

## FACULTY OF SPORTS SCIENCES INCOMING STUDENTS INTERNAL

### REGULATIONS

Dear students:

By enrolling in the University of Granada, and specifically in the Faculty of Sport, you are considered just as any other student in the UGR, and therefore enjoy the same rights and have the same obligations as your partners. In order for you to take advantage of your time at university, from an academic point of view we have set out in this document some rules that you must recognise and respect to fulfil your duties to this Faculty.

Said rules are set out below:

1. The student taking courses during a semester will be able to register for a maximum of 30 ECTS credits. The student taking courses for two semesters will be able to register for a maximum of 60 ECTS credits.
2. The student will have to respect the academic calendar (for example the Christmas or Easter holidays), that is, they cannot be absent from class before holiday periods except in exceptional cases.
3. You will have two weeks after the beginning of the academic year during which you will be able to attend the classes you wish, in order to decide the subjects for which you wish to register.
4. If there are subjects that overlap in the timetable, you will have to either choose one or arrange with your peers to make changes to the groups. The teacher of the subject will help you.
5. The student must attend all classes, both theory and practical (except when the teacher gives different instructions).
6. Due to the limited number of places in the subjects and their groups, the following system has been established to ensure that the student can register in their chosen subjects:
  - The student will bring with them a form which we will issue them, upon which they must obtain signature of the teacher of each class which they wish to take (for subjects which have practical group classes). The teacher must complete all required information on the form and agree to the registration of the student. The signature of the teacher will only be required by the student when the student is sure that they wish to take the subject that said teacher teaches.
  - Once the agreement of the teachers of the chosen subjects has been obtained by the student, they can register by going to the International Relations Office located in the Faculty Secretariat. To register, the student must have their international student mobility card.
7. Passing subjects. Subjects are considered to have been passed when exams on their theoretical and practical content have been passed (for classes which are divided into these two parts). Credits will never be obtained for attendance or exclusively for carrying out the

practical element. In case of the theory element not being passed, the student will be considered to have failed, and will not obtain the certification of obtaining credits. In no case will two-semester subjects be studied if the student is only staying for one semester.

8. DEGREE SUBJECTS. The student will be able to fully or partially take Degree subjects, studying any of the sports which they consist of. If they choose to take just one or two parts, they must be aware that on their final qualification certificate their mark will appear as a fail (as they will not have completed the subject) but they will be able to obtain a specific certification with the credits of the subject that they have passed. To do this they must ask the teacher, with sufficient notice before leaving, to issue said certification.

10. Erasmus tutoring programme. There is a group of students called mentors who are available to help you. If anyone is interested, please contact the Vice-Rectorate of International Relations of the UGR.

11. You can get University Card in places you can see here: [http://udigital.ugr.es/emision\\_tui/](http://udigital.ugr.es/emision_tui/)

12. Through Identify Access <https://oficinavirtual.ugr.es/ai/> you can Access to Teaching virtual platform PRADO where you can download everything about the courses .

13. Subject registration procedures.

The student must submit the following documentation:

1. The aforementioned form with the teachers' authorisations. IMPORTANT: DO NOT FORGET TO INCLUDE THE PRACTICAL GROUP NUMBERED: 1, 2, 3, 4, 5 or 6.

2. Relation of chosen subjects, marked on the sheets provided. The theory group that the student is choosing to register for must be indicated next to the subject name: A, B or C.

3. Photocopy of the student mobility card, which will have been obtained from the International Relations Office or in the Secretariat of the Faculty.

4. Photocopy of passport/DNI identity card.

5. Photocopy of the online application, IN WHICH THE STUDENT'S PLACE OF RESIDENCE IN GRANADA IS INCLUDED. (If this is not included, a legible printed document which will be provided must also be submitted).

6. A photo (with full name on the reverse).

The student will only have the opportunity to change their registration once each semester. To do so they must again request for the corresponding teacher to accept them.

14. Qualifications will be sent to the Coordinator/University and the student at the end of the stay.

Vice-Dean of internationalization and Social Network