UNIVERSIDAD
DE GRANADA

WELCOME!

FACULTY OF FINE ARTS
UNIVERSITY OF GRANADA

CONTENTS

1. ABOUT OUR FACULTY

2. ABOUT TEACHING

3. ABOUT YOUR MOBILITY

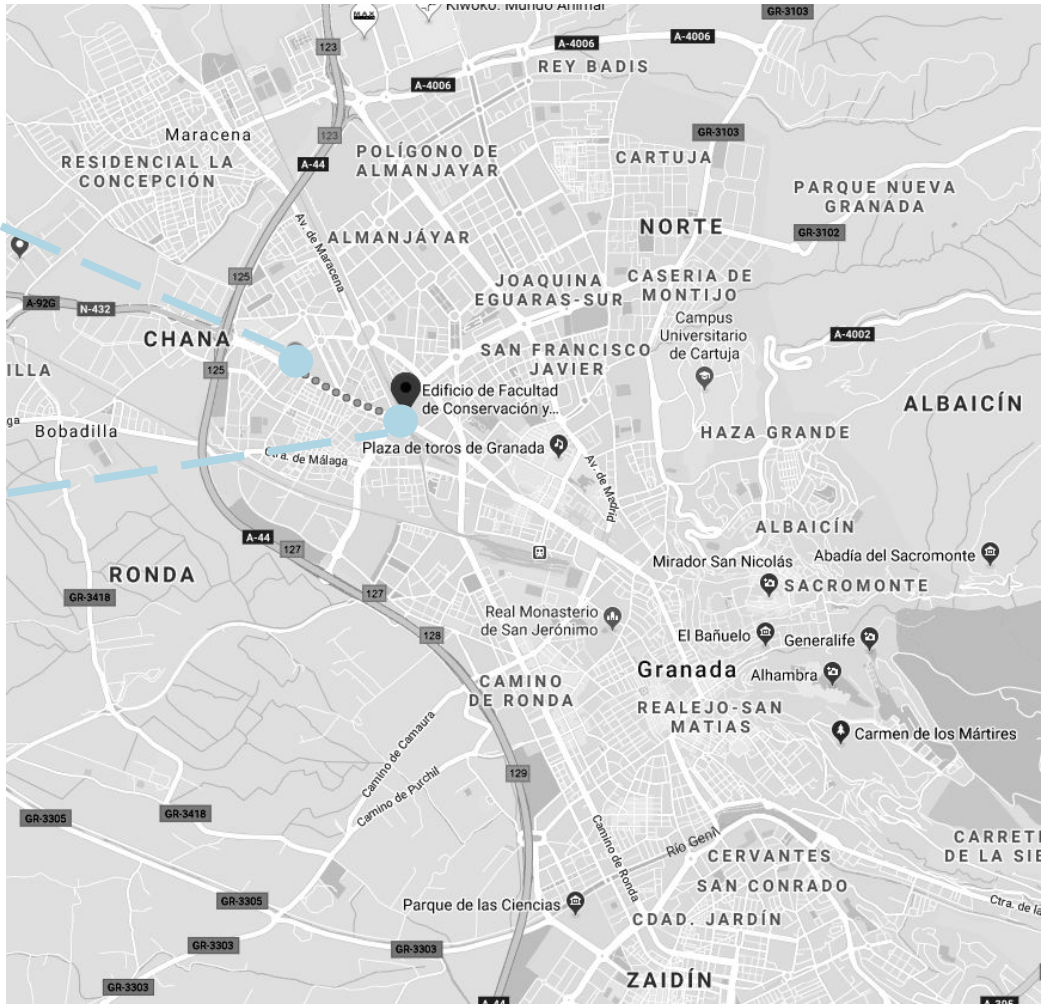
4. RELEVANT INFORMATION

1.
ABOUT
OUR FACULTY

1. ABOUT OUR FACULTY: Location

FINE ARTS
Avda. de Andalucía s/n
Edificio Aynadamar
18071 Granada
Tfno. 0034 958243817

CONSERVATION AND RESTORATION OF CULTURAL HERITAGE
Avenida de Andalucía, 38
18071 – Granada
Tfno. 0034 958 24 96 74



