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Office of Admission  
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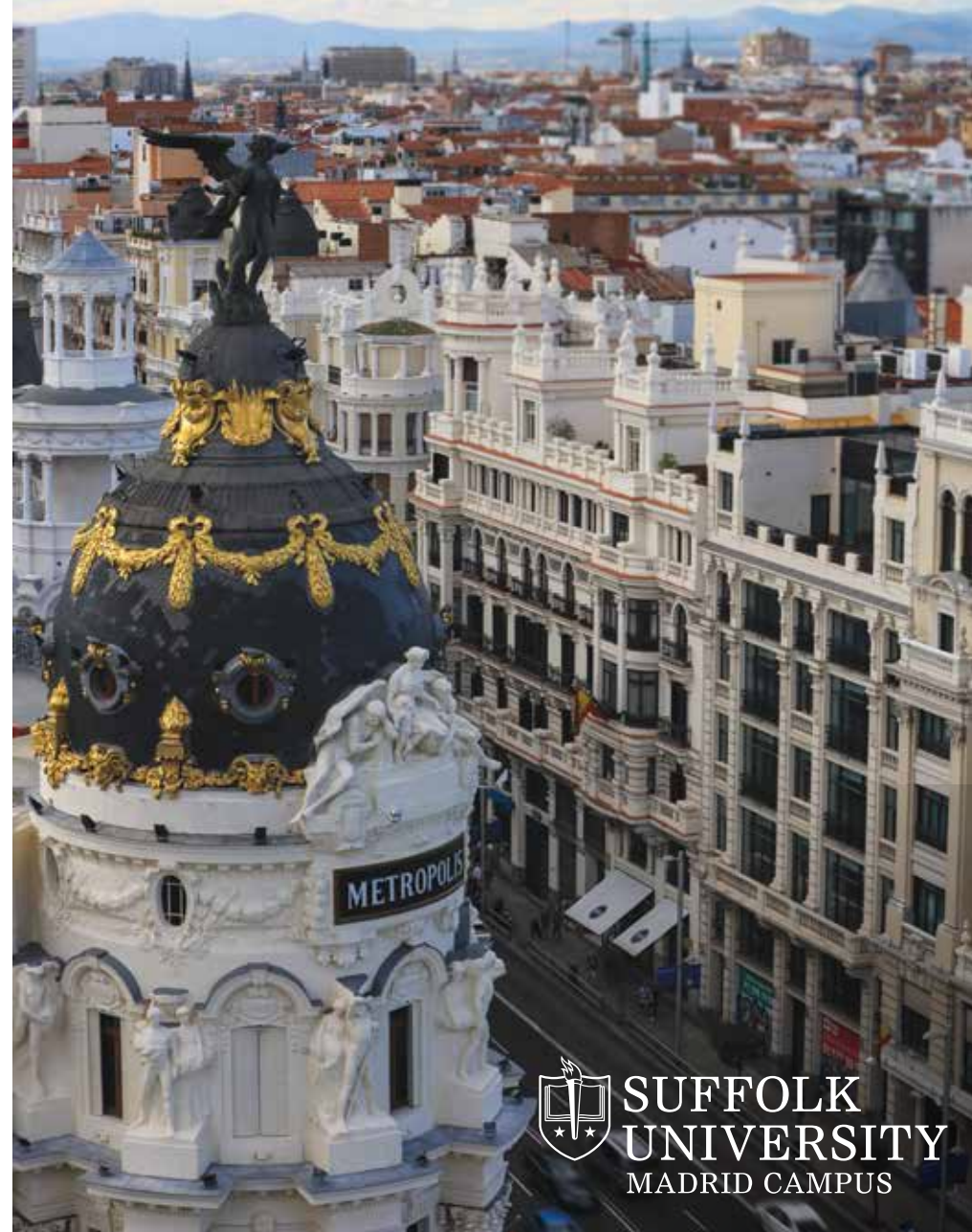
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madridadmission@suffolk.edu  
madridhousing@suffolk.edu  
madridstudentlife@suffolk.edu (arrivals and student activities)

Suffolk Madrid 24-Hour Emergency Line:  
(34) 628-294-290

The information contained in this handbook is also available online at [suffolk.edu/madrid](https://suffolk.edu/madrid).

# MADRID 2021-2022 WELCOME HANDBOOK



Produced by OMC 121220

 **SUFFOLK  
UNIVERSITY**  
MADRID CAMPUS





## DIRECTIONS TO OUR CAMPUS

Suffolk University Madrid Campus is located in the university district. Our building is adjacent to the intersection between the streets of Avenida del Valle and Isaac Peral, easily accessible by subway line 6 (the gray line) at the subway stop Vicente Aleixandre, or lines 6 and 7 (gray and orange lines) at the Guzman El Bueno subway stop. Turn to the back cover for our complete address.

## ACADEMIC AND CULTURAL ORIENTATION

At the start of each semester, all new students attend orientation in Madrid. These sessions cover academic and cultural life at Suffolk Madrid, as well as safety tips and practical advice on getting around the city. Museum visits and fun activities are part of orientation too, and allow students to see more of Spain.



## HEALTH INSURANCE

Suffolk partners with Drum Cussac, AXA, and Cultural Insurance Services International to provide immediate support for students experiencing challenges while abroad. Drum Cussac will serve as your contact for medical and security services. The international travel, accident, and sickness insurance policy includes hospital room and board, inpatient and outpatient procedures, labs and X-rays, inpatient and outpatient mental health, physician office visits, and prescription drugs prescribed by a doctor outside of the United States. If you take prescription medication on a long-term basis, we suggest you arrange with your doctor and insurer to obtain a supply that will last throughout your time in Spain. Sending prescription medicine via international mail is not recommended.

## KEEPING IN TOUCH WITH YOUR FAMILY

In addition to using the minutes included in your cell phone package, you can email, Skype, or chat online from campus or anywhere you're connected to Wi-Fi. If you have trouble making an urgent call, our staff will happily let you use a campus phone.

We recommend that letters and packages be mailed to you using Suffolk Madrid's address (on back cover), listing your name after "Suffolk University." Mail is held at the reception desk and students are alerted by email when they have received a package.

Please note: We highly discourage students from receiving packages mailed from abroad. They're often detained by customs and subject to expensive import taxes. As the recipient, you'll be fully responsible for all taxes and pickups. To avoid having your packages detained by customs, we suggest that the contents a) don't include medicine or electronics, b) weigh less than eight pounds (four kilos), c) add up to less than €50 in value and d) are used, not new. You may avoid import taxes too by researching online shipping options and shopping at Madrid's wide array of stores.

