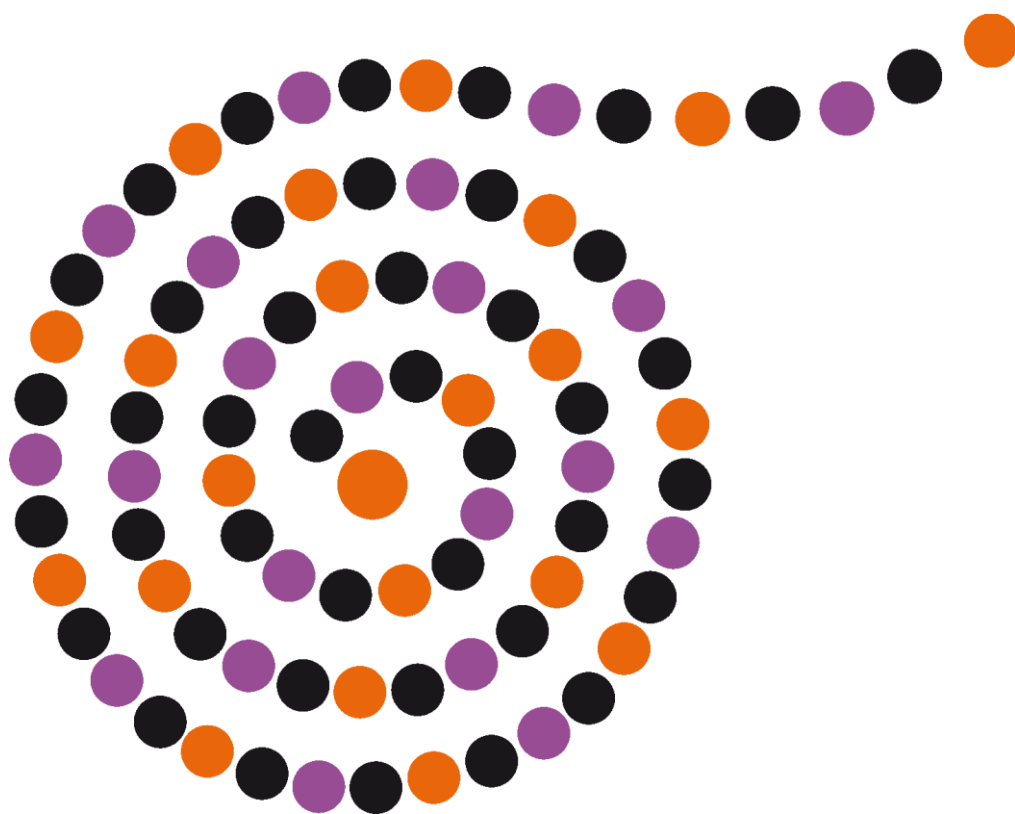




SOCIAL WORK FACULTY

COMPLUTENSE UNIVERSITY OF MADRID



INCOMING STUDENTS

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CONTACT PERSONS AT THE SOCIAL WORK

INTERNATIONAL OFFICE

Silvia Vara Penelas / Melisa López Lucena

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Online Meetings vía Google Meet with previous appointment

[Student Service Hours](#)

SOCIAL WORK VICEDEAN FOR INTERNATIONAL AFFAIRS

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ADDRESS SOCIAL WORK INTERNATIONAL OFFICE

Oficina Internacional de la Facultad de Trabajo Social – Universidad
Complutense de Madrid

Campus de Somosaguas S/N

C.P: 28223 – Pozuelo de Alarcón (Madrid)

SPAIN

SOMOSAGUAS CAMPUS MAP



ACADEMIC CALENDAR 2021-2022

Autumn semester: from 6 September, 2021 to 22 December, 2021.

Welcome 1st. year: 6 September, 2021.

Date of arrival: 6 September, 2021.

Lectures: from 7 September, 2021 to 22 December, 2021.

Christmas holiday: 23 December, 2021 to 9 January, 2022.

Examinations: 10 January, 2022 to 21 January, 2022.

Retake examinations: 20 June, 2022 to 24 June, 2022.

Spring semester: from 24 January, 2022 to 13 May, 2022.

Date of arrival: 22 January, 2022.

Lectures: from 24 January, 2022 to 13 May, 2022.

Easter holiday: from 8 April, 2022 to 18 April, 2022.

Examinations: from 16 May, 2022 to 27 May, 2022.

Retake examinations: from 27 June, 2022 to 1 July, 2022.

