



UNIVERSIDAD
DE MÁLAGA



UNIVERSIDAD DE MÁLAGA **CENTRO DE ESPAÑOL PARA EXTRANJEROS**

courses and programmes 2014

Avenida de la Estación de El Palo nº 4. 29017 Málaga

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WELCOME



Welcome to the Universidad de Málaga, a young and friendly university, that is always committed to providing high quality teaching, research, and student services and attention. By means of knowledge, and constantly improving and renovating ourselves, we work on making our University a dynamic and efficient one, open to the world and focused on the future.

Situated in Málaga, capital city of the Costa del Sol, a cosmopolitan city, open to the Mediterranean... that offers its visitors exceptional natural surroundings, and where it is well worth getting lost to enjoy its streets, its weather, its people...

On behalf of all the staff who works in the Centro de Español para Extranjeros, I encourage you to study these Spanish Courses, which will be offered according to the ECTS credit system and recognized as University of Malaga certificates.

Finally I also encourage you to enjoy your stay in our University and turn it into an enriching and unforgettable experience.

We look forward to welcoming you soon.

Carlos de las Heras
Vice-President for Institutional Relations
and President Cabinet

PRESENTATION



The Centro de Español para Extranjeros of the Universidad de Málaga (CEE-UMA) combines, from its very beginning in 1947, teaching expertise with the highest standards in academic and administrative performance. Both factors have made possible the development in our Center of a wide variety of courses and programmes that meet the diverse and growing demands of the Spanish language learners.

As an active participant in the internationalization process our time demands, as stated in the Malaga University Strategic Plans, the CEE-UMA has been entrusted with the task of achieving the highest standards in the teaching of Spanish as a second language. We operate with applied philological standards, in order to provide educational services to students who express - in a common language - the richness of their multicultural experience.

In this exciting job, those who are part of the CEE-UMA work every day with students and universities, private companies and national and international institutions, to shape the functions of one of the most important internationalization tools at present: Spanish Language, mother tongue and second language for hundreds of millions of people worldwide. Spanish for a global world: this is the aim of our work.

Málaga offers special conditions for achieving this goal. In Málaga becomes a reality what in so many other places remains an enlightened dream. Coming from a rich mixture of ancient and wise cultures who found here a sober sea and warm light, Malaga society today integrates people from many countries and languages. In this melting pot of plural citizenry, Spanish is koiné or common language: a Spanish that, in its southern variety -linked as no other with those of Latin America-, has in Málaga tones of many other verbal melodies.

In such context, the CEE-UMA combines the tradition or solera of its experience with the sparkle or salero of our versatile and multifunctional Spanish. This is the way we are and the way we warmly welcome those who come to share with us their lives and their voices: devoted to fertile speech, guarantee of understanding.

Gaspar Garrote
Headmaster

GENERAL INFORMATION



1. FACILITIES AND SERVICES AT OUR CENTRE (CAMPUS OF EL PALO, CITY OF MÁLAGA)

- **Building:** 2.000 m2, in a two-story building.
- **Reception room:** spacious room used for the reception of students, lectures, DELE examinations and other activities.
- **Classrooms:** 18 classrooms (all of them with audiovisual equipments).
- **Virtual classroom:** teacher workstation and 15 student workstations.
- **Tutoring:** two offices.
- **Patios:** there are two enclosed patios.
- **Multicultural classroom:** area intended for extra-academic activities where students can study, relax and socialize with other students.
- **Secretary's office:** administration and information office.
- **Wi-fi network:** free wi-fi access for students enrolled in our school.
- **Cultural Mediation:** programme specializing in interaction among students to help them in their integration process.
- **Meeting Room**

2. SERVICES CLOSE TO OUR CENTRE

- **Bus stops:** 50 m from our Centre, in Avda. de Juan Sebastián Elcano (routes 11, and N-1).
- **Taxi stop:** right in front of our Centre, in Avda. de la Estación de El Palo.
- **Post office:** 50 m from our Centre, in Avda. de Juan Sebastián Elcano, 178.
- **El Palo beach:** 100 m from our Centre, with restaurant services, some under agreement with the CEE-UMA.
- **Police station:** 450 m from our Centre, in Avda. de Juan Sebastián Elcano, 149.
- **Health Center:** 250 m from our Centre, in Avda. de Salvador Allende, 159.
- **El Palo Municipal market:** 100 m from our Centre, in C/. Alonso Carrillo de Albornoz, 3.

