



SANT LOUIS UNIVERSITY
MADRID

2022-2023



Mission Statement

The Mission of Saint Louis University is the
creation and pursuit of truth for the greater

national and international communities in collaborative efforts to alleviate ignorance, poverty, injustice and hunger; extend compassionate care to the ill and needy; and maintain and improve the quality of life for all persons.

Strives continuously to seek means to build upon its Catholic, Jesuit identity and to promote activities that apply its intellectual and ethical heritage to work for the good of society as a whole.

Welcomes students, faculty and staff from all racial, ethnic and religious backgrounds and beliefs and creates a sense of community that facilitates their development as men and women for others.

Nurtures within its community an understanding of and commitment to the promotion of faith and justice in the spirit of the Gospels.

Wisely allocates its resources to maintain efficiency and effectiveness in attaining its mission and goals.

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A Message from the Office of Student Life

The Student Life team at SLU-Madrid practices the University mission by being of service to students and encouraging our students to, in turn, be of service to others.

In the spirit of the Jesuit tradition, we believe in educating the whole person; we are concerned with the life of the mind, body and spirit. We facilitate programs, services and experiences that will help students become leaders who are critically reflective and socially aware.

Most importantly, we are committed to offering top-quality services to our students, supporting them and offering

Be Open

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Expect to feel a little disoriented by the differences between your home and SLU-Madrid.

Take your academics seriously. We understand that outside of your classes, you may want to travel and go out, but remember that first and foremost, you are a student. You are

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challenging!

Even if you prog

Comply with the [Student Responsibility & Community Standards](#) and the [Emergency](#) n

pick up from the Office of Student Life.

assigned code known as a NIE (*Número de Identificación de Extranjeros* - Identification Number for Foreigners). The card indicates that you have the legal status to reside in Spain, and is used as a form of identification. Once you receive your card, you must have both your card and your passport in your possession to enter and leave Spain, and you must have the TIE on you at all times while you are in Spain.

If you are from a country that is within the European Union, you may get a NIE and TIE as well, but it is not mandatory.

During the semester, if you (whether you are European or not) plan to apply for a part-time job in Spain or an internship, you must hold a valid TIE if you are a foreigner and NIE if you are an EU citizen (Europeans do not get a physical card – just a number assigned to them).

You should apply for your TIE as soon as possible. Depending on the expiration date that appears on your visa, you will only have 30 days after your entry into Spain to start the process of applying for the card.

Card Renewal

The TIE is valid for one year and is renewable. You may start the renewal process 60 days before the expiration date.

be

Be Mobile

The public transportation system in Madrid offers monthly passes and ten-trip tickets that are valid for the Madrid Metro and bus systems. The ten-trip tickets can be purchased at the ticket machines or ticket counters located at any Metro station.

In order to buy a monthly pass, yo* nBT0.137 0.122 0.125 39772p (s)-5 (,) s,

the location(s) selected. Choose an appointment time and click on *Confirmar cita*.

8. Finally, you will need to provide your email address and a SPANISH cell phone number, and write in the captcha. Click on *Finalizar* to confirm your appointment.
9. Be sure to take a photocopy of your passport and 4€ to your appointment.

Be in Touch

The easiest way to keep in touch with your loved ones is through social media and text apps. However, you must check your slu.edu email daily and respond within 24 hours to professors and staff as that is our official means of communication at the University.

Wi-Fi is installed throughout campus and in host-family housing. In host families, telephone access is restricted: you will only be able to receive incoming calls on the landline.

Keep in mind:

- Purchasing a Spanish SIM Card or a new phone is a good idea as you may need to make calls in case of an emergency. You cannot rely solely on Wi-Fi.
- Incoming calls are free as lon

emergenc

way to track its progress. Some students have waited for months to receive packages sent by their families through regular mail. **Do not send aq0 5 rg/TT0k{(nW)370 0 393 56 reW*nBT0.1370.122 0.125 rg/TT1**





Be Wired

The University provides computing equipment and access to networks to support the academic work of students. In addition to using the computers in the computer labs and in the Library, students can bring their own laptops to campus and connect to the campus-wide Wi-Fi network.

