Spain
University of Córdoba
Fall and Spring Semester

2012-2013 Program Guide
The University of California, in accordance with applicable Federal and State law and University policy, does not discriminate on the basis of race, national origin, religion, sex, gender identity, pregnancy,* disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran. The University also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in University programs and activities. Inquiries regarding the University’s student-related nondiscrimination policies may be directed to the campus Equal Employment Opportunity/Affirmative Action office.

*Pregnancy includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth.
YOUR UCEAP NETWORK

Local UCEAP Support

Campus EAP Office
The Campus EAP Office coordinates recruitment, student selection, orientations, and academic advising; and serves as your primary contact during the application process.

UCEAP Systemwide Office
The UCEAP Systemwide Office establishes and operates programs and coordinates UCEAP administration for all UC campuses from its headquarters in Goleta, California. You will work closely with the following Systemwide Office staff:

- **Program Advisors** provide academic and operational program information to you and your campus as well as administrative support for all aspects of your participation.
- **Operations Specialists** manage the logistics of the program. They coordinate document requirements, visa application instructions, health and safety precautions, acceptance and placement by host institutions, arrival and on-site orientation, and housing arrangements.
- **Academic Specialists** advise on academic policies, review courses taken abroad for UC credit, and document your registration, grades, petitions and academic records.
- **Student Finance Accountants** assist primarily with UCEAP statements, program fee collection, and financial aid disbursements (in conjunction with your campus Financial Aid Office).

Contact Information

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UCEAP Online
Bookmark your Participants program page. This resource lists requirements and policies you need to know before you go abroad, including your Predeparture Checklist, UCEAP Guide to Study Abroad, Program Calendar, UCEAP Student Budgets, and payment instructions.
Connect with us! Join our Facebook network via the UCEAP Spain page.

Study Centers Abroad
UC faculty and staff administer UCEAP programs in Spain. Every program in Spain has a corresponding UCEAP office that is staffed to assist program participants with academic, logistical, and personal concerns. The UC Faculty Director, who is responsible for all UCEAP Spain programs, will maintain an office at the Centro California/Illinois in Barcelona.

Contact Information
Córdoba Office
Inma Carmona, Program Coordinator
Centro de Estudios de la Universidad de California
UCO IDIOMAS (Edificio Servicios Múltiples) 5a planta
Avd/Menéndez Pidal s/n
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Phone: +34 957-21-2073
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Phone Number Codes
U.S. international code .......... 011
(dial this to call from the U.S.)
Spain country code .......... 34
Córdoba city code .............. 957

Approximate Time Difference
9 hours
**Academic Information**

**Program Description**

The language and culture program in Córdoba is a semester program for students who are ready to undertake their second year of university-level Spanish. In addition to grammar, you learn language through the study of Spanish history, and perhaps literature, art, or politics as well. You may be able to satisfy the second-year Spanish language requirement and breadth requirements of your home UC campus regardless of which elective you choose.

Classes are conducted in Spanish by faculty from the University of Córdoba. All students are from the University of California. Classes focus on the acquisition of functional communication skills as well as the study of Spanish culture and society. You will also participate in intercambios (conversation exchanges) with Spanish students who are studying English, which offer an excellent opportunity to meet peers outside of your host family.

The UCEAP office is located in a building on the Campus Menéndez Pidal. Most classes are located in the same building, but depending on the size of the group, classes may be held at the Facultad de Ciencias de la Educación, which is also located on the Campus Menéndez Pidal.

**Academic Culture**

The academic culture of the Córdoba language and culture program may appear more relaxed than that of UC. Courses have fewer assignments and, in order to accomplish your intellectual goals for the program, you’ll need to take some initiative. UCOIDIOMAS, a unit of the University of Córdoba, has worked with UC to design this special program of second-year Spanish language acquisition that coordinates course materials with the area’s history and culture. Class time in the principal language course is devoted to grammar and other structural concepts. It is then your responsibility to practice these concepts during required visits to museums, monuments, art exhibitions, artistic shows, and cultural events, as well as during your other classes and intercambios, in your home, and everywhere else you go. The UCO faculty are dedicated to the program and willing to work with you outside of class when you need extra assistance. Your final grades are based on exams, attendance, and participation. The Spanish final exam includes both oral and written components.

**Course Information**

After arrival, you will take a language placement test so that you can be grouped with others of the same ability for the principal language class. Instruction takes place five days a week, Monday through Friday. On four of those days, at least four hours per day are devoted to classroom instruction: two hours in the grammar course and an hour in each of the other courses.

The fifth day (usually Friday) is devoted to language labs, film screenings, cultural visits, and excursions outside Córdoba. These assignments are integrated into the course curricula, scheduled to coincide with topics discussed in class, and count toward the final grade. Friday activities and excursions are required as part of the program’s coursework and are among the most exciting aspects of the program.

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**UCEAP Students Say...**

"Córdoba is a nice mix of the old and the new. The Judería is the old section of the city where the Mezquita and the ancient synagogue are housed. The city has a blend of Muslim, Jewish, and Christian architectural influences. Participation and interaction with other students and professors is probably the most important, because that’s how you learn the material and are able to talk about it.

Academic experiences here are both inside and outside the classroom; I was able to practice what I learned. The best parts of the courses were the small classes and the contact with the teachers. All the teachers know you by name, and it’s a very personal experience."
The small class sizes, interesting topics, and close contact with faculty really enhanced my academic experience. The classes that helped me complete my Spanish minor were good. Most of my teachers really cared about us learning.

Don't forget that you have to study! Sometimes being abroad makes you forget that you are in school.

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**Spring Capstone Course & Excursion**

Every year the spring semester students take a 5-day academic excursion worth 4 UC quarter units of upper-division credit. In spring 2013, this course will probably tour the Extremadura region of Spain (Mérida, Trujillo, Cáceres, Monasterio de Yuste, Comarca de la Vera, Hervás, and Valle del Jerte). Students meet with Professor Antonio Ceballos prior to the trip to organize their topic for the required research paper. Students are provided on-site lectures and guided tours during the day, highlighting the culture of the region. The final grade for the course is based on participation, a research paper, and a final exam covering the information learned during the week-long excursion.

**Registration & Requirements**

The UCEAP Program Coordinator assists with official enrollment in the UCO courses and is also available to answer questions regarding your MyEAP registration.

You are required to take a full-time course of study while abroad. All students take three classes in order to meet the 24 UC quarter unit requirement.

All students are required to take the following:

- **HIST 150**, Spanish Culture and Civilization (6 UC upper-division quarter units)
- **SPAN 40**, Intermediate Spanish Grammar (12 UC lower-division quarter units)

You choose a third class from the following list:

- **SPAN 45**, Spanish Language Practicum (6 UC lower-division quarter units; may be required by instructor depending on language proficiency)
- **ARTHS 70**, Spanish Art History (6 UC lower-division quarter units; available only during the fall)
- **SPAN 160**, 20th-century Literature and Cinema (6 UC upper-division quarter units)
- **HIST/POL S 130**, Spain and the Contemporary World (6 UC upper-division quarter units)

Spring semester students will enter the capstone course separately for a total of 28 UC quarter units.

Course descriptions are available through the [MyEAP Course Catalog](#).

You are expected to study for your courses as well as participate in informal language learning outside of the classroom. Both UCEAP and UCOIDOMAS consider attendance at all classes mandatory. You are allowed a total of two absences during the program. Each absence beyond the limit will result in a deduction of 3 percent from your raw total. An absence occurring on a day a quiz or exam is scheduled or an assignment is due will result in a zero for that quiz/exam or assignment. No make-ups will be permitted.

**Grades**

For detailed information about grades, see the Academic Information chapter of the UCEAP Guide to Study Abroad.
Internships & Community Service

Although independent research and internships for academic credit are not offered on this program, volunteer opportunities at several local NGOs are available. The Program Coordinator at the Córdoba office can provide you with a list of current openings. Volunteering locally is an excellent way for you to integrate into the community while abroad. If you are interested, discuss these options with the Study Center. See the informational flyer online and the Extracurricular Activities chapter of this guide for more information.

UCEAP STUDENTS SAY...

“I learned so much about Spain! It was great to see the Spanish culture and history that I was learning about in class.”
**EXTENDING UCEAP PARTICIPATION**

**Extension Options**

It is possible to extend from the Córdoba fall program to:

- Carlos III spring Hispanic Studies program
- University of Granada spring

**Requirements:**

- 2.85 GPA at time of departure to Córdoba. You cannot use the Córdoba program to improve your GPA in order to extend participation to the spring; the deadline for extension is November 1, before Córdoba grades are available.
- Grade of B or better in Córdoba fall (extension will be revoked if you do not receive a B or better).
- Endorsement by Spain Study Center Director. Coursework, grades, and performance during the first month in Córdoba may impact the Director’s decision.

