WEBSITE: CES.CUNEF.EDU
ERASMUS ID CODE: MADRID03
ADDRESS: C/ LEONARDO PRIETO CASTRO 2, 28040, MADRID
**REQUIRED APPLICATION DOCUMENTS**
- Learning agreement
- Application Form
- Proof of English/ Spanish proficiency (B2 minimum)
- Passport/ ID
- Photo

**CREDITS**
Courses are measured in ECTS credits:
- 30 ECTS one semester.
- 60 ECTS one academic year

**COURSE CATALOGUE**
- Please, find the courses available at CUNEF in the following links: https://ces.cunef.edu/en/international-experience/exchange-and-international-mobility-programmes/

**GRADING SYSTEM**

<table>
<thead>
<tr>
<th>ECTS GRADE</th>
<th>CUNEF</th>
<th>DEFINITION</th>
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</thead>
<tbody>
<tr>
<td>A</td>
<td>9.0 – 10</td>
<td>EXCELLENT</td>
</tr>
<tr>
<td>B</td>
<td>8 – 8.99</td>
<td>VERY GOOD</td>
</tr>
<tr>
<td>C</td>
<td>7 – 7.99</td>
<td>GOOD</td>
</tr>
<tr>
<td>D</td>
<td>5 – 6.99</td>
<td>SATISFACTORY</td>
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<tr>
<td>F</td>
<td>0 – 4.99</td>
<td>FAIL</td>
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<tr>
<td>Not Attended</td>
<td>NP</td>
<td>ABSENT</td>
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**IMPORTANT DATES**

**2022/23**

<table>
<thead>
<tr>
<th>APPLICATION DEADLINE</th>
<th>FALL SEMESTER</th>
<th>SPRING SEMESTER</th>
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<tbody>
<tr>
<td></td>
<td>May, 31st</td>
<td>Nov., 30th</td>
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<tr>
<td>WELCOME DAY</td>
<td>Sept., 2nd</td>
<td>TBD</td>
</tr>
<tr>
<td>START OF CLASSES</td>
<td>Sept., 5th</td>
<td>TBD</td>
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<tr>
<td>END OF SEMESTER</td>
<td>TBD</td>
<td>TBD</td>
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<tr>
<td>(EXAMS INCLUDED*)</td>
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<tr>
<td>RETAKE EXAMS PERIOD</td>
<td>TBD</td>
<td>TBD</td>
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| **VISAC** | If you are a non-EU student, be aware you need to apply for a student visa. Please consult with the Spanish Embassy or Consulate in your current country.  
For more information, on the following link:  
| **HEALTH INSURANCE** | Insurance is mandatory before a stay in our institution. All Incoming Students must send us a valid copy of the Insurance policy they have contracted before their arrival at CUNEF.  
Students from EU are entitled to health care and must present EHIC-card.  
For more information click on the following link:  
| **ACCOMODATION** | Our Departmental Coordinators will guide incoming students in finding accommodation. |
| **COUNSELING** | The counselling service offered by CUNEF aims to help all students achieve their academic and personal well-being, helping them to sort out the different concerns they may have, always within a framework of complete confidentiality. |
| **SPORTS AND VOLUNTEER WORK** | These are activities that are performed outside of teaching hours, and which contribute towards the students’ academic, professional and personal development. CUNEF offers different types of activities.  
- Debate Club  
- Volunteer work  
- Sports  
- Legal Challenge  
- Business Case Competition |
| **CAREER SERVICES** | At CUNEF we have a Career Services Department to provide students and alumni with all the tools and skills they need, and the best possible opportunities to maximize their professional development.  
Some of the services provided by this department are:  
- Employment platforms  
- Career Forum  
- Individual mentoring sessions |
**Welcome Events**

**Buddy Program**
Upon arrival at CUNEF, each incoming student will be assigned a CUNEF Buddy (local student) who will help him/her to settle in both the university and the city.

**Welcome Day**
CUNEF organizes a Welcome Day for incoming students to meet our community, get acquainted with the university campus and academic procedures and non-academic information.

**Meet and Greet**
To promote greater cultural, and social integration, CUNEF offers to the incoming students different activities outside campus through the international club of CUNEF.

**Contacts**

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**Natalia Rebolledo**
Bilateral Program Coordinator
natalia.rebolledo@cunef.edu

*CUNEF Campus*

*Welcome Events*

Our Campus
C/ Leonardo Prieto Castro, 2 Ciudad Universitaria 28040 - Madrid