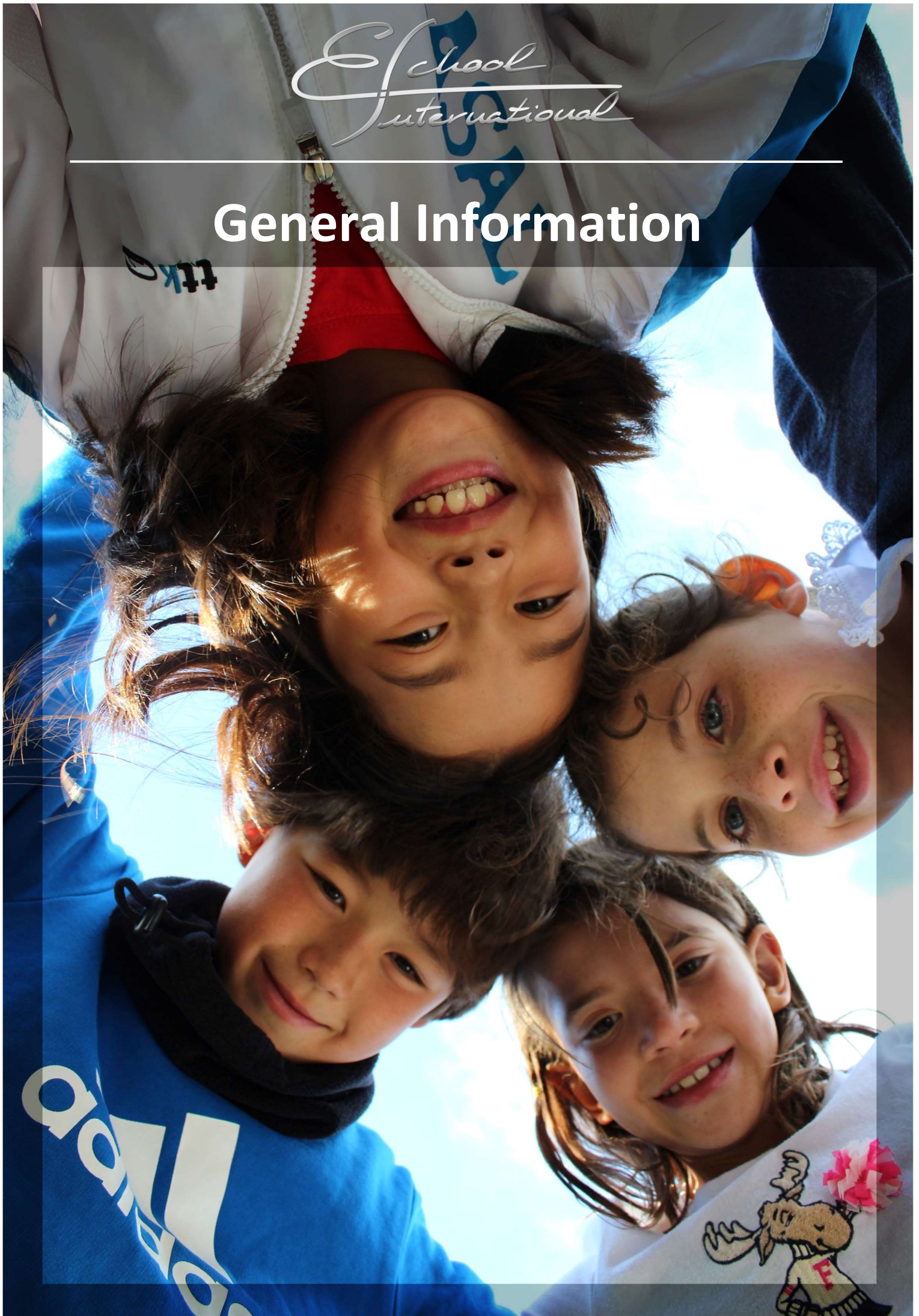


*School
International*

General Information



Accredited by the Middle States Association (MSA-CESS)
Recognized as a *Centro Extranjero* (foreign school) by the *Generalitat de Catalunya*: School code: 08073983
CEE: 792-151

