

2016/17



INTERNATIONAL GUIDE STUDENTS



FACULTY EDUCATION
OF CUENCA



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1. The Faculty Education of Cuenca

Founded in 1846 the Faculty of Education of Cuenca, possesses a great tradition in the formation of professor, being, therefore, a center of top education where meets the best of both tradition and avant-garde. All our study programs are focused on the Education and the Formation of the Professorship.

The improvement of the international relationships is one of the objectives of the Faculty of Education de Cuenca, supporting the international programs of exchange of students, researchers, teachers and university managing staff.

In the case of students, such programs give them the opportunity to take some academic credits for their degrees in those foreign academic institutions with which UCLM has signed an exchange agreement.

If you wish to have more information about UCLM and it's programs of exchange and international relations, contact with info.magisterio.cu@uclm.es

Study Programs

All our programs of study are related to the Education and the Formation of the Professorship.

1. Teacher's degree of Infantile Education
2. Teacher's degree of Primary Education
3. Teacher's Master of Secondary Education, Vocational training and Language teaching

2. About the University

The University of Castilla-La Mancha was officially founded on the 30th of June 1982, with the merging of centres that corresponded to other university institutions and newly created centres.

Although the foundation goes back to 1982, it was not until October 1985 when UCLM came into full existence. Its establishment represented the Region's commitment to provide its own university system for more than a million and a half citizens who live in the 79.000 km² territory.

The University of Castilla-La Mancha is a regional institution divided into four campuses: Albacete, Ciudad Real, Cuenca and Toledo, also extended to the cities of Almadén and Talavera de la Reina.



3. International Relations Office (Cuenca campus)

Address: Vicerrectorado de Extensión Universitaria. Camino del Pozuelo s/n,
16080 Cuenca (Spain)

Telephone: +34-969-179-155

Fax: +34-969-179-130

Email: ori.cu@uclm.es

Campus coordinator: Julián Serrano Heras (Julian.Serrano@uclm.es) Ext. 4723

School of Education Coordinator: Eugenio Enrique Cortés Ramírez
(EugenioE.Cortes@uclm.es) ext. 473

Administrative team: Vidal Gamonal Rodríguez (Vidal.Gamonal@uclm.es)

Working Hours: Monday to Friday: 9:00 to 14:30

4. How to arrive

1. In Barajas Airport, Madrid, take:

✓ **To take the autobus with destination Cuenca:**

You must take Metro (<http://www.metromadrid.es/>):

- To the Bus Station:

From station "Aeropuerto" (Línea 8) to station "Nuevos Ministerios" (Líneas 8, 6).

There take Línea 6 to the station "Méndez Álvaro", where you get off and enter the bus station "Estación del Sur" (AUTO RES)".

- Buses: To Cuenca from the "Estación AUTO-RES", in C/Méndez Álvaro, (11.18€ 2.15 hours travel time; 16.15€ express service, 2 hours). Bus service is more frequent (every 2 hours) and more comfortable than train service. For up- to-date information on timetables and prices, use the web pages or contact information listed below.

<http://www.auto-res.net>

✓ **To take the train with destination Cuenca:**

You must take Metro (<http://www.metromadrid.es/>):

- To the Train Station:

From station "Aeropuerto" (Línea 8) to station "Nuevos Ministerios" (Líneas 8, 6).

There take Línea 6 (Circular - Grey line) in direction towards the station "Pacífico". At "Pacífico" get off and take Línea 1 to station "Atocha – RENFE", where you will get off and enter the train station Atocha.

- Trains: To Cuenca from the train station Atocha (11.20€ 2.5 hours travel time). For up-to-date information on timetables and prices, use the web pages or contact information listed below.

<http://horarios.renfe.es/hir/index.html>

2. Once you are in Cuenca: To get to the International Relations Office (ORI) (from 9:00 to 14:30) from either the train or bus station (they are close to each other), take the city buses 6 and 7 at the bus stop in front of the bus station. This bus will pass the main entrance to the University the Residence, so just ask the driver to let you know when to get off.
3. Ask for the "Bellas Artes" and "Vicerrectorado" building. Once you are in this building ask for the ORI (International Relations Office), which is on the ground floor (floor when you enter).

