International Exchange Fact Sheet/ Academic Year 2020/2021

International Service Office

Mailing address:
Universidad Pontificia Comillas
International Relations Service
C/ Alberto Aguilera 32
28015, Madrid, España
Tel. +34 91 542 2800

Contact:
* Amparo Hernández, Director of International Service and Director for International Courses in Spain: ahernandez@comillas.edu
* Marta Albacete, International Projects, Bilateral Agreements: albacete@comillas.edu
* María Fernández, International Internships: mffrreos@comillas.edu
* Carmen González, Mobility Coordinator, Erasmus Agreements, Incoming and Outgoing students: egonzalez@comillas.edu
* Guillermo López de la Cuesta, Coordinator of Comillas International Courses: guillermo.lopez@comillas.edu
* Elena Rodríguez, International Courses (In Spain): elenar@comillas.edu
* Raquel Roncero, Erasmus Placements, Staff Training and Teaching Mobility: rroncero@comillas.edu

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

Important Information 2020/2021

Exchange Nomination Deadline
Fall Semester: May 1st, 2020 (non-European Union students)
June 1st, 2020 (Erasmus students)
Spring Semester: October 1st, 2020 (non-European Union students)
November 1st, 2020 (Erasmus students)

Visa
Students from non-European Union countries must be in possession of a visa before arriving in Spain. (More information: http://www.exteriores.gob.es/Portal/en/ServiciosAlCiudadano/InformacionParaExtranjeros/Paginas/Inicio.aspx)

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)

Academic Semester Calendar
Classes period:
Fall 7 Sept. to 11 Dec., 2020
Spring 19 Jan. to 30 April, 2021

NOTE: Students should wait for the definitive exams schedule to be available prior to make any travel arrangements for the end of the semester.

Orientation Sessions
Fall Semester September 3 and 4, 2020
Spring Semester Jan (TBD), 2021

Level Test in Spanish
Students interested in enrolling in the course “Spanish for International Students” must take an online level test. The link to access the test will be sent by e-mail to each student.

Orientación Sessions

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
- Erasmusplay
  https://erasmusplay.com/es/
  E-mail: communication@erasmus.play.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
The University has a 24-hour Emergency Telephone which provides personalized attention to international students in case of emergency. This number will be distributed at the Orientation on the first day.

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: It is mandatory for international students who are not covered by the Spanish Social Security National Health Care System, bring an insurance policy from their home country which covers illness, hospitalization, accidents, civil liability, and repatriation, and which, depending on the particular circumstances of each student, covers the entire length of time to be spent at the University.
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 Sofía 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

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

**SCHOOL OF ENGINEERING (ICAI)**
http://www.icai.comillas.edu/en/
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**
http://www.icade.upcomillas.es/en/prospective-exchange-students-ccee
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 HUMAN AND SOCIAL SCIENCES**
(Philosophy, Psychology, Education, Social Work, Translation and Interpreting, International Relations)
http://www.chs.comillas.edu/en/international/incoming-student/exchange-comillas-chs
Cantoblanco Campus
**Ms. Patricia Vázquez**
E-mail: pavezquez@comillas.edu
Universidad Comillas, 3. 28049 Cantoblanco, Madrid
Tel: (+34) 91 734 39 50/ Fax: (+34) 91 734 45 70

**FACULTY OF LAW**
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) 91 554 48 36

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

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

**INEA**
www.inea.org
Valladolid Campus
**Rubén Rodrigo Fernández**
E-mail: info@inea.edu.es
Cº Viejo de Simancas Km 4,5
47008 Valladolid. España