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I. COMMUNITY OF MADRID

C) Other Provisions

Department of Education, Youth and Sport

- 21 *RESOLUTION of November 26, 2014, of the Directorate General of Universities and Research, publicizing the agreement of the Organizing Committee by which the rules and instructions regulating the university entrance exam for those over 45 years of age in the scope of the Community of Madrid are issued.*

The Organizing Committee for the University entrance exams for those over 25 and 45 years of age, created in accordance with the provisions of Order 1342/2012, of February 7, of the Regional Ministry of Education and Employment, has approved on October 29, 2014 the rules and instructions for conducting the University entrance exam for those over 45 years of age, in compliance with the provisions of Chapter IV of Royal Decree 412/2014, of June 6, which establishes the basic regulations for admission procedures to official undergraduate university education.

By virtue thereof,

RESOLVED

To publicize the Agreement of October 29, 2014, of the Organizing Committee of the University entrance exams for those over 25 and 45 years of age, by which the rules and instructions for the performance of the University entrance exam for those over 45 years of age in the scope of the Community of Madrid are issued, which is attached to this Resolution.

Madrid, November 26, 2014.-The General Director of Universities and Research, Lorena Heras Sedano.

**AGREEMENT OF THE ORGANIZING COMMITTEE OF THE
UNIVERSITY ENTRANCE EXAMS FOR PEOPLE OVER 25 AND 45
YEARS OF AGE, WHEREBY THE RULES AND INSTRUCTIONS ARE
ISSUED
FOR TAKING THE UNIVERSITY ENTRANCE EXAMINATION
FOR PEOPLE OVER 45 YEARS OF AGE IN THE COMMUNITY OF
MADRID**

First

Requirements to participate in the test

Persons over 45 years of age who do not have any academic qualification enabling them to access the University by other means, may access official undergraduate university studies by passing the entrance exam for persons over 45 years of age, if they are or have reached the aforementioned age in the calendar year in which the exam is held.

Candidates may take the entrance exam for those over 45 years of age in each call at the Universities of their choice, provided that the studies they wish to pursue are available at those Universities; passing the entrance exam will allow them to be admitted only to the Universities where they have taken the exam.

Second

Structure and contents of the test

The purpose of the test is to assess the maturity and suitability of candidates to successfully pursue certain university studies offered by the University of their choice.

The test is structured in two phases: first, the first phase is a test of the ability to make choices, as well as the ability to reason and to express oneself in writing. It is structured in two phases:

1. Written exercises:
 - a) Text commentary, with a duration of sixty minutes, according to the contents and instructions established in Annex I.
 - b) Spanish language, with a duration of ninety minutes, according to the contents and instructions established in Annex II.

The final grade of this phase will be the arithmetic mean of the grades obtained in each exercise, which will be graded from 0 to 10 points, expressed with two decimal places, rounded to the nearest hundredth, and in case of equidistance, to the higher one, not being able to average if in each of them the grade of 4 points is not reached. This phase will be considered passed if the candidate obtains a minimum of 5 points in the final qualification.

2. Personal interview: Applicants who have passed the exercises of the first phase will be summoned to a personal interview, which will last a maximum of twenty minutes, in which general questions will be asked about the candidate's curriculum, in order to know his/her motivation and detect his/her basic skills and competencies to face the university studies he/she wishes to pursue.

From the result of the interview a resolution of apt or not apt for access to the requested studies will be issued, and in case of aptitude, the grade obtained in the phase of the written exercises will be awarded as the final grade of the test.

Third

Elaboration of exercises

The exercises of the entrance examinations shall be in accordance with the syllabus, contents and evaluation criteria set forth in this Agreement.

The exercises must be prepared by university professors specialized in the corresponding subject, attaching the correction criteria that specify the value assigned to each section of the same.

The Universities must at all times guarantee the secrecy in the preparation and selection of the exercises.

Fourth

Courts

In each University, a Tribunal will be set up for the entrance examination for persons over 45 years of age, which must guarantee the anonymity of the candidates throughout the process of correcting the exercises.

The tribunals will be composed of a president, a secretary, the correct members and administrative and service personnel, taking into account the principle of a balanced presence of women and men.

The correcting members will be university professors specializing in the different subjects that make up the test.

The teaching personnel who, during the year of the examination or in the immediately preceding year, have participated in preparation courses for the entrance examination for persons over 45 years of age, may not be part of the Tribunal.

For the interviews, the Universities will appoint commissions to evaluate the aptitudes and abilities of the candidates for access to the requested university studies.

Fifth

Claims

Once the grades have been published, a period of three working days will be granted to submit a complaint addressed to the corresponding Rector.

The exercises for which a claim has been presented will be reviewed by specialized university professors who, in any case, will be different from those who made the first correction.

The review will be carried out with the purpose of verifying that all the questions have been evaluated and have been evaluated with a correct application of the evaluation and grading criteria, as well as that there are no material errors in the calculation of the final grade.

Within ten working days from the end of the period for the presentation of claims, the corresponding Rector shall adopt the resolutions establishing the definitive grades of the exercises claimed and shall notify the claimants. The respective resolutions will put an end, in each case, to the administrative procedure.

Likewise, the applicants may complain, in writing addressed to the Rector, about the results of the interviews, within three working days from the date of their publication. The resolution of the complaint will put an end to the administrative procedure.

Sixth

Announcements

The public Universities will hold in each academic year only one call for the entrance exam for students over 45 years of age. The exercises of the first phase of the test will take place between March 1 and April 30 of the year of the call.

The provisions of the preceding paragraph shall also apply to private universities in Madrid that hold the entrance exam for those over 45 years of age.