ACADEMIC PROFILE 2020-2021

Head of School: Mrs. Joanne Burns
High School Principal: Ms. Melanie Rose
Middle School Principal: Ms. Harriet Sandilands
Elementary School Principal: Ms. Aisling Lawless

Director of Admissions: Mr. Carlos F. Lizardi Mallén
Guidance Counselor: Ms. Jennifer Ferrara
Academic Administrator: Ms. Angelina Izzo

Mission Statement: The mission of ES International School is to be an exemplary learning and athletic community. We challenge ourselves to be better through an emphasis on critical thinking, and intellectual and social awareness. Students develop a passion for learning through individualized support in a nurturing environment. Our success is founded on effective communication and an engaging academic curriculum.

Vision Statement: Our constant endeavor is to inspire and empower students to be lifelong learners. We promote excellence and independent critical thinking in a culturally diverse, ever-changing society. We strive to create confident students who will have the necessary tools to become high achieving 21st century global citizens.

Anti-discrimination Policy: ES International School does not discriminate on the basis of race, color, sex, age, religion, sexual orientation, national or ethnic origin, or physical disability.

The School: ES International School was founded in 1999 and offers an independent, coeducational, American Elementary, Middle, and Senior High School program located in Barcelona, Spain. It is the objective of our school to provide students with an excellent academic experience which prepares them for the challenges of today's world. All students receive individual attention, close academic guidance and personal counseling, in order to ensure both the acquisition of academic competencies and the development of individual strengths and talents. Students follow an American academic program, but also benefit from the multitude of cultures represented by their teachers and fellow students.

The Barcelona campus of ES International School is located within the world-class facilities of the Academia Sánchez-Casal, with an emphasis on intensive tennis training and physical conditioning. Sports are an essential part of the curriculum. The education of a student-athlete is not only based on technical, tactical, and physical training, but also includes a solid academic and social foundation. Our curriculum encourages active participation, a healthy lifestyle, and an enjoyable educational atmosphere.

Faculty: Our faculty members mirror the national diversity of our students and many have Masters or Doctorate degrees. It is the caring and nurturing nature of our faculty that separates us from other schools and establishes a high standard of excellence for all students.

Accreditation and Memberships: We are accredited by the Middle States Association (MSA-CESS). We are also recognized in Spain as a *Centro Extranjero* (foreign school) by the *Generalitat de Catalunya* and the Spanish Ministry of Education. Our school is a member of the Mediterranean Association of International Schools (MAIS) and the Barcelona International Schools Association (BISA).

Enrolled students: 116
Faculty: 24
Administration: 7
Grade levels: 1st - 12th Grades
Average number of students per class: 12
Countries represented: 35

Elementary School – uses standards grading

Middle & High School Grading System:

Letter grades are earned using the following scale:

Grade	Quality Points		
A	94-100	4.0	Excellent
A-	90-93	3.75	
B+	87-89	3.25	Very good
B	84-86	3.0	
B-	80-83	2.75	
C+	77-79	2.25	Satisfactory
C	74-76	2.0	
C-	70-73	1.75	Below average/Pass
D	60-69	1.0	
F	0-59	0	Fail

Senior High School Graduation Requirements:

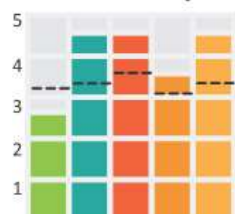
Course	Credits
English	4
Mathematics	4
Social Studies	4 (American History required)
Science	4 (Biology required)
Foreign Languages	2
Physical Education	2 (.25 credits per semester)
Electives	4
Total Credits:	24

Standardized Test Results

SAT Average Scores 2019

Reading	562
Math	581

AP Scores 2017-2019



■ AP Computer Science*
■ AP Microeconomics
■ AP Spanish Language & Culture
■ AP Calculus AB
■ AP Comparative Government
 -- AP Scores World Average
 *2018-2019 First year offered.

