



GUIDE FOR INTERNATIONAL STUDENTS

University of Huelva

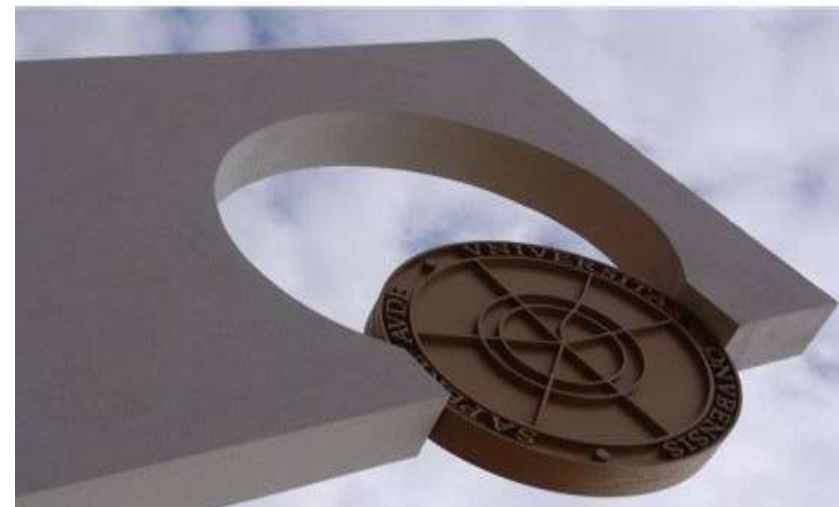
Guide for International and Erasmus Students

The University of Huelva was founded in 1993 by popular demand. Since then its aim has been to provide quality teaching and research, as well as promoting economic, environmental and cultural developments in the city and province.

We are an international university that is committed to the region. Close links have been forged with local businesses, whereby students are offered work placements in order to facilitate their incorporation into the work force.

The research conducted by the University has a strong impact and directly benefits our community. Our staff is comprised of approximately one thousand lecturers and more than four hundred administrative and support staff. Almost 12,500 students attend the University of Huelva including about 2000 carrying out post graduate studies. Our unique environment combines with these features to make Huelva a distinctive university and a special place to be a student.

About 15% of all of its students are international students, mostly from Europe but also from places like China, Russia and South American countries.





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The province of Huelva is situated in the south-west corner of Spain, with Portugal to the west, Seville and Cadiz to the east, Extremadura to the north and the Atlantic Ocean to the south. The capital city of the same name boasts an enviable position nestling between the estuaries of the Rivers Tinto and Odiel. The city is a short drive away from the province's spectacular 120-kilometre coastline of fine sandy beaches.

The University is spread over four sites. The main and newest campus is El Carmen, to the north of the city where the Faculties of Experimental Sciences, Law, Humanities, Education Sciences, Labour Sciences, the School of Nursing and the School of Social Work can be found as well as state of the art computing facilities and the central library. The Business School is housed in a building of architectural merit next to the cathedral in the heart of the city centre and is known as La Merced. The Polytechnic is strategically located to the west at La Rábida, high on a hill overlooking the Tinto estuary and the city's industrial areas where strong links have been formed with the University (the Polytechnic is moving gradually to Campus el Carmen). The University General Registry and administrative centre is located at a separate site in Cantero Cuadrado.



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Campus El Carmen





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Campus La Rábida



Campus La Merced
Campus La Merced





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Campus Cantero Cuadrado



1. ADMISSION AND REGISTRATION AS AN ERASMUS/ EXCHANGE STUDENT:*

- Students must be nominated by their home universities and applications should include all the requested documentation.
- Applicants are expected to have a good level of proficiency in English (for subjects in English) or Spanish to pursue studies. Even though we do not ask for languages certificates, we recommend at least a B2 English/Spanish to successfully pass your subjects
- Agreements between the University of Huelva and its partners are normally school or subject specific, but you may take subjects from other schools/subject areas if your home coordinator agrees to this and if there are available places in the classes in Huelva.
- We do not usually send official acceptance letters by post. Once we received the nomination, we will send the student a digital Confirmation of Acceptance

