

A Guide for Incoming Erasmus Students

Academic Year 2017-2018

Dear Erasmus student,

Thank you for your interest in the Department of Education. This Guide aims to provide information about studying at the University of Cyprus as an Erasmus student and to help you make decisions regarding the selection of courses and recognition of courses by your home University.

1. The Department of Education at UCY

The Department of Education is one of the first departments to be founded at the University of Cyprus. It promotes high quality teaching and research. It offers two undergraduate programs of study in teacher education, one leading to a Bachelor's degree in Primary Education and another one leading to a Bachelor's degree in Pre-Primary Education, and several graduate programs in the following fields: Administration and Evaluation, Curriculum Development and Comparative Education, Mathematics Education, Learning in Natural Science, Special and Inclusive Education, Language Pedagogy, and Pedagogical Sciences (with specializations in: Early Childhood Education, Instructional Technology, Intercultural Education, Physical Education Instruction, Religious Instruction, Theory and Philosophy of Education). The Department also coordinates an interdepartmental graduate program in Gender Studies. All graduate programs offer MA and PhD degrees. For more information about the Department, please visit the following website: <http://www.ucy.ac.cy/edu/en/>

2. Planning your studies in Cyprus

It is important that you keep in mind that all courses offered by the Department of Education are currently taught in Greek, except for one: EDU 391: English Language Instruction. It is possible for you to take Greek as a Foreign Language courses on the summer term before and/or during your studies (<http://www.ucy.ac.cy/langce/en/>). If you do choose to study Greek while you are here in Cyprus, it is also possible to earn ECTS credit for the course. For information on how to apply, please see below.

Greek language competence is not a necessary condition for Erasmus student enrollment. Special arrangements are made to facilitate non-Greek speaking Erasmus students. In-class communication is conducted in English either through informal side translation or through language switching. Arranging for an equivalent out-of-class independent study is also an option but it depends on the specificity of courses. If you opt for English language mediated instruction, you need to consider the following with regards to English language competence level (reading, writing, speaking and

listening skills). Submission of an official certification of English language competence (i.e., TOEFL, IGCSE, IELTS) is required both by the Department of Education and the Mobility Support Office of the University of Cyprus. Confirmation of your English language competence (up to European Language Framework level B1) by your home University is accepted as equivalent to Standardized Test Qualification/s

Enrolment in advanced theoretical courses which require high competence in Greek language might not be possible. School Placement is not offered for Erasmus students, unless there is a special agreement between the sending institution and the Department of Education at UCY. Such a provision needs to be negotiated during the signing the inter-University agreement and cannot be arranged afterwards.

At the time you will start planning your studies at the Department of Education the final Term Schedule of Courses (for the upcoming term) might not be available (it is usually available around mid-semester). However, you are advised to contact the Department's Academic Advisor for Incoming Erasmus Students who may be able to send you a tentative version of the Schedule. The Prospectus is another useful document at the early stage of planning your Erasmus Term (provides descriptions of all courses). Undergraduate Prospectus is available at

<http://www.ucy.ac.cy/edu/en/academicprogramms/undergraduate> and

Postgraduate Prospectus at

<http://www.ucy.ac.cy/edu/en/academicprogramms/postgraduate>.

The schedule of courses for every semester is posted on the following webpage (in Greek): <http://www.ucy.ac.cy/fmweb/documents/ScheduleOfClasses/epa.pdf>. It is important that you read these documents (tentative schedule of courses and description of courses for each semester) before you reach a decision about the courses you will enroll in.

For Erasmus students, we recommend courses that include practical or laboratory dimensions such as Design and Technology, Science in the Primary School, Physical Education, Music Education, Art Education and others. Another option would be the course EDU 391: English Language Instruction which focuses on teaching English as a second language.

Erasmus students are strongly advised to register to the intensive one semester Greek Language course at the beginning of each semester or the non-intensive Greek Language course lasting both semesters offered by the *School of Modern Greek*. The one semester course lasts 13 weeks. Students who attend these courses are evaluated through oral and written examinations and receive a certificate. These courses are free of charge for Erasmus students. Students must fill in the application form for the intensive or non-intensive Greek language course prior to their arrival in Cyprus. For more information, please contact the School of Modern Greek at smgreek@ucy.ac.cy.

