

For answers to questions regarding application procedures, program information, responsibilities of participants, pre-departure orientation materials, departure and post-departure information, registration, financial matters, grades, credits, withdrawals, cancellations and expulsions, please read THE HANDBOOK FOR STUDY ABROAD.

Spain, Madrid and Villaviciosa de Odon:

Spain is located in the Southeast of Europe. It has a population of approximately 45 million inhabitants and an area of 505,957 square kilometers. With the exception of Switzerland, it is the highest country in Europe with an average altitude of 600 meters and five great mountain chains. Spain's geographical territory is exceptional for outdoor sports, water sports and mountain sports. Its climate is variable, being hot in the summer (between 25°C and 35°C), cold and dry in the winter (between 0°C and 12°C), and mild in the spring and fall with occasional rainfall.

Spain is made up of 17 autonomous regions and is governed under a Constitutional Monarchy. While the Monarchy is hereditary, the government and president are democratically elected every four years. The official language is Spanish, or Castilian, which is predominant in most of the autonomous regions. There are other co-official languages, such as Basque, Catalanian and Galician. There is freedom of religion and the majority of the country is Catholic.

In 1986 Spain became part of the European Union, currently made up of 27 countries. The official currency is the Euro (represented as € or Eur).

Madrid located in the center of the peninsula, has a population of approximately 6 million inhabitants. It is a modern capital and business center housing the most important multi-national companies. Madrid is a cosmopolitan city with an intense life, where one can enjoy a great variety of artistic and cultural activities.

The open personality of its inhabitants, most of who come from other regions, makes it easy for visitors to integrate. Madrid's geographical location makes it easily accessible and a comfortable point from which to travel to other cities.

Barajas is one of the world's busiest airports, offering non-stop connections to a great number of destinations. The city has one of the best infrastructures, including a network of buses, trains, and a subway system that provide transit throughout the city and to surrounding towns on an extended timetable. There is a monthly transportation card with special prices for people under 21.

Banks are usually open from 8:30 a.m. to 3 p.m. and automatic teller machines run 24 hours. Most businesses accept credit cards (the most accepted being Visa and MasterCard).

Villaviciosa de Odón is a residential area in the Southwest of Madrid with a population of 26,000 inhabitants. There are modern shopping centers, restaurants and shops as well as an emblematic castle built in 1756. It houses approximately half of Universidad Europea de Madrid's students.

Universidad Europea de Madrid has students from 22 different nationalities. More than 10% of the current students are foreigners, which permit students to have a real and complete international experience.

General Program Overview:

Students who choose to apply for this program must be independent, mature and ready to join a program that is direct enrollment.

Direct enrollment means that students will be directly enrolled at UEM, taking courses alongside Spanish students and other international students in Spanish or in English. Courses will primarily be taught by Spanish professors.

UEM has an Office of International Relations with staff that will provide support services, especially at the beginning on the semester with an orientation program to prepare you, the student, for your semester at UEM.

Please be aware that this program does require a more independent minded student.

1) Can people with no language experience apply?

This program requires at least a beginner's level of Spanish in order to participate. Courses are offered in Spanish and English, but we ask that students have at least minimal knowledge of the language because they will be exposed to the Spanish language from your time of arrival to Madrid.

2) What college/University will I be studying at?

You will be studying at the Universidad Europea de Madrid (UEM), Spain. The main campus is located in Villaviciosa de Odón which is thirty minutes from the city center of Madrid. "UEM was founded in 1989; the University is one of Spain's most international universities. With a student population of around 14,000, a large international community of students and more than 1,100 teachers and non-teaching staff, making it the largest university in Madrid" (UEM Student Guide).

Here is a link to the map of the campus:

<http://www.uem.es/en/how-to-get-there/campus-villaviciosa-de-odon>

Link to General University Website:

www.uem.es

THE ADDRESS OF THE UNIVERSITY INTERNATIONAL OFFICE:

Universidad Europea de Madrid

C/ Tajo, s/n. Urb. El Bosque

28670-Villaviciosa de Odón-(Madrid)

Tel.: 011 34 914 896 819

international@uem.es

3) What is the required GPA to apply?