Orientation information will normally be emailed to all students once they have been nominated

Application Deadline Exchange Students

<u>Start Date</u>	<u>Application Deadline</u>
1st S/Annual	1 st July
2 nd S	30 th November



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Admission

1. Download the Application Form and the Learning Agreement <http://www.uhu.es/english/erasmusplusincoming/>
2. Read the Application/Learning Agreement instructions carefully.
3. Complete all the necessary sections making sure you include your passport number without which we cannot process your application.
4. Print both forms.
5. The Learning Agreement **must be signed and approved** by your home institution (the sending institution) before you send it.
6. Please send your Application form and Learning Agreement to our International Office by e mail to: drinter02@sc.uhu.es We do not require transcripts or CVs. We do not accept faxed applications.
7. Once processed you will receive it duly signed and stamped.

Registration

1. Students will register once in here and at the end of their study period they will receive a Transcript of Records.
2. You can select any course from any Faculty for a maximum of 30 ECTS.
3. Registration process will be explained in detail in the Orientation Week





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2. ADMISSION AND REGISTRATION PROCEDURES FOR UNDERGRADUATE DEGREES.

VISITING STUDENTS: NON ERASMUS / EXCHANGE

If you are not an exchange student and wish to enrol as a regular student you should consult the following site:

<http://www.uhu.es/gestion.academica/matricula/matricula.htm>

Or contact the Admissions Office, in Spanish:
Servicio de Gestión Académica – 34959218028

<http://www.uhu.es/gestion.academica/>

These programs are taught in Spanish except for the degree in English Studies and subjects in English Philology.

3. ADMISSION AND REGISTRATION PROCEDURES FOR POSTGRADUATE DEGREES

Check <http://www.uhu.es/mastersoficiales/>





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4. LANGUAGE COURSES

UHU Modern Language Centre (Servicio de Lenguas Modernas) offers Spanish language courses all year round for free.

Other language courses available at the Language Centre include:

English, German, French, Italian, Russian, Chinese and Japanese

For more information:

<http://www.uhu.es/lenguasmodernas/>
lenguas.mod@sc.uhu.es

Campus de El Carmen
Avda Fuerzas Armadas, s/n
Pabellón 13, Room 4
34-959218218





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5. COMPUTING AND COMMUNICATIONS

The computer centre is located in the Perez Quintero building on the Campus de El Carmen, where students have access to computers and Internet. WiFi is available in the whole campus. Students should go to this building with their TUO (University Student Card)/ Yellow Paper. Problems with e-mail or laptops will be solved in the Alan Turing building on the Campus de El Carmen.

Map of Campus de El Carmen:

http://www.uhu.es/ubicacion/plano_elcarmen_grande.html

6. THE LIBRARY

The Central Library is located in the centre of the Campus de El Carmen and there you will find a general knowledge library. There are another two specialised libraries specialised located on two of the other campus La Rábida and La Merced, as well as Reading Rooms in the faculties of Law, Nursing and Social Work. Electronic databases and resources are also available to use in campus and off campus.

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





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7. ACCOMMODATION

There are lots of renting possibilities here in Huelva for most budgets, ranging from students' rooms in residence halls to shared flats. For your convenience, we recommend to rent a flat in the city center or near the Campus El Carmen (Los Rosales, Fuentepiña).

You have two options when searching for a flat in Huelva:

- Temporary accommodation for the first days while looking for a permanent flat or room.
- Book online a room or a flat using one of the several providers listed below.

Each option has advantages and disadvantages, so consider which one better suits your needs and budget.