**Plan Ahead to Extend**

UCEAP offers rich opportunities for combining different programs and extending your time abroad. Participation in back-to-back programs or extensions to year programs require an exceptional level of organization and maturity. You must be able to plan in advance and prepare for the second program while completing the first.

If you think you might want to extend your studies in Spain, indicate your intention on the Departmental and College Preliminary Approval to Extend (DPA) form and submit it to UCEAP before departure.

Once in Spain, you must submit a Request for Final Approval (RFA) of extension before November 1.

UCEAP must approve all extensions. Requests for extensions are not guaranteed and are only considered when there is space in the program. If demand exceeds capacity, first priority will be given to spring applicants who have not yet participated in UCEAP. In such a case, students applying to extend will be ranked by GPA, with priority going to those with the higher GPAs. The extension request must be supported by the Study Center Director, your UC campus department head, and your dean or provost.

If you are admitted for a spring program, you are expected to complete the academic year in Spain. A request to shorten the stay will be treated as a withdrawal from UCEAP, with possible financial penalties.

Once your extension has been approved, UCEAP will notify your UC campus registrar, Financial Aid Office, and Campus EAP Office. For information about the steps you need to take with regard to finances, see the **Extension of Participation** chapter of the UCEAP Guide to Study Abroad.
Extension Logistics

Visa Extensions
To extend to the spring semester, submit a DPA form with your application and note that you plan to extend. If you submit a DPA form, you should receive a university acceptance letter from Spain indicating that you will be studying in Spain for a full year. The acceptance letter will allow you to apply for a year-long visa and might help you avoid having to return to the U.S. to renew a semester visa.

- If you do not receive a year-long visa, you will have to return to the U.S. between semesters to apply for a new visa.

UCEAP recommends that you assign a parent or trusted family member your Power of Attorney. If you decide to extend while you are in Spain, a Power of Attorney can help facilitate the visa application process; the person you designate might be able to begin the process while you are in Spain. You will still have to return to the U.S. in order to personally pick up your visa at the consulate.

Refer to your UCEAP online Predeparture Checklist for detailed information about obtaining a student visa.

Whether you plan to extend to Carlos III in Madrid or the University of Granada, you will have to travel to the respective city at least twice to process visa paperwork before you know the outcome of your Request for Final Approval to Extend. You must cover the transport and accommodation costs of these mandatory trips.

Spring Program Housing
UCEAP does not arrange housing for students extending from fall to spring. You are responsible for finding, securing, and paying for your own housing for the spring semester. The Córdoba, Carlos III, and Granada program coordinators can offer advice.

Spring Payments
Payment for the extension portion of the program is due by the final due date listed on the spring Payment Voucher. The campus Financial Aid Office will be advised of the revised budget based on the extension and any exceptions for your particular situation.

Time Between Programs
Fall classes at the University of Córdoba end in mid-December. The Carlos III and Granada spring programs do not begin until late January. It is important that you plan for this gap in time between the end of the fall program and the beginning of the spring program. Some participants decide to return to the U.S. during this period (you may have to in order to apply for a new student visa). If you remain in Spain between programs, you will be responsible for all costs associated with daily living, travel, insurance, housing, etc. until the start of the spring program.
Insurance Coverage

If your extension to the spring program is approved and you return to the U.S. in between programs, you will be covered up to 45 days while in the U.S.

If your extension to the spring program is approved and you remain abroad in between programs, you will only be covered up to 31 days after the official end of the fall program and starting only 14 days before the official start date of the spring program. Depending on your programs, you may have a three-to-ten-day gap in your insurance coverage between programs. Therefore, if you remain abroad during the break between the fall and spring programs and want to be fully insured, refer to the Insurance Information tab of your Participants program page for procedures and forms. The cost of this extension coverage is not included in UCEAP fees.

Consecutive Programs: Continuing on UCEAP

In addition to the extension options, it is occasionally possible to participate in two different UCEAP programs consecutively. For example, a participant in a fall semester Spain program might choose to apply to a spring semester UCEAP program in Brazil, Chile, Costa Rica, or Mexico.

If you would like to participate in two programs, you must submit an application for each program by the campus deadline (before you depart the U.S.). You will go through the regular UCEAP selection process for each program, including a possible interview. You must meet all selection criteria for both programs and your UC campus must select you to participate. The Campus EAP Office may impose other restrictions as well.
CULTURAL AWARENESS

Educate Yourself

You are expected to have background knowledge of Spain prior to arrival. Get acquainted with your new host city, country, and culture before you leave California. Travel guides and travel-related websites such as Lonely Planet and Time Out are excellent resources. Take a travel guidebook; they are more expensive and harder to find in Spain.

Read about the Spanish lifestyle so you will have an idea of what to expect. Keep up with current events by reading articles in newspapers, magazines, and journals that have to do with Spain. Take a look at El País to see what is featured in Spain’s most widely distributed newspaper (in Spanish). The Terra Internet portal also offers daily updates and can provide insight on Spain’s media and popular culture.

An especially valuable resource for Spain is the Spanish government website, which provides video clips as well as plenty of other visuals and text as context for its suggested travel routes.

Recommended Reading


Cultural Adjustment

Before looking closely at any particular culture, one must generally understand what culture is and how it works. What people do and say in a particular culture—whether it be yours or that of your host country—is not arbitrary and spontaneous, but is consistent with what people in that culture value and believe. Cultural adjustment can be a trying experience but it is also challenging and enlightening, the kind of experience you would expect to have while studying abroad. The first few weeks typically are hard for all students, regardless of who they are or what UCEAP program they are on. It is common for students to feel as though they are going through this adjustment alone, although most participants experience it. Typically, cross-cultural adjustment issues arise because travelers are uncertain about how to face certain everyday social encounters. Entering another country is both a geographic move as well as a psychological one.

In addition, while tourist season will be in full swing when you arrive for fall programs, most Spanish university students have not yet returned from summer vacation, and the atmosphere around the university may be very quiet and even seem deserted. Many stores may still be closed and university services curtailed for the summer, including public transportation. This may add to the feeling that things seem lonely and difficult; you should keep in mind that things will improve once the regular academic year begins.

Social Conduct

Smoking

Smoking in public places is now illegal in Spain (ley antitabaco); however, some people smoke anyway and it may not be easy to find a smoke-free environment in which to eat.

A strict non-smoking home environment is less common than in the United States. Families often smoke in their homes and, even if the family does not smoke in the home, visitors may do so. Since you will be living in a homestay, prepare for these possibilities.

Alcohol Consumption

As in many countries, alcohol and other drugs are a part of Spanish youth culture, but typically there is no pressure to partake. Moderate drinking as a part of meals and social occasions is traditional in Spanish culture from a very young age; on the other hand, “binge” drinking at parties or drinking to get drunk tends to be much less common among Spanish university students than can be the case on U.S. college campuses. Abuse of alcohol may bring unwelcome attention and difficulties; getting drunk is not considered acceptable behavior in Spain.

Use of illicit drugs is a crime and can result in serious penalties.

If you choose to consume alcohol, know that you remain responsible for your actions at all times and that alcohol abuse is against UC and UCEAP policy.
Intolerance & Street Harassment

Students have reported encountering behaviors that would be labeled as sexist, racist, or discriminatory in the U.S.

The main targets of racism in Spain are Gypsies, or Romany. UC students of African-American, Asian-Pacific Islander, Latin, and Middle Eastern backgrounds in particular may frequently find themselves the objects of stares and comments, ranging from relatively innocent to occasionally hostile.

Graffiti, including anti-Semitic, anti-Islamic, and generally anti-immigrant comments, is common.

You may face gender-based street harassment at some point. Female students on UCEAP have indicated that they were stared at, approached, and harassed by men more openly and more frequently in Spain than in the U.S. They have characterized these behaviors as annoying, frustrating, and initially shocking, but generally no more than that. Some have commented that there is no “political correctness” in Spain.

Talk to past participants and inform yourself about cultural, legal, and social issues affecting gender roles, relationships, and dating before departure.

Tips

Educate yourself about these issues and cultural differences before departure. Never submit to behaviors that invade your personal boundaries or feel unsafe or uncomfortable. If a situation feels inappropriate or makes you uneasy, get yourself out of the situation. Never sacrifice yourself or your sense of safety for the sake of cultural sensitivity.