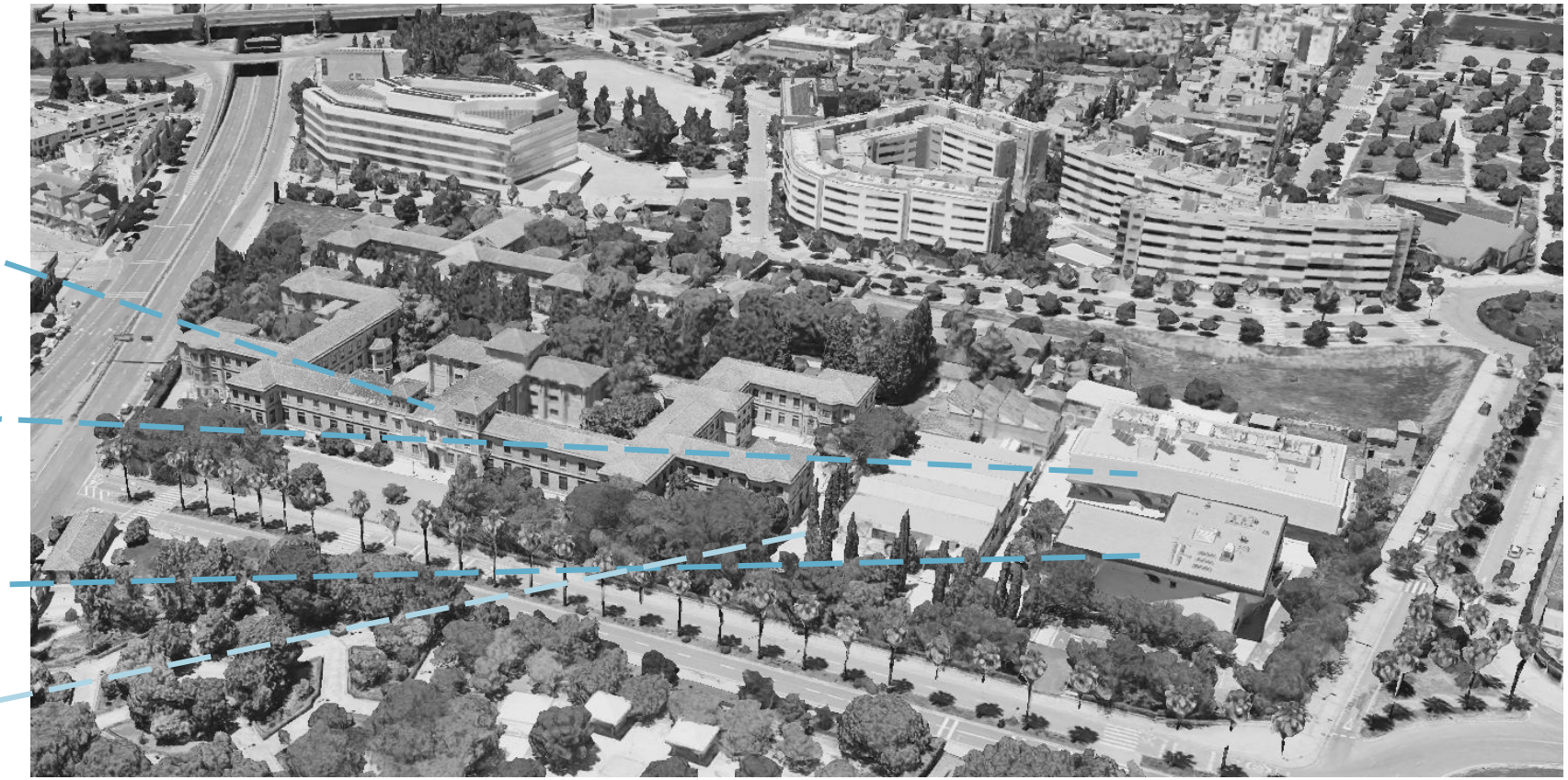
1. ABOUT OUR FACULTY: Location

MAIN BUILDING

SCULPTURE

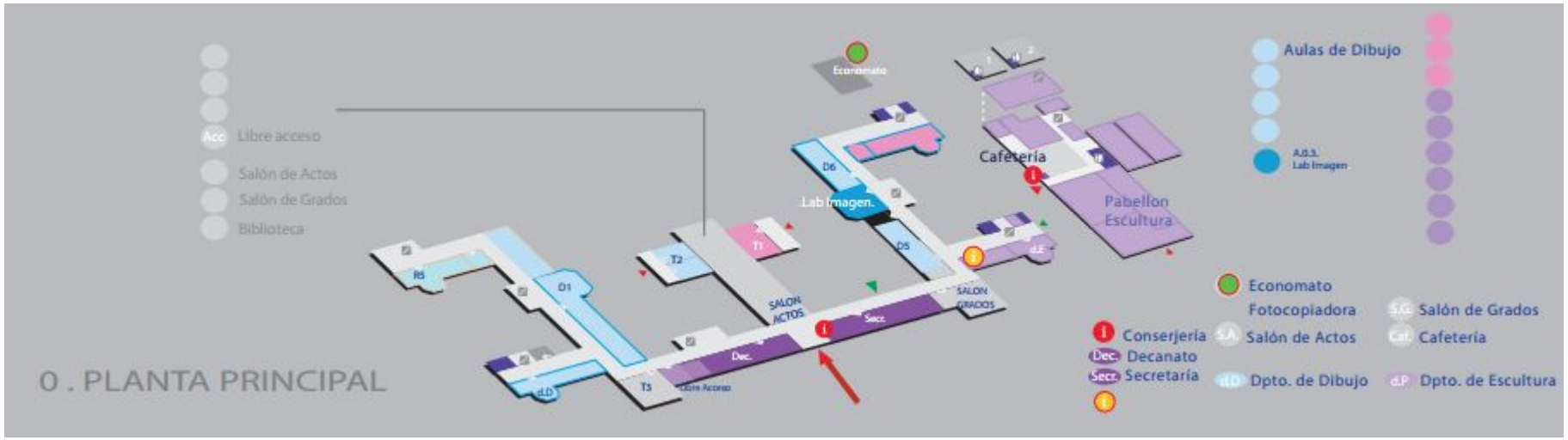
NEW TECHNOLOGIES

CAFETERIA



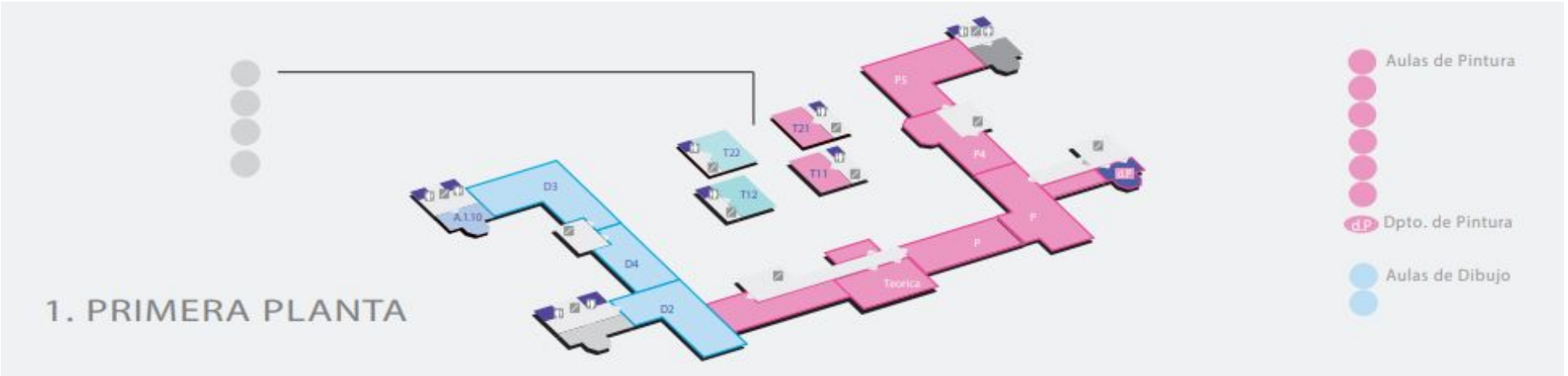
1. ABOUT OUR FACULTY: Facilities

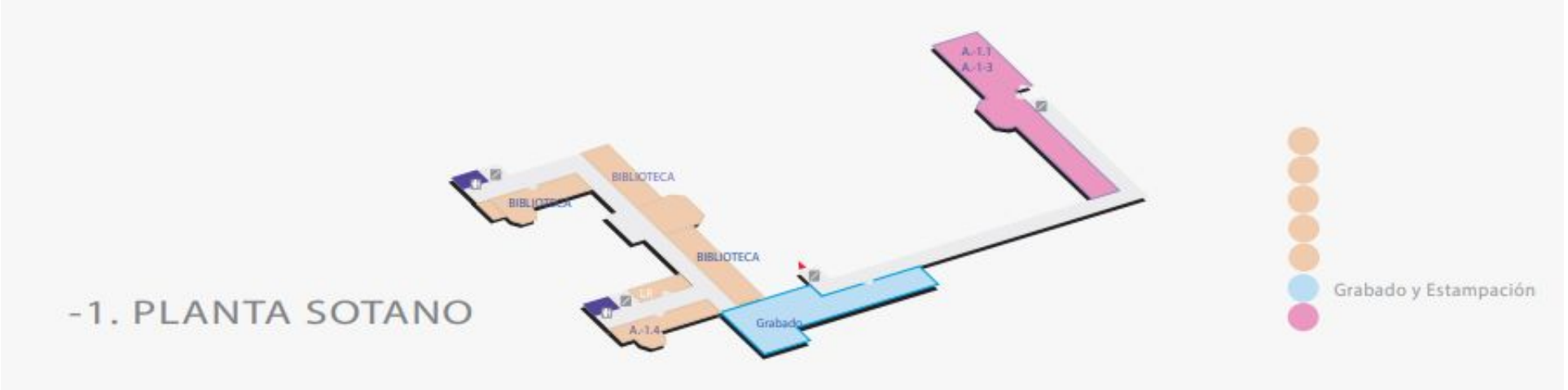
MAIN BUILDING



1. ABOUT OUR FACULTY: Facilities

MAIN BUILDING





1.
ABOUT OUR FACULTY
Equipo Decanal

SECRETARY
JAVIER PÉREZ GARCÍA

VICEDEAN
JESÚS OSORIO PORRAS

VICEDEAN
ANA LÓPEZ MONTES

VICEDEAN
MANUEL BRU SERRANO

DEAN
ELIZABERTA LÓPEZ PÉREZ

VICEDEAN
FRANCISCO COLLADO MONTERO

DAVID LÓPEZ RUBIÑO

UNDERGRADUATE PROGRAM COORDINATORS

ANA ISABEL CALERO CASTILLO

2.
ABOUT TEACHING

2. ABOUT TEACHING

When do classes start?

Classes **start on February 7th.**

Subject **timetables** can be consulted through this link:

FINE ARTS:

https://grados.ugr.es/bellasartes/sites/grados/bellasartes/public/inline-files/BBAA%20HORARIOS%202025%20v1.0.pdf

CONSERVATION AND RESTORATION:

https://grados.ugr.es/restauracion/pages/infoacademica/horarios

2.
ABOUT TEACHING

Academic Calendar FBBAA UGR

PRIMER SEMESTRE

- SIN DOCENCIA
- **16.09.2024** a **20.12.2024** Periodo docente y de evaluación del primer semestre
- **04.11.2024** a **19.11.2024** Exámenes finales periodo de noviembre
- **13.12.2024** Límite entrega actas exámenes finales periodo de noviembre
- **21.12.2024** a **07.01.2025** Vacaciones de Navidad
- **08.01.2025** a **09.01.2025** Periodo sin pruebas de evaluación para preparación de pruebas finales
- **10.01.2025** a **24.01.2025** Evaluación en convocatoria ordinaria del primer semestre
- **05.02.2025** Límite entrega de actas convocatoria ordinaria del primer semestre
- **06.02.2025** a **15.02.2025** Evaluación en convocatoria extraordinaria primer semestre
- **03.03.2025** Límite entrega de actas convocatoria extraordinaria del primer semestre

SEGUNDO SEMESTRE

- **17.02.2025** a **30.05.2025** Periodo docente y de evaluación del segundo semestre
- **14.04.2025** a **21.04.2025** Vacaciones de Semana Santa
- **02.06.2025** a **03.06.2025** Periodo sin pruebas de evaluación para preparación de pruebas finales
- **04.06.2025** a **18.06.2025** Evaluación en convocatoria ordinaria del segundo semestre
- **30.06.2025** Límite entrega de actas convocatoria ordinaria del segundo semestre
- **01.07.2025** a **11.07.2025** Evaluación en convocatoria extraordinaria del segundo semestre (incluido TFG y Prácticas Externas)
- **14.07.2025** a **16.07.2025** Periodo adicional para ampliación de evaluación de la convocatoria extraordinaria del segundo semestre
- **25.07.2025** Límite entrega de actas convocatoria extraordinaria del segundo semestre (incluyendo TFG y Prácticas Externas)
- **12.09.2025** Ampliación límite entrega de actas convocatoria extraordinaria TFG y Prácticas Externas

2. ABOUT TEACHING

Exams

EXAMS SESSIONS

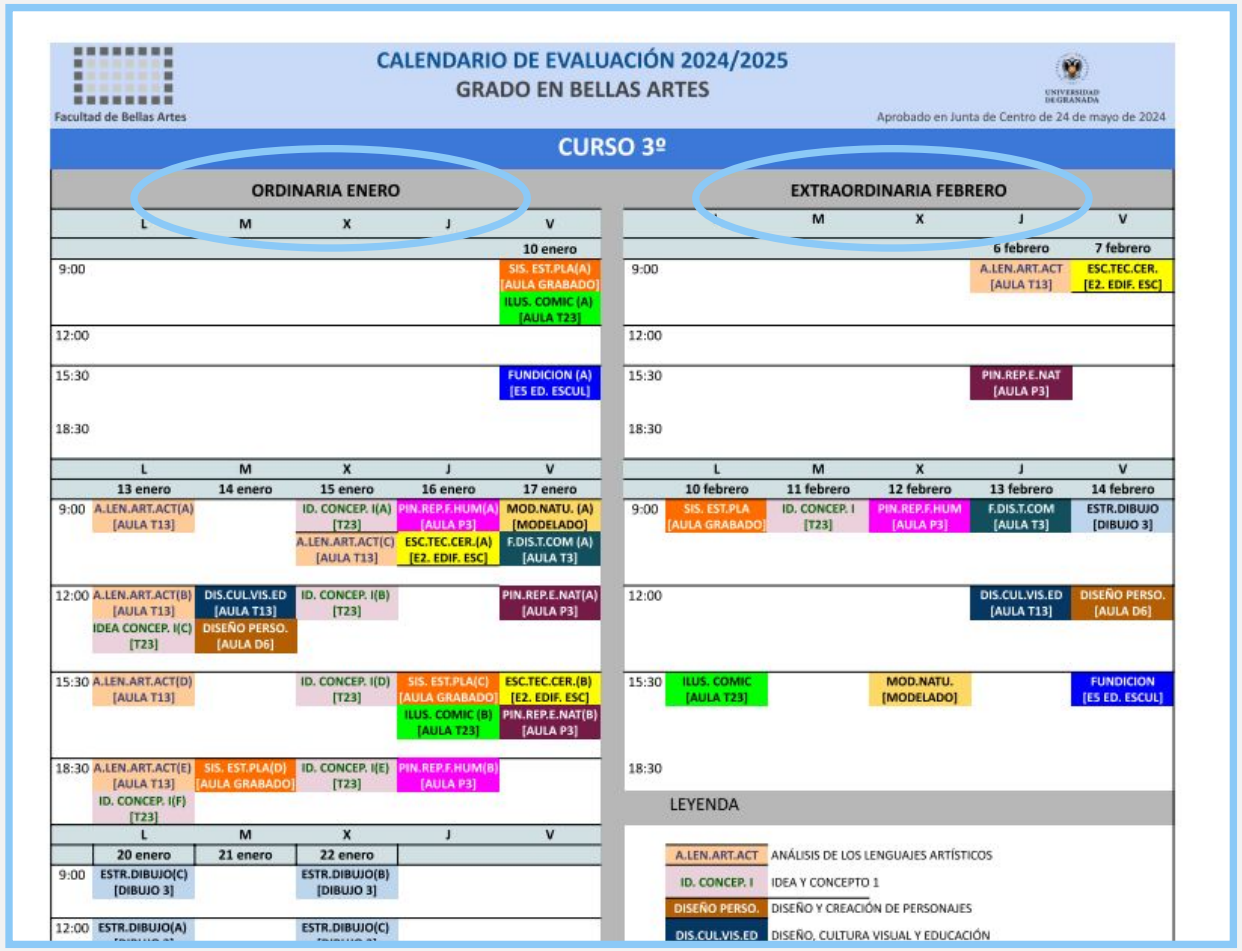
Grade in Fine Arts and Grade in Conservation and Restoration:

https://grados.ugr.es/bellasartes/sites/grados/bellasartes/public/inline-files/BBAA%20EX%C3%81MENES%202025v1.0.pdf

https://grados.ugr.es/restauracion/pages/infoacademica/examenes/2025/examenes2025crbc/!