For more information, please check our guide

<http://www.uhu.es/english/doc/ACCOMMODATION2.pdf>

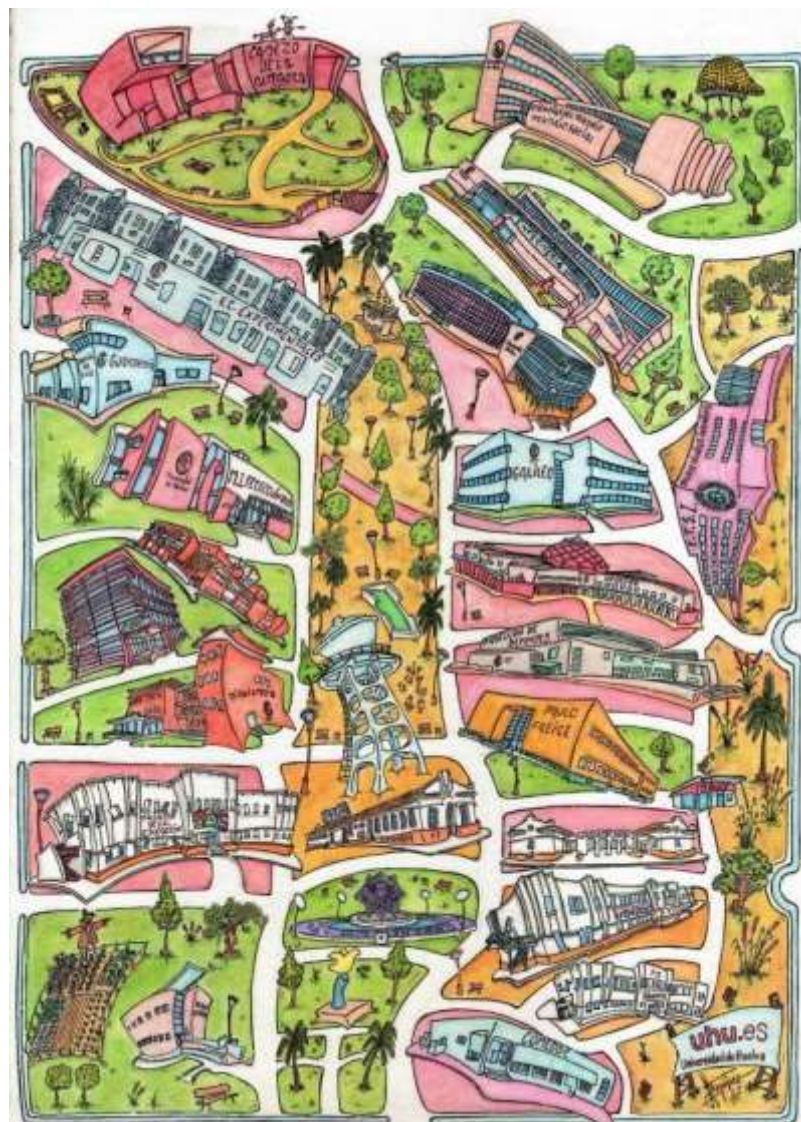




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8. ON ARRIVAL

Pabellón 13. CAMPUS EL CARMEN. INTERNATIONAL OFFICE





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Our office is Pabellón 13, room 4 on the Campus de El Carmen, between the Jacobo del Barco Building and the Main Canteen . If you enter the Campus from the Avenida de Andalucía you will pass the School of Social Work (Trabajo Social), School of Nursing (Escuela de Enfermería), the Law Faculty (Facultad de Derecho) and Sports Pavilion (Pabellón de Deportes) pabellon 8 and Jacobo del Barco too, then you will be in number 13.

If you come to the Campus from the Avenida de las Fuerzas Armadas, you will pass the Refectory (Comedor) and on your right before coming to our office.

When you have left your luggage at your temporary accommodation go to the International office (Pabellón 13, room 4, Campus de El Carmen) and you will receive help in finding a flat, as well as information about joining the International Students' Association and if you are an Erasmus or Exchange student your student ESN Card. They are available to attend students from 10:00 till 13:00.

The accommodation service operates from the first week in September until mid October and during the months of January and February. Any specific queries regarding accommodation can be sent to info@esnhuelva.org





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9. SERVICES FOR STUDENTS WITH SPECIAL NEEDS

Please contact SACU (Servicio de Atención a la Comunidad Universitaria)

<http://www.uhu.es/sacu/discapacidad/>

10. HEALTH CARE

Before leaving your country:

Prepare the necessary documents for receiving medical attention while in Spain. You should check if there is a bilateral agreement with Spain which entitles you to Public Health Care while studying in Spain, in order to know whether or not to take out a private Medical Insurance before leaving their country. The following companies operate in Huelva: Sanitas, Adeslas, Caja Salud, Asisa and Mapfre. Please make sure your medical insurance deals with a company with private Health Centres in Huelva. Your private insurance policy should inform you where to go in order to receive medical attention. Exchange students will not be allowed to register for subjects if they do not have a private medical insurance or a European Health Card.

