UNIVERSITY OF CORDOBA WELCOME HANDBOOK FOR VISITING STUDENTS AND RESEARCHERS

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1. WELCOME TO THE UNIVERSITY OF CORDOBA

The UCO boasts a formidable historical and cultural heritage spanning centuries, as well as a passion for knowledge, respect, an international outlook, and a spirit of harmony between civilizations that make the city that harbours it a paradigm for all humanity. This ethos of balance and accord is embodied and showcased in the three areas into which its activity is structured: Agri-food and Scientific and Technical studies, the Humanities and Legal and Social Sciences, and the Health Sciences. Each of these divisions has its own characteristics, giving rise to a balance that is also evident in the institution's teaching and research endeavours, which make it one of the leading universities in Spain.

In this context, the UCO is one of the foremost research centres in the country, with this distinction being enhanced by the "Rabanales 21" scientific/technological park, the Maimonides Biomedical Research Institute (IMIBIC), and the University Nanochemistry Institute (IUNAN). It particularly stands out and is an international leader in the Agri-food field, though the role of the Humanities cannot be overlooked in a city famous worldwide for its stunning heritage in the form of its art and monuments.

The UCO is, at the same time, a young and dynamic university dedicated to research. Constantly evolving, it pays special attention to its environment and the problems of its time, because, as a public institution, it feels a connection to the citizens who make it possible, while also showing solidarity with the problems of other peoples and countries. It is an institution that is not only constantly strengthening its links with companies and other entities, but also structures many of its activities in an entrepreneurial way. Above all, it is an institution that, together with the education of new professionals, is also concerned with educating its students as both people and citizens.

Manuel Torralbo Rector University of Cordoba

2. PRELIMINARY INFORMATION

Visa application

Students, research or training stays, student mobility, non-working internships and volunteering: one may apply for visas for these types of authorizations at the Spanish diplomatic mission or consular office corresponding to their place of residence. All information, including details of the documentation to be submitted for both the initial visa application and the extension of the stay (at the Immigration Office in Cordoba), is available at the following link:

https://www.mptfp.gob.es/portal/delegaciones_gobierno/delegaciones/andalucia/servicios/ext ranjeria.html#Cordoba.Sede1

Professors may apply for visas, excepting for work authorizations, at the Spanish diplomatic mission or consular office corresponding to their place of residence. All the information, including details of the documentation to be submitted, both for the initial visa application and for the extension of the stay (at the Immigration Office in Cordoba), is available at the following link:

https://www.mptfp.gob.es/portal/delegaciones_gobierno/delegaciones/andalucia/servicios/ext ranjeria.html#Cordoba.Sede1

Researchers may apply for visas for this type of authorization at the Spanish diplomatic mission or consular office corresponding to their place of residence. All the information, including details of the documentation to be submitted both for the initial visa application and for the extension of the stay (online process), is available at the following link:

https://www.mptfp.gob.es/portal/delegaciones_gobierno/delegaciones/andalucia/servicios/ext ranjeria.html#Cordoba.Sede1

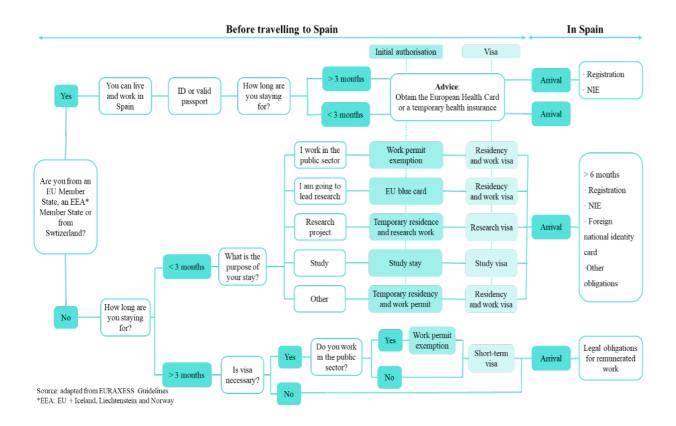


Diagram illustrating the series of decisions to me made by external researchers when travelling to Spain. Figure adapted from EURAXESS Guidelines.

Health and travel insurance

The University of Cordoba recommends that all visiting students/researchers take out travel insurance to cover travel, personal effects, and medical costs: http://www.uco.es/internacional/movilidad/es/segurocumlaude

National Health Service for visitors from the European Union

Any visitor from a European Union country will be able to access the National Health Service in the same way as a Spanish resident but will have to apply for the European Health Insurance Card in their country of origin and carry it with them. The European Health Insurance Card is free of charge:

https://ec.europa.eu/social/main.jsp?catId=559&langId=es#navItem-1

National Health Service for non-European Union visitors

- <u>Countries with EU regulations: Switzerland, Norway, Iceland and Liechtenstein</u> have the same health benefits in the event of emergencies due to illness or accidents as persons from any of the member countries.
- <u>Countries with which Spain has bilateral agreements: Andorra, Chile, Morocco, Peru and</u> <u>Tunisia.</u> Citizens of these countries will also receive free medical and hospital assistance in the event of an emergency due to illness or accident, but they must have the corresponding certificate for their country. If one forgets this certificate, he or she must pay the hospital, medical and pharmaceutical costs in advance, and their affiliated organization will reimburse them upon presentation of the invoices. One may view the bilateral agreements on the Spanish Social Security website.
- <u>Other countries:</u> Although people will receive care in the event of an emergency, this care will be payable, so taking out medical insurance is recommended. In any case, we encourage you to acquire information from your affiliation organization on the current requirements that you must meet in order to receive health care in Spain.

Housing

The Housing Service <u>(http://www.uco.es/servicios/alojamiento/es/)</u> of the University of Cordoba offers housing for undergraduate, Master's and doctoral students, as well as visiting professors and researchers.

Undergraduate, Master's and PhD students may reside at the Colegio Mayor Nuestra Señora de la Asunción (Avda. Menéndez Pidal s/n), the Residencia Universitaria Lucano (Campus de Rabanales), or the Residencia Universitaria de Belmez (Belmez). Reservations are made through the accommodation service website when the application period is open.

Visiting professors and researchers may stay at university apartments (recommended for stays longer than one month), or at guest rooms (recommended for short stays, less than one month). Both facilities are located at the Colegio Mayor Ntra. Sra. de la Asunción (<u>http://www.uco.es/servicios/alojamiento/es/alojamiento-para-transeuntes</u>). They may also be accommodated at the Lucano and Belmez university residences.

