Mastery of languages facilitates access to new and diverse opportunities, and IE University (IEU) considers knowledge of multiple languages a key element of its educational model and of success both in work and study. The Language Studies Center facilitates its students’ studies by developing their communicative competences to help them succeed in the international labor market.

The language Center at IEU is proud to offer students the possibility to study a wide range of languages including: French, German, Portuguese, Chinese, Arabic, Spanish and English. With such a variety of options, our students can tailor their academic career in a more personalized path to fit their future plans and objectives.

Native language professors combine in-class teaching and the latest technological resources that IE has to offer to fully capture a diverse and dynamic learning environment for students. This in-house service provides IEU students with a simple, manageable way of furthering their global outlook on education by fully integrating languages into their program schedule.

Our Fulbright Scholarship English Teaching Assistants and the IE Writing Center offer additional support to students by giving them guidance to form a solid understanding and the means to autonomously control the power of written words. Thus, students who want to polish their English writing technique and conversation skills also have help on hand.

**General Information 2018-19**

As the main languages for work and study at IEU are Spanish and English, all students must demonstrate that they can communicate competently in both languages before their graduation. All non-native speakers of Spanish MUST take the Spanish Placement test once admitted to IEU and demonstrate a minimum level of B1 in order to graduate (Spanish 2.1 & 2.2). Currently, incoming students may take up to 12 ECTS of basic Spanish language classes during their first two years at IEU at no additional cost thanks to a grant from the University. Students may not register for more than two language classes per year. When applicable, classes are oriented to prepare students for officially recognized exams giving IEU students a strategic advantage in the event that they wish to present themselves for such exams. Official language exams are globally recognized with standardized levels that are clear for employers to use as a reference. All BIR or dual BIR students must take 3 years of a language at IEU. Non-Spanish speakers may use Spanish as their obligatory language, Spanish speakers must choose another language as their obligatory language. BIR programs do not recognize English subjects as a language course. No changes may be made to obligatory BIR program languages for freshmen after the 5th session of class until their online enrollment opens for their second year, before the summer break.

Only under extraordinary circumstances, may BIR students change their obligatory language between their 1st and 2nd year of study and the administrative process must be finalized by September for students to begin class in their new language as of the first session, otherwise the modification will not be possible. Language classes taken at the Language Studies Center or under its auspices, will appear, together with their marks and, if appropriate, credit number, in the European Supplement to the student’s degree under the title of Further Training (except in the case of BIR or DUAL obligatory languages). Credits for these subjects are computed according to the European Credit Transfer System (ECTS). Credits for language classes will not automatically be awarded as part of the total number of credits required for graduation unless the student asks for recognition of these subjects as optional credits from their Bachelor degree program, and providing the application for this recognition is approved. This process may include additional fees fixed by the University. All language classes are semester-long subjects for which students can solicit credit recognition of 3 ECTS credits for each one (Credits are never recognized for English or Spanish below the minimum graduation requirement). In order to complete a language level, students must take and pass the entire level (example: Spanish 2.1 & Spanish 2.2, French 1.1 & French 1.2).
<table>
<thead>
<tr>
<th>Level</th>
<th>Credits</th>
<th>Semester</th>
<th>Requirements</th>
<th>Campus</th>
</tr>
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<td>Proficiency English 1 (exclusive to LPT students only)</td>
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<td>Proficiency English 2 (exclusive to LPT students only)</td>
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<tr>
<td>Advanced English: Communication &amp; Composition 1</td>
<td>3</td>
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<tr>
<td>Advanced English: Communication &amp; Composition 2</td>
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2. SPANISH

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<tr>
<td>Spanish 0.2 (A1 &amp; A2)</td>
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<td>Spanish 1.1 (A2)</td>
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<td>Spanish 2.1 (B1)</td>
<td>3</td>
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<tr>
<td>Spanish 2.2 (B1)</td>
<td>3</td>
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<td>Spanish 3.1 (B2)</td>
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<td>Spanish 4.1 (C1)</td>
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3. OTHER LANGUAGES

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<td>Mandarin Chinese 5.1 (HSK 4a)</td>
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<td>Mandarin Chinese 6.1 (HSK 4a)</td>
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<td>Modern Arabic 1.1 (approx. A1)</td>
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<td>Modern Arabic 1.2 (approx. A1)</td>
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</table>
1. ENGLISH PROGRAM

The English program is designed comprehensively to develop fluency in the language and improve verbal and written communication skills. A practical orientation facilitates the development of necessary skills for academic success.