5. Housing

Bartolomé Cossío

Address: C/ Camino Pozuelo S/N

Tlf: 969/233337 - 969/233338

Features: Mixed, Single and shared rooms.

Facilities: Full board and accommodation, Fine Arts studio, Dark room, Reprographic and Video Studio, Drawing Studio, Study room, Gymnasium, Sports facilities, Computer room, Library, Auditorium, Music library, Cafeteria, Daily press, Swimming pool, Self service laundry room, Audiovisual facilities and Disco.

Nº of places: 106

Juan Giménez de Aguilar

Address: Campus Universitario S/N

Tlf: 969/226411

Features: Mixed, 4 and 6 people apartments.

Facilities: Apartments with kitchen, Computer room, Audiovisual room, Dark room, Auditorium, Self service laundry room, Study room, Fine Arts studio, Cafeteria and Refectory.

Nº of places: 220

MORE INFORMATION:

http://turismo.cuenca.es/portal/lang_es-ES/tabid_9354/default.aspx

6. Required documents

International Students should have with them the following documents when they arrive at their campus of study:

- ID (Identification) or passport (2 copies)
- International Student Application Form. To facilitate registration at UCLM, each student should send a copy of this form to the ORI of his/her campus of study at least one month before arrival in Spain.
- 2 passport-size photos.
- European Health Insurance Card. In the case of students from countries that do not have an agreement with Spain in health insurance matters, the student should obtain a private insurance policy that is applicable in Spain.
- Student Visa (only in the case of non-EU students that plan to stay more than 3 months)

Note: The International Relations Office of the University of Castilla-La Mancha will only send an Acceptance Letter to those students that need it for their student visa application.

7. Once you arrive

Once you arrive at Cuenca, you should do the following:

1. Proceed to your residence or apartment (if you already have one)
2. Visit the International Relations Office, where:
 - We will make a copy of your personal ID (Identification Document) and your European Health Insurance Card, E111/E128 documents, or private insurance documents.
 - You will fill out an International Student Application Form if you have not already done so.
 - You will be given a Course Guide for your school or academic centre and a Course Registration Form, with which you will register for classes at a later date.
 - We will make a copy of your International Student Application Form. You will take this copy along with a library card filled out in your name and a passport photo to turn in to the Central Library. They will then complete your library card, which will give your borrowing privileges and access to other library services.
 - We will help you with any other questions you have about your studies or stay in Spain.
3. Proceed to your school (Humanities, Law, Engineering, etc.) or academic department, where you should:
 - Begin to choose the courses that you will take at the UCLM. To do so, you will want to consult the University web page (www.uclm.edu) and browse the course offerings and academic calendar of each school or department. Or, you may obtain a course guide from the corresponding academic centre of interest. Once you have viewed the course offerings, you will want to go to the classes that might interest you. Speak to the professors of these courses. In addition, in each academic centre there

will be an Erasmus coordinator who will be able to help clarify your questions.

4. Registration: After a period of approximately 15 days, you will begin to complete the class registration process by turning in your Course Registration Form to the ORI. You will then want to return a week later to sign the updated, computer-input Registration Form. One copy will be for your records.
5. If you are going to remain in Spain for a period longer than 90 days (3 months), the law requires you to obtain a Student Card in the Police Headquarters in your city of study. Note: Non-European Union citizens should have already obtained a student visa in their country of origin and will also need to apply for the Student Card within the first 90 days from their arrival in Spain. First, however, they will need to visit Immigration Services to begin the process of obtaining a Student Card.

Locations and phone numbers of Police Headquarters:

Cuenca
C/ Astrana Marín, 4
Tel.: 969240787.
Fax: 969231871

To obtain this Student Card, you will need to submit the appropriate application form and the following documents:

- Official completed Course Registration Form from the University of Castilla-La Mancha and a copy.
- Valid ID document (passport) and two copies.
- Health insurance document (European Health Insurance Card/(E-128/E111/private insurance)
- 3 passport-size photos.

- Document indicating financial resources or means (bank statement, copy of bank account where money will be deposited, etc.)

You can submit these documents between 9:00 and 14:00, Monday through Friday.

Spanish course

The University of Castilla-La Mancha offers all interested international students an intensive course in the Spanish language.

One course will be offered during each academic semester (towards the beginning of each). The course will consist of 40 hours of class and the schedule of the course will be arranged by the professor of each course.