Availability inquiries and reservations are to be made by e-mail: alojamiento@uco.es.

In addition to hotel accommodations, Cordoba has private university residences such as:

-Juyca (<u>http://www.juyca.com/)</u> -Alegría (<u>http://www.residenciaalegria.com/</u>) and -Puertanueva (<u>http://residenciapuertanueva.com/</u>).

Information about private apartments and rooms for rent can be found on some websites as:

https://erasmusu.com/es/erasmus-cordoba/alquiler-estudiantes.

The University of Cordoba will not be held responsible for the veracity of the advertisements on these websites or at private residences.

Registration on the mobility application

The University of Cordoba, as part of its Human Resources Strategy for Research (HRS4R) action plan, has developed an application to record the stays of national and international researchers in research groups.

The process is initiated by the researcher in charge of the stay, who sends an invitation to the person who is going to carry out the stay via the following link: <u>https://hrs4r.gestion.uco.es/movilidad</u>

A help manual outlining the different steps is available in the application, and can also be downloaded here.

https://www.gestion.uco.es/aplicaciones-propias/HRS/doc/TRUCO-10001-HRS-GDU-INVEXT-ESP.pdf

In the application one can consult the extended manual and, if one has any questions, they can write to <u>sellohr@uco.es</u>

<u>Banks</u>

The best-known and most-used banks in Andalucía are Banco Santander, Cajasur/Kutxabank, BBVA, La Caixa, Banco Sabadell, ING Direct, etc.

See information at the different banks about possible commissions, maintenance fees, the cost of debit/credit cards before opening an account.

The following documentation will make it easier for you to open a bank account, being essential in some cases:

-Identity card/passport (including visa or residence/stay authorization if necessary).

-Document proving your place of residence/rental contract.

-Document proving your relationship with the university (scholarship, contract, certificate of stay, letter of invitation, etc.).

-A minimum amount of cash to open the account (not always required).

Sometimes you can initiate the process online, which can speed up the bank account opening process (e.g. with ING Direct).

3. ARRIVAL IN CORDOBA

The best transportation options available to reach Cordoba are the following:

By air

Although Cordoba has an airport, there are no regular flights available. However, cities such as Malaga, Madrid and Seville do have airports and are well connected to Cordoba by train, bus and car. More information can be found on the website of AENA (Spain's airport management entity): https://www.aena.es/es/pasajeros/pasajeros.html

<u>By train</u>

A series of different trains run between Cordoba and the main cities of Andalusia and Spain. The fastest option is the high-speed train (AVE) to and from Barcelona (4 hours and 40 minutes approx.), Madrid (1 hour and 50 minutes approx.), Malaga (1 hour approx.) and Seville (45 minutes approx.). Barcelona, Madrid and Malaga also have suburban train lines that connect their main train stations with the airports (R2N line in Barcelona, and the C1 in Madrid and Malaga). In Seville there is the possibility of traveling from the airport to the Santa Justa train station by city bus (line 22 and then 32, changing at the Sanchez Pizjuan stadium). A more economical option is the traveling by Media Distancia (Intermediate Distance) train from Malaga (1 hour and 10 minutes approx.) or Seville (1 hour and 20 minutes approx.). The availability of trains, destinations and schedules can be viewed on the Renfe website (www.renfe.com).

<u>By bus</u>

The Cordoba bus station(www.estacionautobusescordoba.es) works with different companies offering lines to and from different locations in Andalusia and the rest of Spain. Specifically, the bus company Socibus (<u>www.socibus.es</u>) operates several daily routes between Cordoba and Madrid (4 hours and 45 minutes approx.), while Alsa (<u>www.alsa.es</u>) has routes between Cordoba and Malaga (2 hours and 30 minutes approx.), and Cordoba and Seville (2 hours approx.).

<u>By car</u>

Distances in km to the main cities:

- Seville: 141 km (1 hour and 35 minutes approx.)
- Malaga: 158 km (1 hour and 50 minutes approx.)
- Madrid: 406 km (4 hours approx.)
- Barcelona: 863 km (8 hours and 50 minutes approx.)
- Valencia: 539 km (5 hours and 40 minutes approx.)

Transportation in Cordoba

Cordoba is a relatively small city, and the beauty of its streets and places encourages visitors to walk through its historic centre, which features two World Heritage Sites: the Mosque-Cathedral and the Jewish Quarter. For the distances between the different points of the city, and the approximate time it will take you to cover them on foot, you can access a guide that will help you organize your time and your walks at <u>https://movilidad.cordoba.es/metrominuto</u>.

In addition to walking, another green alternative to get around the city is bicycle rental, with prices vary according to the duration of the service. For more information see the website at <u>www.rentabikecordoba.com</u>.

To get your bearings in city Cordoba, see the city map at: <u>https://www.turismodecordoba.org/repositorio/2019/201907311104550000001564563895.4</u> <u>696.pdf?cache=1564563896.2894</u>, and the Tourism Office: https://www.turismodecordoba.org/descargas/?url=descargas.

Another option to get around Cordoba is the use of public transportation, either city buses, whose lines, schedules and routes can be viewed at: <u>www.aucorsa.es</u>, or the city radio cab service (<u>www.pidetaxicordoba.es</u>; Tel: +34 957 764 444).

4. CAMPUSES AND SITES OF THE UNIVERSITY OF CORDOBA

Rector's Office

The Rector's Office is located in the former headquarters of the Faculty of Veterinary Medicine, a beautiful neo-mudejar building located on Avenida de Medina Azahara and one of the most emblematic buildings in the city. The city ordered the construction of the building in 1914 in order to house the Faculty of Veterinary Medicine, considered by art historians as the "work embodying the greatest commitment to the regionalist style built in Cordoba". During the adaptation of the building as the new Rector's Office, the Roman amphitheatre of Corduba was discovered next to its foundations, dating from the first half of the first century B.C. and considered the largest in all of Roman Hispania. The renovation of the building has made it possible for the UCO to provide its central services through modern facilities equipped with the most advanced technology.

The undergraduate, Master's and doctoral programs at the University of Cordoba are distributed among four campuses according to their subject matter: the Historic Centre Campus, the Menéndez Pidal Campus, the Rabanales Campus and the Belmez Campus.

