



don Quijote
SPANISH LANGUAGE LEARNING since 1986

STUDENT MANUAL

MANUAL DEL ESTUDIANTE

Premium Spanish Schools

QUALITY | INNOVATION | PARTNERSHIP





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Introduction

With more than 24 years experience, the DON QUIJOTE organization has 7 language centers in Spain and Mexico. Students can combine courses in various DON QUIJOTE schools without interrupting their program of studies. This gives them the opportunity, while learning Spanish, to get to know the rich cultural variety offered in different regions of Spain. Quality and incomparable guarantees of DON QUIJOTE are the base of its growth and have made it outstanding in Spanish language courses in Spain and Latin America. A source of pride is that more than half of the students applying to DON QUIJOTE do so recommended by former students. Each year over 12,000 students from more than 65 countries choose to learn Spanish with DON QUIJOTE.

DON QUIJOTE has its own schools in SPAIN (Barcelona, Granada, Madrid, Salamanca, Tenerife and Valencia) and MEXICO (Guanajuato). DON QUIJOTE works closely together with others in SPAIN (Alicante, Cádiz, Malaga, Marbella, Pamplona and Seville) and in Latin America: ARGENTINA (Bariloche, Buenos Aires, Córdoba and Mendoza), BOLIVIA (Sucre), CHILE (Santiago de Chile), COSTA RICA (Coronado, Flamingo Beach, Monteverde Heredia and Playa Jacó), CUBA (La Habana and Santiago de Cuba), ECUADOR (Quito), GUATEMALA (Antigua), MÉXICO (Guanajuato, Oaxaca, Playa del Carmen and Puerto Vallarta), PERÚ (Cuzco) and the DOMINICAN REPUBLIC (Santo Domingo and Sosua).

Welcome to DON QUIJOTE. We invite you to ask for our help whenever you may need it. We will do our very best to help you. Our goal is to make your time here as pleasant as possible.

IMPORTANT

Please, read this manual carefully. All the information here may be helpful during your time with us.

Your first day

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday, please revise the holiday dates in the price list).

Moreover, you will receive useful information that might be an important help during your time with us and all the didactic materials you need to start your course.

Spanish language lessons take place from MONDAY to FRIDAY in the mornings/afternoons, lessons of 50 minutes each. There are two sessions taught by two different teachers plus a cultural class with another teacher.

Unique Methodology

- School specialized in teaching Spanish as a foreign language.
- School Certified by Instituto Cervantes.
- School Qualified by the CEELE (Certificate of Quality in teaching Spanish as a Foreign Language), University of Alcalá.
- School in collaboration with the Chamber of Commerce of Madrid.
- DON QUIJOTE combines different methodologies from a communicative point of view in order to reach every type of learner.
- The main aim is to teach the students all skills and concepts necessary to feel comfortable in a Spanish-speaking atmosphere where different cultures of both sides of the Atlantic come together.

The DON QUIJOTE methodology is founded on a philosophy directed to develop the attitudes, knowledge, and skills needed to:

- Be independent in thoughts and actions.
- Participate with other people in any situation.
- Improve communication in order to feel comfortable and have



more direct contact with native speakers, which, at the same time, leads to a better cultural understanding and more intense collaboration.

Students will have at least four classes each day, with a half an hour break. Each class lasts 50 minutes. They take place between 9 AM and 7 PM. In high season some classes may be given between 8 AM and 9 PM. Classes are in the morning or in the afternoon. The schedule will depend on several elements (the current groups, students' level, type of course, etc) and will be decided once the student has arrived.

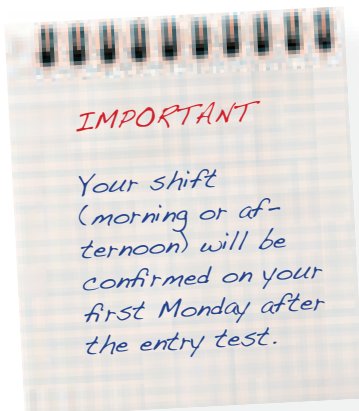
During the Spanish Language and Culture lessons the teachers will focus on theory and practice related to all the language skills. Students are encouraged to learn with deductive and inductive methodological inferences.

During each class teachers will focus on:

- Grammar, reading, writing, listening, speaking and vocabulary: the students are also encouraged to develop intercultural competence with a combination of knowledge, skills, and attitudes that enable individuals to communicate and interact across cultural boundaries.
- The approach is intended to be as close as possible to real life situations in the Spanish-speaking world.
- Integration of skills: all the activities are designed in pairs or in groups in order to promote interaction, communication, and cultural exchange.
- Latin America: it is introduced in the cultural contents of reading and listening exercises to make the students think about the diversity of Spanish, either as a language or a wide range of cultures.
- Grammar: it appears inductively and deductively for the students to build rules of grammar based on their learning experience or guessing the general rule, according to the repetition or

complexity of the exercises.

- Self-testing: there are either activities for the students to test their knowledge or activities that reinforce and bring out learning and communication strategies. Every lesson is independent, but draws on grammar, vocabulary, and functional skills studied in previous lessons. Every lesson finishes with some activities for self-testing, so the student can test his/her knowledge.



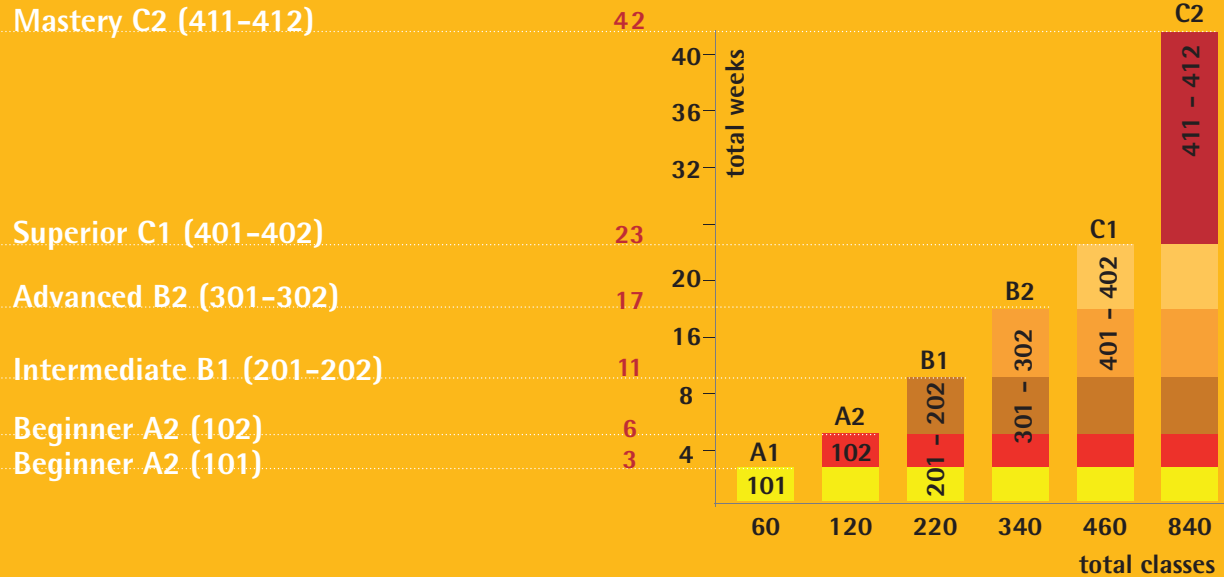
Contact us!

1 head office for all schools!

Calle Placentinos, 2
37008 Salamanca - Spain
www.donquijote.org

Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15
infocentral@donquijote.org

Levels of Spanish



BEGINNER A1 (101)

Develop ability and confidence in basic Spanish communication in familiar environments and interaction with native speakers in Hispanic countries.

BEGINNER A2 (102)

Develop the ability to maintain a simple conversation in familiar environments and daily situations, expressing ideas in the present, past and future tenses.

INTERMEDIATE B1 (201-202)

Develop the communicative ability and linguistic competency to engage in conversations about familiar topics.

ADVANCED B2 (301-302)

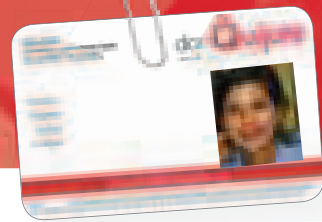
Gain the necessary linguistic and cultural skills to communicate effortlessly with native speakers and effectively structure an oral or written discussion.

SUPERIOR C1 (401-402)

Use the Spanish language flexibly and effectively for social, academic and professional purposes.

MASTERY C2 (411-412)

Express oneself effectively and correctly, at a level close to that of a native speaker. Be able to differentiate finer shades of meaning.



Study materials

THE DON QUIJOTE METHOD is a Spanish Teaching Method organized into 6 levels: VIVE EL ESPAÑOL and CD VIVE EL ESPAÑOL (Authors: DON QUIJOTE's director of studies, Caridad Santana Sánchez, and DON QUIJOTE professors:), taking into account the requirements designed by the European Framework of Reference and the Curricula established by the Instituto Cervantes.

The Common European Framework of Reference for Languages provides a standard basis for the design of language programs, curricular advice, exams and manuals throughout the whole of Europe. It describes in detail the process by which a student gains the ability to communicate in a foreign language, the knowledge and skills necessary to be able to communicate autonomously, as well as the cultural environment where the speech act takes place.



The Framework of Reference additionally provides minute details regarding the skills inherent in each level of

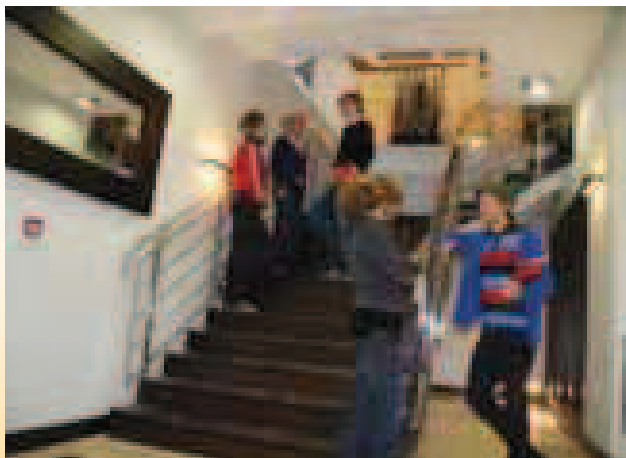
linguistic achievement, allowing us to accurately check on the student's progress throughout the duration of their course. By following the Common European Framework of Reference - and thus abiding by a uniform basis for the planning of objectives, contents and methodology - our language programs, certificates, levels etc. are compatible with the international standard.

You may therefore be certain that DON QUIJOTE's Spanish programs remain consistent with European guidelines and facilitate straightforward cooperation with our international partners.

School rules

At DON QUIJOTE, we have some common sense rules that must be respected by everybody. These are:

- Do not smoke inside the school or office.
- Do not eat inside the classrooms.
- Disconnect your cellular phones during classes.
- Keep silence at the computer's area.
- Be punctual.
- Sign up before using the Internet service.
- For course extensions, let us know no later than the Thursday before your course finishes.
- If you want to join any of our activities, sign up on the corresponding list.
- When there are two public holidays in the same week, we will make up one of them.
- Do not leave objects of personal value in the classrooms or around the school. DON QUIJOTE will not be held responsible for any lost, stolen or disappeared effects.
- DON QUIJOTE reserves the right to refuse admission.



All inclusive services

DON QUIJOTE offers you other services with the aim of making your life easier during the time you are with us. These are available while the school is open.

- Study materials and DON QUIJOTE textbook for each level of your course.
- Unlimited access to the DON QUIJOTE on-line Spanish course, levels A1 and A2 during your stay.
- Reception desk.
- Student area.
- Level test and an end-of-course certificate on your first day.
- A welcome dinner (except Granada and Tenerife).
- Guided cultural tour.
- Formula +1: an extra daily class covering culture and current events.
- Tutor, support.
- Internet area and wireless connection with unlimited Internet access and email.
- DON QUIJOTE student discount card.
- 'Intercambio': language exchanges with native speakers.
- 24-hour emergency phone line.
- Library services.
- Fedex Courier – Express Mail 25% discount for students

(ask for prices).

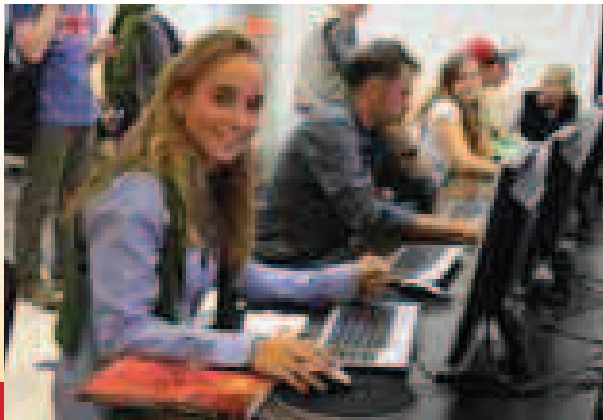
- General information on activities, conversation, exchanges, transportation...
- DON QUIJOTE phone card: this is an international calling card included in your welcome pack. You put money on it (minimum 5 euros) at the reception desk to make calls all over the world from any phone in Spain.
- Diploma and pedagogical report at the end of your time here.

Cultural activities

DON QUIJOTE offers students a great variety of cultural activities, including visits to museums, exhibitions, monuments, and other places of interest. There will always be somebody from the school with the students.

See bulletin board in the hall of the school for weekly information

The first day at the school the students will receive a handout with all the activities for the month.



IMPORTANT

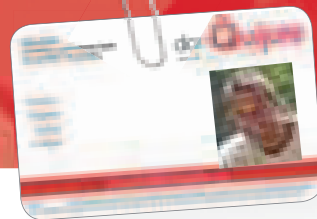
Some changes might occur depending on the schedules of the different events and places. Some activities may be canceled if the minimum number of participants is not reached.

EXCURSIONS. SURROUNDINGS

Not only does your city offer cultural richness and variety in itself, but its surroundings do as well. DON QUIJOTE organizes half-day excursions. Someone always accompanies students on trips from the school.

WEEKEND ACTIVITIES

These are organized with the purpose of getting to know other Spanish cities, and at the same time expand your knowledge of Spanish culture.



Accommodation

Check-in time:
Sunday after 12 PM
Check-out time
Saturday before 12 PM

Students who need more days before or after will be charged 45 euros per day (host family, student residence) or 55 euros per day. DON QUIJOTE cannot guarantee availability for extra days. Please contact our central office regarding key pick-up if staying in a shared flat or residence.

RESIDENTIAL STAY

In the Spanish residences there are usually standards to be followed concerning meal times, rules of coming and going, etc. Please ask about these norms when you arrive at your residency, as they may vary from city to city. Cleaning service, bed linens and blankets are included in all locations. We offer four types:

- University campus residences: are large (from 35 to 150 students) and are mainly for Spanish University students. Half and full board are available.
- DON QUIJOTE student residences: are smaller than university residences (8 to 25 students) and are shared by international DON QUIJOTE students. Half and full board are available.
- Family style residences: are much smaller, with an average of 5 or 6 rooms run by a family. The rooms are usually located in a separate part of the house and you may eat meals (half or full board) with the family or just with the students.
 - Students residences without board are available in Granada. Cleaning service, bed linens and blankets are included, but you will cook your own meals in a large communal kitchen.

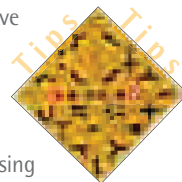
IMPORTANT
Residences or shared flats require a 150 euro deposit in cash or by credit card.

LIVING WITH A HOST FAMILY

The host families welcome the students and will treat them like another family member so as to make them feel at home, but at the same time you should not forget that every country is different with different customs and therefore we must, with the intention of integrating ourselves, accept and respect the new customs in order to enjoy our stay as much as possible.

TIPS FOR A GOOD HOME STAY EXPERIENCE

- You should respect the timetable that the families have set for meals.
- Try to keep the host family informed when you plan to travel or go on an excursion (in that case the family can prepare some food for your trip). You should also let them know in advance if you do not plan to have a meal at home on a specific day.
- Please inform DON QUIJOTE if you have a special diet so that we can tell it to the host family beforehand.
- You should always ask for permission before using the telephone.
- Ask the family when would be a good time to receive your phone calls.
- You should ask for permission to bring home friends.
- Try to help at home as much as possible.
- You have to keep your room tidy, be careful with the things you borrow and leave them in the way you found them.
- Switch off the lights when you leave a room.



If you have booked half board, it includes two meals: breakfast and dinner. If you have booked full board it includes three meals: breakfast, lunch and dinner. It is included in the price of the accommodation to wash your clothes once a week. If you would like to iron your clothes, ask the family for an iron. In any case, if you should find yourself in a very difficult situation you can ask to be changed at the school. Try to take any possible measures you can to avoid this. Here's some advice

that might be helpful in this particular situation:

- Don't expect the stay with the family and at the school to be perfect; you might experience difficult situations. It's important to try to overcome difficulties without becoming overwhelmed and always relying on communication.
- Always remember that everyone (you, your family, don Quijote, the agency that represents you in your country and your own family) is working in order to make your stay as pleasant as possible. Therefore you need to overcome problems little by little and always stay in contact with your support network.
- At times you may feel down, disappointed, scared; in these cases it is very important that you calmly look for a solution. When a problem surfaces make sure to thoroughly analyze from where the problem originates and try to resolve it within this area.
- As a last resort and only in case of serious problems a change of family will be made.



STAYING IN SHARED STUDENT FLATS

A good idea if you would like to choose a more independent way of living is to stay in an apartment. It is also a perfect way to make friends of many different nationalities. It is recommendable to reach an agreement with your flat mates concerning the meals, if you would like to cook meals together or independently. In order to make your stay in the apartment as pleasant as possible there are some rules that you should respect. You can find them on a notice board in the entrance hall.

TIPS FOR A GOOD EXPERIENCE

- LOCK THE DOOR of the apartment if you are the last person leaving.
- Keep the COMMON AREAS TIDY.
- Take RESPONSIBILITY FOR GATHERING your things and clean them up in the common areas and especially in the kitchen.
- It is forbidden to let any NON RESIDENTIAL PERSON SLEEP over IN THE FLAT.
- The student is responsible for the CLEANING OF HIS OR HER ROOM every day.
- The residents are responsible for TAKING OUT THE GARBAGE.
- It is important to respect your flat mates and neighbors by not disturbing them while they are sleeping.
- Do not make loud noises between 10:00 PM and 8:00 AM.
- Try to keep the volume of the TV or stereo at a reasonable level.
- For any extraordinary event taking place within these hours, please ask the rest of the flat mates and the program coordinator at school for permission.
- Every student is responsible for his or her own set of keys.
- It is NOT ALLOWED to move around THE FURNITURE OR OTHER OBJECTS from one room to another.
- It is absolutely forbidden to consume DRUGS OR ALCOHOL.
- On the last day of your stay you should leave the room before 12:00 PM and leave the keys on the table.

don Quijote reserves the right to change the living arrangements of any resident who does not respect the standards of behavior mentioned.



OTHER TYPES OF ACCOMMODATION

If you have chosen another type of accommodation, like a hotel, guesthouse or if you are renting an apartment privately please consult with the management of that accommodation to inform yourself of the standards that the resident should fulfill.

The following are forbidden in all types of don Quijote accommodation

- To have or consume any kind of DRUGS or ALCOHOLIC DRINKS.
- To CHANGE ROOMS without the authorization of the School. (Any change to your original accommodation booking will incur an additional fee of 125 euros approximately).
- To have GUESTS overnight.
- To SMOKE in bedrooms.
- To have any PARTIES.
- To make LOUD NOISES between 11pm and 8am.
- To leave any kind of PERSONAL OBJECTS in common areas.
- To have LIT CANDLES.
- To have ANIMALS.

don Quijote receives reports on your behavior from the families, neighbors and doormen.

RESPONSIBILITIES OF THE RESIDENTS

- TO KEEP your ROOM TIDY.
- TURN OFF THE LIGHTS when you leave the house.
- TO TAKE OUT THE GARBAGE from your room.
- If you break any of the aforementioned rules don Quijote reserves the right to take away your housing within 24h and/or keep your deposit.

In case of emergency

Always carry the don Quijote emergency number with you. You never know what might happen and with the numbers you can always reach someone that will be able to help you. In this manual you will find the telephones related to the city in which you are staying.

don Quijote Emergency Number
+34 636 450 998

Customer Service
help@donquijote.org

Police: 091 **Fire department: 112**
Ambulance: 112 or 061 **Emergencies:112**

MEDICAL INSURANCE

ASTES, your medical insurance

91 562 20 86 / 91 562 20 87

Contract nº 832

(Only if you have contracted and paid for medical insurance with don Quijote.)

WHAT TO DO IN CASE OF EMERGENCY?

We also recommend you

Do carry with you:

- A photocopy of your passport.
- The emergency telephone numbers card.
- Your medical insurance card.
- The address of your accommodation.

In any case of emergency you should first inform those in charge of your accommodation, who will immediately get in contact with the person responsible for the exchange program.





Spain

don Quijote SCHOOLS

Barcelona
Granada
Madrid
Salamanca
Tenerife
Valencia

IEG SCHOOLS

Alicante
Marbella
Seville

PARTNER SCHOOLS

Cadiz
Malaga
Marbella



Useful information Spain

SAFETY

Here in Spain, like in other countries, you might encounter safety problems. We recommend that you take precaution and would like give you some advice that may be very useful:

- Do not leave your luggage unattended at the airport, railway station or bus station.
- Do not leave your bag unattended in bars, restaurants or in other public places and be careful in the streets, especially if you are wearing a backpack.
- Keep your documents, credit cards or money in a safe place. If possible leave them at the apartment or residence.
- In case of theft, inform the police, the host family and don Quijote immediately.
- Do not leave objects of personal value in the classrooms or around the school. don Quijote will not be held responsible for any lost, stolen or disappeared effects.

ELECTRICITY

Spain uses 220 Volts. Additionally, wall sockets and plugs may differ from your home country. For this reason we recommend that you bring an adaptor from your country.

SPANISH CURRENCY AND CREDIT CARDS

The Spanish currency is the European Euro. Foreign currency can always be exchanged for euros approximately at a bank or money exchange. Traveller's Cheques can be changed at any bank. Spain has a lot of Automatic Teller Machines (ATM) that generally accept major credit cards such as MasterCard, Visa, Eurocard or 'cash cards' from banks abroad. In Europe, ATM's do not often accept Personal Identification Numbers



with more than 4 digits. Generally, many public places (restaurants, shops) accept all major credit cards.

Check the current value of the European euro: finance.yahoo.com/currency

PUBLIC TRANSPORTATION

- A lot of people in Spain use the public transport system; being in most cases the most convenient, fast and cheap way to travel.
- If you would like to travel by train and need information about the timetable and destinations you can call for information at 902 24 02 02 or also find it on the web: www.renfe.es
- For information about bus trips, you should check the local bus station's web site.