2. ABOUT TEACHING

Exams



Facultad de Bellas Artes

CALENDARIO DE EVALUACIÓN 2024/2025
GRADO EN BELLAS ARTES

UNIVERSIDAD DE GRANADA

Aprobado en Junta de Centro de 24 de mayo de 2024

CURSO 3º

ORDINARIA ENERO

	L	M	X	J	V
					10 enero
9:00					SIS. EST.PLA(A) [AULA GRABADO]
					ILUS. COMIC (A) [AULA T23]
12:00					
15:30					FUNDICION (A) [E5 ED. ESCUL]
18:30					

	L	M	X	J	V
	13 enero	14 enero	15 enero	16 enero	17 enero
9:00	A.LEN.ART.ACT(A) [AULA T13]		ID. CONCEP. I(A) [T23]	PIN.REP.F.HUM(A) [AULA P3]	MOD.NATU. (A) [MODELADO]
			A.LEN.ART.ACT(C) [AULA T13]	ESC.TEC.CER.(A) [E2. EDIF. ESC]	F.DIS.T.COM (A) [AULA T3]
12:00	A.LEN.ART.ACT(B) [AULA T13]	DIS.CUL.VIS.ED [AULA T13]	ID. CONCEP. I(B) [T23]		PIN.REP.E.NAT(A) [AULA P3]
	IDEA CONCEP. I(C) [T23]	DISEÑO PERSO. [AULA D6]			
15:30	A.LEN.ART.ACT(D) [AULA T13]		ID. CONCEP. I(D) [T23]	SIS. EST.PLA(C) [AULA GRABADO]	ESC.TEC.CER.(B) [E2. EDIF. ESC]
				ILUS. COMIC (B) [AULA T23]	PIN.REP.E.NAT(B) [AULA P3]
18:30	A.LEN.ART.ACT(E) [AULA T13]	SIS. EST.PLA(D) [AULA GRABADO]	ID. CONCEP. I(E) [T23]	PIN.REP.F.HUM(B) [AULA P3]	
	ID. CONCEP. I(F) [T23]				

	L	M	X	J	V
	20 enero	21 enero	22 enero		
9:00	ESTR.DIBUJO(C) [DIBUJO 3]		ESTR.DIBUJO(B) [DIBUJO 3]		
12:00	ESTR.DIBUJO(A)		ESTR.DIBUJO(C)		

EXTRAORDINARIA FEBRERO

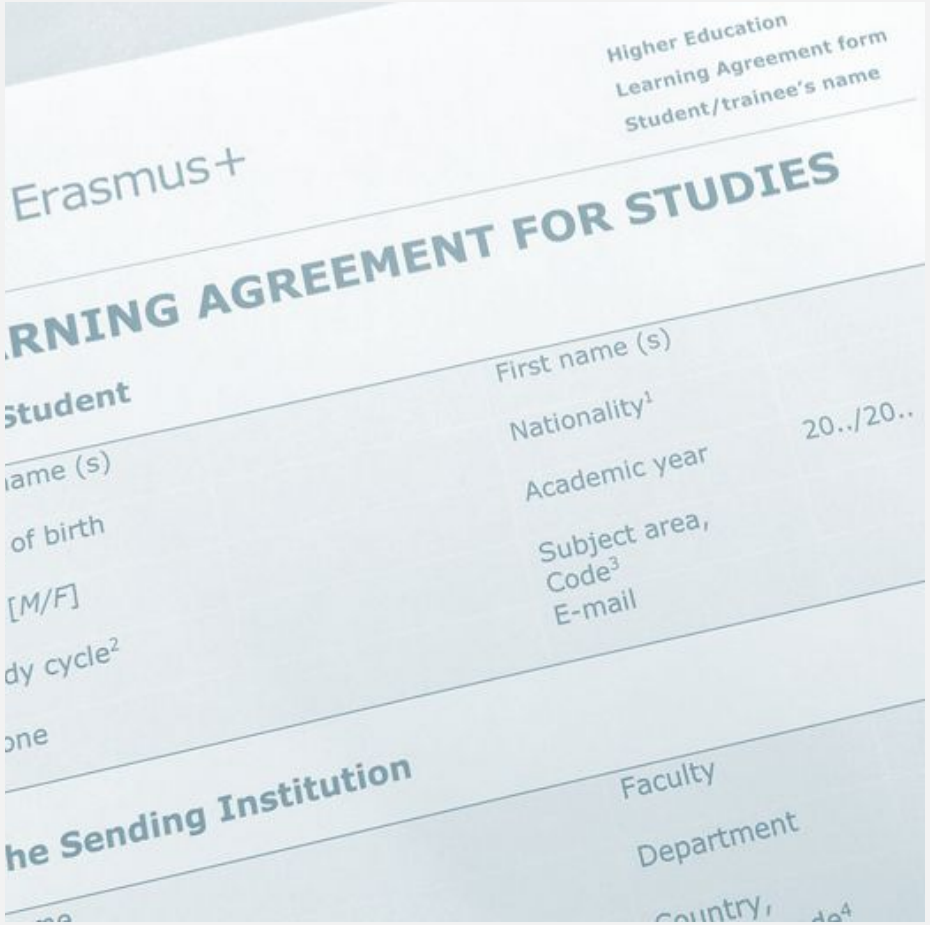
	M	X	J	V
			6 febrero	7 febrero
9:00			A.LEN.ART.ACT [AULA T13]	ESC.TEC.CER. [E2. EDIF. ESC]
12:00				
15:30			PIN.REP.E.NAT [AULA P3]	
18:30				

	L	M	X	J	V
	10 febrero	11 febrero	12 febrero	13 febrero	14 febrero
9:00	SIS. EST.PLA [AULA GRABADO]	ID. CONCEP. I [T23]	PIN.REP.F.HUM [AULA P3]	F.DIS.T.COM [AULA T3]	ESTR.DIBUJO [DIBUJO 3]
12:00				DIS.CUL.VIS.ED [AULA T13]	DISEÑO PERSO. [AULA D6]
15:30	ILUS. COMIC [AULA T23]		MOD.NATU. [MODELADO]		FUNDICION [E5 ED. ESCUL]
18:30					

LEYENDA

A.LEN.ART.ACT	ANÁLISIS DE LOS LENGUAJES ARTÍSTICOS
ID. CONCEP. I	IDEA Y CONCEPTO 1
DISEÑO PERSO.	DISEÑO Y CREACIÓN DE PERSONAJES
DIS.CUL.VIS.ED	DISEÑO, CULTURA VISUAL Y EDUCACIÓN

3.
ABOUT
YOUR MOBILITY



3.
ABOUT YOUR MOBILITY

International Relationship Team

VICE-DEAN FOR INTERNATIONALIZATION SICUE COORDINATOR BBAA

JESÚS OSORIO PORRAS

Email: fineartsmobility@ugr.es

ORI ADMINISTRATION

LAURA PÉREZ

Email: vtribbaa@ugr.es

More information in:

bellasartes.ugr.es/info

ORI INTERN / GENERAL INFORMATION

LUCÍA FERNÁNDEZ GARCÍA

Email: fineartsmobility@ugr.es

3.
ABOUT YOUR MOBILITY
Tutors and reference staff

STUDENTS OF THE DEGREE IN FINE ARTS WHO SHOULD BE CONTACTED IN CASE OF PROBLEMS?

FOR ACADEMIC ISSUES

TUTOR FOR INCOMING INTERNATIONAL STUDENTS

ANA CREMADES
Email: anacremades@ugr.es

FOR ADMINISTRATIVE ISSUES

ORI ADMINISTRATION

LAURA PÉREZ
Email: vtribbaa@ugr.es
Service hours: 9-14h.
More information in:
bellasartes.ugr.es/info

3.
ABOUT YOUR MOBILITY
Tutors and Reference Staff

STUDENTS OF THE DEGREE IN CONSERVATION AND RESTORATION WHO SHOULD BE CONTACTED IN CASE OF PROBLEMS?

FOR ACADEMIC ISSUES
TUTORS IN THIS DEGREE

TERESA LÓPEZ MARTÍNEZ
Email: tlopez@ugr.es

ANA ISABEL CALERO CASTILLO
Email: anacalero@ugr.es

FOR ADMINISTRATIVE ISSUES
ORI ADMINISTRATION

LAURA PÉREZ
Email: vtribbaa@ugr.es
Service hours: 9-14h.
More information in:
bellasartes.ugr.es/info

3.
ABOUT YOUR MOBILITY
Contact with ORI UGR

CONTACT WITH ORI BBAA, TUTOR OR THE VICE-DEAN FOR INTERNATIONAL RELATIONS

Make sure the **subject of your mail** includes:

"University of origin-UGR 24-25: mail reason".

Examples:
Firenze-UGR 24-25: modification LA
UB-UGR 24-25: credit validation problem

In the message, also **indicate very clearly the name of the student**.

FIRST CONTACT: THIS WEEK
Write to your tutor

Fine Arts: **anacremades@ugr.es**
C+R: **anacalero@ugr.es**

Introduce yourself and send her 2 phone numbers: your main phone number in Granada and another phone number to use in case of emergency.

3.
ABOUT YOUR MOBILITY
Certificate of Arrival

CERTIFICATE OF ARRIVAL
(for students whose universities specifically request it)

Consult with your Home University if you need this certificate and if you have a document of your own for us to sign.

If you need it, go through the Secretariat with that completed document, filling in all the data:

- **Host University: UNIVERSIDAD DE GRANADA**
- **ERASMUS CODE: E GRANADA01**
- **Faculty: Faculty of Fine Arts**
- **Arrival date: 10/02/2025 (or later; we cannot report an earlier date)**

In order to clearly **indicate the end date of your mobility**, please check our Academic Calendar:

https://bellasartes.ugr.es/docencia/grados/calendario-academico

3.
ABOUT YOUR MOBILITY
Certificate of Arrival

CERTIFICATE OF ARRIVAL
Procedure

You will go through **electronic procedures**.

When you have finished the document, **scan it and send it by email to vtribbaa@ugr.es**. We will return it to you signed and stamped in PDF format.

If you need the **original on paper**, send an email to **vtribbaa@ugr.es** requesting the original physical document. Attach to that email the template provided by your university, completed. We will sign and stamp it, and we will give you an appointment to come and pick it up at the Secretariat.

3.
ABOUT YOUR MOBILITY

PIN Delivery
Identified Access
UGR Email Account

PIN DELIVERY, IDENTIFIED ACCESS AND UGR EMAIL ACCOUNT

IMPORTANT:

Along with the receipt of your registration, you will also receive a PIN which is your **password to access the Identified Access Platform** of the UGR (Acceso identificado de la UGR):

https://oficinavirtual.ugr.es/ai/

After login into the Identified Access Platform, **click on the "Email" menu and create your own UGR email account.**

3.
ABOUT
YOUR MOBILITY

PIN Delivery

- ***PERSONAL ACCESS (ACCESO IDENTIFICADO)***

https://oficinavirtual.ugr.es/ai/

Enter your Passport /ID No in the 'DNI' box and the 4 digit password in the other box.

PIN/ CLAVE:

- ***EMAIL and WIFI***

You will see this screen with different options. You have to choose the option: Correo Electrónico (e-mail).

