



Welcome guide for Incoming Erasmus Students



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1. Welcome

We would like to welcome you to FLORIDA Centre de Formació, CV - FLORIDA UNIVERSITÀRIA, and thank you for considering us for your international Exchange abroad. We highly appreciate and value the cultural wealth that international students bring to our organization.

This guide is particularly addressed to the international students who come to study at FLORIDA, or are considering applying. It is intended as an introduction to academic life in Florida and life in Valencia, providing an overview and some specific information. You can always find more information or support on the FLORIDA website, or by contacting the international relations department.

FLORIDA is an innovative and dynamic institution, aware of the companies' and society's needs, in which the education and training of future professionals is based on the acquisition of knowledge and skills to allow them to successfully participate in the new business, professional and social scenes. The size of our university allows the flexibility to be innovative and a direct communication between students and teachers.

Most international students find life in Spain and in Valencia a great experience. They highly enjoy a city that offers all type of services and opportunities for leisure and tourism including a beach in the city, traditional and contemporary landmarks, architecture and museums, a varied cultural offer, as well as a pleasant round-the-year weather, a rich gastronomy and the Spanish way of life.

We hope you make the most of your stay and have an unforgettable time here!

Inmaculada Mora

Director of Internationalisation and Erasmus Co-ordinator

2. About FLORIDA

“Studying at Florida has been a great experience. One of the things I appreciate the most is the proximity and availability of the teachers, they know you by your name and really try to help you”.

Marie from France.



FLORIDA..

- Was founded in 1978
- Is a cooperative of Education
- Provides lifelong training, from kindergarten to higher education including, secondary school, VET education, University, language school.

FLORIDA UNIVERSITÀRIA is an innovative and dynamic centre of higher education, committed on the education and training of the individuals with special emphasis on developing their initiative, autonomy and personal growth, in order to ensure their full integration into work and society.

FLORIDA UNIVERSITÀRIA is affiliated to the University of Valencia and the Polytechnic University of Valencia.



3. How to get to FLORIDA

The FLORIDA campus is located in Catarroja, 7km south from the city of Valencia.

Most of our international students choose to live in Valencia. Find how to get to FLORIDA from Valencia by public transport.

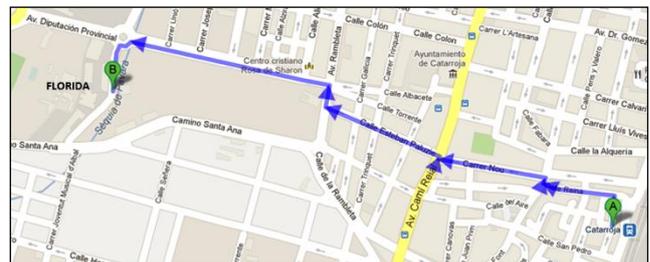


Florida Centre de Formació
Carrer Rei en Jaume I, nº2 46470 Catarroja, Valencia (Spain) -> [Find us in Google Maps here](#)

By train + walk

- Go to the Estación del Norte (Train station next to Xátiva tube station) and buy a ticket to Catarroja (around 2'5 euros) Either lines C1 and C2 stop in Catarroja. There are trains every 15-20 min. Take a train to Catarroja (it takes 11 minutes)
Get off at Catarroja station and walk to Florida (it takes about 15 minutes = 1`3km)
During the academic year Florida provides a free coach service leaving from Catarroja station at 8am.

-> Find [here](#) more info about the short distance trains "cercanías"



Florida provides a free coach service:

- From Catarroja station at 8:05 and 15:18 and from Picanya station at 7:55 and 15:05.
- From Florida to both stations at 13:45 and 21:10 (at 20:00 on Fridays).

By BUS + walk

- You can also take a bus (yellow buses) from Valencia (Plaza de España) to Catarroja (Ayuntamiento), and then walk from there.
Notice that the train is much faster.
- Check the schedules [here](#).



4. Education system and grading (ECTS)

Through the Bologna process most degrees offered in the Spanish Higher Education became 4-year courses, including 240 ECTS credits. Master degrees usually take one or two years to complete.