Each course will have approximately 40 students. Students will be allowed to sign up for only one of the courses during the academic year. Once a student is registered for the course, he or she will take a test to determine his or her language level. Students will then be placed in one of 2 classes, depending on the student's level of Spanish.

The courses cost 15 € each and they include learning materials. At the end of the course, all students who have attended at least 90% of the classes and have passed the final exam will receive a certificate indicating the student's completion of the course.

Students interested in taking the Spanish language course should express such interest in the Student Application Form. Towards the beginning of each semester, the International Relations Office will notify students of the dates and location of the course.

ACADEMIC CALENDAR

The academic courses are divided into the following periods:

FIRST SEMESTER

- Period of elective classes: the second week of September until the third week of December.
- Christmas vacation: the fourth week of December until the first week of January.
- Exam period for the subjects of the first semester: the second week of January until the end of the same month.

SECOND SEMESTER

- Period of elective classes: the first week of February until the third week of May.
- Holy Week vacation: 8 days of vacation (the dates vary each year, usually in the month of March or April).
- Exam period for the subjects of the second semester: the third week of May until the first week of June.

The above are only approximate dates. It is recommended to consult the academic calendar on the web (http://www3.uclm.es/eumagisterio-cu/index.php?sec=calendario&portal_web=d4fb3c5909a9965e4c47f5c1931a2271)

Course offerings

To help you register in an academic centre at the University of Castilla-La Mancha, you can obtain a complete course guide – which includes subjects, their times and professors, exam calendar, etc. – from the administrative office of the school or academic centre. You may also want to consult the web page of each centre for further information. In fact, through University web page, one can find up-to-date information on programmes and degree options offered by the academic centres at the various UCLM campuses:

- <http://www.uclm.es/menuscapas.asp?IDOPCION=370&TIT=Facultades%20y%20Escuelas> Click on “WEBS DE FACULTADES Y ESCUELAS”: There will appear a menu of UCLM campuses. Choose the campus where you will study and click on the school or academic centre that interests you.
- http://www.uclm.es/ori/ects_catalogo.asp. Click on campus where you will study. Then click on the field of study that interests you.

Ph.D. Programmes

In addition to the different degree options, the various University departments offer Ph.D. courses for students in the Third Cycle of studies. For more information, please view the following web page:

http://www.uclm.es/organos/vic_estudios/doctorado/

Libraries

As an Erasmus student you have the right to use the University's libraries. To access these libraries, you must have a proper library card. The ORI will provide Erasmus students with this card so that they can fill it out and turn it in to their campus library for formal approval and activation (See section "Once You Arrive").

The Central Campus Libraries (Bibliotecas Generales de Campus) are open to the public throughout the year. For more information on hours of operation during the calendar year, please consult the following web page:

<http://www.biblioteca.uclm.es/horario.html>

For a general idea, during the academic year the libraries are open:

- Monday to Friday, 9:00 to 21:00.
- Exam Periods: Monday to Friday, 9:00 to 23:00 (with the circulation desk and other services closing at 21:00).

Saturdays: 9:30 to 20:00

Sundays: 10:00 to 14:00

Note: Circulation desk and other services are not open on weekends.

The majority of the books are available for patron borrowing.

Biblioteca general de Cuenca
Avda. de los Alfares, s/n
Telf.: 902204100 – Fax: 969/179111
E-mail: Bibl-cu@uclm.es

For questions, suggestions, and additional information, you can contact:

bvirtual@uclm.es

Feel free to visit the web page for UCLM libraries.

<http://www.biblioteca.uclm.es>

Dining halls and cafeterias

The Cuenca campus offer university dining halls overseen by the Junta de Comunidades de Castilla-La Mancha (JCCM). To take advantage of their special prices for university students, just let them know of your student status when you go to pay for your food.

University dining halls of the JCCM

R.U. Juan Giménez de Aguilar
C\ Campus Universitario S/N
16002 CUENCA (ESPAÑA)
Tel: +34 969 226411

Also, on all the campuses, almost all of the schools or academic centres have cafeterias that offer meals.