As all degrees of study at IEU require an academic level of English in order to study, it is understood that all students studying full English degrees have sufficient level of English upon admission. Thus, it is not possible for students to recognize credits for English language courses.

Proficiency English Part 1, Credits: 3

This course, exclusively given to students taking the Language Proficiency Track is designed to improve spoken, written, and comprehension abilities in the English language. Confidence in the use of this language will be increased through conversation, group work, social contexts and discussion. Classes will build on the summer program in areas such as such as presentations, writing skills, mathematics and trend analysis.

Proficiency English Part 2, Credits: 3

The second semester will continue as of the first semester with a greater emphasis on writing skills, specifically in the areas of emails, report writing and academic papers at a more advanced level and related to subject areas that students will encounter in their degree programs.

Advanced English: Communication & Composition Part 1, Credits: 3

This course is geared to put into practice the knowledge students possess about academic language (grammar, syntax, vocabulary, use of discourse, academic register) and apply it to the composition of written academic texts as well as texts to be delivered before an audience. The objective is to allow students to go deeper in their development of competences and to face and solve with efficacy the complicated problems one encounters when writing papers, articles or dissertations and delivering papers, presentations or speeches.

Advanced English: Communication & Composition Part 2, Credits: 3

Continuation of Advanced English Part 1.

2. SPANISH PROGRAM

The Spanish program is designed to help students develop fluency in the language and improve written and verbal communication skills, as well as reading and listening comprehension. In order for the students to reach the required level needed to graduate (B1), the Language Center offers multiple levels and methods of Spanish classes during the whole academic year. For freshmen’s first (as of 2017-18) 2 years at the University, there are 2 tracks available to students that are learning basic Spanish: Those who wish to take advantage of IE’s complementary classes may take Spanish levels 0, 1 & 2 at no additional cost. These classes will be given on the same principal as Spanish classes through 2016-17. Those who wish to invest in their Spanish study a bit more, can study Spanish in classes that prepare students for an official exam in Spanish at a rate which includes extra tutorials and overall attention to student’s needs. On taking the Spanish placement test OR during the Fall semester ADD/DROP period by means of a General Application Form, freshmen students must agree to which yearlong track they wish to take. No changes will be accepted after the 5th session of class until the following academic year. Spanish classes at IE for levels 3 or above will be charged to students at the standard university rate since these students have already fulfilled their graduation requirement. Freshmen and all BIR and DUAL BIR degree students will be offered the same package as students in the Official Exam Preparation Track.

Spanish Graduation Requirements

Non-native speakers of Spanish must demonstrate a minimum level of B1 (Common European Framework of Reference for Languages) in order to graduate.

This can be done by:

1. Passing the Spanish 2.1 & 2.2 class at IEU Language Studies Center
2. Presenting an official DELE B1 certificate (issued by the Instituto Cervantes)
3. Requesting validation of an equivalent course at another university or official institution (pending Language Studies Center acceptance)

Spanish 0.1 Credits: 3

This intensive Spanish course for beginners which requires no previous knowledge of Spanish covers European level A1 and will help the student to develop the ability to use Spanish in a simple yet effective way for everyday life. This course along with 0.2 prepares students to directly take the Spanish 2 (B1) course in their second year and thus comply with the minimum level of Spanish proficiency required for graduation, while giving them the tools to take advantage of being immersed.

Spanish 0.2 Credits: 3

This course is an introduction to basic Spanish structures for students where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course is a good starting point for those with some previous knowledge of Spanish.
This course aims at developing the students’ understanding of the Spanish language and Hispanic cultures in social, academic and professional contexts. Students are expected to develop their Spanish competence and communication skills in order to effectively express their ideas spontaneously, understand a wide range of works and produce clear, well-structured, oral and written texts on complex subjects.

Spanish 3.2 Credits: 3
Continuation of Spanish 3.1 that completes level B2.