Higher Education offer in FLORIDA:

Florida Grade		Approximate ECTS system	equivalent in
10	MH - Matrícula de Honor	Outstanding	A+
9-9.99	SB - Sobresaliente	Excellent	A
8-8.99	NT - Notable	Very good	B
7-7.99	NT - Notable	Good	C
6-6.99	AP - Aprobado	Satisfactory	D
5-5.99	AP - Aprobado	Pass	E
3.5-4.99	SU - Suspenso	Fail	F
0-3.49	SU - Suspenso	Fail	FX
NP	NP – No presentado	Did not take the exam	

Marks go from 0 to 10. You need a mark of at least 5 to pass the exam.



5. Degrees at Florida

These are the university degrees that you can study in Florida Universitària. Please check our website for further information on each degree including:

- Description of the degree
- Structure and Study plan
- Guide of each module
- Schedules
- Academic calendar

	EDUCATION	BUSINESS	ENGINEERING	TOURISM	ICT
BACHELOR	<ul style="list-style-type: none"> > Early Childhood Education Teacher Training > Primary Education Teacher Training 	<ul style="list-style-type: none"> > Administration & Business Management + Digital Business > Entrepreneurial Leadership & Innovation [LEINN] 	<ul style="list-style-type: none"> > Mechanical Engineering > Industrial Electronics & Automation Engineering 	<ul style="list-style-type: none"> > Tourism + Travel agency School > Tourism + International Hospitality Management 	<ul style="list-style-type: none"> > Videogames and interactive experiences
POSTGRADUATE	<ul style="list-style-type: none"> > Master in Innovation & Project Development > Master in Restaurant and Hotel F&B Management > Master in Art for Video Games > Industrial MBA > Master of Arts in Secondary Education Teaching 				

Affiliated to:



UNIVERSIDAD POLITECNICA DE VALENCIA

- Find in this [link](#) further information on the undergraduate programmes
- Find [link](#) further information on the post-graduate programmes.

6. Academic calendar and schedules



Academic calendar

The academic year at Florida in most cases goes from mid September to June and is divided in two semesters.

Lectures in the first semester usually take place from mid-September to mid- December, with a first round of exams in mid-January. If you fail an exam you have a second chance to re-sit the exam by April.

Lectures in the second semester usually take place from the second half of January to the beginning of May. Semester 2 examinations and year-long module examinations usually take place during May. The second examination attempt in Semester 2 and year-long modules is scheduled towards the end of June.

Please note that these are indicative dates. They may vary depending on the degree and the year. For the full up-to-date exams calendar please click [here](#):

Please note the following bank holidays:

29 th September	: local bank holiday in Catarroja
9 th October	: Regional bank holiday
12 nd October	: Spain's national day
1 st November	: National bank holiday
6 th December	: National bank holiday (Constitution's Day)
8 th December	: National bank holiday (religious)
December 24 th - January 6 th	: Christmas break
March 15 th - 19 th	: Regional Festivals (Fallas)
April 9 th - 14 th (in 2020)	: Easter holidays
1 st of May	: National bank holiday (Labour Day)

Florida is closed during the whole month of August

More details on the current academic calendar at this [link](#).

Schedules

Each module is run either in the morning or in the afternoon/evening. As an Erasmus student you can choose modules from any year of your degree, either in the morning or in the afternoon/evening. Just make sure to avoid schedule clashes in your chosen modules.

Morning classes are run from 8:15 h. to 13:45 h.

Afternoon/Evening classes are run from 15:30 h. to 21:10 h.

7. Before you come



In order to come as an Erasmus student you need to be nominated by your university. After receiving your nomination we will send you a link to the application form.

You will have to fill in and submit this form before May 15th, if you are applying for study in the first semester, or the whole academic year, or before October 31st, if you are applying for study in the second semester.

- ✓ Language: Please check section 9 for language requirements.
- ✓ Modules: Before the beginning of your stay we will send you information on the academic offer and the schedules of your chosen degree. All your selected modules must belong to the same degree. Please note that you can choose modules from different years, but you have to check their schedules are compatible (don't clash).
- ✓ You will be assigned an academic advisor. Please ask him/her for further advice if needed.
- ✓ Before you come to Florida and only after you have selected the modules together with your university and have checked the schedules, you need to fill in your Learning Agreement. Please bring/send it signed by you and your home university.
- ✓ European Health card: You must get your European Health Card before coming to Spain. Follow this [link](#) for more information on how to apply for a European Health Card. We will ask you for a photocopy of your national health card/insurance.

8. When you arrive

We will arrange a meeting with you to help you with your registration a few days before the beginning of the semester.