3. EXTRAACADEMIC ACTIVITIES

- **Social gatherings, parties and conferences.**
- **Guided tours:** Visits to historical and monumental landmarks and other places of cultural, socio-economic and leisure interest in Málaga.
- **Excursions:** the most interesting towns in the province of Málaga and in Andalusia are visited. Guided by our specialized teachers, who explain the most important historical and artistic aspects.
- **Language Interchange:** This activity with Spanish students, will be notified in advance.

Prices of these activities, when not included in the registration fee, will be notified in advance.

4. ACADEMIC METHODOLOGY

- The teaching staff of Centro de Español para Extranjeros de la Universidad de Málaga are all Phd and licenciates, highly qualified for their specific training in the teaching of Spanish as a Foreign Language.
- A wide variety of audiovisual and technological materials are used in the classes.
- The eclectic methodology alternates, according to the situations, approaches to different structural and communicative methods.
- Students will be informed about the text books they should purchase.



5. CARE INSURANCE AND HEALTH COVER

- In the Intensive Courses, the Course of Hispanic Studies and the Course of Spanish Language and its cultural references, a care insurance in Spain and helath cover is included in the registration fees.
- In the rest of courses and programmes, the student can choose to take this insurance, communicating it to the Secretary’s office.

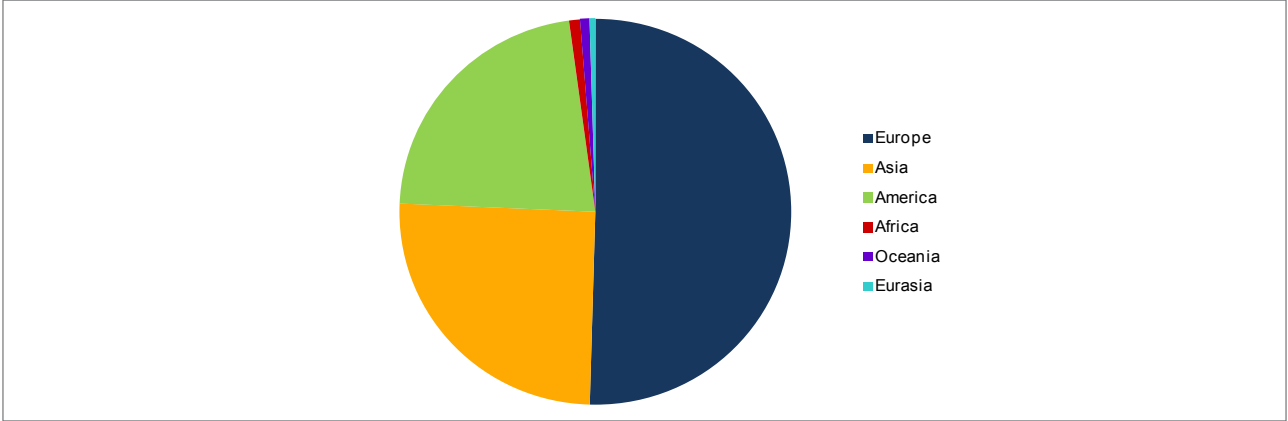
6. ACOMMODATION

On request, Our Centre will provide information about the accommodation options offered by companies under agreement.

7. CEE-UMA STUDENTS (2012)

CEE-UMA wishes to thank the 2.307 students of all continents and 69 different nationalities for placing their trust in our Centre to attend the classes of the 18 courses and programmes offered in 2012.