University Placement

Currently, ninety-eight (98) percent of our high school graduates have pursued a university career, while the remaining two (2) percent have followed a professional athletic career. Many factors, such as major area of study, high school grades, SAT and TOEFL results, scholarships, personal finances, and athletic ability can determine where a student may attend university. Parents and students should be advised that ES International School does not prepare students for the Spanish "Selectividad" exam. Graduates of ES International School may apply to take the "Selectividad para Extranjeros" if they wish to enter Spanish universities.

University Matriculation

Success doesn't just end in the classroom. Based on our student's outstanding academic and athletic achievements, they have attended the following colleges and universities in the United States and Europe: **

One of the major goals and achievements of our school is the emphasis placed on our students attending university upon graduation. Since most of our student population is comprised of student-athletes who may wish to pursue their athletic skills at the university level, we are registered with and carefully abide by the academic requirements of the National Collegiate Athletic Association (NCAA), National Junior College Athletic Association (NJCAA), and the National Association of Intercollegiate Athletics (NAIA). All students wishing to play with a collegiate team in the United States must meet the academic and amateur guidelines as prescribed by the NCAA, NJCAA, and NAIA. Students are encouraged to plan early and should talk with the Head of School, Principals, or Guidance Counselor for additional information about career counseling.

American University of Paris, France
 Auburn University, Alabama
 Auburn University at Montgomery, Alabama
 Augustana College, Illinois
 Bocconi University, Italy
 Bradley University, Illinois
 California State University at Los Angeles, California
 City University of New York: Baruch College, New York
 City University of New York: Hunter College, New York
 Columbia University, New York
 Davidson College, North Carolina
 Duquesne University, Pittsburgh
 DePaul University, Illinois
 Elon University, North Carolina
 Emory University, Georgia
 ESADE, Barcelona, Spain
 European University, Barcelona, Spain
 Fairleigh Dickinson University, New Jersey
 Flagler College, Florida
 Florida Atlantic University, Florida
 Florida Gulf Coast University, Florida
 Furman University, South Carolina
 George Mason University, Virginia
 Georgia Southern University, Georgia
 Georgia Tech University, Georgia
 Glion Institute, Switzerland
 Indiana-Purdue University at Fort Wayne, Indiana
 John Cabot University, Rome, Italy
 King's College London, UK
 LaSalle University, Barcelona, Spain
 Lehigh University, Pennsylvania
 Lewis and Clark State College, Idaho
 Loyola Marymount University, California
 Lynn University, Florida
 Marquette University, Wisconsin
 New Jersey Institute of Technology, New Jersey
 New York University, New York
 Ohio University, Ohio

Pace University, New York City
 Pennsylvania State University, Pennsylvania
 Pepperdine University, California
 Rice University, Texas
 Rochester Institute of Technology, New York
 Saint Bonaventure University, New York
 Saint John's University, New York
 Saint Joseph's University, Philadelphia
 Saint Mary's College, California
 Saint Peter's College, New Jersey
 Sarah Lawrence College, New York
 Savannah College of Art and Design, Georgia
 Southern Illinois University at Carbondale, Illinois
 The Ohio State University, Ohio
 Temple University, Pennsylvania
 Texas A&M University, Texas
 Trinity University, Texas
 University of California at Berkeley, California
 University of California at Los Angeles (UCLA), California
 University of Colorado, Colorado
 University of Florida, Florida
 University of Illinois at Chicago, Illinois
 University of Kansas, Kansas
 University of Miami, Florida
 University of North Carolina at Wilmington, North Carolina
 University of North Florida, Florida
 University of Richmond in London, England
 University of South Carolina, South Carolina
 University of South Florida, Florida
 University of Texas at Arlington, Texas
 University of Virginia, Virginia
 University of Wisconsin, Wisconsin
 University of Wisconsin-Madison, Wisconsin
 Wake Forest University, North Carolina
 West Virginia University, West Virginia

** This university placement list denotes only where students have "attended" college/university. A list showing where our students have also been accepted would be substantially longer.

