



EXCHANGE PROGRAMS OFFICE MOBILITY

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1. Contact & Opening hours

Staff:

Vice-Dean of International Relations and Mobility: **Prof. Ignacio Jimena**

Administrative: **Mrs. María Adarve**

Exchange Mentors:

Inmaculada Arrebola Lozano

Lourdes López Agudo

Paloma Ortiz Torres

Carmen Priego Pérez

Location: The Exchange Programs Office is located at the North Building of the Faculty of Medicine and Nursing next to the Concierge (“Conserjería”)

Administrative Staff Office Hours:

Tuesday: 10.00 – 13:00

Thursday: 10:00 – 13:00

Contact Information

Office e-mail: rel-exterior@uco.es

Mentors' e-mail: tutoresaludcordoba@gmail.com

Phone: +34 957 21 82 30

Postal Address:

Oficina de Programas de Intercambio
Facultad de Medicina y Enfermería
Avenida Menéndez Pidal s/n
14071, Córdoba

Academic Website: <https://moodle.uco.es/m2021/login/index.php>

Website International Relations Office (Rectorate):

<http://www.uco.es/internacional/extranjeros/en/>

Spanish for foreigners: <https://www.uco.es/idiomas/spanish-for-foreigners/>

2. General requirements for international students

Prior to their arrival, students need to arrange the following documents:

- Criminal Record Certificate
- European Health Insurance Card (EHIC)
- Travel Insurance Policy
- Accident Insurance Policy
- Liability Insurance Policy
- Transcript of records

In case students are to be involved in clinical training they should get the Cum Laude Insurance Policy. It costs around 20 €. More information available at:

<https://escumlaude.chubbtravelinsurance.com/CumLaude/PA/Cover-Details>

Additionally, students are expected to have a good command of Spanish. Spanish B2 level is necessary for incoming students.

Once students have arrived in Córdoba, they should go to the Exchange Programmes Office of the Faculty of Medicine and Nursing where they must hand in the following documents:

- 3 passport-sized photos (3x4 cm)
- A valid passport or ID card and a photocopy of it.
- A copy of their Insurance and Liability Policy
- The Criminal Record Certificate

3. Requirements for Erasmus + students in Medicine

You can find the steps to follow in order to arrange the documents for your placement in this document as well as some useful information and advice.

- Application Procedure
 1. First of all, incoming students must have the **Nomination Document** sent by the Sending University.



2. It is also necessary to do the **online registration process** in our website. You can do this by following the steps specified in the same website:
<http://www.uco.es/internacional/extranjeros/en/how-to-register>

Please note that your application can only be accepted if you have previously completed the online registration.

3. After this, students must complete the **Application Form** and **Learning Agreement** (See attachments below).

-These documents must be filled in by using a computer. They should be signed and scanned (**high quality**) before being sent to rel-exterior@uco.es

-Students can send the **original documents** by post or they can bring them to the Exchange Programmes Office once they are in Córdoba. Address the documents to:

Prof. Ignacio Jimena
Facultad de Medicina y Enfermería
Oficina de Programas de Intercambio
Av. Menéndez Pidal s/n
14071, Córdoba- España

In order to fill in the **Learning Agreement**, please read carefully the information regarding the subjects you want to take and their corresponding number of ECTS. You can find this information in the teaching plan:

<https://www.uco.es/organiza/centros/medicinayenfermeria/es/planificacion-ensenanza-med>

There is also interesting information available concerning the length of the semester, courses, ECTS, contents, lectures, seminars, clinical practices and evaluation methods on the above link.

When filling in the Learning Agreement please note that subjects must be written down as they appear in the teaching plan (without changing it), including the course code and its corresponding number of ECTS. You cannot take any course in a different semester.

3.1 CLINICAL TRAINEESHIP FOR MEDICAL STUDENTS

There are two types of clinical traineeships in the Degree of Medicine:

1. Clinical Practices: This clinical training is regarded as part of the normal teaching plan of each course. The length of this type of practices is about one week long (but no more than one week). They take place between the months of November and December (first semester) and between the months of May and June (second semester).

2. Internships (called “Rotatorios”): organised by the Faculty. Students who go on an internship will develop their activity under the supervision of a tutor belonging to a specific Clinical Unit. They take place in the hospital and last about 6 hours per day. Students are expected to attend their practices daily. The length of the practical training period varies depending on the Clinical Department in which the internship takes place. They take place between the months of September and May.