Historic Centre Campus

Various facilities of the University of Cordoba are distributed throughout the centre of the capital city. Thus, the modern building that houses the Faculty of Labour Sciences, located next to the Torre de la Malmuerta (tower), is complemented by the contrasting history and architecture of the facilities of the Faculty of Law and Economics and Business and the Faculty of Philosophy and Letters.

The former occupies part of the former convent of the city's Discalced Carmelites, and houses a 17th-century Baroque cloister of great artistic interest. In the heart of the Jewish Quarter, the Faculty of Philosophy and Letters occupies a building considered today one of the most interesting examples of 18th-century civil architecture, in turn containing the Chapel of San Bartolomé, one of the most visited monuments in Cordoba, and the adjacent UCOtienda <u>https://www.ucoshop.es/</u>, where one can find University of Cordoba items.

Faculty of Philosophy and Letters: The Faculty of Philosophy and Letters of Cordoba was founded in 1971 as a university college attached to the University of Seville. Two years later it became a Faculty when it was integrated into the newly created University of Cordoba. Its headquarters, shared with the Faculty of Law until 1983, are located in the heart of the Jewish Quarter, in the emblematic Hospital del Cardenal Salazar, one of the most interesting examples of Cordoba's 18th-century civil architecture. Originally intended as a college for the Cathedral's acolytes and choir boys, it was inaugurated as a hospital in 1724, after the terrible plague that devastated Cordoba at the beginning of the century, exposing the city's lack of medical facilities. The building features an almost rectangular floor plan, with two irregular courtyards around which the various spaces are structured. In 1980, by then converted into a university college, its extension was planned with new spaces featuring postmodern aesthetics to house the Library, Assembly Hall and offices. The facility also houses the Chapel of San Bartolomé, dating from the early 15th century, one of the most outstanding examples of mudejar Gothic art in the province of Cordoba.

More information at:

https://www.uco.es/filosofiayletras/es/ Address: Plaza del Cardenal Salazar, s/n. 14071, Córdoba Tel: 957 218 787 E-mail: <u>filosofiayletras@uco.es</u> The Faculties of Law and Economics and Business: The city of Cordoba has offered Law studies since the 1971-1972 academic year, when the University College of Law was opened. Under the auspices of the University of Seville, there it was possible to study the first three years of the degree. To study the last two years it was necessary to travel to Seville, though as of the 1976-1977 academic year it was also possible to continue studying in Cordoba. It was not until 1980, thanks to the demands of a strongly involved Cordovan society, that the University of Cordoba Faculty of Law was finally created, moving in 1983 to its current location, in the Convento del Carmen in the Plaza Puerta Nueva. Since then, its 17th-century cloister, declared a Site of Cultural Interest, has become our hallmark. Meanwhile, the time-honoured Hospital del Cardenal Salazar, where until then students had shared classrooms and spaces with those studying Philosophy and Letters, was abandoned. In 1994, the expansion of the faculty was initiated, endowing it with new classrooms, offices and an annex featuring an octagonal floor plan inspired by the library described by Umberto Eco in *The Name of the Rose*, where the Library is located.

More information at:

http://www.uco.es/organiza/centros/derecho/es/presentacion Address: Plaza de Puerta Nueva, s/n. 14002, Cordoba Tel: 957 218 846 E-mail: <u>decanoderecho@uco.es</u>

Menéndez Pidal Campus

The Reina Sofia University Hospital is located in the western part of the city. Nearby is the Faculty of Medicine and Nursing.

The Faculty of Education Sciences, designed by the prestigious Spanish architect Sáenz de Oiza, is also located in this geographical area.

There are also sports facilities with an athletic centre, including tennis and paddle courts.

More information at:

https://www.uco.es/informacion/moverse/campus_menendezpidal.html

Rabanales Campus

Located 8 km from the city of Cordoba, it offers modern facilities outfitted with the latest technologies, making UCO one of the best equipped in Europe. The Campus can be reached from the centre of the city by:

Train line (5 min. journey):

<u>https://venta.renfe.com/vol/search.do?c=_qkMj</u> <u>https://www.renfe.com/content/dam/renfe/es/Comunicaci%C3%B3n-y-renfe-al-dia/sala-de-</u> prensa/Local-Delegacion-Sur/PDF-y-otros/horarios-rabanales-sept-2021.pdf).

Regular buses: Special Rabanales Service https://www.aucorsa.es/uploads/attachments/2438/horariosserviciorabanales.pdf)

And a bicycle lane:

(http://www.uco.es/servicios/sepa/es/movilidad-sostenible/11-movilidad-sostenible/23transporte-sostenible-carril-bici-a-rabanales).

In addition to the departmental buildings, there are other unique buildings such as the Aulario (Classroom Block), the Hospital Clínico Veterinario and the Salón de Actos (Assembly Hall) Juan XXIII.

The Rabanales Campus houses the central services of the Library, as well as modern sports

facilities, the Lucano student residence, and a railroad station rounding out the general services of this complex, which also include an Experimental Farm, Equine Sports Medicine Centre, and proximity to the Rabanales 21 Science and Technology Park.

Rabanales is home to the Faculty of Veterinary Medicine, the Faculty of Sciences, the Advanced Technical School of Agricultural and Forestry Engineering (ETSIAM), and the Advanced Polytechnic School of Cordoba.

More information at: <u>https://www.uco.es/campus_rabanales/2-uncakgorised/20-plano-general-del-campus</u> Postal address: Campus Universitario de Rabanales, Ctra. N-IVa, Km. 396, 14071-Córdoba; Coordinates: 37° 54' 48.64" N, 4° 43' 17.68" W

Belmez Campus

Outside the capital is the Escuela Politécnica Superior (Advanced Polytechnic School) de Belmez, created in 1924 and attached to the University of Córdoba since 1973. The fact that it was founded as a Faculty of Mines explains its location in the Peñarroya-Pueblonuevo coal basin. Today the centre has expanded and diversified its offerings to become one of the engines driving development in the area, and continues to grow through the addition of a student residence and new spaces for teaching and research.

The Escuela Politécnica Superior is located on the Avenida de la Universidad (former Calle Covadonga) at number 26 in Belmez, with a population of 4,057. This is a town located in the northwest of the province, in the Alto Guadiato Valley, 71 km from Cordoba. It is easy to reach from both the rest of Andalusia and Badajoz.

