A copy of the printed on-line application signed and stamped by your home university
2. [Learning agreement](#) signed by the student and the Academic Coordinator at home university
3. Transcript of records
4. A photocopy of your passport or ID
5. Temporary Accommodation – [Reservation Form](#)

### Application Deadlines

- 15th June 2016: 1st semester (fall semester)/full academic year students
- 15th November 2016: 2nd semester (spring semester) students

### Orientation Meetings (Mandatory)

1st SEMESTER/FULL ACADEMIC YEAR:  
**August, 31<sup>st</sup>, 2016**

2nd SEMESTER:  
**January 24<sup>th</sup>, 2017**

### Academic Calendar 2016-17

- 1st semester (fall semester): 05/09/2016 to 31/01/2017
- 2nd semester (spring semester): 01/02/2017 to 28/06/2017

### Holidays Period:

- Christmas recess: December 22<sup>nd</sup> to January 8<sup>th</sup>.
- Easter recess: April 6<sup>th</sup> to 14<sup>th</sup>



### Academic Information for your Learning Agreement

<b>Pre-selection of Courses</b>	Prepare your study program with your local coordinator
<b>Courses Catalogue 16-17</b>	Most updated ECTS 2016-2017 full academic offer in <a href="#">Spanish</a> and <a href="#">English</a>
<b>Language of Instruction</b>	Most courses are taught in <u>Spanish</u> . Highly recommended B1 level in Spanish. If you don't have basic level to communicate in Spanish, you should choose English-taught courses or English Friendly Program courses and attend an Intensive Spanish Course at UBU previous to the beginning of the semester
<b>Courses-taught in English</b>	<ul style="list-style-type: none"> <li>• <a href="#">English- taught courses (offer 2015-16)</a>. Recommended B1 English</li> <li>• <a href="#">English Friendly Programme (offer 2015-16)</a> wide offer of courses taught in Spanish with support in English upon request: tutorials, materials and exams.</li> </ul>

### Spanish Courses for Erasmus and International Students

#### Intensive Courses:

- **Two-week course:** 40-hour course. Level A1 & A2

**Regular Courses:** 50-hour course. 6 ECTS credits.

- **Fall Semester:** September to January.
- **Spring Semester:** February to May.

University of Burgos has been recognized by the Instituto Cervantes as an official DELE exam sitting centre.

### Accommodation

<b>Students Residences</b>	Students should contact directly the Students Residences. Please <a href="#">check the list</a>
<b>Private Accommodation</b>	UBU <a href="#">on-line accommodation database</a> : a noticeboard apartments-for-rent database where flatmates and available rooms can be looked for.
<b>Temporary Accommodation</b>	<b>Temporary accommodation:</b> University dorm for the first days.(relin3@ubu.es) If you prefer to stay in a hostel you can <a href="#">check the list</a> and book directly.

### International Student Support Programme

#### Medical Insurance

<b>Iceland, Liechtenstein, Norway, Switzerland and EU nationals</b>	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 in their home countries.
<b>Other countries</b>	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.

### Practical Information

Please visit our [GUIDE FOR FOREIGN STUDENTS AND VISITORS](#).