

UNIVERSITY OF GRANADA

INDUCTION DAYS



UNIVERSIDAD
DE GRANADA

Vicerrectorado de
Internacionalización



WHAT INFORMATION WILL I RECEIVE IN THE SESSIONS?

- **Induction Days Session:**
 - Information about Granada.
 - Information about the UGR and its services.
- **Faculties Information Sessions:**
 - Academic Information.
 - At the International Relations Offices (ORIs) of the faculties (Enrolment and password to access the Virtual Office).
 - Change of Passport or ID numbers at the IRO of the Faculty
 - Master students -EIP



UNIVERSIDAD
DE GRANADA



Accommodation:



GRANADA AND THE UGR

- Historic and monumental city.
- 45 minutes from the coast.
- 40 minutes from Sierra Nevada skiing resort

5 Campuses distributed throughout the city + 2
Campuses in Northern Africa:

- Campus Centro
- Campus Cartuja
- Campus Fuentenueva
- Campus Aynadamar
- Campus de la Salud (PTS)

Campus Ceuta
Campus Melilla

1. UGR SERVICES

**There are different kinds of services
(leisure, support...)**

What do you need to access the UGR services?
You must follow these 4 steps at your FACULTY.

STEPS TO FOLLOW



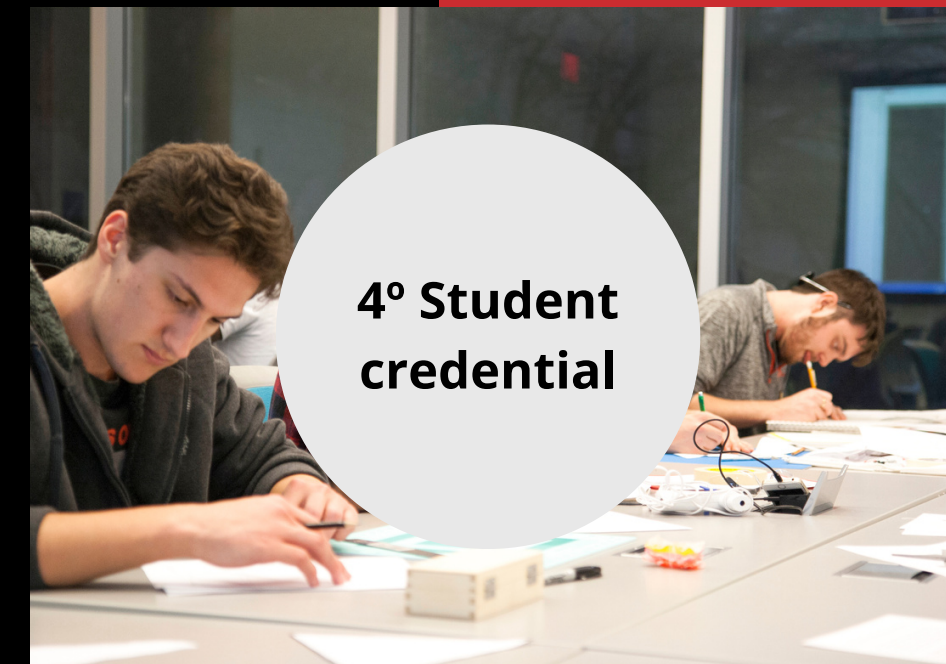
**1º Be
enroled**



**2º Access to
the Virtual
Office**



**3º TUI
(Student
Card)**

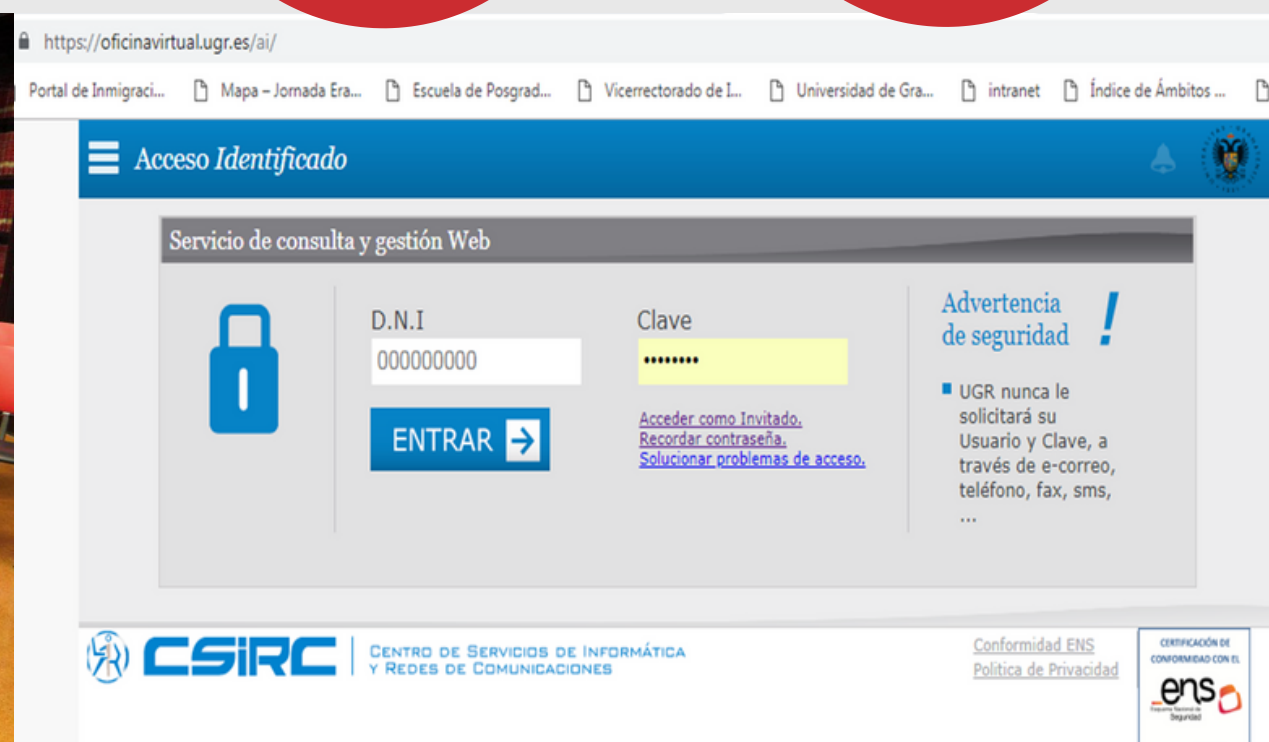


**4º Student
credential**



How can you get access?

- Enter your passport/ID card number in the DNI box (the one you used to register online) and the 4-digit password.
- When you enrol at the Faculty or School, you will receive the password.





TUI STUDENT CARD

TUI Student Card as bus pass:

- Once you enrol, make an appointment at the virtual office to go to one of the TUI points to get your student card.
- You only need your ID/passport, the same one you used for the enrolment.



Once you have your student card (TUI) you can go to the TUI points to validate it as bus pass.