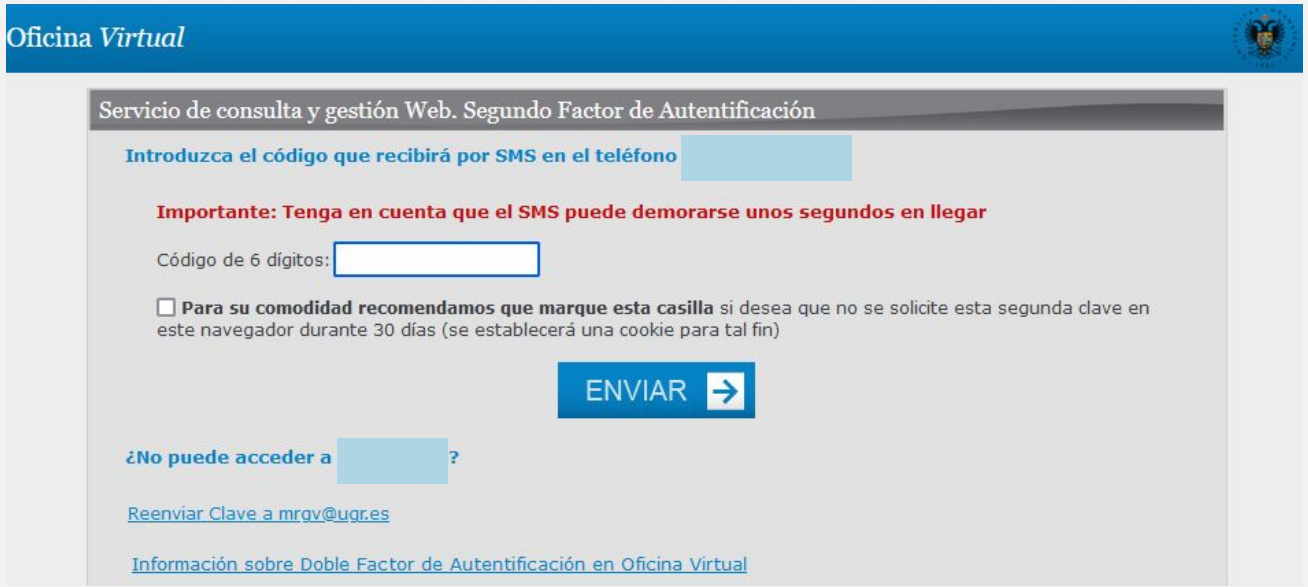
You have to create you own e-mail address and a password. This new e-mail and the new password you create are the username and password you use to access the UGR Wi-Fi system.

3.
ABOUT
YOUR MOBILITY

PIN Delivery

3.
ABOUT
YOUR MOBILITY

PIN Delivery



3.
ABOUT
YOUR MOBILITY

PIN Delivery

3.
ABOUT YOUR MOBILITY
Access to PRADO

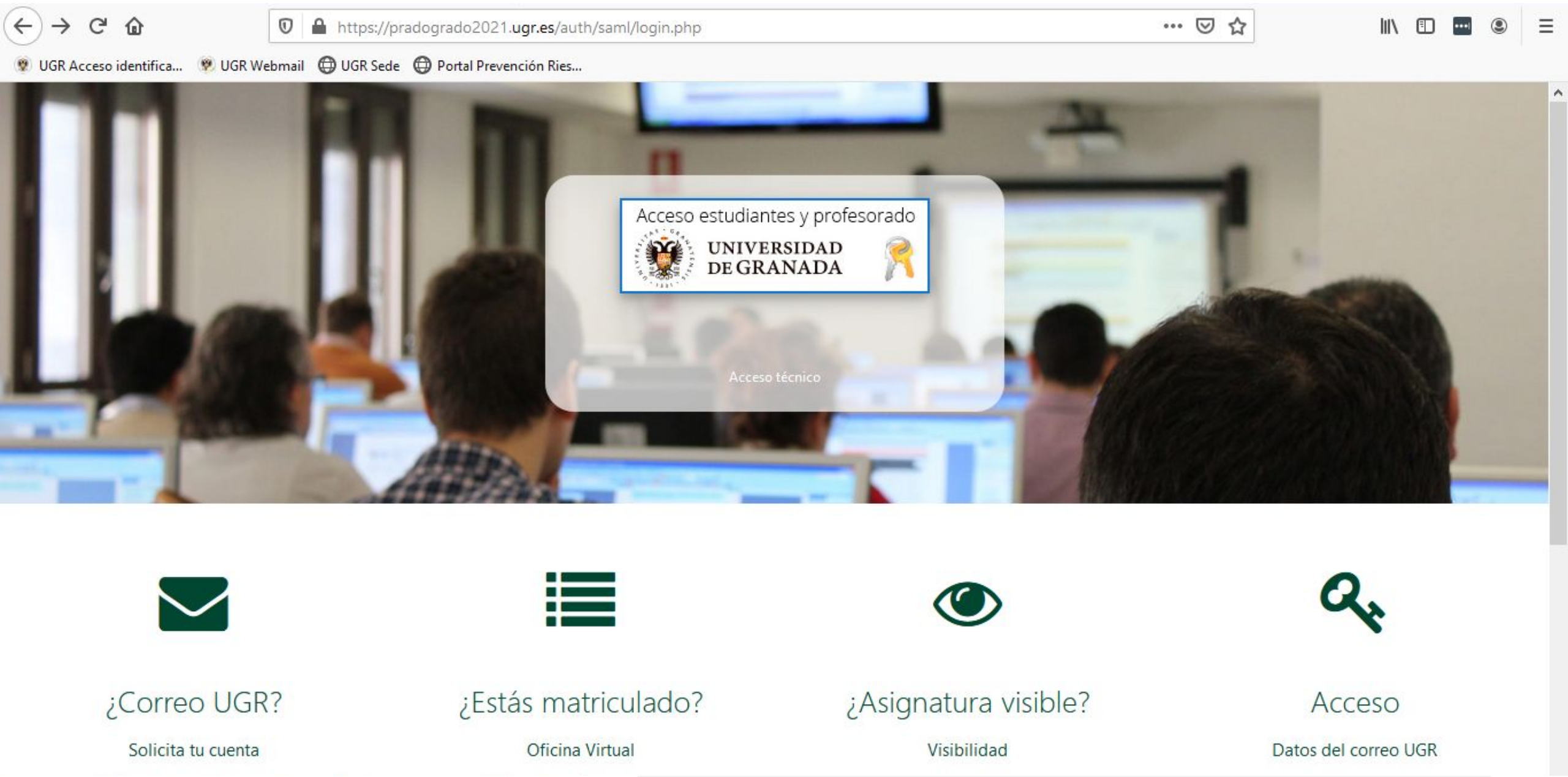
ACCESS TO PRADO
Platform for teaching support resources UGR

PRADO is the platform for teaching support resources used at the UGR. It is very important that you access and familiarize yourself with it, since you will have to use it for all subjects.

About: **https://prado.ugr.es/informacion/presentacion**

FAQ: **https://prado.ugr.es/preguntas-frecuentes/faq-estudiantes**

Log in: **https://prado.ugr.es**



Acceso a PRADO: https://pradogrado2021.ugr.es/auth/saml/login.php

https://idp.ugr.es/simplesaml/module.php/core/loginuserpass.php?AuthState=_e063661538519d9d67d95

UGR Acceso identifica... | UGR Webmail | UGR Sede | Portal Prevención Ries...

UNIVERSIDAD DE GRANADA

Introduzca su nombre de usuario y contraseña

Español | English

Introduzca su nombre de usuario y contraseña

Un servicio solicita que se autentique. Por favor, introduzca su nombre de usuario y contraseña en el siguiente formulario.

Nombre de usuario

Contraseña

Iniciar sesión

Username: your email account at UGR
Password: the password of this email account

¡Ayuda! Se me ha olvidado la contraseña.

Sin su nombre de usuario y contraseña no se puede identificar y acceder al servicio. Quizás haya alguien que pueda ayudarle. ¡Contacte con el centro de atención al usuario de su organización!

CSIRC | Centro de Servicios de Informática y Redes de Comunicaciones

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Mis cursos

METODOLOGÍA Y PRESENTACIÓN DE PROYECTOS - 2122 (GRUPO P)

IDEA Y CONCEPTO II - 2122 (GRUPO A)

ARTE, ESPACIO PÚBLICO Y NATURALEZA - 2122 (GRUPO D)

3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

IMPORTANT:

This application shall be made **ONLY FOR EXCEPTIONAL REASONS on a duly justified need**.

Therefore, **only one entry per student is allowed**.

3.
ABOUT YOUR MOBILITY

Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

DEADLINE FOR ADMISSION OF APPLICATIONS:

February 13th - 20th (included, until 14:00 h).

IMPORTANT:

Applications received after this deadline will not be considered.

3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

DELETE COURSES: YES

ADD COURSES: ONLY IF IT'S NECESSARY FOR YOUR MOBILITY

CHANGE COURSES: ONLY FOR JUSTIFIED REASONS

CHANGE GROUP IN AN SPECIFIC COURSE: IT'S NOT POSSIBLE

3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

1st STEP: Check if it's possible to make the change

Keep in mind that:

a) **We have very limited spots in specific courses. Places will be assigned based on priority and availability.**

b) **We can't assign any of this courses:**
- **First year subjects** (both degrees)
- **Creación Digital** (2º year, Fine Arts degree)
- **Creación Multimedia Interactiva** (2nd year, Fine Arts degree)
- **Aplicaciones interactivas** (mention in 'Animation')

c) **The selection of the following subjects must be previously negotiated with the Vice-Dean for Internationalization and Research:**
- **Final Year Dissertation** (Trabajo de Fin de Grado, 4th year, both degrees)
- **External internship** (4th year, both degrees)

3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

2nd STEP: Check the courses schedules

of the courses you've been already assigned and those you need to pick. You can't be enrolled in courses that overlap with the ones you already have.