If you reach a point at which catcalls become intolerable, and you feel angry, frustrated, powerless, and afraid, do not show any aggressive behavior (yelling, throwing things, etc.) as it can be dangerous. Get help from UCEAP staff and fellow students if you experience offensive behavior, especially if it becomes out of control or causes you undue stress and anxiety. Female returnees indicate that harassment can occur no matter what the circumstances; however, they recommend adapting your dress, comments, and actions to blend more closely to local norms. Talking to Spanish women and observing them in their daily activities can help to accomplish this.

In most cases these incidents represent a cultural difference that causes annoyance and frustration for UC students, rather than a source of physical danger. Inform yourself about social and political issues in Spain, think about and discuss these issues before departure, practice personal tolerance, and be mature and realistic in your expectations.
**改进你的语言技能**

UCEAP 参与者在西班牙发现，语言准备对于他们在西班牙大学课程中的成功至关重要；薄弱的语言技能会严重地影响你的成绩。

在出发前，花至少一小时的时间来提高你的西班牙语。根据你的语言水平，以下内容可能会有所帮助：

- 参加额外的西班牙语课程。
- 寻找以西班牙语为母语的人进行定期对话；许多 ESL 教师可以安排以英语和西班牙语进行对话交换。
- 定期观看西班牙语电视以提高你的理解力；撰写你所听到的电视节目的简短摘要，并请母语者纠正语法。
- 看西班牙语电影。
- 下载免费的西班牙语播客。
- 如果可用，使用电视或 DVD 播放器的第二语言选项。这样可以听到西班牙语并伴有英文字幕。
- 阅读西班牙语报纸如《El País》。
- 阅读杂志，从头到尾，用全西班牙语字典。这可能一开始很难，但需要一定的自律，但它将帮助你提高整体理解能力和增加你的活跃词汇量。
- 阅读至少一本西班牙语的书籍，与你的专业或相关领域有关。
- 保持一本西班牙语词汇、短语、表达式、整个句子，以及你希望增加到你的词汇中的结构的笔记本。

努力提高你的西班牙语理解力；你在家工作得越努力，在国外的时间就越轻松。在所有这些领域反馈都很重要。

- 选择一本你熟悉的语法复习书，以及一本双语词典和全西班牙语词典。

*UCEAP 学生说...*

“...要现实。语言技能不会迅速掌握。不要害怕在所有练习中都尽力，即在你的语言技能生锈时。记住，即使是糟糕的语法也可以被其他人理解。别担心。去吧！另外，让你的最亲密的西班牙语朋友和室友纠正你犯的错误。练习造就完美。

对我来说，最好的练习方式是大声朗读西班牙语书籍，同时也要注意发音是否正确。这种方式让我的舌头习惯了语音，而我不像其他学生那样有可怕的美国口音。

不要说英语。不要害怕说西班牙语，担心你会搞砸；每个人都在同一水平。在你去之前，尽可能多地学习和练习西班牙语，尤其是如果你想要与寄宿家庭保持好时间，并与当地人交朋友。”
ARRIVAL & ORIENTATION

Packing Tips
When traveling, always carry your passport, visa, ticket, prescription medications, and money on your person. Never put valuables in your checked luggage. Identify each item of luggage on the inside and outside with your name, home address, and the Study Center address. To avoid theft, never leave your luggage unattended. Read about the personal property benefit in the UCEAP Insurance Plan and assess if it is adequate.

Pack lightly. Most airlines have weight restrictions and long-distance buses, trains, and taxis in Spain limit luggage to one piece per passenger. If you have excess luggage, you must find your own storage space; neither your homestay host nor the Study Center will store luggage.

Essential
• Laptop computer with wireless card and Ethernet cable
• Travel converter, transformer, and adapter plugs
• Photocopies of all paperwork submitted to consulate for your student visa
• Photocopies of UCEAP Participation Letter and host university acceptance letter
• Spanish grammar book
• Spanish-only and Spanish-English dictionaries
• Notepaper and pens
• Flash drive (or other back-up media storage device for papers)
• Prescription medication (enough to last the length of your stay; see the Health chapter for more information)
• Good pair of walking shoes
• Slippers (Spaniards do not usually go barefoot at home)
• Rain jacket
• Umbrella
• Day pack/ backpack (to carry books around the city or to use for a weekend away)
• Travel alarm clock
• Travel smoke alarm
• Digital camera
• Passport-size photos (for public transportation passes)

Optional
• Gifts for foreign hosts and new friends (CDs; T-shirts with city, state, or campus logos; California postcards)
• Photos of home, family, pets

Do Not Pack
• Illegal narcotics
While comfortable shoes are very important, don’t forget your dressy clothes as well. Many Spaniards dress up for bars, clubs, and daily life in trendy clothing and high heels; therefore, if you don’t want to feel out of place, bring a pair of heels and dress clothes, because that is also a big part of your experience here.

For winter, prepare to dress in layers. Heating is generally inadequate and the dampness can be chilling.

Having a quality winter coat and shoes is really important. It gets cold!

### Electrical Appliances

The electrical current used in Europe is 50 cycles AC rather than the 60-cycle current used in the U.S., and voltage is 220–240 rather than the standard U.S. 110–120 volts for small appliances. Additionally, most electrical outlets have round sockets. A converter (or transformer) and adapter plugs are needed in order to use typical U.S. home appliances. Most computers come with a built-in voltage converter.

Travel irons, curling irons, blow-dryers, and electric razors with built-in converters for all currents can be purchased in the U.S. or abroad. The cost of electricity abroad is high, and improper use of appliances may damage both the electrical outlets and the appliances. Ask your host family before using the outlets.

### Climate & Clothing

Most items available in the U.S. will also be available in Spain. Clothing in Spain tends to be of good quality and is reasonably priced. Wool items are of particularly good quality. Shoes are well made, but large sizes may be hard to find. The UCEAP Student Budget does not include funds for the purchase of clothing abroad.

When selecting clothing to pack, keep in mind the Spanish culture; women who wear skimpy clothing attract comments and attention that can be crude and often annoying.

Spain’s inland climate is continental, meaning summers tend to be hot, winters tend to be cold, and the temperature between day and night differs significantly depending on the season. The average winter temperature is 30°F to 40°F, but from December to February it may drop well below freezing. Many buildings in Spain have no central heating and tend to remain cold even after the weather outside has warmed up.
Travel Documents

Non-U.S. Citizens
Contact the appropriate Spanish consulate immediately to determine your specific visa requirements. Requirements may differ depending on your country of citizenship and the process may take longer than it does for U.S. citizens.

Required Spanish Student Visa

You must secure a student visa from the Spanish consulate before going to Spain; otherwise, you will be asked to leave the program.

A visa is official permission to enter and reside in Spain; the visa process is controlled by the Spanish government.

In order to obtain a student visa, you must first possess a passport that is valid at least six months beyond the end date of your UCEAP program. **If you do not have a valid passport, apply for one immediately.**

If you are a permanent resident of California, you will apply for a student visa at the Consulate of Spain in either San Francisco or Los Angeles. It is not possible to apply for a visa after arrival in Spain. You cannot enter Spain as a tourist and obtain a student visa after arrival.

UCEAP will provide detailed visa information and it is vital that you read this information carefully. The Spanish consulate sets strict rules for obtaining a student visa. These rules are not set by UCEAP; therefore, UCEAP cannot help you with a late visa application or with an application that is delayed or denied.

You will submit original documents to the Spanish consulate when you apply for the visa. **Make and keep copies of all documents before submitting them;** you will need these copies after you arrive in Spain in order to complete the student visa process.

If you plan to travel in Europe before the program begins, keep in mind that the visa process is lengthy and delays or complications are common. Applying for the visa requires submitting your passport (along with all other required documents) to the Spanish consulate in the U.S.; therefore, visa complications or delays can disrupt pre-program travel plans. To avoid potential problems, plan travel for vacation breaks during the term and after the program is over.

**If you receive the visa for stays over 180 days:**

- When you arrive in Spain, you must have your passport stamped by the Spanish authorities at the airport. If you arrive in Europe through a different country, have your passport stamped by the authorities of the European country in which you enter. If you do not get the stamp, take your plane ticket to Spain in order to show the exact date of arrival, and contact your program coordinator within 72 hours of entry. Also be sure to have a copy of your host university acceptance letter to present to Spanish authorities. The UCEAP staff in Spain will provide detailed instructions on this process after arrival. Take copies of all paperwork and documents from the entry visa application process with you to Spain; you will need them to obtain the *tarjeta de estudiante* (student card).

- The initial student visa issued should allow you to enter Spain for 90 days. After arrival, you will be required to obtain the *tarjeta de estudiante* in order to complete the student visa process and obtain official permission to remain in Spain for the rest of the academic year. You must apply for the *tarjeta de estudiante* within the first 30 days of your arrival.
**UCEAP STUDENTS SAY...**

“Take advantage of the UCEAP operations staff. They quickly and accurately answered all of my visa questions.