Origin	Nationalities
Europe	35
Asia	18
America	6
Africa	7
Oceania	1
Eurasia	2
TOTAL	69



1.

INTENSIVE SPANISH COURSE



- **ECTS credits:**
 - Monthly course: 9 credits
 - Fortnight: 4'5 credits
- **Number of students per class: 8 - 14**
- **Number of class hours:**
 - Month: 90 / Fortnight: 45
- **Prices:**
 - Monthly Course: 695 €
 - Place reservation fee (20%): 139 €
 - Enrolment (80%): 556 €
 - Included:
 - Universidad de Málaga student I.D. card, which lets you free access to all Universidad de Málaga facilities.
 - Málaga Card: 10 free tickets on the city buses in Malaga (only students of the monthly course) and discount in more than 60 establishments.
 - Care insurance and health cover.
 - 1 Textbook
 - Fortnight: 365 €
 - Place reservation fee (20%): 73 €
 - Enrolment (80%): 292 €
 - The Universidad de Málaga student I.D. card and the Care insurance and health cover are included.
- **Class-times:** from Mondays to Fridays, 9:00 h. to 13:00 h. Months with public holidays may change class times from 9:00 h. to 14:00 h., in order to achieve the number of hours scheduled.
- **Schedule:** month or fortnight. Students who choose a fortnight should start at the beginning of the monthly course.

Calendar		
2014	Dates	Class days
January	8-31	17
February	3-27	19
March	3-28	20
April	1-30	16
May	5-30	20
June	2-30	20
July	1-28	20
August	1-29	20
September	1-29	20
October	1-29	20
November	3-28	20
December	1-22	15

- **Certificates** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise students will receive a Certificate of Attendance if they attend at least 80% of the classes.
- **Levels:** this course is offered at 6 main levels according to the *Common European Framework of Reference* (A1, A2, B1, B2, C1 y C2), provided there is the minimum number of students required after the completion of the placement test.

At the beginning of the course - during the first two hours - students will take a level placement test.

The last day of the course - during the last three hours - there is a final level exam.

2. HISPANIC STUDIES COURSE



- **ECTS credit:** 22'5 credits
- **Number of students per class:** 9 - 15
- **Hours:** 225
- **Price:** 1.645 €
 - Place reservation fee (20%): 329 €
 - Enrolment (80%): 1316 €
 - Included:
 - Universidad de Málaga student I.D. card: free access to all Universidad de Málaga facilities.
 - Málaga Card: 10 free tickets on the city buses in Malaga and discount in more than 60 establishments.
 - Care insurance and health cover.
 - 1 language textbook per term.
- **Schedule:** from Mondays to Fridays, 10:00 h. - 14:00 h. Months with public holidays may change class times from 10:00 to 15:00, in order to achieve the number of hours scheduled.

Calendar	
2014	Dates
1st Term	From January 8 th to March, 28 th
2nd Term	From April 1 st to June 30 th
3rd Term	From July 7 th to September 26 th
4th Term	From October 1 st to December 22 nd

- **Certificates** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate for 11 ECTS credits with the immediately below level. Otherwise, a Certificate of Attendance is awarded if you attend at least 80% of the classes.
- **Levels:** this course is offered at 6 main levels according to the *Common European Framework of Reference* (A1, A2, B1, B2, C1 y C2), provided there is the minimum number of students required after the completion of the placement test.

At the beginning of the course - during the first two hours - students will take a level placement test.

The last day of the course - during the last three hours - there is a final level exam.

3. MASTER CLASS



Spanish and Culture for + 40s Weekly Course

- **ECTS credit:** 3'4 credits
- **Number of students per class:** 3 - 6
- **Hours per week:** 34
- **Price:** 775 €
 - Place reservation fee (20%): 155 €
 - Enrolment (80%): 604 €
 - Included:
 - Universidad de Málaga student I.D. card: free access to all Universidad de Málaga facilities.
 - Málaga Card: 10 free tickets on the city buses in Malaga and discount in more than 60 establishments.
 - Care insurance and health cover.
 - 1 language textbook per term.
- **Schedule:** from Mondays to Fridays, 9:00 h. - 14:00 h.

