United Language Programme

Granada

Spain
Spanish is one of the most spoken languages in the world and its importance is quickly emerging in many sectors, including business, education, economy, etc. However, although the demand to learn Spanish is increasing, most conventional language courses led in Spain may not meet the needs of the people trying to understand Spanish language and culture completely. Due to the necessity of launching a new educational initiative, UniProjet has created an innovative project.

‘United Language Program’ (ULP) aims to provide quality education with personalised attention. Its unique objective is to teach the art of communication by combining linguistic training with cultural activities considered essential to understanding Spanish language and culture in a global way.

All phases of ULP are not only controlled and assessed on a regular basis, but all students will be personally attended to, from their arrival at the airport to their return, so they will share an unforgettable experience with us in Spain.
WHY INVEST YOUR TRAINING IN GRANADA?

Granada is one of the best places where you can invest in academic training. The settlements among Muslim, Christian and Jewish cultures for centuries have made Granada one of the most special places in Europe, characterised by many heritages such as the Alhambra palace, the Granada Cathedral, Flamenco (gypsy dance), Sacramonte (gypsy caves) and many other monuments.

The University of Granada, founded in 1531, is one of the oldest academic institutions in Europe and continues a long teaching tradition, the roots of which can be traced back to the Madrasahs of the last Nasrid Kingdom. The university provides a vibrant and diverse student population, lending a lively atmosphere to the city. The collegiate environment will undoubtedly provide you with many opportunities to develop and improve your training in language and culture.

You can also benefit from the distinctive beauty of Granada’s environment and its privileged geographical location, due to its proximity to the Sierra Nevada, an excellent ski resort, and the Mediterranean coast, which provides several major touristic sites such as Almuñecar and Salobreña.
Mrs. Fatima Dahbi (French)

Ms. Dahbi is the founder and General Manager of UniProjet and general coordinator of the ULP programme. A native of Strasbourg (France), she has been living in Andalusia since graduating from University in September 1999.

After different job experiences that didn’t fulfil her professional expectations, she decided to create her own professional project. So in October 2002, she launched “UniProjet Placement & Training Agency in Europe www.uniprojet.com”.

Ms. Dahbi has the following degrees:

- Degree in Foreign Languages applied to Translation (June 1998, University of Strasbourg II, France),
- BA in Foreign Languages applied to International Economy & Trade (Sept. 1999, University of Nice, France),
- Master’s Degree in International Cooperation for Development in the fields of Education, Culture & Science (Jan. 2006, Distance University of Madrid, Spain),
- Master’s Degree in International Economy & Globalisation, specialisation in Human Resources and International Competitivity (Sept. 2011, University of Grenoble II, France)
Mr. Ismael Muñoz (Spanish)

Mr. Muñoz was born in Granada. He joined UniProjet in October 2006 and he is in charge of the cultural programme coordination, monitoring and teaching.

He has a degree in International Cooperation Projects and a specialisation in Social Education.

At ULP, he is in charge of students’ cultural and social integration.
Mrs. Jeong-a Hong (South Korean)

Ms. Hong was born in Seoul, South Korea; she specialised in Spanish from Daewon Foreign Language High School in Seoul. After finishing a Spanish language course in Salamanca, she moved to Granada and obtained a BA in Tourism Management and a degree in Translation and Interpretation (Feb, 2008, University of Granada), the most prestigious translation program in Spain.

She has worked in the travel agency for over two years and collaborated with numerous companies, such as Worldwideweb, Hogarth, etc, as a translator and proofreader for more than 5 years. Currently, she works as a translator and terminologist for Inditex Corporate.

Ms. Hong decided to participate in the ULP project as a coordinator facing the shortage of good quality education in Granada. In addition to teaching, she is responsible for the management of Quality Control” of the ULP programme.
Ms. Ieva Skabarniece (Latvian)

Ms. Skabarniece is graduating from the last course in Business Administration at Institute of Information Systems Management (ISMA) of Riga (Latvia). And in June 2014, she will get her BA degree in Business Administration.

In 2012, she obtained the degree in Trade Management from ISMA University.

