

International
Student Assistance
Service



International
Students Guide

The University Community Assistance Service
(S.A.C.U.)



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1. INTRODUCTION: The University of Seville is an autonomous institution endowed with its own legal status, which renders society the public service of higher education through studies, teaching and research. Inspired by the constitutional principles of Equality, Liberty, Justice and Pluralism, it currently performs three main functions: creation and transmission of Science, Technology and Culture; training for the performance of professional and artistic activities; scientific and technical support for the cultural, social and economic development of Andalusia.

The Rectorate of the University is located at the historical building of the Royal Tobacco Factory, San Fernando Street N.4, while other campuses are spread throughout the city.

2. THE UNIVERSITY COMMUNITY ASSISTANCE SERVICE (S.A.C.U.) manages and monitors all of the University of Seville's Assistance Services.

Location:

Pabellón de Uruguay,
Avda. de Chile s/nº 41013 SEVILLE
Tel.: 954 48 13 92 / 93
Fax: 954 48 60 20. Web Site: <http://www.sacu.us.es/>

The aim of the SACU is to provide the University of Seville Community and similar collective groups with information and counselling as well as the promotion of social support programs and activities, striving to obtain a top quality service through the development of the SACU Activities and the customer's satisfaction.

SACU offers following services:

2.1	International Student Assistance Service
2.2	Information and Documentation
2.3	Pedagogical Advice
2.4	Legal Advice
2.5	Psychological Advice
2.6	Equality Unit
2.7	Social and Voluntary Work Unit
2.8	Career Advice for students having difficulties to find a job
2.9	Special Promotions and Offers for University Students and Staff
2.10	HealthPromotionProgramme
2.11	Disabled Student Service Unit

2.1. International Student Assistance Service

The International Student Assistance Service is responsible for providing all international students registered at the University of Seville with comprehensive support as well as identifying the key processes to meet the student's needs as well as to support and improve their personal and social well being.

Functions of this Service are:

- **Academic Information and Advice.**
- **Language Exchange Programme:** This programme manages a student register to promote cultural and linguistic exchange among the University students and staff.
- **Foreigners documentation process Managements:** Management and Proceeding for the Application of the Study/Investigation Stay Card Application (and its renewal) for international students and their relatives, Part-Time job for students, Full-time job for researchers/professors, Exception of Work License for researchers and professors, changes to Residence or Part-Time Study Stay situation.

Student/Researcher stay Card: this is the identity card which non EU-students and non EU-researchers are required to possess. This document represents their legal situation in Spain (Permit for Study/Research Stays) and it is provided by the Spanish Administration, once they have applied.

If this study visa is for a period exceeding 180 days, they will have a maximum of 30 days after entering the European Union to begin the process of applying for a Student Residence Card, which, together with the Passport, will be their identity card. To apply for this card, students need original and photocopy of their Passport, original and photocopy of the visa and entry stamp, and the letter of acceptance/registration at the University of Seville. The Student residence card is valid for one year from the date of issue and can be renewed if the studies are to be continued in Spain.

The student must apply for this renewal of the card up to 60 days before the expiry date

Documents needed to apply for the renewal of the Student/Researcher Residence Card:

Continuation in the next page.....

Autorización de Estancia por Estudios la podemos encontrar en:http://www.sacu.us.es/sacu/es/11_03.asp.

All the process will be managed through the International Assistance Service handing in the requested originals and two copies.

2.2 . Documentation and Information

This Service offers information and advice on an individual basis about:

- ✓ University Access. Pre-registration, Degrees and study programmes.
- ✓ Grants and Scholarships of the University of Seville and from other private and public institutions. Courses, awards and contests.
- ✓ Information on doctorates and other postgraduate programmes. European Space for Higher Education.
- ✓ Student Residence Halls, apartments to rent and other accommodation possibilities:

The SACU's Accommodation Register provides information on the different types of accommodation on offer:

- Student Residence Halls.
- Apartments on Rent.
- Shared Apartments.
- Rooms in Family.
- Living with elderly or handicapped people, or with a single-parent family.

Through this programme students can obtain information about the available accommodation offer and can choose the area where they would like to reside. They can also get legal advice in case of problems with their housing contracts.

Another housing option is provided with the Programme Living With Elderly managed by the Students' Social Work Unit.

During the first days students can also stay at the Youth Hostel managed by the Andalusian Institute of Youth.

Student Residence Halls and Major School Residences pag. Web:
http://www.sacu.us.es/sacu/es/01_03_01.asp

- ✓ Breakfast and Lunch vouchers.
The University of Seville is provided with several University dining rooms placed in diverse areas of the city.

- Macarena Campus : 130 people capacity.
- Reina Mercedes Campus: 360 people capacity.
- Cartuja Campus (Faculty of Communication): 316 people capacity.

- Ramón y Cajal Campus (Faculty of Law): 120 people capacity.
- Rectorado Campus: 44 people capacity.

The lunch is known of the first and main course, with bread and a dessert. Three different menu are offered every day taking care of the variety and deictic balance. A restricted number of lunch and breakfast vouchers are available to low-income students. These vouchers are available in September/October. For further information you can go to the University of Seville's Grant Office (954 485770)

- ✓ Second-hand book exchange.
- ✓ "Cum Laude" Insurance.
- ✓ **SIBUS: Bike Renting**

The University of Seville, through SACU, makes available to all University members a Comprehensive Bike System 'SIBUS', consisting of an annual bike loan. All University community members can participate and the awarding will be in a random way by using a computer application, in which all on-time Applications will participate. For further information, please, contact: Phone: 954.48.60.01 Email: sacudire2@us.es

2.3. Pedagogical Advice Unit

This unit works to meet the needs of the University Community related to quality of life and work-life balance issues

2.4. Legal Advice Unit

This unit advises community members of the University on their rights and duties, and provides individualized counselling on academic affairs and other university related matters.

2.5. Psychological Advice

This unit manages different activities, programs and activities in the field of psychological and social intervention. The goal is to improve the adaption of the University community members to their environment through the provided counselling, informing and monitoring services.

Guidelines of the above mentioned programmes and activities are:

- Improvement of academic performance
- Psychological Advice and Vocational Counselling
- Services for People with Special Needs.