Calendar

2014	1 st Week	2 nd Week	3 rd Week	4 th Week	5 th Week
January		13 th - 15 th	20 th - 24 th	27 th - 31 st	
February	3 rd - 7 th	10 th - 14 th	17 th - 21 st	24 th - 27 th	
March	3 rd - 7 th	10 th - 14 th	17 th - 21 st	24 th - 28 th	
April	1 st - 4 th	7 th - 11 th	22 nd - 25 th		
May	5 th - 9 th	12 th - 16 th	19 th - 23 rd	26 th - 30 th	
June	2 nd - 6 th	9 th - 10 th	16 th - 20 th	23 rd - 27 th	
July	30 th - 4 th	7 th - 11 th	14 th - 18 th	21 st - 25 th	28 th - 1 st
August	4 th - 8 th	11 th - 14 th	18 th - 22 nd	25 th - 29 th	
September	1 st - 5 th	9 th - 12 th	15 th - 19 th	22 nd - 26 th	
October	29 th - 3 rd	6 th - 10 th	14 th - 17 th	20 th - 24 th	27 th - 31 st
November	3 rd - 7 th	10 th - 14 th	17 th - 21 st	24 th - 28 th	
December	1 st - 5 th	9 th - 12 th	15 th - 19 th		

- **Certificates** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise, a Certificate of Attendance is awarded if you attend at least 80% of the classes.
- **Levels:** Elementary, Intermediate and Advanced , provided there is the minimum number of students required after the completion of the placement test.

At the beginning of the course - during the first two hours - students will take a level placement test.

The last day of the course - during the last three hours - there is a final level exam.

Schedule

From 9:00 h. to 10:50 h.	Spanish Language
From 11:10 h. to 13:00 h.	Conversation
From 17:00 h. to 19:00 h.	Conferences and cultural activities

4. COURSE FOR ERASMUS AND INTERNATIONAL EXCHANGE STUDENTS



- **Number of students per class:** 20 - 25
- **Number of hours:** 70
- **Price:** 146 €
- **Dates:** From September 3rd to 27th 2014
- **Certificates** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain it. Otherwise students will receive a Certificate of Attendance if they attend at least 80% of the classes.
- **Levels:** this course is offered at 6 main levels according to the Common European Framework of Reference (A1, A2, B1, B2, C1 y C2), provided there is the minimum number of students required after the completion of the placement test.

At the beginning of the course students will take a placement test.
The last day of the course there is a final level exam.

5. SPANISH FOR SPECIFIC PURPOSES



Curso semanal de español orientado a sectores específicos:

1. **Spanish for Business Course**
2. **Spanish for Tourism Course**
3. **Spanish for Health Care Course**
4. **Spanish for Engineering Course**

- **ECTS credit:** 2'9 credits
- **Number of students per class:** 3 – 6
- **Number of hours:** 29
- **Price:** 635 €
 - Place reservation (20%): 127 €
 - Enrolment (80%): 508 €
 - Included:
 - Universidad de Málaga student I.D. card: free access to all Universidad de Málaga facilities.
 - Málaga Card: 10 free tickets on the city buses in Malaga and discount in more than 60 establishments.
 - Care insurance and health cover.
- **Class times:** from 9:00 h. to 14:00 h.

