



YOUR LEARNING AGREEMENT

Universidad Católica San Antonio de Murcia (UCAM) — Exchange Mobility Guide



IMPORTANT NOTICE

WE DO NOT WORK ON THE OLA PLATFORM. PLEASE DO NOT SEND ANY LEARNING AGREEMENT FOR SIGNATURE VIA IT.



THE PROCESS AT A GLANCE

1 EXPLORE

Find degree programmes, courses and ECTS credits on the official UCAM website catalogue.

2 ASK

Contact your Home University tutor and UCAM Exchange coordinator for academic guidance.

3 SELECT

Choose courses taught during your mobility semester and follow all subject restrictions.

4 COMPLETE

Enter the exact degree name, course code and title into your official agreement document.

Any doubt about courses, availability, syllabus (if they are not available on our website)... must be asked to your Ucam **Exchange coordinator**, not to this office! Your Home University tutor is the one who should help you selecting UCAM courses and should tell you which UCAM courses will be recognized. UCAM tutors will guide you with available courses at UCAM. Take into account that UCAM tutors will tell you only if a course is available in the semester of your mobility, the tutor doesn't check its timetable or guarantee you a spot in the course at this stage. The process of approval of learning agreements will be done much later, after the application deadline.

In order to fill in the Learning Agreement, students can find all-important information about courses and ECTS in our link (1) <https://www.ucam.edu/estudios?f=Grado>. In order to find your degree, in the left menu you have to choose:

- **-Estudios:** Grado
- **-Modalidad:** Presencial (except for Criminology and Food technology that would be Semipresencial)
- **-Sedes:** Murcia (except if you are accepted but for Cartagena campus).
- **-You can only select courses taught in the semester of your mobility. As an orientation:**
 - 1st semester: september to january. Autumn semester
 - 2nd semester: end of january to june. Spring semester
- **-I strongly recommend you to contact our UCAM Exchange coordinators.** If you wish to work on your final project, you have to discuss it with your degree/area related coordinator, in order to look for a thesis Director here or suitable "project" courses. However the Final project can't be assessed here, therefore the course can appear in the Learning agreement but in the Transcript of records it will be marked as Not attended (no mark, no ects).



Course Taking Restrictions:

- -Read our **Factsheet** carefully.
- -Our university directive has decided to exclude the second cycle studies (master) of the Exchange offer, a decision that this office has no choice but to comply with, although our bilateral agreements could include this level. That means incoming students can't select any module from any of our masters. Incoming students can have a master level at their Home university but they will have to select courses from our undergraduate offer at UCAM.

- -If needed, students can choose from different degrees and different years taught during the semester of their mobility, and as long as they choose a minimum of 50-60% of their total ECTS from a single degree at UCAM* so we can assign a main UCAM tutor. The remaining ects could be from other suitable degrees related with your Home university studies. Example: the student selects 3 courses from BBA, 1 course from Law and 1 from Marketing. We have a majority of BBA courses, then the main tutor is the BBA tutor. Choosing from too many departments may cause a time clash, a lack of a main UCAM exchange tutor and you might need to change your courses. There will be an add/drop week on arrival so that you can reschedule your academic planning.

***Exception: only students from Medicine will be able to select courses from Medicine. Same for Dentistry and Veterinary.**

- -Only BBA, Psychology, Sport Sciences, International Relations, Dentistry and Veterinary have classes in English: <https://international.ucam.edu/> (CLICK ON STUDIES). Also the degree on Modern languages does not exist anymore, instead you can have an eye at our degree in Translation. For 26-27, only 1st and 2nd years courses from International Relations degree are active.
- -Education degree and Translation and Interpretation degree, although taught in Spanish language, may have interesting courses for English spoken students.
- -The degrees on Translation and Interpretation, Business Administration (either in English or Spanish), Marketing, Education, Psychology and Sport Sciences have limited places for incoming students (around 5 places for exchange students only in each subject!). If once we receive the learning agreements with the chosen subjects we detect that the maximum number of Exchange students allowed in a subject is exceeded, the Exchange tutor will then distribute the places according to different factors: academic results, the relationship between home university studies and Ucam selected courses, the English level...
- -Check the doc **"ASIGNATURAS disponibles Comunicación"** to see the available courses for the Communication faculty (Journalism, Advertising and Audiovisual communication).
- -In the degree of Medicine, we can only accept students doing Medicine at home university, and only 4 students per subject: among all the learnings received the tutor will be confirming courses the way he will receive the learnings. Last year hospital rotations in the degree of Medicine are forbidden for exchange students, as well as any traineeship in hospitals.
- -The degree in Psychology will accept only 4 students per subject in each language. Students studying health sciences related will have preference. The work placement and final dissertation are not available. See our [Factsheet](#) for more.



LEARNING AGREEMENT

Here some short names to know:

- **ADE** Business administration in Spanish / **BBA** Business administration in English
- **TI**: Translation and Interpreting
- **CAFD** Sport sciences in Spanish / **SC** Sport sciences in English
- **PSI**: Psychology in Spanish // **PSY**: in English

IMPORTANT

-In the learning agreement, in the column UCAM degree you must indicate the name of the UCAM degree (name of the degree as shown in the website, not the year the course is taught) where the course belongs.

IMPORTANT

-In the learning agreement, in the column UCAM course code, you must indicate the code of the course. To see the code of a course, you need to enter <https://www.ucam.edu/estudios?f=Grado> , select the degree you wish, enter in the Plan de estudios/Curriculum, click on the course you want, and then you will have a description of the course, its syllabus and its code. The Spanish language courses have no code.

IMPORTANT

-In the column Component title at the Receiving inst you have to write the name of the course as it appears in its web description. If the degree is in Spanish, write the name of the course in Spanish. If the degree is in English, write it in English.

- -If you are going to attend any of our fees paying Spanish languages courses, it must be included in the learning agreement (no need of any code). If any doubt, contact escueladeidiomas@ucam.edu

Two weeks intensive course: 2 ECTS.

Semester course: 6 ECTS

Examples:

Learning agreement Erasmus:

Table A

UCAM DEGREE	Component code (if any)	Component title at the Receiving Institution (as indicated in the course catalogue)	Semester [e.g. autumn/ spring; term]	Number of ECTS credits (or equivalent) to be awarded by the Receiving Institution upon successful completion
BBA	17006	Principles of Business Economy	AUTUMN	6
		Curso intensivo de español	SPRING	2
CAFD	16260	Planificación del Entrenamiento Deportivo	SPRING	6

Plan de estudios Ibero:

A. ASIGNATURAS QUE SE CURSARÁN EN LA UNIVERSIDAD DE DESTINO.			
Grado UCAM	Denominación de la asignatura	Código	Créditos UCAM
BBA	Principles of Business economy	17006	6
	Curso intensivo de español		2
CAFD	Planificación del Entrenamiento Deportivo	16260	6

Learning agreement USA/Overseas:

A. COURSE UNITS TO STUDY AT THE HOST UNIVERSITY.		
titles & codes of the course units to study at the host university	duration	Local credits
BBA. Principles of Business economy	Autumn	6
Curso intensivo de español	Spring	2
CAFD. Planificación del Entrenamiento Deportivo	Spring	6