To use the internet connections in University housing, your computer must have a free ethernet connection with an RJ45 socket. If you have any hardware or software questions, please email support-madrid@slu.edu.



Be Thrifty

Tips to help you manage your money in Spain:

- Use your debit card or credit card with a PIN. Withdrawing money from ATMs in Spain is an easy way to get money from the U.S. You can also access ATMs at the airport.
- Always keep your money in a safe place and do not share your card's PIN with anyone, including friends.
- For incidental expenses, we recommend that you carry 20€ with you at all times.

If you are planning on staying in Madrid for a year or longer, you may want to open a bank account. The University works with the following bank, which is located close to campus:

Banco Santander Central Hispano
Paseo de San Francisco de Sales 35
28003 Madrid E^{SPAIN}
Tel.: (+34) 91 533 32 01

Western Union also has offices throughout Madrid for receipt of wire transfers. Their toll-free number in Europe is 900 633 633.

If you have an American Express account, depending on the Card you have, you withdraw cash at 4B, Servired and La Caixa ATMs in Spain.

What to do if your credit and/or debit cards are stolen or lost:

First, cancel all credit cards by contacting your credit/debit card company:

Visa / MasterCard / Europcard: 902 192 100

American Express: 902 375 637

(WE DO NOT RECOMMEND AMEX IN SPAIN)

Be Informed

Academic Advising:

advising-madrid@slu.edu

Campus Ministry:

campusministry-madrid@slu.edu

Computer Questions:

support-madrid@slu.edu

Counseling Center:

-madrid@slu.edu

Disabilities Center:

disabilities-madrid@slu.edu

Financial Aid Questions:

financialaid-madrid@slu.edu

Housing Questions:

responsible for reading the Campus Newsletter and your slU.edu email, the University's official channel for communication. To submit an item for inclusion in the Campus Newsletter, send it to billkenbuzz@slu.edu no later than Thursday afternoon for the following Monday's issue.

Emergency Contact Information

In case of a national emergency in Spain, consult your slU.edu email account, the Saint Louis University APP, and Campus Newsletter.

Madrid Campus business hours are:
Monday – Friday, 9 a.m. to 6

Add/Drop: The period of time at the beginning of the term (usually the first ten days of the semester) in which students may register for courses (add) or eliminate courses (drop) from their schedules.

Departmental Support Scholarship recipient: Students receive a tuition discount in exchange for collaboration within a Madrid Campus department.

Autorización de regreso: A document needed to re-enter Spain if you are in the process of renewing your Residence card. For more information, please see the section titled “Be Legal”.

Banner: A University-wide computer system used to register for classes, check class schedules, grades, personal finances, etc.

Banner ID Number: A personal student identification number at SLU, which is used to access Banner. Try to memorize it.

Billiken: The Saint Louis University mascot.

Campus News: The official SLU-Madrid electronic newsletter, emailed to the SLU-Madrid community every Monday. This news bulletin includes important reminders, campus events, invitations, announcements and more. Make sure you stay up to date!

Tapas Nights: SLU-Madrid-sponsored leisure activities (movie nights, bowling, events around Madrid, etc.) led by Campus Ambassadors.

Campus Ambassadors 01 150.018.9710.1370.1220

activities on and off campus.

Community ESL: A program in which SLU student volunteers to teach free English-language classes to non-English speakers from the local Madrid community.

Major: An academic field of specialization.

Minor: For some academic programs, this term refers to a student's secondary academic field of specialization.

Freshman: A name traditionally used to define any university student who has completed less than 29 credits. This is typically a first-year student.

GPA (Grade Point Average): The numerical value given to a student's academic performance. Each letter grade (A, B, C, D or F) is given a numerical value (4, 3, 2, 1 or 0), and the average grade of all courses completed is calculated.

Graduate Student: A student who has completed a bachelor's degree and is seeking a post-graduate degree.

Graduation Degree Application: A process used to verify that a student has completed all of the requirements for graduation. You must fill out the application if you intend to graduate the following year/semester.

Internship: an opportunity for valuable work experience while still a student.

Jesuit: Catholic priests and brothers (also known as the Jesuits) who sponsor Saint Louis University and belong to a religious order founded by Saint Ignatius of Loyola in the 1500's called the Society of Jesus.