When you arrive:

- Come to the International Relations office:

- o We will sign your Certificate of Arrival (if your university requires it)
- o Please bring (or send by email)
 - o A photocopy of your European Health Care or other health insurance
 - o Your address and phone number in Spain

- You will have to register at the departmental office ("Secretaría") (building C, ground floor). The programme administrators will ask you"

- o To fill in the registration form with the list of modules you want to study, your contact details (address, etc) at Valencia, etc.
- o 2 passport photos (ID size)
- o 1,12 euros for the school insurance
- o 1 Photocopy of your passport or National ID

If you need to change your selected modules after registering and signing your Learning Agreement, please make sure you inform:

- the registration office, so you will have access to the correct modules on the intranet (internal platform)
- The International Relations department. Please record all module changes in your Learning agreement, so this can be signed again.

9. Language

You definitely need to have some knowledge of Spanish language before coming to Florida. Please note that there are no specific degrees all in English. Depending on the degree, language requirements may vary:

- If you are studying towards an Education degree, you are not required to have a specific qualification in Spanish, but you should have a good level in English. Please let us know about your language skills, so we can advise on the most appropriate modules for you.
- If you are studying towards a degree on Business or Tourism in Florida you should have at least a B2 level in Spanish.
- If you are studying towards any Engineering degree you should have at least a B1 level in Spanish.

Provided there is a sufficient number of students, the Florida language school is happy to offer Spanish language and culture module.

English is not spoken everywhere in Valencia, therefore you should be able to speak at least basic Spanish in order to communicate at various places and in different situations, such as at the health centre, at your local bank branch or with your landlord.

10. Services

Centre for personalised language study. The Florida language school offers you tailored language courses. In addition, there is the Self-learning Centre, where any student of Florida can freely work on his/her language skills any time.

Professional guidance and placement. A team of career advisers can help you on your decision-making for your professional development and, if you take a placement module, they will help you find an internship.

Library. It is open from 8 to 22h with extra opening hours during the exam periods. The resources offered include textbooks and books specializing in all subjects taught in Florida Universitària; newspapers and journals and audio-visual material.

The Department of **Information Systems** at Florida aims at the provision of Information Technology and Communications for both the management and for teaching and research.

11. Support

- Once your application is accepted and your stay in Florida is confirmed the **International Relations department** will contact you to inform you about the precise and updated starting dates, module offer, etc. You can contact this department for anything related to your Erasmus documents, your registration, and other questions you may have.
- You will also have an **academic advisor**, who you can contact if you have questions about your choice of modules, or any other aspect of your studies.
- Once you start your classes you can always ask your **teachers** at class or in their office hours. The number of students per class allows a fluent communication with them.
- Through the **exchange mate programme** you will be paired with a student of Florida who will help you getting acquainted with all aspects of daily life of the University.
- The Help Desk, Student Information Service, library staff, career advisors, registration office are other departments will help you to get on with your academic life in Florida.



12. The city of Valencia

In terms of population, Valencia is the third city in Spain (after Madrid and Barcelona). Located in the middle of the East coast of Spain, it offers a great combination of modernity and tradition, culture and leisure, day- time and night-time entertainment, city and nature.

When asked about their favourite things about Valencia, our international students often highlight:

- **Weather:** Valencia benefits from pleasant temperatures during most of the year. According to the Valencian Tourism Office, the city enjoys over 300 sunny days over the year!
- **Perfect size:** Valencia offers a great variety of activities, in line with other major cities (an ample offer of theatre, music events, exhibitions, sport centres, parks, multiplex and independent cinemas, an open-air zoo, commercial areas, trendy neighbourhoods...) but it is not too big, so distances are manageable by foot or public transport, and prices are affordable.
- **Beach in the city:** you don't know what it's like until you have it. With mild temperatures around the year, the beach offers varied ways of enjoying leisure time: relax, play, practice sports, or meet with friends.
- **Location and the transport network** allow short trips to many other attractive places in Spain (including Madrid, Barcelona, Granada, or Ibiza). The Valencian Region itself boasts, both in land and on the coast, many interesting towns and beautiful natural spots that you should not miss.
- **Festivals.** In Valencia there is always an excuse to celebrate with a good display of fireworks, but the Fallas festivals are much more than that. Art, culture, tradition, religion, gastronomy and night street parties mix on 5 days in March full of colour, music and fire.
- **Gastronomy:** beyond its international dish "paella" there is a rich Mediterranean gastronomy that you can taste just by visiting your local market.

