International Exchange Fact Sheet/ Academic Year 2019/2020

International Service Office

Mailing address:
Universidad Pontificia Comillas
International Relations Service
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Contact:
* Amparo Hernández, Director and Coordinator for International
  Courses in Spain: ahernandez@comillas.edu
* Marta Albacete, Social Networks, Web Editor, International Courses
  (Abroad): albacete@comillas.edu
* Marta Fernández, International Internships: mfernandez@comillas.edu
* Carmen González, Mobility Coordinator, Erasmus Agreements,
  Incoming and Outgoing students: cgonzalez@comillas.edu
* Elena Rodríguez, International Courses (In Spain):
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* Raquel Roncero, Erasmus Placements, Staff Training and Teaching
  Mobility: rroncero@comillas.edu

Website
www.comillas.edu
( Go to International Section)

Important Information 2019/2020

Exchange Nomination Deadline
Fall Semester: May 1st, 2019 (non-European Union students)
June 1st, 2019 (Erasmus students)
Spring Semester: October 1st, 2019 (non-European Union students)
November 1st, 2019 (Erasmus students)

Visa
Students from non-European Union countries must be in possession of a
visa before arriving in Spain. (More information:

Exam Dates
Exams: There will be an exam period at the end of each academic semester as well as an extra exam session for re-sitting exams in June. (See academic calendar)

Level Test in Spanish
Students interested in enrolling in the course “Spanish for International Students” must take an online level test.

Student Services
Accommodation: The following companies collaborate with Universidad Pontificia Comillas to provide all services associated with accommodations:
- Students Global Relocation (SGR)
  www.studentsglobalrelocation.com
  E-mail: info@studentsglobalrelocation.com
- Aluni.Net
  https://www.aluni.net/es/
  E-mail: instituciones@aluni.net
- MadridEasy
  www.madrideasy.com
  E-mail: info@madrideasy.com

Library: The Universidad Pontificia Comillas has an extensive Library System, with the Main Library on the Cantoblanco Campus and a second Reference Library downtown, which provides a wide selection of bibliographical material and documents to cover its teaching, study and research needs.

Pastoral Services - Cultural Activities - Solidarity and Development Cooperation – Sports - Psychological Attention Service - Social Work Unit - Office for Internships and Employment - Institute of Modern Languages – Laboratories - Cafeterias and Dining Rooms - Bookshops, Printing and Photocopying Facilities

24 Hour Emergency Telephone
This number provides 24-hour personalized attention and service to international students in case of emergency (provided at Orientation)

Health Care and Insurance
Students from the European Union and the European Economic Space (Norway, Iceland and Liechtenstein as well as Switzerland, must bring their European Health Card with them (information on: http://ec.europa.eu/social/main.jsp?catId=509&langId=en)

Students from non-European Union countries: must have an insurance policy which covers sickness, hospitalization, accidents and civil liability for the entire period of stay at the Universidad Pontificia Comillas.

Living in Madrid
Madrid, the capital of Spain, is a cosmopolitan city with more than four million inhabitants. It is the site of Spanish government and is the most important financial and cultural center in the country.

The cultural, leisure and sports offering is rich and varied. It has countless theaters and museums, such as the “El Prado” National Museum, the Thyssen-Bornemisza Museum and the Queen Sofia Center for the Arts.

Arrival in Madrid: The Adolfo Suárez Madrid-Barajas Airport is located some 12 kms away. There is access to the city by bus, metro or taxi.

Transportation Network: The “Metro” is the quickest way to reach any part of the city, although Madrid also has a wide network of buses.

Climate: Madrid has a continental Mediterranean climate. Winters are cold, with temperatures below 6º C, frost at night and occasional snow. Summers are hot with average temperatures around 24ºC in July and August, with highs that sometimes exceed 35ºC.
# International Departmental Coordinators

For information about courses and course descriptions you can visit the following websites:

## FACULTY OF THEOLOGY
- **Cantoblanco Campus**
  - **Ms. Marta García Fernández**
  - **E-mail**: mgafernandez@comillas.edu
  - Universidad Comillas, 3. 28049 Cantoblanco, Madrid
  - **Tel**: (+34) 91 734 39 50 / **Fax**: (+34) 91 734 45 70

## FACULTY OF HUMAN AND SOCIAL SCIENCES
- **Cantoblanco Campus**
  - **Ms. Patricia Vázquez**
  - **E-mail**: pvazquez@comillas.edu
  - Universidad Comillas, 3. 28049 Cantoblanco, Madrid
  - **Tel**: (+34) 91 734 39 50 / **Fax**: (+34) 91 734 45 70

## SCHOOL OF ENGINEERING (ICAI)
- **Alberto Aguilera Campus**
  - **Mr. Alberto Zanmatti**
  - **E-mail**: azanmatti@comillas.edu
  - Alberto Aguilera 25. 28015, Madrid
  - **Tel**: (+34) 91 542 28 00 / **Fax**: (+34) 91 559 41 33

## FACULTY OF ECONOMIC SCIENCES AND BUSINESS ADMINISTRATION
- **Alberto Aguilera Campus**
  - **Ms. Mar Escalante**
  - **E-mail**: escalante@comillas.edu
  - Alberto Aguilera 23. 28015, Madrid
  - **Tel**: (+34) 91 540 61 75 / **Fax**: (+34) 91 541 77 96

## FACULTY OF LAW
- **Website**: [http://www.icade.upcomillas.es/es/prospective-exchange-students](http://www.icade.upcomillas.es/es/prospective-exchange-students)
- **Alberto Aguilera Campus**
  - **Ms. Mónica González**
  - **E-mail**: mgrodriguez@comillas.edu
  - Alberto Aguilera 23. 28015, Madrid
  - **Tel**: (+34) 91 542 28 00 / **Fax**: (+34) 91 559 48 36

## UNIVERSITY SCHOOL OF NURSING AND PHYSIOTHERAPY
- **Website**: [http://www.euef.comillas.edu/en](http://www.euef.comillas.edu/en)
- **Ciempozuelos Campus**
  - **Ms. María Galán**
  - **E-mail**: mgalan.rrii@comillas.edu
  - Avda. San Juan de Dios, 1 - 28350 Ciempozuelos, Madrid
  - **Tel.** (+34) 91 893 37 69 Ext. 506

## CENTRO DE ENSEÑANZA SUPERIOR ALBERTA GIMÉNEZ - CESAG
- **Website**: [www.cesag.org](http://www.cesag.org)
- **Palma de Mallorca Campus**
  - **Loreto Gutiérrez**
  - **E-mail**: leitiez@cesag.org
  - Costa de Saragossa, 16 - 07013 Palma de Mallorca. Baleares. España
  - **Tel.** (+34) 971 792 81

## INEA
- **Website**: [www.inea.org](http://www.inea.org)
- **Valladolid Campus**
  - **Rubén Rodrigo Fernández**
  - **E-mail**: info@inea.edu.es
  - C/Viejo de Simancas Km 4,5
  - 47008 Valladolid. España