Sports

UCLM Sports and recreation services (servicio de deporte de la UCLM)
www.uclm.es/deportes

Sports and Recreation Services (El Servicio de Deporte) of the University of Castilla-La Mancha offers you the possibility to complement your academic agenda with physical activities in your free time. This service offers activities that can be divided in the following two groups:

Sports competitions

The competitions include the Chancellor's Cup (Trofeo Rector), different intercampus competitions, and those organized by the High Council of Sports (Consejo Superior de Deportes) or the Junta de Comunidades Cup (Trofeo Junta de Comunidades) with the participation of the University Championships of Spain (Campeonatos de España Universitarios) and the LevanteGroupUniversities.

Recreational activities

The recreational activities, which enjoy increasing participation and demand, consist of aerobics, weight lifting, tennis, table tennis, fencing, hiking, ballroom dance, yoga, archery, and many more, all depending on the preferences of the Sports and Recreation participants.

If you regularly participate in the types of sporting and recreational activities mentioned above, you will most likely want to obtain a University Sports Card (Tarjeta Deportiva de la Universidad), which can be purchased at a small annual fee. With this card you will be able to enjoy numerous benefits including:

- Open and free use of the University's sports facilities.
- Free sign-up for individual sports competitions that form part of the Chancellor's Cup and for those team sports competitions for which 80% of the team has the University Sports Card.
- Substantial reduction of prices for the various recreational activities offered.
- Possible use of municipal facilities (at established prices).
- Discounts on sports equipment and apparel in different stores and businesses.

Campus Coordinators for UCLM Sport and Recreation Services

Cuenca

José A. Izquierdo Granero

969-179-100 (ext. 4006)

joseantonio.izquierdo@uclm.es

In the cities of UCLM campuses, the local governments organize sports activities in city-managed facilities. Below you will find the various internet links where the local governments announce their sports activities.

Cuenca

Plaza del Mercado, s/n

Tel.: 969 23 27 95

<http://www.cuenca.org/imd/>

Computing services

<http://alumnos.uclm.es>.

-Computer Labs (Open Use)

In these labs you will be able to access the Internet, use Word Office software, check your email, save and print your work, etc. To use these labs you will need to have the University student ID card (4th floor of the Melchor Cano building).

All students of the UCLM have an email account which is accessible through the Internet and POP3 and which has a storage capacity of 3MB.

-Internet Connection from Your Home

The University of Castilla-La Mancha offers remote Internet access to all of its students. To connect you will need a computer, a modem, a telephone line. Then you will have to follow the fairly simple instructions listed in the following web page:

<http://alumnos.uclm.es/AccesoRemoto/>

-Directory Service

You can find the email address of any student through the following University web page directory: <http://alumnos.uclm.es/directorio/>

-Computer Classes

All the information on student courses dealing with computer technology and software can be found at: <http://alumnos.uclm.es/formacion/>

-Communicating Problems and Questions

If you have any questions, problems, or suggestions related to Computing Services, you can send an email to: soporte.alumnos@uclm.es

Photocopy services

Throughout the various UCLM campuses, and nearby, there are photocopy centres with the traditional copy services and with coin-operated machines.

Health insurance

Students from European Union member states have the right to health care in the affiliated centres and hospitals or those that have an agreement with Spain's Social Security office. In order to access these health care services all Erasmus students should bring with them their European Health Insurance Card (or their E-128/E-111 documents), which they can obtain in the corresponding health care offices of their country.

Assignment of Doctor

- If you need medical assistance you should take your European Health Insurance Card (or documents E-128/E-111) and a copy to the Health Centre (Centro de Salud) closest to your university residence. There you will ask them to assign you a doctor.
- Before seeing your doctor you should make an appointment by calling the corresponding Health Centre (Centro de Salud).
- If you should need specialized attention, the Zone Doctor (Médico de Zona) will have to assign you to the appropriate Specialist Doctor (Médico Especialista).
- With respect to dental services, the Spanish Social Security System (Sistema Español de Seguridad Social) only covers tooth extractions. To receive other more specialized dental care, you will have to go to a private dentist office and will have to pay for all associated dental costs yourself.

Emergency Treatment

- In the case of an emergency you should go to the Emergency Room of a local hospital or Health Centre (Centros de Salud). To locate these emergency medical services, go to:

<http://sescam.jccm.es/web/usuarios/home.jsp?main=/ServiciosInitial.do>

Prescribed Medication

- When you go to purchase your prescribed medication, you will need to present the pharmacist with the doctor's prescription. This way, you will only have to pay part (non-reimbursable amount) of the normal cost of the medication.

