ARRIVAL & ORIENTATION INFORMATION SHEET
EUROPEAN TRANSFORMATIONS SPRING PROGRAM 2016-17
Madrid to Rome

All participants are responsible for making their own arrangements to travel independently to Spain. Your program begins on a set date and at a specific place and time. If you fail to present yourself at the correct location on the Official UCEAP “start date” you are subject to dismissal from the Program.

Official UCEAP Arrival & Start Date/Time: Wednesday, March 29, 2017
Check-in between 9:00am and 8:00pm
(Your flight should arrive in Madrid by 5:00pm)

Location: ACCENT/UC Study Center
Paseo General Martínez Campos, 42 Local 4
28010 Madrid, Spain

It can take several hours to clear customs upon arrival in Madrid; therefore, your flight should arrive by 5:00pm to get checked in before 8:00pm.

You are responsible for your own transportation from the airport to the check-in location.

You should have approximately €350 with you on departure from the U.S. to pay for necessary transportation and incidentals during the first few days.

If you arrive before the check-in day
You may not check into your housing until the official program start date, Wednesday, March 29. If you arrive before this date, you will be responsible for finding your own housing until March 29.

On the following pages we list several options for getting to the ACCENT/UC Study Center. We highly recommend taking a taxi from the airport to the ACCENT/UC Study Center! It may be more expensive, but it is well worth it after a long flight to a foreign country.

Carry this information sheet with you when traveling to Madrid!

DIRECTIONS TO THE ACCENT/UC STUDY CENTER

There are a number of different ways to get to the ACCENT/UC Study Center (taxi, shuttle, metro, and commuter rail). All are detailed below. You may choose the method that works best for you, but remember that you will have luggage to carry!

Remember that when you get to Paseo General Martínez Campos, 42, you will not go in through the main entrance as the UC/ACCENT Center has its own side entrance. When you are in front of number 42, facing the building, follow the street to the left for less than a block and you will see a see a pedestrian

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street/parking access to the right. Follow this street and you will find the UC/ACCENT Center on your right at number 42.

**From Madrid Barajas Airport:**

**By TAXI:** *(Approximately 20-25 minutes)* **This is the easiest and safest option!**
Take a Taxi to Paseo General Martínez Campos, 42. There are four taxi stops at the airport; all are located on the ground floor: At the arrivals gate in Terminal 1, 2 and 4, and at the arrivals lounge in Terminal 3. There is a flat rate of €30 to take a taxi from the airport to Madrid city center. There is no extra bag supplement, but please be sure that the meter is turned on and always ask for a receipt (*recibo o tique*) with the license number if you feel the fare charged is not correct.

**By SHUTTLE:** *(Approximately 40 minutes) – Good option if you are arriving with friends*
Before departure you can reserve this service online at [www.aerocity.com](http://www.aerocity.com) or call (011 34) 91 747 75 70 or 902 15 16 54. You can also ask for this service at the Aerocity offices located at the following locations:

- Terminal 1 (T1): the Aerocity (shuttle) booth is located in front of Sala 2, to the right after you exit the baggage-claim area.
- Terminal 2 (T2): After you exit the baggage-claim area, you will find the Aerocity (shuttle) booth between Sala 5 and Sala 6.
- Terminal 3 (T3): Go to the Aerocity (shuttle) booth located at Terminal 2.
- Terminal 4 (T4): After you exit the baggage-claim area, you will find the Aerocity (shuttle) booth in front of Sala 10.

Ask for the shuttle service to Paseo General Martínez Campos, 42. The price for the Aerocity shuttle service to Calle Miguel Ángel is €17-25 per person. This price includes 1 suitcase and 1 piece of hand luggage. A supplementary fee of €1 may apply for each extra piece of luggage.

**By METRO:** *(Approximately 45-50 minutes).*
There is a metro line that takes you from the airport to the city.

From Terminals 1, 2, 3 & 4, follow the signs to the Metro in the airport. Buy a *sencillo + supplement* (one trip) either from the machine or from the person in the booth. It costs €4.50-€5.00 (€1.50-€2.00 for the single ticket and €3 for the airport supplement). Take pink #8 line in the direction of Nuevos Ministerios. Change trains at Nuevos Ministerios (last stop). Once you get off the train, follow the signs for the dark blue #10 line in the direction of Puerta del Sur. Take this line to Gregorio Marañón (1st stop). Once you get off the train at Gregorio Marañón, follow the green SALIDA signs out of the metro. Exit the turnstiles. Look for the green signs that indicate different exits and follow the one that says Miguel Ángel. As you exit the metro stairs, you will be on Calle Miguel Ángel. Walk straight down. The second street you reach will be Paseo General Martínez Campos. Cross to the other side of this street using the pedestrian crossing before turning right onto this street. Continue for less than a block on Paseo General Martínez Campos and and you will see a pedestrian street/parking access to the left. Follow this street and you will find the UC/ACCENT Study Center on your right at number 42.