2.6. EqualUnit

The main objective of this unit is to encourage equal opportunities policy at the University closing inequality gaps especially for the University's female population.

2.7. Social and Voluntary Work Unit

This unit helps students with economic and social difficulties by providing them with the means that may help them to attain the same educational benefits as the rest of their colleagues. Support is provided in two ways. On one hand, students receive individualized counselling and, on the other hand, the unit cooperates through EU programs with other local institutions and organizations. The unit activities are following:

- Free accommodation sharing an apartment either with elderly or handicapped people, or with a single-parent family.
- Support for voluntary work abroad, helping people in third world countries.
- Information and assessment point in social need situations
- Training courses for volunteers
- Information and counselling on organized voluntary actions
- Volunteer network in contact with Public Associations and Institutions
- European Volunteer Work (Information and Mobility Management)

2.8. CareerAdviceforStudents

This Unit promotes access to labour market of alumni and last year students of the University of Seville, having difficulties to find a job. This collective group is made of female students and staff, ethnic minority members, disabled people, foreigners and students seeking self-employment or starting a business.

2.9. Special Promotions and Offers for University Students and Staff

The S.A.C.U. edits a Commercial Guide listing all shops and companies offering special discounts and promotions to the members of the University of Seville Community. Clients wishing to take advantage from these offers must show their University card and, unless otherwise stated by the company, pay in cash.

2.10. HealthPromotionProgramme

In this Area we work for Health promotion among workers and student of the University of Seville, with the aim of integrating health and welfare into all processes inside the university culture through education.

We work promoting health and we are part of a Working net, through REUS (Spanish Healthy University Net) and RAUS (Andalusian Promoting Health Programmes Net)

We act in life healthy habits in different ways:

1. Health Mediation with 14 action lines
2. Health Training for Administration and Services Staff

2.11 Disabled Student Service Unit

This Department's aim is giving efficient answers to all the challenges that could come from handicap situations, guaranteeing the support to all students during their whole stay at the Universidad de Sevilla, starting from a personal and integrated service. For its achievement, a service and resource net that gives answer to all these students' needs is defined.

3. UNIVERSITY OF SEVILLE

3.1 History

3.2 Government Organisation of the University

3.3 Student Union Council of the University of Seville(CADUS)

3.4 Schools and Faculties of the University of Seville by Degrees

3.5 Schools and Faculties of the University of Seville by Campuses

3.6 Facts and Figures

3.7 Study Plans adapted to the European Higher Education Area. Structure of Postgraduate and Graduate Studies

3.8 Short Courses Certificates, Master's and Expert's Degrees issued by the University of Seville

3.9 Offered Degrees

3.10 University Access: Academic Year 2008-09. Pre-registration and Registration Deadlines

3.1. History

The origin of the University of Seville dates back to the School of Santa María de Jesus, founded by Archdeacon Maese Rodrigo Fernández de Santaella at the end of the fifteenth century.

As early as the sixteenth century (1505), a bull issued by Pope Julius II enabled the school to award degrees in Theology, Philosophy, Law, Medicine and Art. In 1551 the MaeseRodrigoSchool was granted the category of StudiumGenerale by Royal Decree, thus achieving official University Status, which entitled it to the same rights as other Universities in Spain.

Statutes from 1621 show that the University of Seville had four faculties: Canons and Law, Theology, Medicine and Arts. TheseFaculties awarded Baccalaureate, Graduate and Doctorate degrees, as well as Master degrees awarded by the Faculty of Arts.

The Olavide University Curricula Reform introduced in 1768 during the reign of Charles III, embodied the spirit of Reform so characteristic of the XVIII century. It was to lay the foundation of the modern University. The inclusion of Mathematics in the new curriculum reflected the growing importance of teaching science.

Some years after the expulsion of the Jesuits, the University moved by Royal Decree, to one of the buildings previously owned by this order.

Two major changes took place at the beginning of the nineteenth century. Firstly, the Universities of Baeza and Osuna, the so-called "minor" universities, merged with the University of Seville. Secondly, the study program of the University of Salamanca was implemented in all universities across Spain.

This standardization of University Education in Spain went hand in hand with the development of new degree programs. This period was to witness the founding the School of Medicine, which was later to become a Faculty in 1868; the organization of the Faculty of Science; the reform of the Faculty of Philosophy and Arts, the abolishment of the Faculty of Theology, and specialised departments and faculties started to appear

In the middle of the twentieth century the University of Seville moved to the 'Real Fábrica de Tabacos' building, built by the engineer Van der Beer during the reign of Fernando VII. In the sixties the Technical Schools of

Architecture and Industrial Engineering were created. In the following decade the studies of Economics and Pharmacy were introduced; the Faculty of Sciences was split up which led to the creation of the faculties of Biology, Physics, Chemistry and Mathematics and the Rábida University College was created.

The introduction of new studies was accompanied by the geographic decentralisation of the university. Centres were created in the provinces of Badajoz, Cadiz and Córdoba from grew into our the present day universities. The Constitution of 1978 led to the revision of the traditional centralist regime of Spanish universities, recognising the autonomy of the universities. At the same time the new territorial organisation of Spain has resulted in the distribution of university jurisdictions between the different public powers.

The University Reform Law of 1983, drawn up in accordance with that established in the Constitution, established a framework for the renovation of university life. This regulation-framework sees the university as a public service in relation to general interests, guaranteeing the participation of diverse social forces in its government.

The Organic Law on Universities 2001 examined the normative framework of Universities with the aim of promoting the action of the General Administration of the State in the structuring and the cohesion of the university system, of intensifying the competences of the Autonomous Communities regarding higher education, of increasing the degree of autonomy of the Universities, and of establishing the necessary channels to strengthen the reciprocal relations and bonds between University and society.

In 2003, the Andalusian Parliament used the powers conferred by the corresponding Organic Law, to pass the Andalusian Law on Universities with the aim of increasing autonomous power and to deepen into the development and coordination of the Andalusian University System

The principle of university autonomy is expected to be the transformational act of each university that determines its position in the higher education environment. The development of this principles implies the production of its own Statutes. The statutes of the University of Seville were approved by the Andalusian government on November 25, 2003 and were officially published the next month (BOJA number 235, December 5, 2003).