Students are required to have at least a 2.5 GPA.

4) Does the University provide any trips?

No, students make their own travel and excursion arrangements.

5) What are the exact dates of the program?

The departure date for fall is usually around the last week of August and the return date is usually about the first week of February. For the spring, the departure date is about the third week in January and the return date is about the second week in June.

Note: Fall semester ends in the first week of February, thus, students who need to be home to start their spring semester in the last week of January should only apply for the UEM program for the spring and not the fall.

6) Will there be a pre-departure orientation/ in-country orientation when I get there?

There will be an orientation at SUNY Oswego. For more details on the orientation go to your page on the Studio Abroad website. You will be able to sign up for the orientation and let us know who will come with you to orientation. You may invite your parents, family or significant other. Although orientation is not mandatory, we ask that you do your best to attend. If you are a SUNY Oswego student, I would definitely like to see you at orientation. If you are from very far away, I understand if you can't make it. All the students will receive a pre-departure packet at orientation and if you are not able to attend, a packet will be made available on Studio Abroad.

There will also be an orientation at the Universidad Europea de Madrid. It will be led by your overseas coordinator. You will be met at the UEM International Relations Department, EDF B, Tajo C, Villaviciosa de Odón (Madrid). The orientation at UEM is mandatory. This means that unless you are sick, you will attend all orientation meetings and activities. Participation in the orientation program is for your preparation and success in this program.

7) What if I arrive earlier than the group or stay on after the end of the program?

You may arrive earlier than the group and/or stay on after the end of the program, but you must make your own travel and housing arrangements. OIEP is not responsible for student(s) who arrive early or stay longer in any country.

8) Is housing provided?

Students have some housing options for this program which include host family, studios, and independent living. Housing can be arranged through UEM's housing office or students can make their own housing arrangement. You will have to sign a contract with the landlord for any housing option and will need to complete the UEM Housing Form.

Contact the UEM housing office for housing options. Inform the housing office of your housing preference(s) such as cost, distance from UEM, host family, studio, independent housing and any general housing request you may have.

The housing office will send you housing options for your consideration and then, you will contact the landlord directly or the housing office to make the housing arrangements for you. A contract will be sent to you for signature and you will need to wire a housing deposit to the landlord as well as the signed contract.

A list of all student participants will be provided to you. Should you want to arrange housing with another student accepted into the program, then you may communicate with the student directly to make the arrangements.

UEM Housing Accommodations:

Provide support service to help you search for housing accommodations in shared apartments, studios, and rooms in family houses.

Contact: info@alojamientosuem.es or visit www.alojamientosuem.es

9) Who will I be living with?

You will make a choice on the type of housing you would like. See question #8 for more information.

As for "who will I be living with?"- Host family, studio, or independent housing.

You may also consider getting to know other student(s) participating in this program and ask the other to reside together.

10) Is the cost for housing included in the program fee?

The cost for housing is not included in the program fee but it is estimated on the program Budget Sheet. Students pay a housing deposit upon signing the contract with the landlord, prior to departure, and rent per month once in Madrid which will be paid directly to the landlord.

11) Are there phones in the residential facilities?

There are phones located in the housing of your choice. However you cannot call internationally, you can, however, receive international phone calls and you are able to make local phone calls.

12) Should I bring a cell phone, or buy one once I get there?

We advise students to purchase a cell phone during the first week of arrival. The best way to communicate out of Madrid is internet, via communication lines such as Skype. You are advised to bring your laptop.

13) Do I make my own flight arrangements?

Yes, you will be making your own flight arrangements for this program based on the program start and end dates on your Studio Abroad account. Once you have purchased your airfare, please provide the flight details to the Program Coordinator at OIEP. The Program Coordinator will inform UEM of your expected arrival.

14) Will I be met at the airport?

Students are not met at the airport. Students take a taxi or the train from the airport to their housing accommodation.

15) Where are the classes held and how often per week?