NOMINATIONS

UCM e-nomination procedure for incoming students is managed through moveonnet, of which our institution is user (See www.moveonnet.eu). Only information received through moveonnet will be processed.

APPLICATION DEADLINES

Full academic year (September – June): From 1 April, 2021 to 31 May, 2021

First semester (September – February): From 1 April, 2021 to 31 May, 2021

Second semester (January –June): From 15 October, 2021 to 30 November, 2021

LANGUAGE REQUIREMENTS

An adequate knowledge of the Spanish Language is required, given that classes at UCM are mainly taught in Spanish. **At least B1 Spanish level is required.**

For English courses is required **at least a B2 English level.**

For traineeship (practicum) is required **at least a B2 in Spanish level.**

SOCIAL WORK BACHELOR'S COURSES

FIRST SEMESTER / FALL SEMESTER (SEPTEMBER – JANUARY)

YEAR	CODE	SUBJECT	LANGUAGE	ECTS
1º	801850	SOCIOLOGÍA GENERAL	SPANISH	6
1º	801852	FUNDAMENTOS JURÍDICOS Y PERSONA	SPANISH	6
1º	801853	INTRODUCCIÓN A LA ANTROPOLOGÍA SOCIAL Y CULTURAL	SPANISH	6
1º	801854	BASES TEÓRICAS PARA EL TRABAJO SOCIAL	SPANISH	6
1º	801857	ESTADÍSTICA APLICADA A LAS CIENCIAS SOCIALES	SPANISH	6
2º	801861	FUNDAMENTOS DE LA INTERACCIÓN HUMANA	SPANISH	6
2º	801862	TRABAJO SOCIAL CON INDIVIDUOS	SPANISH	6
2º	801863	LA ESTRUCTURA DE LOS SERVICIOS SOCIALES EN ESPAÑA Y EN EUROPA	SPANISH	6
2º	801867	DERECHO Y ORGANIZACIÓN DEL ESTADO	SPANISH	6
2º	801864	FUNDAMENTOS PARA EL TRABAJO SOCIAL CON GRUPOS	SPANISH	6
3º	801870	ORGANIZACIÓN, GESTIÓN Y PLANIFICACIÓN DE LOS SERVICIOS SOCIALES	SPANISH	6
3º	801871	POLÍTICAS SOCIALES Y TRABAJO SOCIAL	SPANISH	6

3º	801872	LA CONDUCTA EN SUS CONTEXTOS	SPANISH	6
3º	801873	FUNDAMENTOS DE MEDICINA PARA EL TRABAJO SOCIAL	SPANISH	6
3º	801874	TRABAJO SOCIAL CON COMUNIDADES	SPANISH	6
3º	801895	SOCIAL WORK FROM AN INTERNATIONAL PERSPECTIVE	ENGLISH ONLINE	6
3º	801896	SOCIAL EXCLUSION AND INCLUSIVE PRACTICES IN SOCIAL WORK*	ENGLISH ONLINE	12

***SOCIAL EXCLUSION AND INCLUSIVE PRACTICES IN SOCIAL WORK IS RUNNING OUT IN THE FIRST SEMESTER, BUT THE MARK OF THE COURSE IS AVAILAIBLE ON JUNE/JULY**

SECOND SEMESTER / SPRING SEMESTER (JANUARY – JUNE)

YEAR	CODE	SUBJECT	LANGUAGE	ECTS
1º	801851	FUNDAMENTOS DE CIENCIA POLITICA Y DE LA ADMINISTRACIÓN	SPANISH	6
1º	801855	PSICOLOGÍA BÁSICA	SPANISH	6
1º	801856	FUNDAMENTOS DE ECONOMÍA	SPANISH	6
1º	801858	BASES METODOLÓGICAS PARA EL TRABAJO SOCIAL	SPANISH	6
1º	801859	MARCO INSTITUCIONAL [E HISTÓRICO] DE LOS SERVICIOS SOCIALES	SPANISH	6
2º	801860	MÉTODOS Y TÉCNICAS DE INVESTIGACIÓN SOCIAL	SPANISH	6
2º	801865	FILOSOFÍA SOCIAL Y DE LA CULTURA	SPANISH	6
2º	801866	INSTITUCIONES Y PROCESOS SOCIALES	SPANISH	6
2º	801868	TRABAJO SOCIAL CON FAMILIAS	SPANISH	6
2º	801869	METODOLOGÍA DE INTERVENCIÓN EN TRABAJO SOCIAL CON GRUPOS	SPANISH	6
3º	801875	DEPENDENCIA: ENVEJECIMIENTO Y TRABAJO SOCIAL	SPANISH	6
3º	801877	FUNDAMENTOS MÉDICOS DE LA DISCAPACIDAD	SPANISH	6
3º	801878	TRABAJO SOCIAL Y DIVERSIDAD SOCIOCULTURAL	SPANISH	6
3º	801879	SOCIOLOGÍA DE LAS MIGRACIONES Y DE LAS RELACIONES INTERÉTNICAS	SPANISH	6
3º	801880	COOPERACIÓN AL DESARROLLO Y TRABAJO SOCIAL	SPANISH	6

