

Madrid, Spain – WIP Universidad Complutense de Madrid

IAP Academic Notes

These IAP Academic Notes are a supplement to the [WIP Madrid Handbook](#) provided by Indiana University and contain information specific to UW-Madison academics.

Academic Year Program

Fall semester courses begin early September/beginning October as start dates vary across Reunidas and Complutense courses. Academic year students are required to take at least one Complutense course for the fall semester and two Complutense courses during the spring semester. Your other courses will be a combination of other Complutense and Reunidas courses for a total of 15 credits minimum per term.

Fall Semester Program

Students for the fall term will only take Reunidas courses. Courses in Reunidas begin early-September. Complutense courses are not open to fall-only students because the exam period takes place in January/February.

Spring Semester Program

Spring semester courses begin late January/early February as start dates vary across Reunidas and Complutense courses. In addition to Reunidas classes, spring semester students must take at least two Complutense courses. Your other courses will be a combination of other Complutense and Reunidas courses for a total of 15 credits minimum.

Reunidas Courses

The Wisconsin, Indiana, and Purdue Program in Madrid (WIP) is a member of a consortium of American universities at the Universidad Complutense Madrid (Complutense) called the [Universidades Reunidas](#). This consortium offers American students a range of special three-credit courses that are a semester in length and generally follow the calendar and curriculum of American institutions. All Reunidas classes are offered apart from Complutense courses but are taught in Spanish by Complutense professors. Your classmates in Reunidas courses are students of the other American universities who are a part of the consortium.

The Reunidas course list covers a wide range of disciplines that may include arts and philosophy, Spanish literature and language, history and the social sciences. Final course offerings are released just before the start of the semester.

[Reunidas Course Offerings and Course Descriptions](#)

Universidad Complutense Madrid Courses

Complutense courses are regularly scheduled university classes with Spanish students. Courses available to you at Complutense will be within the following three Facultades (schools). All Complutense courses must be taught in Spanish to fulfill program requirements.

A guide for navigating the Complutense website is available in the WIP Madrid Handbook. The IAP website also has a [guide to search for Complutense courses](#).

- Facultad de Filología: <http://filologia.ucm.es/>
Students take courses in Spanish language and literature in this Facultad.
- Facultad de Filosofía: <http://fs-morente.filos.ucm.es/>
Students take courses in philosophy, religion, and ethics, in this Facultad.
- Facultad de Geografía e Historia: <http://geografiaehistoria.ucm.es/>
Students take courses in geography, history, art History and music in this Facultad.

Students may apply to take courses at other Facultads in the Complutense, but they must pay for any registration fees to that Facultad upon registration. Fees vary but can be around 200Euros.

Your WIP Madrid Program Handbook will have more information on the academics with Reunidas and Complutense.

Advising Worksheet

You will complete an Advising Worksheet with your Academic/Major advisor prior to leaving for Spain. This Advising Worksheet is available in your MyStudyAbroad. You will need to research Complutense and Reunidas course listings to determine a preliminary academic plan for your time abroad. This Advising Worksheet will be used in your academic advising with the Resident Director prior to the start of the semester after you've arrived in Madrid.

Tutoring

The program provides tutoring services for students in the three Facultads listed above. This is HIGHLY encouraged. Past program statistics show that students who use the tutorial services have a higher succession rate in their Complutense courses. Most tutors are classmates or graduate students in the field. More information is provided in the WIP Program Handbook. There are no program-provided tutoring services available for students who elect to take classes outside of the three participating Facultads.

Registration

IAP will register you for a special "Study Abroad Course" for the term(s) you will be studying abroad; therefore, it is not necessary for you to register on the UW-Madison campus. This is a temporary registration, which will be converted into graded UW-Madison credit after the completion of your program.

Registration for both Reunidas and Complutense courses will take place in September in Madrid during the fall term, and late January for the spring term. It is highly recommend that students come to Madrid with courses picked out and alternate options for courses. This will make the process much smoother. The Advising Worksheet, as part of your post-acceptance documents, will be provided to the Resident Director to discuss the courses you plan to take in Madrid.

Academic registration will be an opportunity to see how another university operates. You'll find it to be different than UW-Madison. Complutense courses may have practicas, much like labs here at UW-Madison, which could include museum visits, lectures, and class presentations that take place on different days than your regularly scheduled lecture. Practica dates and times are not reflected on the course listings so when you are registering for your classes in Madrid, you'll be advised to keep this in mind so that your practicas don't conflict with your other courses.

It should be stressed that the academic year in Madrid finishes within the first two weeks of June. An early return to the U.S. cannot be guaranteed and you should be prepared to remain for your final exams. The date of a final exam should not be a reason for not taking a good course. When arranging your course schedule in Madrid, it may be an impossible demand to only take classes where the final exam ends in the beginning of June. Putting limitations on your course scheduling will limit the great classes and opportunities available to you.

Equivalents and Course Equivalent Request (CER)

Each course you take abroad must be assigned a UW-Madison "equivalent" and the grade you receive in the course also transfers back to be recorded on your UW-Madison transcript. This includes Special students (Non-UW Madison students) who may receive a different set of course equivalents once they return to their home institution. In order to establish UW-Madison course equivalents for your study abroad courses, you will submit a Course Equivalent Request (CER) through your My Study Abroad account. The deadline to submit the CER is by the end of the fourth week of classes (not including pre-session terms).