As soon as I set foot in the airport I began to experience life as a foreigner, sometimes wanted, other times unwanted. People spoke to me as if I was hard of hearing. I couldn’t help but think of how immigrants in the U.S. must feel when people mistake their limited language skills for deafness. This experience was the beginning of my reflection on certain aspects of my own life and American society.”

Be aware that the police may keep your passport for up to two months while they are processing your new visa. If you wish to travel, you can give the police a copy of your passport, but if you do that you should remain in the European Union until your visa is fully valid with the Spanish resident card.

**If you receive the 180-day visa,** you do not have to do anything upon arrival in Spain. This visa will allow you to stay up to six months without a student residency card.

**Official Start Date**

You must be in Spain by the Official Start Date. The specific meeting time and location are included in the Arrival Instructions, which you can find in your Predeparture Checklist. Take a copy of the Arrival Instructions to Spain, as this sheet contains all necessary emergency contact information. If you fail to appear on the Official Start Date, you are subject to dismissal from the program (Student Agreement, Section 10).

Check your e-mail daily and stay in contact with UCEAP in order to be kept informed of any program changes prior to departure. Update MyEAP with any e-mail and address changes promptly.

There is no group flight for this program. **You are responsible for making all flight and travel arrangements** and for purchasing your tickets, even if you are on full financial aid. Your Financial Aid Office will not do this for you. You are strongly urged to purchase changeable airline tickets. Standby tickets are not appropriate.

Flights are routinely changed or canceled. Confirm your flight schedule with your airline approximately two weeks before your departure date. In addition, the start date of a program can change due to unforeseen circumstances. You are responsible for making modifications to your travel itinerary to accommodate such changes. UCEAP is not responsible for any non-recoverable transportation charges you may incur.

**Early Arrivals**

If you arrive before the Official Start Date, you are still expected to meet the group at the designated time and place as indicated on the Arrival Instructions. You will be responsible for your own lodging until the program start date. You may not move into prearranged housing until the start date, nor may you store items at the Study Center.

**Late Arrivals**

Generally, late arrivals are unacceptable; however, certain cases can warrant an exception. Late arrivals must obtain approval from the UCEAP Systemwide Office in advance. If you expect to arrive late, contact the Systemwide Office well in advance of the official program start date.

**Financial Aid Students**

Your financial aid package is based partly on the UCEAP Student Budget for the program. The estimated round-trip airfare is based on the cost of a changeable student fare to Spain. If your independent travel costs are greater than the airfare estimate in the UCEAP Student Budget, notify your financial aid counselor. Neither UCEAP nor the Financial Aid Office can guarantee that the additional cost will be funded by financial aid.
Orientation

You must attend two required orientations that are administered through the UCEAP Study Center and designed to help you acclimate to Spain and become familiar with the Study Center and Córdoba.

The Study Center staff will also review all practical components of the program, including the program calendar, academics, housing, student services, computer access, Spanish culture, health, safety and emergencies, money and banking, phones, mail, and public transportation.

The Córdoba program orientation takes place over two days. The first required session will take place the morning after you arrive in the hotel lounge where you will receive a map of the city, a card with a list of important phone numbers, and a student manual. The orientation will last about an hour and a half. Your host family will pick you up immediately following the session. The next day you will attend an academic orientation, which also lasts about an hour and a half and covers specific course information and MyEAP registration.
Local Transportation

Córdoba is a relatively small city that is easily navigable even if you have limited Spanish language ability. Many students will be able to walk to classes from their homestays. A few may need to take a bus. Bus passes are reasonably priced: as of January 2012 they were €1.15 for a single ride, €6.60 for a ten-ride ticket with free transfers valid for up to an hour (€5.30 if you show your student UCO card), and €39 for a monthly unlimited pass. For travel to and from Córdoba, the bus and train station are adjacent to one another on the northwestern part of town.

Return Travel

In order to apply for the 180-day visa, you need a return ticket. If you do not make round-trip arrangements, be sure to book a return flight with plenty of lead time once abroad. Study Center staff can refer you to a local travel agency for information on return travel. Flights to the U.S. fill up fast and economy-fare seats are booked early.

If you are studying in Córdoba in the spring, you may wish to book an airline ticket after the program end date. The May feria is a popular event that takes place at the end of the month; you can find more information online or ask your Program Coordinator.
It is important that you carefully read all of the information available in the UCEAP Guide to Study Abroad and discuss it with the person who will assist you with your finances while you are abroad.

**FINANCIAL INFORMATION**

**Understanding Your Finances**

Understanding your finances before, during, and after your program is crucial to having a successful time abroad. The following list outlines just a few of the many things you will need to know before departure.

Detailed information on the following topics can be found in the Money Matters chapter of the UCEAP Guide to Study Abroad:

- Contact information for finance questions
- How to estimate the cost of your program
- Budget instructions and information
- How to and who can make payments to UCEAP
- UCEAP student account information
- Banking before and after arrival
- Fees and penalties
- Loan information
- How financial aid works while abroad (how do I get my financial aid from my home campus and how are my fees paid)
- Various forms (e.g., direct deposit, etc.)

**MyEAP Student Account**

Your MyEAP Student Account is similar to your UC campus financial account. It will be available as soon as you are selected for your program in MyEAP. You can make payments through this account using e-checks or credit cards (MasterCard or Discover). The fees that you owe UCEAP will be applied to your account after your program predeparture withdrawal date, which is listed in MyEAP. For the amount due to UCEAP prior to fees being posted on your account, refer to the UCEAP Student Budget Payment Vouchers. Program fees are subject to change.

**UCEAP Student Budget**

Carefully review your UCEAP Student Budget.

Your UCEAP Student Budget lists the fees you will pay to UCEAP and an estimate of the personal expenses you will need to plan for. It does not include the cost of recreational travel or personal entertainment. Review your UCEAP Student Budget frequently. The Payment vouchers are on the second page of the UCEAP Student Budget.

**Instructions**

- **Download** and **print** your UCEAP Student Budget and Payment Vouchers.
- Note the deadlines on the Payment Vouchers.
- Give the UCEAP Student Budget and Payment Vouchers to the person responsible for paying your UCEAP bills. Sign this person up for Third Party Authorization so they can make payments online.

For further information see the Money Matters chapter of the UCEAP Guide to Study Abroad and the Money Matters tab of your Participants Portal. If you will be receiving financial aid, see also the UCEAP Financial Assistance web page.
The official currency unit in Spain is the euro, abbreviated EUR, €. Prices are posted using a comma instead of a period; for example, €5,75 is five euros and 75 cents.

It is important that you plan your finances carefully and that you prepare before departure in order to ensure access to your money while abroad.

Handling Money Abroad

Before Departure

Recommendations:

- Be sure to have more than one way to access funds while abroad.
- Arrive in Spain with at least €200 (some in small bills). You can obtain euros from a U.S. bank. Some banks require at least a week or two to obtain foreign currency.
- Take at least one credit card in your name (preferably two), and two ATM cards (if possible) from your U.S. bank account. The ATM cards must have an international (four-digit) PIN in order to work in Spain.
- Travelers Checks are useful for large purchases, to save you from high credit card conversion rates. They are also a safe back-up to get money in case your credit card is lost, stolen, or shut down by your bank for international use.
- Do not plan to have checks (financial aid, money from family, etc.) sent to Spain. **Checks should be sent to a trusted friend or relative who can deposit the funds into your U.S. bank account.**
- Assign your Power of Attorney to someone you trust.

Bank and Creditor Information

Discuss the following important details with your bank and credit card companies:

- Notify them that you will be traveling abroad; otherwise, they may flag or cancel your cards for unusual activity.
- Staying in contact while abroad, including contact phone numbers and e-mail (store contact information online so that you can easily access it while traveling).
- Whether or not your ATM card can be used in Spain and other travel destinations. Cirrus and Plus systems are common throughout Europe, but if you do not have an international PIN, you will need to change it.
- Transaction fees for using an international ATM, including usage fees charged by ATMs in Spain, and daily withdrawal and transfer limits (there may also be European ATM withdrawal limitations).
- Process for reporting lost/stolen cards and obtaining replacements (keep your account numbers in a secure, easily accessible location in case of emergencies).
- Partner banks in Spain to minimize fees and allow access to certain benefits and services. Charles Schwab usually reimburses international ATM fees, and Bank of America has a relationship with Barclays Bank and does not charge ATM fees, so students have opened accounts with these banks before departure; other banks may offer similar services.
- Available online services, which will allow you to check account balances and pay bills. Ask about online banking fees.
- Cash advance services, including fees and interest rates (they are sometimes double that of purchases).
While in Spain

- Participants on programs shorter than one year are not allowed to open bank accounts in Spain.