Requirements: to be under 25 and have permanent residence outside of Granada city.

PUNTOS DE
EMISIÓN TUI



STUDENT CREDENTIAL

What is it and what do I need it for?

You need the CREDENTIAL together with your ID/passport:

- To register at the Official Registry of Foreign Citizens (Spanish Government procedures).
- To show that you are a UGR student (hand it together with the ID or Passport) while you get your card or in case you lose it.

How can you get your credential?

Once you are enroled, you can obtain it by entering your online application: https://oficinavirtual.ugr.es/apli/intercambio/alumnos_in/index.html





University library

1.1 SUPPORT SERVICES



Mentor- Buddy Programme

Our UGR regular students try to help international incoming students who enjoy a mobility period at UGR to integrate at the University and the city.
programamentor@ugr.es



UGR Solidaria

UGR Solidaria organizes volunteering actions with and for the people of Granada, Ceuta and Melilla. They put students in contact with non-profit organizations. Please, register at their website if you are interested in volunteering.



Educational Psychology Office

Student Advising service for academic or psychological difficulties. They can help you with exam stress, cultural shock, relationships. They also organize free workshops and courses.



Health Guidance Office

- Affective-Sexual and Gender Education
- HIV Early Detection Test
- Pregnancy Tests
- Training Activities
- Promotion of healthy lifestyle habits



1.2 CULTURAL ACTIVITIES AND SPARE TIME



Casa de Porras

A wide range of cultural events, exhibitions and courses.

La Madraza

A wide programme of cultural activities in the areas of: Visual & Performing Arts, Music, Heritage, Humanities, Cinema, Social Sciences and other.