Calendar

2014	1 st Week	2 nd Week	3 rd Week	4 th Week	5 th Week
Enero		13 th - 15 th	20 th - 24 th	27 th - 31 st	
Febrero	3 rd - 7 th	10 th - 14 th	17 th - 21 st	24 th - 27 th	
Marzo	3 rd - 7 th	10 th - 14 th	17 th - 21 st	24 th - 28 th	
Abril	1 st - 4 th	7 th - 11 th	22 nd - 25 th		
Mayo	5 th - 9 th	12 th - 16 th	19 th - 23 rd	26 th - 30 th	
Junio	2 nd - 6 th	9 th - 10 th	16 th - 20 th	23 rd - 27 th	
Julio	30 th - 4 th	7 th - 11 th	14 th - 18 th	21 st - 25 th	28 th - 1 st
Agosto	4 th - 8 th	11 th - 14 th	18 th - 22 nd	25 th - 29 th	
Septiembre	1 st - 5 th	9 th - 12 th	15 th - 19 th	22 nd - 26 th	
Octubre	29 th - 3 rd	6 th - 10 th	14 th - 17 th	20 th - 24 th	27 th - 31 st
Noviembre	3 rd - 7 th	10 th - 14 th	17 th - 21 st	24 th - 28 th	
Diciembre	1 st - 5 th	9 th - 12 th	15 th - 19 th		

- **Certificates** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate. Otherwise, a Certificate of Attendance is awarded if you attend at least 80% of the classes.
- **Levels:** Elementary, Intermediate and Advanced, provided there is the minimum number of students required after the completion of the placement test.

At the beginning of the course - during the first two hours - students will take a level placement test.

The last day of the course - during the last three hours - there is a final level exam.

6. DELE PROGRAMME



1. DELE EXAM LINGUISTIC PREPARATION COURSE

- **Number of students per class:** 5 - 10
- **Levels:** A1-C2
- **Number of class hours:** 20
- **Price: 185 €**
 - Included:
 - Universidad de Málaga student I.D. card: free access to all Universidad de Málaga facilities.
 - Málaga Card: 10 free tickets on the city buses in Malaga and discount in more than 60 establishments.
 - Care insurance and health cover.
- **Class times:** from 15:30 h. to 17:00 h. (Mondays, Wednesdays and Thursdays). In June class time is from 13:30 to 15:00.

Calendar

Month	Period
March - April	From March 10 th to April 10 th
April - May	From April 23 rd to May 22 nd
June - July	From June 16 th to July 17 th
September - October	From September 15 th to October 16 th
October - November	From October 22 nd to November 20 th

- **Certificate of Attendance** (included in the enrolment fee): it is compulsory to attend at least 80% of the classes.

2. DELE EXAMS (in collaboration with the Instituto Cervantes)

The Universidad de Málaga is an examination Center granted by the Instituto Cervantes, to obtain the Diploma in Spanish as a Foreign Language.

- **Price:**
 - A1:** 108 €
 - A2:** 124 €
 - B1:** 156 €
 - B2:** 180 €
 - C1:** 190 €
 - C2:** 198 €

Exams announcement 2014	Enrolment dates
April 11 th	From February 17 th to March 7 th
May 24 th	From February 17 th to April 11 th
July 18 th	From February 17 th to June 13 th
October 17 th	From February 17 th to September 12 th
November 22 nd	From February 17 th to October 17 th

7. TRAINING PROGRAMME FOR TEACHERS



1. 22º COURSE OF TEACHING OF SPANISH AS A FOREIGN LANGUAGE

This course is designed to present the main methodological trends as well as the latest developments regarding this area of education. Contents: explanatory classes, individual or cooperative performance workshops, work sessions carrying out research and presenting data, and presentations of the latest publications on the teaching of Spanish as a second language.

Addressed to: PhD, licentiates, bachelors, university graduates and teachers interested in updating methodological approaches and new techniques related to the teaching of Spanish as a Second language.

- **Minimum number of students per class:** 10
- **Number of class hours:** 30
- **Price:**
 - *Option 1:* Students who meet the profile described under «Addressed to»: 165 €
 - *Option 2:* Students who meet the profile described under «Addressed to», and have documentary evidence that they are unemployed: 130 €
 - **Included:**
 - Care insurance and health cover.
- **Dates:** From July 7th to 11th, 2014
- **Class times:** from 08:30 h. to 14:30 h.
- **Certificate** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes.

