How to Find Courses, Syllabi and Timetables in the Complutense Webpage

Please follow the steps below to find courses within the 3 Facultades (schools) that have an agreement with the WIP program (Filología, Filosofía and Geografía e Historia).

Note: WIP students must take their Complutense courses within those Facultades (with exceptions). All Complutense classes taken by WIP students count for 3 credits.

Classes in Filología:

Go to the Complutense Home Page: **www.ucm.es**
- Under the heading on the left UCM click on Centros
- Then, click on Facultades
- Click on Filología

Syllabi (Programas):
- When the Filología page opens up, on the left hand side under the section heading Alumnos click on Clases.
- After clicking on Clases, click on Programas

A list of the different Programas de Grado degree programs will appear. Advisors and students are encouraged to browse through courses in several majors, not just in Grado en Español, because some Grados which in principle seem to be unrelated to the student needs may have some courses within the degree program which offer a good option to fulfil student requirements.

- Once inside the Programas de Grado degree major you have clicked on, there is a list of all of the classes from Curso 1 (first year) to Curso 4 (fourth year) for this degree.
- Click on the class you are interested in. Not all of the classes on the list have a syllabus online, but many do. Also many will have the schedule for lectures and the semester the class is given posted here.

Schedule of Classes (Horario):
Class schedules are available for the upcoming academic year online usually by July. Until then the timetables that are posted are for the current year, and will change prior to your arrival.

- When the Filología page opens up, on the left hand side under the section heading Alumnos click on Clases.
- After clicking on Clases, click on Horario de los Grados

Two different lists will appear:
- On the left, Horarios de los Grados is the schedule of regular classes and lectures.
- On the right, Horarios de las Actividades Formativas is the schedule of mandatory labs and discussion groups for each class.

When planning your schedule you will need to find the schedule for both components of your class.

Classes in Filosofía:

Go to the Complutense Home Page: **www.ucm.es**
- Under the heading on the left UCM click on Centros
- Then, click on Facultades
- Click on Filosofía

Syllabi (Programas):
- When the Filosofía page opens up, on the left hand side under the section heading Estudiar, click on Grado.
- Under Curso 2012-2013 (or updated academic year if available) click on Grado Filosofía
- On the right, click on the icon that looks like a calendar.

On the page that opens up there is a list of all of the classes in this degree: Curso 1 (first year), Curso 2 (second year), Curso 3 (third year) and Sin Curso Definido (electives). Click on the class you are interested in. Not all of the classes on the list have a syllabus online, but many do. Also many will have the schedule for lectures and the semester the class is given posted here.
If that does not work then:
When the Filosofía page opens up, on the left hand side under the section heading Estudiar, click on Grado.

- Under Curso 2012-2013 (or updated academic year if available) click on Grado Filosofía.
- In the box on the center of the page that opens click on Detalles de la Titulación.
- To the right another menu will open up. Click on Estructura del plan.
- Scroll down the page to the section Guías docentes de las asignaturas and click on the link Programas de las asignaturas 2012-2013 (or a more recent academic year, if available).

On the page that opens up there is a list of all of the classes in this degree: Curso 1 (first year), Curso 2 (second year), Curso 3 (third year) and Sin Curso Definido (electives). Click on the class you are interested in. Not all of the classes on the list have a syllabus online, but many do. Also many will have the schedule for lectures and the semester the class is given posted here.

Schedule of Classes (Horario):
Class schedules are available for the upcoming academic year online usually by July. Until then the timetables that are posted are for the current year, and will change prior to your arrival.

- When the Filosofía page opens up, on the left hand side under the section heading Docencia click on Programas Asignaturas. In this section you will find information on the Horarios de las clases (schedule of classes).
- After clicking on Programas Asignaturas, under the section Asignaturas, horarios, aulas click on Grado.

Classes in Geografía e Historia:

Go to the Complutense Home Page: www.ucm.es

- Under the heading on the left UCM click on Centros
- Then, click on Facultades
- Click on Geografía e Historia

Syllabi (Programas):

- When the Geografía e Historia page opens up, on the left hand side under the section heading Estudios, click on Grado.
- There you will see a list of Estudios de Grado (the different Grado degree majors in this Facultad). To the right of this list you will see another list of these degrees with Guía Docente following them.
- Click on Guía Docente for the Grado you are interested in to open up a pdf document with all of the syllabi and other information.

If these links do not work, there is another way to access the syllabi:

- Under the section heading Estudios, click on Grado.
- Instead of clicking on the links to the right, enter into the Estudios de Grado degree you are interested in.
- The page that opens will have an icon Guía Docente at the bottom of the page. Click on that to open the syllabi.

If that does not work then:

- Under the section heading Estudios, click on Grado.
- Instead of clicking on the links to the right, enter into the Estudios de Grado degree you are interested in.
- In the text box on the center of the page that opens click on Detalles de la Titulación.
- To the right another menu will open up. Click on Estructura del plan.
- Scroll down the page to the section Guías docentes de las asignaturas and click on the link.

Schedule of Classes (Horario):
Class schedules are available for the upcoming academic year online usually by July. Until then the timetables that are posted are for the current year, and will change prior to your arrival.

When the Geografía e Historia page opens up, on the left hand side under the section heading Estudiantes, click on Horarios.
• Under Horarios de Titulaciones Oficiales 2012-2013 (or updated academic year if available) click on Horarios de GRADOS 2012-2013 (or updated academic year if available).
• There you will see a list of the Grado degree majors and a link for each of the different Cursos (years of study) for each degree.
• Click on these links for a list of the regular classes Clases teóricas and the schedule of mandatory labs and discussion groups for each class Seminarios y Prácticas. When planning your schedule you will need to find the schedule for both components of your class. When looking at these class lists, be careful to look at the bar on the left hand side to see what semester the class is Primer Cuatrimestre (Fall) or Segundo Cuatrimestre (Spring). Also when looking at the Seminarios and Prácticas you should note that many times there are more than one group.