TELEPHONE

- When you arrive on the first day of classes, you'll receive a welcome pack with useful information about the city, school, activities, conversational exchanges and more. Also included is the don Quijote phone card, an international calling card with great rates that you can activate and recharge at the reception desk, starting at 5 euros approximately. Use this calling card from any phone inside or outside Spain and save up to 50 percent, benefiting from the best rates with no extra charges!
- You can make your phone calls from the public phones with coins or phone cards (5 or 10 euros approximately), that you can buy in the ESTANCOS (small shops where they sell tobacco).
- Some of the public phones also accept credit cards. You can find them in the streets, in many restaurants, bars and cafés (where it might be more expensive to make calls).
- To enter the international phone net you have to dial:
- 00 + country code + area code + desired number
- It is important to know that the prices for phone calls are cheaper in the afternoon and in the evening.

MAIL SERVICES

When you need to mail letters or postcards, use the yellow mailboxes on the streets. For urgent letters you can use the red mailboxes or take them to one of the post offices. (There is usually one in every neighborhood).

You can buy stamps in the tobacco shops, kiosks or at the post office. The prices are the same for postcards and letters as long as you don't exceed the limits for weight and size.

The post office also offers you the following services:

- Telegrams.
- Postal Express.
- Banking Services.
- Telex.

COMMERCIAL HOURS

- Most shops are open daily from 9:00-10:00 AM to 2:00-2:30 PM and from 5pm until 8:00-8:30 PM. Some establishments like EL CORTE INGLÉS, are open from 10:00 AM until 10:00 PM. Opening hours may differ slightly from winter to summer. On Sundays stores are usually closed.
- Embassies, ministries and official organizations are usually only open in the morning until 2:00 PM.

TIPPING

Service is usually included in the bill. But it is customary to leave a tip between 5% and 10% of the total price. Remember that it is not mandatory to tip, but is recommendable when there is an established custom of doing so.

SOCIAL LIFE

The social life in Spain is very active. People go out for dinner with friends or go to the movies or the theater, especially on Fridays and Saturdays. There is a huge variety of restaurants, cinemas, theater, exhibitions, concerts and many other possibilities for a nice night out. You can find information about where to go and when in the city guides or in the newspapers. If you need help don't hesitate to ask at the don Quijote information desk.

CUSTOMS

Many of the Spanish habits are probably different from those in your country. As



following we will give you a rundown of how the Spanish are used to doing things:

- One of the first things that might surprise you when you arrive in Spain could be meal times. They usually eat breakfast between 7:30 AM and 9:30 AM. It is not a very big breakfast and usually consists of milk, coffee or juice and toast or croissants. Around 11:00 AM they can have another coffee, or a juice with something sweet or a salty bite to eat.
- Another thing that might be different from other cultures is how the Spanish approach and treat people while talking. They might surprise you with more excessive body language, patting you on the back or gesticulating a lot. This is just a part of being civil and how they show kindness and not necessarily a demonstration of real friendship.
- Another thing you will notice is that the Spanish have a tendency to speak very loudly in public places like restaurants, bars, etc. This custom is a part of the Latin character that pervades the personality of the Spanish.
- In addition to this there will probably be many small things that will surprise you. Try to learn how things work and take advantage of the opportunity you are presented with living in a new country in order to acquire a greater knowledge, not only of the language, but also of the different culture and traditions of other people.

Feedback

Please help us to improve our services...

We welcome you to help us improve our services. If you have any comment on our courses, accommodations, activities, or you just want to suggest something that could be helpful for us, do not hesitate to contact us at this e-mail address.

Your comments are important to us. Let us know!

CUSTOMER SERVICE
help@donquijote.org



EMERGENCY NUMBERS

- 636 450 998
- 93 412 48 49 (daytime)
- 649 270 295 or
659 330 089 (evening)

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

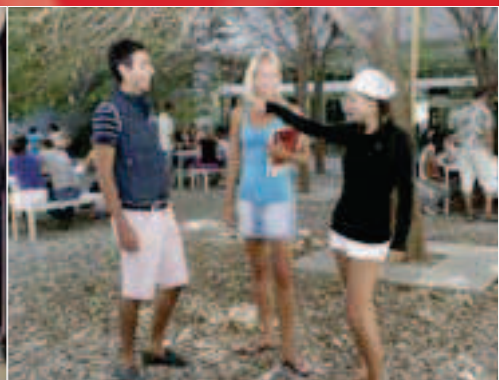
MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



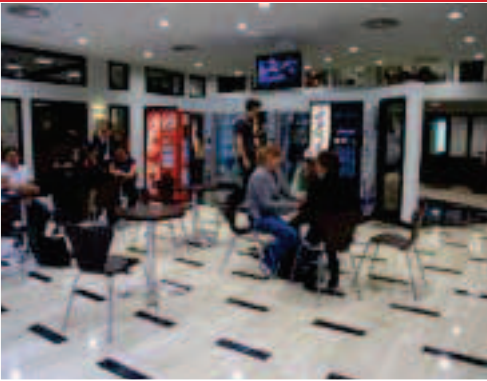
Barcelona



DON QUIJOTE BARCELONA
C/MALLORCA, 27
08029 BARCELONA
TEL.: +34 93 412 48 49
FAX: +34 93 412 37 12



5 Entença



THE CITY

Barcelona, a northeastern city of Spain, belongs to the Autonomous Community of Cataluña. The city is famous for its architecture, not only modernist (la Pedrera, la Sagrada Família and la casa de les Punxes), but also its gothic feel, like the cathedral or the gothic neighborhood. Barcelona was the host of the 1992 Olympic Games which gave the city an urban lift. Older neighborhoods such as the Raval and Poble Nou have been remodeled, becoming cultural centers with the creation of the MACBA (Barcelona's Contemporary Art Museum) standing proud in the Raval. Promenades have been placed along the sea front and an industrial estate for technology and business has also been constructed. From May until September 2004, a wide variety of cultural activities were available at the Forum.

THE WEATHER

The climate in Barcelona is pleasant for most of the year. However, one can enjoy it most from the middle of April until the end of July. In August it can get quite hot, reaching almost 32°C (90°F). The climate in October and November is agreeable though temperatures can drop slightly, falling from 21 to 15°C (70 to 60°F) approximately. The sun does not shine everyday, so prepare yourself for cloudy, rainy days. It is colder in winter with temperatures averaging 12°C (54°F).

SHOPPING

Barcelona's main shopping areas are easy to characterize: C. Pelai and Rda. Universitat hold the most popular stores. Below Plaza Catalunya, the streets of Portal de l'Angel, Santa Anna and Carrer del Pi are full of small, independent boutiques. The chiquest shops can be found on Passeig de Gracia, Rambla Catalunya and their cross streets, like C. Diagonal. Street markets and bazaars spring up on different days of the week and in varying areas of the city. A number of second-hand shops are located on Els Encants Vells, which is near Plaça de les Glòries Catalanes.

TRANSPORT

Barcelona has an excellent public transport system, it is not necessary to own a car. To travel around the city you can use the Metro, the buses of the TMB, the Tram, the FGC trains (Ferrocarrils de la

Generalitat) or the Cercanías Renfe (train). During the night you can catch the Nit Bus. The same ticket can be used to take any of these methods of transport (except the Ferrocarrils de la Generalitat). The most recommendable one is the T-10 (10 trips, transferable between users) and the T-50 (50 trips to make within 30 days). You can transfer from a bus to a metro (or vice versa) within an hour and a quarter of an hour with the same ticket. The Taxi system is widely spread around all the city. The taxi charges you according to the taximeter. It has to be taken into account that they might charge extra money for carrying luggage, animals or to go to the airport. One of the most recommendable forms of transportation is the bicycle. Along all the city you can find many routes which cross Barcelona and some of them lead you to the beach. It is the most ecological and healthy option.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Barcelona airport, bus or train station to accommodation: 85 euros approximately.
- From nearby airports (Gerona, Reus, Tarragona): 225 euros approximately.

Useful telephone numbers

MEDICAL EMERGENCIES:	EMERGENCIES: 112
061	EMERGENCY TELEPHONE:
FIREFIGHTERS: 080	900 750 750
POLICE: 091	TOURIST INFORMATION OFFICE
LOCAL POLICE: 092	934 849 900
BARCELONA INFORMATION:	GENERAL HOSPITAL
010	938 425 000
REGIONAL POLICE: 088	LOST & FOUND: 934 023 161
TAXI: 934 811 085	

FIRST DAY

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday).

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected to find your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

- If you have not booked a pick-up service you have to **pick up your keys** of your flat at:

DO HOTEL BARCELONA

Calle Gran Via de les Corts Catalanes, 629

08010 Barcelona

Tel: 93 342 44 52

Open 24 hrs during the weekend and Monday to Friday from 19:00 PM to 08:30 AM. In case you arrive on weekdays during daytime you can go directly to the school (Calle Mallorca 27) open from Monday to Friday from 9:00 AM to 19:00 PM.

- You have to bring your own towels (but not bed sheets, pillow).
- IMPORTANT: You are requested to leave a deposit in cash, at the residence when you pick-up the keys (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

ACCOMMODATION IN A RESIDENCE

If you have not booked a pick up service please inform us in any case about your arrival time so that we can arrange a meeting for you in order to **pick up your keys**.

DO HOTEL BARCELONA



Calle Gran Via de les Corts Catalanes, 629

08010 Barcelona

Tel: 93 342 44 52

The nearest metro stops are "Passeig de Gracia" (Line 2, Line 3 and Line 4) and "Urquinaona" (Line 1 and Line 4): www.tmb.net
In case you arrive on weekdays during daytime you can go directly to the School open Monday to Friday from 08:30 AM to 19:30 PM.

- You have to bring your own towels (but not bed sheets, pillow).
- IMPORTANT: You are requested to leave a deposit in cash, at the residence when you pick-up the keys (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

FROM THE AIRPORT TO THE CITY CENTER

- Aerobus: this bus leaves the airport every 15 minutes (or less) and goes directly from the airport to the city centre. There are different stops in the city (as Sants Station... last stop is "Plaza de Catalunya" which is just 10 minutes walking from the don Quijote residence). Duration: 35 minutes. Price: about 4 euros approximately. www.emt-amb.com
- Taxi: Duration: 20 minutes (from the airport to the school). Price: 25 euros approximately (the price can vary depending on your luggage).

SCHOOL ADDRESS

don Quijote BARCELONA

Calle Mallorca, 27

08029 Barcelona

Tel.: +34 93 412 48 49

Fax: +34 93 412 37 12

e-mail: estudiantes-ba@donquijote.org

(subject: to "name of the student")

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY NUMBERS

- 93 342 44 52 (available 24 hrs during the weekend and Monday to Friday from 19:00 PM to 08:30 AM).
- 93 412 48 49 or 649 270 295 (from Monday to Friday from 08:30 AM to 19:30 PM).
- 636 450 998

FACILITIES

- 9 bathrooms, including one specially equipped for disabled students
- Background music available in the entire school
- Centralized heating and air conditioning throughout the building
- Wi-Fi access from all points of the building
- A cybercafé with seating for 32 people
- Facilities fully adapted for disabled students and visitors
- A snack area, security cameras and a speaker system throughout the school
- A conference room accommodating 150 people
- Parking spaces underneath the school for those students wishing to arrive by car
- Large private garden behind the school

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

MAPS

maps.google.es

USEFUL WEBSITES

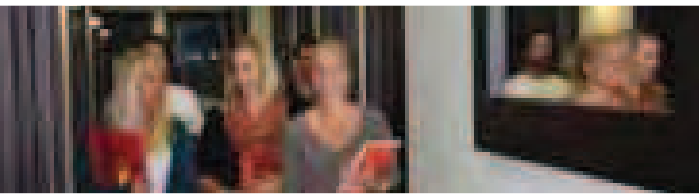
don Quijote: www.donquijote.org/english/barcelona.asp

Transport: www.tmb.net; www.emt-amb.com

Tourism: www.barcelona-tourist-guide.com; www.barcelonaturisme.com

PLACES OF INTEREST

- Museo Picasso: Calle Montcada 15-23, Metro: Línea 4-Jaume I, www.museopicasso.bcn.es
- Museo de Arte Contemporáneo de Barcelona (MACBA): Plaza dels Angels 1, Metro: Línea 2-Universitat, www.macba.es
- Museo de Historia de la Ciudad: Plaza del Rei, Metro: Línea 4-Jaume I, www.museuhistoria.bcn.es
- Museo de la Sagrada Familia: Calle Mallorca 401, Metro: Línea 5-Sagrada Familia
- Museo Monasterio de Pedralbes - Colección Thyssen: Bajada del Monasterio 9, Bus 22, 64 y 75, www.museothyssen.org
- Parque Güell: Parque Guell, Bus 24.
- Fundación Joan Miró: Parque de Montjuïc s/n Metro: Línea 3 y Línea 1-Plaza España-Autobus 50
- Museo Nacional de Arte de Cataluña: Mirador del Palau 6-10, Palacio Nacional. Parque de Montjuïc Metro: Línea 3 y 1-Plaza de España, www.mnac.es
- Catedral de Barcelona: Pla de la Seu, 3 Metro: Línea 3-Cataluña / Línea 4-Jaume I.
- Poble Espanyol: Avenida Marques de Comillas 13, Metro: Línea 3 y 1-España Autobus 50.



EMERGENCY NUMBERS

- 636 450 998

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

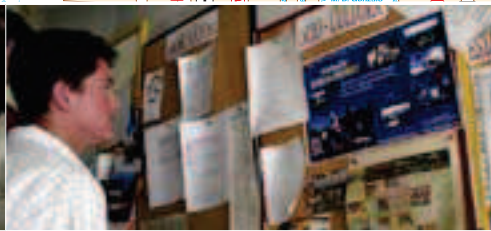
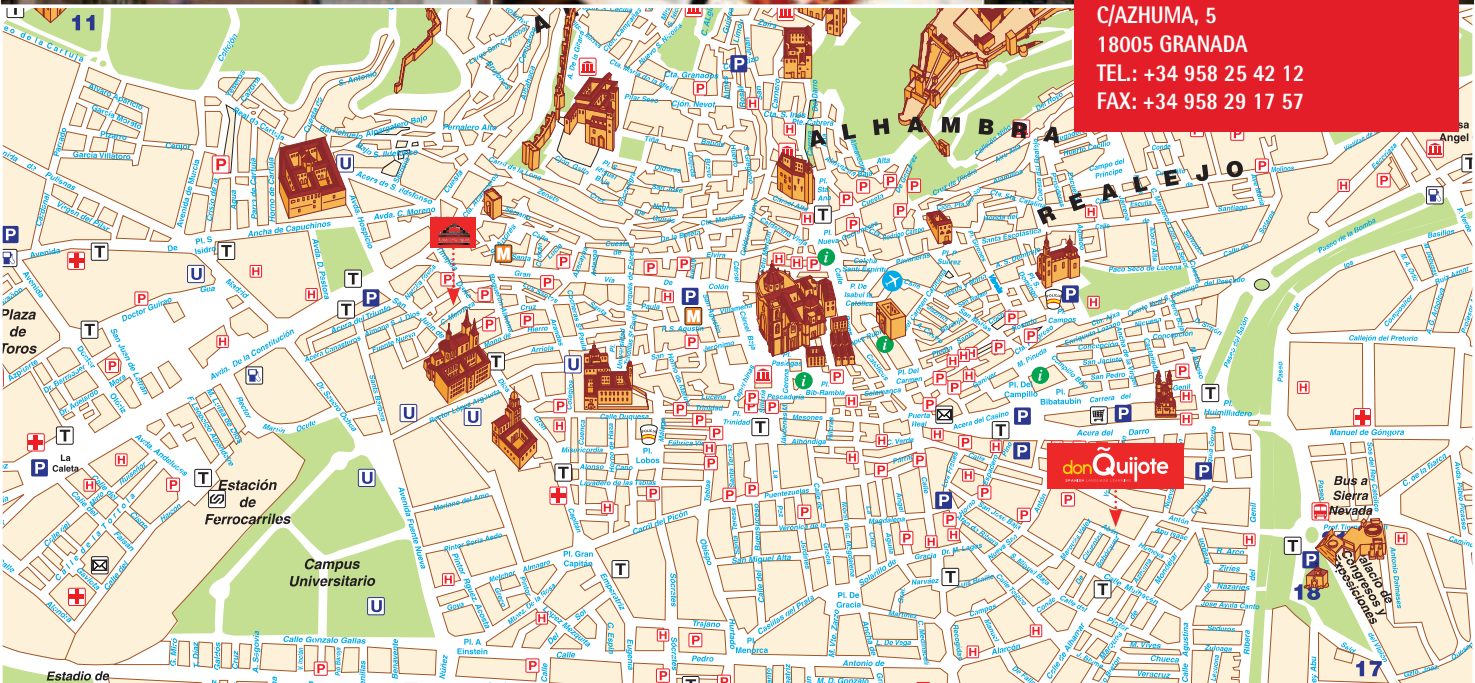
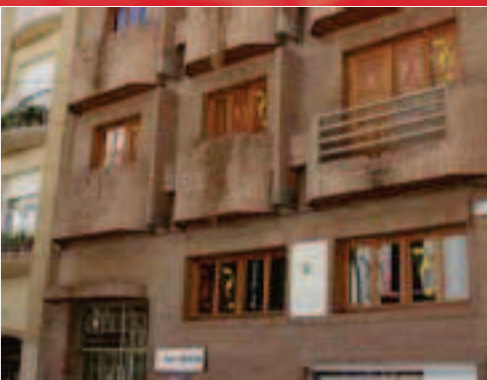
MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org

Granada





THE CITY

At the foot of Sierra Nevada lies Granada, a city where an impressive Andalusian legacy meets architectural gems from the Renaissance and the most modern facilities typical of the 21st century. Because it was the last city reconquered by the Catholic Monarchs in 1492, Granada has an unmistakable Arab flavor. Granada is also a university town; almost a quarter of its 250,000 inhabitants study or teach in the very illustrious and old university, founded by the most European of Spanish monarchs, Emperor Charles I of Spain and V of Germany.

THE WEATHER

The continental climate is demonstrated by the average temperatures, the annual average being 14.8°C (50°F) 6°C (42,8°F) in January and over 25°C (77°F) in August. Long summers and winters contrast with the short Autumn and Spring. Shortage of rainfall (474 liters per year), which mainly falls between the months of October-May and is practically non-existent during Summer.

SHOPPING

Ceramics, silver and inlaid woodwork are just some of the most famous craft products from Granada. The streets of the Alcaicería and Zacatín are a perfect place to go if you want to buy typical gifts and souvenirs. The streets Mesones, Alhóndiga, Puentezuelas or Recogidas in the center of the city have the largest selection of shops of all kinds. To buy reasonably priced or second-hand shoes, bags or clothes, the best thing to do is go down to the Almanjayar street market on a Sunday morning.

TRANSPORT

- Bus: There is an extensive urban bus system, that runs from 07:00 AM to 11:00 PM. The ticket for one ride costs 1 euro approx.
- Taxi: taxis are white-colored bearing a green stripe. Taxi-service phone: 958 28 06 57.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Malaga airport to accommodation: 165 euros approximately.
- From Granada airport, train or bus station to accommodation: 85 euros approximately.

FROM THE AIRPORT TO THE CITY CENTRE

From Malaga airport

- Bus: Line 19 leaves the airport to Malaga city (with a stop at Malaga bus station: Paseo Los Tilos s/n). www.emtsam.es
- Buses from Malaga to Granada leave every hour from Malaga bus station (located at Paseo Los Tilos s/n). Duration: 1,5 hours. Price: 9 euros approximately (one way). www.continental-auto.es or www.alsinagraells.es (timetable, etc)
- Taxi: you can also take a taxi from the airport to Malaga bus station. Price: around 20 euros approximately (the price can vary depending on your luggage).

From Granada airport

- Bus: the aerobus leaves the airport frequently to the city centre. The bus stop at "Palacio de Congressos" is only a 2 minutes' walk to the school. Duration: around 20 minutes. Price: 3 euros approximately.
- Taxi: Price: around 25 euros approximately.

From Madrid airport

- If your flight is arriving at Madrid airport, there is a bus line operated by ALSA that connects this airport with Granada city. The bus leaves the airport every day at 10:30 and arrives at Granada bus station at 16:30. Price: 17 euros approximately.

SCHOOL ADDRESS

don Quijote GRANADA

Calle Azhuma, 5

18005 Granada

Tel: +34 958 254212

Fax: +34 958 265158

e-mail: estudiantes-gr@donquijote.org

(subject: to "name of the student")

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY NUMBERS

- 636 450 998

FACILITIES

- 5-story building
- Centralized heating and air conditioning throughout the building
- Powerful Wi-Fi, with access from all points of the building
- Recreation area full equipped with TV, DVD, Hi-Fi, library and games.

FIRST DAY

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday).