It takes 40 minutes to reach Córdoba, 2 hours and 19 minutes to Badajoz, and 7 minutes to Peñarroya-Pueblonuevo, the most important town in the Alto Guadiato valley.

Public transportation from Cordoba to Belmez is provided by the Autrotransportes Lopez bus, based at the bus station. It takes 1 hour and 15 minutes: <u>http://www.uco.es/politecnica-belmez/es/bus-y-alojamiento</u> <u>http://www.estacionautobusescordoba.es/</u>

More information at: <u>http://www.uco.es/politecnica-belmez/</u> Postal address: Escuela Politécnica Superior de Belmez, Av. de la Universidad, S/N, 14240 Belmez, Córdoba. Coordinates: 38° 16' 2.14" N, 5° 12' 26.40" W

5. UNDERGRADUATE STUDIES

Undergraduate studies and degree programs at the University of Cordoba are structured into three areas: Agri-food, Scientific and Technical; Health Sciences; and Humanities and Legal and Social Sciences

These are the bases of its academic training, for which it has been ranked among the best universities in Spain, both in teaching and research, according to the latest studies carried out by different independent organizations.

Official academic calendar: https://www.uco.es/organizacion/secretariageneral/calendario-academico

Agrifood, Scientific and Technical Area

VETERINARY FACULTY	
DEGREES	CONTACT INFORMATION
Degree in Veterinary	Campus Universitario de Rabanales – Ctra. Cádiz Km.396 Web: <u>www.uco.es/veterinaria</u> Tel:(+34) 957 218672 (students attention) (+34) 957218664 (teachers attention) Email: títulos.vet@uco.es
Degree in Food Science and Technology	practicas.vet@uco.es internacional.vet@uco.es tramites.vet@uco.es decanatovet@uco.es International: www.uco.es/veterinaria/movilidad-fave

ETSIAM FACULTY	
DEGREES	CONTACT INFORMATION
Degree in Agrifood and Rural Engineering (4 technologies)	Campus Universitario de Rabanales – Ctra. Cádiz Km.396
Degree in Forestry Engineering	Web: <u>www.uco.es/etsiam</u> Tel:(+34) 957 218433/34/35 Email: internacional.etsiam@uco.es
Degree in Oenology	infoetsiam@uco.es International:
Joint Degree in Oenology + Agrifood and Rural Engineering	www.uco.es/etsiam/es/alumnos-externos-incoming- international-students
Joint Degree in Forest Engineering + Agrifood and Rural Engineering	

SCIENCES FACULTY	
DEGREES	CONTACT INFORMATION
Degree in Biology	Campus Universitario de Rabanales – Ctra. Cádiz Km.396
	Web: <u>www.uco.es/ciencias</u>
Degree in Biochemistry	Tel:(+34) 957 218582/84
	Email: decanato.ciencias@uco.es
Degree in Environmental Sciences	International:
	www.uco.es/organiza/centros/ciencias/es/
Degree in Physics	movilidad-estudiantes-facultad-de-ciencias
Degree in Chemistry	
Degree in Biotechnology	

ADVANCED POLYTECHNIC FACULTY OF CORDOBA (ESPC)	
DEGREES	CONTACT INFORMATION
Degree in Computer Engineering (3 technologies)	Campus Universitario de Rabanales – Ctra. Cádiz Km.396 Web: <u>www.uco.es/eps</u>
Degree in Electrical Engineering	Tel:(+34) 957 218320/15 Email: <u>infoeps@uco.es</u>
Degree in Industrial Electronic Engineering	International: www.uco.es/eps/es/information-for-international-students
Degree in Mechanical Engineering	
Joint Degree in Energy and Mining Resource Engineering + Electrical Engineering	Campus Universitario de Rabanales – Ctra. Cádiz Km.396 Web: <u>www.uco.es/eps</u> Tel:(+34) 957 218320/15 Email: <u>infoeps@uco.es</u> International: <u>www.uco.es/eps/es/information-for-international-students</u> Escuela Politécnica Superior de Belmez Avenida de la Universidad 24,14240 Belmez (Cordoba) Web: <u>www.uco.es/politecnica-belmez/</u> Tel: (+34) 957 213025/26/27 Email: <u>epsb_consulta@uco.es</u> Internacional: <u>www.uco.es/politecnica-belmez/es/movilidad</u>

ADVANCED POLYTECHNIC	FACULTY OF BELMEZ (EPSB)
DEGREES	CONTACT INFORMATION
Degree in Civil Engineering (2 Technologies, face-to-face and blended learning	Escuela Politécnica Superior de Belmez Avenida de la Universidad 24,14240 Belmez (Cordoba) Web: <u>www.uco.es/politecnica-belmez/</u>
Degree in Energy and Mining Resource Engineering	Tel: 957213025/26/27 Email: <u>epsb_consulta@uco.es</u>
Joint Degree in Civil Engineering and Energy and Mining Resource Engineering	Internacional: <u>www.uco.es/politecnica-belmez/es/movilidad</u>
Joint Degree in Energy and Mining Resource Engineering and Electrical Engineering	Escuela Politécnica Superior de Belmez Avenida de la Universidad 24,14240 Belmez (Cordoba) Web: www.uco.es/politecnica-belmez/ Tel: 957213025/26/27 Email: epsb_consulta@uco.es Internacional: www.uco.es/politecnica-belmez/es/movilidad Campus Universitario de Rabanales – Ctra. Cádiz Km.396 Web: www.uco.es/eps Tel:(+34) 957 218320/15 Email: infoeps@uco.es
	International: <u>www.uco.es/eps/es/information-for-</u> international-students
Joint Degree in Civil Engineering and Business Administration	Escuela Politécnica Superior de Belmez Avenida de la Universidad 24,14240 Belmez (Cordoba) Web: <u>www.uco.es/politecnica-belmez/</u> Tel: 957213025/26/27 Email: <u>epsb_consulta@uco.es</u> Internacional: <u>www.uco.es/politecnica-belmez/es/movilidad</u>
	Facultad de Derecho y Ciencias Económicas y Empresariales Plaza de Puerta Nueva, s/n, Córdoba Web: <u>http://www.uco.es/derechoyccee/es/</u> Tel: (+34) 957 218 843/46/49 Email: <u>secretaria.derechoade@uco.es</u> Internacional: <u>www.uco.es/organiza/centros/derecho/es/movilidad- incoming-international-students</u>

