**Datos Generales del Curso**

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| **Denominación del curso** | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | | | | | | | |
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| **Modalidad de formación** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Presencial | | | |  | | --- | |  | | Semipresencial | |  | | --- | |  | | A distancia | | | | | |  | | --- | |  | | | Virtual | | | |  | | --- | |  | | | |  | | | |  | |  | | | |  | | | |  | | |
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| **Tipo de curso** | | | | | | | | | | | | | | | | | | | | | | | | | | |  | | | |  |  | | | |
| Formación Permanente | | | | | | | | |  | | | | | | | |  | | | |  | | | |  | |  | | | Sí | |  | | --- | |  | | |  | | --- | |  | | | | No |
| Título de Experto *(200 horas como mínimo o 20 ECTS)* | | | | | | | | | | | | | | | | |  | | | |  | | | |  | |  | | | Sí | |  | | --- | |  | | |  | | --- | |  | | | No | |
| Título de Máster *(500 horas como mínimo o 60 ECTS)* | | | | | | | | | | | | | | | | |  | | | |  | | | |  | |  | | | Sí | |  | | --- | |  | | |  | | --- | |  | | | No | |
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| **Área temática a la que se adscribe** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| |  | | --- | |  | | | Ciencias Sociales y Jurídicas | | | | | | |  | | --- | |  | | | Ingeniería y Arquitectura | | | | | | | | | | |  | | --- | |  | | | Ciencias | | | | | | | | | | | | | |
| |  | | --- | |  | | | Humanidades | | | | | | |  | | --- | |  | | | Ciencias de la Salud | | | | | | | | | | |  | | --- | |  | | | Multidisciplinar | | | | | | | | | | | | | |
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| **Subárea temática a la que se adscribe** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| |  | | --- | |  | | Cooperación, Voluntariado y Acción Solidaria | | | | | | | | | | | |  | | --- | |  | | | Ciencias Jurídicas | | | | | | | | | | |  | | --- | |  | | | | | Economía y Comercio | | | | | | | |
| |  | | --- | |  | | Recursos Humanos y Desarrollo de Habilidades | | | | | | | | | | | |  | | --- | |  | | | Turismo | | | | | | | | | | |  | | --- | |  | | | | | Informática | | | | | | | |
| |  | | --- | |  | | Educación, Familia, Género | | | | | | | | | | | |  | | --- | |  | | | Ecología | | | | | | | | | | |  | | --- | |  | | | | | Matemáticas | | | | | | | |
| |  | | --- | |  | | Medio Ambiente y Ciencias del Mar | | | | | | | | | | | |  | | --- | |  | | | Agroalimentación y Enología | | | | | | | | | |  | | | |  | | | | | | | |
| |  | | --- | |  | | Salud, Nutrición y Deporte | | | | | | | | | | |  | | Otra: | | | | |  | | --- | |  | | | | | | | | | | | | | | | | | | |
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| **Fecha de inicio** | | | | | | | | | | | | | | | **Fecha de finalización** | | | | | | | | | | | | | | | | | | | | |
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| **Unidad que propone el curso** | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| **El Director/a del Curso,** | | | | | | | **El Director/a del Curso,** | | | | | | | | | | | | | | **Vº Bº Responsable de la Unidad que propone (firma y sello)** | | | | | | | | | | | | | | |
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| **Campus de realización** | | **Lugar de realización** | | | | | | | | | | | | | | | | |
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| **Nº mínimo de alumnos/as** | | | | | | | | | **Nº máximo de alumnos/as** | | | | |  | | | | |
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| **DESGLOSE HORAS PRESENCIALES** | | | | | | | | | | | | **DESGLOSE HORAS NO PRESENCIALES** | | | | | | |
| Nº horas teoría presencial | | | | | | |  | | --- | |  | | | | | | | Nº horas teoría virtual | | | | | |  | | --- | |  | | |
| Nº horas tutoría presencial | | | | | | |  | | --- | |  | | | | | | | Nº horas tutoría virtual/ No presencial | | | | | |  | | --- | |  | | |
| Nº horas prácticas presenciales en aula/laboratorio | | | | | | |  | | --- | |  | | | | | | | Nº horas trabajo del alumno/a | | | | | |  | | --- | |  | | |
| Nº horas prácticas presenciales en empresas | | | | | | |  | | --- | |  | | | | | | | Nº horas para realización de memoria/proyecto | | | | | |  | | --- | |  | | |
| Nº horas evaluación presencial | | | | | | |  | | --- | |  | | | | | | | Nº horas evaluación virtual | | | | | |  | | --- | |  | | |
| **Nº total horas presenciales** | | | | | | |  | | --- | |  | | | | | | | **Nº total horas NO presenciales** | | | | | |  | | --- | |  | | |
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| **Indique si el desglose de horas anterior se corresponde con una estructura del curso según créditos ECTS** | | | | | | | | | | | | | | | **Sí** | |  | | --- | |  | | **No** | |  | | --- | |  | |
| **Solicita Créditos de Libre Configuración**  (Sólo Formación Permanente) | | | **Sí** | | |  | | --- | |  | | | | **No** | | | |  | | --- | |  | | **Solicita reconocimiento de Créditos de ECTS**  (Sólo Formación Permanente) | | | **Sí** | |  | | --- | |  | | **No** | |  | | --- | |  | |
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| **Entidades colaboradoras (se requiere información de la entidad)** | | | | | | | | | | | | | | | | | | |
| Entidad | | | | | | | | | | | | Tipo de colaboración\* | | | | | | |
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| \*Difusión, beca, patrocinio… | | | | | | | | | | | | | | | | | | |
| **¿Está previsto conceder becas?** | **Sí** | | | |  | | --- | |  | | | | **No** | | | |  | | --- | |  | | | | **Nº de becas previstas** | | | | |  | | --- | |  | | |
| **Criterios para asignación de becas** | |  | | | | | | | | | | | | | | | | |
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**Contenidos del Curso**