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT/ RESIDENCE

If you have not booked a pick-up service you have to **pick up your keys** of your flat/room at:



DO RESIDENCE GRANADA

don Quijote Residence (reception desk, 24 hours)

Calle Cardenal Mendoza, 5

Tel: 958 291757

- When living in a student flat/residence: you have to bring your own towels (but not bed sheets, pillow, etc).
- IMPORTANT: If you have booked accommodation in a student flat or residence, you are requested to leave a deposit, either cash or by credit card authorization, first day at the school (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

MAPS

callejero.paginasamarillas.es

USEFUL WEBSITES

www.donquijote.org/english/granada.asp



Useful telephone numbers

POLICE: 091

LOCAL POLICE: 092

CIVIL GUARD: 062

FIREFIGHTERS: 080

TELE-TAXI: 958 280 654

RADIO-TAXI: 958 132 323

EMERGENCY: 112

RED CROSS: 958 222 222

TOURIST OFFICE: 958 247 146

CONSUMER'S ADVICE BUREAU:

958 248 170

CLÍNICA LA INMACULADA

CONCEPCIÓN: 958 261

600 HOSPITAL CLÍNICO

UNIVERSITARIO SAN CECILIO:

958 023 000 HOSPITAL

UNIVERSITARIO VIRGEN DE LAS

NIEVES: 958 020 000

TRANSPORT

www.transportesrober.com/
www.continental-auto.es/

TOURISM

www.granadatur.com
www.turgranada.es

PLACES OF INTEREST

- La Alhambra: Calle Real de la Alhambra s/n
- Barrio del Albaicín, Barrio Albaicín
- Catedral de Granada: Gran Vía de Colón 5
- Capilla Real: Calle Oficios 3
- Monasterio de la Cartuja: Paseo de la Cartuja, s/n
- Museo Arqueológico y Etnológico de Granada: Carrera del Darro, 43
- Casa/Museo Federico García Lorca: Calle Virgen Blanca, s/n
- Museo de Bellas Artes
- Palacio de Carlos V, Alhambra
- Casa-Museo Manuel de Falla: Calle Antequeruela Alta, 11
- Casa de los Tiros: Calle Pavaneras, 19





Madrid



EMERGENCY NUMBERS

- 636 450 998

HEAD OFFICE

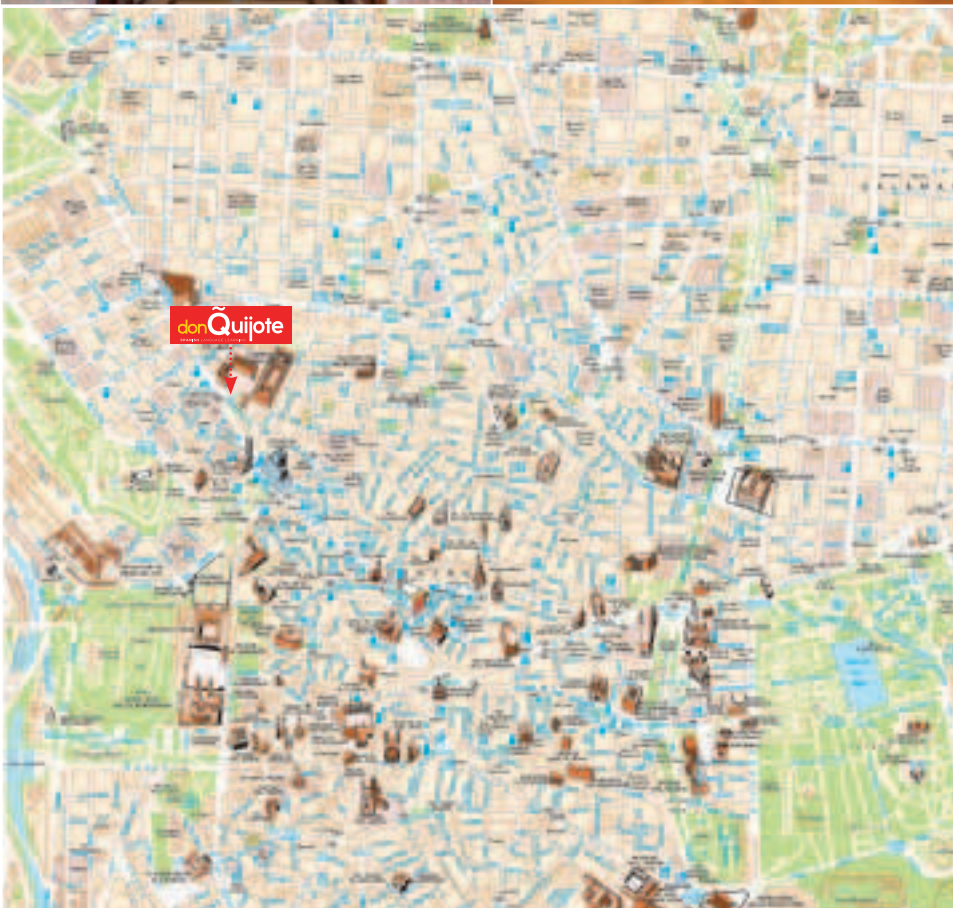
Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org





DON QUIJOTE MADRID
C/DUQUE DE LIRIA, 6
28015 MADRID
TEL.: +34 91 360 41 33
FAX: +34 91 360 41 29



3 Ventura Rodríguez
10 Plaza España

THE CITY

Madrid, the capital of Spain, is located in the center of the Iberian Peninsula. It is, as well, the capital of the autonomous community with the same name. Its almost 8.0000 km² are surrounded by the two Castile regions. The capital is located at almost 600 meters above the sea level, the highest of all the European capitals. Its old area, of great cultural interest, its animated nightlife and the cosmopolitan and open personality of its people have made Madrid one of the main and most visited regions of Europe.

THE WEATHER

The weather in Madrid changes a lot between seasons. With its dry weather, during winter the lowest temperatures rarely fall below zero (32°F). Also it is uncommon to have long periods of rain (no more than 30 days per year generally). However, the temperatures in the summer reach 45°C (113°F) in the shadow.

SHOPPING

Near the school, you will find El Corte Inglés, a department store. There are also many stores in C/ Princesa. If you want to go to the most sophisticated shopping area, go to el Barrio de Salamanca. And if you prefer a shopping mall, you can go to La Vaguada (subway Barrio del Pilar) or Príncipe Pío (subway Príncipe Pío). The general store hours in Madrid tend to be from 9:00 AM - 8:00 PM, though more and more businesses stay open during lunchtime and until 10:00 PM.

Useful telephone numbers

OPEN FARMACIES: 091
 FIREFIGHTERS: 085
 POLICE: 091
 LOCAL POLICE: 092
 CIVIL GUARD: 062
 SAMUR: 092

INSALUD EMERGENCY: 061
 RED CROSS EMERGENCY:
 91 522 22 22
 EMERGENCY: 112
 MADRID CITY HALL
 INFORMATION: 010

TRANSPORT

Madrid has a wide and efficient system of public transportation structured on 11 subway lines, 170 bus lines and 8 commuter train lines which pass through the center of the city. Due to its reach, schedule and the facilities, public transportation is the best option to move around Madrid. Subway schedule Monday-Saturday: 6:00 AM-2:00 AM Weekends: More or less hours, according to specific lines One ticket: 1 euro approx. (for a trip less than 3 hours) Metrobus (10 trips): 6.40 euros approx.. Bus schedules 6:00 AM-12:00 PM Night buses 12:00 AM-6:00 AM One ticket: 1 euro approx. Metrobus: 6.40 euros approx. Madrid Subway: www.metromadrid.es Madrid bus: www.emtmadrid.es

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Madrid airport, train or bus station to accommodation: 85 euros approximately

FROM THE AIRPORT TO THE SCHOOL

- Metro
 Line 8 (pink) from the airport to Nuevos Ministerios metro station (5 stops) change train to
 Line 10 (deep blue) to Plaza de España (4 stops)
 From Plaza de España you can walk to the school (approx. 5-8 minutes walking) or change train to
 Line 3 (yellow) to Ventura Rodríguez (1 stop). (approx. 3 minutes walking distance to the school)
 Duration: 30 minutes. Price: about 1 euro approx.. www.metromadrid.es
- Taxi
 Duration: 20 minutes (from the airport to the school). Price: 25 euros approximately (the price can vary depending on your luggage).



SCHOOL ADDRESS

don Quijote MADRID
 Calle Duque de Liria, 6
 28015 Madrid
 Tel.: +34 91 360 41 33
 Fax: +34 91 360 41 29

e-mail: estudiantes-m@donquijote.org
 (subject: to "name of the student")

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY NUMBERS

- 636 450 998

FACILITIES

- 38 fully equipped classrooms
- 6 bathrooms, including one specially equipped for disabled students
- Background music available in the entire school
- For your year-round comfort: centralized heating and air conditioning throughout the building
- Wi-Fi access from all points of the building
- A computer room with stations for 20 people at a time
- Facilities fully adapted for disabled students and visitors
- A snack area, security cameras and a speaker system throughout the school
- Two conference rooms accommodating 100 and 70 guests, respectively
- Fully equipped salon with study area and library, TV, stereo, DVD.

FIRST DAY

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday).

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service please check the 'need to know' document where to pick-up your keys.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).
- IMPORTANT: If you have booked accommodation in a student flat, you are requested to leave a deposit, either cash or by credit card authorization, at the school when you pick-up the keys (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

ACCOMMODATION IN A RESIDENCE

If you stay in a Residence, you will have to go straight to your Residence. Please inform us, at least 1 week before your arrival of your exact arrival time so that we can inform the people in charge of the residence what time they can wait for you.

- When living in a residence: you have to bring your own towels (but not bed sheets, pillow, etc).
- IMPORTANT: If you have booked accommodation in a residence, you are requested to leave a deposit, either cash or by credit card authorization, at the school when you pick-up the keys (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

MAPS

callejero.paginasamarillas.es

USEFUL WEBSITES

don Quijote: www.donquijote.org/english/madrid.asp

Transport: www.ctm-madrid.es

www.metromadrid.es

Tourism: www.descubremadrid.com;

www.esmadrid.com

PLACES OF INTEREST

- Museo del Prado: Paseo del Prado 31, Metro: Banco de España
- Centro de Arte Reina: Sofía C/ Santa Isabel 52, Metro: Atocha
- Museo de la Ciudad: C/ Príncipe de Vergara 140, Metro: Cruz del Rayo
- Museo Thyssen-Bornemisza: Paseo del Prado 8, Metro: Banco de España
- Museo Arqueológico: C/ Serrano 13, Metro: Colón
- Palacio Real: C/ Bailén s/n. Metro: Ópera
- Monasterio de las Descalzas Pza. de las Descalzas, 3. Metro: Callao
- Ermita de S. Antonio de la Florida Pº. de la Florida, 5. Metro: Príncipe Pío



Salamanca



EMERGENCY NUMBERS

- 636 450 998

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



DON QUIJOTE SALAMANCA
CALLE PLACENTINOS 2
37008 SALAMANCA
TEL.: +34 923 26 31 86
FAX: +34 923 26 30 76



THE CITY

Salamanca is located in the mid-west area of Spain, as a part of the Castilla - León autonomous region and settled on the banks of the Tormes River, at 800 m above sea level and with a surface of 38,6km². It has a population of 165,000 inhabitants. Salamanca is one of the most famous university towns in Spain with more than 40,000 students studying in the town each year. The University of Salamanca dates back to 1218, which makes it the third oldest university in Europe. Apart from the university, Salamanca is known for its many monuments and special architecture. In the center of the town all buildings are constructed with golden sandstone (the special Villamayor stone), which gives the visitor the impression of being in another time period. Today, Salamanca is a lively mixture between a modern city, a university town and a little village, which offers the many visitors advantages of each (a good infrastructure combined with a young and warm welcoming atmosphere). Salamanca was named as European Capital of Culture in 2002 and is also a UNESCO World Heritage City. The town is a very popular tourist destination and it offers its visitors plenty of interesting things to see and to do.

THE WEATHER

Salamanca has a Continental climate of hot summers and cold winters. The average daytime temperature is 20°C (68°F) and during wintertime can be under 0°C (32°F). It can rain a lot in autumn and at the beginning of the spring. Average temperatures (in Celsius degrees): Spring 15, Summer 29, Autumn 15, Winter 9. More information: www.wunderground.com

SHOPPING

The school is located very close to the most important shopping streets: C/ Gran Vía, C/ Toro and C/ Zamora, (just five minutes walking from the school). You can also take a bus in C/ Gran Vía and C/ Toro go to a big shopping centre called El Tormes, where you can also go to the cinema or go to its different restaurants.

TRANSPORT

There are 9 bus lines. They work from 7:30 AM until 11:00 PM. 1 Bus ticket costs: 0,80 euros approximately. A 10 trips ticket costs: 3.60

euros approximately. You can buy the tickets in Plaza Mayor, at the bank: Caja Duero and in the transport holding. Taxis are white with a blue line. They are safe and not very expensive. You can ask for a receipt if you want to. You can find taxis in taxi stands or by calling 923 25 00 00.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Salamanca airport, bus/train station to accommodation: 85 euros approximately.
- From Valladolid airport to accommodation: 199 euros approximately
- From Madrid airport to accommodation: 199 euros approximately
- From Madrid airport to Madrid bus station (includes bus ticket to Salamanca and transfer from Salamanca bus station to accommodation): 115 euros approximately

FROM THE AIRPORT TO THE CITY CENTRE

The closest international airport to Salamanca is located in Madrid. You can get from Madrid to Salamanca by bus or train.

By bus: you have two options:

- You can take a bus directly from Madrid Airport to Salamanca. Please note that this direct service has a limited schedule. For further information, please check out the bus company website Duration: around 2 hrs 45 min. Price: starting from 16,35 euros approximately (one way). www.avanzabus.com/web/Aeropuerto-de-barajas/salamanca.html?lang=en
- You can take the bus to Salamanca that leaves every hour from Bus Station "Estacion Sur", located at calle Mendez Alvaro nr. 83 (ticket office nr. 53 to 62). Duration: 2,5 hours (Express bus). Price: 16 euros approximately (one way). <http://www.avanzabus.com> (timetable, etc)

How to get to the bus station in Madrid from the airport:

- By taxi (cost: 25 euros approximately – 20 minutes, it can vary).
- By metro www.metromadrid.es.
Line 8 (pink) to "Nuevos Ministerios" stop and change trains there to Line 6 (gray) to "Mendez Alvaro" stop.
- By train: Trains from Madrid to Salamanca leave Chamartin train station. Duration: 2,5 hours. Price: 15,30 euros approximately. www.renfe.es (timetable, etc)

How to get to the train station from the airport:

- By taxi (cost: 25 euros approximately – 20 minutes; it can vary).
- By metro www.metromadrid.es.
Line 8 (pink) to "Nuevos Ministerios" stop and change trains to Line 1 (dark blue) to "Chamartin" stop

SCHOOL ADDRESS

don Quijote SALAMANCA
Calle Placentinos 2
37008 Salamanca
Tel.: +34 923 26 31 86
Fax: +34 923 26 30 76

e-mail: estudiantes-sa@donquijote.org
(subject: to "name of the student")

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY NUMBERS

- 636 450 998

FACILITIES

- 17 fully equipped classrooms
- Recreation room (multimedia: TV, stereo, DVD...)
- Computer room
- Library and study area
- Lounge

- Centralized heating and air conditioning throughout the building for your year-round comfort
- Wi-Fi access from all points of the building

FIRST DAY

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday).

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service please check the 'need to know' document where to pick-up your keys.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).
- IMPORTANT: If you have booked accommodation in a student

Useful telephone numbers

POLICE: 091	TOURIST INFORMATION
LOCAL POLICE: 092	OFFICE: 923 218 342
EMERGENCY: 112	CONSUMER'S ADVICE
CIVIL GUARD: 923 127 200	BUREAU:
POLICE STATION: 923 265 311	900 500 222
RED CROSS: 923 221 032	RADIO-TAXI: 923 271 111
FIREFIGHTERS: 088	TELE-TAXI: 923 250 000
CIVIL GUARD: 006	

flat you are requested to leave a deposit either cash or by credit card authorization, at the school on Monday (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

ACCOMMODATION IN A RESIDENCE

If you stay in a Residence, you will have to go straight to your Residence. Please inform us, at least 1 week before your arrival of your exact arrival time so that we can inform the people in charge of the residence what time they can wait for you.

- When living in a residence: you have to bring your own towels (but not bed sheets, pillow, etc).
- IMPORTANT: If you have booked accommodation in a residence, you are requested to leave a deposit either cash or by credit card authorization, at the school on Monday (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

MAPS

callejero.paginasamarillas.es

USEFUL WEBSITES

don Quijote: <http://www.donquijote.org/english/salamanca.asp>

Transport: <http://web.aytosalamanca.es/transportepublico>

Tourism: <http://www.salamanca.es>

PLACES OF INTEREST

- Casa de las Conchas: Calle Compañía
- Universidad Pontificia de Salamanca: Calle Compañía
- Universidad de Salamanca
- Calle Libreros
- Catedral Nueva, Plaza de Anaya
- Catedral Vieja: Plaza de Juan XXIII
- Convento de las Dueñas: Plaza del Concilio de Trento
- Convento de San Esteban: Plaza del Concilio de Trento
- Palacio de la Salina: Calle San Pablo, 24
- Colegio Arzobispo Fonseca: Calle Maestro Ávila
- Museo de Salamanca: Patio de Escuelas, 2
- Museo de la Universidad: Patio de Escuelas
- Casa Museo de Unamuno: Calle Libreros, 25
- Museo de Historia de la Automoción: Plaza del Mercado Viejo





Tenerife



EMERGENCY NUMBERS

- 636 450 998

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



DON QUIJOTE TENERIFE
AVENIDA COLÓN, NR 14 – EDIFICIO BÉLGICA
38400 PUERTO DE LA CRUZ – TENERIFE
TEL: +34 922 368 807
FAX: +34 922 389 899



THE CITY

Puerto de la Cruz is the second largest tourist city on the island with accommodation for around 30,000 tourists. In contrast with the modern resorts of the south, El Puerto has had a great tradition as a place of relaxation since the end of the last century when the spa, which today is the Hotel Casino Tauro, was built. The lushness of the gardens and the agreeable atmosphere are very special features of this city, which has lively places to stroll around. Puerto de la Cruz has small beaches of volcanic sand, the best ones being Playa Jardin and Martianez, on the outskirts of the city.

THE WEATHER

Tenerife is called the "Island of eternal Spring" because of its equilibrated climate and abundant vegetation in the North. Spring temperatures dominate throughout the year. The average lies between 20-22°C. During the cooler days the thermometer doesn't fall under 15°C and rarely gets higher than 30°C on the hotter days.

SHOPPING

Tenerife, as well as the other Canary Islands, is partly tax free area. So the prices for tobacco, spirits and perfumes are cheaper there than on the average in EU countries. Travellers returning from the Canary Islands are treated at the customs like travellers from outside the European Union.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Tenerife Norte airport (Los Rodeos) to accommodation: 85 euros approximately
- From Tenerife Sur airport (Reina Sofia) to accommodation: 155 euros approximately.

FROM THE AIRPORT TO THE CITY CENTRE

There are two airports in Tenerife: Tenerife Norte (Los Rodeos) and Tenerife Sur (Reina Sofia).

From Tenerife Norte – Los Rodeos:

- By bus: Line 102: Santa Cruz – Aeropuerto Norte – Puerto de la Cruz. This bus comes from Santa Cruz every 30 minutes. www.titsa.com (timetable, etc)
- By taxi: Price: around 30 euros approximately (the price can vary depending on your luggage).

From Tenerife Sur – Reina Sofia

- By bus: Line 340: Aeropuerto Sur – Aeropuerto Norte – Puerto de la Cruz. Buses at: 9:45; 14:00; 20:00 and 23:30. Duration: around 1,5 hours. You can also take Line 341 from Aeropuerto Sur to Santa Cruz and then Line 103 (or 101) to Puerto de la Cruz.
- By taxi: Price: around 120 euros approximately (the price can vary depending on your luggage).

SCHOOL ADDRESS

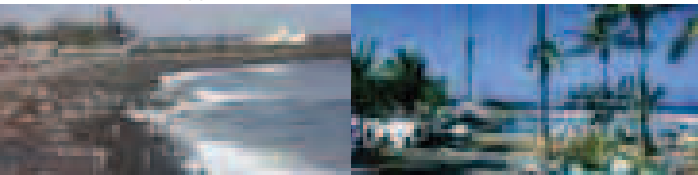
don Quijote TENERIFE
Avenida Colón, nr 14 – Edificio Bélgica
38400 Puerto de la Cruz - Tenerife
Tel.: +34 922 368 807
Fax: +34 922 389 899

e-mail: estudiantes-tf@donquijote.org
(subject: to "name of the student")

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY NUMBERS

- 636 450 998



FACILITIES

- A traditional Canaries building, the Edificio Bélgica
- 7 classrooms full of natural light, all with multimedia equipment
- Wi-Fi wireless internet throughout the school
- Interior patio
- Teachers' room
- Reception office
- Common room with TV, stereo, library and videos

FIRST DAY

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday).

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service please check the 'need to know' document where to pick-up your keys.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).
- IMPORTANT: If you have booked accommodation in a student flat, you are requested to leave a deposit, either cash or by credit card authorization, first day at the school (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

MAPS

callejero.paginasamarillas.es

USEFUL WEBSITES

don Quijote: www.donquijote.org/english/tenerife.asp

Transport: www.titsa.com

Tourism: www.tenerife.es; www.tenerife.com

PLACES OF INTEREST

- Loro Parque: Avda. Loro Parque, s/n, www.loroparque.com, loroparque@loroparque.com
- Playa Martiánez
- Playa Jardín
- Jardín Botánico: C/ Retama S/N - Urbanización La Paz
- Plaza del Charco
- Plaza de Europa
- Casa Iriarte: C/ San Juan, nº 17

Useful telephone numbers

RED CROSS - 922 28 29 24
 MEDICAL EMERGENCIES: 061
 POLICE-TOURIST ATTENTION:
 922 21 25 11

NATIONAL POLICE: 091
 LOCAL POLICE: 092
 CITIZEN INFORMATION: 010
 LOST PROPERTY: 092

Valencia



EMERGENCY NUMBERS

- 636 450 998

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



DON QUIJOTE VALENCIA
AVENIDA DE LOS NARANJOS, S/N
EDIFICIO GALILEO GALILEI
46022 VALENCIA
TEL.: +34 96 3553174
FAX: +34 963553175



4

La Cadena

Mar Mediterraneo



THE CITY

Few cities are, like Valencia, able to combine so harmoniously remains from remote periods, as far back as 138 B.C., with the most modern, avant-garde buildings to be erected in the new millennium. Valencia is a place for international and avant-garde design and one of the most attractive cities in Europe when it comes to fairs and conventions. Thanks to its location, Valencia has been the Spanish gateway to the Mediterranean, with the special charm that seaport cities have. The fine sand and crystal waters, the vastness of the open sea, and the proximity of the coastal mountain range lend the Valencian coast a unique appeal.

THE WEATHER

Valencia has one of the most favorable climates in Europe. It's a mild kind of weather, typically Mediterranean, with an average temperature of more than 17°C (62°F). The summer is warm and the winter is mild. During the winter months, the temperature is not less than 10°C (50°F). Rain is infrequent and extremely rare in summer, and it rains most often in autumn and at the end of the winter.

SHOPPING

The streets of Valencia are filled with shop windows exhibiting everything from hand made arts and crafts (Ciutat Vella) to the latest fashion designs (around Colón). Fans, lace work, Manises ceramics and clothes are just some of the things you can buy in Valencia.

Useful telephone numbers

POLICE: 091	HOSPITAL 9 DE OCTUBRE
CIVIL GUARD: 062	963 179 100
LOCAL INFORMATION: 010	HOSPITAL VALENCIA AL MAR
EMERGENCIES: 112	963 352 500
RED CROSS: 963 677 375	HOSPITAL CLÍNICO
TELE-TAXI: 963 703 333	UNIVERSITARIO DE VALENCIA
ONDA-TAXI: 963 571 313	963 862 600 600
TOURIST INFORMATION:	
900 500 222	

TRANSPORT

The Municipal Transport Company (EMT) manages Valencia's city-bus network (57 routes). There are seven night-bus lines, which are called *buhús*. They all begin their routes at Plaza del Ayuntamiento, connecting the city center to all the outlying districts. Single tickets can be purchased in the bus itself, and they cost 1,10 euro approx.. Other possibilities include purchasing a ten-trip pass called *Bonobús* for 5,20 euro approx.; a B-10 pass for 6,50 euro approx., good for 10 trips on both the city buses, and the underground (Metro). Valencia's underground (Metro) covers the metropolitan area, providing service to 34 municipalities in the vicinity. Fares for single and round trip tickets, as well as ten-trip *Bonometro* passes, vary according to the zones they cover. A single Zone-A ticket costs 1,25 euro approx.. All tickets and passes can also be used on city buses. The minimum taxi fare is 1,25 euro approx.. For your convenience and information, there is a posted sign in the interior of every vehicle detailing all fares and supplement.

