

Exchange Partner Information

General Information	
Country	SPAIN
City/Province/State	Madrid
Part of the Country (e.g. Midwest)	Middle
Year of Founding	1974
Religious Affiliation	No
Type of Institution	<input checked="" type="checkbox"/> Private <input type="checkbox"/> Public <input type="checkbox"/> Others: _____* (e.g. Liberal Arts)
Student Population	1500
Nearest Airport(s)	Madrid Barajas
Transportation from Airport to the Campus	Taxi, Metro
Address (include postal code)	C/Leonardo Prieto Castro 2, 28040 Madrid UNIVERSITY AREA
Telephone (include area code)	0034914480268
Fax (include area code)	0034914489105
Official E-mail	
Official Website	www.cunef.edu

Office in charge os Student Exchange: International Office	
Website of This Office	http://international.cunef.edu/
Head of Department	Name: Esther Cadiñanos
	Email: Esther.cadinanos@cunef.edu
	Tel: +34914480268
Contact for Outgoing Students Bilateral Agreement Program	Name: Maika Marfil
	Email: Maika.marfil@cunef.edu
	Tel: +34914480268
Contact for Outgoing Students Erasmus + Program	Name: Rosario Sánchez
	Email: rsanchez@cunef.edu
	Tel: +34914480268
Contact for Incoming Students	Name: Lola Escartin
	Email: lescartin@cunef.edu
	Tel: +34914480268

Academic Information	
Language(s) of Instruction	Mainly: Spanish Others: English

* Please tick against the appropriate option.

Field of Studies for Exchange Students (Please specify if any module constraints and restrictions)	Business Law
Service Learning/ Civic Engagement Programmes Available for Exchange Students	<input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes (Please provide programme website and specify if it is credit-bearing)* http://international.cunef.edu/en/international-student-courses
Credits/ECTS per Term	Minimum: 30 (approximate) Maximum: 30 (approximate)
Equivalencies of Credits/ECTS	30

Application		
Application Method & Link	It is sent by email	
Application Deadline	Fall 2015	Spring 2016
	15/6/2014	30/11/2014
Minimum Academic Requirements (If any)		
Cumulative GPA		
Minimum Language Requirements	B2 of Spanish and English	

Academic Calendar		
Link of Academic Calendar	http://www.cunef.edu/estudios/grados-oficiales/presentacion/calendario-academico_1201.html	
Date of Orientation Session	Fall 2015	Spring 2016
	1 or 2 days before the beginning of the classes	1 or 2 days before the beginning of the classes
Course Registration Period	From the beginning of the classes To 3 days after the beginning of the classes	From To
Start Date of Class	See academic calendar	
End Date of Class	See academic calendar	
Dates of Term Break	See academic calendar	
Final Examinations Period	See academic calendar Click here to enter a date.	

* Please tick against the appropriate option.

Accommodation	
Website of Student Residence Halls	http://international.cunef.edu/en/accommodation

Estimated Expenses for Exchange Students	
Arrival Pick-up Fee	
Meal Plan	
Student Activities Fee	
Tuition per Term	
Estimated Living Expenses per Term	
Health & Medical Insurance Fee per Term	Hired in their home country
Transport Fee	
Other Miscellaneous Fees (Please Specify)	

Health Insurance & Financial Proof	
Are there any mandatory insurance packages that students are required to purchase before/after arrival?	<input checked="" type="checkbox"/> Yes, before arrival <input type="checkbox"/> Yes, after arrival <input type="checkbox"/> No*
Are there any criteria for exchange students to meet in purchasing insurance packages? (e.g. amount of coverage)	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (Please specify)* ___ http://international.cunef.edu/en/seguro-medico-y-de-accidentes _____
Amount of Financial Proof Required for Student Visa Application	Just a statement issued by their bank should be enough. We need to make sure that the amount will cover their semester abroad (accommodation, travelling...)

Scholarship(s) & Financial Aid from Host Institution	
Availability of Scholarship(s) and/or Financial Aid for Exchange Students	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No*

Part-time Job	
On-campus Part-time Job	<input type="checkbox"/> Available <input type="checkbox"/> Not Available*
Off-campus Part-time Job	Contact Sofía de Miguel sofiademiguel@cunef.edu

* Please tick against the appropriate option.