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The following text is a translation of an extract from the "UGR Regulations on Academic Management/Reglamento de Gestión Académica de la Universidad de Granada" (pp. 38-45).

TITLE II

Recognition and transfer of credits

CHAPTER I

Recognition of credits in undergraduate degree programmes

Article 35. *Recognition of credits from other undergraduate degree programmes.*

1. *Recognition between degrees belonging to the same field of knowledge.*

Provided that the degree to which admission is sought belongs to the same field of knowledge, all credits passed in basic training subjects on the original degree programme will be subject to recognition.

2. *Recognition between degrees belonging to different fields of knowledge.*

When the original degree and the degree to be completed belong to different fields of knowledge, all credits corresponding to basic training subjects taken and passed that belong to the field of knowledge of the original degree will be subject to recognition.

3. *General considerations.*

- a) The basic training courses passed in the original degree will be recognised as basic training courses in the degree to be completed if they belong to the same field of knowledge.
- b) The other basic training courses passed in the original degree that cannot be recognised as basic training courses on the degree to be completed may be recognised as optional credits or, if applicable, as equivalent compulsory or elective courses, taking into account the correspondence between the competencies and knowledge acquired.
- c) The rest of the credits taken and passed in the original degree may be recognised on the degree to be completed, taking into account the



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correspondence between the competencies and knowledge acquired.

- d) In the case of undergraduate degree programmes that qualify students to exercise regulated professions for which the Government has established conditions to which the curricula must be adapted, the credits of modules or subjects passed that are defined in the relevant regulations will automatically be recognised and taken into account for the purposes of obtaining the degree.
- e) With regards to electives, full modules from degrees other than the original degrees and which are offered at the University of Granada will be recognised.
- f) Under no circumstances will undergraduate dissertation credits be recognised.

Article 36. Recognition of credits from master's degrees.

Applications for the recognition of credits based on studies passed in official master's degrees or specific training periods of doctoral programmes comprising 60 ECTS credits will be resolved taking into account the correspondence between the competencies and knowledge acquired in the subjects passed and those foreseen in the curriculum of the degree to be completed, or in consideration of their cross-disciplinary nature.

Article 37. Recognition based on degrees from the former university education system.

Applications for the recognition of credits based on studies passed in university degrees from the former academic system, including *arquitecto técnico* (3-year undergraduate degree in Architecture), *diplomado* (3-year undergraduate degree), *ingeniero técnico* (3-year undergraduate degree in Engineering), *maestro* (3-year undergraduate degree in Primary Teacher Training), *licenciado* (full undergraduate degree), *arquitecto* (full undergraduate degree in Architecture), *ingeniero* (full undergraduate degree in Engineering) or doctoral training periods, will be resolved taking into account the correspondence between the competencies and knowledge acquired in the subjects passed and those foreseen in the curriculum of the



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degree to be completed, or in consideration of their cross-disciplinary nature.

Article 38. Recognition of official programmes completed in foreign universities that are not subject to the international mobility regulations of the University of Granada.

Credits may be recognised for these studies taking into account the correspondence between the competencies, knowledge and number of credits associated with the subjects taken by the student and those foreseen in the curriculum, or by taking into account their cross-disciplinary nature.

Article 39. Recognition of non-official university studies (enseñanzas universitarias no oficiales).

1. For the purposes of recognition, UGR-specific programmes (*títulos propios*) approved in accordance with the Regulations for UGR-specific Programmes, or university-specific programmes of other universities are considered non-official programmes.

2. Non-official university studies will be recognised in consideration of the correspondence between the competencies and knowledge acquired in the subjects passed and those foreseen in the curriculum of the degree to be completed, or according to their cross-disciplinary nature.

Article 40. Recognition of professional or work experience.

Professional or work experience may be recognised as long as the competencies acquired correspond to the competencies inherent to the degree programme. The competencies acquired through extracurricular work placements may also be recognised.

Article 41. Credits to be recognised on the basis of professional or work experience and non-official university studies.

1. The number of credits that may be recognised based on an applicant's previous professional or work experience and non-official university studies may not exceed 15% of the total number of credits that make up the



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curriculum on the degree to be completed, with a maximum of 6 credits to be recognised for non-official university studies.

2. However, in exceptional circumstances, credits from university-specific degrees (*títulos propios*) may exceed this percentage, or may be recognised in full, provided that the corresponding university-specific degree (*título propio*) has been discontinued and replaced by the official degree for which recognition is requested.

3. The recognition of these credits will not include grades.

Article 42. Recognition based on non-university higher education programmes.

1. Those who hold a non-university higher education qualification regulated by the Organic Law of Education (LOE) in force may have credits recognised in undergraduate studies.

2. Studies will be recognised in consideration of the correspondence of the competencies, knowledge and learning outcomes between the subjects leading to the award of undergraduate degrees and the modules or subjects of the corresponding advanced technical qualification (*título de Técnico Superior*).

3. The faculties and schools shall draw up and publish tables in order to guarantee the recognition of credits, taking into account the correspondence between competencies, knowledge and learning outcomes.

4. When recognition is requested to undertake studies leading to the award of a degree providing access to the exercise of a regulated profession, the faculties and schools must verify that the studies cited adhere to the conditions required in the curricula, the successful completion of which guarantees the necessary professional qualification.

5. The grade to be included in these recognitions will be the one appearing in the certificate of the studies passed, with the corresponding weightings or the average grade of the full degree being applied, where appropriate.

Article 43. Recognition of participation in university activities.

