AN AMERICAN UNIVERSITY
The College
For International
Studies

HOUSING INFORMATION

HOUSING	BOARD	PRICE / DAY
HOST FAMILY	**Full Board**	**42 €**

Includes:
Single Room
Laundry
Room cleanup
Full Board (breakfast, lunch & dinner)
Internet Service

HOUSING	BOARD	PRICE / MONTH
SHARED APARTMENT	**No meals included**	**From 540 €**

Utilities (water, electricity, gas, Internet) are not usually included.

- **CIS University Handling Fee: 150€**

HOUSING	BOARD	PRICE / MONTH
RESIDENCE (Double or Single Room)	**Each residence has its own meal plan**	**Established by the residence From 450 to 1.900 € (approximate)**

Each residence offers different services.

- **CIS University Handling Fee: 150€**

► Housing reservations must be notified to CIS University:

  - Fall Semester: before May 31
  - Spring Semester: before October 31

  Housing cannot be guaranteed for Application forms received after the dates indicated above.

► Terms and General Conditions on the reverse.

► For more information please contact housing@cis-spain.com

TERMS AND GENERAL CONDITIONS

CIS University will negotiate housing for the students who so request it in host families, apartments or residences. For this it is necessary that the student be fully enrolled at CIS University and turn in the Housing Application Form (ww.cis-spain.com)

Housing request must be notified to CIS University:

Fall Semester: before May 31; // Spring Semester: before October 31

Housing cannot be guaranteed for Application Forms received after the dates indicated above.

Time schedule: CIS University staff will help students upon their arrival according to the following time schedule:

Monday to Friday, from 9:00 am to 16:00 pm (does not include airport pickup)
Students must previously inform CIS University of the date and time of their arrival.

CIS University cannot take care of students who arrive outside the stipulated time schedule.

Housing Payments:

Host Families: payments will be made in full, by academic semester and in advance (Fall—September 1-5; Spring—January 1-5; Summer—May1-5).

Residences: CIS University will charge a handling fee (150,00 Euros) when the service is contracted. The rest of the payments will be made directly to the residence according to the terms established by the residence.

Apartments: CIS University will charge a handling fee (150,00 Euros) when the service is contracted. The rest of the payments will be made directly to the owner/agency according to the rules established by them.

Payment for apartments will be made by full months even if the stay is shorter.

If the owner/agency require a deposit, the student will make this deposit, which will be returned at the end of the stay, except if there are damages to the premises.

Housing services will not be provided to any student who has not previously complied with all the payment obligations.

Students will observe proper conduct according to the norms established for their housing regimen. If a student were to be expelled for inappropriate conduct, CIS University will not be responsible for providing new housing arrangements. Any damage done to the premises (apartments or residences) as well as to its contents (furniture, equipment, etc.) will be the responsibility of the students (and their families), and they must pay for any damage sustained.

HOST FAMILIES

Students must honor the norms established by each host family.

Upon their arrival, students will have a ten-day adaptation period, during which they may request a change of host family. After this period, if a student requests a change of residence, a compensation fee must be paid to the family.

RESIDENCES

CIS University works with several residences that offer a wide range of prices and services.

Services may include meals, study & relaxation rooms, gym, swimming pool, etc.

APARTMENTS

CIS University will provide students with the contacts to rent an apartment, advising them about areas, transportation, etc.

Students will observe discipline and coexistence avoiding activities that may annoy or inconvenience the rest of the tenants in the building.

All furniture and equipment provided will be kept and maintained in the same state and conditions as they were received. Apartments must be kept and returned at the end of the stay in proper hygienic conditions. At the end of their stay, students must return the keys to the apartment to the person in charge. Students must vacate and take all personal belongings with them at the end of their stay.