University Film Club:

Screenings take place on Tuesdays and Fridays:
Sala Máxima del Espacio V Centenario
(Avda. de Madrid) at 21.00 o'clock.

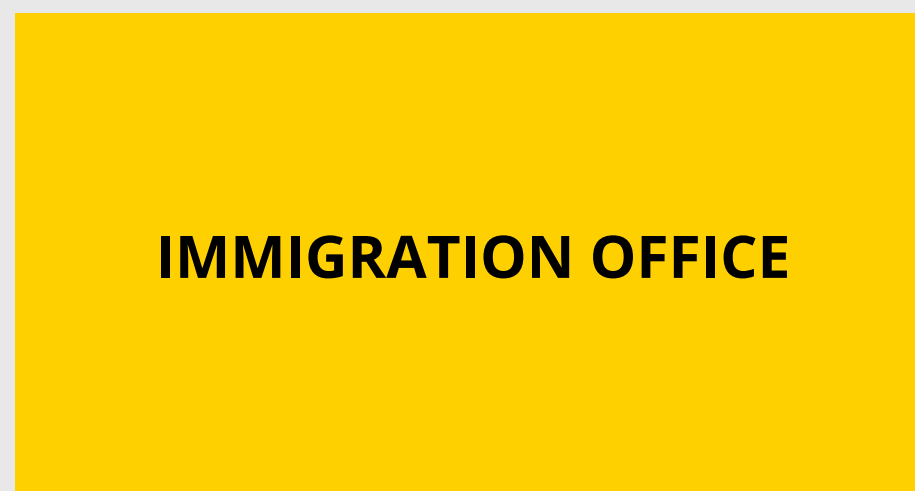
- Monthly programme free of charge.
- Wide selection of film cycles devoted to actors, directors, genres...
- All non-Spanish-language films are subtitled.

Sports Centre:

- Rental facilities (e.g.courts)
- Indoor and outdoor activities
(Winter sports facilities and Nautical campus)
- Participation in courses and competitions



2. ADMINISTRATIVE PROCEDURES





Non-urgent health care



- **European Health Care Card:**

You must register at the nearest Health Centre. Check the **list** to find your Health Centre.

If you need to visit a doctor, ask for an appointment in advance. It is free of charge.



- **Private Insurance:**

Please contact your insurance company to know how to proceed in case you need health care assistance.



Urgent health care

Emergency number: 112 (EU)



- Hospital Virgen de las Nieves.
Avda. de las Fuerzas Armadas,
Granada, nº2. Telf. 902505061.



- Hospital Campus de la Salud.
Avda. de la Investigación.
Granada. Telf. 958020000.

- 
- The UGR International Student Mobility Regulations obligate all international students to take out health insurance (European Health Insurance Card) and a travel insurance.
 - If you still don't have one, you can take out an insurance with the company the UGR has an agreement with. Seguro UGR



AT THE IMMIGRATION OFFICE



SITUATION 1
EU and Schengen citizens



SITUATION 2
Non EU citizens studying in EU
Universities



SITUATION 3
Non EU citizens from non EU
Universities



SITUATION 1

You are a student **from an EU country** or a country belonging to the **Schengen area**. What should you do?

Register at the Immigration Office

Make an appointment

Documents:

- Print and fill in the application form: **MODELO EX-18**.
- Valid passport or national identity document. If your passport or ID has expired, you must provide a copy of the passport or ID and the renewal application.
- OFFICIAL ERASMUS STUDENT CREDENTIALS (issued by the UGR or by your home university).
- Photocopy of your European Health Insurance Card, or any other health insurance policy you have.
- Proof of payment of the fee: **FORMULARIO DE TASA 790**

Should you have any difficulty in making an appointment: buzón de consulta de extranjería. In the section of "oficina" select "Granada" y en el apartado de consultas select "consultas sobre cita previa".



SITUATION 2

I am a student from a **non-EU country**, I am studying at a **European university** and I come with an EU **mobility** programme, such as **Erasmus or Erasmus Mundus**. What should I do?

You do **not need a visa**, as long as you have a **valid residence permit card** from the country where you are studying regularly, **for the whole period of your mobility**. From the UGR International Relations Office we will notify the Immigration Office in Granada. Subsequently, we will send you by e-mail **the proof of the notification**. This proof along with your residence permit card (from the country where you are studying) and your passport, will prove your legal situation in Spain.