Passing the entrance exam is valid indefinitely, for the purpose of admission to the University where it was taken.

Once the entrance examination has been passed, the candidates will be able to apply again in successive calls at the same University in order to improve their grade. The grade obtained in the new call will be taken into consideration, as long as it is higher than the previous one.

In the event that, in a new call, the candidate decides to take the test in a different University, only the grade obtained in this one will be taken into consideration for admission purposes.

Seventh

Incidents

The candidate will be able to address the Tribunal for the resolution of any incident that may affect the development of the test. Once the test has been concluded, the Universities will inform the Organizing Committee of any incidents that may have occurred during the test.

Eighth

Attention to disability

For those candidates who, at the time of their registration and in accordance with the provisions established by the Educational Administration, justify a disability that prevents them from taking the test with ordinary means, the appropriate measures will be adopted so that they take the test in the most appropriate conditions possible according to their situation and in compliance with the principle of equal opportunities.

These measures may consist of the adaptation of times, the elaboration of special examination methods and the provision to the student of the material and human resources, assistance and support and technical aids required for the performance of the entrance examination, as well as the guarantee of accessibility of the information and communication of the processes and of the physical space where the examination takes place.

Ninth

Communication of test results

Once the tests have been completed and before May 15 of the year of the call, the Universities will make available to the Regional Ministry of Education, Youth and Sports the databases with all the results of the tests.

Tenth

Application

The present rules and instructions will be applicable to the tests for access to the University for over 45 years old that will be held in the call of 2015 and subsequent years in the scope of the Community of Madrid, being repealed the previous rules and instructions for the realization of the mentioned test that were approved by the Agreement of May 27, 2013, of the Organizing Commission of the University entrance exam for over 45 years old.

In all matters not regulated in these rules and instructions, the provisions of Law 30/1992, of November 26, 1992, of the Legal Regime of the Public Administrations and of the Common Administrative Procedure shall apply.

ANNEX I

TEXT COMMENTARY PROGRAM

Objectives

The Text Commentary exercise seeks to assess the student's degree of intellectual maturity and cultural background, his or her ability to understand and interpret the content of a text, as well as his or her mastery in the use of the Spanish language.

Contents:

1. Text commentary: What is text commentary?
2. Parts of a text commentary:
 - a) The summary.
 - b) The structuring of the text.
 - c) The type of text.
 - d) Personal assessment.
3. Text commentary practice:
 - a) Journalistic texts:
 - i) The chronicle.
 - ii) The editorial.
 - iii) Opinion column.
 - iv) The news.
 - b) Literary texts:
 - i) Narrative texts.
 - ii) Descriptive texts.
 - c) Advertising texts.
 - d) The humanistic essay.
 - e) Scientific-technical texts.
 - f) Legal texts.

EVALUATION

The following questions will be asked about a text:

- a) Summary of the text.
- b) Identification and classification of the type of text.
- c) Outline or organization of the content, division of the text into parts.
- d) Meaning of expressions in the text.
- e) Critical commentary of the text.

The student's expressive capacity, critical capacity and the correctness of his or her written expression will be specifically valued: property and richness of vocabulary, syntactic correction (concordance, word order, etc.), orthographic correction (spelling, accents) and adequate use of punctuation marks.

ANNEX II

SPANISH LANGUAGE

1. Language and language.

Communication. Properties of human language. Language as a sign system. The functions of language. The linguistic sign: definition and characteristics.

2. The phonological system and its graphic representation.

The study of languages: phonic level, morphosyntactic level, lexical-semantic level. The phonological system.

Classification of vowels and consonants. The phonological system of Spanish. The syllable. Types of slurs.

Hiatus, diphthongs and triphthongs. Pronunciation and writing. Differences between graphic representation and pronunciation. The accent, intonation. The graphic representation of the accent (the tilde).

3. Word and morpheme.

The word. Classes of words or grammatical categories. Concept of morpheme. Structure or morphology of the word. Lexemes and morphemes. Composition, derivation, para-synthesis.

4. The syntagma.

Structure and elements. The nominal syntagma. Its structure. The noun or noun. The substantivation. Pronouns and their types. The determiners and their classes. Adjectives. The adjective: classes and degrees.

5. The verbal syntagma.

Spanish conjugation. Paradigms. Irregularities. Values of verb tenses. Verbal periphrases.

6. The adverbial syntagma and the relationship units.

The adverb. Function, morphology, classification. Relational units: Prepositions and prepositional locutions.

7. Phrase.

Definition. Essential components. Impersonal sentences. Sentences according to the nature of the predicate: attributive and predicative. Transitivity and intransitivity. Analysis of the verbal predicate: Nucleus and complements. Classes of sentences according to the speaker's activity. Simple sentence and compound or complex sentence. Types of complex sentences: juxtaposition, coordination and subordination.

8. Meaning.

Relations between signifier and signified. Synonymy and antonymy. Polysemy. Metaphor. The lexical-semantic fields.

9. The Spanish lexicon.

The Spanish lexicon evolved from Latin. Borrowings. The problem of Anglicisms in current Spanish.

Neologisms. Changes of meaning.

10. Linguistic variation.

Linguistic change over time: historical stages. Spatial variation: dialects. History and dialectal varieties. Sociolinguistic variation. Bilingualism and diglossia. Register and style.

11. Spanish in Spain, Spanish in America and Spanish in the world.

The denominations "Spanish" and "Castilian". The expansion of Spanish. Spanish in America. Unity and diversity. Dialectal areas. Linguistic characteristics of American Spanish. Spanish in other areas of the world.

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