Erasmus students can also enroll in language courses other than Greek, offered by the following Departments of the Faculty of Humanities:

Department of English Studies

<http://www.ucy.ac.cy/eng/en/>

Department of French Studies and Modern Languages

<http://www.ucy.ac.cy/eng/en/>

Department of Turkish and Middle Eastern Studies

<http://www.ucy.ac.cy/tms/en/>

Language Centre

<http://www.ucy.ac.cy/langce/en/>

If you are interested in exploring these options, you are advised to contact these Departments or consult their tentative term timetables (posted on departmental websites). However, you need to take into consideration that for each semester, you are required to register to a minimum of three courses offered by the Department of Education

When finalizing your Learning Agreement, you need to take into consideration that the University of Cyprus adapts the European Credit Transfer System (ECTS). This system is important for the academic recognition of the courses you take here by your home University. Every undergraduate course offered by the Department of Education amounts to 5 ECTS. Other undergraduate courses offered by other Departments of the University of Cyprus may amount to more than 5 ECTS. The 13 week intensive Greek course running throughout the semester amounts to 12 ECTS. The same number of ECTS amounts to the non-intensive course running for both semesters. Undergraduate students at the Department of Education can register for a maximum of 35 ECTS per semester.

In all cases, you are expected to seek advice from the academic advisor of the sending University regarding recognition of the selected courses. The University of Cyprus cannot accept responsibility for recognition of any of its courses by your home University.

3. Following the academic calendar

Erasmus students are expected to be informed about the academic calendar in order to plan for their arrival in Cyprus.

Academic calendar 2017-2018 (will be updated)

	Fall Semester 2017-18	Spring Semester 2017-18
Registration week	28 August-1 September	8-12 January
Commencement of lectures	4 September	15 January
Last date for course selection	8 September	19 January
Last date for course removal	22 September	2 February
Last day of withdrawal From course	20 October	2 March
Holidays (Easter)		2-15 April
End of lectures	1 December	4 May
Exam preparation	2-7 December	5-10 May
Exams	8-22 December	11-25 May
Holidays (Christmas)	23 December – 8 January	
Public holidays	1 October 28 October 6 January	19 February (Green Monday) 25 March 1 April 8 April (Easter) 28 May

Registration week

Registration begins one week before classes start. It is important that you arrive in Cyprus before registration so that you can meet with the Mobility Support Office and the Academic Advisor for Incoming Erasmus Students of the Department of Education and have enough time ahead to arrange for registration.

Commencement of lectures

Lessons begin the first week of September (Fall Semester) and the third week of January (Spring Semester). Class attendance at the University of Cyprus is mandatory and, thus, it is important that you attend all the classes and inform your teachers about your Erasmus student status from the first week of class. Failure to attend classes right from the beginning may result in problems with attendance records which are kept by the academic staff.

Last date for course selection

The University sets a period within which you may add or withdraw from courses. You may take advantage of this period to change your courses in case you have encountered difficulties with some courses or have changed your mind about your initial registration. If you decide to add or leave a course, you need to inform the Department of Education and the Mobility Support Office about your decision.

Last date for withdrawal from a course

The University sets a deadline for withdrawing from a course. Withdrawal does not lead to penalty or any negative consequences (this deadline is set after the add/drop deadline). If you decide to withdraw from a course, you need to inform the Department of Education and the Mobility Support Office about your decision, so that this course is deleted from your course registration document.

Exams

The University sets an examination period at the end of each semester. You are advised to contact your instructors in advance to discuss the details of your final assessment in each course. You will need to be present in Cyprus during the examination period.

4. Liaising with the Academic Advisor and the Mobility Support Office

The Department of Education has appointed an Academic Advisor for incoming Erasmus students who will be supporting you throughout your studies at the University of Cyprus. You are strongly encouraged to contact your Academic Advisor when you start thinking about preparing your learning agreement and upon your arrival in Cyprus.

5. Contact Information

Academic Advisor for Incoming Erasmus Students, Department of Education

Zelia Gregoriou

gregoriou@ucy.ac.cy, tel. (+)357 22892931, (+)357 96510554

Office Details: Department of Education, Theophanides Building, Dramas street 11-13, 4th floor, office 409

Mobility Support Office

Office Details: Ground Floor, Building XOD02, School of Economics and Business

Emma Zeniou, Officer in charge

zeniou.emma@ucy.ac.cy, tel. 00357-22894281

Maria Hadjimatheou, administrative assistant for outgoing Erasmus students

hatzimatheou.maria@ucy.ac.cy, tel. 00357-22894282

Chariklia Charalambous, administrative assistant for incoming Erasmus students

charalambous.chariklia@ucy.ac.cy, tel.00357-22894279

Housing Office

<http://www.ucy.ac.cy/fmweb/en/welfare-sector/housing-office>

tel. 00357-22894038

tel. 00357-22894037