The University of Seville, one of the oldest in Europe, is among the most venerable institutions of the city. The close links between the University and the city's cultural, social and economic life makes that the history of Seville and the trajectory of its University are almost inseparably intertwined.

The University of Seville offers a wide range of academic subjects including the Bio-sanitary, Scientific and Technological, Human-linguistic and Social Sciences study areas. These degrees can be supplemented by postgraduate and doctorate studies. The University offers almost one hundred different specialisations including master's Degrees, university Expert courses, Complementary training, Integrated Courses and Doctorate programmes. The University of Seville offers its students a wide range of activities that not only promote their academic but also their personal development. In a word, the University of Seville offers its students integrated training.

3.2. Government Organisation of the University

The University of Seville is a corporate public law institution, and its government guarantees that all sections of the university community have representation. The university government is made up of:

- ✓ **The University Senate**(Claustro Universitario) is the highest representative body in the university community.
- ✓ **The Governing Body**(Consejo de Gobierno) is the common body of government at the University of Seville, in charge of establishing the strategic and program outlines of the University government.
- ✓ **The Counselling Board**(Junta Consultiva) is the body in charge of advising the Rector and the Governing Body.
- ✓ **Conference of University Centres Deans and Directors**(Conferencia de Decanos y Directores de Centros), is the consultive body constituted by all the Deans and Directors of the Centres of the University.
- ✓ **The Social Council**(El Consejo Social), is the body that enables societal participation in the university.
- ✓ **The Rector**, is the highest University authority, who exercises its directorship and holds its representation, assisted by the Executive Board, delegating functions to the Vice-rectors and some Secretariat's Directors.
- ✓ **The General Secretary**bears witness to acts and agreements of the University.
- ✓ **The Manager**is responsible for the University's administrative and economic services.
- ✓ **The University Ombudsman**: The University Ombudsman is the body responsible for securing the respect of freedom and rights of all University of Seville community members. The Ombudsman is not bound by any mandatory instructions and carries out his/her functions with complete independence.

3.3. Student Union Council of the University of Seville (CADUS)

The C.A.D.U.S. is a democratically elected student body, made up of members from the Schools and Faculties student delegations. Assemblies are the highest representative bodies through which students acting on behalf of their courses or groups participate in the academic life of the university.

Functions of CADUS are:

- To coordinate and to carry out the decisions taken that come from the Assemblies of the Center.
- To represent students at the University commissions responsible for awarding grants, scholarships and credits to students of the University of Seville. They are also involved in establishing the particular criteria by which these grants, etc are conceded.
- To establish, approve and modify C.A.D.U.S regulations and functions.
- To coordinate the student representatives acting on the University of Seville governing bodies.

Location:

Pabellón de Uruguay.
Avda. De Chile s/n.
41013 Seville

Tel. 95 4486024 / 22
Fax: 95 4486025

3.4. Faculties and Schools of the University of Seville

<p>Higher School of Architecture</p> <p>Avda.Reina Mercedes, 2. Seville 41012 Tel. 95 4556502/04/00 Fax 95 4556534 Correo electrónico: malala@us.es Web page: http://www.centro.us.es/arquitectura</p>	<p>Higher School of Computer Science Engineering</p> <p>Avda. Reina Mercedes, s/n Seville 41012 Tel. 95 455 68 17 Fax: 95 455 27 59 E-mail: secretaria@eii.us.es Web page: http://www.informatica.us.es</p>	<p>Higher Technical School of Engineering</p> <p>Avda.Camino de los Descubrimientos s/n 41092 Seville. Tel. 95 448 61 16/17/18/19/13/03 Fax: 95 448 61 20 E-mail: jhidalgo@esi.us.es Web page: http://www.esi.us.es</p>
<p>Higher Technical School of Construction Engineering</p> <p>Avda. Reina Mercedes s/n. 41012 Seville Tel. 95 455 66 49 Fax: 95 455 66 30 E-mail: euatjsecre@us.es Web page: http://centro.us.es/euat</p>	<p>Faculty Of Nursing, Physiotherapy and Podology</p> <p>Avda. Sánchez Pizjuan s/n. 41009 Sevilla Telf. 95 455 14 71/72/68/ Fax: 95 455 14 69 E-mail: Bañuls@us.es Pág Web:http://www.cienciasdelasalud.us.es</p>	<p>Faculty of Tourism and Finance</p> <p>Avda. S. Francisco Javier, s/n. 41018 Sevilla. Telf. 95 455 16 04/05/07/00 Fax: 95 455 16 12 E-mail:ipalencia@ues.es Pág Web: http://www.centro.us.es/euee/home</p>
<p>Higher School of Agronomist Engineering</p> <p>Crta.deUtrera, km. 1. 41013 Sevilla Tlf. 95 448 64 35/8 64 26/27/28 Fax: 95 448 64 36 E-mail:mlte@us.es / avilla@us.es Pág Web: http://www.centro.us.es/euaita</p>	<p>Higher Polytechnic School</p> <p>c/ Virgen de África, 7. 41011 Sevilla Telf.95 455 28 15/6/7/8 Fax: 95 428 27 77 E-Mail:seceup@us.es Página Web: http://www.eup.us.es</p>	<p>Faculty of Fine Arts</p> <p>c/ Laraña, 3. 41003 Seville. Tel. 95 4486490/87759/87751/87750 Fax: 95 448 77 63 E-mail: bellasartes@us.es Web page: http://www.centro.us.es/fba</p>

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Faculties and Schools of the University of Seville

