



Universidad de Jaén

Vicerrectorado de
Internacionalización

FAQs COVID-19 UJA

1. OUTGOING MOBILITY STUDENTS

As a general principle, please inform the Vice-Chancellor's office for Internationalization at secrel@ujaen.es of any changes in your location, so that we know where you are and are able to help if necessary.

1.1. My host university has closed and is offering online classes. Should I return? Can I return to Spain and continue with my host university classes online?

As for possible **returns**, either of our students abroad or of international students currently studying at UJA, the decision is ultimately up to the interested party, depending on his/her personal situation and the instructions received from their home/host authorities. At UJA we will do everything possible to ensure the minimum academic impact whether the student stays in Jaén or returns to his/her home country, by including **online teaching methods** and **flexible assessment methods**.

1.2. What happens if my host university, in addition to closing the campus, does not offer online classes? Could I stay there and wait for the campus to reopen for face-to-face classes?

See answer to 1.1. Among the options, you can stay at your host destination knowing that, if your host university does not reopen before the end of the mobility period, you will not be able to apply for the recognition of credits from your mobility. **In case you decide to return to Spain**, we recommend contacting the Spanish consulate in your host country to learn about possible restrictions on movement and borders.

1.3. What steps should I follow to cancel my Erasmus+ mobility?

If your cancellation is finally processed, you will not be able to activate it again. Students who decide to suspend their international mobility and continue with their activities at the University of Jaén must immediately communicate their return to the International Relations Office at secrel@ujaen.es, for their due acknowledgement, and carry out the necessary administrative procedures to revert their status as an Erasmus+ beneficiary. If you wish to continue with the academic achievement of your Erasmus+ mobility (either physically in Spain or in the destination country), please see 1.1 and 1.5.

1.4 I would like to go back to Spain, but my host university won't give me any information. Whom can I ask at UJA?

If you are not contacted by your host university, nor by your host academic coordinator, nor by their International Relations Office, please contact us at **secrel@ujaen.es**. You can always contact UJA, as we are available to help you in these circumstances.

1.5. Do I have to return my scholarship if I go back to Spain?

If you return to Spain, and the **force majeure clause** applies, you will not have to return any amounts already received as a scholarship. In any case, the expenses incurred and justified during the time you stayed in your country of destination would be covered, in the case of resignation. If you decide to return to Spain and continue with your academic performance in your host university through online means, the latest communication from the Spanish Service for the Internationalisation of Education (SEPIE, 19 March) in this regard states that "participants will have the right to receive the scholarships corresponding to the effective period of the activity that is finally carried out (in person or at a distance)".

1.6. What does "force majeure" mean? I'm afraid of losing my scholarship allowance

The **force majeure clause** means that mobilities must be interrupted for reasons beyond the student's control, implying that their stay must be suspended. **The COVID-19 pandemic is considered force majeure**, in cases where the host institution interrupts teaching, or circumstances occur that make it impossible for students to complete their mobilities under normal conditions. It is especially

considered a cause of force majeure in areas classified by the Spanish National Erasmus+ Agency (SEPIE) as being at risk. This cause applies if the stay has not exceeded the minimum financing, or if it has not been possible to start, but expenses have been incurred. From the Internationalization Office we will always contact the Spanish Service for the Internationalization of Education about the issue, and will help you to duly justify the expenses in which you have incurred.

1.7. Can UJA pay for my return ticket? I can't afford it now; flights are too expensive.

From its own funds, UJA cannot pay for air tickets for students, although it can try to justify this extraordinary expense as a **cause of force majeure** to SEPIE. All these expenses must be justified once they have been made, and whether or not they are recognized as force majeure will be determined later.

1.8. My family was very scared and I came back to Spain. I'd like to find out what to do. I would like to know if UJA has a solution for us. If my host university organizes online classes, can I follow them from here in Spain?

If your return to Spain is transitory, and you do not formally cancel your mobility, you will continue to be a student at your host university until the end of the initially established mobility period. However, if your host university, once the current situation changes, restarts the presential teaching, they may ask you to return to continue with your regular courses abroad. In any case, the European Commission is urging the different European Erasmus+ National Agencies to "**apply the maximum level of flexibility to ensure that such [virtual, online] activities are properly recognised, as set out in the relevant Learning Agreements**".