ARRIVAL

If you are staying in a host family, please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Valencia airport, bus or train station to accommodation: 85 euros approximately
- From Alicante airport to accommodation: 215 euros approximately

HOW TO REACH THE SCHOOL

The airport is in the town of Manises, about 8 km from Valencia.

- Taxi: Duration: 25 minutes. Price: 18 euros approximately (the price can vary depending on your luggage).
- Aerobus: this bus leaves the airport every 20 minutes and goes directly from the airport to the city centre. Price: about 2,50 euros approximately www.emtvalencia.es
- From the city centre you can take a taxi. Price: 8 euros approximately (the price can vary depending on your luggage).

SCHOOL ADDRESS

don Quijote VALENCIA
Avenida de los Naranjos, s/n
Edificio Galileo Galilei
46022 Valencia
Tel.: +34 96 355 31 74
Fax: +34 96 355 31 75

e-mail: estudiantes-v@donquijote.org
(subject: to "name of the student")

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY NUMBERS

- 636 450 998

FACILITIES

- 14 fully equipped classrooms
- 4 bathrooms
- For your year-round comfort: centralized heating and air conditioning throughout the building
- Powerful Wi-Fi, with access from all points of the building
- A computer room with stations for 10 students
- Facilities fully accessible to disabled students and visitors
- Fully equipped common area with study area, library, TV, stereo, DVD.

FIRST DAY

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday).

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after

noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service please check the 'need to know' document where to pick-up your keys.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).
- IMPORTANT: You are requested to leave a deposit, either cash or by credit card authorization, when you pick-up the keys (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

ACCOMMODATION IN A RESIDENCE



If staying in the Residencia located in Calle Sagunto, you have to pick your keys there:

Residencia de estudiantes
C/Sagunto nr. 1, puerta 3, 2º piso
46009 Valencia
Telf: 636 451 019

You have to bring your own towels (but not bed sheets, pillow).

If staying at the Valencia Campus, you have to **pick up your keys** to your room at:

Colegio Mayor Galileo Galilei (reception desk, 24 hours)
Avenida de los Naranjos s/n, 46022 Valencia

- If you are staying in this residence you don't need to bring towels.
- IMPORTANT: You are requested to leave a deposit, either cash or by credit card authorization, when you pick-up the keys (you will receive more information upon your arrival at school). The deposit will be returned to you on the last day of your stay.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

MAPS

callejero.paginasamarillas.es

USEFUL WEBSITES

don Quijote: www.donquijote.org/english/valencia.asp

Transport: www.emtvalencia.es

Tourism: www.valenciadecerca.com; www.turisvalencia.com

PLACES OF INTEREST

- Catedral de Valencia: Plaza de la Reina s/n,
- Instituto Valenciano de Arte Moderno (IVAM): Calle Guillem de Castro 118
- Puerta de Serranos: Plaza Fueros s/n
- Museo de Bellas Artes de Valencia: Calle San Pío V 9
- Museo de Artes Fallero: Calle del Ninot, 24 (Esq. San José Artesano)
- Museo de las Ciencias "Príncipe Felipe": Avenida Autopista del Saler, 1-7
- Iglesia de los Santos Juanes: Plaza del Mercado s/n
- Antiguo Edificio Almudín: Plaza San Luis Bertrán s/n,
- El Miguelete: Plaza de la Reina s/n
- Palacio de La Generalitat: Plaza de Manises s/n,
- Torres de Quart: Avenida Guillén de Castro s/n
- Lonja de la Seda: Plaza del Mercado s/n
- Monasterio de San Miguel de los Reyes: Avenida Constitución 284



Alicante

**EMERGENCY NUMBERS**

- 628 467 674
- 636 450 998

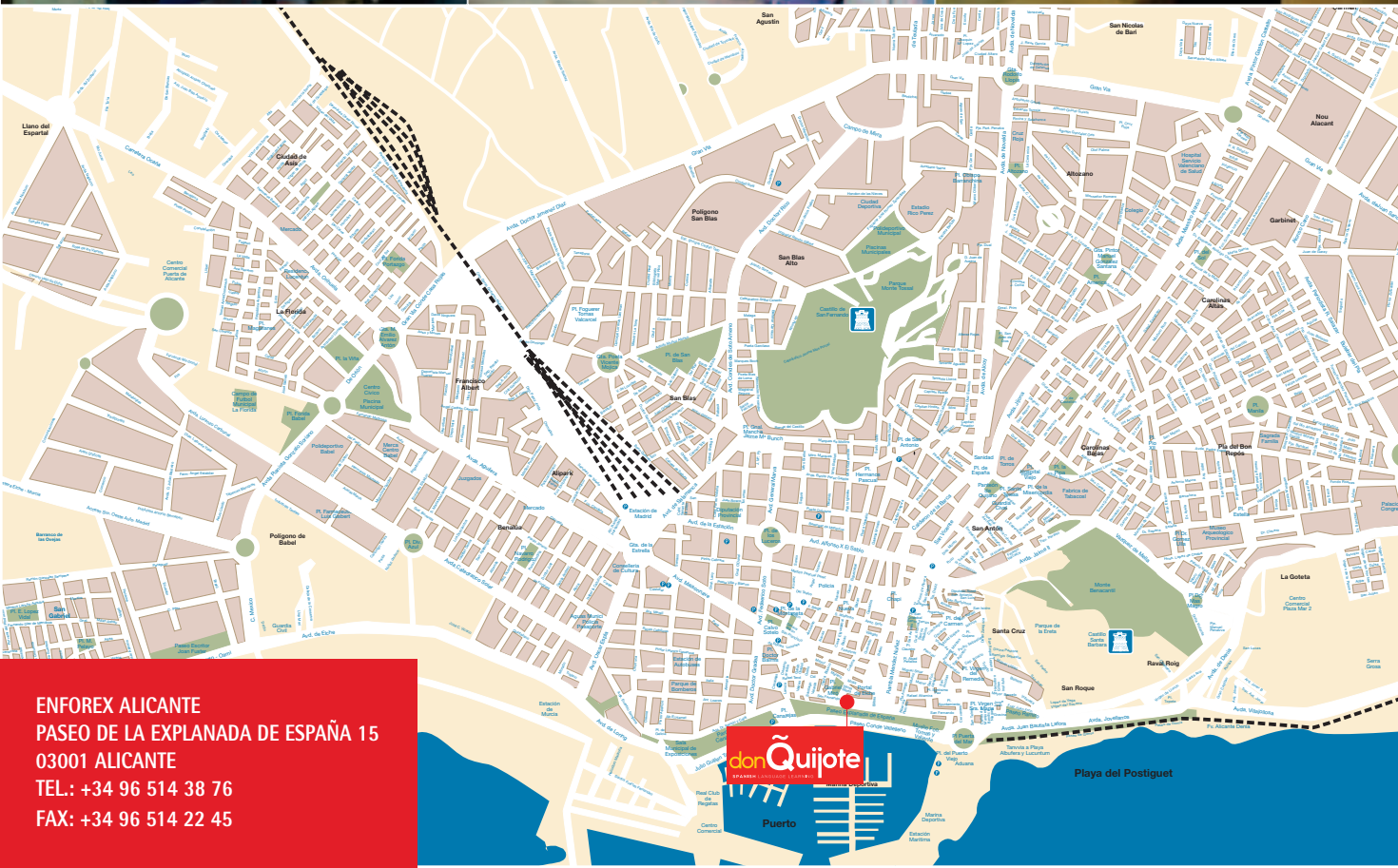
HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



ENFOREX ALICANTE
PASEO DE LA EXPLANADA DE ESPAÑA 15
03001 ALICANTE
TEL.: +34 96 514 38 76
FAX: +34 96 514 22 45

don Quijote
ALICANTE

Playa del Postiguet



THE CITY

Alicante's exceptional location between the mountains and the Costa Blanca provides the city with a special kind of enrapturing beauty. The city, wherever one roams, is pervaded by the scent of the sea, playing its deeply-felt role as a seaport, as it has always done. As Gabriel Miró said, "my city is pierced through and through by the Mediterranean". The historic quarter, at the foot of the Castle of Santa Barbara, a silent witness to the numerous civilizations that have settled here, conceals an interesting religious and civil architectural legacy, including the emblematic Explanada de España (Spain boulevard), a traditional recreational area for the local residents. Alicante is also a land of deeply-rooted traditions, such as the Moors and Christians festivities and the Night of San Juan. When it comes to Alicante's delicious cuisine, rice takes center stage, cooked in a million different ways.

THE WEATHER

Alicante has a dry Mediterranean climate with mild temperatures all year round and rain is quite rare. Temperatures range from 16°C (60°F) to 6°C (43°F) in January and from 30°C (86°F) to 20°C (68°F) in August, with an average yearly temperature of 17°C (68°F). September and October are the rainy months. www.wunderground.com

SHOPPING

The traditional shopping part of the town is located around Avda. Alfonso el Sabio and Gerona street, but the area of Maisonnave and its surrounding streets, although newer, is an equally lively shopping area. There is also a multipurpose market that takes place in the Paseo del Doctor Gadea in winter and along the Explanada in the summer, where you can buy anything from casual clothes to pottery, jewelry and decorative items. If you have a discerning palate, we recommend a walk around the Central Market.

TRANSPORT

- La Empresa Municipal de Transportes (SuBús) manages Alicante's city-bus network (13 routes). Single tickets can be purchased on the bus itself, and they cost 1 euro approx.. Other possibilities include purchasing a ten-trip pass called 'Bonobús' for 10 trips (7 euros approximately). There is also the 'Bono Joven' for people under

27 years with 'Carné Joven'; this ticket is for 30 trips and costs approximately 26 euros approximately.

- TRAM is a metro that goes from Alicante to Denia. It has many stops, in San Juan, El Campillo, Altea, etc. Prices and schedules depend on the final destination. You can get more info at the web: www.fgvalicante.com/tram/html/home/home.asp or calling 965 20 00 00 which is the Tourist Board of Alicante.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Alicante airport, bus or train stations to accommodation: 85 euros approximately.
- From Valencia airport to accommodation in Alicante: 215 euros approximately.

We require that you send us your complete arrival details at least two weeks prior to your arrival date. If we do not have these details by that day, we cannot guarantee this service. Our driver will meet you holding an ENFOREX sign with your name on it in the arrivals lounge. If your flight is delayed, changed or cancelled, please contact us with more than 24 hours at this number: +34 628467674. Otherwise you will lose your right to a refund of the cost of that service.

SCHOOL ADDRESS

ENFOREX ALICANTE
 Paseo de la Explanada de España 15
 03001 Alicante
 Tel.: +34 96 514 38 76
 Fax: +34 96 514 22 45

The school address should be used for receiving letters/packages during your stay. Do not use your accommodation address.

EMERGENCY PHONE NUMBERS

628 467 674 / 636 450 998

FACILITIES

- 8 spacious and well-lit classrooms
- Teacher's meeting room
- Computer lab with free Internet access
- Wi-Fi wireless internet throughout the school
- Library and video room
- Spacious common areas
- Air conditioning and central heating

FIRST DAY

Students need to arrive at the school on Monday at 8:30 AM for their level test (if Monday is a holiday you will start on Tuesday, please revise the holiday dates in the price list).

Morning schedule – From 9:30 to 13:30

Afternoon schedule – From 14:30 to 18:30

Complementary and culture classes – From 13:10 to 14:30

COURSE MATERIAL

Books for each level are NOT included. Books for initial level must be paid upon reservation. Upper levels must be bought and paid directly at the school's reception desk.

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service please check the 'need to know' document where to pick-up your keys.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).
- Shared flats require a deposit in cash or by credit card.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

USEFUL WEBSITES

Transport: www.subus.es

Tourism: www.alicanteturismo.com; www.alicante-ayto.es

PLACES OF INTEREST

- Museo-Casa de la Asegurada: Plaza de Santa María
- Museo Arqueológico Provincial de Alicante (MARQ): Plaza Doctor Gómez Ulla s/n
- Lonja del Pescado: Paseo Almirante Julio Guillén Tato s/n
- Castillo de Santa Bárbara: Avda. Jovellanos
- Iglesia de Santa María: Paseo de Santa María s/n
- Concatedral de San Nicolás de Bari: Plaza de Penalva s/n

Useful telephone numbers

POLICE: 091

LOCAL POLICE: 092

CIVIL GUARD: 965 921 100

POLICE STATION: 965 107 200

FIREFIGHTERS: 080

EMERGENCY: 965 114 676

TELE-TAXI: 965 101 611

EMERGENCY: 112

RED CROSS: 965 254 141

TOURIST OFFICE: 965 929 802

CONSUMER'S BUREAU:

965 217 852

HOSPITAL GENERAL:

965 938 300

HOSPITAL UNIVERSITARIO DE

SANT JOAN: 96 593 87 00

Marbella



EMERGENCY NUMBERS

- 659 918 312
- 636 450 998

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



ENFOREX MARBELLA
AVDA. RICARDO SORIANO 43
29600 MARBELLA
TEL.: +34 95 276 64 00
FAX: +34 95 286 80 83

MAR

MEDITERRÁNEO



THE CITY

Marbella, situated in the south of Spain, belongs to the autonomous community of Andalucía and is at the heart of the Costa del Sol. It has a surface area of 114,30Km² and a registered population of 90,000. Marbella, the coast's cosmopolitan city, holds the most extensive recreational port in the Mediterranean, Puerto Banús, where the most famous and legendary yachts have been anchored. The historical center has a Moorish and Andalusian flavour, with the scent of orange blossoms. The architecture of the city maintains an Arab-Mediterranean style. Marbella has changed with the times into a magnificent city which offers its visitors a typical Andalusian flavour, brilliant whitewashed houses, flower filled squares; and all of these on the warm and blue Mediterranean sea. Because of its privileged micro-climate, its unmatched hotel and communications infrastructure, its sports facilities and of course, its hospitality, Marbella is the perfect destination.

THE WEATHER

Because of its geographical location and the chain of mountains which surround it, Marbella enjoys a special micro climate, with mild temperatures all year avoiding harsh winters and stifling summers; the average annual temperature is 19°C (66°F), with 320 days of sun and less than 50 days of rain. These conditions favor a wide variety of plants and flora all year round, which is why it is sometimes called "The Garden City".

SHOPPING

The school is situated on one of the most central streets in Marbella, Ricardo Soriano. Among other things, this street is known because it holds many of Marbella's most prestigious shops. Marbella is famous for its luxurious establishments, where you can find the best designer brands in the world. You can also buy anything you need at the La Cañada Centre or El Corte Inglés in Puerto Banús.

TRANSPORT

- Marbella has a substantial network of bus routes available. It operates from 7:00 AM to 10:30 PM (except for buses that go to Puerto Banús, which has a late night/early morning service).
- You can also catch a taxi.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Malaga airport, bus or train stations to accommodation in Marbella: 95 euros approximately.
- From Gibraltar airport to Marbella: 120 euros approximately.

We require that you send us your complete arrival details at least two weeks prior to your arrival date. If we do not have these details by that day, we cannot guarantee this service. Our driver will meet you holding an ENFOREX sign with your name on it in the arrivals lounge. If your flight is delayed, changed or cancelled, please contact us with more than 24 hours at this number: +34 659 918 312. Otherwise you will lose your right to a refund of the cost of that service.

SCHOOL ADDRESS

ENFOREX MARBELLA
Avda. Ricardo Soriano 43
29600 Marbella
Tel.: +34 95 276 64 00
Fax: +34 95 286 80 83

The school address should be used for receiving letters/packages during your stay. Do not use your accommodation address.

EMERGENCY PHONE NUMBERS

659 918 312 / 636 450 998

FACILITIES

- New 3-story building
- 17 classrooms (14 inside and 3 outside) with natural light from the terrace
- 7 computers with free Internet access
- Wi-Fi wireless internet throughout the school
- Each classroom has audio-visual equipment
- Huge terrace, 3,500 m²

- Air conditioning
- Large common room with vending machines
- Study hall / reading room
- Library services (books and videos)
- Teachers' room

FIRST DAY

- Students need to arrive at the school on Monday at 9:00 AM for their level test (if Monday is a holiday you will start on Tuesday, please revise the holiday dates in the price list).

Morning schedule – From 9:30 to 13:30

Afternoon schedule – From 14:30 to 18:30

Complementary and culture classes – From 13:10 to 14:30

COURSE MATERIAL

Books for each level are NOT included. Books for initial level must be paid upon reservation. Upper levels must be bought and paid directly at the school's reception desk.

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service you have to **pick up your keys** of your flat/room at:

Avda. Ricardo Soriano, 43, Edif. Granada

Once you are in this address, please call this number 659 918 312 and a school representative will meet you to give the keys of your flat.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).
- Shared flats require a deposit in cash or by credit card.

ACCOMMODATION IN A STUDENT RESIDENCE

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival. Please inform us, at least 1 week before your arrival of your exact arrival time so that we can inform the people in charge of the residence what time they can wait for you.

- When living in a student residence: you have to bring your own towels (but not bed sheets, pillow, etc).
- Residences require a deposit in cash or by credit card.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

USEFUL WEBSITES

Transport: www.ctsa-portillo.com ; Tourism: www.pgb.es

Useful telephone numbers

POLICE: 091	RED CROSS: 952 774 534
LOCAL POLICE: 092	TOURIST OFFICE: 952 771 442
CIVIL GUARD: 062	CONSUMER'S ADVICE BUREAU:
POLICE STATION: 952 762 600	952 789 920
FIREFIGHTERS: 080	HOSPITAL COSTA DEL SOL
CIVIL BRIGADE: 952 775 195	95 2 828 25048
TELE-TAXI: 952 774 488	USP HOSPITAL DE MARBELLA:
RADIO-TAXI: 952 823 535	952 774 200
EMERGENCY: 112	CLÍNICA OCHOA: 952 861 400

Seville

**EMERGENCY NUMBERS**

- 652 121 803
- 636 450 998

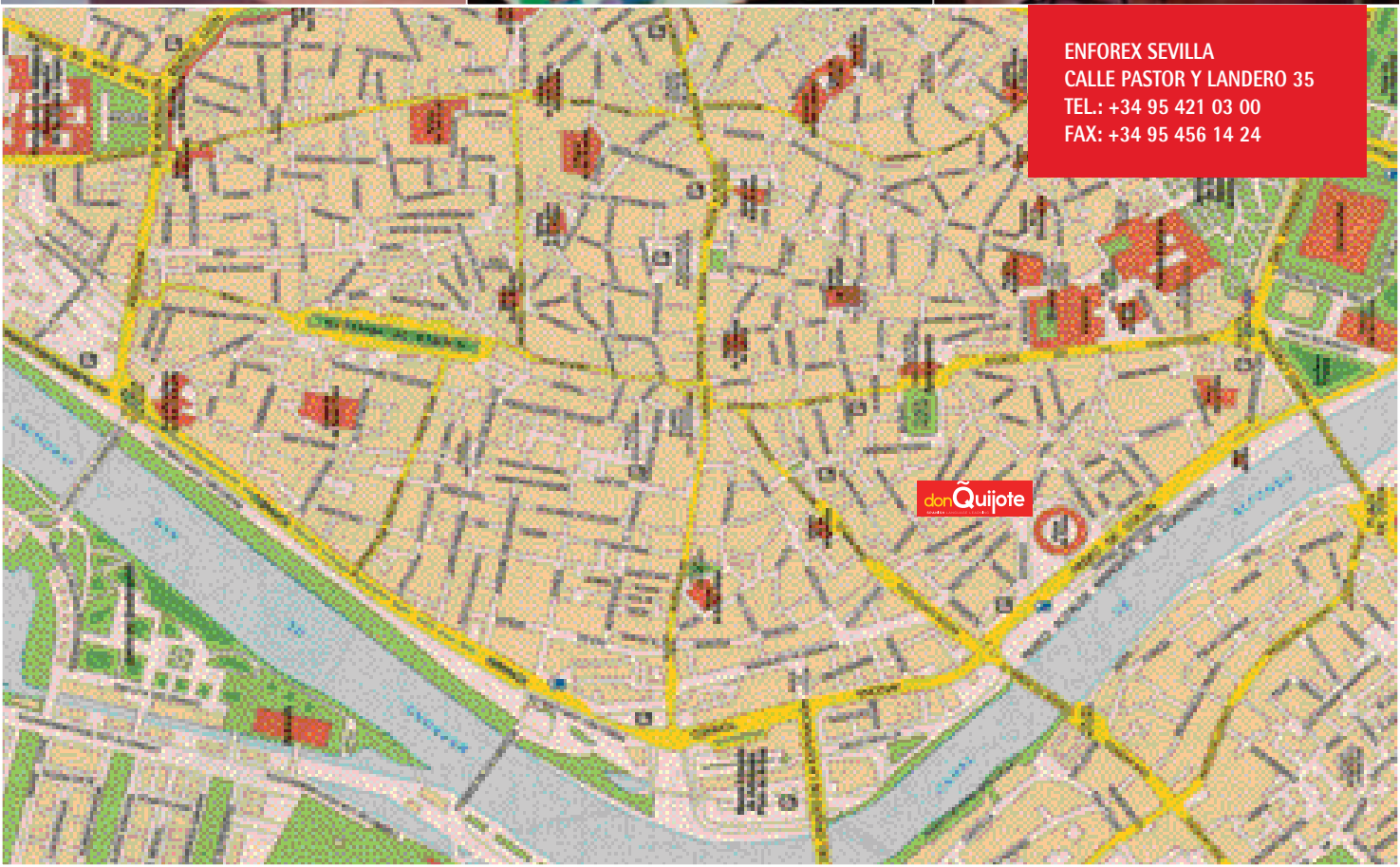
HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



ENFOREX SEVILLA
CALLE PASTOR Y LANDERO 35
TEL.: +34 95 421 03 00
FAX: +34 95 456 14 24





THE CITY

Built on the banks of the Guadalquivir River, Seville is heir to a rich Arab legacy, and to the condition of being a prosperous trading port with the Americas. Seville preserves and pampers its world famous monumental architecture. At the same time it proudly and brilliantly treasures mysterious secrets that romantic authors attempted to convey in mythical works such as Carmen, The Barber of Seville or Don Juan, amongst many others. Every street and square that makes up the historic quarter of the Andalusian capital bursts with joy and bustle. This area has an interesting collection of historic buildings, many of which have been declared World Heritage Sites, and also contains colorful districts with great popular flavor, such as Triana and La Macarena. Another good excuse to come to the Sevillian capital are the festivals. The celebrations of Easter Week and Feria de Abril (the April Fair), which have been declared of National Tourist Interest and reflect the devotion and folklore of the people of Seville, always open and friendly to visitors.