<p>Faculty of Biology</p> <p>c/ Profesor García González s/n. 41012 Seville. Tel. 95 4557033/32/35 Fax: 95 4615780 E-mail: biojsec@us.es / bioadm@us.es Web page : http://www.bio.us.es</p>	<p>Faculty of Education Sciences</p> <p>c/ Pirotecnia s/n°. 41013Seville Tel. 95 455 17 45/47//19/00 Fax: 95 455 17 02 E-mail: fce-informacion@us-es Web page: http://www.centro.us.es/fccee</p>	<p>Faculty of Work Sciences</p> <p>C/ Enramadilla 18-20. 41018 Sevilla Tlf. 95 4551211/1599 Fax: 95 455 12 10 E-mail secreder1@us.es Pág. Web: http://www.derecho.us.es</p>
<p>Faculty of Business and Economic Sciences</p> <p>Avda. Ramón y Cajal, 1. 41018 Seville. Tel. 95 4557506/08 Fax: 95 455 16 39 E-mail: ecojssec@us.es Web page:http://www.centro.us.es/fceye</p>	<p>Faculty of Communication Sciences</p> <p>Avda. Américo Vespucio. Isla de la Cartuja. 41092 Seville. Tel. 95 4559575/9819 Fax: 95 455 95 84 E-mail cinjssec@us.es Web page: http://www.centro.us.es/fcom</p>	<p>Faculty of Law</p> <p>C/ Enramadilla 18-20. 41018 Sevilla Tlf. 95 4551211/1599 Fax: 95 455 12 10 E-mail secreder1@us.es Pág. Web: http://www.derecho.us.es</p>
<p>Faculty of Pharmacy</p> <p>c/ Profesor García González, 2. 4012 Seville. Tel. 95 455 67 06 Fax: 95 423 37 65 E-mail: amparoc@us.es Web page: http://www.farmacia.us.es</p>	<p>Faculty of Philology</p> <p>c/ Palos de la Frontera, s/n 41004 Seville Tel. 95 455 14 98 Fax: 5 456 04 39 E-mail: filologia@siff.us.es Web page: http://www.siff.us.es</p>	<p>Faculty of Philosophy</p> <p>c/ Camilo José Cela s/n. 41018 Seville. Tel. 95 455 16 56 Fax: 95 455 16 34 E-mail: jsecfil@us.es Pág. Web: http://www.centro.us.es/filosofia</p>

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Faculties and Schools of the University of Seville: Own Centers

<p>Faculty of Physics</p> <p>Avda. Reina Mercedes, s/n 41012 Seville Tel. 95 4552881/82 Fax: 95 4554450 E-mail: ffsaog@us.es Web page : http://www.centro.us.es/fisica</p>	<p>Faculty of Geography and History</p> <p>c/ Doña María de Padilla s/n 41004 Seville. Tel. 95 455 13 47/50 Fax: 95 455 13 51 E-Mail: camacho@us.es Web page: http://www.centro.us.es/figh</p>	<p>Faculty of Mathematics</p> <p>c/ Tarfia, s/n. 41012 Seville Tel. 95 455 79 16 Fax: 95 455 79 19 E-mail: secremat@us.es Web page : http://www.matematicas.us.es</p>
<p>Faculty of Medicine</p> <p>Avda. Doctor Fedriani, s/n. 41009 Seville Tel. 95 455 98 26/23 Fax: 95 455 98 27 E-mail: facmedinfo@us.es Web page: http://www.medicina.us.es</p>	<p>Faculty of Dentistry</p> <p>c/ Avicena, s/n. 41009 Seville Tel. 95 448 11 03. Fax: 95 448 11 04 E-mail: odontologia@us.es Pag Web: http://www.odontologia.us.es</p>	<p>Faculty of Psychology</p> <p>c/ Camilo José Cela, s/n. 41018 Seville Tel. 95 455 76 56. Fax: 95 455 76 59 E-mail: psijsecre@us.es Pag Web: http://www.centro.us.es/facpsi</p>
<p>Faculty of Chemistry</p> <p>c/ Profesor García González s/n. 41012 Seville. Tel. 95 455 71 31 Fax: 95 455 71 34 E-mail: quijsec@us.es Website:http://www.centro.us.es/quimica</p>	<p>International Center.</p> <p>Avda. Ciudad Jardín, 20/22. 41005 Seville. Tlf.954 55 44 07 Fax: 954 55 17 65 E-mails: centrointernacional@us.es Website: http://www.us.es/internacional/centrointernacional</p>	<p></p>

Faculties and Schools of the University of Seville: Associated Centres

<p>“Cruz Roja Española”Nursery Center</p> <p>Avda de la Cruz Roja, 1. 41009 Seville. Tel. and Fax: 95 4350997 E-mail: creseue@creseue.infonegocio.com Web page : http ://www.enfermeriadeSeville.org</p>	<p>“Virgen del Rocío”Nursery Center</p> <p>Avda. Manuel Siurot, s/n. Edificio de Gobierno. 41013 Seville. Tel. 95 5013434 / 5 Fax : 95 5013473 Web page : eue.hvr.sspa@juntadeandalucia.es</p>	<p>“Francisco Maldonado” UniversityStudy Center</p> <p>Edif. Antigua Universidad. Campo de Cipreses, 1. 41640 Osuna (Seville) Tel. 95 5820289. Fax: 95 4811282 E-mail: secretaria@euosuna.org Web page:http://www.euosuna.org</p>
<p>EUSA UniversityStudy Center</p> <p>c/ Plácido Fernández Viaga, 4. 41013 Seville. Tel. 95 4238797 Fax: 95 4238942 E-mail: info@eusa.org.es Web Page : http ://www.eusa.org.es</p>	<p>“Cardenal Spínola”UniversityStudy Center</p> <p>Fundación San Pablo CEU. Campus Universitario de Bormujos. 41930 Bormujos (Seville) Tel. 95 4488002 Fax : 95 4488010 E-mail : info@ceuandalucia.com Web page : http ://ceuandalucia.com</p>	<p>“San Juan de Dios” Nursery Center</p> <p>Avda. de San Juan de Dios, s/nº 41930 Bormujos (Sevilla) Tlf. 95 505 51 32 Fax 95 505 51 33 E-mail: eue.secretaria@sjd.es Web page : http ://www.hsja.es</p>

3.5. Faculties and Schools by Campuses

Faculties and Schools of the University of Seville

Main Building (Ancient Tobacco Factory)

- ✚ Faculty of Philology
- ✚ Faculty of Geography and History

Reina Mercedes Campus

- ✚ Faculty of Biology
- ✚ Faculty of Pharmacy
- ✚ Faculty of Physics
- ✚ Higher School of Computer Science Engineering
- ✚ Faculty of Mathematics
- ✚ Faculty of Chemistry
- ✚ Higher School of Architecture
- ✚ Higher Technical School of Construction Engineering