3º	801881	RELACIONES DE GÉNERO EN LA SOCIEDAD CONTEMPORÁNEA	SPANISH	6
3º	801882	TRABAJO SOCIAL DESDE LA PERSPECTIVA DE GÉNERO	SPANISH	6
3º	801883	TRABAJO SOCIAL CON LA INFANCIA Y LA ADOLESCENCIA	SPANISH	6
3º	801884	DERECHO DE FAMILIA Y MENORES	SPANISH	6
3º	801885	TRABAJO SOCIAL EN EL ÁMBITO SOCIO SANITARIO	SPANISH	6
3º	801886	TRABAJO SOCIAL EN EL ÁMBITO EDUCATIVO	SPANISH	6
3º	801887	NUEVAS FORMAS DE DESIGUALDAD SOCIAL: SOCIOLOGÍA DE LA EXCLUSIÓN	SPANISH	6
3º	801888	HISTORIA DE LA MARGINACIÓN SOCIAL	SPANISH	6
3º	801889	INTERMEDIACIÓN, PROSPECCIÓN E INSERCIÓN LABORALES	SPANISH	6
3º	801890	PSICOLOGÍA Y SALUD MENTAL	SPANISH	6
3º	801891	EL COMPORTAMIENTO EN PROCESOS GRUPALES	SPANISH	6
3º	801892	ÉTICA Y DEONTOLOGÍA PARA EL TRABAJO SOCIAL	SPANISH	6
3º	801893	TRABAJO SOCIAL Y MEDIACIÓN	SPANISH	6
3º	801894	MEDIACIÓN: UN SISTEMA DE RESOLUCIÓN DE CONFLICTOS	SPANISH	6
3º	801902	PREVENCIÓN PSICOLÓGICA DEL DETERIORO COGNITIVO LEVE Y MODERADO	SPANISH	6
3º	801897	COMMUNITY WORK FROM AN INTERNATIONAL PERSPECTIVE	ENGLISH ONLINE	18

VIRCAMP

Since 2002, a global consortium of Higher Education Institutions (HEIs) has developed high quality online courses and virtual learning material in the field of Social Work.

All courses are Collaborative Online International Learning courses. Students work together in a virtual classroom.

Professors from different partner institutions work together. They share syllabi (screen lectures, triggers, literature, assignments...). Through Vircamp our staff expands their professional horizons. They form a more globalised, complex understanding of their discipline.

Students engage in collaborative activities. This contributes to their international professional competences. The study methods are task-centred and solution oriented, based on virtual cases. International comparison is an important element. Open feedback, collaboration as well as reflection lie at the basis of our pedagogy.

Through online conferences, theme discussions and group work students and professors share experiences and learn from each other.

We have three different courses running out through the academic year (the three of them are taught in English):

1. Module 1 (M1): [Social Work from an international perspective](#). (6 ECTS). This course is taught from September to November.

In this course, the students will learn about commonalities and differences between countries in the field of social work and how these contextualise and influence living conditions. The students will explore social organisations, welfare systems and methods within social work.

Throughout the course, students will cooperate on cases that illustrate the phenomenon of poverty in a broad perspective. Students are assigned to work with challenges related to social work with elderly people, adults or children and to compare the living conditions with two other countries than their own.

2. Module 2 (M2): [Social exclusion and inclusive practices in Social Work](#) (12 ECTS). This course is taught from November to February.

The aim of social workers is to support and empower people and in that way contribute to an inclusive society. But in practice social workers can be oppressive and therefore exclude people/groups. In this course students learn to look critically to the way they put methods and theories in practice. This module will allow the student to understand commonalities and differences in terms of how societies exclude certain (groups of) people and the way social work theories and methods are suitable to deal with questions concerning discrimination; Part

of the course is a video case that allows students to put theory into practice. Because this course is open to an international student group, it offers the participants the possibility to compare practice in social work in different countries. The understanding and discussion of ethical dilemmas will be part of the contents of the course.