Fine Arts degree:
https://grados.ugr.es/bellasartes/pages/infoacademica/horarios

Conservation and Restoration degree:
https://grados.ugr.es/restauracion/pages/infoacademica/horarios

CURSO 2023/2024

GRADO EN BELLAS ARTES

Aprobado en Junta de Centro de 11 de mayo de 2023

2ºE 1º SEMESTRE

	LUNES	MARTES	MIÉRCOLES	JUEVES	VIERNES
15:30	**DIBUJO II:Lenguajes y Procedimientos** [Aula Dibujo 2]	**DIBUJO II:Lenguajes y Procedimientos** [Aula Dibujo 2]	**PINTURA II: Lenguajes y Procedimientos** [Pintura 2+Lab. Proced.]	**CREACIÓN DIGITAL (Grupo T)** [D5]+[P6]	**CREACIÓN DIGITAL (Grupo T)** [D5]+[P6]
17:30	TAA/TG	TAA/TG	TAA/TG	TAA/TG	TAA/TG
18:30	**ESCULTURA II:Lenguajes y Procedimientos** E1-E3-E4-NAVE ESCULTURA	**ESCULTURA II:Lenguajes y Procedimientos** E1-E3-E4-NAVE ESCULTURA	**HISTORIA DEL PENSAMIENTO** [Aula T22]	**PINTURA II: Lenguajes y Procedimientos** [Pintura 2+Lab. Proced.]	**HISTORIA DEL PENSAMIENTO** [Aula T22]
20:30	TAA/TG	TAA/TG	TAA/TG	TAA/TG	TAA/TG

2ºE 2º SEMESTRE

	LUNES	MARTES	MIÉRCOLES	JUEVES	VIERNES
15:30	**ESCULTURA III:Metodologías escultóricas** E1-E3-E4-NAVE ESCULTURA	**ESCULTURA III:Metodologías escultóricas** E1-E3-E4-NAVE ESCULTURA	**ARTE CONTEMPORÁNEO. SIGLOS XX-XXI** [Aula T12]	**CREACIÓN MULTIMEDIA INTERACTIVA (Grupo T)** [Informática 1]	**ARTE CONTEMPORÁNEO. SIGLOS XX-XXI** [Aula T12]
17:30	TAA/TG	TAA/TG	TAA/TG	TAA/TG	TAA/TG
18:30	**PINTURA III: Metodologías Pictóricas** [Pintura 2]	**PINTURA III: Metodologías Pictóricas** [Pintura 2]	**CREACIÓN MULTIMEDIA INTERACTIVA (Grupo T)** [Informática 1]	**DIBUJO III: Metodologías del dibujo** [Aula Dibujo 2]	**DIBUJO III: Metodologías del dibujo** [Aula Dibujo 2]
20:30	TAA/TG	TAA/TG	TAA/TG	TAA/TG	TAA/TG

TAA/TG TRABAJO AUTÓNOMO DEL ALUMNO / TUTORÍA DE GRUPO

3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

3rd STEP: CHECK THE TEACHING GUIDES!

You will find there all the info you need about every course, it's objectives, the content, the evaluation methods, etc

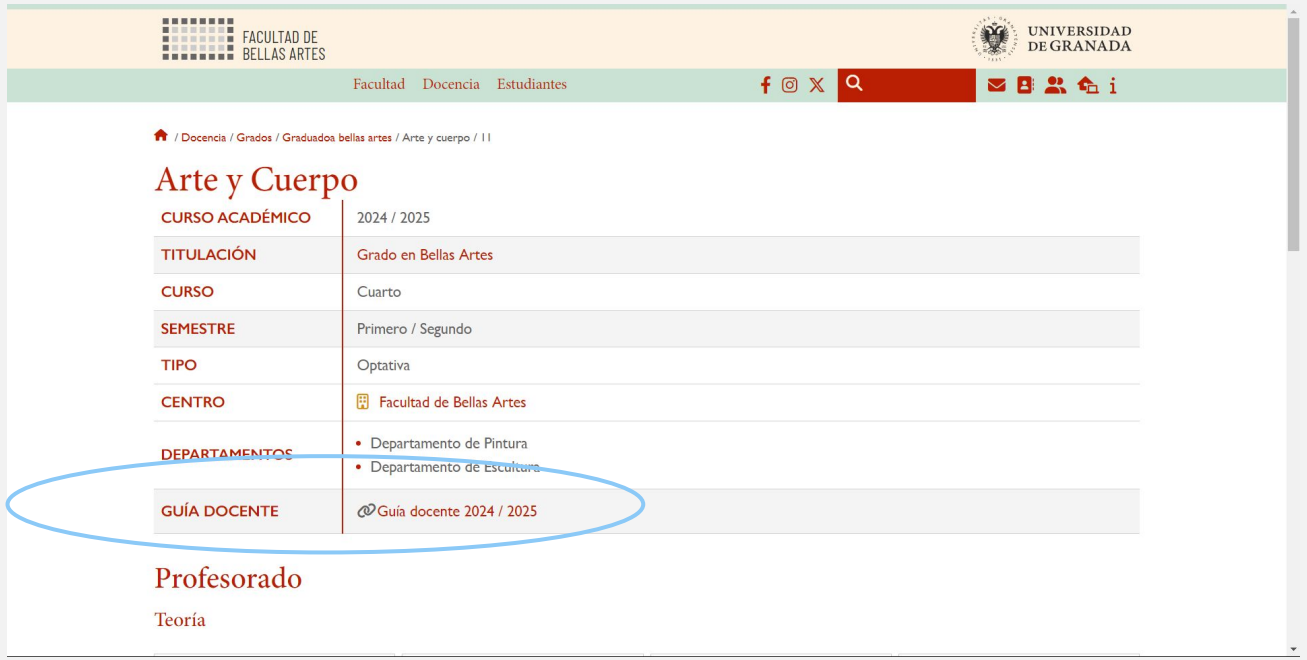
Fine Arts degree:

https://bellasartes.ugr.es/docencia/grados/graduadoa-bellas-artes

Conservation and Restoration degree:

https://bellasartes.ugr.es/docencia/grados/graduadoa-conservacion-y-restauracion-bienes-cultural

3.
ABOUT
YOUR MOBILITY
Teaching Guides



3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

4d STEP:

Fill in the form available here for download:
IMPRESO SOLICITUD

https://bellasartes.ugr.es/estudiantes/movilidad
Section: **INCOMING STUDENTS/ ESTUDIANTES ENTRANTES**

Document name: **Impreso solicitud de cambios Septiembre 24-25**

PROPUESTA DE CAMBIOS AL PROGRAMA INICIAL DE ESTUDIOS *CHANGES TO ORIGINAL PROPOSED STUDY PROGRAMME CURSO ACADÉMICO / ACADEMIC YEAR 2023/2024*

IMPORTANTE: ESTA SOLICITUD ÚNICAMENTE SE REALIZA POR MOTIVOS EXCEPCIONALES Y SÓLO SE PERMITE UNA SOLICITUD POR ALUMNO

IMPORTANT: THE SUBMISSION OF THIS APPLICATION SHALL BE MADE FOR EXCEPTIONAL REASONS, THEREFORE ONLY ONE ENTRY PER STUDENT IS ALLOWED

DATOS DEL ESTUDIANTE / *STUDENT'S DATA*

Nombre / *Name*:	N.º ID o Pasaporte / *Passport Number or ID Number*:	Email de Contacto / *Contact Email*:
Universidad de origen/ *Home University*:	Contacto en caso de Emergencia/ *Emergency phone contact*:	Teléfono de contacto en Granada/ *Contact phone in Granada*:

Número total de créditos ECTS incluidos **en el acuerdo de estudios inicial** / ***Total number** of ECTS credits included **in your current Learning Agreement**:* **créditos/ credits**
Número total de créditos ECTS **que necesita añadir** / ***Total number** of ECTS credits **you need to add**:* **créditos/ credits**
Número total de créditos ECTS **que necesita eliminar** / ***Total number** of ECTS credits **you need to delete**:* **créditos/ credits**

Razones para eliminar asignatura/ Reasons for deleting a subject	*Razones para añadir asignatura/ Reasons for adding a subject*
☐ Previously selected educational component is not available at the Receiving Institution	☐ Substituting a deleted component
☐ Timetable conflict	☐ Extending the mobility period
☐ Other (please specify)	☐ Other (please specify)

AÑADIR NUEVA ASIGNATURA / *ADD NEW SUBJECT*

IMPORTANTE/ IMPORTANT:
Para evitar solapamientos, comprobar **compatibilidad horaria** en /*In order to avoid overlaps, check **schedule** alignments at:*

-Conservación y Restauración/*Conservation and Restoration*
https://grados.ugr.es/restauracion/pages/infoacademica/horario/2024/horarioscr2024v06280956

-Bellas Artes/*Fine Arts*:
https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2024/horariosbbaa2024v06250931

-Mención en Diseño Gráfico/*Graphic Design Mention*: https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2024/horariosbbaa2024v06250931

-Mención en Animación/*Animation Mention*:
https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2024/horariosbbaa2024v06250931

Consultar **códigos de asignaturas** en el siguiente enlace/ Check the **subjects codes** at the following link:

https://bellasartes.ugr.es/sites/centros/bellasartes/public/inline-files/CODIGOS-DE-ASIGNATURAS-OBLIGATORIAS_BBAA-y-C+R.pdf

AÑADIR ASIGNATURA/ ADD NEW SUBJECT

Asignaturas y grupos solicitados / *Required subjects/ groups:*

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/Group

En caso de no existir disponibilidad en las asignaturas anteriores, se solicitan las siguientes por orden de preferencia/ *In case of no availability of the previous subjects, the following are requested in order of preference*

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/Group

BORRAR ASIGNATURA YA SELECCIONADA / *DELETE ALREADY SELECTED SUBJECT*

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/Group

Fecha de solicitud / *Date of application:*
__ de Septiembre 2023 / __th September, 2023

Enviar en **formato .doc** y por email a **fineartsmobility@ugr.es** antes del **15 de Septiembre a las 14:00h.**
Send using **.doc format** by email to **fineartsmobility@ugr.es** before **September 15th 14:00pm.**

Una vez se revise tu solicitud, recibirás un correo que indicará los cambios aceptados, también contendrá las instrucciones que debes seguir para quedar correctamente matriculado / *You will receive an email indicating all changes accepted when it is revised. It will also contain instructions to be properly enrolled.*

PROPUESTA DE CAMBIOS AL PROGRAMA INICIAL DE ESTUDIOS *CHANGES TO ORIGINAL PROPOSED STUDY PROGRAMME CURSO ACADÉMICO / ACADEMIC YEAR 2023/2024*

IMPORTANTE: ESTA SOLICITUD ÚNICAMENTE SE REALIZA POR MOTIVOS EXCEPCIONALES Y SÓLO SE PERMITE UNA SOLICITUD POR ALUMNO

IMPORTANT: THE SUBMISSION OF THIS APPLICATION SHALL BE MADE FOR EXCEPTIONAL REASONS, THEREFORE ONLY ONE ENTRY PER STUDENT IS ALLOWED

DATOS DEL ESTUDIANTE / *STUDENT'S DATA*

Nombre / *Name*:	N.º ID o Pasaporte / *Passport Number or ID Number*:	Email de Contacto / *Contact Email*:
Universidad de origen/ *Home University*:	Contacto en caso de Emergencia/ *Emergency phone contact*:	Teléfono de contacto en Granada/ *Contact phone in Granada*:

Número total de créditos ECTS incluidos **en el acuerdo de estudios inicial** / ***Total number** of ECTS credits included **in your current Learning Agreement**:* **créditos/ credits**
Número total de créditos ECTS **que necesita añadir** / ***Total number** of ECTS credits **you need to add**:* **créditos/ credits**
Número total de créditos ECTS **que necesita eliminar** / ***Total number** of ECTS credits **you need to delete**:* **créditos/ credits**

Razones para eliminar asignatura/ Reasons for deleting a subject	***Razones para añadir asignatura/ Reasons for adding a subject***
☐ Previously selected educational component is not available at the Receiving Institution	☐ Substituting a deleted component
☐ Timetable conflict	☐ Extending the mobility period
☐ Other (please specify)	☐ Other (please specify)

AÑADIR NUEVA ASIGNATURA / *ADD NEW SUBJECT*

IMPORTANTE/ IMPORTANT:
Para evitar solapamientos, comprobar **compatibilidad horaria** en */In order to avoid overlaps, check **schedule** alignments at:*