**By COMMUTER RAIL:** *(Approximately 35 minutes).*
The commuter rail system Cercanías has launched a line that takes you from the Terminal 4 at the airport to the city. (If you arrive to Terminal 1, 2 or 3 there is a shuttle bus that will take you to Terminal 4).
From Terminal 4, follow the signs to the Cercanías Line C-1. Buy a ticket from the machine €2,15. Trains leave every half hour. Take the train 3 stops until you reach Nuevos Ministerios. Once you get off the train, follow the signs for the Metro towards the dark blue #10 line in the direction of Puerta del Sur. Buy a ‘sencillo’ (one trip) metro ticket either from the machine or from the person in the booth. It costs €1,50. Take the train and get off at Gregorio Marañón (1st stop), follow the green SALIDA signs out of the metro. When you exit the turnstiles, you will see green signs that indicate different exits. Follow the one that says Miguel Ángel. As you exit the metro, you will be on Calle Miguel Ángel. Walk straight down. The second street you reach will be Paseo General Martínez Campos. Cross to the other side of this street using the pedestrian crossing before turning right onto this street. Continue for less than a block on Paseo General Martínez Campos and and you will see a pedestrian street/parking access to the left. Follow this street and you will find the UC/ACCENT Study Center on your right at number 42.

**From Atocha Train Station:**

Follow the Metro signs and take the light blue Metro line #1 towards Pinar de Chamartín. You will change metros at Gran Vía (5th stop). Once you get off the train follow the signs for the green #5 line heading towards Alameda de Osuna. Take the train. When you reach Rubén Darío (3rd stop), get off and follow the green SALIDA signs out of the metro. When you exit the turnstiles, you will see green signs that indicate different exits. Follow the one that says Miguel Ángel. When you exit the metro stairs you will be on Calle Miguel Ángel. Immediately cross to the other side of the street using the pedestrian crossing, then continue to the right on Calle Miguel Ángel. Take a left on the first street, Calle Rafael Calvo. Just after you pass a police station you will have a pedestrian street/parking access to your right. Follow the street past the courtyard and you will find the ACCENT Study Center on your left at number 42.

**From Chamartín Train Station:**

Follow the Metro signs and take the dark blue #10 line in the direction of Puerta del Sur. Get off at Gregorio Marañón (5th stop), follow the green SALIDA signs out of the metro. When you exit the turnstiles, you will see green signs that indicate different exits. Follow the one that says Miguel Ángel. When you exit the metro stairs you will be on Calle Miguel Ángel. Immediately cross to the other side of the street using the pedestrian crossing, then continue to the right on Calle Miguel Ángel. Take a left on the first street, Calle Rafael Calvo. Just after you pass a police station you will have a pedestrian street/parking access to your right. Follow the street past the courtyard and you will find the ACCENT Study Center on your left at number 42.

Taxis are an option from either train station (instead of taking the metro) and cost about €12-15 from Atocha and €20-22 from Chamartín to Paseo General Martínez Campos (approximate price includes €3 “train station” fee).

**Madrid Orientation Information**

The Mandatory Orientation begins on Thursday, March 30, 2017.

*ALL students are required to attend this orientation!

Short walking tours will be provided to orient students to the ACCENT/UC facilities and area around the Study Center in central Madrid. A group welcome reception is held during the first full week of the program.

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**U.S. Department of State – Smart Traveler Enrollment Program**

UCEAP highly recommends that all students register with the U.S. Department of State.

The Smart Traveler Enrollment Program (STEP) is a free service provided by the U.S. Government to U.S. citizens who are traveling to, or living in, a foreign country.
STEP allows you to enter information about your upcoming trip abroad so that the Department of State can better assist you in an emergency.

STEP also allows Americans residing abroad to get routine information from the nearest U.S. embassy or consulate.

Register online at https://travelregistration.state.gov/ibrs/ui/
(You will need your passport information at time of registration.)

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IMPORTANT!!
As soon as you have your address abroad, enter it, along with all your contact information while abroad into MyEAP.
There is a Contact Information tab on the left side in MyEAP. Go to Address Abroad While Participating in EAP to enter your information.
This is for emergency purposes only. If something happens either abroad or here at home, we need to be able to reach you quickly!

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