THE WEATHER

Seville has a Mediterranean climate, with average temperatures of 26°C (79°F) in the summer and 12°C (53,6°F) in the winter, experiencing mild winds during spring and summer. Winters are also mild. It rains only slightly during the autumn (average annual rainfall: 534mm). The highest temperatures are experienced during the summer. With close to 3000 hours of sunlight annually, Seville's climate can be considered as almost perfect in all seasons.

SHOPPING

Craft products such as ceramics, lace, shawls and fans, foodstuffs, fashion clothes, jewelry, gifts and antiques are just a few of things you will find in the shops of Seville. Traditional establishments stand side by side new franchises, shopping centers and the latest fashions, thus giving a wide range of different shopping possibilities to the visitor to the capital of Andalusia. Seville has everything for the shopper, from craft works and souvenirs to sophisticated fashion all sold in its many shops, workshops, shopping centres and street markets. There are three main shopping areas: the old center, Triana and Nervión.

TRANSPORT

The Empresa Municipal de Transportes (TUSSAM) manages Sevilla's city-bus network. Single tickets can be purchased in the bus itself, and they cost 1 euro approx.. Other possibilities include purchasing a ten-trip pass called Bonobús (5 euros approximately). General information: 900 710 171. www.tussam.es

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Sevilla airport, bus or train stations to accommodation: 85 euros approximately.

We require that you send us your complete arrival details at least two weeks prior to your arrival date. If we do not have these details by that day, we cannot guarantee this service. Our driver will meet you holding an ENFOREX sign with your name on it in the arrivals lounge. If your flight is delayed, changed or cancelled, please contact us with more than 24 hours at this number: +34 652 121 803. Otherwise you will loose your right to a refund of the cost of that service.

SCHOOL ADDRESS

ENFOREX SEVILLA
Calle Pastor y Landero 35
Tel.: +34 95 421 03 00
Fax: +34 95 456 14 24

The school address should be used for receiving letters/packages during your stay. Do not use your accommodation address.

EMERGENCY PHONE NUMBERS

652 121 803 / 636 450 998

FACILITIES

- Reception area / Offices / Teachers' Room
- 18 classrooms, all air-conditioned
- Multimedia room with Wi-Fi (wireless access throughout the school)
- 300 m2 terrace with nice views of the Giralda
- Patio
- Meeting Room
-

FIRST DAY

Students need to arrive at the school on Monday at 8:30 AM for their level test (if Monday is a holiday you will start on Tuesday, please revise the holiday dates in the price list).

Morning schedule – From 9:30 to 13:30

Afternoon schedule – From 14:35 to 18:30

Complementary and culture classes – From 13:35 to 14:30

COURSE MATERIAL

Books for each level are NOT included. Books for initial level must be paid upon reservation. Upper levels must be bought and paid directly at the school's reception desk.

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service please check the 'need to know' document where to pick-up your keys.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).

- Shared flats require a deposit in cash or by credit card.

ACCOMMODATION IN A STUDENT RESIDENCE

- If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival. Please inform us, at least 1 week before your arrival of your exact arrival time so that we can inform the people in charge of the residence what time they can wait for you.
- When living in a student residence: you have to bring your own towels (but not bed sheets, pillow, etc).
- Residences require a deposit in cash or by credit card.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays. When 2 holidays fall within one week, classes of one day will be made up.

MAPS

callejero.paginasamarillas.es

USEFUL WEBSITES

Transport: www.tussam.es

Tourism: www.sevilla.org; www.sevillaonline.com; www.andalucia.org

Useful telephone numbers

POLICE: 091	RADIO-TAXI: 954 580 000
LOCAL POLICE: 092	TOURIST OFFICE: 954 592 915
CIVIL GUARD: 062	HOSPITAL UNIVERSITARIO
EMERGENCIES: 112	VIRGEN DE LA MACARENA:
FIREFIGHTERS: 080	95 500 80 00
EMERGENCY: 061	HOSPITAL VIRGEN DEL ROCÍO:
POLICE STATION: 954 289 300	95 501 20 00
RED CROSS: 95 435 01 35	HOSPITAL VIRGEN DE VALME:
TELE-TAXI: 95 462 22 22	95 501 50 00

Cadiz



EMERGENCY NUMBERS

- 600 477 977

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

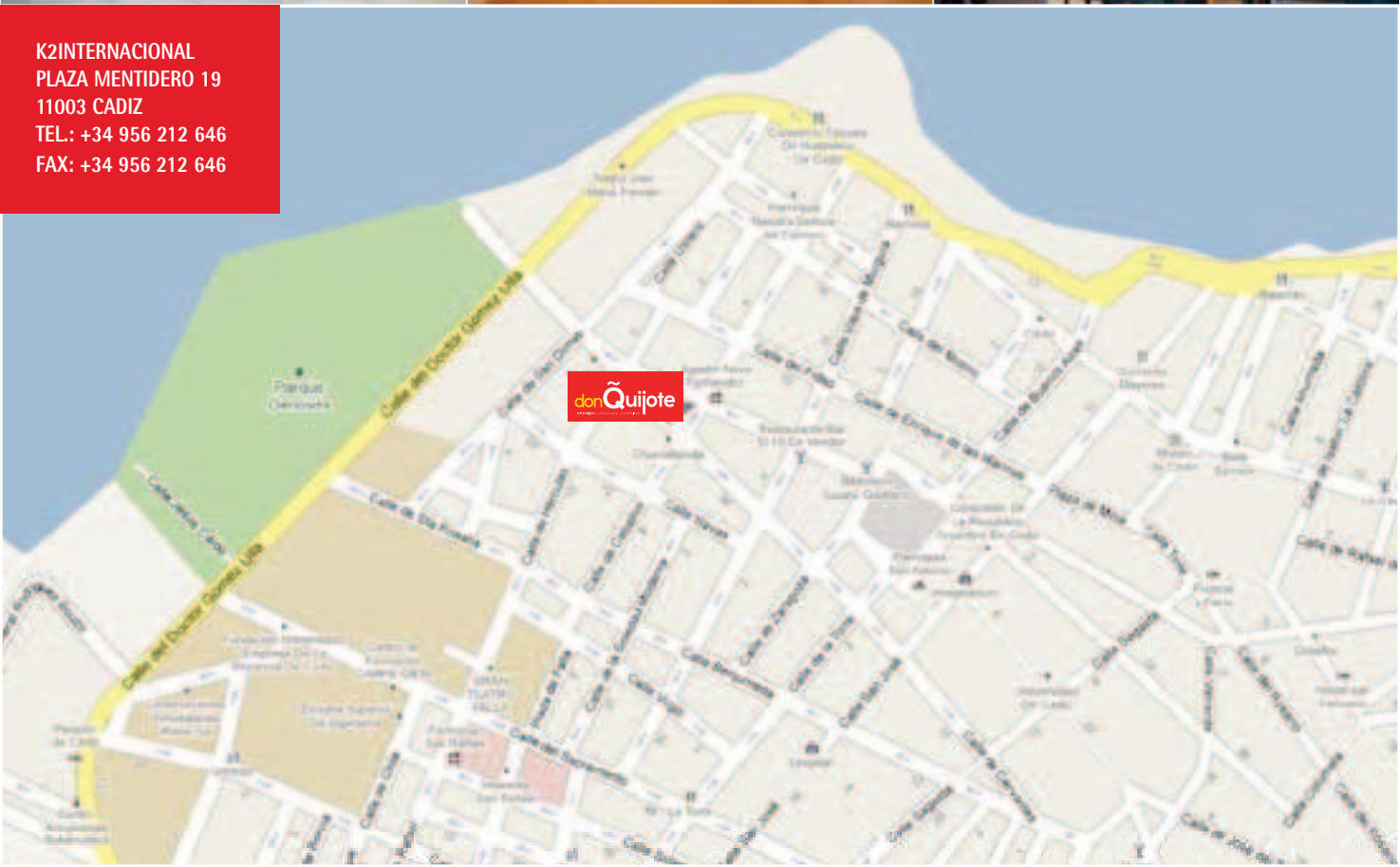
MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



K2INTERNACIONAL
PLAZA MENTIDERO 19
11003 CADIZ
TEL: +34 956 212 646
FAX: +34 956 212 646





THE CITY

Cadiz, the oldest city in the western world, serves up an eclectic mix of offerings to both its visitors and 135,000 residents. Great beaches, sweeping views of the sea and long, palm-lined promenades complement the town's lively bars, fantastic museums, bustling commercial activity, and spectacular Cathedrals typical of any prized European city.

THE WEATHER

Expect a mixture of Mediterranean and Atlantic weather for Cadiz. This means a mild and moderate climate throughout the year. The sun is usually out, even on cool days, which translates to 300 days of sunshine a year. The months of April to September are generally dry and comfortably warm, with temperature playing around the 25°C to 28°C range. July and August are the hottest months of the year; temperatures can be maximum 36°C – 38°C. Winters mean rainy days, never snow. During winter, the coldest months are December and January, with temperatures between 6°C – 8°C. At nighttime, wear those jackets! Though it is not as ice cold, the winds can make you feel quite chilly. More information: www.wunderground.com

SHOPPING

Cadiz carries a whole gamut of shops and products, from the usual souvenirs to exquisite handcrafted products, high fashion and run-of-the-mill "I've been to Cadiz" t-shirts. Now, to explore the city and look for great finds (and great bargains), start at Plaza San Juan de Dios. You can say all shops lead to this plaza, or vice versa. The streets that connect to this square is filled with shops where you can spend hours browsing and buying. Don't forget to pass by Calle Ancha and Calle Columela, two of the main shopping streets in Cadiz. Remember siesta time. From 2:30 p.m. to around 5:30, the small shops may be closed. Bigger stores may remain open during siesta time. However, we would advise you to use this time to wander around town or to catch up on some sleep after partying the previous night away.

TRANSPORT

- Bus: The bus is certainly the most cost-effective way of getting around Cadiz, and there are plenty of buses to be had with different lines playing different routes. If you plan to take a lot of bus ride, it

is advisable to buy the Bonobus Pass, which is valid for 10 rides and can be bought from tobacco stands and news kiosks.

- Taxi: The best way to see the town is to make your way through the old town on foot, as you'll be able to see more of the city's treasures tucked into hidden nooks and crannies. However, if you still want to take a taxi, particularly outside the Old Town, you can call the Asociacion Gaditana de Radio Taxis.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Cadiz (Jerez) airport to accommodation: 85 euros approximately.
- From Sevilla airport to accommodation in Cadiz: 185 euros approximately.

We require that you send us your complete arrival details at least two weeks prior to your arrival date. If we do not have these details by that day, we cannot guarantee this service. Our driver will meet you holding a sign with your name on it in the arrivals lounge. If your flight is delayed, changed or cancelled, please contact us at this number: +34 600 477 977. Otherwise you will lose your right to a refund of the cost of that service.

SCHOOL ADDRESS

K2INTERNACIONAL
Plaza Mentidero 19
11003 Cadiz
Tel.: +34 95 621 26 46
Fax: +34 95 621 26 46

The school address should be used for receiving letters/packages during your stay. Do not use your accommodation address.

EMERGENCY PHONE NUMBER

600 477 977

FACILITIES

- 3-story historical building, totally renovated
- Cozy, friendly atmosphere
- Comfortable, fully equipped, classrooms plenty of natural light
- Terrace
- Courtyard
- Computer room with free Internet (also with web cams, microphones and earphones)
- Kitchen
- Wi-Fi wireless internet throughout the school
- Free library for borrowing books, videos & music to help you learn Spanish
- Student help department

FIRST DAY

Students need to arrive at the school on Monday at 9:00 AM for their level test (if Monday is a holiday you will start on Tuesday). Classes can be in the morning or in the afternoon. The maximum number of students in a class is 8 (during the summer the maximum number can be increased up to 10), minimum number of students in class is 3. In the exceptional case that only 1 or 2 students are enrolled in a course in the same level group, there will be a reduction of 50% of the group classes. One lesson is 45 minutes.

ACCOMMODATION DETAILS

1 week before your arrival, you will receive your accommodation information (host family details or student flat). You are expected in your accommodation on the Sunday prior your course starts (after 17:00). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you). Bed linen and laundry service (once a week) are included when living with a host family.

ACCOMMODATION IN A STUDENT FLAT

A school's representative will be waiting for you at your accommodation on your arrival day, in order to check that everything is O.K. and to give you information about everything that you can find around (coffee shops, supermarkets, bars, shops, post office...) Therefore we need to know your arrival time in advance.

- When living in a student flat: you have to bring your own towels and bed linen (you can rent them directly at the school, the price is 18 euros approximately).
- Shared flats require a deposit in cash, the deposit will be returned to the student at the end of the stay.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays and the lost classes will not be financially compensated.

MAPS

callejero.paginasamarillas.es

USEFUL WEB SITES

Tourism: www.cadizturismo.com; www.cadiz-turismo.com

Useful telephone numbers

POLICE: 091	RADIO-TAXI: 954 580 000
LOCAL POLICE: 092	TOURIST OFFICE: 954 592 915
CIVIL GUARD: 062	HOSPITAL UNIVERSITARIO
EMERGENCIES: 112	VIRGEN DE LA MACARENA:
FIREFIGHTERS: 080	95 500 80 00
EMERGENCY: 061	HOSPITAL VIRGEN DEL ROCÍO:
POLICE STATION: 954 289 300	95 501 20 00
RED CROSS: 95 435 01 35	HOSPITAL VIRGEN DE VALME:
TELE-TAXI: 95 462 22 22	95 501 50 00

Malaga



EMERGENCY NUMBERS

- 696 279 816

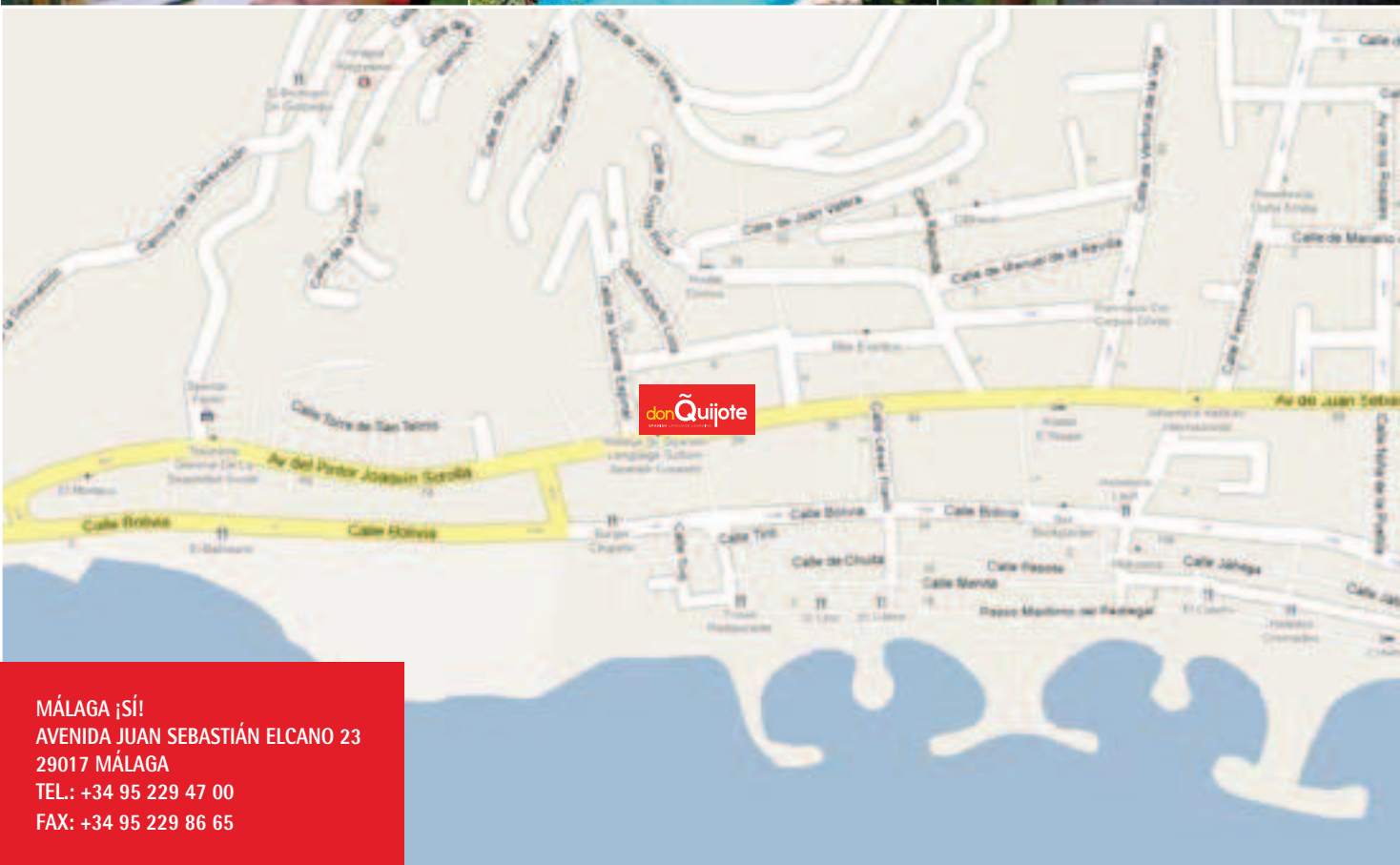
HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



MÁLAGA ¡SÍ!
AVENIDA JUAN SEBASTIÁN ELCANO 23
29017 MÁLAGA
TEL.: +34 95 229 47 00
FAX: +34 95 229 86 65



THE CITY

Malaga, located on the southern coast of Spain, is home to the second largest Mediterranean port and enjoys average yearly temperatures of 23°C (73°F). It's a small city with a population of about 600,000, which creates a friendly, warm environment to learn Spanish.

THE WEATHER

Malaga is blessed with typical Mediterranean weather. Summers are fairly hot while winters are generally mild and dry. Malaga's superior location ensures pleasant weather; the mountainous terrain and the warm Mediterranean coastline makes for mild weather practically the whole year round. With around 320 days of sunshine, any time is a perfect time to go to Malaga. Due to low humidity, be prepared for a comfortable kind of heat- neither sticky nor sultry but just right. Average temperatures (in Celsius degrees): Spring 16, Summer 25, Autumn 17, Winter 13

SHOPPING

Between contemporary shopping centers, old-fashioned shops and flea markets, shop alcoholics will be delighted to explore Malaga's shopping scene. While shopping, you will surely be pleased to see that Malaga charmingly blends the old with the new and there are always plenty of interesting and unusual shops to explore. When shopping, your first stop should be at the Calle Larios. Calle Larios is a fascinating blend of the old and the new. It is lined with modern, high-fashion boutiques standing side by side with shops that sell unique handicraft and souvenirs, as well as shops that have been in Malaga for several generations.

TRANSPORT

- Bus: Malaga's public bus network is serviced by the Empresa Malagueña de Transportes (EMT). EMT buses are one great way to move around Malaga, especially if you are not yet familiar with the layout of the city and its network of narrow streets. One journey costs around 1euro, regardless of the duration of the ride. If you plan on using the bus more than once or twice, consider purchasing a bus card from one of the many booths scattered throughout the city. For 6 euros approximately, you can get a bus card that is good for 10 trips. If you're staying in Malaga for an extended period of time, it may be worth your while to get the one-month bus pass, which gives you a month's worth of unlimited bus trips for 30 euros

approximately. For later-night parties, a night bus service, which runs once an hour, is also available. For more information on bus routes and timetables, you may go to the EMT web page (www.emtsam.es).

- Taxi: Taxis are a popular means of transport in Malaga. Taxis are also monitored by the authorities to help make sure that these are safe, especially for tourists. You will discover that these white vehicles are usually found everywhere. However, it may be a bit difficult to get one during the rush hour, especially when people are scrambling to get out of the summer sun! A taxi ride costs no more than 5 euros approximately for short trips around the city, while the taxi fare from the airport to Malaga's city center typically ranges from 12 euros approximately to 15 euros approximately.

ARRIVAL

Please inform us, at least 2 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Malaga airport to accommodation: 85 euros approximately.

A transfer driver will wait for the students with their names written on a sign at TERMINAL 2 (T2) under a meeting point light panel near the tourist information desk and Unicaja Bank.

Attention! Students arriving at TERMINAL 1 (T1), specially Swiss ones, must proceed to the meeting point at TERMINAL 2 (T2) at only 80 ms far away. Nobody will be waiting for students at TERMINAL 1 (T1).

The school will not be responsible for requested airport transfers when flights are delayed for more than one hour. The transfer-driver has to wait for an hour from the arrival time on. If the student doesn't appear after one hour, the driver is allowed to leave the airport without doing the transfer service. It is compulsory for drivers to get informed about the exact arrival time of the flight, specially if they are delayed. So if it might occur that your flight is delayed for more than 1 hour, and it is not possible for you to warn the school, you will have to arrange your own transportation.

HOW TO REACH THE SCHOOL

- Bus: There is a bus every 35 minutes, which will take you from the airport to Malaga town center (bus number 19). To go from the center to CAFÉ BAR MANHATTAN, Avenida Pintor Sorolla 74, you can take the bus numbers 11 or 34. You should go to the second stop once you arrive to PEDREGALEJO neighborhood. The name of the bus stop is ELCANO-PEZ PLATA.
- Taxi: You can take a taxi right outside the airport.
- Train: You can find the train station by just following the signs. You have to take the train in the direction of Malaga Centro, and get out at the last stop, Malaga Centro. To go from the center to CAFÉ BAR MANHATTAN, Avenida Pintor Sorolla 74, you can take the buses number 11 or 34. You should go to the second stop once you arrive to PEDREGALEJO neighborhood. The name of the bus stop is ELCANO-PEZ PLATA.

SCHOOL ADDRESS

MÁLAGA ¡SÍ! ESCUELA DE ESPAÑOL
Avenida Juan Sebastián Elcano 23
29017 Málaga
Tel.: +34 95 229 47 00
Fax: +34 95 229 86 65

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY PHONE NUMBER

696 279 816

FACILITIES

- 7 indoor classrooms and 2 outdoor classrooms for the summer months
- 2 computer rooms with Internet access
- Wi-Fi (wireless access throughout the school)
- Library & Video room
- Teachers' room
- Porch
- Reception area

- Swimming pool
- Lush gardens in the front and back
- Wheelchair accessible

FIRST DAY

- Students need to arrive at the school on Monday at 8:30 AM for their level test (if Monday is a holiday you will start on Tuesday, please revise the holiday dates in the price list). After this test a representative of the school will welcome the new students and will offer a short session of general information on the academic programs and activities as well as on the procedure of functioning of the school and practical questions relating the stay in Malaga.
- Timetables: can be either in the morning or in the afternoon depending exclusively on the School Academic Program and the course type. Students are not allowed to choose their turn, it will be assigned by the Director of Studies the first day of lessons. One lesson is 45 minutes.
- Class size: The maximum number of students per group is 8. The school reserves the possibility to increase the number of the students up to 12 students per group, if it's necessary. The school reserves the right to reduce duration of the class up to 25%. In this case a reduced class will last 33.75 minutes instead of 45 minutes, if the minimum number of five students per class is not reached. It will not affect private students). Students will not receive monetary compensation for this reduction in class duration.
- Course materials
- Some material is included in the course fees. It may be helpful to bring a Spanish dictionary, and your old grammar books may come in handy. Students will have to pay for books (each level) directly to the school.