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| **Justificación del curso** |
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| **Presentación web del curso (información para promocionar el curso en la publicidad web)\*** |
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**NOTA:** Si lo desea, puede adjuntar **además** un texto de, al menos, 300 palabras, a modo de nota de prensa para promocionar su curso como **noticia de nuestra web.** Sería interesante, en este caso, incidir en la relevancia de este curso para los alumnos, su proyección profesional, la necesidad social de profesionales capacitados en la materia del curso, las salidas profesionales, etc. No se trata tanto de hacer una venta directa del curso como de redactar una noticia que ponga de relevancia las capacidades y conocimientos que se conseguirán al realizar esta formación.

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| **Histórico** |
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| **Palabras claves (términos relacionados con el curso para incluir en los metadatos de la publicidad web)** |
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| **Metodología y recursos tecnológicos** |
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| **Criterios de evaluación** |
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| **Sistema de evaluación (información para promocionar el curso en la publicidad web)** |
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| **Resumen de objetivos (para incluir en la publicidad específica)** |
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| **Objetivos generales** |
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| **Competencias del curso** |
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| **Público destinatario** |
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| **Criterios de selección del alumnado (caso que se requieran)** |
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| **Documentación específica requerida para la selección del alumnado** |
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| **Observaciones** |
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| **Horarios y Aula (Desglosar días/horas)** |
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| **Prácticas en el SAS (caso que se vayan a realizar prácticas en el Servicio Andaluz de Salud)** |
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| **Programa. (posibilidad de incluirlo como documento adjunto)**  **IMPORTANTE: Indicar los módulos que componen el curso y el número de horas de cada módulo** |
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| **Salidas profesionales (posibilidad de incluirlo como documento adjunto)** |
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**Profesorado**

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| **Directores/as del curso** | | | | | | | | | |
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| Apellidos y nombre | N.I.F. | Centro de trabajo | Prof. UCA | | Nº horas dirección | | | | |
| Sí | No |
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| **Coordinadores/as del curso (en su caso)** | | | | | | | | | |
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| Apellidos y nombre | N.I.F. | Centro de trabajo | Prof. UCA | | Nº horas coordinación | | | | |
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| **Profesores/as del curso (para el caso de profesorado externo a la UCA, adjuntar C.V.)** | | | | | | | | | |
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| Apellidos y nombre | N.I.F. | Centro de trabajo | Prof. UCA | | Nº horas | | | | |
| Sí | No | Teóricas | Prácticas | | Tutoría | |
| **DESGLOSE POR MÓDULOS** | | | | | | | | | |
| **MÓDULO 1** | | | | | | | | | |
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| **MÓDULO 2** | | | | | | | | | |
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En cumplimiento de la Ley Orgánica 15/1999, 13 de Diciembre, de Protección de Datos de Carácter Personal, le informamos de la existencia de un fichero automatizado de datos denominado PROFESORES, cuya finalidad es la gestión interna de los alumnos, perteneciente a FUNDACIÓN UNIVERSIDAD EMPRESA DE LA PROVINCIA DE CÁDIZ (FUECA), los cuales también podrán ser utilizados por FUECA a fin de dirigirle, por correo postal o electrónico, comunicaciones comerciales, profesionales o informativas y que usted dispone de los derechos de acceso, rectificación, cancelación y oposición de los mismos, derechos que podrá hacer efectivos dirigiéndose a FUNDACIÓN UNIVERSIDAD EMPRESA DE LA PROVINCIA DE CÁDIZ (FUECA), Avda. Doctor Gómez Ulla, 18, CP 11003 Cádiz (Cádiz) o mediante el envío de un correo electrónico a la dirección [lopd@fueca.es](mailto:lopd@fueca.es).