Find things to visit at the tourist website of Valencia city:
<https://www.visitvalencia.com/en>



13. Arriving in Valencia

By plane:

The Valencia airport is located in Manises, 10km far from Valencia. From the airport to Valencia:

- You can take the metro from the airport and get to the city centre in 25 minutes.
- Bus line 150: The cheapest option is taking the bus (nº150), but it will take you 45 minutes to get to the city (it takes to Central bus station (Av. Menendez Pidal) - Gran Vía Fernando el Católico - Calle Cuenca - Avenida del Cid)
- Aero Bus: This goes directly from the airport to Valencia, stopping at Avenida del Cid - Calle Bailén - Calle Angel Guimerá.
- A taxi to the city centre should take around 20-25 minutes and cost around 25-30 euros depending on the traffic.

By train:

If you get to Valencia by train you will arrive either to Juaquin Sorolla station or to Valencia Nord station, both are in the city centre.

Links:

Valencia metro [map](#)

Valencia metro [website](#)



14. Living in Valencia

Accommodation:

Florida does not have a residence in campus, or an accommodation service.

Like most of our international students, you may want to look for a shared flat in Valencia. A room in a shared flat in Valencia may cost around 250-280 euros per month. If you plan to come to Florida by public transport it might be a good idea to look for a flat near or well connected to the Estació del Nord (train station).

Transport within Valencia:

Bicycle: The most popular means of transport within the city of Valencia is Valenbisi. For 27.12 euros you can do unlimited trips for one year. www.valenbisi.com

Bus: check the network, fares and more information at:

<http://www.emtvalencia.es/ciudadano/index.php?lang=en>

Health:

Once you have found an accommodation, check where is your nearest local health centre. You will need to have the [European Health Card](#). Make sure you get it before you come.

European Health card: You must get your European Health Card before coming to Florida. Follow this [link](#) for more information on how to apply for a European Health Card



LIFE IN VALENCIA

Banks

Most of the bank branches open from 8:30 to 14:30 from Monday to Friday.

Electricity:

Standard electrical voltage in Spain is 220-240

Time

Spaniards usually have lunch between 2 and 3:30 pm and have dinner not earlier than 9 pm. Take this into account if you plan to eat in a restaurant.

Shops in the touristic areas open every day until 8 or 9 pm, shopping centers until 10 pm.

Normal opening hours are usually from 10 am to 8.30 pm.

Postal offices

Find in this [link](#) your nearest postal office

Emergency

In case of any emergency call 112.



15. Leisure and Tourism

Valencia offers a wide variety of museums, sights and tourist attractions. Just by walking around the old city, the port or the City of Sciences and Arts you will realise this city has different faces.

Find below a selection of websites where you can find useful information in English for making the most of your stay in Valencia:

- You are Valencia. Guide 2013/2014. Municipal resources for exchange students in Valencia.

Here you can find where the public libraries, sport centres, youth centres, police stations, and hospitals are. It also includes useful phone numbers, and the main cultural and touristic resources of the city of Valencia

http://www.valenciainternacional.es/guia2013/guia_estudiantes_eng/index.html

- Valencia city tourist information:

The most complete and updated tourist website about Valencia. It includes information on what to visit, what to do depending of what you like, what is going on (agenda), downloadable guides and maps

www.turisvalencia.es

- Fallas Festivals

This online leaflet contains images of Fallas, and explains the significance of this typically Valencian festival:

http://www.turisvalencia.es/Datos/EN/PDF/siente_las_fallas.pdf

- Valencian Region Tourist information:

Don't miss the chance to explore the Valencian Region. On this website you will find out about what the region has to offer, based on the type of tourism you are looking for (cultural, rural, adventure, gastronomic). It includes a calendar of events, webcams, interactive map, etc.

www.comunidadvalenciana.com

- Happy Erasmus and Erasmus Live.

Previous Erasmus students recommended to join these pages on Facebook, especially because they organize cultural visits around Valencia and trips to other Spanish cities for competitive prices.

- Valencia, incredible but true ☺ (spot): www.vlcincrediblebuttrue.com



A group of young people, including men and women, are shown from the chest up, cheering enthusiastically with their arms raised in the air. They are wearing casual clothing like t-shirts and sweaters. The background is bright and slightly blurred, suggesting an outdoor setting. The overall mood is joyful and energetic.

See you soon!

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