On arrival:

If you are entitled to State Health Care while in Spain, when you have a long term address in Huelva you should visit your local Health Centre and hand in your E128, E111 or European Health Card as well as a photocopy of this document/card. The nurse or secretary at the Health Centre will include you in their files and give you a reference number and an area doctor will be assigned to you. You will need your reference number if you need medical attention in the future and also to use the 24 hours appointment service.





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FAQS

Which health centre do I go to?

Below are the addresses and phone numbers of the 7 clinics serving the city of Huelva and the areas pertaining to each one.

1. Isla Chica

Plaza Perlita de Huelva, 8. 959 54 30 60

Serves the following areas: Barriada de Isla Chica

2. Centro “La Casa del Mar”

Avenida de Hispanoamérica 959 25 60 34

Serves the following areas: Casco antiguo, Zafra, Pescadería, Matadero, Barrio Obrero and La Merced.

3. Los Rosales

Calle Amadis de Gaula, 4. 959 00 53 30

Serves the following areas: Los Rosales, Fuentepiña, Pérez Cubillas and Barriada del Rocío.

4. Molino de la Vega

Calle Fuente Heridos s/n. 902 50 50 66

Serves the following areas: Las Colonias, Hotel Suárez, Barriada del Carmen y el Molino de la Vega.

5. La Orden

Avenida Diego Morón, 1. 959 54 50 63.

Serves the following areas: La Orden y la Ribera

6. El Torrejón

Avenida Flores, s/n. 902 50 50 66

Serves the following areas: El Torrejón, Verdeluz, Hispanidad, Avenida de Andalucía y La Universidad.

7. Adoratrices

Avenida Adoratrices, s/n. 959 54 24 10

Serves the following areas: Bomberos, El Conquero, Polígono San Sebastián, Guadalupe and Tres Ventanas.

How do I make an appointment?

When you need to see the doctor you should call your local Health Centre by telephone to make an appointment. You will probably be given an appointment for the next day or if you call very early for the same day.

What if I urgently need to see a doctor today?

If you need to see the doctor urgently you can ask for an appointment for the Emergency doctor (Médico de guardia). You will be given an appointment for the same day after 13.00. You must go in person to the health centre to get an appointment for the same day. They will not give you this kind of appointment over the phone.

When can I call to make an appointment?

You can call your health centre from 8 am until 3pm or you can also use the 24 hours appointment service to arrange an appointment at a Health Centre. In order to use this service you must have handed in your papers at your local Health Centre and have your reference number. You can call 902 50 50 60 at any time of the day or night to make your appointment and avoid having to go in person to arrange to see your doctor.

How can I get specialised medical attention?

If you need specialist treatment the Area Doctor (Médico de Cabecera) (he will be assigned to you when you first visit the Health Centre with your E128 /E111 Form or European Health Card) will make an appointment for you with the specialist in the hospital. So you should make an appointment to see your area doctor and explain why you think you need specialist attention.

What if I need to see a doctor today when the health centres are closed and I don't have an appointment?

There is one Emergency Health Centre serving Huelva. The address is Emergencias 112. Vía Paisajista, s/n tel: 959 01 50 00

IN CASE OF A REAL EMERGENCY WHAT NUMBER DO I RING?

Dial **112** for health emergency or general emergency.



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11. TRAVEL

11.1 Getting to Huelva from Faro, Seville, Malaga and Madrid.

Huelva is well served by both national and international transport links. The airports of Faro (Portugal) and Seville are one hour's drive away. There are train and bus links to all major Andalusian provincial capitals as well as Madrid.