Health Sciences

FACULTY OF MEDICINE AND NURSING	
DEGREES	CONTACT INFORMATION
Nursing Degree	Campus Menéndez Pidal Facultad de Medicina y Enfermería, Edificio Norte, Avenida Menéndez Pidal, s/n Facultad de Medicina y Enfermería, Edificio Sur, Calle María Virgen y Madre, s/n
Degree in Physiotherapy	Web: www.uco.es/organiza/centros/medicinayenfermeria/es/
Degree in Medicine	Tel:(+34) 957 218227 Email: <u>decanato-medenf@uco.es</u> International: <u>www.uco.es/organiza/centros/medicinayenfermeria/es/movil</u> <u>idad</u>

Humanities, Legal and Social Sciences

FACULTY OF LAW, ECONOMICS AND BUSINESS ADMINISTRATION	
DEGREES	CONTACT INFORMATION
Degree in Law	Facultad de Derecho, Económicas y Administración de Empresas Web: <u>www.uco.es/derechoyccee/es/</u> Tel: (+34) 957 218843/49 Email: <u>secretaria.derechoade@uco.es</u>
Degree in Business Administration	Internacional: www.uco.es/organiza/centros/derecho/es/movilidad
Joint Degree in Law and Business Administration	-incoming-international-students
Joint Degree in Civil Engineering + Business Administration	Facultad de Derecho, Económicas y Administración de Empresas Web: <u>www.uco.es/derechoyccee/es/</u> Tel: (+34) 957 218843/49 Email: <u>secretaria.derechoade@uco.es</u> Internacional: <u>www.uco.es/organiza/centros/derecho/es/movilidad-</u> <u>incoming-international-students</u> Escuela Politécnica Superior de Belmez Avenida de la Universidad 24,14240 Belmez (Cordoba) Web: <u>www.uco.es/politecnica-belmez/</u> Tel: 957213025/26/27 Email: <u>epsb_consulta@uco.es</u> Internacional: <u>www.uco.es/politecnica-belmez/es/movilidad</u>

FACULTY OF PHYLOSOF	PHY AND LETTERS (ESPC)
DEGREES	CONTACT INFORMATION
Degree in Film and Culture	Facultad de Filosofía y Letras
	Web: www.uco.es/organiza/centros/filosofia/es
Degree in Film and Culture (remote)	Tel:(+34) 957 218831 Email: <u>filosofiayletras@uco.es</u>
Degree in English Studies	International: www.uco.es/filosofiayletras/es/internacional-incoming-
Degree in Hispanic Philology	<u>students</u>
Degree in Cultural Management	
Degree in History	
Degree in History of Art	
Degree in Translational and Interpretation	
Joint Degree in Translation and Interpretation + English Studies	
Joint Degree in Translation and Interpretation + Hispanic Philology	
Joint Degree in History + Art History	
Joint Degree in Primary Education + English Studies	Facultad de Filosofía y Letras Web: <u>www.uco.es/organiza/centros/filosofia/es</u> Tel:(+34) 957 218831 Email: <u>filosofiayletras@uco.es</u> International: <u>www.uco.es/filosofiayletras/es/internacional-incoming- students</u> Facultad de Ciencias de la Educación Web: <u>http://www.uco.es/organiza/centros/educacion/es</u> Tel: (+34) 957 218935/36 Email: <u>secretariafce@uco.es</u> Internacional: <u>www.uco.es/organiza/centros/educacion/es/movilidad</u>
Joint Degree in Tourism + Translation and Interpretation	Facultad de Filosofía y LetrasWeb: https://www.uco.es/organiza/centros/filosofia/esTel:(+34) 957 218831Email: filosofiayletras@uco.esInternational:www.uco.es/filosofiayletras/es/internacional-incoming-studentsFacultad de Ciencias del TrabajoWeb: https://www.uco.es/filosofiayletras/es/internacional-incoming- Tel: (+34) 957 218906/957 212526Email: secretaria-fct@uco.es Internacional:www.uco.es/trabajo/incoming-international-students

FACULTY OF LABOR SCIENCES	
DEGREES	CONTACT INFORMATION
Degree in Labor Relations and Human Resources	Facultad de Ciencias del Trabajo Web: <u>https://www.uco.es/organiza/centros/laborales</u> Tel: (+34) 957 218906/957 212526 Email: <u>secretaria-fct@uco.es</u> Internacional:
Degree in Tourism	www.uco.es/trabajo/incoming-international-students
Joint Degree in Tourism + Translation and Interpretation	Facultad de Ciencias del Trabajo Web: https://www.uco.es/organiza/centros/laborales Tel: (+34) 957 218906/957 212526 Email: secretaria-fct@uco.es Internacional: www.uco.es/trabajo/incoming-international-students Facultad de Filosofía y Letras Web: https://www.uco.es/organiza/centros/filosofia/es Tel:(+34) 957 218831 Email: filosofiayletras@uco.es International: www.uco.es/filosofiayletras/es/internacional-incoming-students

FACULTY OF EDUCATIONAL SCIENCES AND PSYCHOLOGY	
DEGREES	CONTACT INFORMATION
Degree in Early Childhood Education	Facultad de Ciencias de la Educación Web: <u>http://www.uco.es/organiza/centros/educacion/es</u>
Degree in Early Childhood Education (Bilingual)	Tel: (+34) 957 218935/36 Email: <u>secretariafce@uco.es</u>
Degree in Primary Education	Internacional: www.uco.es/organiza/centros/educacion/es/movilidad
Degree in Primary Education (Bilingual)	
Degree in Social Education	
Degree in Psychology	
Joint Degree in Primary Education + English Studies	Facultad de Ciencias de la Educación Web: http://www.uco.es/organiza/centros/educacion/es Tel: (+34) 957 218935/36 Email: secretariafce@uco.es Internacional: www.uco.es/organiza/centros/educacion/es/movilidad Facultad de Filosofía y Letras Web: https://www.uco.es/organiza/centros/filosofia/es Tel:(+34) 957 218831 Email: filosofiayletras@uco.es International: www.uco.es/filosofiayletras/es/internacional-incoming-students

Sagrado Corazón Affiliated Centre

SACRED HEART AFFILIATED CENTER	
DEGREES	CONTACT INFORMATION
Degree in Early Childhood Education	Centro Afiliado Sagrado Corazón Avenida del Brillante 21
Degree in Primary Education	Web: <u>http://www.uco.es/sagradocorazon/</u> Tel:(+34) 957 474750 Email: <u>info@magisteriosc.es</u> International: <u>http://www.uco.es/sagradocorazon/grado-educacion-</u> <u>primaria/procesos-movilidad/</u>

6. POSTGRADUATE STUDIES: MASTER'S AND DOCTORATE DEGREES

Official academic calendar: https://www.uco.es/organizacion/secretariageneral/calendario-academico

Information for international students: https://www.uco.es/estudios/idep/estudiantes-internacionales

Master's Degrees

For the UCO, the need to continue training students beyond the degree level is of paramount importance, which is why it expands its postgraduate offerings annually. All the official Master's degrees respond to current training needs, facilitate graduates' insertion into the labour market, and also open the door to the doctorate degree.

