

Instituto de Empresa (IE) (Spain)

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| Name, Address, Phone Number and email address of contact person at foreign institution | Dean Waters Price, Associate Director of International Programs, IE Law School, Castellón de la Plana 8, Madrid, Spain 28006, +34 917 82 17 03 Beatriz Calvet, International Programs Assistant, IE Law School, Castellón de la Plana 8, Madrid, Spain 28006, +34 91 568 98 13 |
| Course Load Requirements as set by UVa School of Law | Minimum load of 8400 minutes = 12 ABA credits |
| Application Deadline | 15 May 2016 |
| Semester Dates 2016 for Fall | LLM in International Business Law is divided in 3 periods and there is a pre-program called Launch one week after the graduation and before the classes start. Dates for 2016-2017 intake are as follows: |
| | Opening: 3rd October 2016 |
| | Launch: 4-7 October 2016 |
| | First Period: 10 October - 16 December 2016 |
| Exam Session Dates | Exams are held usually in the last session of each subject, there is not an exact period for exams but most of them will take place during the last two weeks of each period. |
| Orientation Program: Is there an orientation program for international exchange students? If yes, what are the dates and is it mandatory? | NO, there is no special orientation program for exchange students but there is a Launch week at the beginning of the course where exchange students of the fall term are welcome. |
| Course Enrollment/Registration: Are students pre-enrolled or pre-registered? If yes, can students do this themselves on-line? | Students will be automatically registered in the program upon submission of application materials and completion of interview. In order to choose courses a student will need to send an email with the list of courses they wish to attend directly to program assistant Beatriz Calvet (beatriz.calvet@ie.edu). A course catalogue will be sent individually to each student for their review. |
| Costs in addition to tuition charged, including any fee charged for transferring or receiving credit earned there. | Students will not be charged any additional fees by IE for participating in the exchange |

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| <p>Requirements for student performance and grading methods</p> | <p>The evaluation criteria for each individual subject are described in the syllabus of each course. The most common are class participation, written essays, oral presentations and exams. <u>The IE grading scale follows a strict Bell Curve and is distributed as follows:</u></p> <p>A 5% of the class A- 5-10% of the class B+ 20% of the class B 50% of the class B- 10% of the class C+ 5-10% of the class, sub-standard performance C Penalty for behavior that results in substandard performance and/or insufficient work</p> <p><u>The numerical valuation of each letter grade is as follows:</u></p> <p>A 4.00 A- 3.66 B+ 3.33 B 3.00 B- 2.66 C+ 2.33 C 2.00</p> <p>A student receives a B grade when his/her performance is similar to that of the majority of the class.</p> <p>When a student's performance is superior to the rest of the class, he/she receives a B+, A- or A.</p> <p>If a student's performance is below average, he/she will receive a B- or C+.</p> <p>Exceptionally, a student may also receive a grade of C.</p> |
| <p>Extent to which country, city and facilities are accessible to disabled individuals</p> | <p>At IE all buildings are wheelchair accessible. Further, all reasonable measures will be taken to accommodate for disabled students to be able to properly access facilities and to participate in class. In general Madrid is quite easy to manage for individuals with disabilities.</p> |
| <p>Information on availability, approximate cost, and location of housing</p> | <p>IE does not provide any student housing. Therefore, all students are required to find housing before the program starts. Information on how to go about searching for housing is available through our Student Office (student.office@ie.edu) and can be solicited via email. Once students have been registered in the program they will also have access to our Student Office webpage which provides detailed information on various channels for students to find housing.</p> <p>Individual accommodation can cost anywhere from €500 - €1000 per month depending on the area and whether one wishes to live alone or with roommates.</p> |
| <p>Health Insurance Requirements: Do exchange students have to purchase health insurance? Does your university offer health insurance? If so, how much does this cost per semester?</p> | <p>Students are required to purchase health insurance which will cover them during their stay in Madrid. IE does not provide health insurance.</p> |

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| <p>Visa Information: Do students need a visa? If so, when will the papers be sent to the students?</p> | <p>US citizens travelling to Spain for less than 90 days are not required to have a visa. If a student will be studying at IE for a period which extends beyond the 90 day limit they will be provided with the necessary acceptance letters (in English and Spanish) in order to apply for a student visa. Students can expect to receive the letter within a couple of weeks after they have completed their application and interview. However, students are required to manage the visa application through the appropriate consulate and/or embassy on their own.</p> |
| <p>Immunization/Health Issues: Are there any immunizations students are required to have?</p> | <p>No special immunizations are required.</p> |