Ramón y Cajal Campus

- ✚ Faculty of Business and Economic Sciences
- ✚ Faculty of Tourism and Finance
- ✚ Faculty of Psychology
- ✚ Faculty of Philosophy
- ✚ Faculty of Education Sciences
- ✚ Faculty of Law
- ✚ Faculty of Work Sciences

Macarena Campus

- ✚ Faculty of Medicine
- ✚ Faculty of Nursing, Physiotherapy and Podology
- ✚ Faculty of Dentistry

Cartuja Campus

- ✚ Higher Technical School of Engineering
- ✚ Faculty of Communication Sciences

Faculty of Fine Arts

Higher School of Agronomist Engineering

Higher Polytechnic School

International Center

3.6. Facts and Figures: Academic year 2010-2011

1.- ACADEMIC STRUCTURE			
<u>University Faculties</u>	Owned	25	31
	Attached	6	
University Departments			126
Fields of Study			156
Other Centers			3
2.- UNIVERSITY OFFERT: UNIVERSITY STUDIES			
Offered Undergraduate Studies (Starting from 1 st year)	Degrees		57
	Only 2 nd cycle		12
University Master Degrees			73
PhD Programmes			143
Postgraduate Studies			288
3.- UNIVERSITY DEMAND: Registered Students			
1 st and 2 nd cycle	Owned Centers		37872
	Attached Centers		1448
Undergraduate Studies	Owned Centers		19130
	Owned Centers		1039
3 rd Cycle			1861
University Master Studies			3018
Postgraduate and owned Studies			5727
Language Institute Studies			6981
University Entension			383
University of the Third Age			1882
TOTAL AMOUNT OF REGISTERED STUDENTS			81339
4.- UNIVERSITY STAFF			
Professors			4487
Administrative and Support Staff			2420
Total amount of staff			6907

3.7 Study Plans adapted to the European Higher Education Area. Structure of Postgraduate and Graduate Studies

The Spanish new university education system, established in compliance with Law 4/2007 of 12 April, which modifies Law 6/2001, paragraph 35,

organizes University studies into three official study cycles: Undergraduate, Master's and Doctorate.

Undergraduate studies provide students with a general training, in one or more study areas, aimed at preparing them for future professional activities.

In order to obtain their degree, students must complete 240 credits, divided into four 60-credit courses, comprising all of the student's theoretical and practical training. Nevertheless where the above is determined under European Community Law, the Government may assign a greater number of credits to specific degrees.

Curricula must include a minimum of 60 credits of basic training, of which at least 36 must be related to the corresponding academic field. The credits remaining to complete the 240, must be made up of obligatory or optional units. Planned external field work or work placements will have a maximum value of 60 credits and the compulsory final degree thesis will have a 6 to 30 credit value.

The University may establish regulations authorizing degree-seeking students to earn up to 6 credits for activities related to solidarity and cooperation, university culture, sports, student representation. These credits are to be included in the optional credits quota.

Candidates to Degree programs must meet the regular admission requirements to the University.

Master's programs are aimed at students seeking advanced, specialized or multidisciplinary training, focused on academic or professional specialization or research initiation activities.

Master programs have an academic weight of between 60 and 120 ECTS credits, and last for one or two academic years, comprising all of the student's theoretical and practical training including compulsory units, optional units, seminars, work placements, monitored work, etc.

The programs conclude with the draft and public defense of a Master's Dissertation, with an academic weigh of between 6 and 30 credits.

Students wishing to enroll for the Master's Degree must be graduates from a Spanish university or any other higher education institution of the EHEA, provided that the degree grants access to Master's Degree Studies in the

issuing country. In some exceptional cases graduates from outside the EHEA may also be entitled to enter Master's Degree Studies.

The aim of PhD courses is the advanced education and training of the student in research techniques, and can include courses, seminars or other activities focused on research training techniques. These studies include the draft and defense of a doctorate thesis consisting of an original work of research.

In order to be awarded the doctorate degree, candidates must complete an official period of training and research, leading to the draft and defense of a doctoral dissertation. The structured set of all training and research activities leading towards the award of the degree is known as a PhD program.

Students wishing to enter the training period of the doctoral programs at the University of Seville must either successfully complete the studies leading to the award of an official Master's Degree or complete at least 60 ECTS credits included in the curriculum of one or more Master's Degrees.

Exceptionally, the University of Seville, due to strategic interests, may approve training periods consisting of a successful completion of 60 ECTS postgraduate credits not included in any official Master's Degrees.

To be admitted onto the training period of a Doctorate Programme, students must meet the same requirements as the candidates to an Official Master's Degree.

In order to be admitted onto the research period of a Doctorate Programme, candidates must have completed a training period structured as indicated above.

Definitions

Area of knowledge: Each university proposes to which area of knowledge, defined in Royal Decree 1393/2007, a degree belongs:

- a. Arts and Humanities.
- b. Sciences.
- c. Health Sciences.
- d. Social and Legal Sciences.
- e. Engineering and Architecture

The official curriculum (Plan de estudios oficial): refers to a set of lessons, established by the university which leads to the awarding of an official university degree that is official and valid throughout the national territory.

Module: Academic teaching and learning unit that includes one or more subjects or units and is an organizational unit within a study program. The Andalusian Public University System has coordinated all the training modules of all Degrees.

Subject: Academic teaching and learning element that can be configured into one or more category of units.

- a. **Basic Training Units:** Basic Units included in an official program of studies that are defined as such in the catalogue listed in one of the five knowledge areas established by the Spanish Ministry of Education. These units are compulsory for students, once included in an approved curriculum.
- b. **Obligatory Units:** Obligatory Units included in an official program of studies can be freely established by the University in order to enable students to gain specific competences required by their chosen studies. These subjects are compulsory, once included in an approved curriculum.
- c. **Optional Units:** The University can freely establish a catalogue of optional units, from which students can choose a restricted number to complete their study program and the required credit quota.

Unit: Is the academic and administrative basic element of educational organization and enrollment.