As a special feature, in addition to Master's related to the Agri-food, Biomedical and Heritage fields, in which our university is a leader, we have Master's programs that are unique in Andalusia for their subject matter.

More information: https://www.uco.es/idep/idep-masteres

Doctorates

The distinctive feature of these studies is their decided research orientation, such that the student, through direct contact with the different University Departments, achieves training in the tools, techniques and procedures involved in research activity, in addition to a special emphasis on the internationalization of teaching.

Thanks to all this, and as a culmination of the Third Cycle, students can obtain the highest degree issued in the Spanish educational system: the title of "Doctor".

EDUCO - Doctoral School of the University of Cordoba. More information: <u>https://www.uco.es/estudios/idep/menu-doctorado/presentacion-doctorado</u>

EIDA3 - International Doctoral School in Agri-Food. More information: <u>http://www.ceia3.es/eida3</u>

7. RESEARCH AT THE UNIVERSITY OF CORDOBA

The University of Cordoba is at the forefront of research in Andalusia, appearing in prominent positions in rankings of Spanish research institutions. The UCO maintains its commitment to society by promoting innovation, research and technological development as instruments for social and economic progress in the context of Responsible Research and Innovation (RRI).

The UCO is comprised of some 200 research groups (approximately 2,000 researchers) covering disciplines ranging from the Humanities, to Law, Social Sciences, Health and the Natural Sciences, and Technology. In addition, our institution is linked to both the Campus of International Excellence in Agri-Food (ceiA3) and other research centres, such as the IMIBIC (Maimonides Biomedical Research Institute of Cordoba) and IUNAN (University Nanochemistry Institute), while the Rabanales 21 Science and Technology Park also facilitates synergies between the UCO and companies.

The University is furnished with innovative, centralized research facilities located at its Rabanales Campus, including those centring on molecular biology (bioinformatics and omics), structural determination and analysis, ad microscopy and scientific imaging, among others. It features several greenhouses, its own weather station, and a Centralized Experimental Animal Service compliant with national and European legislation regarding research with genetically modified animals. Research at the UCO is supported by the corresponding ethical committees. The libraries located on the campuses provide access to digital research services, such as scientific publications/data repositories, and the UCO has signed the Berlin Declaration on Open Access to Knowledge.

The University of Cordoba possesses extensive experience in the management and implementation of regional, national and international research projects. To support researchers, it includes a Research Management Service (local and national projects) and International Projects Office, as well as a Knowledge Transfer Office (contracts with companies, spin-offs, knowledge transfer and the protection of research results). These three units provide support to researchers throughout the life of projects, from proposal preparation to implementation and justification.

The UCO supports its researchers with its own funds and other financial aid through its own Research and Innovation and Transfer Plans; the first has three main lines related to support for research groups (e.g. financing the use of research facilities or the repair of scientific instrumentation), the promotion of human resources (grants, contracts, female leadership) and complementary activities (e.g. short stays in other countries, congresses, dissemination and scientific excellence awards); while the second promotes social participation, entrepreneurship and employability, among other initiatives.

The UCO's Scientific Culture and Innovation Unit (UCCi) is responsible for the dissemination of the results of research carried out at the Institution, the promotion of scientific vocations and culture among citizens, and the training of UCO researchers in scientific dissemination. (https://www.uco.es/investigacion/ucci/es/, @CordobaCiencia).

The UCO has obtained the "Human Resources Seal of Excellence" (HRS4R) awarded by the European Commission to institutions and research funding agencies that have made significant progress, and has a plan to implement the Charter and Code ensuring improved working conditions for European researchers. In addition, as a local contact point of the Euraxess Network, UCO supports mobility and career development, enhancing scientific collaboration between the UCO and international researchers.

Research Support

Central Research Support Service (SCAI)

The main objective of the SCAI is to support researchers in the different departments and research groups of the University of Cordoba, as well as institutions, public organizations and companies that demand it. The technology and services offered to the scientific community by the SCAI are focused on supporting research, technology and knowledge transfer.

Its goal is the maintenance and improvement of scientific infrastructure, training specialists in advanced technologies and the development of scientific and technical experts needed to meet the demands of our users. The SCAI is committed to the creation, development and transmission of scientific culture and technical knowledge.

Web: <u>http://www.uco.es/investigacion/portal/scai/servicio-central-de-apoyo-a-la-investigacion</u> Tel: (+34) 957 21 80 80 Email: scai@uco.es

Service for Animals Under Experimentation (SAEX)

SAEX is a leading, reference-point research centre due to its excellent facilities and strict compliance with current legal regulations. The mission of the service is to support researchers by providing specialized personnel and equipment to ensure not only the proper execution of experimental procedures, but also the protection, health and welfare of laboratory animals.

Web: http://www.uco.es/investigacion/portal/saex-inicio

Tel: (+34) 957 21 20 17 Email: sae@uco.es

Hospital Clínico Veterinario

The Veterinary Clinical Hospital of the University of Cordoba is a modern, responsible and forward-looking institution committed to continually improving the quality of its services. Its main mission is to provide education, research and the best possible service to all its patients. With this identity, and with the essential collaboration of its resident veterinarians, this centre stands as a leader providing high-quality service to its users.

Web: <u>http://www.uco.es/empresa/hcv/</u> Tel: (+34) 957 21 87 17 Email: <u>hospital.clinico.veterinario@uco.es</u>

Library

The University Library of Cordoba is a functional, administrative and management unit that constitutes a resource centre for learning, teaching, study, research, management and cultural outreach.

Its mission is to facilitate access and disseminate all the information resources of the University, and to collaborate in processes to create and transmit knowledge to contribute to the achievement of the University's objectives.