Classes will be held at the Universidad Europea de Madrid, Villaviciosa de Odón campus.

Students in this program take a minimum of 12 credits and a maximum of 15 credits. You may take courses in Spanish as well as English. Your courses will be taken alongside Spanish, Americans, and international students with professors from Spain as well as international professors.

Please review the list of courses on the UEM website and choose 4 to 6 courses. Meet with your academic advisor and get approval for all courses. Final registration for courses will take place in Madrid during orientation. At times, it can be a little stressful to finalize your courses, but I ask that you go with the flow, have PACIENCIA, and you will finalize the courses that you want to take.

Academic Offer: <http://www.uem.es/en/academic-offer/international-programs/international-students/academic-offer>

Courses available: <http://app.uem.es/apps/MatricRRII/html/Horario.html>

16) Are the classes different than those in the United States?

The professors at the Universidad Europea de Madrid may be Spanish or international professors. You will take your classes with Spanish, Americans, and international students.

Professors in Madrid tend to have a lecture teaching method. Therefore, be prepared to listen intently and take notes. You will also do some readings, use workbooks and participate in different activities throughout the course. You will most likely be called on in class, but don't let that make you anxious or stressed because everyone else will be asked to do the same and everyone is there to learn.

17) Will my credits be accepted at my home school?

Yes, but you will need to do your "homework". This means that you will have to meet with your academic advisor and have him or her sign off on the classes you will be taking, or plan to take, abroad. Once accepted to study abroad in this program, one of the forms you will need to complete is the Overseas Course Approval Form which you will complete with your academic advisor. This form is mandatory for SUNY Oswego students.

18) How do I do my laundry?

If you are residing with a host family they will do your laundry for you. If you choose to reside in a studio or independently, you will have to speak with the landlord, or make your own arrangements, but there will most likely be a washer, and you can hang your clothes to dry. Also, water is very expensive in Madrid, so please be mindful and considerate when taking showers, etc.

19) How will I get to class?

Your primary modes of transportation to get to class will be your feet, the bus, or a taxi.

20) What are the public forms of transportation?

Public forms of transportation include buses and taxis. There are trains for long distance travel.

21) What form of currency should I bring?

Bring with you \$100 U.S. dollars in cash and 100 Euros in cash. The 100 Euros you can get at your bank in the U.S.

You will also need to bring with you a credit/debit card. Note that you will be charged a fee every time you use your credit or debit card overseas. Make sure you notify your bank prior to going to Spain and inform them that you may be using your credit/debit card overseas.

Another method you may want to consider is using a "cash passport." Please go to your nearest AAA office, inform them you will be traveling to Spain and want information on the "cash passport." With the cash passport, you will be able to put your U.S. dollars on it, and it will automatically be converted to Euros. Therefore, depending on the ATM you take money out of while in Spain, it will not charge you a fee.

The "cash passport" is like a credit/debit card that you can use at ATMs and when purchasing items in a store. Also, your family will be able to deposit more money on the "cash passport" from the U.S.

NOTE: the cash passport is only a suggestion for you to consider. You will need to do your homework and decide “whether” or not it is a good decision for you.

If you decide to use the cash passport, you should still bring a credit/debit card with you to Spain just for emergencies, but not to use unless absolutely necessary. Store it away in a safe place.

22) How much money should I bring?

That all depends on the type of lifestyle you plan on having while abroad. If you plan on traveling, going out to eat and shopping often then you will need to bring more than the suggested amount on the Program Budget Sheet of \$1,500.00. We have had students spend a lot more than the \$1,500.00 per semester, up to \$4,000.00; this of course depends on your lifestyle and budgeting. Just keep in mind that once the U.S. dollar are converted into Euros it will be less than what you had converted because the dollar is not worth as much as the Euro.

23) Should I open a bank account?

Students are able to open a bank account if they wish to do so. Banco Santander, an international bank present in many countries, has a branch on Villaviciosa de Odón’s campus, which offers products and services specially designed for university students. Universidad Europea de Madrid students can open an account, request a credit card, and receive access to an Internet account, and enjoy preferential interest rates. The office is open both morning and afternoon.

Check with your bank in the U.S. because there may be a branch located in Madrid. You should be able to use the following banks in Madrid:

- 1) HSBC
- 2) JPMorgan Chase Bank

24) Are there internet facilities? Should I bring my laptop?

We highly advise you to bring your laptop. You will need to find out in advance if the housing of your choice offers internet service. You will be able to use the computer facilities at the UEM campus.

25) What happens if I get sick?

If you get sick you will go to the nearest hospital. UEM also has a health clinic:

C/ Plaza Francisco Morano s/n 28005 Madrid

<http://www.uem.es/en/how-to-get-there/policlinica-universitaria>

We highly advise students that when they are sick or hurt to go to the nearest hospital. Also, we request that you contact your primary contact at the Universidad Europea de Madrid to inform them that you are going to the hospital or to request their assistance.

26) How can my parents get a hold of me in case of an emergency?

- a) Call Lizette Alvarado, Program Specialist for Barcelona at (315)312-5697 or (315)312-2118. If Lizette is not available ask to speak to Dr. Joshua McKeown, Director of the Office of International Education and Programs at SUNY Oswego.
- b) Call Ignacio Ara Zamora, the International Programs Coordinator at the Universidad Europea de Madrid. Contact details will be provided to students accepted into this program.

27) Will meals be provided for me? If so, how many per week?

Meals provided are dependent on your housing choice. The majority of host families will provide two to three meals per day.

At times, studio apartments that are on the same property as the landlord may offer meals.

28) Will I need a passport and a student visa?

All students will need a passport and a student visa.

You must make an appointment with the Spanish consulate (instructions will be provided on the Studio Abroad website to accepted students) and you will have to go to NYC to apply for your visa.

Spanish Consulate website:

<http://www.maec.es/subwebs/consulados/nuevayork/es/home/Paginas/Home.aspx>

29) Can I receive Financial Aid for Study Abroad?

Yes, you can receive Financial Aid for study abroad. If you're a student that receives financial assistance you are to meet with your financial aid advisor to discuss how much financial assistance is available to you for the program.

Start early! Once accepted for this program you will need to bring the Financial Arrangements Form, copy of the letter of acceptance, copy of program invoice, and program budget sheet to the Financial Aid office at your home campus.

30) What kinds of classes are offered during the semester in Madrid?

There are seven schools offered at UEM which include: Health Sciences, Biomedical Sciences, Architecture, Arts and Communication, Social Sciences, Engineering, and Sports Science. Also courses are taught in the Spanish language.

31) Is there an application process in addition to the SUNY Overseas Study Abroad Application?

There is a partner application process in addition to the SUNY Overseas Study Abroad Application for this program. Once students are accepted by Oswego, they will be given the UEM application to fill out.

32) Are there UEM, Spain specific forms to complete?

There is one specific Universidad Europea de Madrid form to complete:

1. Partner Application

Apart from the above form, you will need to complete various forms to participate in the program. You will be informed of these forms upon acceptance to the program.

33) Receive mail?

Yes, you can receive mail at the host family, studio, or independent living accommodation.

List of websites for Madrid:

Please begin to read about culture and history of Spain, specifically Madrid. Try to have some background on the city, the people, the environment, and the culture. Although, you are not expected to know and understand Madrid entirely, we would like that you have some general information and understanding of Madrid, Spain. Below is a list of websites for Madrid, Spain:

www.okspain.org <http://www.aboutmadrid.com/>

<http://www.spain.info/en/ven/grandes-ciudades/reportaje/madrid.html>

<http://www.lonelyplanet.com/spain/madrid>

Madrid Board of Tourism: turismo@munimadrid.es, www.esmadrid.com,
www.turismomadrid.es/

Es Madrid: <http://www.esmadrid.com>

Madrid Metro: <http://www.metromadrid.es/en/index.html>

Phones of Importance:

Emergencies: 112, Police: 062, Ambulance: 092, Fire: 080