

ERASMUS GUIDELINES FOR OUTGOING STUDENTS

JOINT HONORS - TSM (SPANISH)



- Students can apply for Erasmus Exchanges either through Hispanic Studies or through their other TSM / Joint Honors Department.
- Students will make the Exchange either for a full academic year or a term.
- Students wishing to undertake an Erasmus exchange **must obtain a minimum of a II.II grade in the Spanish summer examinations in both the language and the non-language modules** and must also contact their other Department, which may have different Erasmus regulations.
- Students who pass supplemental examinations in August may participate in the exchange at the discretion of the relevant department(s).
- Students may list three destinations – while every effort will be made to send students to their preferred university, no guarantee can be given in this regard as the number of places for each host university is limited and sometimes certain subject combinations cannot be studied at the chosen institution.
- Students must themselves individually ensure that the module requirements of their other subject can be selected at the host university in Spain.
- During an Erasmus exchange for a full year students **must study both subjects** at the host university and must obtain a minimum of **22.5 credits in each subject** (a total of 45) to rise with the year. To avoid being short of ECTS credits owing to failed examinations, students are very strongly advised to select modules which total 30 ECTS credits for each TSM/JH subject.
- Students spending only an Erasmus term **must study both subjects** at the host university and must return with a minimum of **10 credits in each subject**. To avoid being short of ECTS credits owing to failed examinations, students are very strongly advised to select modules which total 15 ECTS credits for each TSM/JH subject.
- Students who go for a term must take into account that they will have to return to the Spanish host university in January/early February to sit the host university examinations.

- All Spanish language modules require the prior approval of the Hispanic Studies Erasmus coordinator. You should aim to select a balanced study program: language, literature, history/politics, linguistics, cinema, etc.
- Always contact the TCD Hispanic Studies Erasmus coordinator for advice and changes to the Learning Agreement (Study Program). Although the level of the modules selected should mirror the level of your year in TCD, students may also select from what in Spanish universities are called ‘optativas’ and/or monographic modules.
- All your modules must be taught through Spanish – students are not permitted to enroll for non-language modules directed specifically at international students or taught through English.
- Once students receive a provisional Erasmus exchange placement they must access and complete the application process at <https://www.tcd.ie/study/study-abroad/outbound/apply/index.php> and send it directly to the TCD Erasmus Office by the deadline stated on the form.
- Students must also complete the provisional Learning Agreement (LA) – once each department coordinator has approved the selected modules and signed the LA, students must themselves forward it to the host university.
- On your arrival at the host university you must immediately go to their International Office and/or the Erasmus coordinator, who will advise on timetable clashes, changes to the program, etc.
- Any changes to the original LA must be confirmed with the TCD Erasmus coordinator(s) concerned.
- Once any changes to the original LA have been approved by both TCD coordinators and the host university, you must sign the LA, get the signature of the host university coordinator, and then forward the LA for final signatures to both Erasmus coordinators in TCD.
- As the Spanish system is semesterised, students may add or change a module in the second term but they must seek approval for the change(s) from the relevant TCD Erasmus coordinator(s) and the host university coordinator.
- Before leaving the host university at the end of the Erasmus **year**, students are personally responsible for ascertaining their own final host university examination results in all subjects/modules. They must print a copy of the results from the student Internet System, and also ask for a copy of the official transcript of their results from the host university International Office (if the official transcript is to be posted at a later date, the students **must** immediately inform the TCD coordinators of this fact by email).
- Failed modules **must** be repeated **at the host university** - all Spanish universities have repeat sessions.
- Students are responsible for keeping in touch with the two TCD coordinators as well as with the host university coordinator for any situation that may affect their stay at the host university.