Webs:

University Library: http://www.uco.es/servicios/biblioteca/

General Library: http://www.uco.es/servicios/biblioteca/biblioteca-general#info

General information about UCO libraries:

http://www.uco.es/servicios/biblioteca/conocenos/bibliotecas

Catalog of the Consortium of University Libraries of Andalusia: <u>https://cbua.cica.es/</u> UCO Reading Club: <u>https://www.uco.es/cultura/forolectura/index.php</u>

UCO calls for proposals for contests and cultural promotion:

https://www.uco.es/cultura/convocatorias

Other interesting webs: Guide: How to use the library at the UCO: <u>http://www.uco.es/servicios/biblioteca/usar-la-biblioteca</u> Busco+UCO tool: <u>http://uco.summon.serialssolutions.com/</u> **BUCO** Guides - Biblioguides: <u>https://biblioguias.uco.es/?b=g&d=a</u>

The UCO offers a catalogue where you can search and locate the copy you need. This catalogue is called *Mezquita* and belongs to the UCO's University Library. You can access it via the following link: <u>http://mezquita.uco.es/</u>

HELVIA Repository is the institutional repository of the UCO, where you can find many digital materials, from popular science articles to doctoral theses, teaching materials, conference papers, etc.. It is very easy to use and has become a key tool for researchers. You can access HELVIA via the following link: <u>https://helvia.uco.es/xmlui/</u>

Other libraries in Córdoba can be found at: https://biblioteca.cordoba.es/index.php/nuestras-biblios/bibliotecas.html

8. MOBILITY PROGRAMS

The International Relations Office (ORI) of the University of Cordoba is the unit in charge of managing study and internship mobility programs for undergraduate and graduate students, faculty and administrative and service staff of the University.

ERASMUS+ Program

- Member States of the European Union (EU):

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, North Macedonia, Malta, Netherlands, Norway, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Sweden, Turkey, and the United Kingdom.

- Non-member countries of the European Union:

Albania, Benin, Brazil, Belarus, Colombia, Ecuador, Georgia, Ghana, Iran, Kazakhstan, Kyrgyzstan, Moldova, Morocco, Russian Federation, Tajikistan, Tunisia, Ukraine, and Ukraine

UcoGlobal/Santander/PIMA/VULCANUS Programs

EUROPE: Member States of the EU, Switzerland.

ASIA: Japan, South Korea, Malaysia, Taiwan.

NORTH AMERICA: United States, Canada.

LATIN AMERICA: Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Mexico, Nicaragua, Paraguay, Peru, Uruguay, Venezuela.

SICUE Program

All Spanish Universities.

Freemovers

Spanish or foreign university students who, regardless of the programs, agreements or conventions signed by the University of Cordoba, wish to enhance and broaden their qualifications by taking undergraduate and Master's degree courses found on the UCO website: www.uco.es/internacional/extranjeros/en/how-to-register#non-erasmus-exchange-students

http://www.uco.es/internacional/movilidad/es/

Tel: (+34) 957 21 25 82 Email: movilidad.convenios@uco.es

9. SUPPORT FOR THE MOBILITY OF RESEARCHERS: EURAXESS

EURAXESS is an initiative by the European Commission that helps researchers in any area of specialization, nationality, and/or destination when moving to another country, within the framework of their professional activity. The *EURAXESS Network* lists 40 member countries and more than 300 support centres where researchers can go to receive advice on issues related to European funding in R&D, the processing of visas, and the approval of degrees, among other things, thereby facilitating the movement and integration of researchers at the destinations they have chosen.

On the Euraxess website (<u>http://ec.europa.eu/euraxess/</u>) you will find the following sections:

Jobs and funding:

A tool where researchers can find up-to-date information on job offers, funding opportunities or grants throughout Europe, or where they can place their CV so that interested organizations can contact them.

Career Development:

In this section you can find recommendations, both for researchers and centres, on how to enhance research careers, find training resources, compilations of good practices and strategies to improve the capabilities of researchers.

Partnering:

A collaborative tool that allows you to search and find people and organizations to carry out a given project.

Information and Assistance:

In this section you can contact more than 500 centres in 40 different European countries offering researchers and their families help organizing their travel abroad, information on accommodations, visas, work permits, language courses, medical assistance, education centres for their children, and Social Security, among others.

Contact at UCO: opi@uco.es

Euraxess worldwide:

A tool aimed at researchers outside Europe who want to connect with Europe. For this purpose, there are teams ready to provide information on issues such as European research policy, collaboration opportunities, and funding sources on other continents, mainly in Asia and America.

Links of Interest: *Euraxess Spain*: <u>https://www.euraxess.es/</u> Science in Spain: <u>https://www.euraxess.es/spain/science-spain</u> Guide for foreign researchers in Spain: <u>https://www.euraxess.es/spain/news/guidelines-foreign-researchers-spain</u> Human Resources Strategy for Researchers (HRS4R) at the UCO: <u>https://www.uco.es/investigacion/portal/HRS4R/es/</u>

10. STUDENT/RESEARCHER SUPPORT AND SERVICES

UCOIDIOMAS

Edificio Vial Norte – UCO Headquarters C/Doña Berenguela, s/n	Web: <u>www.uco.es/idiomas</u> Email: <u>secretaria.ucoidiomas@uco.es</u> Tel: Vial Norte (+34) 957 213101
Rabanales University Campus, Averroes Classroom Building. First floor	Rabanales Campus (+34) 957 212043

UCODEPORTE

The University of Cordoba boasts a wide range of sports facilities and centres distributed over its $60,000 \text{ m}^2$ that make up its campuses. The UCO's sports facilities are located on the following campuses:

MENENDEZ PIDAL CAMPUS SPORTS AREA		
Sports Management Building	Web: www.uco.es/deporteuniversitario	
Avenida San Alberto Magno s/n	Email: deporteuniversitario@uco.es	
	Tel: (+34) 957 218967	
Sports pavilion		
Multi-sport court		
Two tennis courts		
Two wall paddle courts		
Three grass paddle courts		
Two outdoor ping-pong tables		

CAMPUS RABANALES SPORTS AREA			
IDU "La Areté"	Tel: (+34) 957 212524		
Sports pavilion			
Multi-sport court			
Two tennis courts			
Two wall paddle courts			
Three grass paddle courts			
Two outdoor ping-pong tables			
IDU Monte "Cronos"	Tel: (+34) 957 212515		
Athletics Track			
Football field (11 players) and two football fields			
(7 players): artificial grass.			
Football field (11 players) and two football fields			
(7 players): naturall grass.			
Rugby field			
Four tennis courts			
Six wall paddle courts			
Two beach volleyball courts			
Two outdoor ping-pong tables			

IDU "Piscinas"	Tel: (+34) 957 212531
Indoor heated swimming pool Outdoor swimming pool Sauna	

11. UNIVERSITY LIFE

<u>Solidarity</u>

The Cooperation and Solidarity Area is a university service aimed at promoting the development of activities, projects and Cooperation Education for Development programs at the UCO, and encouraging participation, involvement and volunteering by the university community in these processes.