European Credit: the European credit is the unit of measure representing the amount of academic work done by a student in order to complete the syllabus. It is obtained by passing every unit included in the study plan of a official Spanish degree, valid throughout all the national territory. At the University of Seville 1 ECTS credit is equivalent to 25 hours of student work, including, on one hand, all theoretical and practical courses, seminars and any other way of learning that implies the presence of a teacher and, on the other hand, all the individual homework hours.

Learning Outcomes: Learning outcomes are the knowledge and skills or sets of skills that students will have achieved after successfully completing a study a curriculum or a part thereof (module, subject or unit). They refer to what students know, understand and are able to prove after a period of training.

Learning outcomes are student-centered and therefore try to focus the professor's attention on what students have learned at the end of a study period and not on the activity to be carried out by the professor.

Generic skills: instrumental competences, abilities, attitudes or ways of working that are useful in several (or all) fields of knowledge and / or when carrying out

professional activities. Although they are to be included in a study plans, the corresponding training to get these skills can be reached through means related to a specific study program. For example: the competence to search for information, can be learned through the use of the Medline in Medicine, or of the Aranzadi Database in Law, PsycInfo in Psychology, etc

Specific skills: Concepts, theories, instrumental competences, research abilities, ways of working or of practical application recognized as characteristic of the particular discipline (History, Engineering, Law, Medicine, Psychology, Economics, Physics, etc.) that are required to apprehend the knowledge contents in order to master a discipline and carry out a career in the chosen study area.

The new study programs, structured as mentioned, will start in the academic year 2009/2010. However, during a short period lasting up to 2015, these new study programs will coexist with the old first and second cycle studies.

First and Second Cycle Studies:

- **Diplomado, Technical Engineer or Technical Architect**, first-cycle studies which usually have a three years duration.
- **Graduate (Licenciado), Engineer (Ingeniero) or Architect (Arquitecto)**. The completion of a first cycle grants access to the second cycle dedicated to in-depth study and specialisation in the corresponding subject areas and specialised training to carry out professional activities. These studies generally last 5 years.

Second cycle studies

Second cycle degrees refer to two-years academic studies that do not have an own first cycle and are accessible only after completion of a related first cycle. The successful finishing of this second cycle entitles the student to be awarded the Engineer, Architect or Licenciado Degree

3.8 Short Courses Certificates, Master's and Expert's Degrees issued by the university of Seville:

The Center for Lifelong Learning of the University of Seville meets the training needs identified in the socio-cultural and socioeconomic environment of the University, with different training actions. These are either long-term training courses leading to the award of a Master's or Expert's Degree or short training courses with special objectives, later accredited by a certificate issued by the University of Seville

The Center for Lifelong Learning provides a large number of professionals with access to its programs through e-learning and b-learning.

The Master, Expert and Short Training Courses provide students and professionals with advanced training that develops highly valued workplace skills and is clearly job market oriented.

Location:

Pabellón de México

Avda. de las Delicias s/nº

<http://www.cfp.us.es/>

4.- OTHER SERVICES OF THE UNIVERSITY OF SEVILLE

4.1 Sport Activities Office of the University of Seville (S.A.D.U.S.)

The S.A.D.U.S. is the office in charge of the promotion and management of sport activities among the members of the university community setting up championships and sportive events and the construction, maintenance and control of sport centres and facilities at the University of Seville. Every year the SADUS offers sport grants for students practising regularly a sport activity. The amount to be allocated and the number of available grants are annually determined through a public call.

The SADUS organizes:

- University Championships and promotes leagues in the Faculties and Schools of the University of Seville of following sports: Basketball, Handball, Volleyball, Football, Indoor Football, Rugby, Tennis, Table Tennis, Chess, Athletics, Hockey and Paddle.
- And runs a variety of courses and in Tennis, Karate, Taekwondo, Aerobics, Keep Fit, Hockey, Aquagym and Fitness.

A medical service is also available for members of the University Community. The required Sport card is available at the SADUS main offices located at:

Complejo Deportivo Universitario "Los Bermejales"

Avda. de Dinamarca, s/n. 41012 SEVILLE

Tel. 954 48 77 00/19. Fax 954 48 77 27

Web page : <http://www.us.es./sadus/>

Sport centres and grounds:

- **Los Bermejales Sport facilities:** Multi-sports centre, rugby field, soccer field, hockey, tennis courts and Keep-fit, paddle-tennis, swimming pools. Avda. De Dinamarca, s/n. Tel: 954 487700
- **Ramon y Cajal Campus:** Indoor sports centre: aerobics, basketball, volleyball and keep-fit. Avda. Ramón y Cajal, s/n Tel: 954 551618 Sport centres and grounds:

4.2 University Library and Reading rooms

The University Library is a resource center for learning, teaching, research. Its mission is to facilitate access to the resources of information and its dissemination as well as supporting knowledge creation processes.

The library is structured in the following way

- A Central Library where you can find:
 - ✚ Services offering resources and technical support to the different faculty libraries
 - ✚ A multidisciplinary collection and an extensive collection of reference material, the Old Books section, and the Historical Archive

General Library and Historical Archive site:

C/ S. Fernando, 4.41004 Seville. Tel. 95 4551126 (Offices) / 95 4551134 (Public Attention) / 95 4557881 (Old Books)

Reading Room Opening Hours :		Research Room Opening Hours:	
Monday –Friday	8:15 – 20:45 h.	Monday –Friday	8:15–20:45 h.
Saturdays	9:00 – 20:45 h.		

Web Site: <http://bib.us.es>

Catalogue of the Library: <http://fama.us.es>

- **Faculty libraries** providing specialized reading material and resources for the users of the centres
- **Some departments** are provided with specialized libraries

During examination periods, students will have access to special study rooms in their faculties with extended opening hours.