ACADEMIC CALENDAR 2019-2020 Updated January 10, 2020

Month	Mo	Tu	We	Th	Fr	Sa	Su
Sept 19	26	27	28	29	30	31	1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
Oct 19	30	1	2	3	4	5	6
	7	8	9	10	11	12	13
	14	15	16	17	18	19	20
	21	22	23	24	25	26	27
	28	29	30	31	1	2	3
Nov 19	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	1
	2	3	4	5	6	7	8
Dec 19	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
	23	24	25	26	27	28	29
	30	31	1	2	3	4	5
	6	7	8	9	10	11	12
Jan-20	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
	27	28	29	30	31	1	2
	3	4	5	6	7	8	9
	10	11	12	13	14	15	16
Feb-20	17	18	19	20	21	22	23
	24	25	26	27	28	29	1
	2	3	4	5	6	7	8
	9	10	11	12	13	14	15
	16	17	18	19	20	21	22
Mar-20	23	24	25	26	27	28	29
	30	31	1	2	3	4	5
	6	7	8	9	10	11	12
	13	14	15	16	17	18	19
	20	21	22	23	24	25	26
Apr-20	27	28	29	30	1	2	3
	4	5	6	7	8	9	10
	11	12	13	14	15	16	17
	18	19	20	21	22	23	24
	25	26	27	28	29	30	31
May-20	1	2	3	4	5	6	7
	8	9	10	11	12	13	14
	15	16	17	18	19	20	21
	22	23	24	25	26	27	28
	29	30	31	1	2	3	4
Jun-20	5	6	7	8	9	10	11
	12	13	14	15	16	17	18
	19	20	21	22	23	24	25
	26	27	28	29	30	31	1
	2	3	4	5	6	7	8

FALL SEMESTER 2019

- Aug. 31** Fall 2019 Semester Tuition and Fees Due
- Sept. 2** Middle & High School Classes Begin – Parent-Student Orientation
- Sept. 9** Elementary School Classes Begin – Parent-Student Orientation
- Sept. 11 *La Diada de Catalunya* – No School
- Sept. 24 *La Mercé* – No School
- Oct. 5 Official **SAT and SAT Subject Tests** - 11th&12th grade students only
- Sept. 30-Oct 6 ASC Challenger Tournament
- Oct. 3-4 Professional Development Day for teachers – **No school**
- Oct. 16 Official **PSAT-NMSQT** Examination Day - 11th grade students only
- Nov. 1 *All Saints Day* – No School
- Nov. 5-8 MSA Accreditation Visit
- Dec. 6 *Día de la Constitución* – No School
- Dec. 7 Official **SAT and SAT Subject Tests** - 11th&12th grade students only
- Dec. 20** Half Day of Classes.
- Dec 21** Recommended Departure / Travel Day
- Dec. 31** Spring 2020 Semester Tuition and Fees Due
- Jan. 8** Classes resume after Winter Break
- Jan. 15-20/22 Final Examination Revision Days
- Jan. 21/23-24** Final Examination Days (**Scheduling tournaments or travel during the final exam days is not permitted as the exams cannot be taken early or recuperated after these official dates.**)

SPRING SEMESTER 2020

- Jan. 8** Elementary School Spring 2020 Classes Begin
- Jan. 27** Middle & High School Spring 2020 Classes Begin
- Feb. 24-28 *Semana Blanca* – No school
- Mar. 12 Provisional **PSAT** Examination Day - 9th & 10th grade students only
- Mar. 14 Official **SAT Test** - 11th&12th grade students only
- Apr. 4-13 Spring Break (*Semana Santa*) - No school
- Apr. 14** Classes resume after Spring Break (*Semana Santa*)
- Apr. 21** Conde de Godó Tournament - Excursion (To be confirmed)
- May 1 *Día de los Trabajadores* – No School
- May 2 Official **SAT and SAT Subject Tests** Day - 11th&12th grade students only
- June 1 *Pentecost Monday* – No school
- June 6 Official **SAT Subject Tests Only** Day - 11th grade students only
- June 8 / 10-11** 12th Grade – Final Examination Days
- June 8-12/16** 6th-11th Grade - Final Examination Revision Days
- June 15/17-18** 6th-11th Grade - Final Examination Days (**Scheduling tournaments or travel during the final exam days is not permitted as the exams cannot be taken early or recuperated after these official dates.**)
- June 18** Closing Student Award Ceremony at 15:30-16:30
- June 19** Graduation Ceremony at 12:00 p.m. Summer Party at 20:00 p.m.
- June 20** Recommended Departure / Travel Day

