



POLITÉCNICA

CAMPUS  
DE EXCELENCIA  
INTERNACIONAL



UNIVERSIDAD POLITÉCNICA DE MADRID  
FACULTAD DE CIENCIAS DE LA ACTIVIDAD  
FÍSICA Y DEL DEPORTE (INEF)

VICEDECANATO DE ESTUDIANTES Y EXTENSIÓN UNIVERSITARIA

## International Office

### 1.- Partner Information Form for Erasmus Incoming Students

**Address:** Universidad Politécnica de Madrid  
Facultad de Ciencias de la Actividad Física y del Deporte  
(INEF)  
Calle Martín Fierro 7,  
E-28040 Madrid (España)

[Campus Map](#)

**Head of Institution:** Prof. D. Vicente Gómez Encinas  
**Erasmus Departmental Coordinator:** Prof. D. Vicente Gómez Encinas

**Internet address:** **Faculty:** <http://www.inef.upm.es/>  
**University:** <http://www.upm.es/>

**Erasmus Code:** E MADRID05

**Erasmus Office:** [vicedecano.eeu.inef@upm.es](mailto:vicedecano.eeu.inef@upm.es) / [incoming.inef@upm.es](mailto:incoming.inef@upm.es)

### 2.- Application Deadline:

**Deadline for applications:**

**Winter-term (or for an entire year at UPM):** 01/06/2017.  
**Spring/Summer term:** 01/12/2017.

### 3.- Application Procedure:

The partner university selects students according to performance, commitment and language skills and nominates them for the exchange semester stay via e-mail ([incoming.inef@upm.es](mailto:incoming.inef@upm.es)).



After an acknowledgement-email from INEF, the student or International Office from home University should send the application documents to INEF.  
Nominated Students should submit the following documents:

- 1) **Excel document** with (send the excel document, not pdf):
  - a. Student Application Form.
  - b. Learning agreement UPM format with the courses you will attend in Madrid. Signed and stamped by your Erasmus Coordinator. (Note: Check the course catalogue –find it below- in order to know if courses are available during your staying at UPM). Nevertheless, you will have the opportunity to make changes on it during your first week at UPM.
  - c. Foreign Students Register.
  - d. Library Register.
  - e. Etc.

Remember to include your signature, photograph and ID Card or Passport as image into the excel document.

- 2) **Transcript of records** (all grades you have attained at home University so far, stamped by the University).
- 3) **Copy of National ID Card or Passport** (pdf or jpg).
- 4) **Learning agreement** from home University.
- 5) **International Insurance**: copy of the [OnCampus](#) International Insurance.

#### 4.- Academic Information (*Undergraduate students*):

**Winter term:** from September 13<sup>rd</sup> to December 22<sup>nd</sup>  
Exams: from January 8<sup>th</sup> to January 23<sup>rd</sup>

**Summer term:** from January 31<sup>st</sup> to May 18<sup>th</sup>  
Exams: from May 21<sup>st</sup> to June 1<sup>st</sup>

**For Winter and Summer term:** Extra-Exams: from June 13<sup>rd</sup> to June 29<sup>th</sup>

#### **Timetables, Course Catalogue and Descriptions:**

Please look under<sup>1</sup>:

[http://www.inef.upm.es/sfs/INEF/Estudiantes/Estudios/GRADO/Planes\\_Semestrales/PS\\_D\\_Grado\\_1718.pdf](http://www.inef.upm.es/sfs/INEF/Estudiantes/Estudios/GRADO/Planes_Semestrales/PS_D_Grado_1718.pdf)

<sup>1</sup> Dates, Timetables and Study Program is provisional and could suffer modifications. Please, take it as provisional.



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### Language Proficiency:

Applicants should have sufficient command of Spanish/English to be able to follow lectures without difficulty.

### Language of Instruction:

Most of the classes are held in Spanish, only few subjects are held in English (around 60 ECTS).

### Language Courses:

UPM offers Spanish Language Courses for international students.

We offer two different courses:

- Intensive Spanish Language and Culture (5 ECTS).
- Spanish Applied to Science and Technology (3 ECTS).

For details please look [here](#).

### Semester Workload:

20 ECTS minimum credits suggested each semester and a maximum of 70 ECTS.

### Academic Transcripts:

Grades will be forwarded from Host Erasmus Coordinator to Home Erasmus Coordinator.

## 5.- Academic Information (*postgraduate students*):

- Postgraduate :  
<http://www.inef.upm.es/INEF/Estudiantes/Estudios/Postgrado/Oficial>

If you are postgraduate student (2<sup>nd</sup> Cycle), your process to enroll at UPM is different →

Enrolment:

- <http://www.upm.es/internacional/Students/StudiesDegrees/University+Masters/Admission/4945df189bede110VgnVCM10000009c7648aRCRD>

Registration period: From February 1<sup>st</sup> to July 9<sup>th</sup>

**Language Level Required : B1 Spanish.**

Contact for postgraduate students :

<http://www.inef.upm.es//Facultad/Gobierno/Decanato/Investigacion>



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### Language of Instruction:

Classes are held only in Spanish.

### Language Courses:

UPM offers Spanish Language Courses for international students.

We offer two different courses:

- Intensive Spanish Language and Culture (5 ECTS).
- Spanish Applied to Science and Technology (3 ECTS).

For details please look [here](#).

## 6.- Accident Insurance and Travel Assistance for University Students:

As you know, we are in a Faculty of Physical Education and Sport Sciences, and the risk of injury is high, until you have enroll at the University there is a problem for your assistance we want to resolve definitively.

In order to enroll you at our University is mandatory to sign up insurance for University students here:

[www.oncampus.es](http://www.oncampus.es)

It is very cheap and it will cover your luggage, accidents, medical assistance, etc.

You have to pay with your bank card, and **must submit us proof that you have signed it**. (When you pay and finish the process a pdf will be generated). It is very important to sign up this insurance because if not we will be not able to enroll you at UPM!



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## 7.- Accommodation:

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The application for the Erasmus program at UPM does not include an offer for a room in a dorm. Students have to find a room themselves on the private market.

Incoming students could find more information about accommodation [here](#).

Also, at our Guides:

[Guía para estudiantes extranjeros](#) (in Spanish)

[Guide for Foreign Student](#) (in English)

## 8.- Welcome Day for International Students:

This day will be first day at the Faculty for incoming students

- **Winter Semester:** *September 13<sup>th</sup>* Sala Internacional (International Room) 10:00 a.m.
- **Summer Semester:** *January 31<sup>st</sup>* Sala Internacional (International Room). 10:00 a.m.