Spanish 4.1 Credits: 3
This course is designed to broaden students’ understanding of the Spanish language and Hispanic cultures in social, academic and professional contexts. Students are expected to develop their Spanish competence and communication skills in order to effectively express their ideas spontaneously, understand a wide range of works and produce clear, well-structured, oral and written texts on complex subjects.

Spanish 4.2 Credits: 3
Continuation of Spanish 4.1 that completes level C1.

3. OTHER LANGUAGES

The following courses will be offered at an additional cost for all students except those in the BIR/DUAL BIR degrees where languages are compulsory courses of the program (BIR students will enroll these courses at the standard ECTS cost of Bachelor programs). IMPORTANT: All subjects must have the minimum 15 students required by the beginning of the course in order to be offered. Upon sufficient demand (minimum of 15 students committed to register and cover additional cost of the year long course, usually before the start of the following academic year, in exceptional cases of additional levels by the beginning of the academic year in September) other languages or levels could be offered.

French 1.1 Credits: 3
This intensive French course for beginners which covers European level A1 is an introduction of basic French structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course is the first part of French 1.

French 1.2 Credits: 3
This course is an introduction to basic French structures for students where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course is a good starting point for those with some previous knowledge of French (European level A2) and along with French 2.1, prepares students to continue to level B1.

French 2.1 Credits: 3
Continuation of French 1.2. At the completion of this course students will be able to function in accordance with common EU language level A2.

French 2.2 Credits: 3
This course is designed to further students understanding of phrases and common expressions that relate to areas of high personal relevance (such as personal or family information, shopping, work and immediate environment). This course is also designed to prepare students to develop the ability to use French (European B1 level) accurately and correctly in order to communicate and express their views about a wide range of topics. Further communicative contexts belonging to social and professional situations are introduced. In addition, students will be able to manage most situations that come up when traveling in a region where the language is spoken. This level is covered over a further two semester period including French 3.

French 3.1 Credits: 3
This course is designed to complete and revise students’ French knowledge so as on completion of this level, students will be able to function in accordance with common EU language level B1.

French 3.2 Credits: 3
This course is designed to complete and revise students’ French knowledge so as on completion of this course students will be able to function in accordance with common EU language level B1.

French 4.1 Credits: 3
This course is an introduction to the common EU language level B2. It is designed to allow students to understand the main ideas of concrete or abstract topics in a complex text, including a technical article in the user’s area of expertise. The course also leads the student to reach a good level of communication with a degree of spontaneity and fluency during a conversation with a native speaker, in a way that is comfortable.
for everyone. The student can speak in a clear, detailed way on a number of subjects; express an opinion on current affairs, giving the advantages and disadvantages of the various options.

This course along with French 4.2 & 5.1, prepares students for the level B2.

French 4.2 Credits: 3
Continuation of French 4.1 that works on material from the common EU language level B2.

French 5.1 Credits: 3
This course is designed to complete and revise students’ French knowledge so as on completion of this course students will be able to function in accordance with common EU language level B2.

French 5.2 Credits: 3
This course is designed to allow students to understand the main ideas of concrete topics or of a more abstract nature in a fairly complex text, including a technical article in the user’s area of expertise. The course also leads the student to reach a good level of communication with a degree of spontaneity and fluency during a conversation with a native speaker, in a way that is comfortable for everyone. The student can speak in a clear, detailed manner on a number of subjects; express an opinion on current affairs and is able to state advantages and disadvantages of a particular matter. This course serves as an introduction to the first common EU language level C1.

French 6.1 Credits: 3
This course is designed to allow students in order to can understand a big range of long and demanding texts as well as seize information on familiar and routine matters in areas of immediate need.

French 6.2 Credits: 3
Continuation of French 6.1 that completes level French 6. At the completion of this course students will be able to function in accordance with common EU language level C1.

German 1.1 Credits: 3
This course is an introduction to basic German structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course, along with German 1.2 and 2.1, covers level A1 of the Common European Framework of Reference for Languages.

German 1.2 Credits: 3
As continuation of German 1.1, this course is an introduction to basic German structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course, along with German 1.1 and 2.1, covers level A1 of the Common European Framework of Reference for Languages.

