STUDENTS SERVICES AVAILABLE

Health Insurance.
Mandatory Insurance
Students must have adequate coverage before arrival.
No Students will be accepted without proof of health insurance.
This is the responsibility of the student.
The University of Navarra provides health insurance coverage for students.

Accommodation
The University of Navarra Housing Office provides information and advice about the different types of housing available.
However, each student is responsible for making their own housing arrangements.

International Student Services
The International Relations Office of the University of Navarra hosts events throughout the semester and is available to assist students with their diverse needs.
- [http://www.unav.edu/web/relaciones-internacionales](http://www.unav.edu/web/relaciones-internacionales)

Student Resources
- [http://www.unav.edu/web/estudios/programa-internacional/alumnos-internacionales/student-resources](http://www.unav.edu/web/estudios/programa-internacional/alumnos-internacionales/student-resources)

Computer Services
All students are given an e-mail address, personal access numbers and passwords to access all computer labs and Wi-Fi.

On-Campus Facilities
Cafeterias in all buildings, University Hospital, Sports Complex, multiple libraries and Reading Rooms, Copy Centers are available.

APPROXIMATE LIVING COST

Off Campus Accommodation
300 Euros - 500 Euros (per month, not including food)

Food
200 Euros - 300 Euros (per month)

Other Living Expenses
Travel and Social Activities (depending on student)
Local Transportation
30 € per month in case you need to take the bus to come to the University. However, most places are within walking distance.

CONTACT
intrel-eco@unav.es
www.unav.edu
Tel. +34 948 425 800
Ext. 802436
Fax. +34 948 425 826

HEAD OF INTERNATIONAL OFFICE
Ms. María del Carmen Bietz
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INCOMING STUDENTS
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OUTGOING STUDENTS
Ms. María Goicoechea
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INTERNATIONAL RELATIONS ASSISTANT
Ms. Cristina Irigoyen
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ADDRESS
International Relations Office
Facultad de Ciencias Económicas y Empresariales
Universidad de Navarra
31008 Pamplona (Spain)
The School of Economics and Business was founded in 1987 in the hope of becoming a quality Institution of reference. Our School pioneered in bilingual programs and today we offer 7 different programs, 5 of which are bilingual and our 109 partner universities from all over the world help make this possible. A strong international perspective, combined with a humanistic educational approach and the orientation of each and every student, allows the cultivation of “economists with a human face”, as our first Dean once said. At our School, student-centered approach and participation and involvement are essential components aimed at fulfilling our mission.

### 01 DEADLINES AND PROCEDURES

**Nomination Deadlines**
- Fall 2016: April 1st - 2016
- Spring 2017: September 15th - 2016
  - Nomination to be submitted online through a link. It will be previously sent to all partners institutions.

**Application Deadlines**
- Fall 2016: May 1st - 2016
- Spring 2017: October 15th - 2016

**Application Procedures**
Application material and information will be sent by the International Relations Office of the School of Economics and Business Administration.
- You can also find this information on “Incoming” on the following link: [http://www.unav.edu/en/web/facultad-de-ciencias-economicas-y-empresariales/internacionalidad/estudiantes-internacionales](http://www.unav.edu/en/web/facultad-de-ciencias-economicas-y-empresariales/internacionalidad/estudiantes-internacionales)

**Application Forms**
The University will provide prospective incoming students with a link to fill out their online application form and attach supporting documents.

### 02 TERM DATES

**Term Dates**
- Fall 2016: September 1st - December 22nd - 2016
- Exams: December 5th - 22nd - 2016
  - See learning expectations: examinations
- Orientation Week begins: August 29th - 2016
- Expected Arrival Date: August 28th - 2016
- Spring 2017:
  - January 9th - May 18th - 2017
  - Exams: May 2nd - 18th - 2017
  - See learning expectations: examinations
- Orientation Day begins: January 9th - 2017
- Expected Arrival Date: January 8th - 2017

**Retake Exams**
- June 5th - 24th - 2017
- Term dates are approximate. They might be subject to small changes.

**Vacations**
- Winter/Christmas: December 23rd - 2016/ January 8th - 2017
- Spring/Easter: April 10th - 19th - 2017

### 03 LANGUAGE OF INSTRUCTION

**Language of Instruction**
- Spanish and English

**Language Requirements**
Although it is not mandatory, a minimum level of Spanish is recommended (ex. DLE B2, SAT 540-670) if the student takes courses taught in Spanish.

**Institute of Spanish Language and Culture (ILCE)**
Spanish Language Courses are available for exchange students during the semester.
- [http://www.unav.edu/control/ilce/](http://www.unav.edu/control/ilce/)

### 04 PERSONAL APPROACH

**BUDDY PROGRAM**
There is a buddy program available for all the exchange students at the School of Economics and Business Administration. The online registration form and information will be sent to all exchange students accepted at the School of Economics and Business Administration.

**Academic Advising**
Students are given academic advisement through the semester. Professors and Assistants are available through the week and are required to post hours. Tutors and extra assistance can be arranged.

### 05 LEARNING EXPECTATIONS

**Buddy Program**
Exchange students accepted at the School of Economics and Business Administration. The online registration form and information will be sent to all exchange students accepted at the School of Economics and Business Administration.

**Academic Advising**
Students are given academic advisement through the semester. Professors and Assistants are available through the week and are required to post hours. Tutors and extra assistance can be arranged.

**Orientation**
The International Relations Office of the University of Navarra will host orientation activities for all international students (campus tour, exploration of the library and other facilities, visit to the city of Pamplona and trip to San Sebastian). Additional activities and trips are organized through the year.