



CALENDAR | 2016 - 2017

Academic year

You can download the registration forms from our web page: www.clm-granada.com

INTENSIVE SPANISH LANGUAGE COURSES (CILE)

DATES	PRICES			
	Level Tests	2 Weeks (40h)	3 Weeks (60h)	4 Weeks (80h)
September 2016	1 September	2-16 September	2-22 September	2-29 September
	15 September	16-29 September		
October 2016	29 September	30 Sept.-14 Oct.	30 Sept. - 21 Oct.	30 Sept.-28 Oct.
	14 October	17-28 October		
November 2016	2 November	3-16 November	3-23 Nov.	3-30 November
	16 November	17-30 November		
December 2016	1 December	2-20 December		
January 2017	9 January	10-23 January	10-30 January	
	30 January	31 Jan.-13 Feb.	31 Jan. - 20 Feb.	31 Jan.-24 Feb.
February 2017	13 February	14-24 February ¹		
	1 March	2-15 March	2-22 March	2-29 March
March 2017	15 March	16-29 March ¹		
	31 March	3-21 April	3-28 April	
April 2017	4 May	5-18 May	5-25 May	5-31 May
	18 May	19-31 May ¹		
May 2017	31 May	1-14 June	1-23 June	1-30 June
	14 June	19-30 June ¹		
June 2017	3 July	4-17 July	4-24 July	4-31 July
	17 July	18-31 July ¹		
July 2017	1 August	2-17 August	2-24 August	2-31 August
	17 August	18-31 August ¹		

	Registration Fee	Course Fee	Total Fee
40 hours	171 €	256 €	427 €
60 hours	256 €	384 €	640 €
80 hours	295 €	442 €	737 €
120 hours	442 €	664 €	1,106 €
160 hours	590 €	885 €	1,475 €
200 hours	678 €	1,017 €	1,695 €
240 hours	809 €	1,213 €	2,022 €
280 hours	940 €	1,410 €	2,350 €

■ Students who opt for a 200-hour course or longer are entitled to a discount (included in this table). This discount is only applicable when the courses chosen are consecutive and booked for at the same time.

■ It is also possible to take courses longer than 280 hours. Please ask us for prices.

PUBLIC HOLIDAYS

- > 12th and 31st October 2016
- > 1st November 2016
- > 6th, 8th and 9th December 2016
- > 27th and 28th February 2017
- > Easter Holidays: from 10th to 14th April 2017
- > 1st, 2nd and 3rd May 2017
- > Corpus Christi: 15th and 16th June 2017
- > 14th and 15th August 2017

* Days 3rd, 10th, 17th and 24th February and 22nd, 23rd, 24th and 25th May classes will be 5 hours / day
¹ In the 40-hour courses in the second half of each month we are unable to accept absolute beginners

INTENSIVE SPANISH LANGUAGE AND CULTURE COURSES (CILYC)

	Total Hours	Dates	Level Test	Registration Fee	Course Fee	Total Fee
June 2017	90 hours	1st-30th June	31st May	424 €	635 €	1,059 €
July 2017	90 hours	4th-31st July	3rd July	424 €	635 €	1,059 €
August 2017	90 hours	2nd-31st August	1st August	424 €	635 €	1,059 €

PUBLIC HOLIDAYS

- > Corpus Christi: 15th and 16th June 2017
- > 14th and 15th August 2017

SPANISH LANGUAGE AND CULTURE SUBJECTS

	DATES			PRICES		
	June	July	August	Registration Fee	Course Fee	Total Fee
10hr Subject	1st-14th June	4th-17th July	2nd-17th August	54 €	80 €	134 €
22,5hr Subject	1st-30th June	4th-31st July	2nd-31st August	120 €	181 €	301 €
45hr Subject	1st-30th June	4th-31st July	2nd-31st August	241 €	361 €	602 €
Level Test	31st May	3rd July	1st August			

PUBLIC HOLIDAYS

- > Corpus Christi: 15th and 16th June 2017
- > 14th and 15th August 2017

HISPANIC STUDIES COURSE (CEH) / SPANISH LANGUAGE AND CULTURE COURSE (CLCE)

