



## **Housing Overview** Madrid, Spain Residencias

### **CEA Housing Policies**

Students should be familiar with CEA's complete housing policies. This information was provided to students as part of the application process and in their pre-departure materials and can also be found on our website: [www.ceaStudyAbroad.com/docs/default-source/policy-library/CEA\\_Policies](http://www.ceaStudyAbroad.com/docs/default-source/policy-library/CEA_Policies).

### **Residencias Overview**

Residencias are off-campus accommodations that house approximately 200 students.

Residents are typically a mixture of Spanish and other international students. Each room, whether single or double will have a private bathroom.

Residencias are located within Madrid's city center; however, as Madrid encompasses a large metropolitan area, you should be prepared for up to 45 minute commute to your university metro stop. Please note that the cost for public transportation is not included.

### **Meals**

Meals are provided only in the Residencia B – Half Board option (breakfast and dinner, Monday – Sunday).

Residencia A has a fully equipped kitchen shared by all the residents, in which students can prepare their own meals. Students are responsible for buying their own groceries.

There are many different shopping and dining options throughout the city and at the universities.

### **Phone and Internet**

There are no phones in the Residencias rooms. Students may use local pay phones for any outgoing calls. Many students also choose to purchase or rent cell phones while they are in Spain. The Madrid Onsite Staff will provide further information about this option during program orientation.

Residencias have Internet access, Ethernet cable in the rooms and WIFI in common areas.

### **Linens and Towels**

Students will be provided with bed linens, blankets or comforters.

Students will be provided with towels.

### **Laundry**

Residencia A has laundry facilities included.

Residencia B offers pay-per-wash laundry facilities - washer and dryer.

### **Cleaning**

A weekly cleaning service of the bedroom is included.

**Maintenance**

There is an in-house maintenance service in the Residencias and students should report all incidents in the first instance to the Residencia reception. Students are asked to report any ongoing maintenance issues to the CEA Madrid Housing Department who will act on behalf of the students in such cases as well as whenever a student requests assistance.

**Local Rules & Regulations****Alcohol, Smoking and Drugs**

Alcohol abuse or signs of drunkenness is not accepted. Smoking and drug consumption or possession is not allowed in any CEA housing.

**Amenities**

All rooms are fully furnished including a bed, closet, private or shared bathroom, and a desk.

**Guests**

Each Residencia has his own policy regarding overnight guests. Please check with the front desk staff for more information. CEA students are responsible for the conduct of their guests while on the Residencia premises.

**Curfew**

There is no curfew in any housing assignment. However, students should be respectful of their roommates and fellow residents when coming home late.

**Keys & Security**

Each student will be issued a key access card/bracelet to their room upon check-in. In the event that keys cards/bracelets are lost during the program, students will be responsible for the cost of a replacement. Students should inform CEA and the Residencia as soon as possible of any lost or stolen key cards.

CEA is not responsible for any lost or stolen personal items (laptops, jewelry, cell phones, cameras, bags, etc). We strongly advise students to insure their personal belongings for the time that they will be abroad. Any student who is a victim of crime should notify the onsite staff as soon as possible so that they are informed of the necessary safety protocols.

**Check-in**

Students will be driven to their Residencia from the airport when arriving on the check-in date.

**Check-out**

Students are supposed to leave their housing on the program end date, before noon.

**Utilities**

All utilities are covered.

Please note that students are expected to be mindful of this when using electricity, water and gas in their host country, and to be more conservative than they might otherwise be. Be aware that utility rates are typically much higher than in the US, and that it is important to make a sustainable and responsible consumption of resources.

## **Damages**

All students must respect all furniture, property, and other items provided. All damage, even unintentional, will be billed to the student responsible. If responsibility cannot be determined, the cost will be split equally among all residents. If excessive cleaning and/or trash removal is required at the end of the program, students will be responsible for all additional costs incurred. In addition, CEA will, without liability, dispose of any personal items left in CEA housing at the end of this contract term. If the program damage deposit does not cover all charges, the student will be billed accordingly. CEA reserves the right to withhold academic transcripts for any outstanding balance on student accounts.

## **Housing Changes and Discipline**

CEA commits to providing suitable student housing. Once housing is assigned by CEA, students may not change their housing assignments. Any changes deemed necessary will be made at CEA's discretion and will require payment of \$300 (Change of Housing Fee) and all additional costs incurred as a result of the change.

In the exceptional circumstances that a change of student housing assignment is deemed necessary, CEA reserves the right to relocate student/s to any vacant CEA accommodation spots at any time during the program. Fellow CEA students affected by such a change will be given a minimum of 24 hours' notice prior to the inclusion of a new roommate.

For academic year and double semester students, changes to housing preferences for the second semester must be made no later than the application closure date for the second semester.

If the student is asked to leave the housing assignment due to their misconduct (as determined by the Residencia management or CEA Madrid; see CEA Code of Conduct for further details), the student will forfeit their security deposit. The student will not be offered a new CEA housing assignment, and no refunds will be available. In addition, CEA staff will not assist students in finding new independent housing. Please note misconduct may result in immediate expulsion from CEA housing and/or the CEA program. Once the decision of eviction has been made, the student/s will be informed immediately and will be expected to leave their housing within a period of 24 hours to 7 days depending on the specific circumstances.

## **Conflicts**

You agree to make CEA staff aware of any conflicts or significant disagreements regarding issues with roommates. Any information you share with a member of the staff can be shared with a third party if CEA considers it necessary. CEA staff has the authority to intervene and take appropriate action regarding such disputes which may include, without limitation, a change of housing assignments. You will be responsible for any costs associated with the resolution.