German 2.1 Credits: 3
As continuation of German 1.1 and 1.2, this course is an introduction to basic German structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course, along with German 1.1 and 2.1, covers level A1 of the Common European Framework of Reference for Languages.

German 2.2 Credits: 3
This course is an introduction to basic German structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course, along with German 3.1, covers level A2 of the Common European Framework of Reference for Languages.

German 3.1 Credits: 3
As continuation of German 2.2 this course is an introduction to basic German structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course, along with German 2.2, covers level A2 of the Common European Framework of Reference for Languages. After the completion of this course and in accordance with level A2 the student will be able to understand sentences and frequently used expressions related to areas of most immediate relevance (e.g. very basic personal and family information, shopping, local geography, employment). He/she will be able to communicate in simple and routine tasks requiring a simple and direct exchange of information on familiar and routine matters. He/she may describe in simple terms aspects of his/her background, immediate environment and matters in areas of immediate need.

German 3.2 Credits: 3
This course is an introduction to intermediate German structures for the foreign student. The purpose is to enable students to use the language with certain security and flexibility, receptively and productively, both in spoken and written form. This course, along with German 4.1, works at the level B1 of the Common European Framework of Reference for Languages.

German 4.1 Credits: 3
German 4.1 consists of 2 different parts. The first, belonging to B1 revises the level of the students and allows them a solid entry to commence working at a B2 level. Its purpose is to enable students to use the language with certain security and flexibility, receptively and productively, both in spoken and written form. This course, along
with German 4.2 covers the better part of level B2 of the Common European Framework of Reference for Languages. When the student gets to finish this level he/she will be able to understand communication on general topics. The learner will acquire and expand useful phrases for more complex conversational situations. Improving the understanding of the main messages of radio or television broadcasts that are of general interest. Extension of the mastery of basic vocabulary to general topics.

**German 4.2 Credits: 3**

Continuation of German 4.1 that completes German 4. At the completion of this course students will be able to function within the common EU language level B2.

**German 5.1 Credits: 3**

German 5.1 consists of 2 different parts. The first, belonging to B.2 revises the level of the students and allows them a solid entry to commence working at a C.1 level. Its purpose is not only helping them to refresh their skills on German, but also to get in touch with more complexe structures and very specific vocabulary that they are going to use at the C.1 level. The aim of the first part of this German course is that the students become independent users of the German language, level B.2 (Common European Framework of Reference of languages). According to this scale, they shall be able to understand and express themselves in a relatively fluent way and to develop themselves in German-speaking countries with only few difficulties. Like speaking about less common subjects, giving explanations, expressing their point of view on certain matters, etc. In the 2nd part of this German course, students start becoming independent users of the foreign language, level C.1. According to this scale, students learn to understand a wide range of demanding, longer texts, and recognize implicit meaning, to express themselves fluently and spontaneously without much obvious searching for expressions, to use language flexibly and effectively for social, academic and professional purposes, and also to produce clear, well-structured, detailed text on complex subjects, showing controlled use of organizational patterns, connectors and cohesive devices.

**Mandarin Chinese 1.1 Credits: 3**

This intensive course is an introduction to basic Chinese structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability.

**Mandarin Chinese 1.2 Credits: 3**

Continuation of Chinese 1.1. The student will continue to develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. Upon completion of this course students will have mastery of HSK level 1 with a knowledge of 150 words.

**Mandarin Chinese 2.1 Credits: 3**

This course begins to study HSK level 2 and is designed for learners who can use Chinese in a simple and direct manner, applying it in a basic fashion to their daily lives. At the completion of this semester, students will have partially mastered HSK 2.

**Mandarin Chinese 2.2 Credits: 3**

This course continues to study HSK level 2. In HSK 2 all characters are provided along with Pinyin. Upon completion of this semester students will have mastered HSK2 with knowledge of 300 words, similar to the common EU language level A2.

**Mandarin Chinese 3.1 Credits: 3**

This course begins to study HSK 3. Designed for elementary-intermediate learners who can use Chinese to serve the demands of their personal lives, studies and work.