	Total Hours	Dates	Level Test	Registration Fee	Course Fee	Total Fee
Fall 2016	225 hours	3rd October 2016 - 20 Dec. 2016	22nd Sept.*	668 €	1,003 €	1,671 €
Spring 2017	225 hours	1st February 2017 - 25th May 2017	24th Jan.*	668 €	1,003 €	1,671 €
Fall 2016 + Spring 2017	450 hours	3rd October 2016 - 25th May 2017	22nd Sept.*	1,180 €	1,771 €	2,951 €
Individual subjects	45h/subj.			230 €/subj.	345 €/subj.	575 €/subj.

Students who are taking 5 subjects in any semester have the option of taking an additional subject at a special price of 334 euros.

*The level test will take place in the afternoon/evening

FALL 2016			SPRING 2017		
	Monday and Wednesday Subjects	Tuesday and Thursday Subjects		Monday and Wednesday Subjects	Tuesday and Thursday Subjects
Classes on Friday	4th November 2nd December	14th and 21st October 11th November	Classes on Friday	3rd and 31st March 19th May	17th March 5th May
End of Classes	14th December	13th December	End of Classes	19th May	18th May
Exam Period	16th and 19th December	15th and 20th December	Exam Period	22nd and 24th May	23rd and 25th May

PUBLIC HOLIDAYS

- > 12th and 31st October 2016
- > 1st November 2016
- > 6th, 8th and 9th December 2016
- > 27th and 28th February 2017
- > Easter Holidays: 10th - 14th April 2017
- > 1st, 2nd and 3rd May 2017

OPTIONAL JANUARY COURSE (CCE)

	Total Hours	Dates	Level Test	Registration Fee	Course Fee	Total Fee
Writers from Granada	45 hours	10th - 30th January 2017	9th Jan.	230 €	345 €	575 €
Spanish Phonetics	45 hours	10th - 30th January 2017	9th Jan.	230 €	345 €	575 €
The Spanish Song: Traditional, Artistic and Commercial Songs	45 hours	10th - 30th January 2017	9th Jan.	230 €	345 €	575 €

Please note: Maximum of 30 students per subject. Students taking CEH or CLCE in the Spring can enrol on a maximum of 2 subjects.

MODERN LANGUAGE COURSES

ARABIC*, ENGLISH, FRENCH, GERMAN, ITALIAN, JAPANESE, PORTUGUESE AND SWEDISH

	Total Hours	Level Test	Dates
Fall 2016	45 hours	27th, 28th and 29th September	3rd October - 20th December 2016
Spring 2017	45 hours	24th January	1st February - 23rd March 2017

* Arabic will be taught at the same time as the CEH and CLCE courses

COURSES IN SPANISH AS A FOREIGN LANGUAGE (CELE)

	Total Hours	Hours per Week	Dates	Level Test	Payment in Instalments	Single Payment	UGR STUDENTS PRICES	Payment in Instalments	Single Payment
Fall 2016	60 hours	6 hours	3rd October 2016 - 16th Dec. 2016	23rd Sept.*	558 € (2 instalments of 279 €)	530 €	530 € (2 instalments of 265 €)	503 €	503 €
Spring 2017	60 hours	6 hours	1st March 2017 - 22nd May 2017	17th Feb.	558 € (2 instalments of 279 €)	530 €	530 € (2 instalments of 265 €)	503 €	503 €
Complete Course	120 hours	6 hours	3rd October 2016 - 22nd May 2017	23rd Sept.*	1,008 € (4 instalments of 252 €)	956 €	956 € (4 instalments of 239 €)	908 €	908 €

*The level test will take place in the afternoon/evening

Fall 2016 | Monday and Wednesday groups finish on 14th December
Tuesday and Thursday groups finish on 16th December

Spring 2017 | Monday and Wednesday groups finish on 22nd May
Tuesday and Thursday groups finish on 18th May

PUBLIC HOLIDAYS

- > 12th and 31st October 2016
- > 1st November 2016
- > 6th, 8th and 9th December 2016
- > 27th and 28th February 2017
- > Easter Holidays: from 10th to 14th April 2017
- > 1st, 2nd and 3rd May 2017

ACCOMMODATION

■ **1. Hotels and hostels:** Prices vary depending on the establishment.