From January to May 2014, she has been successfully collaborating with the ULP programme in the field of an international campaign promotion and development.
To ensure we can provide personalised education, each month, ULP admits a maximum of 30 students, (divide in three groups) aged 18-50 and from different nationalities;

The class always begins on the first Monday of each month. If the number of applicants exceeds 30 persons, students will have to apply to the program for the following month;

The first month’s program is compulsory. After completing this program, students can continue on a fortnightly basis;

Every Friday there is a test;

Class attendance is mandatory and critical to ULP;

Students who miss more than 15 hours (3 days) of class without any explanation will not earn the completion certificate;

Cultural activities during the first month are obligatory;

There will be individual language tutoring provided to students once a week.
ULP CONTENT

Arrival & departure days
- Private coaching airport transfer service in Granada or Malaga airport
  (In case of Malaga Airport, recommended arrival date: on Saturdays before 16h)
- Private coaching taxi service from Granada centre to the accommodations

Accommodation:
- in Spanish family home stay with full board (single room, breakfast, lunch, dinner, laundry)
- in well-equipped and well furnished apartments shared with other students or in studio (this option is recommended for students over 22 years old and it doesn’t include meals)

Local transportation in the city

Civil and health private insurance (only 1st month)

Going away dinner in a prestigious and gastronomic Andalusian restaurant, to celebrate the end of the programme

CD containing photos of activities during the programme
LANGUAGE TRAINING:

Courses:

- All the courses are supplied with pen, notebooks & files, grammar book & textbook and all the didactic material required for the training;

- The courses are orientated to the understanding of the modern Spanish society and Civilisation, at the European and international levels, through the study of its history, politics, economy, litterature, cinema, medias, and so on...

- Completion certificates with the correspondent European level: A1-A2, B1-B2, C1-C2;

- Professional visits to companies, industries & meetings with professionals.
CULTURAL TRAINING

City tour & sightseeing:

- **Granada**: guided tours of the Alhambra, the Cathedral and Royal Chapel, the Sacromonte Abbey, the Museum of the Andalusian Memory, Parque de las Ciencias- Science Museum, Flamenco show;

- **Seville**: daytrip including guided visits to three paid monuments and sightseeing around the city, lunch and connection with Cordoba city with private coaching;

- **Cordoba**: overnight trip including guided visits to three paid monuments and sightseeing around the city, hotel, breakfast and lunch.

Social life:
Cinema, theatre & concerts, Alpujarra tour with private coaching, trekking and hiking, Sierra Nevada (ski resort in winter), beach tour with lunch (fish and sangria in summer), fitness club voucher and bicycle rental.
ONE MONTH PROGRAMME SCHEDULE

Mornings from Monday to Friday
08h30 to 12h30:
➢ Grammar, listening skills, reading skills, writing skills, translation & communication skills

12h45 to 13h45:
Culture & Spanish Civilisation

Afternoons from Monday to Friday
16h30 to 19h30:
Organized cultural activities around the city (groups of 3 people)

Week-ends:
organized & guided cultural visits around Andalusia (all the group together)
FROM THE SECOND MONTH (on a fortnight basis)

Mornings from Monday to Friday:
08h30 to 12h30: grammar, listening, reading, writing & communication
12h45 to 13h45: Culture & Spanish Civilisation

Afternoons from Monday to Friday (optional)
Extra complementary cultural visits and activities:

Week-ends to Madrid, Barcelona, Paris, Lisbon
(optional for those who wish these visits can ask more info° and budgets)
CANDIDATES PROFILES

Age from 18 to 50 years

University students

Teachers and professors who want to improve their Spanish

Managers, executives and businessmen

Human resources agents

Board of trade

All who are interested in Spanish language, Culture & Civilisation
APPLICATION REQUIREMENTS

Application & enrolment formularies

CV or resumé with new photo

Presentation letter (explain please the reasons why you wish to take part to our programme)

Personal contact: phone number & email address

Bank receipt of payment

Flight number, date and time

*Important info: you must send us your flight information minimum 3 weeks (minimum) before the departure for private coaching airport transfer

All these documents should be sent by email.
PRICES & ENROLLMENT

A- ONE MONTH PROGRAMME
4 weeks, 100 training hours

- 80 hours language lessons + 20 hours Culture & Spanish civilisation lessons + pedagogical material + books + certificates and CD
- Paid cultural visits and activities in Granada, Sevilla and Cordoba
- Accommodation with families including single room, breakfast, lunch, dinner, laundry or apartments
- Local transportation + airport transfers + private insurance

Option A1: 3003€ per person, based on full board accommodation
Option A2: 2700€ per person, based on accommodation in well equipped and furnished apartment or studio (meals are not included in this price).