Useful telephone numbers

NATIONAL POLICE: 091

LOCAL POLICE: 092

CIVIL GUARD: 062

MALAGA FIRE BRIGADE: 080

EMERGENCY HEALTHCARE: 061

ALL EMERGENCIES: 112

RED CROSS EMERGENCY

SERVICE: 952222222

CIVIL GUARD: 062

ACCOMMODATION DETAILS

You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

If you have not booked a pick-up service, you must go to the following address in order to pick up an envelope, with your name on it, where you will find the keys and all the relevant and detailed information you need about your accommodation place and the first day of the lessons. This bar is placed at only 60 ms far from the school:

Café Bar MANHATTAN

Avenida Pintor Sorolla, 74

Attention! Café Bar Manhattan is open at weekends, on Saturdays and Sundays, from 09:30 until 00:30. If you can not pick the envelope up before that time, you will have to book a room on your own in any of the good and cheap hotels in the area or book the airport pick-up service (a school representative will meet you at the airport with the keys of your flat and will drive you to your accommodation).

Hostal El Nogal
Avenida Juan Sebastián Elcano, 62
TEL: 952 297525
www.hoteleshijano.com

Hotel Pedregalejo
Calle Conde de las Navas, 9
TEL: 952 293218
www.hoteleshijano.com

Hotel Cohiba
Paseo Marítimo de Pedregalejo, 64
TEL: 952 206900
www.cohibahotel.com

Hostal Domus
Calle Juan Valera, 20
TEL: 952 297164
www.hostaldomus.com

- When living in a student flat: you have to bring your own towels; bed linen not included, can be bought/hired at school for 25 euros approximately.
- The first day of your course, you must pay a deposit of 80 euros approximately for the key of their room. The money will be refunded only if the apartment is in the same fine condition as when you moved in.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays and the lost classes will not be financially compensated.

USEFUL WEB SITES

Tourism
www.malagaturismo.com; www.andalucia.org; www.costadelsol.sopde.es

PLACES OF INTEREST

- The Malaga Alcazaba and the Alcazaba Archeological Center
- Malaga Cathedral and Cathedral Museum
- Plaza de la Merced
- Picasso Foundation
- Picasso Museum
- Gibralfaro Castle



Pamplona

EMERGENCY NUMBERS

- 606 138 370

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

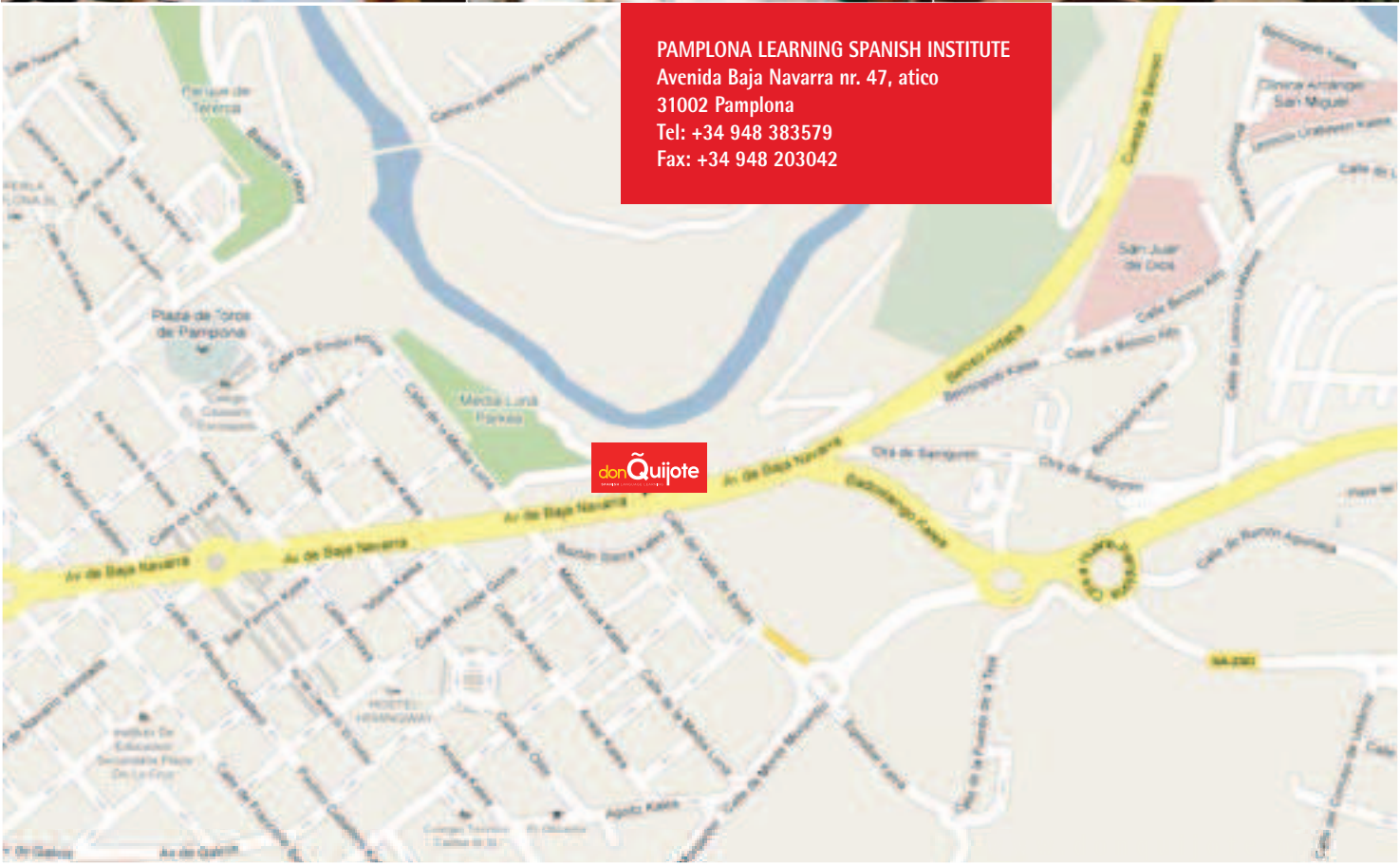
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www.donquijote.org

FEEDBACK
help@donquijote.org





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Avenida Baja Navarra nr. 47, atico
31002 Pamplona
Tel: +34 948 383579
Fax: +34 948 203042





THE CITY

Pamplona, or "Iruña" in the Basque language, is the capital of the autonomous Spanish region of Navarra and has approximately 196,000 inhabitants. Pamplona is so much more than "San Fermín" and the Running of the Bulls. The center of Pamplona is quite small; in an hour you can peruse the bulk of the city either on foot or via the efficient public bus system. The city's green zones are impressive; in fact, about 20% of the urban area is comprised of parks and pedestrian areas. Get to know the true Pamplona: a tranquil, safe city with a high quality of life, phenomenal cuisine and a lively night scene, perfect for enjoying the many charms of northern Spain.

THE WEATHER

While Pamplona enjoys rather mild temperatures moderated by its proximity to the Cantabrian coastline, it also has a climate marked heavily by contrasts and seasonal changes. The hottest month is August, with an average maximum temperature of roughly 27°C, while the coolest month is generally January with an average low temperature of 1°C. Days in Pamplona are generally breezy and cloudy, and the city gets enough rain to keep the surrounding landscapes lush and green—about 130 days each year!

SHOPPING

In Pamplona there are enough stores, shops and boutiques to spend an hour, an afternoon, a day or a whole weekend shopping, just you and your trusty credit card. Whether your style involves tearing through fashion stores at record-breaking speeds or taking your time to peruse quaint craft shops, this dynamic city is ideal for all shoppers. If you're after a new outfit to debut, the Avenida Carlos III is essentially Pamplona's version of New York City's Fifth Avenue. Flanking the Avenida Carlos III and its surrounding streets—the fashion hub of Pamplona—you'll find all sorts of Spanish, European and international retail chains of all price ranges. The Old Quarter is the most picturesque shopping area.

TRANSPORT

- Bus: Pamplona's city bus network, also known around town as Villavesas, consists of 21 daytime bus lines throughout the city. There are also another 9 night-time routes; don't, however, always

count on these buses at 4:30 AM when you're done partying. The only day of the week when the night buses run all night long is Saturday night, while during the week they run until midnight and on Fridays until 4:00 AM. Catching a ride on a Pamplona bus will cost you 1 euro per journey. For more information (time schedules, prices, bus routes), check the bus company's official website: www.mcp.es/tuc/index.asp.

- Taxi: there are taxi stands dispersed throughout the city that make hailing a cab a breeze.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Pamplona airport, bus or train stations to accommodation: 85 euros approximately.

We require that you send us your complete arrival details at least two weeks prior to your arrival date. If we do not have these details by that day, we cannot guarantee this service. Our driver will meet you holding a sign with your name on it in the arrivals lounge. If your flight is delayed, changed or cancelled, please contact us at this number: +34 606 138370. Otherwise you will lose your right to a refund of the cost of that service.

SCHOOL ADDRESS

PAMPLONA LEARNING SPANISH INSTITUTE
Avenida Baja Navarra nr. 47, atico
31002 Pamplona
Tel.: +34 948 38 35 79
Fax: +34 948 20 30 42

The school address should be used for receiving letters/packages during your stay. Do not use your accommodation address.

EMERGENCY PHONE NUMBER

606 138 370

FACILITIES

- 7 classrooms
- Resource center with library
- Wi-fi; 4 computers with free internet access in the library
- Offices / reception area
- Elevator / handicapped access
- Roof terrace
- Air conditioning and central heating
- Convention center for 300 people in the building
- Film center
- Cafe
- Incredible restaurant set in a converted greenhouse; discounted 3-course lunch for students
- Separate learning center to accommodate more students when necessary: 5 classrooms, common area, library, film and multimedia rooms

FIRST DAY

- Students need to arrive at the school on Monday at 8:30 AM for their level test (if Monday is a holiday you will start on Tuesday, please revise the holiday dates in the price list).
- Classes can be in the morning or in the afternoon.
- Groups: the maximum number of students in a class is 8 and the minimum is 3. The number of lessons will be if only 1 or 2 students enrol in the course.
- One lesson is 55 minutes.

COURSE MATERIAL

First book and class material is included in the price of the course. In those cases where the student moves up another level the student will have to pay the cost of material for that new level (40 euros approximately).

ACCOMMODATION DETAILS:

Two weeks before your arrival, you will receive your accommodation information. You are expected in your accommodation on the Sunday prior your course starts and you must vacate it on the Saturday after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

ACCOMMODATION IN A STUDENT FLAT

Students are welcomed by Pamplona Learning staff, they are given a welcome pack with practical information of Pamplona city and its general services (map, bus routes leaflet, tourist information). Therefore we need to know your arrival time in advance.

- When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).
- Electricity, gas and water are included up to certain amount, any consumption over that will be charged to the student.
- Shared flats require a deposit in cash, the deposit will be returned to the student at the end of the stay.

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays and the lost classes will not be financially compensated.

MAPS

callejero.paginasamarillas.es

USEFUL WEB SITES

Tourism: www.spain.info; www.pamplona.es

Useful telephone numbers

POLICE: 091	848 42 04 20
LOCAL POLICE: 092	RADIOTAXI: 948 221 212
EMERGENCY: 061	DUTY PHARMACIES:
CIVIL GUARD: 062	948 22 21 11
FIREFIGHTERS: 080	LOST PROPERTY OFFICE:
SOS NAVARRA: 112	948 42 06 12
TOURIST INFORMATION OFFICE	





Mexico

don Quijote SCHOOLS

- Guanajuato
- Oaxaca
- Playa del Carmen
- Puerto Vallarta

Latin America

PARTNER SCHOOLS

- Argentina
- Bolivia
- Chile
- Costa Rica
- Cuba
- Dominican Republic
- Ecuador
- Guatemala
- Peru



Useful information Mexico

SAFETY

Violent crime against visitors is VERY RARE in Mexico. Petty crime (e.g. pick pocketing, bag grabbing) can be an issue in some areas. Common sense and being alert to your surroundings will minimize any risks. Mexico's main colonial cities, beach towns and resorts are very safe places to visit. Crime is low, there is a real community spirit in them, and very violent crimes are rare even among locals. Dress modestly, act naturally, be yourself. Most journeys through Mexico are trouble-free. (Because of its size and complexity, Mexico City is one of the few locations in Mexico where travelers need to concern themselves with crime. There have been some high profile cases of robberies, and hold-ups in recent years, but taking a few precautions will minimize any risks to you during your travel in or through Mexico City.)

ELECTRICITY

Mexico's electricity system is the same as that of the USA: 120 V; 60 Hz. You may need a socket adaptor. Most plugs in Mexico are the same as in the US; two flat prongs.

MEXICAN CURRENCY AND CREDIT CARDS

Mexico's currency is the Mexican Peso. There are one hundred Mexican cents (centavos) to every peso. The symbol for the Mexican Peso is \$.

To distinguish this from the US Dollar, you sometimes see it presented as MX\$ or the value with the letters "MN" after it, e.g. \$100 MN. The MN stands for Moneda Nacional. National Cash Machines (ATMs) are now widespread in Mexico. They are almost always open, very reliable and will dish out Mexican pesos to anyone with a card connected to one of the global networks, like VISA, MasterCard, American Express, etc. ATMs are by far the quickest and most efficient way to get access to local currency in Mexico.



Most establishments in Mexico now have the "swipe" machines like the ones used in stores in the US and Europe. Check the current value of the Mexican Peso: finance.yahoo.com/currency

PUBLIC TRANSPORTATION

Mexico offers visitors, vacationers and residents an extensive network of transport systems, both public and private, which make getting around Mexico efficient and affordable.

- Domestic flights in Mexico: With nearly two million square kilometers of land-space, Mexico covers a big territory and sometimes flying is the best and most effective way to get around.
- Traveling by Bus in Mexico: Mexico offers travelers three classes of service on the most popular routes and at least two classes of service on most routes. The "Executive" class buses are modern, comfortable buses configured with just 24 seats on board; First Class buses also offer comfort and efficiency with direct routes to most principal destinations across Mexico.
- Local buses: Local buses exist in every city and town. They are not regulated from a safety point of view. Buses carry as many people as can be packed in—especially at rush hour. They are very inexpensive to ride (take change with you)—pay when you board. Not for the feint hearted, but independent travelers who are street-wise and know how to get themselves around a place will find the buses OK.
- Micro Buses: These green and white mini-buses cost on how far you'll travel from MX\$3.50 to MX\$4.50 with extra charge after 10 PM. Like buses, you pay when you get on.
- Taxi: Getting about by taxi cab is relatively inexpensive in Mexico. Taxis are either metered, not metered or charged by zones. In the latter, your price will vary depending on which zone you're in and which zone you're traveling to.

TELEPHONE

Mexico's telephone network is one of the most well-developed in Latin America

- Public Phones: Telmex (Telefonos de Mexico) - the dominant, near-monopoly, phone company in Mexico manages most of the pay phones in Mexico. Coin operated phones exist in small quantities for local calls and reverse charge calls. Most public phones use the

pre-paid phone cards. You can buy pre-paid Telmex phone cards in denominations of 30, 50 and 100 pesos. They are widely sold throughout Mexico including convenience stores, hotels and news and tobacco kiosks. Look for a sign reading "Tarjetas Ladatel" in the window, or ask at the counter.

- Roaming with Your Home Cell Phone: If you have a "Tri Band" mobile phone, you can take it with you and use it in Mexico using the GSM (Global System for Mobile) network in Mexico. Two of Mexico's wireless operators use the GSM system—Telcel and Telefonica, which operates under the Movistar brand in Mexico.
- Local Calls - To make local calls, ignore the area code, and dial direct, just as you would do at home. Note that major cities' numbers have EIGHT numbers and other places have SEVEN numbers.
- National Calls - Dial 01 which is the prefix for all non-local calls in Mexico, followed by the area code, followed by telephone number.
- International Calls - To access a number outside of Mexico, you need to prefix the number with 00 (the international access code) then the country code, and then the national area code (omitting the first zero if there is one), and then the local number.

Calls to Mexican Mobile Phones in Mexico and from Abroad:

- For calls to a local cellphone, dial 044 then the 10-digit number of the mobile phone.
- For calls to a non-local domestic cellphone dial 045 followed by the 10-digit mobile number.
- Dialing Cell Phones From a Mexican Cell Phone in Mexico
- If you are calling a Mexican cell phone from overseas, you should dial your country's international access code, followed by Mexico's country code (52), then add a "1", then the mobile phone's area code and its number. The full charge of the call will be made to the caller.

MAIL SERVICES

You'll find a post office (Oficina de Correos) in almost every town and in every city in Mexico. Stamps can be bought from post offices or stamp machines, located outside the post offices, at bus stations, airports and some commercial establishments (but not many). Airmail letters will have to be weighed at the post office and stamps to the postage value bought.

For urgent items and packages of high value, it's probably best to use a courier. If you're sending a package internationally, take the package OPEN to the post office, they may want to inspect it. Seal it up at the post office. Delivery times will vary; but a letter or postcard from Mexico will take about a week to get to the US/Canada, between 1 and 2 weeks to make its way back to Europe or Australia. Mexico's Postal Service often gets a "bad press", but in our experience the service is reliable for letters, postcards, greetings cards... Items sent from abroad to Mexico City can arrive within a few short days; if they are being taken out to Mexico's provinces, this can add a week or more delay to their delivery time. Items which are critical or of high value should be sent by courier.

COMMERCIAL HOURS

Shops: Shopping hours start at around 10 or 11 AM, and continue through to between 8 and 10 PM. open 7 days a week.

Banks: Branches are open from 9 AM to 4 PM in many cities and big towns, and some even open Saturday mornings.

TIPPING

In Mexico, tipping not only is it customary, it is expected and appreciated in return for good service. Even fringe services like someone at a taxi rank opening the door for you should receive a small tip (just 10 pesos will suffice in these cases).

Feedback

Please help us to improve our services...

We welcome you to help us improve our services. If you have any comment on our courses, accommodations, activities, or you just want to suggest something that could be helpful for us, do not hesitate to contact us at this e-mail address.

Your comments are important to us. Let us know!

CUSTOMER SERVICE
help@donquijote.org

Guanajuato



EMERGENCY NUMBERS

- 111 9481
- 111 6939
(mobile numbers)

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



DON QUIJOTE GUANAJUATO
CALLE PASTITA, 76
BARRIO PASTITA
36090 GUANAJUATO, MEXICO
TEL.: +52 473 731 3058
+52 473 731 3056
FAX: +52 473 731 2000





THE CITY

Guanajuato, located in central Mexico, is a picturesque, tranquil university city which serves as the capital of the Guanajuato State. The city is protected by UNESCO as a World Heritage Site and is less than 30 minutes from the international airport, allowing the student easy travel throughout Mexico and the rest of the world. Set at an altitude of more than 6,000 feet, the landscape includes a narrow gorge and magnificent vistas from steep hillsides. Guanajuato is a 5-hour car ride from Mexico City.

THE WEATHER

Guanajuato enjoys a mild climate all year-round. Winters are cool but not freezing and summers are hot but not simmering. While the sun is nice and warm, the city's relatively high altitude balances things out and cools the temperature down. Overall, it's a pretty dry climate; however, you can generally expect a bit more rain - in the form of a passing shower or afternoon thunderstorm - between the months of July and September.

SHOPPING

While you can find the more modern shopping centers and jumbo supermarkets around the outskirts, the cobbled streets and plazas of historical Guanajuato are brimming with markets, bazaars and small, charming shops. Peruse your way through all sorts of unique buys: traditional handicrafts, tasty regional sweets and more!

TRANSPORT

The bus system, the "Sistema Coordinado de Transporte de Guanajuato", runs from 5:00 AM until 10:00 PM and is extremely cheap to ride. The tourist information office (Plaza de la Paz 14; Tel: 732 19 82) is extremely helpful and can provide you with bus information, routes and maps. Another option - particularly if your time is limited - is hopping on one of the tourist trolleys that leave from the Plaza de la Paz, right next to the Basílica de Nuestra Señora de Guanajuato. These small, trolley-like buses will take you on a sightseeing tour of the city which lasts for approximately an hour and a half.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform you where to **pick up your keys** or inform your host family what time they can wait for you.

PICK-UP SERVICE (ARRANGED IN ADVANCE)

- From Guanajuato (León) airport to accommodation: 85 US\$.
- From Guanajuato bus station to accommodation: 55 US\$.

If you have booked a Pick-up service, please call this numbers if any problem arises (cell or mobile phone):

- Calling from Guanajuato: 044 473 111-9773 or 044 473 652-8392
- Calling from Mexico (from any city in a different state than Guanajuato): 045 473 111-9773 or 045 473 652-8392
- Calling from any other country: +52 1 473 111-9773 or +52 1 473 652-8392

HOW TO REACH THE SCHOOL

From Guanajuato (Leon) airport:

- By taxi: Duration: 20 minutes. Price: 40 US\$ (the price can vary depending on your luggage).

From Mexico D.F. airport:

- By plane: Daily flights from Mexico DF to Guanajuato. The price is around 250 US\$ without taxes (price can vary).
- By Bus: Several companies travel from Mexico DF to Guanajuato. There are 375 km from Mexico to Guanajuato and it takes around 5 hours to reach Guanajuato: www.etn.com.mx; www.primeraplus.com.mx

SCHOOL ADDRESS

don Quijote GUANAJUATO

Calle Pastita, 76

Barrio Pastita

36090 Guanajuato, Mexico

Tel: +52 473 731 3058, +52 473 731 3056

Fax: +52 473 731 2000

e-mail: estudiantes-mx@donquijote.org (subject: to "name of the student")

The school address should be used for receiving letters/packages during your stay in don Quijote. Do not use your accommodation address.

EMERGENCY NUMBERS

(Mobile numbers): 111 9481 / 111 6939

FACILITIES

- Traditional Mexican-style building
- Central patio
- 16 classrooms
- Wi-Fi (wireless access throughout the school)
- Common room
- Reception
- Multimedia room

FIRST DAY

Students need to arrive at the school on Monday at 8 AM for their level test (if Monday is a holiday you will start on Tuesday).

COURSE MATERIALS

Books are NOT included and must be bought and paid upon reservation.

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation details. Before travelling, please always double check the 'need to know' document where to pick-up your keys. You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

- **ACCOMMODATION WITH A HOST FAMILY:** If you have not booked a pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).
- **ACCOMMODATION IN A STUDENT FLAT:** If you have not booked a pick-up service, the place where you have to pickup the keys must be arranged before arrival or by calling this number after arrival: 044.473.6528392 (from Guanajuato) / 045.473.6528392 (from any other city in Mexico). When living in a student flat: you have to bring your own towels (but not bed sheets, pillow, etc).