■ **2. Home-stays.** This type of accommodation includes breakfast, lunch and dinner (full board) and laundry once a week:

For longer stays (over 1 month) these are the prices:

- Single room (Including management fees): 794 € per month
- Shared double room (Including management fees): 718 € per month

For short stays (less than a month) and in the months of June, July, August and September, the price is 30 € per day in both double and single rooms depending on availability.

■ **3. Students Halls of Residence:**

Prices vary according to residence and contracted services. There are the following types:

- Single room full board.
- Double room with full board.
- Single room with shared kitchen.
- Double room accommodation only.

■ **4. Apartments and rooms in shared houses or flats:** Prices vary depending on the area and the quality of accommodation.

This option is managed directly by a company called Aluni. Therefore, the service relationship is directly between the student and Aluni. CLM has a collaboration agreement with them that allows you to have a 20% discount on the cost of processing of the rental contract if you present a document proving that you will be studying at our centre. More info: www.aluni.net

MEDICAL INSURANCE: CLM can organize medical insurance for students who need it. Please ask for more information.

Calendar for Academic Year 2016 - 2017

September 2016

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2016

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2016

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2016

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January 2017

M	T	W	T	F	S	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 2017

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

March 2017

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 2017

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

May 2017

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

June 2017

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

July 2017

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August 2017

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

CLM WILL CLOSE ON THE FOLLOWING DAYS:

[2016] - 12th and 31st October - 1st November - 6th, 8th, 9th and from 23rd to 31st December

[2017] - 2nd and 6th January - 27th and 28th February - 13th and 14th April - 1st, 2nd and 3rd May

- 15th and 16th June - 14th and 15th August



GENERAL REGULATIONS FOR SPANISH COURSES

THESE RULES AND REGULATIONS APPLY TO ALL STUDENTS ENROLLED ON COURSES AND IGNORANCE IS NO DEFENCE.

AGE AND PREVIOUS STUDIES

Students must be at least 16 years old and have finished high school or compulsory secondary education.

REGISTRATION AND PAYMENT OF COURSES

The registration forms can be downloaded from our web page (www.clm-granada.com).

To reserve a place, the appropriate registration form must be filled out and sent to the CLM Secretariat together with a copy of payment (covering the registration fee, an instalment or the course fee depending on what is required for each case).

Payment should be made in euros by bank transfer to our current account and made payable to the Centro de Lenguas Modernas. Please ensure that the student's name is clearly indicated on this transfer. CLM will only recognise as payment the amount received therefore students must meet any bank charges incurred. Payment can also be made over the phone by giving your **credit card** details. Some courses have the option of on-line registration and payment.

The total fee of each course (registration + course fees) must be paid before students take the level test (except the CELE course). Without full payment, students cannot start their course.

Students who register on-line for the CELE course pay once they know their level test results but before choosing their group and timetable.

Discounts only apply to the courses mentioned and provided they are booked for at the same time.

Since the number of places on any course or subject is limited for pedagogical reasons, CLM may close the official enrolment period earlier than anticipated, once all available places have been filled. Admission is carried out strictly according to the order in which registration forms are received. Thus, in order to guarantee a place, students should register as soon as possible. However, if places are still available, students can register up to two days before the level test. In the case of courses involving different subjects, the chosen options and group should be clearly marked on the registration form in order to guarantee places. Students can check which groups are available from the timetable published on the CLM web site (only CEH and CLCE).

LEVEL TEST

Students must take a compulsory level test on the day specified in the course calendar.

For some courses students are required to have a certain command of the language which they must demonstrate in the level test otherwise they will not be able to enrol on the chosen course.

Those students who do not pass the level test for the Hispanic Studies Course or the Spanish Language and Culture Course can enrol on a different course.

The level test lasts between 2 and 3 hours (3 and 4 hours for the Hispanic Studies and Spanish Language and Culture Courses) which are not included in the total number of teaching hours.