B- : FROM THE SECOND MONTH ON A FORTNIGHTS BASIS
2 weeks, 50 training hours

- 40 hours language lessons + 10 hours Culture & Spanish civilisation lessons + pedagogical material + books
- Cultural visits and activities in Granada
- Accommodation with families including single room, breakfast, lunch, dinner, laundry,
- Local transportation + airport transfers + private insurance

Option B1: 956€ per person, based on full board accommodation
Option B2: 811€ per person, based on accommodation in well equipped and furnished apartment or studio (meals are not included in this price).
PAYMENT METHODS (MONEY TRANSFER)

Bank name & address: La Caixa Alminares, Avenida Pablo Picasso nº26 - 18006 Granada, Spain.

Account title: UNIPROJET C.B - CIF: E-18693879
IBAN code: ES45 2100 2290 2302 0020 0295
SWIFT code: CAIXESBBXXX

Concept to add: Candidate’s name & surname + ULP programme

Applicants must notify us of the payment and the name of the applicant by email at info@uniprojet.com.

All admittants will be notified via e-mail

Installments
1st payment: 50% to pay when you apply to the programme
2nd payment deadline: 50% to pay 2 weeks before the arrival day
CONTACTS

UNIPROJET C.B - CIF: E18693879
C/ Fontiveros nº 31 – Local 8
18008 Granada - Spain

Phone numbers:
(+34) 958 183 151 - (+34) 671 94 59 97

E-mail: info@uniprojet.com

Skype: uniprojetcb.fatima

Contact person: Fatima Dahbi
General terms & conditions

UniProjet’s ULP educational and training programme is aimed at helping the candidates to improve and to strengthen their language, cultural and social skills & competences.

These terms and conditions constitute an integrated part of ULP programme and are subject to change at any time.

1- Candidate’s personal data and information
- The candidate assures that the main objective and intention of his/her enrolment to the ULP programme are to improve and strengthen his/her general professional and/or academic profile thanks to the acquisition of new language, cultural and social skills/competences.
- The candidate assures that all the information written in the application form, as well as in the attached documents, are correct and true. Any false or misleading information or intention may terminate the participation to the programme and fees reconsideration will be declined.
- All the information and personal data written in the application or communicated to UNIPROJET C.B by the candidate will be treated and processed confidentially and with the only purpose of the registration in the internal data basis of UNIPROJET C.B. For any modification or correction of the personal data, please send an e-mail to UNIPROJET C.B at info@uniprojet.com.

2- Application, enrolment, cancellation or withdrawal
- The candidate certifies that he/she won't modify the dates of his/her application without informing UNIPROJET C.B and will await for UNIPROJET’s confirmation and approval.
- Once the candidate has received the confirmation from UNIPROJET C.B that the application has been admitted, he/she will dispose of 9 days to confirm his/her enrolment to the programme by transferring the first payment of the total duration period of the selected option (page 17).
- In case the candidate decides to cancel or withdraw his/her enrolment without any valid reason or explanation, and after the payments have been transferred to UNIPROJET C.B and the flight tickets already booked, then no fee refunding will be considered by UNIPROJET C.B.
- In case the candidate decides to cancel or withdraw his/her application, after the first payment was transferred to UNIPROJET's bank account but the flight tickets not confirmed yet, then 40% of the total amount of the first payment will be refunded to the beneficiary.
- In case the trainee must interrupt and leave the training programme, due to valid reasons or serious personal circumstances, the certificate will be issued for the corresponding skills and competences reached at the moment of the departure. If applicable, the trainee will be able to reintegrate the programme at any moment of the 2 following years in order to complete the programme.

3- Respect of the training programme rules and conditions
- Enrolment to ULP programme will completely confirmed after reception of the CV + photo, presentation letter, flight booking form, the 1st payment bank certificate.
- The candidate will be in charge of the travel costs until Málaga or Granada airports. Then, UNIPROJET C.B will be in charge of the transfer until the candidate’s accommodation in Granada city.
- The candidate certifies that he/she will respect the terms and conditions of the ULP programme.
- In case the trainee is missing more than three days, without a valid reason, UNIPROJET C.B won’t award him/her with the corresponding certificate.