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| Apellidos y nombre | N.I.F. | Centro de trabajo | Prof. UCA | | Nº horas | | | | |
| Sí | No | Teóricas | Prácticas | | Tutoría | |
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| **MÓDULO 3** | | | | | | | | | |
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| **MÓDULO 4** | | | | | | | | | |
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| **MÓDULO 5** | | | | | | | | | |
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En cumplimiento de la Ley Orgánica 15/1999, 13 de Diciembre, de Protección de Datos de Carácter Personal, le informamos de la existencia de un fichero automatizado de datos denominado PROFESORES, cuya finalidad es la gestión interna de los alumnos, perteneciente a FUNDACIÓN UNIVERSIDAD EMPRESA DE LA PROVINCIA DE CÁDIZ (FUECA), los cuales también podrán ser utilizados por FUECA a fin de dirigirle, por correo postal o electrónico, comunicaciones comerciales, profesionales o informativas y que usted dispone de los derechos de acceso, rectificación, cancelación y oposición de los mismos, derechos que podrá hacer efectivos dirigiéndose a FUNDACIÓN UNIVERSIDAD EMPRESA DE LA PROVINCIA DE CÁDIZ (FUECA), Avda. Doctor Gómez Ulla, 18, CP 11003 Cádiz (Cádiz) o mediante el envío de un correo electrónico a la dirección [lopd@fueca.es](mailto:lopd@fueca.es).

**Gastos previstos**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **De profesorado** | | | | |
|  | | | | |
| **Concepto** | **Número** | | **Valor unidad** | **Total** |
| Horas profesorado teóricas | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Horas profesorado prácticas | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Horas profesorado tutorización de trabajos | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Horas profesorado tutorización virtual | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Horas profesorado memorias/proyectos | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Horas dirección | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Horas coordinación | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
|  | | | | |
| **Dietas, alojamientos y locomoción** | | | | |
|  | | | | |
| **Concepto** | **Número** | | **Valor unidad** | **Total** |
| Dietas de comidas | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Dietas de alojamientos | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Desplazamientos particulares | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Desplazamientos transporte público | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
|  | | | | |
| **Gastos varios** | | | | |
|  | | | | |
| **Concepto** | **Número** | | **Valor unidad** | **Total** |
| Fotocopias | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Material alumnado | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Publicidad (díptico, cartel) | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Alquiler de espacios (en su caso) | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| Seguridad (sólo fines de semana) | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
| **Otros gastos que se prevean** |  |  | |  |
| |  | | --- | |  | | |  | | --- | |  | | |  | | --- | |  | | | |  | | --- | |  | |
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| **Gastos generales (a rellenar por personal de FUECA)** | | | | |
|  | | | | |
| **Concepto** |  | |  | **Total** |
| Gestión y administración (10% total de los ingresos) | | | | |  | | --- | |  | |
| Porcentaje UCA (15% total gastos profesorado) | | | | |  | | --- | |  | |
| Seguro alumnos/as\* | | | | |  | | --- | |  | |
| Títulos alumnos/as (Máster y Expertos)\*\* | | | | |  | | --- | |  | |
| Aula Virtual | | | | |  | | --- | |  | |
|  |  |  | |  |
| **Total Gastos Previstos** | | | | |
|  |  |  | | |  | | --- | |  | |

\*Todo el alumnado matriculado en cursos presenciales o semipresenciales están cubiertos por un seguro de accidentes cuyas coberturas son:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | Fallecimiento accidental | 6.977,96 € | | Invalidez permanente | 6.977,96 € | | Gastos Sanitarios | 3.387,53 € | |

El coste está en función de la duración del curso

\*\* La tramitación de los títulos correspondientes a Máster Propio y Experto Universitario se realiza en el Negociado de Títulos. El coste del mismo está sujeto a precios públicos, revisándose en BOJA anualmente.

En el caso que el importe de la matrícula del curso incluya dicho coste, esto debe indicarse a la hora de enviar la propuesta