Plan on using a combination of methods to handle money in case one fails (e.g., a local ATM is temporarily out of service). Do not rely solely on one method of accessing funds.

You will have to cover the costs of daily transportation, books and school supplies, and personal items, among other expenses. Many UCEAP students have found that their living costs were much greater than expected and suggest budgeting a generous amount of spending money.

Cash/ATM

Using an ATM card is the easiest way to access your money overseas and the exchange rate is the most favorable. ATMs are widely available in Spain and you will receive cash in local currency (euros). Plan to have financial aid or other support funds deposited directly into your U.S. checking account by a relative or reliable friend. You can then withdraw these funds (in euros) via an ATM.

Avoid carrying large amounts of cash and do not withdraw money from an ATM at night. An ATM card can be lost, stolen, or damaged. For this reason, we recommend that you take two ATM cards to Spain.

Credit Cards

Credit cards are useful for emergencies, travel expenses, and everyday purchases. Most stores and restaurants in Spain honor major credit cards. Visa is the most widely accepted credit card in Europe, followed by MasterCard. American Express (AmEx) is not widely accepted, but can be used to purchase travelers checks abroad. The Discover Card is not widely accepted outside the U.S. and is not worth taking to Spain.

Take at least two international credit cards and always leave one at home while in Spain; if one is lost or stolen, you will have an immediate backup. These credit cards must be in your name (not a parent’s).

If you need a cash advance after hours at an ATM, you will need an international PIN. If you conduct a cash advance transaction inside a bank, you may not need an international PIN, but you will need your passport.

Travelers Checks

Travelers checks can be useful in an emergency, as an alternate source of money if you lose your wallet, or if a card does not work. In addition, travelers checks can be replaced if lost or stolen. If you don’t use the travelers checks in Spain, you can deposit them to your bank account upon your return to the U.S.

Purchase the checks in U.S. dollars before you depart; AmEx Travelers Cheques are the most widely accepted. Be sure to make two copies of the check numbers and give one copy to a trusted family member or friend before you leave the U.S. Keep the other copy for yourself, separate from the actual checks. If your checks are lost or stolen, you will need to provide these numbers and corresponding receipts in order to obtain replacements.

Travelers checks can be exchanged for euros at any bank marked Cambio or at exchange offices (oficinas de cambio). A transaction fee will be charged and some banks may insist on exchanging a minimum amount.
Western Union

Western Union can be used to have money sent from home in a short amount of time (sometimes within minutes). In most cases, you can receive local currency at competitive foreign exchange rates. Check the Western Union website or the local phone directory for the number and address of the nearest office.
COMMUNICATIONS ABROAD

Please share this information with your family.

International Calls

Approximate time difference: add 9 hours

To call or send a fax to Spain from California, dial the international access code (011), then the country code (34), then the city code (Córdoba: 957), and then the phone number. When making calls within Spain, you must dial the city code, even for local calls.

Skype

For calling your home in the U.S., UCEAP recommends that you open a free Skype account. It is one of the most inexpensive ways to keep in touch with family and friends in the U.S. With your own computer and a headset or at an Internet café (locutorio), you can call other Skype users free of charge with excellent call quality. Even if you are calling a landline in the U.S., the rates are affordable at about 2.3¢ per minute. Ask your friends and family to download the program to their computers and you will be able to talk for free.

Prepaid Phone Cards

Phone cards are also a good option to call the U.S. You can buy them from a locutorio, or you can conveniently buy them online from Cloncom. On their website you can check rates and receive your PIN and access numbers via e-mail.

You can use a prepaid card on any phone (home, cell, and public phones). Plan to use a toll-free access number (900 number) when you call from someone else’s phone so that they are not charged fees for the call.

Be mindful of the following:

901 Access: This access method allows you to pay for a local call but receive more minutes for your international call. To call from a pay phone, insert coins and then dial the 901 access number provided. Do not use this access number when you call from a homestay.

900 Access: By using this access method you will be making a toll-free call.

Cell Phones

Using a cell phone to call home can be expensive, although you will not be charged for incoming calls from the U.S. and there are some companies that specialize in student rates. In general, getting a cell phone is a good idea so you can call and text message friends in Spain.

Prepaid cell phones: With prepaid phones, you have maximum flexibility since you pay as you go. As you need more credit you simply buy recharge cards (recargas) that are widely available from El Corte Inglés, your local kiosk, or online. The minimum amount of credit that you must add is usually between €5 and €10.

Cell phone rental services: There are cell phone rental services available. Recent UCEAP returnees have rented cell phones with no complaints.

Take your own U.S. cell phone: Spain operates on a GSM network, so check to make sure your phone operates on GSM.
Homestay Phone Use

Do not expect to use a host family’s phone except in an emergency (even if you have a calling card or credit card). You will most likely need to use an outside phone, either a cell phone or pay phone, to make calls. There are pay phones located throughout the city. For all pay phones, you will need to purchase a tarjeta telefónica (phone card) from a quiosco or estanco.

Mail & Shipments

- Use e-mail, faxes, and private couriers (for example, FedEx or DHL) for critical communications and shipments, as the Spanish mail system can be slow.

Under no circumstances should laptops, digital cameras, or luggage be shipped abroad; it is expensive and subject to arbitrary customs duties.

Never ship medication or have it sent to you. Customs will not accept it.

Be sure to write “Airmail” on all mail sent overseas. Surface mail can take up to three months to arrive. Airmail from the U.S. can take two to six weeks to arrive. Do not use the phrase “in care of” on any letters; this phrase is not recognized in Spain. Address mail directly to the student.

If you need to receive important documents overseas, you must use private express mail (FedEx, DHL, etc.). The item will be registered and insured and the delivery time will be less than that of the Postal Service. The express mail service offered by the U.S. Postal Service takes much longer than the private services because the package enters the regular mail system once it arrives overseas.

Do not send packages, boxes, or luggage of any size to the Córdoba program office. The Study Center can only accept regular letter envelopes, not packages.

Receiving packages overseas can be costly. To avoid high duties, pack any item valued at $100 or more in your luggage. If you feel it is absolutely necessary to send goods abroad, you will be able to receive small packages at your homestay address once settled. Large packages are not delivered and you must pick them up at a distant facility or at the cargo airport. Written notification is usually sent to the recipient and the package is held at a central storage location until the recipient retrieves it. Daily storage charges often are imposed on packages that are not retrieved immediately.

If at all possible, avoid having packages sent as they may be held in customs for a lengthy period of time and when released, may include substantial customs charges. Customs charges are usually based on the dollar value declared when a package is sent; however, these charges are somewhat arbitrary and nearly impossible to predict. Warn parents and friends that they should avoid declaring a high value on a package; in some cases the duty charged could exceed the value of the package. You will have to pay these high duty charges in order to accept the packages sent. Fees as high as $100 or more for something as simple as a coat or care package are common. Asking friends and family to declare “Used Items for Personal Use Only/No Commercial Value” (Efectos Personales Usados/Sin Valor Comercial) on packages may alleviate high customs charges, but be forewarned that even inexpensive items marked in this way are not immune to customs charges or delays. Customs officials have the right to examine the contents of any package to assess value.
Ask family and friends to stop sending you mail and packages at least two weeks before the program end date. Remember that similar arrangements will need to be made to ship the same articles home at the end of the program.

**Computer Access & Use**

> Laptops are among the most frequently stolen items from travelers.

Most campus computer facilities are crowded, waiting is common, and the hours can be inconvenient. It is best to take your own laptop.

If you plan to take a laptop:

- Be certain the property benefit included in the UCEAP Insurance Plan is enough to cover your laptop in case of loss or theft.
- Do not ship your laptop abroad; it may be held for inspection by customs officials and customs fees are costly, even for older laptops.
- Always carry your laptop with you and never leave it out of reach.
- Make sure you have a wireless card installed in your computer in order to access any available WiFi networks. Some UC campuses are members of eduroam, a WiFi network consortium accessible at all universities in Spain.
- Bring your own Ethernet cable.
- Ensure that your laptop is equipped with a built-in voltage transformer that enables it to operate on the 220-volt system used in Spain (this is a fairly common feature) and bring adapter plugs.
- Install the latest antivirus software to minimize hassle.
- Bring a flash drive or other media storage to back-up papers, etc.
- If you choose, you can buy relatively inexpensive portable printers to use with your laptop.
- Do not expect computer use in a homestay. You will not be allowed to use the phone line in a homestay to connect to the Internet.