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays and the lost classes will not be financially compensated.

TELEPHONE SYSTEM

Calling to and from Mexico requires different numbers depending on the city you are calling from and to, and if you are calling to a cell/mobile phone or not:

Calling from abroad (international call) to:

- Cell/Mobile number: +52 (international code) + 1 + 473 (Guanajuato code) + number (7 digits)
- Phone: +52 (international code) + 473 (Guanajuato code) + number (7 digits)

Calling from Mexico (any city in a different state than Guanajuato) to:

- Cell/Mobile number: 045 + 473 (Guanajuato code) + number (7 digits)
- Phone: 01 + 473 (Guanajuato code) + number (7 digits)

Calling from Guanajuato (local call):

- Cell/Mobile number: 044 + 473 (Guanajuato code) + number (7 digits)
- Phone: phone number (7 digits)

Have in mind that if you are calling from a Mexican cell phone to a Mexican cell phone (both located in the same city), you only have to dial 473 (Guanajuato code) + number (7 digits).

MAPS

<http://maps.google.com.mx/maps>

USEFUL WEB SITES

don Quijote: <http://www.donquijote.org/english/la/mexico.asp>

Transport: www.etn.com.mx; www.primeraplus.com.mx

Tourism: <http://www.guanajuato-turistico.com>; <http://www.infogto.com.mx>

Useful telephone numbers

EMERGENCY

(AMBULANCE, FIRE & POLICE): 066

ROAD ASSISTANCE: 732 0119

FIRE DEPARTMENT: 732 3357

RED CROSS: 732 0487

POLICE STATION: 732 0266

INFORMATION: 040

TOURIST INFORMATION: 732 1574

HOSPITALS

ISSTE: 732 5656

CLÍNICA PLAZA MAYOR:
732 2305

CENTRO DE SALUD: 732 1467

IMSS: 732 6996

Oaxaca



EMERGENCY NUMBERS

- 520 2347

HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

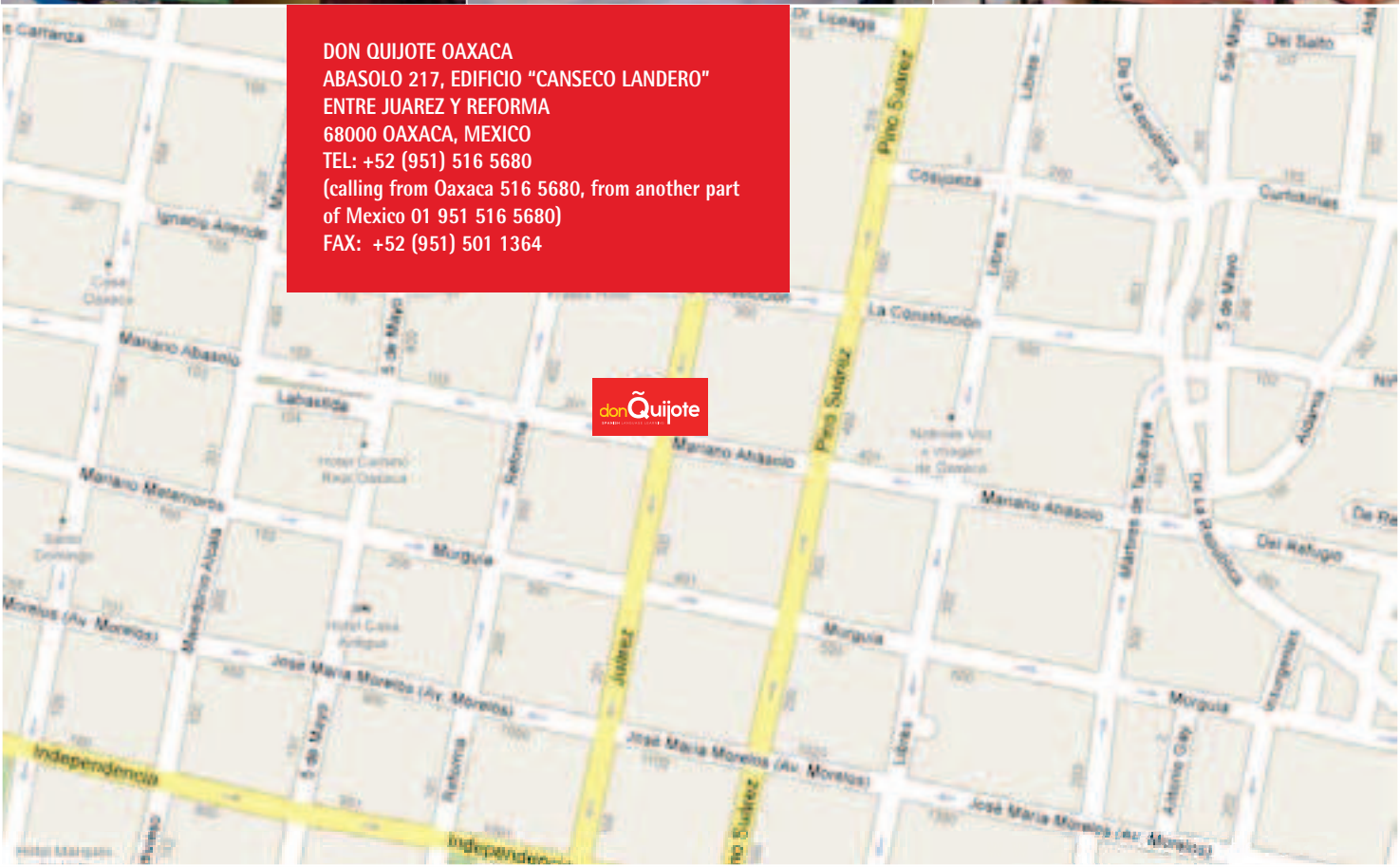
MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



DON QUIJOTE OAXACA
ABASOLO 217, EDIFICIO "CANSECO LANDERO"
ENTRE JUAREZ Y REFORMA
68000 OAXACA, MEXICO
TEL: +52 (951) 516 5680
(calling from Oaxaca 516 5680, from another part
of Mexico 01 951 516 5680)
FAX: +52 (951) 501 1364





THE CITY

The city of Oaxaca has an altitude of 1550 meters (5080 feet) above sea, located in the central valley of the state. Surrounded by the states of Puebla, Veracruz and Chiapas and the Pacific Ocean to the southwest. With its ethnic, cultural and historic richness, Oaxaca is an ideal place to experience the beauty of Mexico and its people. Due to Oaxaca's appreciation for ancestral traditions and its colonial architecture, UNESCO has named the city a patrimony of humanity. Oaxaca is known for its creative, talented artists and many different types of artisans. The artists use everything from clay and fabrics to leather, iron and jewelry, making Oaxaca one of the main producers of these goods.

THE WEATHER

Oaxaca has an average of 311 days of sunshine, though the summer months are considered rainy season. The warmest months are April and May (30°C - 35°C / 88°F - 95°F) The temperature during the summer months is between 28°C and 33°C (85°F and 92°F), but you can expect an afternoon shower during those months to cool things off a little in the evening. Cold fronts usually come through during November and early December. The days will continue to be warm, but the evenings are generally quite cold until March. The temperature will range between 15°C and 25°C (55°F to 80°F) during the days and 10°C and 20°C (45°F to 65°F) during the nights.

SHOPPING

Oaxaca's markets are exciting places to explore where the true essence of the city comes in to its own - the sights, smells and sounds as the indigenous populations go about their daily business makes for a truly rich cultural experience. Artisans can be seen working on their crafts, adding the final touches of color to rugs, pots and paintings as cooks prepare mouth watering dishes to serve up to hungry locals. Oaxaca Markets are the best places to catch a bit of Oaxaqueñan life in its purest form as well as for purchasing arts and crafts and sampling a bit of traditional cuisine.

TRANSPORT

- Bus: Oaxaca has an adequate service of public transportation, which is based or rather sustained by the bus lines (camiones) that cover the most important streets and avenues of the city. These units follow a predetermined route, and their cost is pretty economic; although,

sometimes its pace is too parsimonious; therefore, they are not recommendable when travellers are trying to beat their clock.

- Taxi: a faster and more direct alternative to move from one place to another. Make sure you check the taxi driver's identification before boarding the vehicle.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform your host family what time they can wait for you.

PICK-UP SERVICE

- Pick-up service at Oaxaca airport is free when staying with a host family.

HOW TO REACH THE SCHOOL

- Plane: Some companies offer a direct flight to Oaxaca, however, all other flights are directed through Mexico city. You can organize a flight into Oaxaca or fly into Mexico city and take a bus to Oaxaca. The flight from Mexico city is only 40 minutes; so flying is obviously a much faster way to arrive, though the bus is considerably more economical.
- Bus: First class bus from Mexico city to Oaxaca costs around \$50 and it is 6 hours. For more information: www.adogl.com.mx; www.uno.com.mx; www.ticketbus.com.mx. If you are arriving by bus, you will need to take a taxi to your lodging. There will be taxis waiting just outside the bus station, and a taxi home will cost between \$3 to \$8, depending on the location of your lodging.

SCHOOL ADDRESS

SOLEXICO

Abasolo 217, Edificio "Canseco Landero" entre Juarez y Reforma

68000 Oaxaca, Mexico

Tel: +52 (951) 516 5680 (Calling from Oaxaca 516 5680, from another part of Mexico 01 951 516 5680)

Fax: +52 (951) 501 1364

The school address should be used for receiving letters/packages during your stay in Oaxaca. Do not use your accommodation address.

EMERGENCY PHONE NUMBER

+52 (951) 520 2347

FACILITIES

- 15 classrooms and 5 extra
- 1 conference room (TV, DVD, VCR, Stereo)
- 1 internet/library with 3 computers and wireless connection
- Large central patio perfect for socializing with international friends over a drink or snack at the school cafeteria.

FIRST DAY

Students need to arrive at the school on Monday at 8:10 AM (beginner students at 8:30 AM) for their level test. (If Monday is a holiday you will start on Tuesday).

COURSE MATERIALS

Books are NOT included and must be bought and paid upon reservation.

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation information (host family details). You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

You can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays and the lost classes will not be financially compensated.

TELEPHONE SYSTEM

Calling to and from Mexico requires different numbers depending on the city you are calling from and to, and if you are calling to a cell/mobile phone or not:

Calling from abroad (international call) to:

- Cell/Mobile number: +52 (international code) + 1 + 951 (Oaxaca code) + number (7 digits)
- Phone: +52 (international code) + 951 (Oaxaca code) + number (7 digits)

Calling from Mexico (any city in a different state than Oaxaca) to:

- Cell/Mobile number: 045 + 951 (Oaxaca code) + number (7 digits)
- Phone: 01 + 951 (Oaxaca code) + number (7 digits)

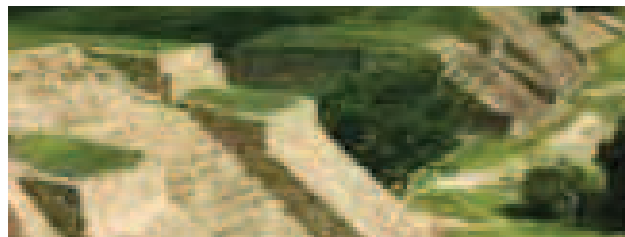
Calling from Oaxaca (local call):

- Cell/Mobile number: 044 + 951 (Oaxaca code) + number (7 digits)
- Phone: phone number (7 digits)

Have in mind that if you are calling from a Mexican cell phone to a Mexican cell phone (both located in the same city), you only have to dial 951 (Oaxaca code) + number (7 digits).

MAPS

<http://maps.google.com.mx/maps>



Useful telephone numbers

EMERGENCY (AMBULANCE, FIRE & POLICE): 066	HIGHWAY TOURIST ASSISTANCE: 516 9597
FIRE DEPARTMENT: 506 0248	HOSPITALS
RED CROSS: 516 4445	HOSPITAL CARMEN: 516 0027
IMMIGRATION: 502 0004	HOSPITAL REFORMA:
TOURIST INFORMATION: 516 0123	516 0989

Playa del Carmen



EMERGENCY NUMBERS

- 801 8296
- 119 7203 (mobile)

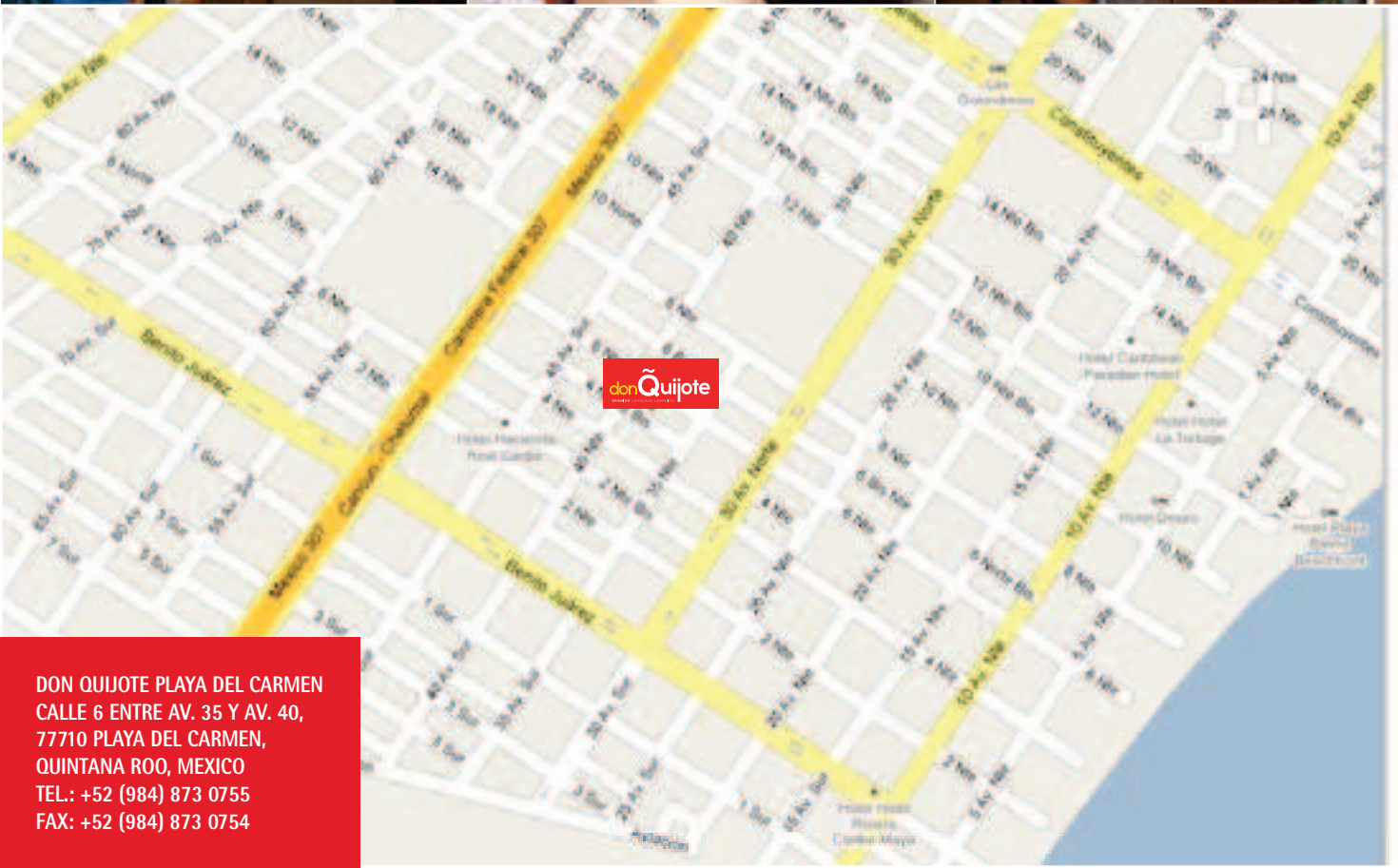
HEAD OFFICE

Calle Placentinos, 2
37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



DON QUIJOTE PLAYA DEL CARMEN
CALLE 6 ENTRE AV. 35 Y AV. 40,
77710 PLAYA DEL CARMEN,
QUINTANA ROO, MEXICO
TEL.: +52 (984) 873 0755
FAX: +52 (984) 873 0754



THE CITY

Playa del Carmen is located in the center of Mexico's Riviera Maya in the state of Quintana Roo. In the heart of the Yucatan Peninsula, this small city is approximately 35 minutes from Cancun's international airport and 40 minutes from Tulum. Playa del Carmen attracts people from all over the world because of its relaxed, tropical atmosphere and its unmatched beautiful beaches. "Playa", is a great place to enjoy the cultural and historic richness of Mexico and the Mayan people.

THE WEATHER

The weather in Playa del Carmen varies considerably throughout the seasons, but mostly there is sunshine, heat and humidity. Tropical storm season officially begins in June and lasts through the middle of November, but hurricanes are extremely rare and if so, it would not be until late September or October. The warmest months are May through September with 31°C (87°F). Late March and April begins to be warmer with 28°C (lower 80's). The cooler months are late November to early March, and the temperature will range between 20°C to 27°C (or 68°F to 81°F).

SHOPPING

Being the prime tourist spot that it is, you can be sure that all the quality products in Mexico and even the rest of the world will find its way here. Stroll along La Quinta and spend hours window shopping and going on a buying spree. A word of warning, though, keep a firm hold of your wallet. You may bust your budget before the day is out.

TRANSPORT

- Walking: Playa del Carmen is a relatively small city, with almost everything within walking distance.
- Taxis: Playa del Carmen taxis are easy to find. There are stations on 5th avenue, on Avenida Juarez and on the corner of 5th Avenue and Constituyente. Authorized taxi fares within Playa del Carmen are based on a zoning strategy (\$12 - \$25).
- Colectivos: these white vans are mini-bus lines that service the route of the Riviera Maya - Cancun to Tulum. These are highly economical and also convenient. You can take these mini-vans from their terminals (Avenida 20, between Calle 12 and 14 and one on Avenida Juarez corner 5th Avenue) every 15 to 30 minutes during the day starting from 5:00

AM until 10:00 p.m. There is usually no fixed schedule of departure, as a colectivo usually waits to be filled before it leaves the "terminal." The maximum capacity of a colectivo is usually 10 passengers. Payment is made when you exit the colectivo.

- Motorcycles and bicycles: You can rent motorcycles in some rental shops in Playa del Carmen.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform your host family what time they can wait for you.

PICK-UP SERVICE

- The school offers pick-up service at Cancun Airport to the accommodation in Playa del Carmen: 65 USD approx.
- You will likely be approached by taxi drivers, luggage carriers or hotel and tour-guide operators while still inside the airport; these people often confuse the students a little about where they should go, please walk outside the building to look for our driver if you have reserved a transfer directly with the school.

HOW TO REACH THE SCHOOL

Transportation options from Cancun International Airport to Playa del Carmen are somewhat limited. There are, however, other means of arriving to Playa.

- If several students are traveling together, you can take a taxi for 60 USD approx. (maximum of four people).
- There is also a shuttle service organized inside the airport for about 15 USD approx. per person. However, the shuttle will wait until there are enough people to make the trip, so students should be prepared to wait there for other passengers if necessary.
- There is also a bus service direct from the airport to Playa del Carmen. It is scheduled to depart every hour, but the schedule varies and the student may have to wait up to 2 hours to get this service. The cost of the bus is approximately 8 USD approx..
- Returning to the airport is more economical. Students can take a taxi for about 45 USD approx., and the direct bus service to the airport for about 8 USD approx. or request our transfer service for the above mentioned fees.



SCHOOL ADDRESS

SOLEXICO

Calle 6 entre Av. 35 y Av. 40,
77710 Playa del Carmen, Quintana Roo, Mexico

Tel.: +52 (984) 873 0755

Fax: +52 (984) 873 0754

The school address should be used for receiving letters/packages during your stay in Playa del Carmen. Do not use your accommodation address.

EMERGENCY PHONE NUMBERS

+ 52 (984) 801 8296 / +52 (984) 119 7203

FACILITIES

- 15 classrooms and 5 extra
- 1 conference room (TV, DVD, VCR and STEREO)
- 1 internet/library with 4 computers and wireless connection
- 1 sand volleyball court surrounding tropical gardens
- 2 conference room (one opened and 1 with Air conditioned)

FIRST DAY

Students need to arrive at the school on Monday at 8:10 AM (beginner students at 8:30 AM) for their level test. (If Monday is a holiday you will start on Tuesday).

COURSE MATERIALS

Books are NOT included and must be bought and paid upon reservation.

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation information (host family details). You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

If you have not book our airport pick-up service, you can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays and the lost classes will not be financially compensated.

TELEPHONE SYSTEM

Calling to and from Mexico requires different numbers depending on the city you are calling from and to, and if you are calling to a cell/mobile phone or not:

Calling from abroad (international call) to:

- Cell/Mobile number: +52 (international code) + 1 + 984 (Playa del Carmen code) + number (7 digits)
- Phone: +52 (international code) + 984 (Playa del Carmen code) + number (7 digits)

Calling from Mexico (any city in a different state than Playa del Carmen) to:

- Cell/Mobile number: 045 + 984 (Playa del Carmen code) + number (7 digits)
- Phone: 01 + 984 (Playa del Carmen code) + number (7 digits)

Calling from Playa del Carmen (local call):

- Cell/Mobile number: 044 + 984 (Playa del Carmen code) + number (7 digits)
- Phone: phone number (7 digits)

Have in mind that if you are calling from a Mexican cell phone to a Mexican cell phone (both located in the same city), you only have to dial 984 (Playa del Carmen code) + number (7 digits).