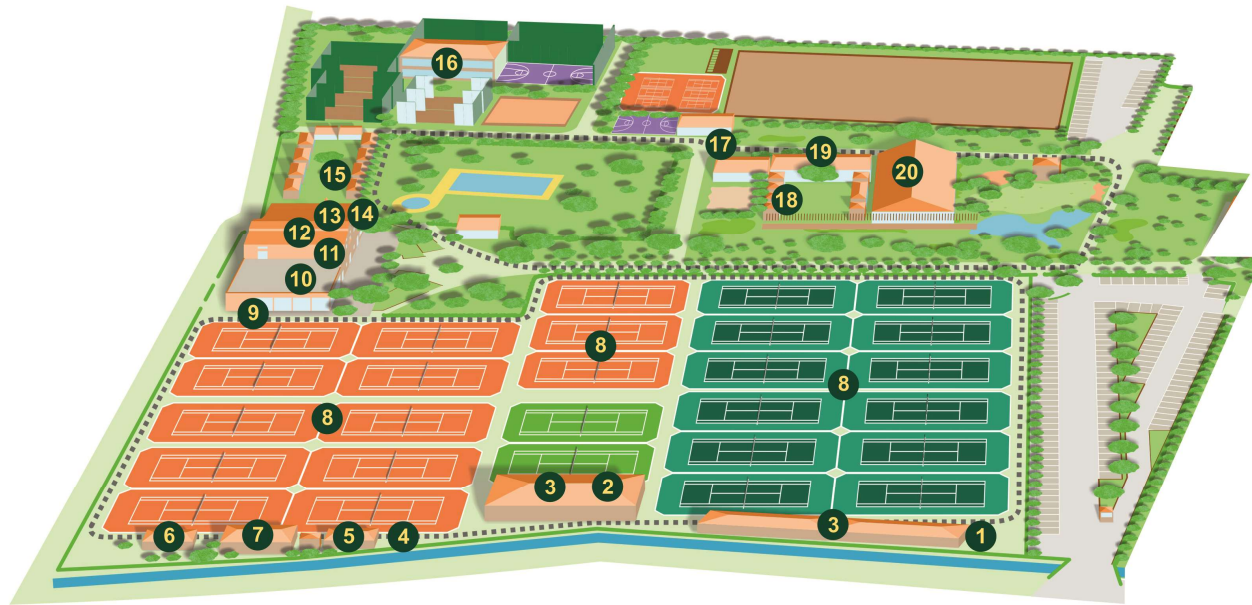
 Middle and High School Start/End Date
 Elementary School Start Date
 Holidays – No School
 Events/ SAT/PSAT Exams
 Final Exam Period

VERY IMPORTANT:

Please do **not** schedule vacation holidays or travel during school days or final examination periods. Homework, exams or other assignments will **not** be permitted to be recuperated outside of the official academic calendar. Holidays must be scheduled only during periods when there are no classes.

Tennis training days may vary. Please check the Academia Sánchez-Casal schedule for more information.

ES INTERNATIONAL SCHOOL - CAMPUS MAP



CAMPUS MAP - English

1. Transportation Station
2. Residence and ESIS Administration Offices
3. ES International School - Classrooms, Library and Science Lab
4. Mental Coach Office
5. Video Lab
6. Tournaments and Coaches' Office
7. Players' Lounge
8. Tennis Courts
9. Energy Point
10. *La Masía* Restaurant and Cafeteria
11. AS-C Reception
12. AS-C Administration Offices – 2nd and 3rd floor
13. Pro-Shop
14. Physiotherapy
15. Bungalows
16. Fitness Center
17. ES International School - Elementary Building
18. Campus Psychologist and Learning Specialist
19. Carpa Pequeña – Multi-Purpose Space
20. Carpa Grande – Multi-Purpose Space