Most of the UC students attending the Córdoba program take a laptop abroad. A laptop is helpful but not required. Some Córdoba professors will accept handwritten papers. Laptops are not allowed in class. Most students use their laptops in areas with free WiFi, such as university buildings. There is a wireless network available in all of the University of Córdoba buildings. When you arrive, you will receive a password to access the wireless network. You can also go to Internet cafés to access the Internet and write and print papers.

There are seven computers near the UCEAP office equipped with Internet access that you can use free of charge, which are usually available from 8:30 a.m. to 9:30 p.m. You must be considerate of your fellow students and avoid using the computers for long periods of time. Plan to use a Web-based e-mail account (Yahoo!, Hotmail, Gmail, etc.).

You can print school-related documents in the UCEAP office. There is a specific printer set for UCEAP students near the UCEAP office which you can use to print plane, bus, or train tickets.
Housing & Meals

Housing

All students are placed in a UCEAP-arranged homestay. Homestay accommodations provide the opportunity to live with Spanish families, observe firsthand how the Spanish live, and be more fully immersed in the language and culture of Spain. Living in a homestay requires respect and sensitivity to others. You must live in the program-arranged housing, even if you have family in Spain. However, if you extend from the fall program to a spring term at another program, you may find your own housing in the spring.

You will meet your host family once you arrive in Spain. You will not receive any homestay information prior to departure. You will complete a housing questionnaire before departure, which will assist the housing coordinator in placing you with an appropriate host.

Homes and rooms in Spain tend to be smaller than is typically the case in California. Storage space tends to be limited, and amenities may be different from what you are accustomed to in the U.S. (for example, many rooms do not have closets or heaters). You will be provided with a single room equipped with a bed, dresser, and table or desk, plus a lamp for studying. Be mindful of how common areas are used (e.g., it is probably inappropriate to study in the living room if someone wants to watch TV). Central heating is not as common in southern Spain (Andalucía) as it is in the rest of Spain. However, airconditioning is more common in the south than in the rest of the country.

Every homestay situation is different, and Spanish households come in as many varieties as U.S. households. The term “homestay” does not necessarily indicate a nuclear family that will treat you as a member of the family; hosts may be single or married, young or old, and may or may not have children living at home. All homestays consist of a host or hosts who rent out an extra room or rooms to international students in order to earn additional income. They may include you in family events or may treat you as more of a paying guest.

Be open, observant, and aware. The homestay is intended to be a mutually convenient social arrangement, a cultural experience, and a financial agreement between you and your host family. At the same time, the home is intended to be more than just a place to stay; it is a family setting, and it is imperative for you to take into account local customs as the family comes to know you personally.

Ideally, you will become part of the family, but to do so requires time, patience, sensitivity, negotiation, and understanding. Dialogue and consideration are usually the best vehicles for good results.

The primary purposes for being with a host family are to interact socially and culturally, acquire knowledge about Spanish daily living, and improve language proficiency in Spanish. It is expected that everyone, including other guests in the home, will speak Spanish at all times. If a host family requests that you speak in English, it may be beneficial to work out a reciprocal arrangement whereby you occasionally speak in English, while remaining committed to learning Spanish.
**Homestay Details**

**Location**

Homestays are located throughout Córdoba. Most students will live within walking distance of the Study Center; some will need to take a local bus.

**Living Arrangements**

You will be provided with a single room. Generally only one UCEAP student is housed with each family, although if program enrollment is high, two UCEAP students (but never more than two) may be lodged with a single family. You can indicate in the housing questionnaire whether or not you mind living with another UCEAP student.

**Packing & Laundry**

Your homestay will be fully furnished; you do not need to pack towels or bedding, but you will need to provide your own toiletries (soap, deodorant, shampoo, etc.).

Your clothes will be washed once a week; one load of whites and one load of dark clothes. Due to the high cost of electricity in Spain, homestays may not have dryers. Sheets are changed every seven to ten days. Bathrooms and bedrooms are cleaned on a regular basis.

**Guests**

Due to the specialized nature of the program, you may not have a spouse or dependents accompany you to Spain.

You must first get your host’s approval to bring a guest home, even if the guest is another UCEAP student. Overnight guests are not allowed in homestays.

**Arrival & Departure**

It is not possible to arrive early to a homestay, nor is it possible to extend your housing arrangement. If you arrive early or plan to remain in Spain after the program, you must arrange your own accommodations.

If you are in the Córdoba spring program, you may wish to find your own housing after the end of the program in order to stay for the May feria. Be sure to locate your housing well in advance, since springtime is high season in Córdoba and the town is full of tourists.

**Housing Assignment**

Prior to departure, you will complete a housing questionnaire that will be used by housing staff to help place you in a homestay suitable to your needs. It is crucial you take the questionnaire seriously and answer all the questions thoughtfully. Past students recommend you be specific and honest about your needs and accept that perhaps not all of them may be met.

Requests to change housing assignments: If you have a problem with your housing, immediately meet with the Study Center staff and discuss the situation.

**Cost**

All homestay charges are included in the UCEAP fees. Review the UCEAP Student Budget for exact room and meal costs. You will be charged only for the dates of the program; rates are prorated and are not based on a full month’s charge. You do not receive discounts or reimbursements for dates you are traveling.

Room and board fees are subject to change.
There is no doubt about it that Spanish food is different. It was a bit strange at the beginning, but I learned to really like it!

Almost everything is fried in olive oil! They rarely do any baking.

Be aware that ham/pork is a big part of the local cuisine.

If you’re a picky eater you’re going to have a hard time adjusting to the food. You’ll have to learn to cook.

Speak with your host family as much as you can. Retell them your day. Spend time with them. Ask questions about the culture, food, places to visit, things to do, etc.

Don’t be afraid to tell your host family about your eating habits and preferences (they expect you to do so). Be polite, but if you don’t communicate clearly, you’ll have to put up with eating what you don’t like for the rest of your stay.

**Rules & Contract**

You must read and sign a housing contract that states all housing rules, responsibilities, and established norms, as well as your rights. Your signature indicates that you understand and agree to the housing contract. Consequences of breaking the contract range up to expulsion from the program. In addition to the contract, keep the following in mind:

- Alcohol or drug abuse will not be tolerated and may result in dismissal from the program.
- Given the cost of energy, be energy efficient and turn off lights or other appliances if you are not using them. Avoid using the Internet after 1 a.m. Be conservative with your water use and shower length.
- Remember that many Spaniards smoke, even in the house.
- If you are living in a family environment, adhere to the customs established in the house for all members of the household.
- Be considerate as to your arrival times at night and in the early morning hours. Be aware of noise level and avoid rowdy behavior when others might be sleeping.

**Meals**

Your homestay arrangement includes three typical Spanish meals per day (breakfast, lunch, and dinner). The cost for your meals is included in the UCEAP fees. Expect only what is customary in Spanish homes. This means breakfast (el desayuno), lunch (la comida) at 2 or 3 p.m., and dinner (la cena) usually around 9 or 10 p.m. Breakfast is rather light, usually consisting of a roll and strong coffee (a continental breakfast). It is typically not considered a “meal.” In contrast, lunch tends to be a substantial meal and is seen as the main meal of the day. The evening meal, as with breakfast, is lighter and is served late in the evening. Meals are served in accordance with the Spanish family schedule, although occasionally breakfast may be served a little earlier for you if you have classes early in the morning. Do not expect kitchen privileges; your host will buy and prepare the food.

On Fridays when there is a field trip, notify your host (well in advance) and they will prepare you a sack lunch for the day. If you go away for the weekend, your host will not provide you with food. Be sure to always let your host know if you are going to be late for a meal, if you are going to miss a meal, or if you are spending the evening out or the weekend away.

Menus will be prepared according to the criteria of each host. It is in your best interest to become familiar with Spanish food and customs. Typical traditional Spanish dishes will be introduced frequently at meal times. UCEAP has asked the host families to be somewhat flexible in accommodating their meals to the tastes of American students, and they are aware that there may be initial difficulties in adapting to the Spanish diet. In the event that you, for whatever reason, follow a special diet (vegetarianism, religious practice, or a medical condition such as diabetes, etc.), the family will try to prepare dishes that conform to those dietary requirements.
Table manners are a bit different. The fork is held in the left hand and the knife in the right, and they are never switched. They will also use their bread, besides just the knife, as a utensil to push food onto their fork. While eating, it’s considered bad manners to have your hands under the table where others cannot see them.

You’ll find that the waiting service in Spanish restaurants is much different than the service in the U.S. You most likely will have to catch the attention of your waiter. They rarely check up on you during your meal, especially if they are busy. Special requests for substitutions are rare and there are no refills on drinks. Leaving a tip for the waiter is not expected, but much appreciated if you choose to do so.