2. SPANISH LANGUAGE AND ITS CULTURAL REFERENCES COURSE (In collaboration with the Spanish embassy in the United States)

Throughout the course formal aspects of the language are addressed as well as useful approaches to deal with some of the difficulties of Spanish language teaching and learning; also on aspects of language politics, historical facts and representative personalities from the Hispanic world. Two cultural excursions are included.

Addressed to: foreign teachers specialized in Spanish as a Second Language. Spanish level required: B2.

Calendar and prices			
2014	Hours	Options	Prices
From July, 1 st to 21 st	60	Course+accommodation (host families or residence hall) + Care insurance and health cover	Registration before January, 1 st : 1.400 € Registration before March, 1 st : 1.500 € Registration from March, 1 st : 1.600 €
		Course only + Care insurance and health cover	948 €

- **Certificate** (included in the enrolment fee): It is compulsory to attend at least 80% of the classes and pass the final level test to obtain the University of Malaga Certificate.

8. SPANISH COURSE MÁLAGA-MADRID



This Course, designed by the Universidad de Málaga and the Universidad Complutense de Madrid, allows students to learn Spanish in these two Universities while they get to know two different and complementary Spanish lifestyles. 1 month in Málaga (85 hours) and 1 month in Madrid (85 hours).

- **Minimum number of students per class:** 5
- **Number of class hours:** 170
- **Price:** 1.520 €
 - Place reservation (20%): 304 €
 - Enrolment (80%): 1216 €
 - Included:
 - Universidad de Málaga student I.D. card: free access to all Universidad de Málaga facilities.
 - Málaga Card: 10 free tickets on the city buses in Malaga and discount in more than 60 establishments.
 - Care insurance and health cover.
- **Class times:** from Mondays to Fridays, 9:00 h. - 13:00 h. Months with public holidays may change class times from 9:00 to 14:00, in order to achieve the number of hours scheduled.
- **Schedule:** students may start this course in any of the two cities and in any month of the year. The following month they will continue it in the other city.

Calendar		
2014	Dates	Class days
January	8-31	17
February	3-27	19
March	3-28	20
April	1-30	16
May	5-30	20
June	2-30	20
July	1-28	20
August	1-29	20
September	1-29	20
October	1-29	20
November	3-28	20
December	1-22	15

- **Certificates** (price included in the enrolment fee):
 - Course Certificate: It is compulsory to attend at least 80% of the classes and to pass the final level test to obtain it.
 - Certificate of Attendance: It is compulsory to attend at least 80% of the classes to obtain it.
- **Levels:** this course is offered at 6 main levels according to the *Common European Framework of Reference* (A1, A2, B1, B2, C1 y C2), provided there is the minimum number of students required after the completion of the placement test.

At the beginning of the course - during the first two hours - students will take a placement test
The last day of the course - during the last three hours - there is a final level exam.

9. ONE-TO-ONE INTENSIVE CLASSES



Spanish Language and/or Culture classes adapted to meet the unique needs of each student.

- Price: 41 €

10. TAILOR-MADE PROGRAMMES



The Universidad de Málaga designs all kinds of teaching programmes of Spanish Language as a Second Language, to meet the unique educational needs of universities, companies and public and private institutions from all over the world.

PROFESSIONAL STAFF AT CEE-UMA



HEADSHIP

Vice-President for Institutional Relations and President Cabinet

- **CARLOS DE LAS HERAS PEDROSA:** Ph.D. in Advertising and Public Relations and a Bachelor's degree in Business and Economics. Universidad de Málaga.

Headmaster

- **GASPAR GARROTE BERNAL:** Ph.D. in Hispanic Philology (Universidad Complutense de Madrid). Full Professor of Spanish Literature at the Universidad de Málaga and member of the University Board of Counselors. Author of nine books in literary history and criticism, such as *Trayectorias poéticas del Veintisiete*, *Por amor a la palabra*, *Estudios sobre el español literario*, *Tres poemas a nueva luz* and more than fifty philological essays. Author and coauthor of critical editions of Espinel, Moratín and Arguijo. Editor of *AnMal Electrónica*.