- For more information, you can contact the information office of SESCAM (Servicio de Salud de Castilla-La Mancha), Telephone: 900-252-525 .

Students that are not citizens of the European Union will need to consult with their health insurance company for specific guidelines and procedures, or will need to purchase private health insurance once they arrive in Spain.

Public transportation

For information on city bus service:

Cuenca
Autobuses
<http://www.cuencainformacion.com/turbano.asp>
Taxis: 969 21 36 66 - 926 21 30 40

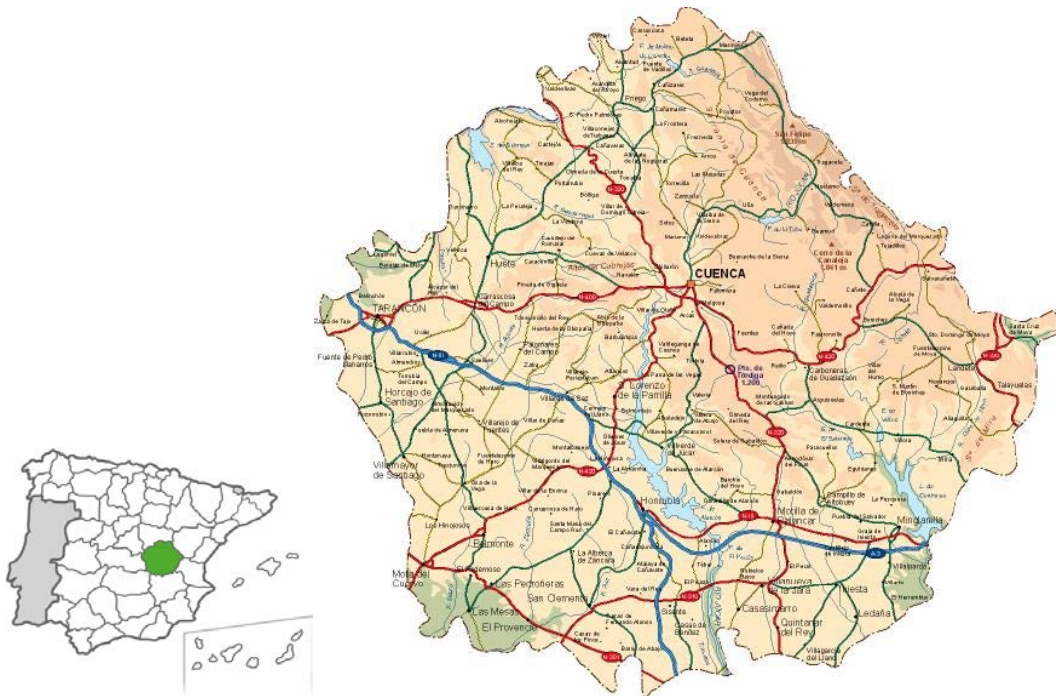
To find out about both city and long distance transportation services, you can consult the local newspaper(s) of your city to view different the modes of transportation (train, bus, taxi), companies, contact information, and timetables.

Public phones

<http://www.cuencainformacion.com/tinteres.asp>

8. About Cuenca

Geografic situation.



HOLIDAYS CUENCA

⌘ SAN JULIÁN. “Patrón de Cuenca”. 28th of January.

It is a festive day with celebrations of religious character in the Cathedral and in the hermitage of San Julián Calm (Sickle of the Júcar). The profane feasts move to August, with activities for all the ages.

⌘ “JUEVES LARDERO”. Thursday previous to the Ash Wednesday.

It is one day in which the families and juvenile gangs go out to the field of snack: in a origin it was a party to prepare dona Cuaresma's arrival. Masks, brass bands and dances it takes place in this party, without fixed date. Besides the Burial of the Sardine, there is celebrated the first Sunday of Lent, which is the following one the Shrove

Tuesday.

⌘ “HOLY WEEK”. March-April.

It is the holiday of excellent Cuenca. Declared of Tourist International Interest, it impresses for its great beauty. This tradition goes back to the 17th century, moment in which agustinos and trinitarios formed the first two processions conqueses on having founded the first confraternities.