If you travel to Faro, you can take the bus from Huelva from the central bus station (Damas). There are two daily buses:

Departure from Huelva 8:45- Arrival to Faro 10:15

Departure from Huelva 17:30- Arrival to Faro 19:00

If you travel from Faro to Huelva, you should travel with the company *Eva Bus*. You can check their web page in the following link:

<http://eva-bus.com/>

Be aware that in Portugal there is one hour less than in Spain. There are also two daily buses:

Departure from Faro 8:10- Arrival to Huelva 11:45

Departure from Faro 15:35- Arrival to Huelva 19:30

Detailed information about the bus from the airport in Faro to the bus station of Faro:

There are daily buses which operates from 7 AM to 21 PM. The trip lasts 20 minutes and one-way ticket costs around 2 euros.

Please check the timetables before your departure. There may be changes which are not reflected in this guide.



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If you fly from Seville you can take a taxi/bus to the Plaza de Armas Bus station. There are two bus stations in Seville but the Plaza de Armas is the only one that serves Huelva. If you don't want to go by taxi, you can take the bus from the airport to the city centre (2,20 euros). This bus stop in the train station (Santa Justa) where you can get by train to Huelva and you can also take an urban bus called C4, to go to the bus station Plaza de Armas. There are buses every hour from Seville to Huelva. Make sure you get a direct bus, which goes via the A49 motorway rather than the local villages route, the journey takes about an hour and 15 minutes. The price is around 8 euros.

For more information check their web page: <http://www.damas-sa.es/>

Trains are not as frequent and take longer. Consult www.renfe.es for timetables.

The following link gives you a map of Huelva province:

http://www.uhu.es/ubicacion/plano_provhuelva_grande.html

If your flight is from Madrid, you can go to Huelva by train from the train station called *Atocha*. You can check their timetables in the following link: <http://www.renfe.es/>

You can also get a direct coach from Madrid Barajas Airport to Huelva. For information on coach timetables you can check the website:

<http://www.socibus.es/index.html>

Be aware that if you are taking a coach from Huelva to Madrid Barajas Airport you have to ask for a ticket to 'Barajas', not to Madrid.

Going from Málaga to Huelva and vice versa, there are direct trains. You can check the timetables in the following link:

<http://www.renfe.es/>

There is also a company called ALSA, which connects Málaga and Seville. Be aware of the fact that the only way of going to Huelva by bus is with the company called DAMAS.

11.3 Local Taxis

TELETAXIS: +34 959 25 00 22

RADIOTAXIS: +34 959 26 13 13

11.4 Urban-bus information

The numbers 3, 4, 5 and 8 go to the Campus de El Carmen. For the Polytechnic School in La Rábida you should consult Damas Bus Company: <http://www.damas-sa.es/>

The tourist office in Huelva also provides information on inner city bus routes and timetables.

Tourism Office is located at: Avenida Alemania, 12 and in Plaza Las Monjas
Tel: 959 25 74 03

You can buy a BONOBUS which allows you to use all inner city buses at any time 7 days a week. There is also a special price bus pass for students. This one-month bus pass costs approximately 22 €. You should go to the bus station with your TUO (University Student Card), your passport and a photocopy of your passport to buy this pass. There is a small fee for issuing the bus pass of approximately 7€. Otherwise an urban bus ticket



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is 1,10€. Ten trips for urban buses costs approximately 5€; you can recharge the card, always with a multiple of ten trips.

For students who need to travel to the Polytechnic in the Rabida, Damas operate a service where students can buy a book of 40 single tickets valid for use within 90 days of purchase. The price is approximately 16.00€. Buses run from 7:00 to 21:00 every 30 minutes, (please consult website for further details <http://www.damas-sa.es/buscar.htm>).

12. COST OF LIVING

- Bus	1,10€
- Cinema	7.20€-special prices on Wednesdays (4,20€).
- Three-course lunch in the Univ. canteen	4,20€
- Room in a shared apartment, water and community included	200-250€
- Coca Cola / Beer in a bar	1,20€
- Coca Cola / Beer bought in a Supermarket	0.50€
- Cappuccino or Café latte	1.00€

13. ENTRY PERMITS, VISAS AND NIE

European Union students only need their passport or identity card. If you come from outside the European Union, you need a visa. Please contact the Spanish Embassy in your country regarding visa requirements. You cannot change a holiday visa to a student visa while in Spain. You would have to return to your country and apply for a new visa. When applying for your

visa, if you intend to leave Spain during your time here, make sure you apply for a multiple entry visa. Exchange students should receive an acceptance letter from the International Office for their visa application. Other International Students (non-exchange) needing a visa should receive an acceptance letter from the Dean of the Faculty at which they intend to study.