MAPA DEL CAMPUS - Español

1. Estación de Transporte
2. Residencia y Oficinas de ES International School
3. ES International School – Aulas, Biblioteca y Laboratorio de Ciencias
4. Oficina de Psicología Deportiva
5. Video Lab
6. Oficina Técnica
7. Sala de jugadores
8. Pistas de Tenis
9. Energy Point
10. Restaurante La Masía y cafetería
11. AS-C Recepción
12. AS-C Oficinas de administración - 2º y 3º planta
13. Tienda
14. Fisioterapia
15. Bungalós
16. Departamento Ciencias del Deporte – Gimnasio
17. ES International School – Escuela Primaria
18. Departamento de Psicología y Psicopedagogía
19. Carpa Pequeña – Espacio Multiusos
20. Carpa Grande – Espacio Multiusos

ES International School - Student Daily Schedules

Elementary School Students – 1st-5th Grade			
TIME	ELEMENTARY WITH TENNIS TOP	ELEMENTARY	TIME
9:00-10:45	Morning Classes	Morning Classes	9:00-10:45
10:45-11:00	Snack Break	Snack Break	10:45-11:00
11:00-13:45	Mid-day Classes / Tennis	Mid-day Classes	11:05-13:45
14:00-15:00	Lunch / Recess	Lunch / Recess	14:00-15:00
15:00-16:40	Afternoon Classes	Afternoon Classes	15:00-16:40
16:45-18:15	Tennis Top		

Middle School Students – 6th-8th Grade			
TIME	MIDDLE	PHYS ED	TIME
8:00-8:50	Academic Class 1	Academic Class 1	8:00-8:50
8:55-9:45	Academic Class 2	Academic Class 2	8:55-9:45
09:50-10:40	Academic Class 3	Academic Class 3	9:50-10:40
10:40-10:50	Energy Point	Energy Point	10:40-10:50
10:50-11:00	Break – 10'	Break – 10'	10:50-11:00
11:00-12:00	Tennis	Phys. Ed.	11:00-12:00
12:00-12:05	Break – 5'	Break – 25'	12:00-12:25
12:05-13:05	Phys. Ed.	Enrichment Class 4	12:30-13:15
13:05-13:25	Shower 20'	Break – 10'	13:25-14:05
13:25-14:05	Lunch	Lunch	13:25-14:05
14:05-14:55	Academic Class 4	Academic Class 5	14:05-14:55
15:00-15:50	Academic Class 5	Academic Class 6	15:00-15:50
15:50-16:00	Break – 10'	Study Hall (Optional)	15:55-16:40
16:15-18:15	Tennis		

High School Students - 9th-12th Grade			
TIME	HIGH SCHOOL	PHYS ED	TIME
8:00-11:00	Groups A&B: 1.5 hrs Tennis & 1 hr Fitness		
	Group C: 3 hrs Tennis		
	Shower - 20'		
11:20-12:15	Academic Class 1	Academic Class 1	11:20-12:15
12:15-12:55	Lunch	Lunch	12:15-12:55
12:55-13:50	Academic Class 2	Academic Class 2	12:55-13:50
13:55-15:25	Groups A&B: 1.5 hrs Tennis	Phys. Ed.	14:05-15:05
	Group C: 1hr Fitness		
	Shower - 25'	Shower - 45'	
15:50-16:40	Academic Class 3	Academic Class 3	15:50-16:40
16:45-17:35	Academic Class 4	Academic Class 4	16:45-17:35
17:40-18:30	Academic Class 5	Academic Class 5	17:40-18:30
	Break - 5'		
18:50-19:50	Study Hall (optional)		

COSTS AND FEES – ACADEMIC YEAR 2020-2021

Updated March 24, 2020

ES International School Costs and Fees	Elementary School (1st-5th grade)		Middle School (6th-8th grade)		High School (9th-12th grade)	
	Annual	Semester	Annual	Semester	Annual	Semester
Tuition (3% reduction if entire year paid in advance)	12,400€	6,200€	9,950€	4,975€	10,700€	5,350€
Application Fee: before May 31 st (new students only) After May 31 st	175€ 275€	175€ 275€	175€ 275€	175€ 275€	175€ 275€	175€ 275€
Legacy Fee (new students only)	2,250€	2,250€	2,250€	2,250€	2,250€	2,250€
Library Fee	80€	40€	80€	40€	80€	40€
Activities Fee	420€	210€	420€	210€	420€	210€
Materials & Books	500€	500€	500€	500€	500€	500€
Physical Education & Enrichment Program	Included	Included	2680€ *	268€/month*	2680€ *	268€/month*
Lunch ** (payable to ASC)	Included	Included	Optional 2200€ **	Optional 220€/month**	Optional 2200€ **	Optional 220€/month**
Energy Point * (payable to ASC)	Included	Included	Optional 450€ *	Optional 45€/month*	Optional 450€ *	Optional 45€/month*
Transportation (payable to ASC)	Optional 1750€	Optional 175€/month	Optional 1750€	Optional 175€/month	Optional 1750€	Optional 175€/month
ASC Tennis Training (payable to ASC)	Not Included - see ASC Programs and Fees					

* Included for ASC Annual Players

** Included for ASC Boarders

Total Compulsory School Fees (Optional services not included)	Elementary (includes lunch & snack)	Middle School	High School
Returning Student – Not ASC tennis player	13,400€	13,630€	14,380€
New Student – Not ASC tennis player	15,825€	16,055€	16,805€
Returning Student – ASC tennis player***	13,400€	10,950€	11,700€
New Student – ASC tennis player***	15,825€	13,375€	14,125€

*** ASC tennis players are considered those enrolled in the annual / semester programs “annual program”, “Tennis Top” or “U-12 program”.

Additional Information:

- Payments should be made in advance each semester, on August 31, 2020 and December 31, 2020.
- There is a **"Family Reduction Plan"** of a 5% reduction of tuition only and 20% reduction of legacy fee only for the next sister or brother enrolled at the same time at ES International School. Not applicable to Library, Activities and Legacy Fees.
- Tuition reductions are not cumulative. Please consult with us for details.
- There is a Graduation fee of 350€ for 12th grade students only.
- Private tutorials are charged at 55€ per class.
- Please consult with the ASC for fees related to optional services such as **Medical Insurance** (Included for ASC annual tennis players), **Student Residence Card Process**, **Student Residence Card Renewal**, and **NIE / EU Registry Process**.

RESERVATION DEPOSIT PAYMENT of €1,500 (payable 3 weeks after admission) is credited towards tuition, and textbooks and materials. The tuition portion is non-refundable, and the corresponding textbooks and materials fee is refundable only if student withdraws before the first day of classes.

REFUND POLICY

Students who officially withdraw will be eligible to receive a refund of tuition and fees according to the following schedule:

Time Frame	Refund	Notes
Before the first day of classes	100%	The Application Fee, Tuition Deposit and Legacy Fee are non-refundable.
In first 30 calendar days of the semester	50%	Students who are dismissed from the School for disciplinary reasons are not eligible to receive a refund, and parents are fully responsible for any outstanding fees at the time of dismissal.
In second 30 calendar days of semester	25%	
After first 60 calendar days of the semester	0%	

PAYMENT INFORMATION

Please use the following instructions to complete your school payments. All school fees must be paid in **euros**.

BANK TRANSFER

(Please indicate the **name and last name of the student** when sending payment by bank transfer.)

Bank Name:	Banco Sabadell Atlántico
Bank Address:	Carrer Diputació 259, 08007 Barcelona, Spain
Account Holder:	Global American School Inc. Sucursal en España
Account Number:	0081 0025 21 0003225532
Swift Code:	BSABESBBXXX
IBAN:	ES 11 0081 0025 21 0003225532

IMPORTANT: Bank transfer charges and commissions at origin and at destination have to be paid by the payer. Please make sure to include sufficient funds to cover these extra charges.

***** Please email us proof of bank transfers or payments made directly to the bank. *****

Email: admin@es-school.com

Payment in cash: May be deposited directly at any Banco Sabadell branch in Spain using the account information indicated above.

Payment by credit card: If you prefer this mode of payment, please email or mail us a signed Credit Card Authorization.

CREDIT CARD AUTHORIZATION

I hereby authorize ES International School of Barcelona, Spain to charge my _____
(*Visa, Master Card, American Express*)
credit card number _____ with a credit card expiration date of
_____/_____. (*Please write expiration date as Month/Year*) in the amount of €_____ euros
for services and/or fees rendered on behalf of _____.
Student's Name

☐ I would like all school fees and invoices charged to the above credit card when due.
(Please check this box and initial below to authorize recurring payments)

Initials: _____

You may email this signed authorization or mail it to the address below at your earliest convenience.

Signed,

Date

Please Print Name

Phone Number or Email Address

VISA INFORMATION

Step 1

1. Once accepted to ESIS Barcelona, you will receive an official ESIS acceptance letter.
2. Please send payment of the €1,500 non-refundable tuition deposit to ESIS Barcelona.
3. Citizens of the European Union do not need a visa to study in Spain.

Step 2

Please contact the Visa Section of the nearest Spanish Consulate to determine if the applicant will need a Student Visa. Depending on the consulate, it takes approximately one to two months to obtain a student visa. Please apply early. Requirements vary from country to country. If a student visa is required, it must be procured in the student's country of permanent residence prior to travelling to Spain. It is not possible to change a Tourist Visa to a Student Visa once in Spain.

The visa application requirements may vary from country to country; however, the Spanish authorities normally emphasize the need for:

- » Visa application (to be provided by the Consulate)
- » Proof that the student has adequate funds to study in Spain. A statement of financial support for the period of study in Spain. A sworn affidavit of support by the parents or guardians, or a financial bank statement showing a minimum income of €1,000 (one thousand euros) per month for the student's stay in Spain.
- » Health Certificate (medical certificate from physician).
- » Proof of medical insurance coverage (not just accident insurance), stating that all medical expenses of the student will be covered during his or her stay in Spain.
- » The admission letter to ESIS in Barcelona. In most cases, consular authorities will ask for a letter in Spanish from the school confirming enrollment. In other words, that the student has been admitted, including the specific dates and number of hours per week and the type and level of studies to be completed in Spain. The Head of School will send you this enrollment confirmation **after payment of the tuition deposit**.
- » Parental Authorization letter by which the student is permitted to travel to Spain to live and study for a specific period of time.
- » In some cases, Spanish authorities may require pre-payment of a full academic year before they may consider visa applications. If tuition pre-payment is required, please proceed to forward payment following the instructions provided with the acceptance letter. Once payment is received, we will fax a letter to the Embassy confirming the amount paid. Paying the full fees for the entire year at ESIS is a good way to show that the student's parents are financially sound. Parents also receive a tuition reduction for paying the entire year in advance.
- » The Embassy may ask for proof of accommodation while in Spain. In the case that the school arranges accommodation with a host family, payment in advance of five (5) months of accommodation is required before we can send the necessary document to the Embassy. Please contact Mr. Carlos Lizardi, Director of Admissions, at clizardi@es-school.com for more details. Students attending a tennis program at the Academia Sánchez-Casal must arrange accommodation directly through the Academia. The Academia will also provide the necessary documents for the visa.

Please note that if the visa application is denied or if the student decides not to attend before classes begin, we will return the tuition payment (and accommodation fees, if applicable) except the non-refundable tuition deposit. This deposit will only be reimbursed if the parents provide us with written proof from the Embassy indicating that the student visa was denied.

Once in Barcelona the student must obtain a Student Residence Card (unless he or she is a European Union national). To obtain this card, the student must bring the following:

- » A valid passport.
- » A student visa type "D" stamped on the passport by the Spanish Consulate.
- » Have an immigration entry date stamp on the passport showing the date of entry into Spain or the European Union. (Please insist that the student must get this immigration entry date stamped on the passport upon entry at the airport!)
- » Proof of medical insurance stating that all medical expenses will be covered during the student's stay in Spain.
- » Parental Authorization letter in Spanish signed by both parents stating that the student is permitted to travel to Spain to live and study for a specific period of time. (Our School can provide a letter for this purpose.)
- » Photocopy of both parents' passports including the page showing their signatures.
- » Enrollment confirmation letter (to be provided by the School)
- » Proof of domicile from the head of the student's host family (to be obtained when in Barcelona)
- » Four passport size pictures with white background.