3. Module 3 (M3): [Community work from an international perspective](#) (18 ECTS). This course is taught from January to May.

This course focuses on theories, methods and approaches in community work from an international perspective. The course consists of several parts. One part focuses on concepts, community work theories. In the next part students are introduced to a virtual community work case and learn methods of mapping, different approaches, mobilization and participation. In the last part, students collaborate and develop a project plan based on their virtual research.

The students will learn about community work and its historic background and come to understand the risk of manipulation when community work is worked out from a top-down level. Students will learn about the advantages and power in approaches carried out from a bottom-up perspective

MINOR PROGRAMME (SPRING TERM)

As internationalisation is one of the main objectives of Complutense University of Madrid. The Faculty of Social Work plays an active role in a range of international initiatives within this context. In addition, the Faculty conducts comparative research examining different international approaches in the field of social work and social services.

As far as teaching is concerned, we offer the following [MINOR programme](#) for both local and international students to learn in English during spring term.

We offer a Minor programme (30 ECTS) in English comprising five elective courses:

YEAR	CODE	SUBJECT	LANGUAGE	ECTS
3º	801884	FAMILY LAW AND MINORS	ENGLISH	6
3º	801890	PSYCHOLOGY AND MENTAL HEALTH	ENGLISH	6
3º	801892	ETHICS AND DEONTOLOGY FOR SOCIAL WORK	ENGLISH	6
3º	801904	SOCIAL INTERVENTION: AN INTERNATIONAL AND EUROPEAN PERSPECTIVE	ENGLISH	6
3º	801894	MEDIATION: A SYSTEM FOR CONFLICT MANAGEMENT AND RESOLUTION	ENGLISH	6

1. Family law and minors

- Basic family relationships: kinship and maintenance obligations.
- Family and marriage: marriage and its effects. Matrimonial crises: separation, dissolution and nullity. Common effects of matrimonial crises.
- Parenthood. Guardianship.
- New institutions for protection of minors and the disabled: abandonment, administrative care and at-risk situations: State and regional regulations.
- The consequences of public intervention in the protection of minors: fostering and adoption, with particular reference to international adoption.
- Criminal regulation for the protection of minors.
- The minor in criminal law: The Criminal Law for Minors.

2. Psychology and mental health:

- Basic concepts. Dimensions of the problem. Contributions of basic, preventive, health and positive psychology. Models and levels of prevention. Models of wellbeing.
- Research methods and models.
- Knowledge and classification of mental disorders using the most influential manuals.
- Theoretical models of evaluation and treatment.
- Five priority areas to promote mental health and wellbeing: prevention of depression and suicide; mental health in young people and the education system; mental health in the workplace; mental health in the elderly and the fight against stigmatization and social exclusion.
- Social work as an at-risk profession. Mental health in at-risk professions. Stress and trauma. Burnout syndrome. Coping with occupational stress. Self-help strategies.
- Intervention in catastrophes and emergencies. Psychological consequences of and reactions to trauma. The role of the social worker.

3. Ethics and deontology for Social Work:

- Basic concepts of moral philosophy.
- Contemporary ethical theories and social work.
- Ethical principles of social work.
- Applied ethics and professional deontology.
- Typology of moral dilemmas.
- Conflict resolution and decision-making in social work.

4. Social Intervention: An international and European perspective:

- This course aims to integrate an international and globalized perspective in social work curriculum.
- Each week a 3 hours' seminar will be offered to the students by teachers of European and international universities about their areas of expertise always related to social work topics.

5. Mediation: A system for conflict management and resolution

- Conflict: classes and elements.
- Traditional and alternative conflict resolution systems: jurisdiction and the various forms of ADR.
- General theory of mediation: concept, principles, process and outcome.
- Mediation in the family context: family law, family mediation and family meeting points.
- Mediation in other contexts: school, community, intercultural, criminal, organizations, etc.

MASTER'S OFFERED

Social Work Faculty offers two different university Master's:

1. [Trabajo Social Comunitario. Gestión y Evaluación de Servicios Sociales](#) (*Community Social Work, management and evaluation of Social Services*).
2. [Estudios LGBTIQ+](#) (*LGBTIQ+ Studies*).

DOCTORATE OFFERED

On Social Work faculty we have two different lines of research in Doctorate Programme:

1. Social Work and Psychosocial Intervention
2. Social Services and Social Policy.

More information [here](#).