Academic coordinator

- **SALVADOR PELÁEZ SANTAMARÍA:** B.A. in Hispanic Philology with Certificate of research aptitude in Análisis Lingüístico. Universidad de Málaga. Associate Professor of Spanish Language at the Universidad de Málaga. Author of *Actividades para el Marco Común Europeo (C2)* and coauthor of *La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo*, Spanish handbook *Vale, 1, 2 y 3*, EFE handbook *Turismo y más* and *Método 2*.

FACULTY

- **MONTSERRAT PONS TOVAR:** Ph.D. in Hispanic Philology and in Classical Philology. Universidad de Málaga. Author of *Estudio lingüístico de las Ordenanzas sevillanas* and of various SFL teaching and philological articles.
- **MARÍA TERESA GARCÍA GALÁN:** Ph.D. in Hispanic Philology. Universidad de Málaga. Author of *Esteticismo como rebeldía. La poética de Pablo García Baena* and *Cuando baja la marea* and *Redes imprevistas* (collections of poems).
- **EUGENIA LEÓN ATENCIA:** Ph.D. in Hispanic Philology. Universidad de Málaga. Author of *Dar que hablar: propuestas de conversación para el ejercicio del lenguaje*, *La poesía de María Victoria Atencia*, *La ahogada sirena* (collection of poems) and philological articles.
- **LAURA ESTEBAN ASENCIO:** Ph.D. in Translation and Interpreting. Universidad de Málaga. Author of various philological articles.
- **MARÍA DOLORES MARTÍN ACOSTA:** Ph.D. in Hispanic Philology. Universidad de Málaga. and Málaga Research Award 2009 in Humanities category. Coauthor of *Cuadernos de ejercicios nuevo Avance 5 y 6*.
- **MARÍA JOSÉ FERNÁNDEZ DE LOS REYES:** B.A. in Hispanic Philology, B.S. in Biology and M.A. in Teaching of Spanish as a Foreign Language. Universidad de Málaga.
- **PIEDAD ZURITA SÁENZ DE NAVARRETE:** B.A. in Hispanic Philology (Universidad de Málaga) and B.A. in English Philology (Universidad de Zaragoza). Author of SFL Teaching articles and coauthor of *La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo*, *Avance* and *Nuevo Avance methods* and of *La banda de París* in the collection *Lee y disfruta* (graduate readings).
- **ANTONIO HIERRO MONTOSA:** B.A. in Hispanic Philology with certificate of research aptitude (Universidad de Málaga). Author of SFL Teaching articles and coauthor of *Actividades lúdicas para la clase de español*, *Actividades para el Marco Común Europeo (C1)*, *Método 1 y 3* and graduate reading books.
- **CARLOS JAVIER DUARTE DUARTE:** B.A. degree in Hispanic Philology with certificate of research aptitude in Comparative Literature (Universidad de Málaga) and master's degree in Teaching of Spanish as a Foreign Language (Universidad Antonio de Nebrija de Madrid).
- **YOLANDA DOMÍNGUEZ TRUJILLO:** B.A. in Hispanic Philology with certificate of research aptitude in Linguistic Analysis (Universidad de Málaga). Author of ELE teaching articles.