ENROLMENT

Once the results of the level test have been published, students have two days to fill out their enrolment form in the Secretariat. Students must provide a photocopy of their passport and two recent passport-sized photos.

CELE students who have registered on-line should upload the required documentation.

In CEH and CLCE, students have five days starting from the first day of the course to make any necessary changes to their enrolment. In the case of CILE and CILYC, the dates for any changes are as follows: 40 hrs course: first two days; 60 hrs course: first three days; 80/90hrs courses: first four days. In the CELE course, students have one week to change.

N.B. If changes to enrolment in the Hispanic Studies Course or the Spanish Language and Culture Course mean that students are registered for fewer than four subjects, these subjects will be charged as individual subjects.

EXAMS

Students who have attended less than 80% of classes will not be entitled to take the final exam. The final exams for subjects in the Hispanic Studies Course or the Spanish Language and Culture Course will take place in the final week of the course, in line with the official CLM calendar drawn up by the Director's Office. During the exam week there are no classes. Exams may not be taken on any other date. The deadline for requesting revision of exams and grades is the last working day of the academic year. The final exam for CILE and CELE takes place on the penultimate day of the course.

COMMUNICATION WITH STUDENTS

Specific communication or notification relating to the student's course will be made by e-mail or telephone. Timetables, classrooms and other course information, together with activities organised by CLM will be published on the notice boards in the patio and/or the CLM web page (www.clm-granada.com).

Student suffering from any form of physical or sensory disability should let CLM know in good time. CLM does not guarantee that it can cover the special needs of these students.

GRADING SCALE

This scale of grade equivalencies is recommended by the University of Granada but the final interpretation will depend on the university recognising credits.

Spanish Verbal Grade	US Verbal Equivalent	Spanish Number Grade	US Letter Equivalent
Sobresaliente Honor	With Honors	10	A +
Sobresaliente	Excellent	9.0 – 9.99	A
Notable	Very Good	8.5 – 8.99	A -
		8.0 – 8.49	B +
		7.5 – 7.99	B
Aprobado	Adequate/ Pass	7.0 – 7.49	B -
		6.5 – 6.99	C +
		5.5 – 6.49	C
Suspenso	Insufficient Fail	5.0 – 5.49	C -
		4.5 – 4.99	D
No Presentado	Incomplete or Exam not taken	0 – 4.49	F
		-1	NOT APPLICABLE N/A INCOMPLETE
Asistencia Insuficiente	Insufficient Attendance (80% required)	-2	NOT APPLICABLE N/A INCOMPLETE

REIMBURSEMENTS

- **REGISTRATION FEE:** Only when a course or level is cancelled by CLM will the student be eligible for reimbursement or be offered the possibility of transferring this fee to another course programmed in the same academic year.

- **COURSE FEE:** The course fee will only be reimbursed in exceptional circumstances and, provided that the student presents a written request together with the necessary documents justifying cancellation during the first week of the course. CELE students have two weeks.

If the student wishes to cancel the course once started for a justified reason (supporting documents required), 80% of the hours paid for and not taken will be refunded.

Refusal of a visa or equivalent application is not considered a valid reason for reimbursement. However, in this case the fee may be transferred to another course programmed in the same academic year. The amount paid may not be transferred to a different person in any case. All discounts will be lost on reimbursements.

CERTIFICATES AND DIPLOMAS

CLM issues the following certificates:

1. Reservation and enrolment certificates. These will be issued a minimum of one week after the date of requested.
2. Grade certificate/transcript. This document states the number of courses hours, the level reached and the grade achieved. This certificate is issued on the completion of each course at CLM (CILE, CEH, CLCE, CILYC, CELE, etc).
3. Diploma in Hispanic Studies. Only students who have taken a total of 10 subjects (CEH Fall and Spring or CLCE Fall and CEH Spring) are entitled to this diploma.

In order to receive any of these certificates, students should fill out a request form in the Secretariat. Students may request a maximum of two certificates per course: reservation and grade certificates or enrolment and grade certificates.

ACADEMIC CALENDAR

CLM is closed on Saturdays and Sundays. On national, regional and local public holidays, no classes will be taught and the hours will not be made up.