COURSES SCHEDULE

You can check the schedule for Social Work courses (degree and masters) in the following link: <https://trabajosocial.ucm.es/horarios>

Keep in mind that every degree course has 2 theoretical hours and 1 practice hour. In the schedule the non-shading part is the theory (group) and the shading part is the practice (subgroup 1, 2 or 3). *I.e. Group A Subgroup A2.*

ENGLISH COURSES IN OTHER FACULTIES

Only the students that are nominated in the UCM faculties will be able to study TWO syllabi outside their faculty (Either 2 full course subjects or 2 subjects in the first semester & 2 subjects in the second semester). However, these courses have to be from the SAME faculty different than the nominated one, *i.e., a student*

nominated to the Social Work Faculty, and the student wants to study two courses in the faculty of Psychology.

All the English courses available in the UCM:
<https://www.ucm.es/pid/grados-1>

Social Work Faculty is located in Somosaguas Campus, as Psychology, Economic Sciences and Business and, Political Sciences and Sociology. You can check the courses in the following links:

- Psychology Faculty:

<https://www.ucm.es/data/cont/media/www/pag-126896/Psicolog%C3%ADa%20-%20Grado.pdf>

- Economic Sciences and Business Faculty:

<https://www.ucm.es/data/cont/media/www/pag-126896/Econ%C3%B3micas%20Grado%20ADE.pdf>

<https://www.ucm.es/data/cont/media/www/pag-126896/Econ%C3%B3micas%20Grado%20Eco.pdf>

<https://www.ucm.es/data/cont/media/www/pag-126896/Doble%20Grado%20Derecho-ADE.pdf>

<https://www.ucm.es/data/cont/media/www/pag-126896/Doble%20Grado%20Econom%C3%ADa-RRII.pdf>

- Political Sciences and Sociology:

<https://www.ucm.es/data/cont/media/www/pag-126896/Pol%C3%ADticas%20Grado.pdf>

SPANISH LANGUAGE COURSE

Enrollment process

The only way to apply for this Spanish Course is to fill in the online application form for incoming Erasmus students at the UCM by checking the corresponding box on the form. *(Your level of Spanish must be below C1. Students whose level is C1 o C2 do not have the option to attend FREE Spanish courses at UCM)*

Spanish course content

The contents of the different levels, which are going to be taught inside our courses, will depend, to a great extent, on the placement test which students are required to do. In all of them, you will have:

- Freedom to address all your queries about the Spanish language.
- Familiar and useful vocabulary.
- Advice on how to become fluent in spoken language.
- Instruction on how to produce written text in Spanish.

- Opportunities to suggest your own topics to be discussed in class.

Course Certificate

Once the course has finished and if you have attended regularly, you will receive a certificate of the number of hours attended at the corresponding level, according to the Common European Framework of Reference for Languages (CEFR). **No ECTS credits will be given or recognized.**

In order to obtain your attendance certificate, you must have participated in 80% of the total amount of teaching hours. Therefore, ***more than two absences will not be allowed.***

SOCIAL WORK ENROLLMENT

When you arrive to our Office, you will receive a document for the enrollment. You can choose any group and subgroup of the subjects you want, just be careful with the schedules (ask for help if it's necessary). This document cannot be changed, so please be careful about the group's selection.

At UCM we do not enrol any subject that does not appear in your Learning Agreement. You can change you subjects' choice, but it has to be approved by your Sending Institution by the document 'Changes to the learning agreement' before we can enrol you.

For the enrollment **you must bring** to the International Office the following documents:

- 2 passport size photos
- A copy of your ID or Passport
- Copy of your learning agreement signed by the three parties.
- Your ERAS-number

ACTIVATION OF UCM ACCOUNT

With the Welcome Day email, it was sent your Eras-Number and a Code of activation. You will find the access the Activation of Account (with an ID) in the following link:

<https://idm.ucm.es/perl/idmActivarAuth.pl>

After selecting '*Si dispone de un código de activación*' you have to fill the following data:

Tipo doc. de identidad 

Número doc. de identidad 

Código de Activación 

Identificación Erasmus

ERAS-

Click ENVIAR (send) and then you have to choose the first part of your @ucm.es account and a password. Please don't forget your user and password! Maybe it's a good idea writing it down.

Keep in mind that all academic and Erasmus Office information will be sent to this email.

UCM STUDENT CARD

To get your Student ID (TUI-UCM) go to Santander Bank (you have a bank in Somosaguas Campus near Psychology Faculty) with the Eras-Number and your ID or Passport.