It’s hard to be a vegetarian in Spain. Be prepared to be somewhat flexible with your diet.

The Spanish Diet

The Spanish diet is based on eggs, bread, potatoes, chicken, fish, and pork. Pork has a prominent place in the Spanish diet. Fish and shellfish are abundant, although they can be expensive. Their quality and preparation are superb, although past students have commented that they were initially unprepared for a fish to be served intact. Vegetables and fruits are of equally high quality. Spanish foods and their preparation bear little resemblance to American or Mexican foods.

Since olives are one of Spain’s primary crops, olive oil is used almost exclusively in Spanish cooking. The amount of oil used is usually shocking to most California students, and past students have mentioned that they are not used to eating so much fried food, chorizo, and tapas. “Greasy” and “oily” are two food descriptions heard often from UC students, yet many come to enjoy the food during their stay in Spain.

Eating Out

Many restaurants and cafés offer fixed menus or a menu del día (a whole meal for a fixed price). These meals are usually the best value, as they include a choice of two main dishes, bread, wine or mineral water, and dessert.

There are also numerous cafés and tapas bars, which are good places for a quick snack, throughout Córdoba. In bars, you can also order a Spanish sandwich (bocadillo) for about €4. When eating out, it is less expensive to sit inside than it is to sit at an outside table, and even less expensive to sit at the bar.

Shopping in the markets is another great way to experience Spanish cuisine. Spaniards buy much of their groceries at family-owned specialty corner stores. You will find these for fruits, vegetables, seafood, pork, baked goods, and more. Prices are mid-range and service is personalized if you frequent them often.

The best prices are usually found in the larger marketplaces rather than at the corner stores. You will have to take your own shopping bags (or pay for theirs) and bag your own groceries.

Most neighborhoods have a large marketplace with stalls of products, each stall specializing in one thing (e.g., meats and cheeses, chicken and eggs, fruits and vegetables, bread, pastries, dairy products, and dry goods).

Vegetarians

If you are a vegetarian, you may have some trouble finding foods to eat, particularly if you do not eat fish. Most prepared foods contain some form of meat or are cooked with chicken or meat broth. It is important to remember that vegetarianism is not as widely accepted or understood in Spain as it is in California. In some instances, vegetarian guests have been provided with a prime piece of ham, as the host may interpret “meat” only to mean beef. Refraining from eating meat for religious reasons is usually accepted. When eating out, vegetarians may substitute the main dish with a salad, bread, or another vegetable, but in general, vegetarian cooking is basic. However, there are many restaurants and cafeteria-bars where you can find vegetarian items, such as tortilla Española, cheese portions, ensaladilla rusa, and bocadillos de queso. Come with an open mind and some vitamin supplements.
**Extracurricular Activities**

**Get Involved**

Participating in extracurricular cultural and social activities while on UCEAP is an excellent way to meet people, improve your language skills, and integrate more fully into the community. Join sports, musical, theater, or arts groups; volunteer at local organizations; attend lectures and receptions held in academic and community circles; and get the most out of your time abroad. Opportunities are not limited to those mentioned in this guide. This section discusses just a few of the many activities past students have enjoyed.

**Exchanges**

You are strongly encouraged to participate in the intercambios arranged by the Study Center. If you are in Córdoba for the fall semester, you will be put in touch with Spanish students who are studying English after you arrive. If you are in Córdoba for the spring semester, you will be put in touch with Spanish students via e-mail before arrival. The intercambios give both you and the Spanish students the chance to begin practicing language skills and building friendships. The intercambios will also give you the opportunity to ask Córdoba students about Spanish culture and everyday life for university students, either before you arrive or as you are settling into your new life in Spain.

In addition, the Study Center arranges a number of other social and cultural activities during the semester, such as group excursions, hiking, and an end-of-term dinner party.

Another type of intercambio is organized from time to time. If you are interested in participating, you can join Spaniards in their English classes. The teacher will prepare different interactive activities. You will be encouraged to exchange e-mails and cell phone numbers after the activity and meet the Spaniards outside the classroom.

**Volunteering & Touring**

The Study Center has found various volunteer opportunities in the community for UCEAP students: Asociación Andaluza de Enfermos y Trasplantados Hepáticos, Proyecto Don Bosco, Asociación cordobesa de parálisis cerebral, Córdoba Acoge and others. If you are interested in volunteering, ask the Program Coordinator what is currently available and choose the best option for your schedule and interests.

Córdoba is an excellent place to learn about Spanish folklore, learn to play the Spanish guitar, or to take flamenco classes, which are relatively inexpensive. Another popular activity is to go on walking tours in the countryside around Córdoba. These walks are organized on Sundays and a guide, usually a biologist, accompanies the group to provide interesting explanations on plants, animals, etc. A bus will take you to the starting point and pick you up at the end. The price is approximately €15.

Gyms, fitness centers, and other sport and leisure facilities are also available.

For more information about Córdoba and Andalusia, visit:

- [www.turismodecordoba.org](http://www.turismodecordoba.org)
- [www.juntadeandalucia.es](http://www.juntadeandalucia.es)
- [www.ayuncordoba.es](http://www.ayuncordoba.es)
- [www.andalucia.org](http://www.andalucia.org)

You can also obtain a monthly guide to events and activities at the Córdoba train station.
One of the most dynamic organizations in the area is Erasmus Student Network (ESN), an apolitical and nonprofit student association that is present all over Europe (32 countries and 280 delegations). It was founded in 1990 by exchange students and it is based on the “students helping students” principle. ESN works to improve the stay of not only European Erasmus students but Americans as well and help them with their integration into Spain and Spanish society. With the ESN card you have access to many advantages: special discounts on all trips, parties, journeys, and other ESN events.

**Shopping**

Most stores in Spain are closed on Sundays, including grocery stores. This is especially true in smaller cities. Bars and some restaurants and bakeries remain open.

**Travel**

It is cheaper and more convenient to stay in hostels that are not affiliated with the Youth Hostel Card.

Take one or two travel guides with you. Guides are available in Spain but may be more expensive.

Virtually every destination of interest within Spain is served by trains, buses, or both, making weekend and break travel easy. If you are interested in traveling while abroad, talk to past UCEAP participants for tips and suggestions.

While you are encouraged to make the most of your experience abroad, you are reminded that UCEAP is primarily an academic program. Although some Spanish professors may not take formal attendance, repeated unexcused absences from class will be noticed. In many cases, exams concentrate heavily on material presented in class. **Failure to regularly attend class can result in a lowered or failing grade.** Do not plan to travel on class days or on days that group events have been scheduled. There will be numerous opportunities on weekends and national holidays to travel without missing classes.

Always inform the Study Center staff whenever you are going to travel by filling out the Travel Sign-Out form in **MyEAP**.

> The UCEAP Student Budget does not include funds for recreational travel.
HEALTH

Physical Fitness & Health

Spain’s options for gyms are always growing. Past students who have joined local gyms have met excellent exercise or jogging companions. Jogging is usually restricted to parks.

Local Medical Service

Medical services in Spain are comparable to those in the U.S. and northern Europe. If you have a preexisting medical condition, carry a letter from your physician describing the medical condition and adequate amounts of your prescription medications, including their generic names.

If you feel sick or have a medical emergency, seek medical attention and contact the Study Center immediately. The Study Center will help you choose a clinic to visit, help you complete the necessary UCEAP insurance claim process, and arrange with your professors if an extended absence is expected. Let the Study Center know of any medical services you receive, even in routine or non-emergency situations.

Doctors’ visits cost approximately €60 for a general doctor and €100 for a specialist, and tests are extra. Keep some cash and credit cards on hand for emergencies; however, not all doctors will accept credit cards for payments. Doctors and hospitals abroad will not bill U.S. insurance companies for medical expenses; be prepared to pay for services up front and file a claim for reimbursement of eligible expenses with the UCEAP insurance company. Save all bills and receipts and keep copies of all documentation sent to the claims adjustor.

In Córdoba you can go to a local health clinic (Health Clinic Sanitas, Avenida Conde Valdellano, 8) for any medical issues. You do not need an appointment and may be seen by a doctor relatively quickly. If there is a need for a specialist, the doctor will give you a referral. For medical emergencies, you can go to Hospital Reina Sofia or Hospital Cruz Roja. No appointment is necessary.

Prescription Medications

Never send medication to Spain or have it sent. Spanish customs may not accept it or may impose high fines. Take enough prescription medication to last through your stay. If you cannot take enough medicine, take a letter from your physician describing your diagnosis and treatment and make an appointment with a physician in Spain who may consider prescribing the same or similar medication.