Useful telephone numbers

EMERGENCY: 873 0493

AMBULANCE: 873 0885

POLICE: 873 4000

HIGHWAY PATROL:

998 8841107

FIRE: 879 3670

IMMIGRATION: 873 1884

TOURISM OFFICE: 873 1001

HOSPITALS

HOSPITEN PLAYA DEL CARMEN

803 1002

HYPERBERIC CHAMBER (for dive-related injuries): 873 1365

Puerto Vallarta



EMERGENCY NUMBERS

306 0451

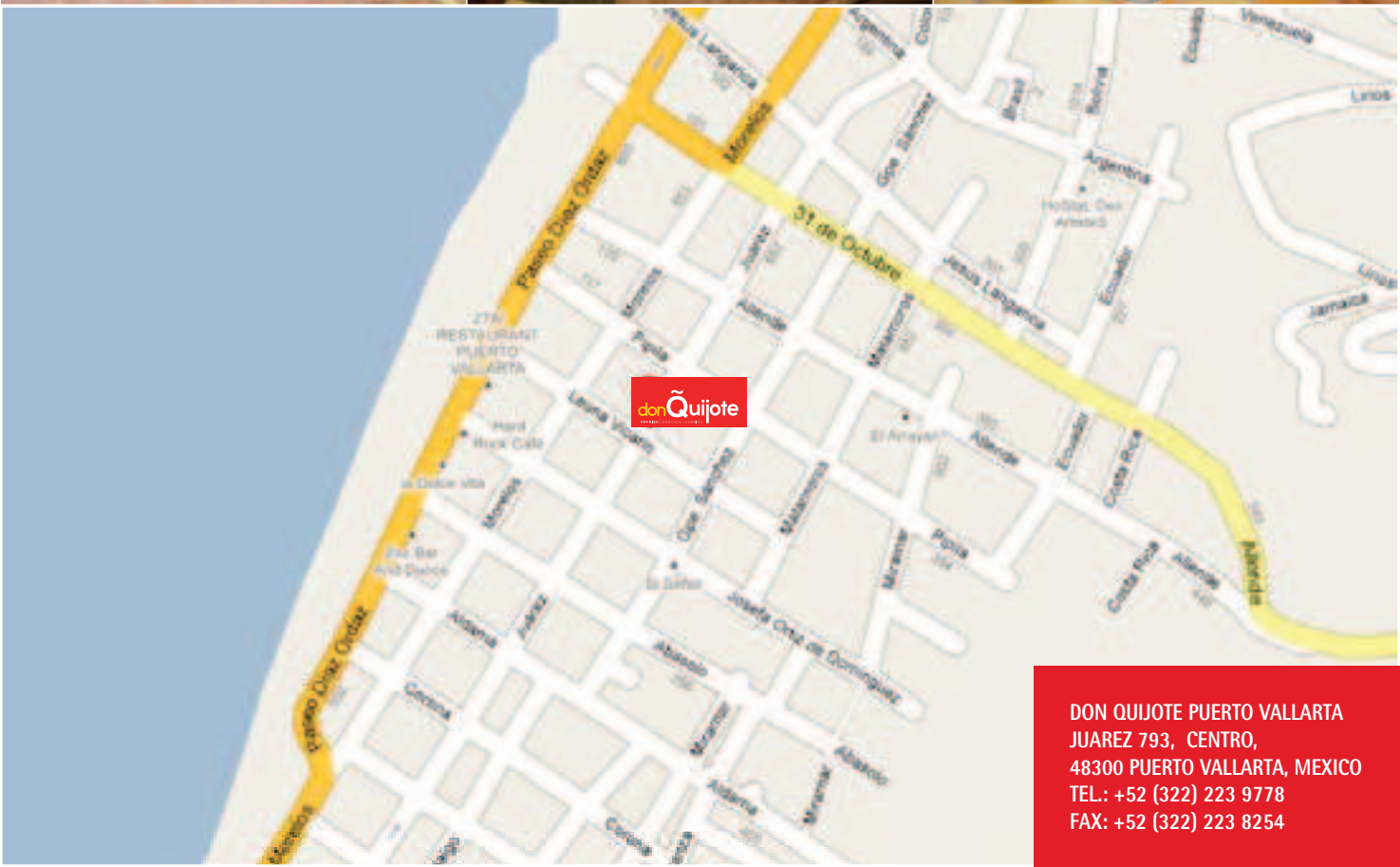
HEAD OFFICE

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37008 Salamanca - Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15

MORE INFORMATION

infocentral@donquijote.org
www.donquijote.org

FEEDBACK
help@donquijote.org



DON QUIJOTE PUERTO VALLARTA
JUAREZ 793, CENTRO,
48300 PUERTO VALLARTA, MEXICO
TEL.: +52 (322) 223 9778
FAX: +52 (322) 223 8254



THE CITY

On the Pacific coast, Puerto Vallarta is in the western part of the state of Jalisco in central Mexico. The magical combination of mountains, tropics and beaches makes visitors fall in love with Puerto Vallarta at first sight. Aside from its beauty and amazing flora and fauna, however, this city also allures tourists with its colonial architecture and traditions unique even in Mexico. Puerto Vallarta is the perfect blend of tropical waters and rich Mexican culture.

THE WEATHER

The weather in Puerto Vallarta varies considerably throughout the seasons, but mostly there is sunshine, heat and humidity. Puerto Vallarta is surrounded by jungle and mountains, and receives considerable rain. The rainy season is June to September, rainiest in September. December and January, the peak tourist season, is nice and sunny. Spring and Autumn produces moderate temperatures. Temperatures reach 32°C (90°F) during the summer and 25-30°C (mid 80°F) during the winter. Night time temperatures range from 16-24°C (60's to the mid 70's).

SHOPPING

Puerto Vallarta's city streets are brimming with unique shops just waiting to be browsed. Not to mention the assortment of major shopping centers typical of any modern city. There's really no "shopping" district in Puerto Vallarta, so just enjoy the sights and the sun as you peruse the city streets and walk along the malecón. Puerto Vallarta's countless art galleries, feature local and international artists of all genres that have made the city an internationally-renowned art mecca. There is also a lively flea market located right by the Río Cuale, the river that divides Puerto Vallarta in two. Test out your bargaining skills as you haggle your way down to the best deals on pottery, leather goods, colorful woven "sarapes," silver jewelry and much more.

TRANSPORT

- Local city bus: For 7 pesos to almost everywhere, unless you go out of Puerto Vallarta.
- Taxi: Before entering the yellow city taxis, ask the driver what the fare will be to your destination.
- Private Driver for the day: Get a bilingual private driver with a air-conditioned van (capacity 14) for a mere \$40 US per hour.

ARRIVAL

Please inform us, at least 1 week before your course starts of your exact arrival time so we can inform your host family what time they can wait for you.

PICK-UP SERVICE

Pick-up service at Puerto Vallarta airport is free when staying with a host family.

HOW TO REACH THE SCHOOL

Upon arrival to Puerto Vallarta's international airport, taxis and airport transfers are readily available.

SCHOOL ADDRESS

SOLEXICO
 Juarez 793, Centro,
 48300 Puerto Vallarta, Mexico
 Tel.: +52 (322) 223 9778
 Fax: +52 (322) 223 8254

The school address should be used for receiving letters/packages during your stay in Puerto Vallarta. Do not use your accommodation address.

EMERGENCY PHONE NUMBER

+ 52 1 322 306 0451

FACILITIES

- 14 classrooms
- 1 conference room (TV, DVD, VCR and Stereo)
- 1 internet/library room with 2 computers and wireless connection.
- 1 open terrace and cafeteria for fiestas, Salsa and cooking classes.

FIRST DAY

Students need to arrive at the school on Monday at 8:10 AM (beginner students at 8:30 AM) for their level test. (If Monday is a holiday you will start on Tuesday).

COURSE MATERIALS

Books are NOT included and must be bought and paid upon reservation.

ACCOMMODATION DETAILS

Two weeks before your arrival, you will receive your accommodation information (host family details). You are expected in your accommodation on the Sunday prior your course starts (after noon). You must vacate it on the Saturday (before noon) after your last course day.

ACCOMMODATION WITH A HOST FAMILY

You can go directly to your accommodation upon your arrival (please remember to inform us of your arrival time so that the host family knows when to expect you).

HOLIDAYS

- Please check our web site for updated holidays before planning your trip: www.donquijote.org/holidays
- Classes will start on Tuesday when a public holiday falls on a Monday.
- There are no classes on holidays and the lost classes will not be financially compensated.

TELEPHONE SYSTEM

Calling to and from Mexico requires different numbers depending on the city you are calling from and to, and if you are calling to a cell/mobile phone or not:

Calling from abroad (international call) to:

- Cell/Mobile number: +52 (international code) + 1 + 322 (Puerto Vallarta code) + number (7 digits)
- Phone: +52 (international code) + 322 (Puerto Vallarta code) + number (7 digits)

Calling from Mexico (any city in a different state than Puerto Vallarta) to:

- Cell/Mobile number: 045 + 322 (Puerto Vallarta code) + number (7 digits)
- Phone: 01 + 322 (Puerto Vallarta code) + number (7 digits)

Calling from Puerto Vallarta (local call):

- Cell/Mobile number: 044 + 322 (Puerto Vallarta code) + number (7 digits)
- Phone: phone number (7 digits)

Have in mind that if you are calling from a Mexican cell phone to a Mexican cell phone (both located in the same city), you only have to dial 322 (Puerto Vallarta code) + number (7 digits).



Useful telephone numbers

EMERGENCIES: 060
 AMBULANCE: 222 1533
 FIRE: 223 9476
 POLICE: 223 2500
 TOURIST OFFICE: 222 0242

AMERI-MED AMERICAN HOSPITAL:
 221 0023
 SAN JAVIER HOSPITAL: 226 1010
 CMQ HOSPITAL: 223 1919

General conditions

1. CONTRACT

1.1 don Quijote accepts no responsibility whatsoever for cases of force majeure (according to law) or for students' actions.

1.2 On formalizing enrollment in a course (and accommodation) over the internet, by fax, online booking or in writing, students must accept the General and Payment Conditions, as well as the norms, rules and guarantees of don Quijote that they have previously been given and read. No signatures are necessary for the agreement. Any payments confirm the acceptance of the agreement with all these conditions.

1.3 The contracts are personal and non-transferable.

2. CLASSES

2.1 In high season, some classes may be given in classrooms outside of our installations.

2.2 don Quijote's management reserves the right to extend the timetable for classes to 9 p.m.

2.3 In the exceptional case that only 1 or 2 students are enrolled in a course in the same level group, the school reserves the right to change a group course into One to One tuition. In this case, class hours will be reduced by 50%.

3. HOLIDAYS

3.1 Please check our web site (www.donquijote.org/holidays) for updated holidays as they may be subject to change before planning your trip.

3.2 don Quijote is not obliged to refund or make up any classes missed due to National or Local holidays. In case of two holidays within one week (Monday to Friday), one day of the missed lessons will be recuperated except for One to One classes which will be recuperated in any case.

4. ACCOMMODATION

4.1 The student will be charged for the replacement of broken items due to either negligence or by intention.

4.2 If there is damage and no one is directly responsible, the cost of repairs will be divided among all the students in the apartment or residence.

4.3 In the case of a serious disciplinary offence or repeated bad behavior, the student will be expelled from the accommodation contracted with don Quijote without the right to any refund.

4.4 In high season, the apartments and student residences may be substituted by another type of accommodation at a corresponding price.

4.5 If you reserve a shared double room (shared with another student) and there is no other student with whom you can share the room, we reserve the right to change your room at any time.

5. INSURANCE

5.1 Medical: we advise all citizens of the EU to bring the European Health Insurance Card EHIC (formerly the E111 document). If you require medical treatment, with this card and the medical bill you will be able to reclaim the medical expenses from your country of origin. We recommend that students from other countries take out a medical insurance policy provided by don Quijote that guarantees coverage for the illnesses stipulated on the above mentioned policy.

5.2 Civil Liability: don Quijote has an accident and civil liability insurance policy that covers possible incidents or minor accidents that may occur within its centers. don Quijote is not responsible for the loss or theft of students' personal property, for which we recommend you take out your own insurance policy.

6. ADMISSION OR EXPULSION

6.1 The don Quijote management reserves the right to accept students aged 16 or under (Spain)/ 13 or under (Mexico) in exceptional cases.

6.2 don Quijote reserves the right to cancel the student's place if on the day of their arrival they or their agency have not paid the total sum of the course, accommodation and other services contracted.

6.3 In the case of a serious disciplinary offence, repeated bad behavior or infringement of the laws of

the country in which the course is taking place, the student will be expelled from the school and accommodation contracted with don Quijote without the right to any refund.

6.4 In the case where damages are caused to third parties, all the expenses claimed from don Quijote that originate from the above-mentioned incident will be charged to the student, who will have no right to later claims.

7. LAST-MINUTE RESERVATIONS, CHANGES AND ACCEPTANCE

7.1 The advance payment for confirmation of the reservation will be 500 € (for courses in Spain and Cuba) and US\$ 700 (for courses in Latin America).

7.2 For the confirmation of reservations made 2 weeks or less before arrival (for Kids, Juniors and Teens programs 4 weeks or less), the total invoice must be paid in full at the time of enrollment.

7.3 100 € (Spain and Cuba) / US\$ 150 will be charged for administrative costs for changes to your confirmed reservation, in the two weeks prior to arrival or at any time after arrival (subject to availability).

8. OFFERS AND DISCOUNTS

8.1 The enrollment fee is valid for one year from the first reservation made for don Quijote and IEG schools. In other words, any courses reserved during a 12 month period can be made using the same enrollment fee.

8.2 Our published offers or other type of discounts cannot be accumulated. All offers or discounts are subject to availability and have a fixed duration period. No changes will be made to bookings that have been received prior to the promotion. All offers and discounts will be applied at the time of booking.

9. VISA

9.1 Students from western Europe do not require a visa to enter Spain or Latin America. Students from other countries must enquire about obtaining a visa at the Spanish or Latin American embassies or consulates closest to them.

9.2 The certificate certifying enrollment (invitation letter) can ONLY be issued by the school when the enrollment form and a copy of the passport have been received and full payment of the program has been received via bank transfer. Not applicable for citizens of Australia, Brazil, Canada, China*, Israel, Japan, Korea, New Zealand, Russia, Singapore, South Africa, Turkey and the US. *Citizens from China need to pay a deposit of 1,500 € if the invitation letter is needed.

10. PAYMENT CONDITIONS

10.1 The total sum (in € for courses in Spain and Cuba and in US\$ for courses in Latin America) must be received at least 2 weeks before your arrival (for Kids, Juniors and Teens program at least 4 weeks). Where payment in full is not received, don Quijote reserves the right to cancel the program, and the student has no right to a refund.

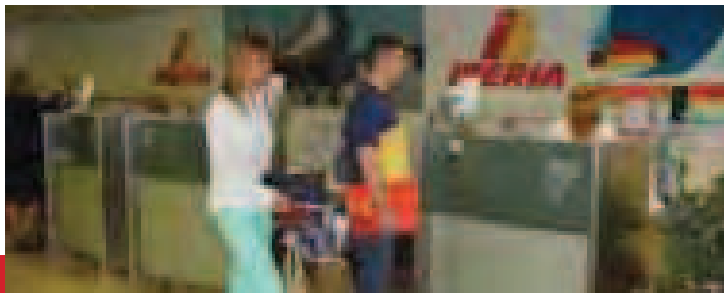
10.2 All bank charges will be your responsibility. In the case whereby the bank charges us a commission for receipt of your payment, we reserve the right to charge you this sum on your arrival.

10.3 Personal checks won't be accepted in any case. Bank checks will be accepted only if the check is received a minimum of 80 days before arrival and with an extra fee of 35 € / US\$ 50.

10.4 These prices are valid until the 31st of December 2013 for courses beginning and ending in the year 2013.

10.5 This price list overrules all previous information concerning prices and dates.

10.6 don Quijote is not responsible for printing errors that may appear or for errors in publications by third parties about don Quijote.



11. COURSE REDUCTIONS AND CANCELLATIONS

11.1 Cancellations before arrival will only be accepted up to and including the last working day before arrival and must be in writing (letter, telegram, e-mail or fax). Written evidence of the cancellation is required and therefore cancellations made by telephone will not be deemed valid.

11.2 For cancellations prior to two weeks before the arrival date, there will be a penalty of 250 € (Spain and Cuba), US\$ 350 (Latin America) of the advance payment.

11.3 For cancellations made during the last two weeks before arrival the advance payment of 500 € (Spain and Cuba), US\$ 700 (Latin America) will not be refunded.

11.4 For the Spanish + Hotel Internship Program there will be a cancellation fee of 450 € for cancellations made 4 weeks before arrival. For cancellations in the last four weeks before arrival, we will charge the whole program price.

11.5 For the Kids, Juniors and Teens programs the penalty for cancellations made during the last four weeks prior to arrival will be 1000 €. For cancellations made before this date, there will be a penalty of 250 €.

11.6 In no case whatsoever will money for the course or accommodation be refunded once the course has started (except in the case of the refund guarantee). In the event that a credit note is granted due to exceptional circumstances, the credit will only be valid for up to 12 months (from the date the credit note is granted). Once this period of 12 months ends, the students loses the right to the credit.

11.7 For all reimbursements we will charge an administrative fee to cover the administrative costs of returning your money (see point 13.4), as well as the standard fee for changes in the reservation (100 € / US\$ 150) as stated in point 7.3.

11.8 Refunds must be requested during the 30 days following the completion of the course or cancellation. Once this period is complete, the student no longer has the right to request any refunds.

11.9 In the event of a cancellation or course reduction, original prices will be applied whether or not the student has opted for a special discount or promotion. For example, if due to the length of the course, the student received a discount at the time of booking, on cancellation this will be lost.

11.10 Students who require any type of invitation letter to obtain a student visa for their course and have to cancel due to denial of the visa, must send an official original certified document directly from the Embassy. If this copy is not received by don Quijote, 100% of the cost of the program will be charged.

11.11 For cancellations after an invitation letter is issued, the penalty will be the one explained in points 11.2, 11.3, 11.5 and 11.7, plus the cost of sending the invitation letter if the express courier option was selected.

11.12 For students who already have visas, cancellations will only be considered once the student provides proof of leaving the country and once the visa obtained through don Quijote is no longer valid. In addition, the cancellation will only be valid on the student's return to their country of origin.

12. GOLD OR SILVER CANCELLATION GUARANTEE

12.1 We recommend one of our special cancellation guarantees if you are taking a course in Spain or Mexico that is longer than 2 weeks. The cost of this guarantee is 6% (Silver) or 10% (Gold) of the total sum of the full program invoice (non-refundable) and the cancellation guarantee must be signed and paid in full upon at least 15 days before arrival in order for it to be valid.

12.2 With the "Silver" cancellation guarantee you will be able to cancel your program under certain circumstances: securing a job with a duration of at least one year; serious illness or accident resulting in hospitalization; death of the insured, their spouse, direct ascendants, descendants, siblings; being called to court proceedings or as a member of an electoral board; summons for major surgery with hospitalization of the insured and their spouse; placement for the adoption of a child; organ transplant to or from the insured, their spouse, direct ascendants, descendants, siblings, brother/sister-in-law, son/daughter-in-law, father/mother-in-law; the cancellation of a registered and insured companion obliging them to travel alone; bankruptcy of the travel agency or cancellation of the trip by the airline; natural disaster.

12.3 With the "Gold" cancellation guarantee you can cancel all or part of the course for any reason.

12.4 When a cancellation is made and you need to use the cancellation guarantee, we will refund the cost of your course and accommodation if you cancel your course at any time from your arrival date until the end of your course. Your guaranteed refund will NOT include: your enrollment fee, the cost of one week and services already used at the time of cancellation (if the student makes that cancellation on a Monday, otherwise both the week of cancellation and the following week will be charged), the

cost of the guarantee itself and 4% of the amount to be refunded (minimum of 65 € / US\$ 90) to cover administrative costs.

12.5 In order to cancel a language program, the student must give notice via e-mail to seg@iegrupo.com. We will take the day following the day on which the e-mail is sent as the official cancellation day of the course. Until an e-mail is received the cancellation will not be valid. For this reason it is important that the student is certain that the e-mail has been received. If the student is covered under the Silver Cancellation Insurance then they will have a maximum of 15 days starting from the day the e-mail is sent to produce the necessary evidence to back up the motive for their cancellation. If the student is covered by the Gold Cancellation Guarantee, this step is not necessary. The money will be returned within 30 days of the official cancellation date.

12.6 The cancellation guarantee is personal and non-transferable and is only valid upon the students' arrival at the school. Students who require and have obtained the visa through don Quijote can buy the cancellation guarantee but cancellations will be only considered once the student provides proof of leaving the country. In these cases 8% of the amount to be refunded will be charged to cover administrative costs.

12.7 If you have enrolled for a course that is over 5 weeks long and you use the cancellation guarantee, you should be aware that prices may change depending on how many weeks you'll be doing eventually. That is, if you enrolled for 12 weeks and unfortunately you need to reduce your course to 4 weeks, the 4 week prices will be applied.

13. REFUNDS

13.1 Refer back to points 11 and 12 (cancellations).

13.2 Following the request or after the examination of all documents in the case of the cancellation guarantee by bank transfer, a refund will be given within 30 days.

13.3 Refunds can only be made and money can only be transferred to the student who booked the course or to the account from where the payment has been made. Refunds will never be made out to anyone other than the student or the tutor who paid for the reservation.

13.4 For all refunds we will charge an administrative fee of 10% of the amount to be refunded (a minimum of 55 € / US\$ 95). Refunds of small amounts (less than 100 €) will be paid by Spanish check at no extra cost whilst the student is still in Spain otherwise the refund will be made by bank transfer and will carry a minimum administration fee of 35 €.

14. CUSTOMER SERVICE

14.1. Notwithstanding the provisions of this agreement excluding any legal obligation or liability on its part, don Quijote will, in the event of a complaint by a student against an overseas body in connection with its preferred course or associated accommodation, endeavor to use its best means to rectify the situation of the student involved, provided that such a complaint is notified to the appropriate body abroad as soon as is reasonably possible, and that the student has exhausted all other feasible solutions in the overseas country involved.

14.2. Any complaints need to be given in writing and within the first 24 hours. Otherwise students will lose the right to any compensation, refund or changes. don Quijote will accept any suggestions after departure date or requests only on a information level and to improve our services.

15. COPYRIGHT

The management of don Quijote reserves the right to use all possible photos taken during the student's stay unless the student declares otherwise on his arrival at the school.

PROTECTION OF PERSONAL DATA

In compliance with Spanish Law 15/1999, December 13, regarding the protection of personal data, don Quijote would like to inform you that your personal details within these general conditions will be stored in a database (whose liability and responsibility is don Quijote, S.L.), solely for the commercial and operative purposes of the company. By accepting these general conditions you give your consent to the above said treatment and for their use for the aforementioned purposes. At the same time, you have the right to request that we inform you of your rights to access, correct and cancel such information within the established terms of the prevailing legislation, by writing to the address: Calle Placentinos 2, 3700 Salamanca, Spain.



Notes

www.donquijote.org

HEAD OFFICE SPAIN
Calle Placentinos 2
37008 Salamanca | Spain
Tel.: +34 923 26 88 60
Fax: +34 923 26 88 15
infocentral@donquijote.org

don **Quijote**
SPANISH LANGUAGE LEARNING

Leading Spanish education and Spanish language courses abroad since 1986.

REGIONAL OFFICES

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2/4 Stoneleigh Park Road
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duk@donquijote.org

don Quijote Nederland
Graaf Florisstraat, 38
3021 CH Rotterdam
The Netherlands
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Fax: +31 10 476 89 27
dnl@donquijote.org

don Quijote USA
1000 Fifth Street
Suite 200 – E4
Miami Beach, FL 33139
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Beijing 100020
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china@donquijote.org

Accredited by / Member of:



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SPAIN
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Argentina | Bolivia | Chile | Colombia | Costa Rica | Cuba | Dominican Republic | Ecuador | Guatemala | Mexico | Peru