With that card students are able to access the library and get some discounts as in cinemas or museums.

Here you can find more info: <https://www.ucm.es/english/student-card>.

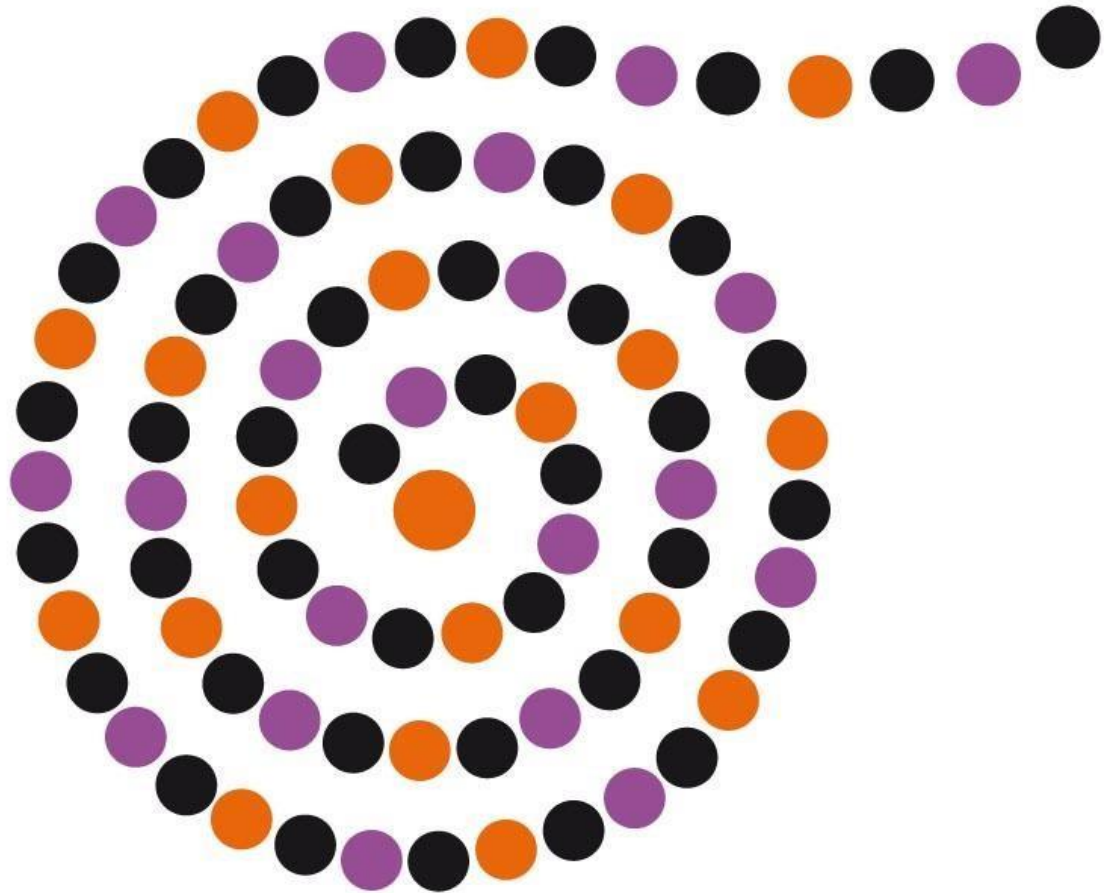


UCM GRADING SYSTEM

UCM* (numeric)	UCM (alphabetic)	Definition	ECTS Grades
10	Matrícula de Honor	Matrícula de Honor – <i>Honours Exceptional Performance</i>	A
9-10	Sobresaliente	Excelente - <i>Excellent</i>	B
7 – 8.9	Notable	Muy Bien- <i>Very Good above the average standard but with some errors</i>	C
5 – 6.9	Aprobado	Suficiente- <i>Satisfactory+ sufficient fair but with significant shortcoming</i>	D
0 – 4.9	Suspenso	Suspenso- <i>Fail More work required before credit can be awarded</i>	F+FX

#YoSoyTrabajoSocial

trabajosocial.ucm.es



Facultad de Trabajo Social
Universidad Complutense de Madrid

GUIDE RELEASED BY: AINHOA LEAL RODRÍGUEZ, MELISA LÓPEZ LUCENA AND JOSÉ IGNACIO PICHARDO GALÁN

SOCIAL WORK INTERNATIONAL OFFICE