Detailed information on the UW course equivalent process that you will use through your My Study Abroad account is available in the IAP Study Abroad Handbook and in your My Study Abroad account under the academics tab.

It must be stressed that you are guaranteed to receive credit for your courses abroad; it just depends on what your UW equivalent will be. IAP encourages you to NOT limit yourself to only pre-approved courses; we encourage you to be open to all course offerings that are available to you since you are guaranteed to receive UW credit.

Spanish Equivalents

In consultation with the Department of Spanish and Portuguese, IAP has established the following guidelines for assigning course equivalents:

Spanish 223 and 224: You should make an effort to take at least one of these classes on the UW-Madison campus before studying abroad if at all possible since they provide good background. In addition, these survey level courses are difficult to find abroad. If you decide to take a survey-type course abroad, you should find out what the department teaches in the particular class and look for as close a match as possible. You should check with the Spanish Department before taking the class. If you decide to take these courses when you return to UW-Madison, you may receive credit for a more advanced literature class (e.g., Spanish 326) and then return to take Spanish 224. Students who take this route still find the survey-level classes interesting.

In order to receive a course equivalent for Spanish 224, the course should concentrate on analyzing basic literary forms, conventions, genres, and representative short texts in Spanish. Note that Spanish 224, Introduction to Hispanic Literatures, is a course that provides an introduction to reading and analyzing literary works, with special emphasis on development of oral and written skills for the discussion literature.

In order to receive a course equivalent for Spanish 223, students must complete an intermediate level class that covers issues that shape the national cultures and the cultural practices of the Hispanic world. The course should place emphasis on diversity, emergence of new imagined communities, cultural hybridity, and social movements with a historical framework. Any course (or combination of courses) considered for civilization credit should deal with a wide variety of cultural aspects, and should combine social science with study of the humanities (for example, not sociology or economics only; not art, music, or literature by themselves).

Credits

In general, courses on this program are worth 3 credits. Most courses carry a 1:1 conversion with UW-Madison courses, meaning, a 3-credit course in Madrid is equivalent to 3 credits at UW-Madison.

Limits and Load

Students are required to enroll each semester as full-time students and complete a minimum of 15 credits per term.

Pass/Fail

Please refer to the IAP Study Abroad Handbook for Academic Policies regarding pass/fail. The eligible course must be requested as pass/fail with the Course Equivalency Request in the Academics section of your MyStudyAbroad. Students on the Madrid program also submit a paper pass/fail form to the WIP office.

Grades and Grade Conversions

The grading procedures used by Spanish university faculty are different than those of many US universities. There is no grade inflation and a "C" is considered an acceptable grade in Spanish university culture. Be prepared to work hard if you want an "A" or "B." High grades are reserved for students who complete superior work in which they expand upon themes discussed in class and incorporate outside readings into exams and papers.

Make sure you understand the basis on which the professor will be assessing your work. Practices vary from country to country. Often a single final paper or examination will be the most important (or only) opportunity to demonstrate what you have learned in the course. It is highly recommended that you discuss your final grade with your professor prior to leaving the program.

The grading conversion scale for the WIP Madrid program is the following:

WIP Grading Scale for Reunidas Courses

If Grades are Reported as	If the Reunidas Grades are Reported as	UW-Madison Equivalent Grade
A+/A	9.50 – 10.09	A
A-/B+	8.50 – 9.49	AB
B	8.00 - 8.49	B
B-/C+	7.00- 7.99	BC
C/C-	6.00- 6.99	C
D	5.00- 5.99	D
F	0.00 – 4.99	F

WIP Grading Scale for Complutense Courses

Complutense Grade	UW-Madison
10.00 – 8.50	A
8.49 – 7.00	AB
6.99 – 6.00	B
5.99 – 5.00	BC
4.99 – 4.50	C
4.49 – 3.50	D
3.49 – 0.00	F

Final Exams in Complutense

It is highly recommended that you take advantage of the Revisión de examen (revision session), a scheduled time for students to meet individually with their professor to review their final exam. Individual professors set specific revision dates for each of their classes, which tend to be 1-2 weeks after the final exam. Consult the WIP Academic Manual you will receive on-site for full dates.

In case you are leaving Madrid before the official grades are going to be posted, you should meet with the professor to discuss the class work *before* leaving and let the professor know you will be gone during the revision session. This is of importance especially in the spring semester Complutense grades. Even if you think you've done well, it is still highly recommended to meet with the professor. Don't let the grades on the transcript become a surprise! It is easier to discuss a low or failing grade with the professor on-site rather than 1-2 months after the fact, especially if they will allow extra work to help the grade.

Spanish Major Notes

Specific questions concerning Spanish credit and equivalents, and requests for assistance with the Spanish Major Advising Worksheet should be directed to the appropriate [faculty study abroad liaison](#) in the Spanish Department.

UW-Madison students majoring in Spanish should keep the following information in mind:

- 1) You must take at least 15 credits of the upper level work in the Spanish major “in residence” (that means, here on campus or in programs sponsored by UW-Madison). All Spanish courses numbered 300 or above count toward this requirement.
- 2) You must take at least 6 major-level credits of Spanish at the 300 level or above while physically present at UW-Madison.

If you would like more information or clarification on the Spanish major, contact Karen Thompson, Undergraduate Spanish Advisor (klthompson3@wisc.edu).

WIP Madrid Program Handbook:

<https://overseas.iu.edu/docs/handbooks/madrid-iu.pdf>