**Mandarin Chinese 3.2 Credits: 3**

Continuation of Chinese 3.1, partial completion of HSK 3.

**Mandarin Chinese 4.1 Credits: 3**

Students at this point of HSK level 3 should be able to use Chinese to serve the demands of their personal lives, studies and work, and capable of completing most of the communicative tasks they might experience during in everyday life in Chinese.

**Mandarin Chinese 4.2 Credits: 3**

Continuation of Chinese 4.1 that completes HSK 3 with knowledge of 600 words, similar to the common EU language level B1.

**Mandarin Chinese 5.1 Credits: 3**

This course is an introduction to HSK 4a. It is designed to allow students to understand the main ideas of concrete or abstract topics in a complex text, including a technical article in the user's area of expertise. The course also leads the student to reach a good level of communication with a degree of spontaneity and fluency during a conversation with a native speaker, in a way that is comfortable for everyone. The student can speak in a clear, detailed way on a number of subjects; express an opinion on current affairs, giving the advantages and disadvantages of the various options.

**Mandarin Chinese 5.2 Credits: 3**

Continuation of Chinese 5.1 that completes HSK 4a with knowledge of 900 words.

**Mandarin Chinese 6.1 Credits: 3**

Continuation of Chinese 5.2 that completes HSK 4a. It is designed for learners who can discuss a relatively wide range of topics in Chinese and are capable of communicating with Chinese speakers at a high standard. And the student can write simplified Chinese characters (825 words).
Mandarin Chinese 6.2 Credits: 3
Continuation of Chinese 6.1 that completes HSK 4a with knowledge of 900 words.

Modern Arabic 1.1 Credits: 3
This intensive course is an introduction to basic Arabic structures for the foreign student where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability.

Modern Arabic 1.2 Credits: 3
Continuation of Modern Arabic 1.1 that completes Arabic level 1. At the completion of this course students will be able to function in approximate accordance with common EU language level A1.

Modern Arabic 2.1 Credits: 3
This course is designed to further students understanding of phrases and common expressions that relate to areas of high personal relevance (such as personal or family information, shopping, immediate environment, work). This course is also designed to develop the students' ability to use Arabic accurately and correctly in order to communicate and express their views about a wide range of topics.

Modern Arabic 2.2 Credits: 3
Continuation of Modern Arabic 2.1. Upon completion of this level students will be able to function in approximate accordance with the common EU level B1.

Modern Arabic 3.1 Credits: 3
This course is designed to develop the students' ability to use Arabic accurately and correctly in order to communicate and express their views about a wide range of topics. Further communicative contexts belonging to social and professional situations are introduced.

Modern Arabic 3.2 Credits: 3
Continuation of Modern Arabic 3.1. Upon completion of this level students will be able to function in approximate accordance with the common EU level B1.1.

Portuguese 1.1 Credits: 3
This course is an introduction to basic Portuguese structures for students where simple communication strategies will be offered. The student will develop the ability to use the language in a simple yet effective way for daily situations characterized by a high degree of predictability. This course is a good starting point for those with some previous knowledge of Portuguese and/or other romance languages (Spanish, Italian, and French).

Portuguese 1.2 Credits: 3
Continuation of 1.1 that completes Portuguese level 1. Upon completion of this level students will be able to function in approximate accordance with the common EU level A2.

Portuguese 2.1 Credits: 3
This course is designed for learners who can use a Portuguese correctly in order to communicate and express their views about a wide range of topics and are capable of communicating with Portuguese speakers at a high standard. And the student can produce a clear text on a wide range of subjects. Further communicative contexts belonging to social and professional situations are introduced. This intensive Portuguese course covers European level B2.

Portuguese 2.2 Credits: 3
Continuation of Portuguese 2.1 that completes Portuguese 2.

Portuguese 3.1 Credits: 3
This course is designed for learners who can use a Portuguese correctly in order to communicate and express their views about a wide range of topics and are capable of communicating with Portuguese speakers at a high standard. And the student can produce a clear text on a wide range of subjects. Further communicative contexts belonging to social and professional situations are introduced. This intensive Portuguese course covers European level B2.

Portuguese 3.2 Credits: 3
Continuation of Portuguese 2.1 that completes Portuguese 2.