

FACT SHEET

Incoming Exchange Students



2023-2024

Institution

Universidad Pontificia Comillas
FACULTAD DE CIENCIAS HUMANAS Y SOCIALES
Dónde son la clases_Where the classes take place
<https://goo.gl/maps/ThDmrGacACF2>

Contact Office

Facultad de Ciencias Humanas y Sociales
Calle Universidad Comillas, 3
28049 Madrid
+34 915406127

Office Members

Vicedecano de Relaciones Internacionales y externas:
José Manuel Sáenz Rotko
Tel.: +34 91 734 39 50 (ext 4250)
email: jmsaenz@comillas.edu

Staff at the International Relations department

Patricia Vázquez Rodríguez (International Relations Coordinator)
pvazquez@comillas.edu
Tel.: +34 91 542 6127

Olga Jiménez Carte
ojimenez@comillas.edu
Tel +34 91 734 39 50 (ext 4867)

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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 and Social Sciences 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. Video Tour Comillas Campus https://youtu.be/VdMWd8dqjt0
VISA NON EU	Students from non-European Union countries must be in possession of a visa before arriving in Spain. (More information: Servicios consulares (exteriores.gob.es))
24 Hour Emergency Telephone	The University has a 24-hour Emergency Telephone that provides personalized attention to international students in case of emergency. COMILLAS EMERGENCY TELEPHONE NUMBER 654 349 436
IMPORTANT LINKS	https://www.citylifemadrid.com/ (Madrid Most popular international community and information portal- Public transport card, Opening a Spanish bank account, Sim card , Health insurance...) https://www.crtm.es/?lang=en Public transport in Madrid

Importa

ACADEMIC CALENDAR (subject to change)

	Autumn Semester	Spring Semester
Arrival Date	August 28th	January 9th
Orientation	August 29 th till September 1 st Further information regarding Orientation Session in each Faculty will be sent to the students by e-mail.	January 10,11 and 12 Further information regarding Orientation Session in each Faculty will be sent to the students by e-mail.
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 7	January 16 – April 28
Final Exams	December 9 – December 22	May 3 – May 23
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 12- June 30	

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APPLICATION PROCES

Nomination deadline	First Semester:	Fall Semester: May 1 st , 2022 (non-European Union students) June 1 st , 2022 (Erasmus students)
	Second Semester:	Spring Semester: October 1 st , 2022 (non-European Union students) November 1 st , 2022 (Erasmus students)
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 May
		Phase II (<i>course selection</i>): Late July
	Second Semester:	Phase III (<i>medical insurance</i>): open till September 10 th
		Application online- As of October, the student will receive a usernumber and password.
		Phase I: (<i>personal data, photo, passport</i>) November 30 th Second semester
Phase II (<i>course selection</i>): Mid November		
Phase III(<i>medical insurance</i>): till January 21 st		

ACADEMIC PROGRAM GUIDE

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

FACULTY OF HUMANITIES AND SOCIAL SCIENCES

Where can students find information or syllabi of the courses for each semester?	<p>FIRST SEMESTER COURSES (September_December)</p> <p>SECOND SEMESTER COURSES (January_May)</p> <p>ANNUAL COURSES (September_May)</p> <p>DIPLOMA IN HUMANITIES AND GLOBAL CHALLENGES (DIPLOMA HUGO)</p>
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
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

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they arrive in Spain. We have different levels. The course “Spanish for exchange students” is worth (6 ECTS).

GRADING SYSTEM

GRADING SYSTEM	Grade	Description
	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

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)

<ul style="list-style-type: none"> ▪ Lodgerin www.lodgerin.com E-mail: info@lodgerin.com 	<ul style="list-style-type: none"> ▪ Innfamily.com www.innfamily.com E-mail: info@innfamily.com
<ul style="list-style-type: none"> ▪ _MadridEasy www.madrideas.com E-mail: info@madrideas.com 	<ul style="list-style-type: none"> ▪ MICAMPUS Living https://micampusresidencias.com E-mail: oa@micampusliving.com
<ul style="list-style-type: none"> ▪ Erasmusplay https://erasmusplay.com/es/ E-mail: comunication@erasmus.play.com 	<ul style="list-style-type: none"> ▪ Spotahome www.spotahome.com E-mail: mariaordovas@spotahome.com
<ul style="list-style-type: none"> ▪ Aluni.Net https://www.aluni.net/es/ E-mail: instituciones@aluni.net 	

Other Expenses	Meals: 250€ - 300€ per month/ Public Transportation: 20 € per month	
HEALTH CARE AND INSURANCE (Mandatory)	<p>EU STUDENTS- must have at least European Health insurance card</p> <p>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: European Health Insurance Card - Employment, Social Affairs & Inclusion - European Commission (europa.eu))</p>	<p>NON EU STUDENTS - they must present a medical insurance policy.</p> <p>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 for the entire length of time to be spent at the University.</p>

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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.
HUMANITIES AND SOCIAL SCIENCE NETWORKS FOR INTERNATIONAL STUDENTS	 INSTAGRAM:
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
Extracurricular Activities	Cultural activities : https://www.comillas.edu/culturales Comillas solidaria: https://www.comillas.edu/en/comillas-solidaria-en
MADRID	<p>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 Sofia Center for the Arts (https://www.turismomadrid.es/en/).</p> <p>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.</p> <p>Transportation Network: The “Metro” is the quickest way to reach any part of the city (https://www.metromadrid.es/en/), although Madrid also has a wide network of buses (https://www.emtmadrid.es/Home).</p> <p>Climate: Madrid has a continental Mediterranean climate. Winters are cold, with temperatures below 6° C, frost at night and occasional snow. Summers are hot with average temperatures around 24°C in July and August, with highs that sometimes exceed 35°C.</p> <p style="text-align: right;">What to visit in Madrid</p>