Carry your prescribed medications in their original, clearly labeled containers. Keep copies of all prescriptions, including the generic names for medications and a note from the prescribing physician on letterhead stationery. Contact the University of California assistance provider, Europ Assistance, at (866) 451-7606 before departure to make sure your prescribed medications are not considered illegal narcotics.
Medic Alert
If you have significant allergies or a chronic medical condition that may not be easily recognized, such as diabetes or epilepsy, you may want to consider wearing a medical alert bracelet or a Medic Alert emblem. For more information, contact:

Medic Alert Foundation International
2323 Colorado Avenue
Turlock, CA 95382

Phone: (888) 633-4298; Web: www.medicalert.org

For more information about allergies, read the Health chapter of the UCEAP Guide to Study Abroad.

Mental Health
Students who are experiencing difficulties in the U.S. (relationship, emotional, substance abuse, etc.) sometimes feel that a change of environment will help them to move past the current problem. Emotional distress can have an impact on academic progress, personal relationships, and a successful UCEAP experience. It is important that you recognize triggers and signs of emotional distress and act immediately to get help. Know the warning signs, learn some techniques and skills to manage stress, and reach out for help. The Córdoba Program Coordinator has a list of facilities available for treating mental health disorders.

Students with Disabilities
As is the case with older buildings throughout Spain, accessibility is limited. It is common for older buildings to have stairs and no elevators. Expect to encounter uneven sidewalks, unequipped bathrooms, and narrow doors and aisles. Newer buildings are more accessible.

While in Spain, students with disabilities may find accessibility and accommodation different from the United States. Spain has laws that prohibit discrimination against persons with physical, sensory, intellectual, and mental disabilities in employment and education; and mandate access to health care, access to information technology and communication, including social media, access to buildings for persons with disabilities, and the provision of other state services. The law mandates access to buildings for persons with disabilities. While the government generally enforces these provisions, levels of assistance and accessibility differ between regions. Madrid, Barcelona and many of the other major cities have improved access to public transportation, museums and other public buildings.

UCEAP Insurance Plan
The required UCEAP Insurance Plan is paid by UC. More details about the plan are available in the UCEAP Insurance Plan brochure.

Smoking
It is illegal to smoke in indoor public places, e.g., bars, restaurants, airports, shopping centers, etc. Smoking is also illegal outside hospitals, schools and children's play parks. Fines for breaking laws range from €30 to €600k and are being strictly enforced. However, you may find that more people smoke around you than in the U.S. If you have a chronic health condition that gets worse with second-hand smoke, discuss this with your doctor before departure.
SAFETY

» Putting yourself, fellow students, or the reputation of the program at risk is cause for dismissal from UCEAP.

Register online with the U.S. embassy through the Smart Traveler Enrollment Program (STEP), a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country. UCEAP also takes safety measures to help protect you. All UCEAP Study Centers have emergency contingency plans in place, including membership in the U.S. embassy’s Warden Network, which allows the U.S. embassy to stay in communication with, and disseminate information to, the American community primarily in times of crisis or emergency.

Risks

Overall, Spain is considered a safe destination, though street crime continues to be a concern, particularly in urban areas and those frequented by tourists. When carrying valuables (e.g. credit cards or cash) don’t keep them all in one place. Remain aware at all times. Practice the same safe behavior and common sense in Córdoba that you would use in any city in the United States:

• Avoid risky or threatening situations.
• Pay attention to safety briefings during orientation.
• Learn areas of the city to avoid:
  » Avoid the Jewish Quarter, the river banks, and parks late at night and during siesta time.
  » Never walk alone at any time in these areas (regardless of whether you are male or female).
  » Arrange ahead of time to walk home with a friend during the late evenings, and always carry enough money for a cab fare home. Students, male and female, walking home alone at night have been mugged, even right outside their apartment door.
• Know emergency phone numbers and carry them with you at all times.

Alcohol Consumption

Avoid heavy drinking. Alcohol can make you less vigilant, less in control, and less aware of your environment. If you drink, know your limit and drink responsibly. Drinks served in bars are often stronger than those in the U.S.

Be alert to the possible use of “date rape” and other drugs including “GHB” and liquid ecstasy. Buy your own drinks and keep sight of them at all times to make sure they are not spiked; female students, in particular, must be watchful. Past UCEAP students have been drugged.

There have been a number of very serious accidents (some with fatal results) due to falls from balconies. A number of these incidents have been caused by being under the influence of alcohol or drugs.
**Theft**

Avoid carrying your passport whenever possible (leave it in a secure place). Make a clear photocopy of the first page (the one with your photo) and carry that for identification. If your passport is lost or stolen, immediately notify the nearest U.S. embassy or consulate, local authorities, and the UCEAP program staff. Thieves use distraction techniques. Thieves often work in teams of two or more people and tend to target money and passports. In many cases, one person distracts the victim while the accomplice(s) perform the robbery.

Minimize your chance of becoming a victim of petty theft:

- Be inconspicuous and keep a close eye on your personal belongings.
- Always look like you know where you are going, even if you do not.
- Plan ahead when you are in an unfamiliar part of the city so you do not have to pull out a map on the sidewalk and advertise that you are lost.
- Dress to blend in. College sweatshirts, sweatpants, baseball caps, flip-flops, and shorts are all associated with Americans and may make you a likely target.

To protect your belongings, keep the following suggestions in mind:

- Always be aware of your surroundings. Thieves usually wait for or create a distraction before making their move. This could be as simple as asking for the time so that you turn to look at your watch. Be alert and aware.
- Never carry large amounts of cash.
- Carry your wallet in a front or breast pocket, or in a hidden money belt and document security pouch; never in your back pocket.
- Carry your purse or bag with the strap diagonally across your chest or in front of you, where you can see it. Keep your hands on your belongings at all times.
- Never put your purse, backpack, or laptop by your feet or on the seat next to you in public transportation. Keep it on your lap at all times. If you have a large backpack, place it in between your feet with the straps wrapped around your legs.
- Do not store your camera or other valuables where they can be removed without notice.

Leave anything you do not need on a particular day at your homestay in a secure place.

**Forest Fires**

Forest fires occur frequently in Spain during the summer months, especially in southern areas of the country.

**Demonstrations**

Civil and political demonstrations and protests occur sporadically throughout Spain. Most protests concern governmental actions and foreign policies. Foreigners have not been direct targets of demonstrations, but you should always avoid demonstrations and areas of potential violence.

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**UCEAP STUDENTS SAY...**

“Both males and females: don’t walk alone late at night. If you really have to, then be vigilant of your surroundings and walk on main streets as much as possible.

If you’re a guy, keep your wallet in your front pocket.”
Transportation & Road Safety
Travel by public transportation is usually secure, although common sense should prevail, especially if you are unfamiliar with the local crime situation. Spain has an excellent network of roads and highways. Spain’s bus system is extensive, serving cities and rural areas.

You are discouraged from renting a car. Spain has a high rate of car accidents, especially among young people.

Fire Safety
UCEAP strongly encourages you to purchase and use a battery-operated smoke detector. Refer to the Fire Safety section of the UCEAP Guide to Study Abroad for more information.
Emergency Contacts

What Is an Emergency?
An emergency is a serious, unexpected, and often dangerous situation requiring immediate action. The following are considered emergencies:

• Any life/death situation
• A traumatic event requiring immediate assistance
• An arrest
• Civil unrest or natural disaster in the host country

In an Emergency
Contact local emergency services first and then contact the following:

If you are in the U.S.
• During office hours (8 a.m.–5 p.m. Pacific Time): Contact your Operations Specialist at the UCEAP Systemwide Office
• After office hours: Call the 24-hour emergency phone number at (805) 893-4762

If you are abroad
Carry the local emergency contact information at all times:
• If you need immediate emergency assistance call 112 for Police, Ambulance, or Fire Department
• If necessary, call the emergency number of the U.S. Embassy in Madrid: (34)-91-587-2200

U.S. Embassy in Madrid
American Citizen Services (ACS) Unit
Calle Serrano 75
28006 Madrid

Business Hours: M–F, 8:30 a.m.–1 p.m.
Phone: (34) 91-587-2240
Fax: (34) 91-587-2303

After-Hours Emergency Phone: (34) 91-587-2200
E-mail: askacs@state.gov
Web: madrid.usembassy.gov

If you have a health, travel, or safety emergency and do not have access to local or UCEAP representative emergency information, contact the UCEAP travel assistance provider, Europ Assistance, available 24/7:

• Call international collect: 1+202-828-5896
• Call within the U.S.: 1+866-451-7606
• E-mail: ops@europassistance-usa.com