⌘ “VIRGEN DE LA LUZ”. “Santa Patrona de Cuenca”. 1st of June.

⌘ FAIR AND PARTIES SAN JULIAN´S DAY. The last week of month August.

One installs a fairground enclosure and a series of activities take place: theatre, parade of coaches, bullfights, circus, etc besides a wide and varied sports program that includes a Horse show. As colophon to these parties, great strake and fireworks.

⌘ SAN MATEO. 21st of September.

It is of the big parties of Cuenca. Its historical origin was the conquest of the city for Alfonso VIII in 1177. It is believed that the monarch rewarded to his troops with big holidays(parties). Of there there stayed the tradition of traversing heifers enmaromadas this day for the streets of the historical enclosure between(among) the merriment of the young boys and those who are not so much. A great environment is lived by numerous rocks and is normal in these days to eat roast potatoes, sardines, to drink spanking.... the party lasts for 4 or 5 days. On the 21st, the Municipal Standard is moved from the Cathedral to the Town hall and later return.

The province of Cuenca is one of five provinces within the region of Castilla-La-Mancha, the other four being Guadalajara, Toledo, Albacete and Ciudad Real. The whole area has some of the most historic and beautiful lands within the whole of Spain.

Cuenca the city, known as the '*Eagles nest*' because of its position, high on a hill, is easily accessed by means of the N430/N320 highways and has a good infrastructure within the city. The city is separated from the nearby rock face by deep ravines in which the rivers Júcar and Huécar run.

The city is clearly divided into two parts; the old and the modern. The modern half offers very little history, mainly consisting of modern residences, tower blocks and apartments. The old part is one of the most wonderful cities in Spain and is worthy of several days exploration.



The **Cathedral**, pictured left, located in Plaza Mayor dates from 1177 and shows architecture over several periods. The interior houses many works of art. There are several chapels located within; each very different.

The Palacio Episcopal dating from the 13th century is also worthy of a visit.



The **Town Hall** dating from the 18th century is located near the cathedral (look for the flags flying). Close to this you will find several street cafes where you can enjoy the afternoon sun. There are several car parks close by; don't be tempted to park in the Plaza Mayor. Pictured up is the Plaza Mayor and Town Hall, looking from the cathedral steps.



Separated from the old town by the ravine and sitting on the edge of the rock is the **San Pablo Convent**. This is now the **Parador**, a luxurious restoration and four star, state-run hotel. The convent dates from the 16th century and the hotel is adorned with period furniture and works of art. The Parador makes an excellent place to stay with splendid views of the town. From the Parador take the iron bridge to the old town and watch for the famous 'hanging houses'.



The '**Hanging Houses**' one of which is pictured right, are possibly the most surprising and amazing features of the city. These four houses literally hang on the edge of the cliff, overlooking the deep ravine near San Pablo Bridge. These houses have become a symbol of Cuenca.



Within many of the cobbled streets of old Cuenca you will find rows of tall, town houses, painted in vivid pastel colours such as those pictured left. This particular street is found through the arch of the town hall, heading down the hill. There are few shops in the old town other than the odd tourist shop. For shopping you need to head to the modern part of Cuenca. You will however find a great shop near the town hall that sells all manner of local craft items.



Walk past the cathedral, up the hill to the **castle** for splendid panoramic views. There is a walk from the castle, heading even higher that gives you the best views. A little past the castle you will find a tourist information office and several quaint bars. There is ample parking at the top so taking a car through the town is not really a problem. This is also the place to be if you are a walker. There are several planned routes giving the best sights.

Gastronomy

Cuenca shares many features of its gastronomy with the other provinces of Castilla-La-Mancha; its origins, traditions and quality of its raw materials. Heavy dishes, high in calories such as hotpots, lamb and game. But Cuenca has a few exclusive dishes and unique methods of preparation. One such dish is zarajos, which consists of lamb's guts roast in a wood-fired oven after being rolled on a piece of vine shoot, very spicy and very tasty. By far, the province's most unique dish has to be morteruelo, made from grated pig's liver, chicken, cured ham, pig's lard, walnuts and spices.

Other delights include dishes using trout from the mountain streams and game from the rolling countryside. All washed down with an ample supply of wine from the local vineyards. No meal is complete without the Manchegan cheese and pastries from the local bakers.