-Conservación y Restauración/*Conservation and Restoration*
https://grados.ugr.es/restauracion/pages/infoacademica/horario/2024/horarioscr2024v06280956

-Bellas Artes/*Fine Arts*:
https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2024/horariosbbaa2024v06250931

-Mención en Diseño Gráfico/*Graphic Design Mention*: https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2024/horariosbbaa2024v06250931

-Mención en Animación/*Animation Mention*:
https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2024/horariosbbaa2024v06250931

Consultar **códigos de asignaturas** en el siguiente enlace/ Check the **subjects codes** at the following link:

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AÑADIR ASIGNATURA/ ADD NEW SUBJECT

Asignaturas y grupos solicitados / *Required subjects/ groups:*

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/Group

En caso de no existir disponibilidad en las asignaturas anteriores, se solicitan las siguientes por orden de preferencia/ *In case of no availability of the previous subjects, the following are requested in order of preference*

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/Group

BORRAR ASIGNATURA YA SELECCIONADA / *DELETE ALREADY SELECTED SUBJECT*

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/Group

Fecha de solicitud / *Date of application:*
__ de Septiembre 2023 / __th September, 2023

Enviar en **formato .doc** y por email a **fineartsmobility@ugr.es** antes del **15 de Septiembre a las 14:00h.**
Send using **.doc format** by email to **fineartsmobility@ugr.es** before **September 15th 14:00pm.**

Una vez se revise tu solicitud, recibirás un correo que indicará los cambios aceptados, también contendrá las instrucciones que debes seguir para quedar correctamente matriculado / *You will receive an email indicating all changes accepted when it is revised. It will also contain instructions to be properly enrolled.*

PERSONAL DATA

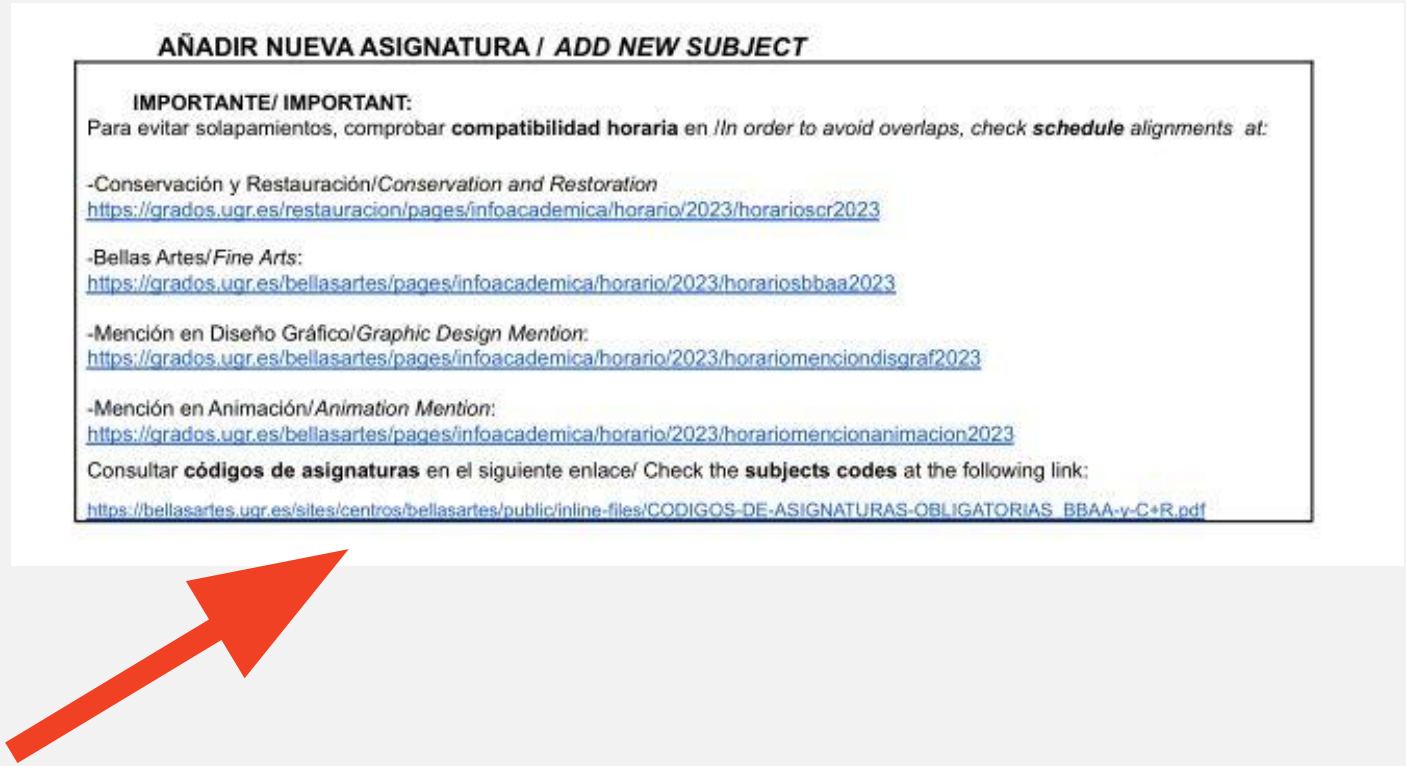
INFO

ADD COURSES (IN ORDER OF PREFERENCE)

DELETE COURSES

HOW TO SEND IT

The application form includes several **links** in which you can **consult the codes and schedules of the Fine Art subjects and their mentions, as well as Restoration subjects.**



AÑADIR NUEVA ASIGNATURA / *ADD NEW SUBJECT*

IMPORTANTE/ IMPORTANT:
Para evitar solapamientos, comprobar **compatibilidad horaria** en /*In order to avoid overlaps, check* ***schedule*** *alignments at:*

-Conservación y Restauración/*Conservation and Restoration*
https://grados.ugr.es/restauracion/pages/infoacademica/horario/2023/horarioscr2023

-Bellas Artes/*Fine Arts*:
https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2023/horariosbbaa2023

-Mención en Diseño Gráfico/*Graphic Design Mention*:
https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2023/horariomenciondisgraf2023

-Mención en Animación/*Animation Mention*:
https://grados.ugr.es/bellasartes/pages/infoacademica/horario/2023/horariomencionanimacion2023

Consultar **códigos de asignaturas** en el siguiente enlace/ Check the **subjects codes** at the following link:

https://bellasartes.ugr.es/sites/centros/bellasartes/public/inline-files/CODIGOS-DE-ASIGNATURAS-OBLIGATORIAS_BBAA-y-C+R.pdf

AÑADIR ASIGNATURA/ ADD NEW SUBJECT

Asignaturas y grupos solicitados / *Required subjects/ groups:*

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/*Group*

FIRST OPTION/S

En caso de no existir disponibilidad en las asignaturas anteriores, se solicitan las siguientes por orden de preferencia/
In case of no availability of the previous subjects, the following are requested in order of preference

Código de asignatura / *Subject code*	Nombre asignatura (según los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/*Group*

OTHER OPTION/S

3.
ABOUT YOUR MOBILITY

Changes to original LA: Add new subject

PROCEDURE FOR ADDING NEW SUBJECT (only for exceptional reasons)

Indicate the subject or subjects you need to add. **This choice will be your first option**.

IMPORTANT:

To add new subjects, do not move the previous ones, the new ones must fit in the already given schedule.

3.
ABOUT YOUR MOBILITY

Changes to original LA: Delete subject

PROCEDURE TO DELETE ALREADY SELECTED SUBJECT

Indicate the **subject or subjects you need to delete** from your Learning Agreement.

All the indicated subjects will be eliminated and will be offered to other students.

BORRAR ASIGNATURA YA SELECCIONADA / *DELETE ALREADY SELECTED SUBJECT*

Codigo de asignatura / *Subject code*	Nombre asignatura (segun los planes de estudio) / *Subject name (according to the studies' programs)*	Grupo/*Group*

3.
ABOUT YOUR MOBILITY

Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

Fill this Google Form:
COURSE CHANGE APPLICATION

When we check your application, we will contact with you via email to solve it or ask for more information.

Deadline to fill this form: 17/02, 2pm.

If everything is correct, **you must send the official form to change courses to fineartsmobility@ugr, once we accept your changes you will officially be able to enroll in the new courses.**

3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

Submit your application for changes by email to **fineartsmobility@ugr.es**. The file must be saved in **.doc / .docx format** (Microsoft Word).

DEADLINE: February 20th (until 2pm).

IMPORTANT: Applications received after this deadline will not be considered.

When your application is reviewed, you will receive an email indicating the accepted changes. It will also contain instructions that you must follow in order to be properly enrolled.

3.
ABOUT YOUR MOBILITY
Changes to original LA

CHANGES TO ORIGINAL LEARNING AGREEMENT

To sum up:

1. Check if the change you want to do it's possible
2. Check the schedules of the courses you have and the ones you require
3. Check the teaching guides
4. Fill the **document** to apply for changes
5. Fill the **Google Form** so we can check your case. Wait until we contact you by mail. Deadline 17/02
6. Send to **fineartsmobility@ugr.es** the document to apply for changes and wait until we answer. Deadline 20/02

If you have any questions please contact:
fineartsmobility@ugr.es

3.
ABOUT YOUR MOBILITY
Registering Changes

REGISTERING ACCEPTED CHANGES

IMPORTANT - LEARNING AGREEMENT

When you know the changes that have been accepted, **you must include these changes** in the "**During the Mobility**" section of your Learning Agreement, and submit it to **your coordinator of your home university to sign and stamp it.**

