

Erasmus+ Programme

E MADRID26

Universidad Rey Juan Carlos

Departmental coordinator: Neri Stefano

A. Information about higher education institutions

Name of the institution (and department, where relevant)	Erasmus code	Contact details (email, phone)	Website (eg. of the course catalogue)
Universidad Rey Juan Carlos	E MADRID26	Institutional Coordinator: D. José M^a Álvarez Monzoncillo Vice-rector for Specific Degrees, Continuing Education, Post-graduate and International Affairs c/Tulipán s/n 28933 Móstoles (Madrid) Phone.: + 34 91 4889311, e-mail: vice.relacionesinternacionales@urjc.es	http://www.urjc.es/

C. Recommended language skills

Receiving institution	Subject area	Study cycle	Language of instruction 1	Language of instruction 2	Recommended language of instruction level
					Student Mobility for Studies
E MADRID26			Spanish	English	Exchange students who want to study in Spanish must have a B1 Spanish certificate. B2 in Spanish is desirable. B2 English level is compulsory for studies in English. For all Health studies that they have to treat with patients and for Second Cycle (Master) we require a B2 level Certificate in Spanish.

D. Additional requirements

Codigo de la Universidad:

E MADRID26:

Nominations via Moveon: https://www.moveonnet.eu/directory/institution/infos_for_students?id=ESMADRID26 to internacional.in@urjc.es

<http://www.urjc.es/estudios/grado/>

Infrastructure to welcome students and staff with disabilities:

<http://www.urjc.es/component/k2/1004-uad-discapacidad>

E. Calendar

1. **Applications/information** on nominated students must reach the receiving institution by:

Receiving institution [Erasmus code]	Autumn term* [month]	Spring term* [month]
E MADRID26 Nominations Applications	May 15 th May 31 st	October 15 th October 31 st

[* to be adapted in case of a trimester system]

2. The receiving institution will send its **decision** within [5] weeks.
3. A **Transcript of Records** will be issued by the receiving institution no later than [8] weeks after the assessment period has finished at the receiving HEI. *[It should normally not exceed five weeks according to the Erasmus Charter for Higher Education guidelines]*
4. Termination of the agreement
The inter-institutional agreement may be amended by mutual agreement. The inter-institutional agreement may be terminated by either party. In the event of unilateral termination, a notice of at least one academic year should be given. In the event of such notice being given, all existing commitments to staff or students will be fulfilled. Neither the European Commission nor the National Agencies can be held responsible in case of a conflict.

F. Information

Grading systems of the institutions

Codigo de la Universidad:

E MADRID26:

http://www.urjc.es/relaciones_internacionales/erasmus_munde/archivos/Handbook_ing.pdf

Institutional grading system:

Numerical Mark	grading	ECTS
NP	NO PRESENTADO (NOT	FX

	ATTENDANCE)	
0-4.9	SUSPENSO (SS)	FX
5.0-5.9	APROBADO (AP)	D
6.0-6.9	APROBADO (AP)	C
7.0-8.9	NOTABLE (NT)	B
9.0-10	SOBRESALIENTE (SB)	A
9.0-10	MAT. DE HONOR (MH)	A

ECTS Grade	%of successful students normally achieving the grade	Definition
A	10	EXCELLENT – outstanding performance with only minor errors
B	25	VERY GOOD – above the average standard but with some errors
C	30	GOOD – generally sound work with a number of notable errors
D	25	SATISFACTORY – fair but with significant shortcomings
E	10	SUFFICIENT – performance meets the minimum criteria
FX	-	FAIL – some more work required before the credit can be awarded
F	-	FAIL – considerable further work is required

1. Visa

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E MADRID26	Internacional.in@urjc.es +34 91 488 8308	http://www.urjc.es/internacional/erasmus-y-movilidad

2. Insurance

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E MADRID26	Internacional.in@urjc.es +34 91 488 8308	http://www.urjc.es/internacional/erasmus-y-movilidad

3. Housing

Institution [Erasmus code]	Contact details (email, phone)	Website for information
E MADRID26	Internacional.in@urjc.es +34 91 488 8308	http://www.urjc.es/internacional/erasmus-y-movilidad

G. SIGNATURES OF THE INSTITUTIONS (legal representatives)

Institution [Erasmus code]	Name, function	Date	Signature¹
E MADRID26	D. José M^a Álvarez Monzoncillo Vice-rector for Specific Degrees, Continuing Education, Post-graduate and International Affairs		

¹ Scanned signatures are accepted