4- Insurance and liability during the programme
- Neither agents, operators or UNIPROJET C.B will be held in any way responsible for any accident, damage, illness, loss of personal effect or changes in personal circumstances before, during or after the participation to ULP programme.
- During the first month in Spain, the trainee will be insured and covered by UNIPROJET C.B travel & education insurance. After the first month programme, the candidate will be in charge of her/his personal and third-party insurance; you can ask for more information to UNIPROJET C.B.
- European candidates must bring their personal EU health card
- In case the Spanish or European law is violated by the student or show an undisputable breach of ethics, UNIPROJET C.B reserves the right to cancel and expel the student from the programme.

5- Prices & payments
- The prices of the ULP programme are written on page 18. The candidate must calculate the total amount of the length of his/her programme and add it on the application form. All prices (courses, activities, accommodation, material, etc.) already include VAT if applicable.
- The payments must be transferred to UNIPROJET C.B bank account, number: ES45 2100 2290 2302 0020 0295, as indicated on page 18. Invoices are issued for each payment.
- The first payment which corresponds to 50% of the total period of the selected option must be transferred to UNIPROJET C.B along with the application form.
- The second payment must be transferred 3 weeks before the arrival day and a confirmation must be sent to UNIPROJET’s e-mail.

These terms and conditions are governed by Spanish Law and are subject to the exclusive jurisdiction of the Spanish Courts.
I. PERSONAL DATA & INFORMATION

Name & first name: 
Permanent address: 
Permanent telephone: 
E-mail: 
Nationality: 
Date of birth & place: 
Driving Licence: 
Profession/ job/ position: 
Civil status: 

II. EDUCATION & TRAINING

Latest diploma or degree obtained: 
Name of the School/ University/ Education Center: 

III. FOREIGN LANGUAGES

Mother tongue(s): 
(for each foreign language, please write if your level is high, intermediate or low)

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<tr>
<th>Foreign language 1</th>
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<th>Foreign language 3</th>
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IV. COMPLEMENTARY INFORMATION

Have you ever experienced such a programme abroad? (For how long):

Do you have any health problem or allergies (animals, pollen,...) that we should be informed about for the good running of your training programme:

Do you have any food restrictions or limitations (vegetarian, vegan, gluten, religion, milk products,...) in order to inform your guest family about how to prepare your meals:

Tell about your hobbies & normal activities during your free time:

Telephone numbers of your relatives or friends to contact in case of need or emergency and during your programme in Spain:
Enrolment form – part 2/2

Name & first name: ……………………………………………………………………………………………………………………………………………………………………………………………

1- Write your ULP option (see page 17): ………………………………………………………………………………………………………………………………………………………………………

2- Total duration in weeks of your training programme: ……………………………………………………………………………………………………………………………………………………………

3- Previewed arrival & departure dates in Spain: ……………………………………………………………………………………………………………………………………………………………

4- At which airport do you need to be welcomed (Granada or Málaga): …………………………………………………………………………………………………………………………………………………

5- Total amount in euros of your programme (see page 17): ……………………………………………………………………………………………………………………………………………………………

6- Date of the first instalment: ………………………………………………………………………………………………………………………………………………………………………

(Remember: the application is effective after the first payment is done and proof of it is the scanned copy of the bank certificate)

7- Previewed date of the second instalment: ………………………………………………………………………………………………………………………………………………………………………

(remember: the enrolment is effective after the second payment is done and proof of it is the scanned copy of the bank certificate)

8- Are the following documents attached to your application (yes/no):

☐ CV or resumé with new photograph: ……………………..

☐ Letter of presentation explaining the reasons why you are applying to ULP programme: ………………………

☐ Bank certificate for the 1st payment/instalment: ……………………..

☐ Bank certificate for the 2nd payment/instalment: ……………………..

I herewith certify that all the information mentioned above is true and correct. I sign my application form and certify to send it send signed by e-mail at info@uniprojet.com.

Place ……………………….. Date: …………………………………………………2014

Signature:

………………………………….