- Internal Medicine: 5 weeks
- Family Medicine and Emergencies: 5 weeks
- General Surgery: 5 weeks
- Specialisation (of your own choice): 5 weeks
- Gynaecology & Obstetrics: 3 weeks
- Paediatrics: 3 weeks
- Psychiatry: 2 weeks

There is also the possibility to do an internship during the months of June, July and August for the Erasmus + Students for Placement.

Please note that students cannot do a clinical rotation if they are doing any other course from the teaching plan.

- Documents

Students must hand in the following documents upon arrival:

-European Health Insurance Card (EHIC): It can be obtained at the Health Department of the home country.

-Accident and Travel Insurance Policy

-Valid passport or ID Card

-3 passport-sized photos (3x4 cm)

-Criminal Record Certificate. It will be necessary to apply for the same certificate upon arrival and before starting the clinical training.

- Erasmus Tutors

Erasmus Mentor are Spanish students from the Faculty of Medicine and Nursing who will be willing to help Exchange Students with different situations they may face such as finding accommodation, going round the city or filling out the required registration forms.

e-mail: tutoresaludcordoba@gmail.com

Facebook: Incoming Facultad Medicina y Enfermería Córdoba 2020/2021

Instagram: [incomings.salud.cordoba](https://www.instagram.com/incomings.salud.cordoba)

- *Spanish Language Courses*

UCOIDIOMAS offers a wide variety of courses in Spanish as a foreign language and Spanish culture regarding the needs and levels of each student. More information available at:

<http://www.uco.es/idiomas/espanolextranjeros.php?idioma=en>

- *Official Exam Period*

Second semester examinations:

1st Examinations: December/January - February

2nd Examinations: May/June – July

4. Information for Erasmus + students in Nursing

4.1 CLINICAL TRAINEESHIP FOR NURSING STUDENTS

There are eight types of practices in the Degree of Nursing called “Practicum” organised by the Faculty that you can find here:

<http://www.uco.es/organiza/centros/medicinayenfermeria/es/planificacion-de-la-ensenanza-enf>

- *Practicum I. General nursing care (2nd year)*
- *Practicum II. General hospital care (3rd year).*
- *Practicum III. General hospital care (3rd year)*
- *Practicum IV. Community and Family Nursing (3rd year)*
- *Practicum V. Community and Family Nursing (4th year)*
- *Practicum VI Community and Family Nursing (4th year)*
- *Practicum VII. Specialized hospital care (maternal and pediatric care) (4th year)*
- *Practicum VIII Specialized hospital care (critical care) (4th year)*

Moreover, the Degree of Nursing includes the following subject in English:

- Biochemistry (1st year).
- Nutrition and diet (1st year).
- Transculturality, health and gender (2nd year).
- Pediatric nursing (2nd year).
- Community and Family Nursing (3rd year)

There is also the possibility to do an internship during the months of June, July and August for the Erasmus + Students for Placement.

Please note that students cannot do a Practicum if they are doing any other course from the teaching plan.

5. Information for Erasmus + students in Physiotherapy

There are four types of practices in the Degree of Physiotherapy called “Practicum” organised by the Faculty that you can find here:

<http://www.uco.es/organiza/centros/medicinayenfermeria/es/planificacion-ensenanza-fis>

- *Prácticum I Orthopaedic Physical Therapy (4th year)*
- *Practicum II Neurological Physical Therapy (4th year)*
- *Prácticum III Respiratory physiotherapy (4th year)*
- *Practicum IV Elective practicum (4th year)*

5. Relevant information during COVID-19 pandemic period

Due to the COVID-19 pandemic situation several measures have been adopted:

- There will not be clinical practices at the hospital for any student during the pandemic period.
- The University of Córdoba has designed two possible scenarios depending on the pandemic evolution. Both of them modify the way lectures and appraisal are held. The differences can be found in the teaching guide of each subject published in the following links:
 - *Medicine:*
<https://www.uco.es/organiza/centros/medicinayenfermeria/es/planificacion-ensenanza-med>
 - *Nursing:*
<http://www.uco.es/organiza/centros/medicinayenfermeria/es/planificacion-de-la-ensenanza-enf>
 - *Physiotherapy:*
<http://www.uco.es/organiza/centros/medicinayenfermeria/es/planificacion-ensenanza-fis>
- Unless it is unavoidable, every administrative procedure will be preferably solved online. In the same way, any doubt will be answered by either e-mail or telephone.