- **JOSÉ MANUEL RODRÍGUEZ PAVÓN:** B.A. in Hispanic Philology (Universidad de Málaga).
- **PURIFICACIÓN ZAYAS LÓPEZ:** B.A. in Hispanic Philology with certificate of research aptitude in Spanish Lexicography and Sociology (Universidad de Málaga) and university expert in Teaching of Spanish as a foreign language. Universidad Antonio de Nebrija de Madrid. Author of *Metodo 2*.
- **FRANCISCA CÁRDENAS BERNAL:** B.A. in Hispanic Philology (Universidad de Málaga). Author of *Vocabulario Activo* (2 volumes) and coauthor of *La enseñanza del español como lengua extranjera a la luz del Marco Común Europeo* and *Actividades para el Marco Común Europeo (C1)* and *Método 1 and 3*.
- **BEATRIZ PONS TOVAR:** B.A. in History with certificate of research aptitude in Relations of gender, society and culture in the Mediterranean ambit (Universidad de Málaga).
- **ÁLVARO GARCÍA GÓMEZ:** B.A. in Journalism with certificate of research aptitude in Globalization in Iberoamerican intercultural space (Universidad de Málaga).
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- **CRISTINA ORTEGA MEDINA:** B.A. in History of Art (Universidad de Granada) and course of Tourist Information technician from the Junta de Andalucía.
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- **JOSÉ CARLOS GODOY AGUILAR:** Associate's degree in Teaching speciality in Music and master's degree in Teaching of Spanish as a foreign language (Universidad de Málaga).

ADMINISTRATION AND INFORMATION

Secretary's Office

- M. CARMEN GORDO JIMÉNEZ, HÉCTOR MORENO CAMPOY, DANIEL ANTONIO VERGE LÓPEZ, ISABEL MARTÍN AGUILAR.

Reception's Office

- JOSÉ CARLOS HARO RAMOS, JUAN LUIS ALCAIDE GUTIÉRREZ, PILAR FERNÁNDEZ LUNA, JAVIER JIMÉNEZ GRACIA, MARÍA ASCENSIÓN ROMERO MARTÍN.

Maintenance

- ANTONIO MIGUEL PALMA RUIZ.



REGISTRATION PROCEDURE



All registrations are personal and non-transferable. Please read the general registration requirements to enroll in our courses and programmes in sections 1 to 7 of the following conditions:

1. Age. Students must be at least 16 to register.

2. Registration options. Every registration consists of a place reservation fee and enrolment. The total amount of the registration fee (place reservation and enrolment) must be paid previous to the beginning of the chosen course or programme.

3. Registration payment. Two-stage payment:

- Place reservation fee: 20% of the registration fee.
- Enrolment: 80% of the registration fee.

4. Bank account. Both, the place reservation fee or the total amount payment, may be paid in cash or by bank transfer, free of charge, to the following account:

BANCO SANTANDER

O.P.I.: Marqués de Larios, 9, 29015

Payee: Fundación General de la Universidad de Málaga, Centro de Español para Extranjeros

Account number: 0049 5204 50 2618591861

IBAN: ES1500495204502618591861

Swift code (BIC): BSCHEM33

Student's name and registering period should be clearly indicated on the copy the bank transfer. Any bank commissions or costs must be assumed by the student at the beginning of the course.

5. Credit card payment. Both registration options may also be paid with a credit card at the Secretary's Office of our Centre. Any bank commissions must be assumed by the student.

6. Documentation. Students who have already paid the place reservation fee must send the following documents to the Secretary's Office of Curso de Español para Extranjeros de la Universidad de Málaga (Avda. de la Estación de El Palo, 4 - 29017 Málaga) or to cursoext@uma.es:

- Completed registration form
- A photocopy of the bank-transfer or payment receipt
- A passport-sized photograph
- A photocopy of the Identity Card (European Union citizens) or Passport

7. Cancellation. Place reservation fee (20% of the registration fees), will not be reimbursed in any case. In order to be entitled to reimbursement for the enrolment fees (80% of the registration fee), students must communicate in writing the Secretary's Office their intention of cancelling the registration, with the necessary documents justifying the cancellation, at least **20 days prior to the beginning of the corresponding course**. There will be no reimbursement after that date. Any bank commissions or costs generated by the reimbursement of the enrolment fees, will be assumed by the student.

8. Duplicates. Each duplicate of a certificate costs 12 Euros.

9. Detailed report certificate. This certificate will be issued at the request of the student, who will pay 21 Euros for it.

10. Students registered in a course without care insurance and health cover included in the fee, may get it at the Secretary's Office of our Centre.



UNIVERSIDAD
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