- **When can this communication be made?** From 3 months before to 1 month after your arrival in Spain.
- **What documents are required?**
 - A pdf scanned copy of your passport.
 - A scanned copy in pdf of both sides of the Residence Card of the EU country where your home university is located.
 - Fill in this **Google form**



SITUATION 3

You are a student from a non-EU country and from a non-EU university.

- **If the visa covers a period shorter than 180 days:**
 - You don't have to go to the Immigration Office.
 - On your visa, you can find the Foreign National Identification Number (NIE), which means that your registration is already done.
 - If you are asked for your NIE for any procedure in Spain, you will be able to give that number.
- **If the visa covers a period longer than 180 days:**
 - You will have to apply for an appointment online at the Immigration Office in Granada to obtain your residence card or TIE (Tarjeta de Identidad de Extranjero), where your NIE will be printed.

Documentation to be submitted

CERTIFICATE OF SPANISH



Free CLM exam

Registration for the exam

When do you have to take the exam?

If you do not have a Spanish certificate, please register for the level test (free of charge) at the CLM.

OLS is not considered a valid certificate. Therefore, you need to take the level test.

When are you not required to take the test?

- If you have already uploaded it on the online application or you have it with you now you do not have to take the test.
- Native speakers don't have to do the test.
- International Credit Mobility students do not have to take the test.

Language courses and official language certificates:

info@clm.ugr.es

<http://www.clm-granada.com>

Other Language and Culture centres



SAFETY TIPS

Contact the National Police:

Call **091**, the emergency number to report a crime, make a formal complaint or get information.

Safety Tips:

- Stay alert on public transport. Beware of pickpockets.
- Always keep an eye on your personal belongings.
- Be careful when withdrawing money from an ATM and with what you post on social media.

Where to make a complaint?



At the nearest **police station** to your home.



On the **web**: www.policia.es



S.A.T.E. (*Tourist Attention Service*)

- **Address:** C/Cárcel Baja, 3, Centro, 18001 Granada.
- **Tourist Telephone Complaints Service:** 902 102 112

What should you do when you leave the session?

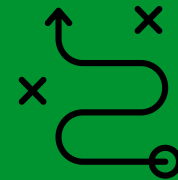
CHECK-LIST

Go to the specific informative session at your Faculty and/or to ask for an appointment for the enrolment



Step 1

Step 2



Enrol and get the password for the Virtual Office at the Faculty

Request your student card in one of the TUI points



Step 3

Step 4



Make an appointment for the Immigration Office to get your NIE/TIE (if you need it).

Attend your lectures



Step 5



Facultad de caminos, floor -1 (ask at reception)



Work Café Santander CARTUJA

Universidad de Granada – Campus Cartuja

C/ Profesor Clavera, s/n (Fac.CC. Económicas)

Móvil: +34 635047194 – Paco

Móvil: +34 691426420 - Rafael

email: 6707@gruposantander.es



Ubicación de la oficina



Maps



Work Café Santander FACULTAD CIENCIAS

Universidad de Granada – Campus Facultad de Ciencias

Avd Fuente Nueva, s/n, (Facultad Ciencias)

Móvil: +34 690 307 408 – Loli

Móvil: +34 692 554 173 – Antonio

Móvil: +34 680 850 089 – Andrés

Email: 6714@gruposantander.es



Ubicación de la oficina



Maps





Faculty of Science Choir

- Formed by students, teachers and administrative staff.
- Rehearsals take place every Thursday from 17:30-20:30 p.m.
- **Auditions:** If you are interested, please write to corociencias@ugr.es to make an appointment.
- Requirements: Choral experience or knowledge of musical language
Current members, history and repertoire on the web:
<https://www.ugr.es/~corociencias/>



FOR FURTHER INFORMATION

- **ADMINISTRATIVE PROCEDURES** - Oficina de Relaciones Internacionales Central:
 - Complejo Administrativo Triunfo, Avda. del Hospicio s/n
 - 958249030 - iro@ugr.es
- **ACADEMIC PROCEDURES** - Oficinas de Relaciones Internacionales de las Facultades





UNIVERSIDAD
DE GRANADA

RELACIONES

INTERNACIONALES

Sesiones informativas para
estudiantado

UF20_01



Ayúdenos a mejorar

Por favor, valore su satisfacción
con el servicio prestado.

¡No le llevará más de un segundo!





GRNNNDN
2031

CAPITAL EUROPEA DE LA CULTURA
CIUDAD CANDIDATA



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