14. CONSULATES

Consulates in Huelva:

Portugal: Vázquez López, 11, 21001 Huelva.
+34959540451

Grecia: Marina, 19-1º 21001 Huelva +34958256188

Finlandia: Sor Ángela de la Cruz, 1. 21003 Huelva.
+34959245656

Liberia: Rascón, 27. 21001, Huelva. +34959249318

Suecia: Polígono Nuevo Puerto s/n. Apartado 465. 21080 Huelva +34959369005, 369312

Honduras: Avenida Pío XII, 2. 21710, Bollullos Par del Condado, Huelva. +34959410381

Consulates in Seville:

http://www.turismo.sevilla.org/paginas_es/consulados.asp

Embassies in Madrid: <http://www.embajada.mobi/>



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15. THE CITY OF HUELVA AND ITS PROVINCE

15.1 Climate

Huelva is a coastal city with a very mild climate. Winters in Huelva are moderate, with temperatures averaging 10- 20° C, very rarely dropping below 10° C. In spring and autumn temperatures range between 15- 25° C, while in June the average is 25- 33° C; during the summer, daytime temperatures are often over 35° C. Evenings are cooler. Average rainfall for the region is normally quite low; nevertheless, it can, on occasions, rain torrentially during the autumn and spring months.



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15.2 Other Useful Information

15.2.1 Erasmus Student Network (ESN)

ESN aims to help Erasmus students get the most out of their time in Huelva. It is located in the International Office: Avenida de Las Fuerzas Armadas S/N, Campus de El Carmen, Pabellón 13, Room 4, Huelva 21007 – España. You can join anytime at the International Office by filling the form and paying the annual membership fee.

For information contact info@esnhuelva.org

ESN organises a number of tours and activities for its members during the year at discount prices.



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15.2.2 Other Extracurricular y recreational activities

The University of Huelva offers the opportunity for students to explore literary and artistic interests as well as integrating with local students by joining Music, Cinema, Literature, Theatre or Film Societies. Students are encouraged to join the University Orchestra and University Choir. Competitions are held in Photography and Painting.

See web page: <http://www.uhu.es/pcultural/>

15.2.3 Tourism Information

The tourism office is located at:
Avenida Alemania, 12.
+34 959 25 74 03

You can find more information about Huelva in

<http://www.turismohuelva.org/>

15.2.4 General Opening Hours

Shopping Hours: Normal opening hours: 9:30-13:30 and 17:00-20:30.

Hipercor and other department stores 10:00-22:00

Banking hours: Usually Monday to Friday 9:00-14:00, although some banks also open on Saturday 9:00-14:00



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<http://cibercomunidades.net/uhu-deporte/>

15.2.5 Local, regional and national fests and official holidays

1st January	New year (N)
6th January	Epiphany (N)
20th January	San Sebastián (L)
February	Carnival (L)
Ash Wednesday	The 'Burial of the Cuttlefish' (L)
28th February	Andalucía Day (R)
March-April	Easter (N)
1st May	Labour Day (N)
May	'Cruces de Mayo' (L)
May-June. (Pentecost)	El Rocío (L)
3rd August	'Colombinas Fair' (L)
August	Latin American Dance Festival (L)
15th August	Asunción de la Virgen (N)
8th September	'Virgen de la Cinta' (L)
12th October	Columbus day. National Day (N)
1st November	All saints Day (N)
November (Last week)	Latin-American film festival (L)
6th December	Constitution Day (N)
8th December	Mary Immaculate Day (N)
25th December	Christmas Day (N)

15.2.6 Sports activities

The Sport Activities Service is located in:
Sport Pavilion "Príncipe de Asturias", Campus de El Carmen,
Tel:
959 21 97 62
For more information: E-mail: deportes@uhu.es or consult web page:

