



Centro adscrito a la Universidad Complutense de Madrid

Fact Sheet for Student Exchange Program 2011-2012

| I. General Information | |
|---|---|
| Name of University | Colegio Universitario de Estudios Financieros (CUNEF) |
| President/Director | D. Manuel Villa Cellino / D. Álvaro Cuervo García |
| Institution dealing with exchange program | International Relations Office |
| Contact information (Address, TEL, FAX, Email) | CUNEF (www.cunef.edu) C/ Serrano Anguita nº 8-10, 28004- Madrid SPAIN Phone: +34 91 4490268 Fax: +34 91 448 91 05 internacional@cunef.edu |
| Exchange program coordinator | Esther Cadiñanos González-Nicolás esther.cadinanos@cunef.edu Maika Marfil Arteaga maika.marfil@cunef.edu |
| Website for exchange-related information | http://international.cunef.edu/ |
| Online academic calendar available? | (2010-2011). The calendar is suitable to change: Fall: 27 th Sept- 21 st December Exams: 31 st Jan- 12 th Feb Spring: 14 th February- 14 th April /26 th April- 3 rd June Exams:4 th June- 25 th June |

| II. Application | |
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| Application procedure | Nominees of our partner universities should fill out the on-line application form and send all required materials before the deadline. |
| Application form | It will be sent by CUNEF. |

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| Required documents for application | <ol style="list-style-type: none"> 1. Application form 2. Nomination from home University 3. Transcript of Records 4. One letters of recommendation from one professor 5. Personal Statement 6. Proof of medical and accident insurance valid in Spain 7. Student Visa (non European students) 8. Passport copy. 9. Bank account or financial certification 10. 2 Passport pictures | |
| Deadline for application | Fall/1 st Semester | Spring/2 nd Semester |
| | 30 of June | 30 of November |
| Suggested length of study for exchange | <input type="checkbox"/> One Year <input type="checkbox"/> One Semester <input checked="" type="checkbox"/> Both are OK | |
| Number of exchange students allowed (Semester and Yearly) | 2 yearly students / 4 semester students (Depending on the vacancies agreed) | |
| Suggested level of language proficiency for exchange program | Good knowledge of English. B2 score in the DELE examination, for Spanish. | |
| Estimated time to deliver acceptance letter | 1-2 weeks | |
| Procedure of applying for student visa | The information can be obtained in the Spanish Consulate. | |

| III. Course Information | |
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| Course list (if online list is available, please give the website) | http://195.235.203.234/web/guest/titulaciones1 |
| Do you offer English-Taught Courses? List available? | <p>CUNEF Offers the possibility to international students of carrying out the following courses, in addition to those offered in the syllabus:</p> <ul style="list-style-type: none"> - Spanish for Business (3 credits per semester) -Civilisation course. Culture and Art in Spain (3 credits per semester) |
| Any limitation or suggestion on course selection? | Students can mix courses from different programs provided, as long as the timetable permits it. |
| Preliminary language training classes provided? | - Spanish for Business.(3 credits per semester) |
| Necessary pay to preliminary language training class? | Free for all foreign students. |

IV. Scholarship

Any scholarship provided to exchange program?

Non available for foreign students.
Only students applying for the Plan Asia Program, are allowed to participate in the grant program.

V. Accommodation

Type of accommodation offered?

CUNEF through their associates, facilitates the search for accommodation in Madrid, for one semester or the whole academic year. If interested in this service, students must contact the following websites:
-Eavante (www.eavante.net) (Share apartments) 915550804; camila@eavante.net & info@eavante.net
-Madrideasy (www.madrideasy.com) (Share apartments) ;915938352 ; cunef@madrideasy.com
-Alojamientos Nebrija(<http://nebrija.com/residencias/index.htm>) (Female residence); 914521150 Residencias@nebrija.es

VI. Expense (in local currency)

Insurance

75€/ month (estimated). International students should take out the insurance in their home country. CUNEF does not provide this service. Additional information at the on-line application.

Living cost

800 €/ month (estimated): food, housing, leisure

Public Transport

50 €/ monthly ticket for bus and underground