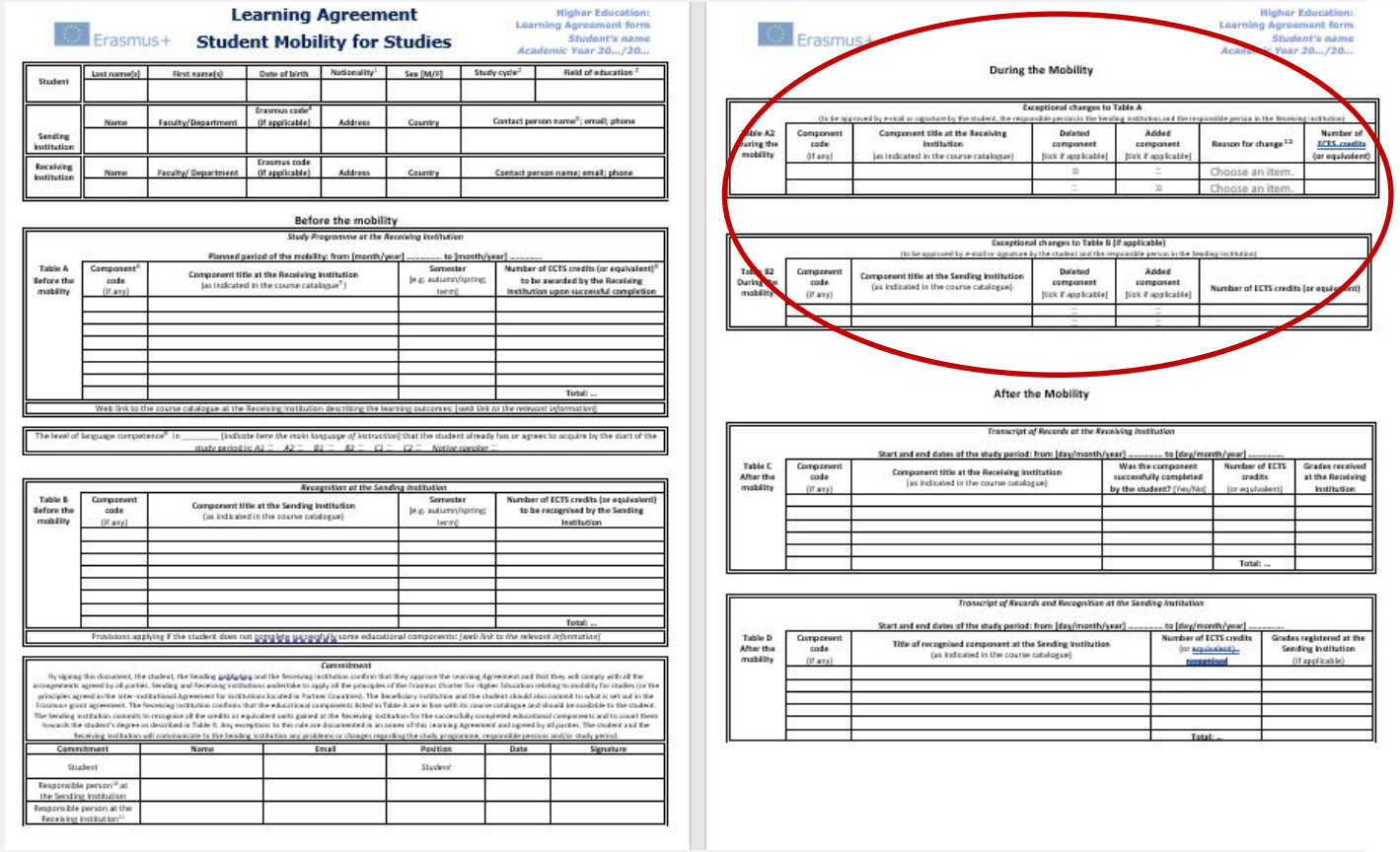
Once you have this document signed by you, by your coordinator and stamped by your home university, **you must submit it before February 27th at 14h, to vtribbaa@ugr.es** so that you are properly enrolled in the accepted changes; otherwise, these subjects will not appear in your Transcript of Records.

3.
ABOUT YOUR MOBILITY

Registering Changes

REGISTERING ACCEPTED CHANGES

CHANGES IN “DURING THE MOBILITY” SECTION



Learning Agreement
Student Mobility for Studies

Higher Education:
Learning Agreement form
Student's name
Academic Year 20.../20...

Student | Last name(s) | First name(s) | Date of birth | Nationality | Sex (M/F) | Study cycle | Field of education

Sending Institution | Name | Faculty/Department | Erasmus code (if applicable) | Address | Country | Contact person name; email; phone

Receiving Institution | Name | Faculty/ Department | Erasmus code (if applicable) | Address | Country | Contact person name; email; phone

Before the mobility

Study Programme at the Receiving Institution

Planned period of the mobility: from [month/year] ..... to [month/year] .....

Table A Before the mobility | 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

Total: ...

Web link to the course catalogue at the Receiving Institution describing the learning outcomes: [web link to the relevant information]

The level of language competence: In _____ [indicate here the main language of instruction] that the student already has or agrees to acquire by the start of the study period is: A1 ☐ A2 ☐ B1 ☐ B2 ☐ C1 ☐ C2 ☐ Native speaker ☐

Recognition at the Sending Institution

Table B Before the mobility | Component code (if any) | Component title at the Sending Institution (as indicated in the course catalogue) | Semester (e.g. autumn/spring term) | Number of ECTS credits (or equivalent) to be recognised by the Sending Institution

Total: ...

Provisions applying if the student does not complete successfully some educational components: [web link to the relevant information]

Commitment

By signing this document, the student, the Sending Institution and the Receiving Institution confirm that they approve the Learning Agreement and that they will comply with all the arrangements agreed by all parties. Sending and Receiving Institutions undertake to apply all the principles of the Erasmus Charter for Higher Education relating to mobility for studies (or the principles agreed in the inter-institutional Agreement for institutions located in Partner Countries). The Beneficiary Institution and the student should also commit to what is set out in the Erasmus+ grant agreement. The Receiving Institution confirms that the educational components listed in Table A are in line with its course catalogue and should be available to the student. The Sending Institution commits to recognise all the credits or equivalent units gained at the Receiving Institution for the successfully completed educational components and to count them towards the student's degree as described in Table B. Any exceptions to this rule are documented in an annex of this Learning Agreement and agreed by all parties. The student and the Receiving Institution will communicate to the Sending Institution any problems or changes regarding the study programme, responsible persons and/or study period.

Commitment | Name | Email | Position | Date | Signature

Student | Student

Responsible person at the Sending Institution

Responsible person at the Receiving Institution

Higher Education:
Learning Agreement form
Student's name
Academic Year 20.../20...

During the Mobility

Exceptional changes to Table A

Table A2 During the mobility | Component code (if any) | Component title at the Receiving Institution (as indicated in the course catalogue) | Deleted component [tick if applicable] | Added component [tick if applicable] | Reason for change | Number of ECTS credits (or equivalent)

Choose an item.

Choose an item.

Exceptional changes to Table B (if applicable)

Table B2 During the mobility | Component code (if any) | Component title at the Sending Institution (as indicated in the course catalogue) | Deleted component [tick if applicable] | Added component [tick if applicable] | Number of ECTS credits (or equivalent)

After the Mobility

Transcript of Records at the Receiving Institution

Start and end dates of the study period: from [day/month/year] ..... to [day/month/year] .....

Table C After the mobility | Component code (if any) | Component title at the Receiving Institution (as indicated in the course catalogue) | Was the component successfully completed by the student? (Yes/No) | Number of ECTS credits (or equivalent) | Grades received at the Receiving Institution

Total: ...

Transcript of Records and Recognition at the Sending Institution

Start and end dates of the study period: from [day/month/year] ..... to [day/month/year] .....

Table D After the mobility | Component code (if any) | Title of recognised component at the Sending Institution (as indicated in the course catalogue) | Number of ECTS credits (or equivalent) | Grades registered at the Sending Institution (if applicable)

Total: ...

3.
ABOUT YOUR MOBILITY
End of the stay

AT THE END OF THE STAY

TRANSCRIPT OF RECORDS

At the end of your stay, **you will receive an email with instructions to download your Transcript of Records** (evaluation report).

To download it, you must remember the PIN that you used to access the Identified Access Platform of the UGR.

You will receive a notification from the HERMES system, in your email, to download it. You will deliver it to your home university.

END-OF-STAY CERTIFICATE (DEPARTURE)

To request the End-of-Stay Certificate (Departure), **you must send it to vtribbaa@ugr.es filled in with the date you leave**. We will return it signed in PDF format.

We will not sign any request after the end of the call for extraordinary exams.

4. RELEVANT INFORMATION

4.2 ACADEMIC CALENDAR UGR

ACADEMIC CALENDAR

ACADEMIC CALENDAR OF THE UNIVERSITY OF GRANADA 2024-25

https://dge.ugr.es/informacion/noticias/calendario-2024-2025

4.3 HEALTH INFORMATION

HEALTH INFORMATION

If you come from another country, in order to be able to access healthcare in an emergency, you must have a **European Health Insurance Card,** and **you must register as soon as possible at your reference Health Centre**.

More information:

https://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/insurance

https://www.sspa.juntadeandalucia.es/servicioandaluzdesalud/ciudadania/asistencia-durante-un-desplazamiento/asistencia-sanitaria-para-personas-de-la-union-europea#opc2

https://www.sspa.juntadeandalucia.es/servicioandaluzdesalud/el-sas/servicios-y-centros/informacion-por-centros

4.4 COMPULSORY PROCEDURES FOR FOREIGNERS

COMPULSORY PROCEDURES FOR FOREIGNERS

If you come from another country, you must **register as soon as possible at the corresponding Consulate** and make the necessary arrangements for foreigners.

Check your consulate's website regularly, at least once a week.

More information:

https://induction.ugr.es/extranjeria/

https://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/residenciainspain?lang=en

4.5
UNIVERSITY SMART CARD (TUI)

UNIVERSITY SMART CARD (TUI)

The University Smart Card (Tarjeta Universitaria Inteligente -TUI) presents you as a member of the university community.

Once enrolled, you can obtain it. To do so, you have first go to “Acceso identificado” Student Account (**https://oficinavirtual.ugr.es/ai/**) and apply for an appointment to collect it at the option: "Emisión Instantánea de la TUI - CITA PREVIA".

Places to obtain it:
- Facultad de Filosofía y Letras
- Facultad de Farmacia
- E.T.S. Ingeniería de la Edificación
- E.T.S.I. Caminos Canales y Puertos
- Facultad de Derecho

NO ONE WITHOUT AN APPOINTMENT WILL BE ATTENDED. IT IS NECESSARY TO BRING YOUR ID CARD TO THE APPOINTMENT.