If your host university guarantees NON-PRESENTIAL teaching until the end of your stay, and allows for NON-PRESENTIAL assessment, UJA will recognise the subjects that your host university certifies as passed.

1.9. When I'm at my host university, who tells me what to do?

Your host university should give you instructions during your stay there. We recommend that you inform your academic coordinator at UJA of any **academic**

instructions you may receive from your host university. Your host university is the one that knows the local situation in detail.

1.10. I was on studying abroad as an Erasmus+ student, but when I learned about the current situation I decided to return to Spain. I want to go back to study at UJA. What should I do?

To rejoin the UJA follow the **extraordinary procedure indicated in 1.3** (secrel@ujaen.es). As long as you do not make the explicit communication of resignation, you will continue to be a mobility student and will not appear in the ordinary records of local students without mobility. Once you have completed the required procedures, you will appear in the charts of your elected courses at UJA.

1.11. I am completing an internship and my company has cancelled the activity until April and has recommended us to go home. But Spain does not accept flights from my country of stay. Is there a protocol of action by the UJA for these cases?

UJA does not have the power to repatriate. This is an aspect that depends on the Ministry of Foreign Affairs, the European Union, and therefore on the Spanish Embassies and their consular offices. We recommend contacting the nearest Spanish consulate, and if necessary confirm if there are restrictions on borders and airlines. **If it is your decision to return to Spain** but you are not able to manage your trip in consideration of the current restrictions, please indicate this to us at secrel@ujaen.es and through the form that will soon be sent from SEPIE with the intention that, if it is technically feasible and depending on the current limitations, coordinated return actions could be carried out under the protection of the Spanish consular authorities.

1.12. I am doing an Erasmus+ internship and the company has closed due to the COVID-19 pandemic. Do I have to extend my stay? Would my financial aid be extended? If I go back now, do I need to return the money I spent?

No changes may be made to the terms and conditions of your internship, unless expressly authorized by the company. In case of extension of your stay, the Spanish Service for the Internationalization of Education will authorize the extension of the period, but will not increase your grant. In the case of interruption of

your stay due to force majeure, such as the company closing down, UJA will process the return to your home Faculty (see 1.3) and the force majeure will be referred to SEPIE so as not to have to return the money received while the scholarship was being carried out.

2. INCOMING MOBILITY STUDENTS

2.1. I am an incoming mobility student. If I return to my country, will I be able to continue my online classes and receive my Transcript of Records without returning, even if UJA resumes its presential classes?

If you return to your home country, and the **force majeure** clause applies, in principle you will not have to return your full scholarship (please bear in mind that your financial allowance is managed by your home university). In principle, only the expenses incurred and justified by the time actually spent at UJA would be covered in **the case of resignation. If you decide to return** to your country of origin and continue with your academic achievement at UJA through **online means**, the latest communication from the Spanish Service for the Internationalization of Education (SEPIE, 19 March) in this regard states that "participants will have the right to receive the scholarships corresponding to the effective period of the activity that is finally carried out (in person or at a distance)".

2.2. I have decided to return to my home country because of the current situation. I would like to know how to cancel my registration at the UJA, since I don't think I can return to finish my subjects. What should I do next?

Please inform us at secrel@ujaen.es and attach any plane, bus or train tickets that can justify your return.

2.3. I have decided to finish my semester period at UJA by online means (or in person, if the situation changes in the coming weeks). Can you confirm that the officially stipulated examination dates will be maintained?

Although in the present state of exception we cannot confirm or assure that there

will be no changes of an academic nature, for the time being we are not considering delaying the teaching period or the dates stipulated for the exams, especially when, as specified in 2.1, the academic activity has not been strictly interrupted, but has been adapted to the online methodology insofar as the current restrictions of the state of exception do not allow a return to the face-to-face classes.

2.4. Regarding the current semester at the UJA, I need guarantees regarding online teaching support and, if necessary, the final online evaluation. What is the official position of the UJA in this regard?

Online teaching support during the current semester **is guaranteed until the end of the semester**. As for the **final evaluation** in May-June (ordinary call) and June-July (extraordinary call), this will be carried out by face-to-face or online means, **depending on how the situation** evolves until then.