Reading room opening hours: from Mondays to Fridays, 8.15 to 21.15/ Saturdays 9.00 to 20.45

Research room opening hours: from Mondays to Fridays, 8.15 to 21.15

Reading Rooms: Opening hours and periods, centres and features

Center	Location	Features	Opening Hours	Opening Periods
REINA MERCEDES CAMPUS				
Mathematical Faculty	Basement	Air Conditioning	24 hrs/day	All year round
Architecture E.T.S.	Ground floor	Air Conditioning	24 hrs/day	All year round
Classrooms close to the Instituto de Idiomas	Next to the University Dining room	Air Conditioning	From 08:00 to 22:00	Saturdays, Sundays and Holydays all year round
RAMÓN Y CAJAL CAMPUS				
Business Faculty	AnnexBuilding I 2 Reading rooms	Air Conditioning	24 hrs/day From 08:00 to 22:00	All year round
Economic Faculty	Ground floor	Air Conditioning	24 hrs/day	All year round
Law Faculty and Work Sciences Faculty	Ground Floor	Air Conditioning	08:00 to 21:00 h 09:00 to 14:00 h	All year round
MACARENA CAMPUS				
Medicine Faculty	Multiuse Centre	Air Conditioning	24 hrs/day	All year round
CENTRAL / RECTORATE				
General Library	Rectorate	Air Conditioning	From 08:30 to 21:00 From 09:00 to 21:00	Mondays to Fridays Saturdays
CARTUJA CAMPUS				
Engineers E.T.S.	Laboratory 1(1 st Floor)	Air Conditioning	From 09:00 to 21:00	Mondays to Sundays
UNIVERSITY SPORT CENTRE "LOS BERMEJALES"				
S.A.D.U.S.	CDU "Los Bermejales"	Air Conditioning	From 09:00 to 21:00	Mondays to Fridays

4.3 Work Placement Service

The Work Placement Service of the University of Seville, at the Vice-rectorate for Technological Transfer, is responsible for promoting and establishing undergraduate and postgraduate student work placements in private and public companies and institutions.

This Service is aimed to provide students and alumni of the University of Seville with practical skills and expertise needed to successfully carry out their careers in the future, adding to the theoretical contents of their previous studies, the practical training offered through the cooperation between the University and the different enterprises and institutions.

Location:

Avda. Ramón y Cajal nº 1
(Fac. de CC. Económicas y Empresariales)
41018 – Seville
<http://www.servicio.us.es/spe/>

4.4 CICUS (Centre for Cultural Initiatives of the University of Seville)

This Centre designs and develops cultural programs for students and Staff members promoting creativity, appreciation and a taste for art among the university community and the development of a sound and varied artistic education.

Other tasks performed by this service include technical advice on cultural issues related to the different university centres, to the “aulas de cultura” and to other different cultural centres of the city of Seville

Location:

Centro de Iniciativas Culturales (CICUS)
c/Madre de Dios 1
41004 SEVILLA
Teléfono: 955 42 01 55 -955 42 01 56

Administración:

Rectorado de la Universidad.
C/San Fernando 4
41004 SEVILLA
Telf: 954 55 1048

cicus3@us.es
<http://www.cicus.us.es/>

5. CONSULATES IN SEVILLE

CONSULATE	ADDRESS	PHONE #	FAX #	E-MAIL / WEBSITE
GERMANY	c/ Mauricio Moro Pareto, 2, 5ª Planta .Edificio Eurocom. Bloque Sur. CP 29006. Málaga	952363591	952320033	
ARGENTINA	c/ Presidente Rivadía, 3. CP. 11001. Cádiz	956228922	956809203	consulado@consuladoargentinocadiz.es www.consuladoargentinocadiz.es
AUSTRIA (Honorary)	c/ Cardenal Ilundain, 18, pta 1, 5º F. CP. 41013. Sevilla	954987476	95 4987476	oksevilla@yahoo.es
BÉLGIUM (Honorary)	c/ Adolfo Rodríguez Jurado, 16, 4º dcha. CP41001. Sevilla	954220087	95 4560786	info@consulbelsevilla.org cónsul@consulbelsevilla.org www.belgica.es
CANADA	Plaza de la Malagueta, 2, 1º CP 29016. Málaga	952223346	952229533	cancon@microcad.es
CHILE (Honorary)	Pabellón de Chile. C/ La Rábida, 3. CP 41013. Sevilla	954238135	95 4214791	consuladochilesevilla@hotmail.es
COLOMBIA	Paseo de las Delicias s/n, Pabellón de Colombia CP41012. Sevilla	954611985	954238147	csevilla@concilleria.gov.co consuladocolombiasevilla.blogspot.com
IVORY COAST	c/ Cardenal Lluch, 58. CP 41005. Sevilla	954921415	95 5811956	Consuladocostademarfil.com
DENMARK (Honorary)	Paseo de la Palmera, 19 D, 1ª pl. CP 41013. Sevilla	954296909	95 4230923	Gustavo.Marti@maersk.com Luis.Franco@maersk.com

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CONSULATE	ADDRESS	PHONE #	FAX #	E-MAIL/WEBSITE
ECUADOR (Honorary)	c/ Benito Mas y Prat, nº 5, 1ªpl. Oficina 1. CP 41018. Sevilla	954571192	955313008	consulado.ecusevilla@gmail.com
EL SALVADOR (Honorario)	c/ Diego de Riaño, 5, 1º izq. CP 41004. Sevilla	95 4987057	95 4987077	cosio@mcossioabogados.es
U.S.A. (Consular Agency)	Plaza Nueva, 8B, 2ª pl, E2, nº 4. CP. 41001. Sevilla	95 4218751	95 4220791	sevillecons@telefonica.net
ESTONIA (Honorary)	Avd. Constitución, 25, 1ª planta. CP 41004. Sevilla	95 4081060	95 4081055	consul.estonia.sevilla@gmail.com www.estemb.es
THE PHILIPPINES (Honorary)	Avda. Palmera, 8. CP 41012. Sevilla	95 4226966	95 4563004	consulfilipinasbidon@gmail.com
FINLAND (Honorary)	c/ Adriano, 45, 2º B. CP 41001. Sevilla	95 4296680	95 4626004	robertochevarria@consuladofilandia.com
FRANCE	Plaza de Santa Cruz, 1. CP 41004. Sevilla	95 4293200	95 4293180 / 81	ecrire@consulfrance-seville.org
GREECE (Honorary)	c/ Virgen de la Cinta, nº 28, 3º Izqda. CP 41011. Sevilla	95 4574404	95 4580942	consulgrecia@correovia.com
GUATEMALA (Honorary)	Plaza Nueva, 11, 4ª pl. CP41001.Sevilla	954216707	954216751	consular@embajadaguatemala.es
HONDURAS (Honorary)	c/ Palos, 7. CP 21003. Huelva	959410391 959240500	959540720	r-diaz@recol.es