More info at: https://induction.ugr.es/tramites-administrativos/

4.7
BUDDY PROGRAM

BUDDY PROGRAM

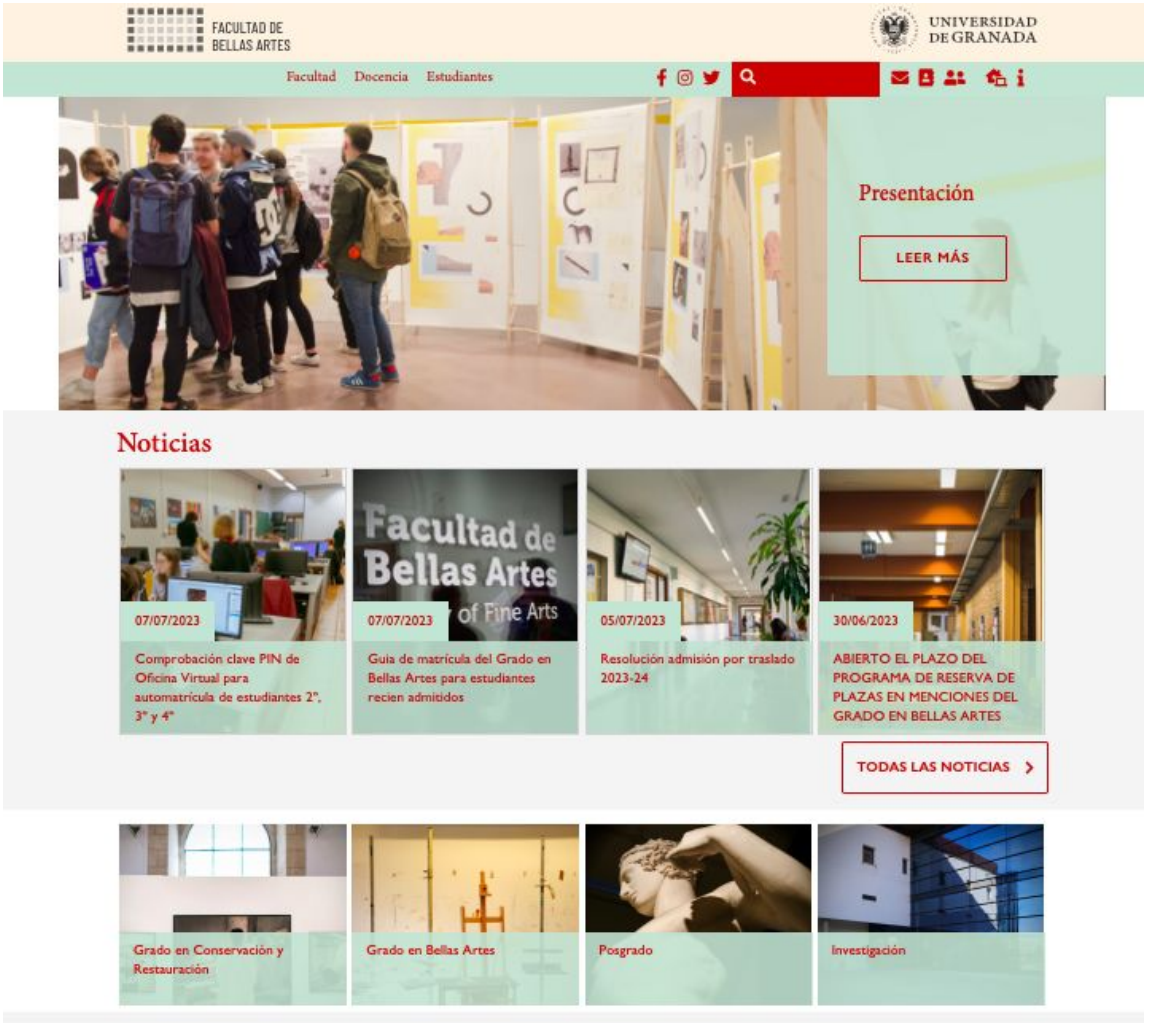
It helps you to contact with other students from the University of Granada. The main objective is to help international students in their cultural, academic and linguistic integration at the University of Granada.

http://internacional.ugr.es/pages/perfiles/estudiantes/nuevas-iniciativas-para-estudiantes-internacionales

Apply for the Buddy Programme at:
http://internacional.ugr.es/pages/movilidad/estudiantes/entrantes/formulariosolicitudbuddiesin

Send it scanned to: **programamentor@ugr.es**

4.8 CULTURAL INFORMATION

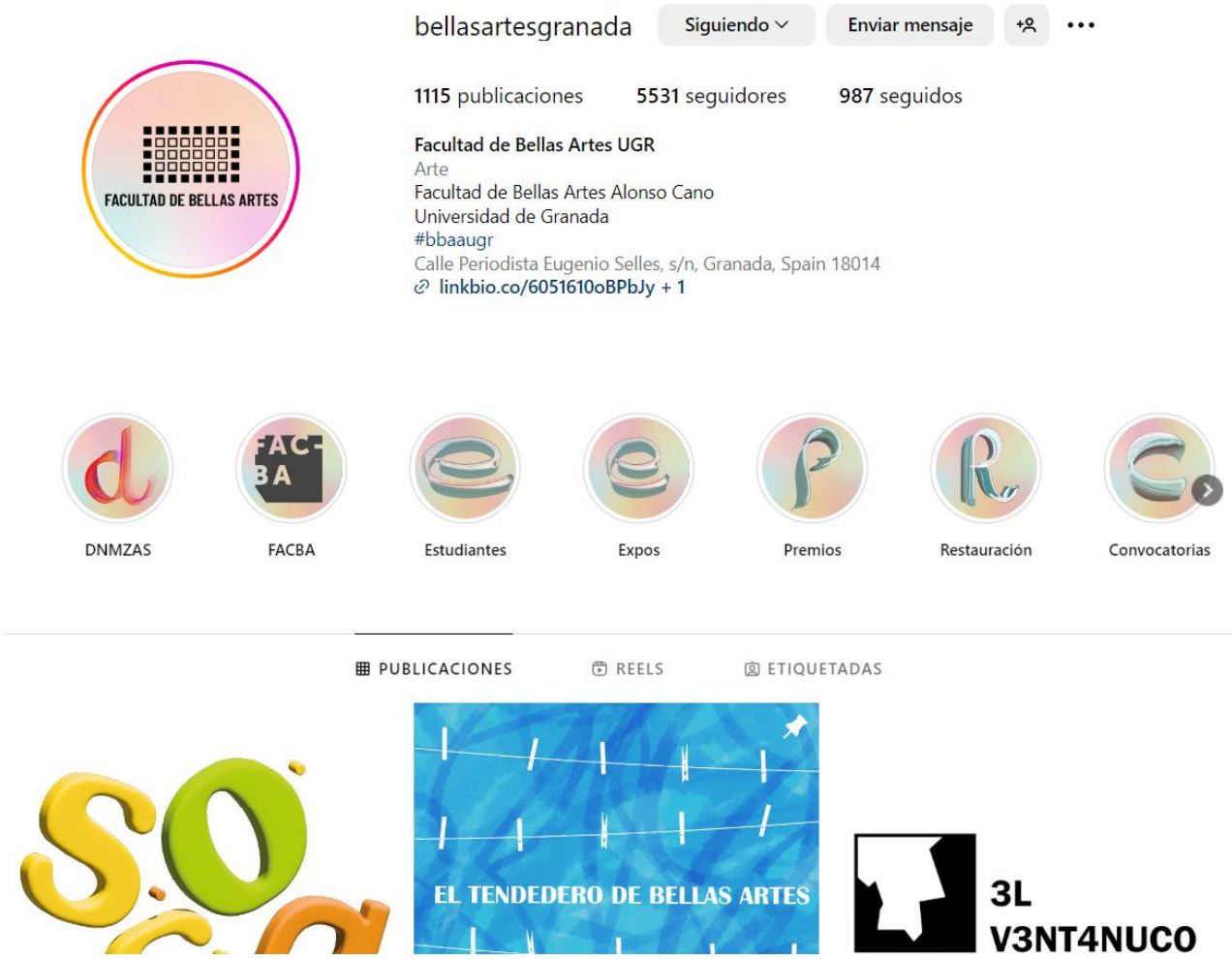


https://bellasartes.ugr.es/

4.8 CULTURAL INFORMATION

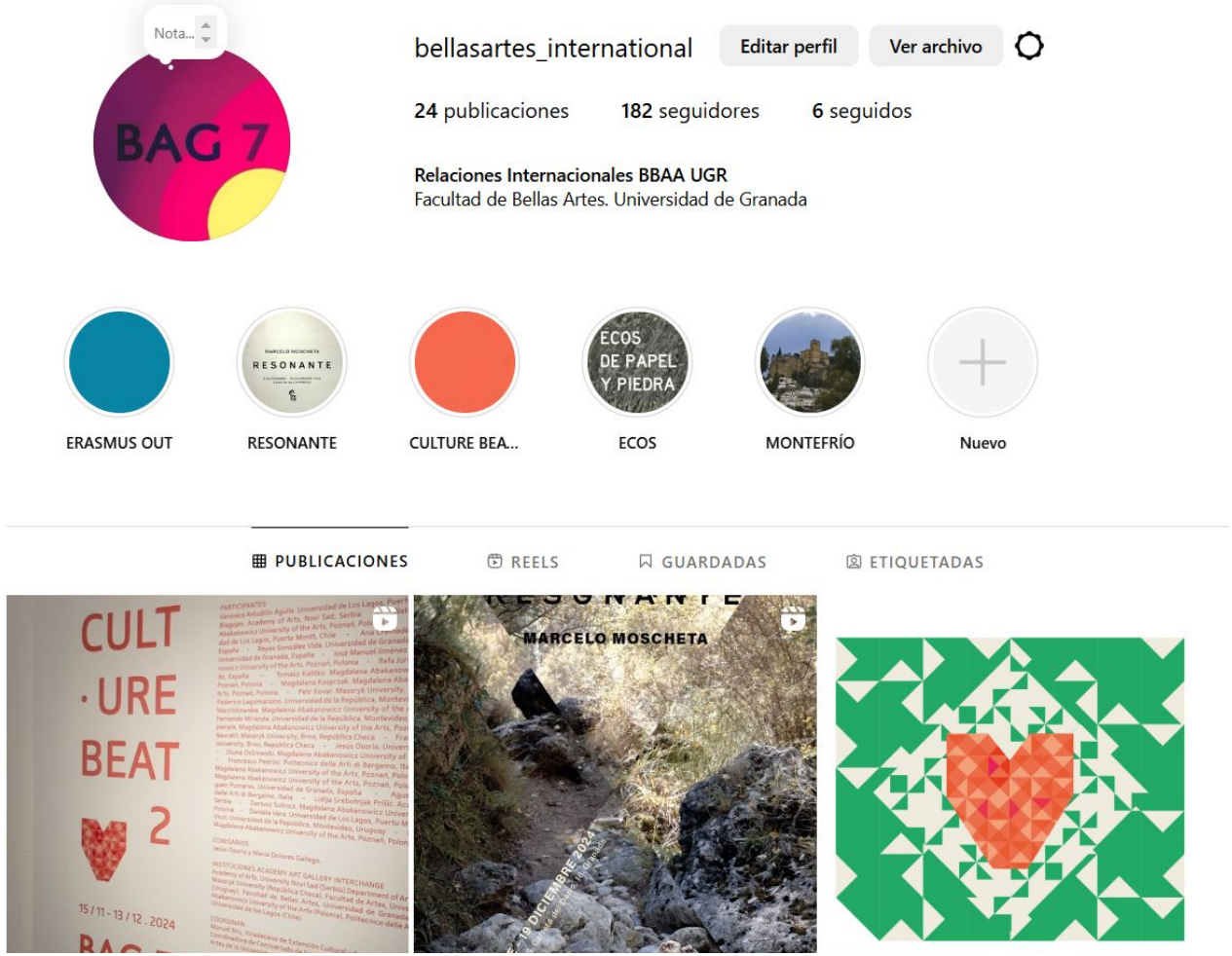
https://es-es.facebook.com/bellasartesgranada/

4.8 CULTURAL INFORMATION



https://www.instagram.com/bellasartesgranada

4.8 CULTURAL INFORMATION



https://www.instagram.com/bellasartes_international/

4.8 CULTURAL INFORMATION

BAG. INTERNATIONAL ARTS FESTIVAL

https://induction.ugr.es/vida-diaria/

WELCOME!

WE WISH YOU A HAPPY AND PRODUCTIVE STAY

Bellas Artes
UNIVERSIDAD DE GRANADA