For more information: <u>http://www.uco.es/rsu/cooperacion</u>

Attention to Diversity

The University of Cordoba is committed to the promotion of equal opportunities and nondiscrimination among all the people who make up the university community. The Diversity Attention Service is comprised of the Inclusive Education Unit (UNEI) and the Psychological Attention Unit (UNAP). The UNEI (atencioninclusiva@uco.es) provides services to the university community in the field of disability, offering advice, pedagogical guidance, support through material the promotion of training and resources and awareness. The UNAP (atencionpsicologica@uco.es) offers psychological support to the university community.

For more information, see http://www.uco.es/servicios/sad/

Sustainability (SEPA)

The body in charge of environmental management at UCO is the Environmental Protection Area (SEPA), which forms part of the Prevention and Protection Service. The SEPA's functions are grouped into 3 areas: environmental guidance, training, information and environmental awareness and waste management.

Those joining the University should be aware of the existence of an Environmental Policy. In accordance with it, new members of the UCO must collaborate in the prevention of pollution, making use of the equipment and procedures for the selective collection of waste (<u>http://www.uco.es/servicios/sepa/es/gestion-de-residuos</u>) and the responsible use of both resources and modes of transport. In this regard, once they are part of the university community, they will be able to request a loaned bicycle as part of the "A LA UCO EN BICI" program (<u>http://www.uco.es/servicios/sepa/es/movilidad-sostenible/11-movilidad-sostenible/44-a-la-uco-en-bici</u>).

Members of the university community can actively participate in the environmental improvement of the UCO through the Programa Trébol (<u>http://www.uco.es/programatrebol</u>), as well as through the initiatives, activities and training actions carried out by SEPA. To access updated environmental information on these actions, one can subscribe to the monthly newsletter of the Sustainability Classroom (<u>aulasostenibilidad@uco.es</u>) or get information through our social networks: Facebook, Instagram, Twitter and Telegram.

Likewise, one may request environmental advice or report any detected incident, complaint or suggestion of an environmental nature through our channels.

Web: www.uco.es/sepa Email: sepa@uco.es Tel: (+34) 957 218 790

Student Services Office

The aim of the Student Services Office at the University of Cordoba is to assist students with their needs by providing them with adequate information and attention. This service's top priority is to become the main source of guidance for students at the University of Cordoba.

More information: http://www.uco.es/pie/

12. FREQUENTLY ASKED QUESTIONS

Issues related to:	UCO Unit	Contact
Visas	International Relations Office (for students, professors and researchers participating in mobility programs)	movilidad.convenios@uco.es
	Teaching and Research Service (for visiting professors and researchers in charge of research projects)	personal@uco.es
	Research Management Service (for researchers in charge of research projects)	investigacion@uco.es
Occupational Health and Safety	Occupational Risk Prevention Service	Prevention and Protection Service/Health and Safety Office Campus Universitario de Rabanales Tel: (+34) 957 212 259 <u>prevencion@uco.es</u>
Occupational accident/disease	General regime: FREMAP	FREMAP: (+34) 957 212 259 FREMAP 24 h: (+34) 900 610 061
	Special regime: MUFACE	MUFACE: (+34) 957 990 500
Health emergencies	Public Health System	Emergencies Tel: 112
Job title	Human Resources Service https://www.uco.es/gestion/laboral/	Teaching and Research Staff Unit Tel: (+34) 957 218 013
		Administrative and Service Staff Unit Tel: (+34) 957 218 120
Logistical and organizational problems	http://www.uco.es/grados/listado-general-por-centro	
Identification or access problems		

Issues related to:	UCO Unit	Contact	
Computing	New Technologies Area	Rectorate Office	
	http://www.uco.es/servicios/informatica/	Tel: (+34) 957 212 070	
		Rabanales Campus	
		Tel: (+34) 957 211 037	
Mobility	International Relations Office (ORI)	http://www.uco.es/internacional/movilidad/es/contacta-	
	http://www.uco.es/internacional/movilidad/es/	personalori	
Scholarships	Student Information Portal	Tel: (+34) 957 212 403	
	https://www.uco.es/pie/	(+34) 957 212 404	
		(+34) 957 212 405	
Doctoral Schools	Doctoral Faculty of the University of Cordoba (educo) /	Tel: (+34) 957 212 679	
	International Doctoral Faculty in Agrifood (eidA3)		
	https://www.uco.es/estudios/idep/idep-doctorado		
International Research	International Projects Office (OPI)	(+34) 957 218 039	
Projects	http://www.uco.es/webuco/otri/investigadores/proyectos-		
	internacionales/		
Communication and outreach	Unit for Scientific Culture and Innovation	(+34) 957 212 252	
	http://www.uco.es/investigacion/ucci/es/		
	UCOPRESS: UCO Publications service		
	http://www.uco.es/servicios/ucopress/index.php/es/		
Culture, cooperation and	Information portal for students and researchers https://www.uco.es/pie/cultura-deportes		
debate	UCO Cultura <u>https://www.uco.es/cultura/</u> Debate Forum-Phylosophy <u>https://www.uco.es/filosofiahablada/</u>		
	Historic Heritage Forum http://auladepatrimoniohistorico-uco.blogspot.com/		
	Sustainability Forum https://www.uco.es/aulasostenibilidad/		
	Góngora Chair <u>https://www.uco.es/catedragongora/</u>		
	Cooperation and Solidarity Chair https://www.uco.es/catedrasyaulas/participacionciudadana/		
Music and theatre	UCO Culture-Music Commission https://www.uco.es/cultura/musica		
	Averroes Choir <u>https://www</u>		
	UCO Culture-Theatre Commission https://www.uco.es/culture/teatro		