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CONSULATE	ADDRESS	PHONE #	FAX	E-MAIL/WEBSITE
IRELAND (Honorary)	Avda. de Jerez, 46, local 8. CP 41012. Sevilla	95 4690689	95 4689112	irishconsulate@telefonica.net
ICELAND (Honorary)	c/ San Florencio, 4, 1º A. CP 41018. Sevilla	95 4579811	95 4578838	Coronil.consul@gmail.com
ITALY (Honorary)	c/ Fabiola, 10. CP 41004. Sevilla	95 4228576	95 4228549	consolato@italconsiviglia.com
LUXEMBOURG (Honorary)	c/ Paraíso, 1, 7º-64. CP 41010. Sevilla	95 4284821	95 4284821	ajbrasseur@hotmail.com
MALTA (Honorary)	C/ Virgen de la Antigua, 2, 2ºD. CP 41011. Sevilla	954270283	954270285	consuldemaltase@terra.es
MOROCCO	Camino de los Descubrimientos, 4. Pabellón de la Naturaleza. CP 41092. Sevilla	95 4006006	95 4081551	secretaria@consulatmarocsevilla.es www.consulatmarocseville.es
NORWAY (Honorary)	c/ Santa Lucía, 35. CP 41003. Sevilla	95 4275442	95 4284426	consul.noruega@azahares.com
THE NETHERLANDS (Honorary)	c/ Placentines, 1. CP41004. Sevilla	95 4228750	95 4564819	consuladopaisesbajossev@hotmail.com
PANAMA (Honorary)	Camino de S. Rafael, 53. CP 29006. Málaga	952359806	952318615	
PARAGUAY (Honorary)	Alameda Principal, 25, 2ª. CP 29001. Málaga	952041729	952223738	consulpar.malaga@mre.gob.py

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CONSULADO	DIRECCIÓN	TELEFONO	FAX	E-MAIL/WEBSITE
PERÚ	Avda. de María Luisa, s/n. Pabellón de Perú. CP 41013. Sevilla	95 4232819	95 4237925	consuladoperusevilla@yahoo.es www.consuladoperusevilla.es
PORTUGAL	Av. del Cid, 1. Pabellón de Portugal. CP 41004. Sevilla	95 4231150	95 4236013	mail@cgsev.dgacpp.pt
U.K.	C/ Mauricio Moro Pareto,2. Edif. Eurocom. CP 29006. Málaga	902 109356	95 2359211	malaga.consulate@telefonica.net
CUBA	Avda. Blas Infante, 6. Edificio Urbis, 8º. CP 41011. Sevilla	95 4417706	95 4278004	sevillaconsulado@telefonica.net
DOMINICAN REPUBLIC (Honorary)	Av. República Argentina, 8, 2ªA. CP 41011. Sevilla	95 4274241	95 4270034	infodom@consuldomse.es
ROMANIA	c/ Nicaragua, 18. CP41012. Sevilla	95 4624070	95 4627108	secretariat@cgrosevilla.e.telefonica.net sevilla.mae.ro
RUSSIA (Honorary)	C/ Astronomía, 1. Torre 5, 7º Módulo 11. CP 41015. Sevilla	95 5999716	95 5432955	consul@consulrusoandalucia.com www.consulrusoandalucia.com www.andaluciarusa.org
TURKEY (Honorary)	Avda. Constitución, 36, Entreplanta. CP 41001. Sevilla	95 4293310	95 4220292	esra@consuladohtra.com
URUGUAY (Honorary)	Avda. Eduardo Dato, 37, 1ºC. CP 41018. Sevilla	95 4425808	95 4099864	conurusevilla@conurusevilla.com www.conurusevilla.com

6. LOCAL USEFUL TELEPHONE NUMBERS

Emergencies	112
Local Information (City Hall)	010
International Telephone Information	11825
Post Office (Information)	902197197
Provincial Red Cross Office	954376613
Toxicological Information (24 hours)	915620420
Andalusian Government (Public Attention)	902505505
Civil Protection Service	955569460
Andalusian Ombudsman	954212121
Bus Station (Prado de San Sebastián)	954417111
	954 417 018
Bus Station (Plaza de Armas)	955 038 665
San Pablo Airport (Seville)	954449000
Trains Station (Santa Justa)	902 320 320

7. BRIEF DESCRIPTION OF THE CITY

Location:

Seville, the capital of Andalusia, lies in the south of the Iberian Peninsula, in the center of the Andalusian Autonomous Community. The city has 704.414 inhabitants, while its metropolitan area and the 105 villages of the province register a total population of 1.835.077 inhabitants distributed in an area of 14.042 square kilometres. Seville can certainly be considered to be the artistic, cultural, financial, economic and social centre of southern Spain.

The city lies inland, only 6 meters on the level of the sea, on the banks of the Guadalquivir river, from where it spreads up to the nearby countryside towards the Aljarafe, The “Marisma” marshes, Doñana's National Park, and the mountain ranges of Sierra Norte and Sierra Sur.

Climate:

The Mediterranean weather in Seville has an annual average temperature of 26 ° C in the summer and 12 ° C in winter. Gentle breezes blow during the whole spring and the summer.

Summer temperatures are very high, while winters are mild and rainy autumns are uncommon. The annual rainfall averages 534 mm, and there are 3,000 hours of sunshine throughout the year, making that the climate of Seville could be considered almost perfect during all seasons.

8. EXTERNAL LINKS

University of Seville:	http://www.us.es
University Community Assistance Service (S.A.C.U.)	http://www.sacu.us.es
International Student Assistance Service	http://www.sacu.us.es/es/11_01.asp
Accommodation and Housing Service	http://www.sacu.us.es/es/01_03.asp http://www.sacu.us.es/es/01_03_01.asp
Seville Tourism Office	http://www.turismo.Seville.org http://www.andalucia.org