Junior: A student who has completed 60-89 credits. This is typically a third-year student.

Loyola: Birthplace of Saint Ignatius of Loyola, located in northern Spain in the Basque Country.

Mandatory course: A required and necessary component of a degree, major, or certificate program.

Midterms: Mid-semester evaluations of a student's academic progress in a given subject.

NIE: Número de Identificación de Extranjero. For more information, please see the section titled Be Legal.

Permanent Student: A degree-seeking, non-study-abroad student at the SLU-Madrid Campus.

SANITAS Card: A health insurance card issued by the Spanish health care provider, Sanitas. Coverage is extended to all SLU-Madrid students enrolled in at least one credit. Pick up the sticker for the semester for your Student ID and the Sanitas card at the beginning of the academic year. Do not wait until you are sick! For more information about Sanitas, visit <https://www.sanitas.es/>

Senior: A university student who has completed 90 or more credits. This is typically a fourth-year student.

SLU student ID: A card with your photo and name that identifies you as a SLU-Madrid student. You may be asked to present this card upon entrance into the Library and a computer lab.

S.J. (Society of Jesus): The order of Catholic priests and brothers (also known as the Jesuits) who sponsor Saint Louis University.

Sophomore: A University student who has completed 30-59 credits. This is typically a second-year student.

Student Residency ID/Card/TIE: A card issued

Appendix I - A

ENGLISH-SPEAKING GENERAL PRACTITIONER

Dr. Úrbán Borrás

Bring your Sanitas Card (Not a Copy)

Address: Óbidos, Rua da Igreja, 100-101, 2500-000 Óbidos, Portugal

Tel: +351 243 400 000

Telephone: (+34) 666 847 988

Email: dr.rvborras@gmail.com

For other health practitioners,

Appendix I C CLOSEST SANITAS HOSPITALS

HOSPITAL LA LUZ

General practitioners, all medical specialties and emergency services

C/ General Rodrigo, 8

Telephone.: 91 453 02 00

[\(2 minute walking distance from Campus\)](#)

HOSPITAL DE MADRID

Plaza del Conde del Valle de Suchil, 16

Metro: San Bernardo (Lines 2 and 4) Telephone:

91 447 6600

From SLU-Madrid, take Metro line 6 (gray) from Guzmán el Bueno to Argüelles and change in Argüelles station to line 4 (brown) to go to San Bernardo station, where you will get off and walk to the hospital.

Another way to go is to get on line 7 (orange) at Guzmán el Bueno, change to line 2 (red) at Canal station, and get off at San Bernardo station to walk to the hospital.

SANATORIO DEL ROSARIO

Príncipe de Vergara,

USP HOSPITAL SAN CAMILO

C/ Juan Bravo, 39

Metro: Diego de León (Lines 4, 5 and 6)

Appendix II NOTICE TO PASSPORT BEARERS

The loss of a valid passport is a very serious matter and could cause you a great inconvenience, time and additional expense. Protect your passport.

DO

Check your passport to determine if your name, date and place of birth, and descriptive data is correct before using the

DO NOT

Carry your passport in an open or unsecured shoulder bag.

Carry your passport in the same wallet as your money and other identification. (If you lose one, you lose everything).

Carry your passport in a hip pocket.

Leave your passport unaccompanied in public places, on trains, in restaurants, in bathrooms, in youth hostels, etc.

Leave your passport in

Appendix III

AMISTAD CRISTIANA IGLESIA EVANGELICA

(Spanish-speaking)

C/ Vallehermoso, 70 - Tel: 91 448 4411

SINAGOGA BETH JAACO

C/ Balmes, 3 - Tel: 91 591 3131

Friday Service: 7:30 p.m.

CENTRO CULTURAL ISLÁMICO MOSQUE

(Five Prayer Sessions Daily)

C/ Salvador de Madariaga, 4 - Tel: 91 326 2610

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OFFICE OF STUDENT LIFE
Avenida del Valle, 28 - 28003 - Madrid, Spain
Tel.: (+34) 91 554 58 58
e-mail: studentlife-madrid@slu.edu
www.slu.edu/madrid