

FACT SHEET

Incoming Exchange Students



2021-2022

Institution	
<p>Universidad Pontificia Comillas FACULTAD DE CIENCIAS HUMANAS Y SOCIALES Dónde son la clases_Where the classes take place https://goo.gl/maps/ThDmrGacACF2</p>	
Contact Office	
<p>Facultad de Ciencias Humanas y Sociales Calle Univesidad Comillas, 3 28049 Madrid +34 915406127</p>	
Office Members	
<p>Vicedecana de Relaciones Internacionales y externas: María Pilar Martínez Díaz Tel.: +34 91 548 44 07 (ext 2588) email: mapi@comillas.edu</p>	
<p>Incoming Exchange Student Coordinators</p>	<p>Patricia Vázquez Rodríguez pvazquez@comillas.edu Tel.: +34 91 542 6127</p>
<p>Outgoing Exchange Student Coordinators</p>	<p>Patricia Vázquez Rodríguez pvazquez@comillas.edu</p>

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GENERAL INFORMATION

Foundation	Comillas Pontifical University belongs to a network of more than 200 Jesuit universities in the world. More than 100 years old, the university strives to train not only the best professionals, but the best persons.
Key Features	Our university is ranked among the best in Spain in most of the programs it offers and features the Campus of International Excellence label for our aggregation with Deusto and Ramon Llull universities. Our quality has also been signaled by the European ranking U-Multirrank We would like to highlight the value of living in a city like Madrid, one of the most important cities in Europe, the political and business center of Madrid, and with an unrivalled social and cultural life.
Facts & Figures	Student enrollment: around 15.000 Faculty Staff: 1,450-1,500 (Full time staff from around 25 countries) Number of International Students: around 3000 (around 80 countries in total) 7 Faculties and 36 departments
Campus Location	The humanities campus is located 20 minutes from the city center. The university has its own commuter train station. The station is located on the C-4 line towards Alcobendas San Sebastián de los Reyes. Public transport in Madrid https://www.crtm.es/?lang=en

ACADEMIC CALENDAR (subject to change)

	Autumn Semester	Spring Semester
Arrival Date	August 29	January 11
Orientation	August 30, 31	January 12, 13, 14
Spanish Placement Test – online before the student arrive	June/July	November/December
Course Registration	Open – July (previous mail will be sent to the students)	November (previous mail will be sent to the students)
Classes	September 1 – December 28	January 17 – April 29
Final Exams	December 9 – December 22	May 3 – May 20
Transcript Issuance	MID-FEBRUARY	LATE JUNE
Other Important Academic Information	Resit period – all the students who fail a course either in first or second semester have the opportunity of retake an exam June 13- July 1	

APPLICATION PROCES

Nomination deadline	First Semester:	May 1 st (if you need it we can extend the deadline)
	Second Semester:	October 1 st (if you need it we can extend the deadline)
Application Deadline	First Semester:	Application online- As of April, the student will receive a usernumber and password.
		Phase I (<i>personal data, photo, passport</i>): April till June 15 th
		Phase II (<i>course selection</i>): Late July
	Second Semester:	Phase III (<i>medical insurance</i>): open till September 15 th
		Application online- As of October, the student will receive a usernumber and password.
		Phase I: (<i>personal data, photo, passport</i>) November 15 th Second semester
	Phase II (<i>course selection</i>): Mid November	
	Phase III(<i>medical insurance</i>): till January 26th	

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ACADEMIC PROGRAM GUIDE

<p>Areas of study:</p> <ul style="list-style-type: none"> • Psychology • Social Work • Education • Global Communication • Criminology • International Relations • Translation and Interpretation • Philosophy
Language of instruction: Spanish or English

FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Faculty of Liberal Arts	
Where can students find information or syllabi of the courses for each semester?	Courses cursos
Can students enroll in courses of different departments or schools?	Students can enroll in any course offered by the Faculty of Humanities and Social Sciences (Erasmus students must do courses under the area of studies in which the agreement has been signed)
How many courses can students take per semester?	There is no minimum required. Maximum: 30 ECTS, which is around 5-7 subjects
SPANISH	
Do all of our students need to have a minimum knowledge of Spanish language?	We recommend having at least 2 semesters of previous Spanish language instruction. Students who don't speak Spanish may take all the courses in English but it will be advisable to do "Spanish for foreign students"
Course Spanish for foreign students	The students who come from a non-Hispanic university will have the opportunity to do a Spanish test online. It is crucial to take the test in order to take the courses in Spanish. All the students will receive an email with information on how to take the Spanish test online before they arrive in Spain. We have different levels. The course "Spanish for exchange students" is worth (5 ECTS).

GRADING SYSTEM

	Grade	Description
GRADING SYSTEM	Between 9-10	Excellent
	Between 7 – 8,99	Good
	Between 6-6,99	Satisfactory
	Between 5-5,99	Passing
	No presentado	Withdrawal
	Below 5	Failure

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COMILLAS
UNIVERSIDAD PONTIFICIA

CIHS

ACCOMMODATION AND LIVING EXPENSES

Comillas does not have its own housing facilities. Although Humanities campus is about 35 -40 minutes from the city center we recommend that the students should live in Madrid City near a metro station or train station. Comillas has external providers that will help you to find it. You can find several options: residences, host families, rent an apartment or rent a room.

Housing	1 semester (4 months) - 1 year (10 months)	
Students Global Relocation (SGR)	https://www.studentsglobalrelocation.com Email address: info@studentsglobalrelocation.com Phone number: (+34) 910 243 495 Mailing address: calle Mazarredo nº 4 50% discount to Comillas students with code UPCOMILLAS Video en español. - Video in English.	
Aluni.Net	https://www.aluni.net/es/ Email address: info@aluni.net Tel. (+34) 619714968 Mailing address: calle Hilarión Eslava nº 12 Discount for Comillas Students. Moving to and Studying in Madrid in times of COVID-19 Guide Guía para mudarse y vivir en Madrid en tiempos de COVID-19	
MadridEasy	https://www.madridenteasy.com Email address: info@madridenteasy.com Tel.: (+34) 609448304 Mailing address: Cuesta de Santo Domingo, 4 – Local derecho 50% discount for Comillas Students with code COMILLAS50	
<ul style="list-style-type: none"> Innfamily.com 	https://www.innfamily.com E-mail: info@innfamily.com Telephone number: (+34) 629 730 993 Postal Address: Calle General Oraá 29, 1º dcha. For Comillas students will be given a discount of 30% of the service requested, using the code provided by the company.	
ERASMUS PLAY	https://www. https://erasmusplay.com/es/ Correo electrónico: communication@erasmusplay.com	
Other Expenses	Meals: 200€ - 250€ per month/ Public Transportation: 20 € per month	
Insurance (Mandatory)	EU STUDENTS- must have at least European Health insurance card	NON EU STUDENTS - they must present a medical insurance policy covering health care, hospitalization, civil liability and repatriation.

OTHER INFORMATION

Airport -Taxi	The price of a cab from Madrid-Barajas airport to the center of Madrid has a fixed cost of 30€ each way.
Student Supporter	Exchange students can sign up for a buddy program before arriving at Comillas. The supporter student is usually a Comillas student and they usually can get in touch before they arrive. International students can contact the tutor and the coordinator that are available to assist international students in any way they need. Students are also encouraged to interact with each other throughout the study abroad period and onwards.
UNITY	"UNITY" is a student volunteer organization runs various events for interaction of local and international students at Comillas. Facebook: https://www.facebook.com/1499869823636784/ Instagram: https://www.instagram.com/unitycomillas/?hl=es

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Extracurricular Activities	Cultural activities : https://universidad.comillas.edu/culturales Comillas solidaria: https://universidad.comillas.edu/solidaria
MADRID	What to visit in Madrid