1. Credits may be awarded for participation in the following types of



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university activities:

- a) Cultural, artistic and language training activities organised by the University or by institutions with which it has an agreement.
- b) Student representation activities proposed by the Student Council (DGE) or by the faculties or schools, services or vice-rectorates of the University of Granada.
- c) Sports activities organised through the Sports Centre (CAD).
- d) Volunteering and cooperation activities organised by the Centre for Development Cooperation Initiatives (CICODE), UGR Solidaria, faculties, schools, services or institutes, or those carried out within the framework of agreements signed by the University.

Activities that are complementary to a specific degree programme are not subject to recognition.

2. Applications based on these activities must include information on the title of the activity; the faculty/school, service or body that has proposed, organised and managed it; the dates; number of contact and online hours; credits to be recognised; justification and explanatory report; as well as the activity plan, including, if applicable, the assessment procedure or requirements for obtaining the credits requested.
3. Applications must be examined and assessed, according to their suitability with regard to the current regulations, by the person responsible for the school or faculty, service or vice-rectorate of the University, who, once the applications have been confirmed, will send them to the vice-rectorate responsible for undergraduate degree programmes.
4. The vice-rectorate responsible for undergraduate degree programmes will submit applications that meet the requirements to the UGR Undergraduate Programmes Advisory Committee and will send a report to the Governing Council with the proposal of activities that will be subject to recognition and the number of credits to be recognised per activity.
5. For each semester of the academic year, the University, through the Governing Council, will approve the catalogue of cultural, artistic, language



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competence, student representation, sports, volunteering, and cooperation activities that may be subject to recognition in undergraduate studies, as well as the number of credits to be recognised for each of them.

6. The number of credits recognised for these activities will be subtracted from the optional credits foreseen in the corresponding curriculum.
7. Recognitions carried out under this procedure will not include grades.
8. University activities may only be recognised provided that they have been carried out simultaneously with the studies of the curriculum corresponding to the academic record for which recognition is requested.

Article 44. Credits to be recognised for participation in university activities.

Up to 12 credits may be awarded for participation in university cultural, sports, student representation, volunteering, and cooperation activities.

Article 45. Recognition for the accreditation of language competence.

1. Accreditation of language competence at levels higher than those required for each degree programme may be recognised, at the rate of 2 credits for each level of the same language.
2. When the language is different from the language used to fulfil the language accreditation requirement of the degree programme, credits can be recognised for a B1 level or higher.
3. Up to a maximum of 6 credits may be recognised for accreditation of language competence, as indicated in this article.

CHAPTER II

Recognition of credits in official master's degree programmes

Article 46. Recognition of credits.

In official master's degree programmes, the following may be recognised:



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1. Subjects or courses related to the master's degree programme, depending on the correspondence between the competencies and knowledge associated with the courses that have been passed and those foreseen in the curriculum of the degree to be completed.
2. Credits taken as part of a non-university higher education programme regulated by the Organic Law on Education (LOE).
3. Official programmes undertaken in foreign universities that are not subject to the University of Granada's international mobility regulations, taking into account the correspondence between the competencies, knowledge and number of credits associated with the subjects previously taken by the student and those foreseen in the curriculum to be completed, or by assessing their cross-disciplinary nature.
4. Credits taken as part of non-official university studies (*enseñanzas universitarias no oficiales*), as well as accredited professional or work experience, provided that this experience is related to the competencies inherent to the degree.
5. The number of credits that may be recognised based on an applicant's previous professional or work experience and non-official university studies may not exceed 15% of the total number of credits included in the curriculum, with a maximum of 6 credits to be recognised for non-official university studies.
6. Notwithstanding the above, in exceptional circumstances, credits from university-specific degrees (*títulos propios*) may exceed this percentage, or may be recognised in full, provided that the corresponding university-specific degree has been discontinued and replaced by the official degree for which recognition is requested. To this end, the validation report (*memoria de verificación*) of the new curriculum that has been proposed and submitted for verification shall state this circumstance and shall be accompanied by the curriculum design related to the university-specific degree.
7. Under no circumstances will master's dissertation credits be recognised.

Article 47. *Criteria for the resolution of applications.*



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1. Only courses at the same or higher level of education will be accepted for credit recognition.
2. In the case of applications for the recognition of credits between official master's degrees that qualify students for the exercise of regulated professions, for which the Spanish Government has established the conditions to which the curricula must be adapted, the credits of the modules passed by the student and defined in the corresponding regulations will be recognised. If a specific module has not been passed fully, subjects or courses will be recognised according to the competencies and knowledge associated with them.
3. In the case of master's degrees that are in the process of being discontinued due to the implementation of new curricula, credits in the new degree will be recognised in accordance with the provisions of the adaptation table included in the corresponding validation report of the master's degree in question.
4. In general, whenever the curriculum contemplates the possibility or need for work placements, the recognition of credits for professional or work experience will preferably be applied to this type of subject.
5. Previously recognised credits from another university or degree may not be recognised, without prejudice to the recognition of what has actually been studied.

Article 48. Studies carried out in joint master's programmes at a national or international level within the framework of agreements signed by the University of Granada.

In the case of national joint programmes, the calculation of the academic results obtained shall be governed by the provisions of the respective regulations and agreements.

In the case of international joint programmes, the academic results obtained will be calculated in accordance with the International Student Mobility Regulations of the University of Granada and, in a complementary manner, with the corresponding agreement and the learning agreements signed by



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the students and the faculties or schools of the home and host universities.

CHAPTER III

Credit transfers

Article 49. *Credit transfers.*

All credits obtained in official programmes previously taken and passed at the same university or at another university which have not led to the award of an official degree, and whose recognition or adaptation is not requested or is not possible in accordance with the above criteria, shall be included in the academic transcript of each student.