

Arrival Madrid

NYUMadrid - SPRING 2017

Please keep this important information on your person as you travel and **especially** upon your arrival!

Arrival Preparation Checklist:

- Confirm flight schedule, baggage limits, and arrival terminal with the airline.
- If you are an NYU student, **bring your NYU ID CARD**
- Submit your arrival information through the online forms system.
- Check with your bank regarding your ATM daily withdrawal limit and **increase it**.
- Make sure you have 30Euros in small bills for the Taxi.
- Share this information with your family.
- Print & carry a copy of the **Housing Confirmation email** with your housing address in Madrid.

NOTE: Terminal 4 is 15 minutes from the older *Terminals 1, 2, and 3* by free shuttle. See page 4 for *airline listings by terminal*.

Airport Pickup

Sunday, January 22nd

08:30a.m.-12:30p.m.

NYUMadrid staff will meet students who show up in the Arrivals area during the times listed *above* and then accompany the student to the taxi stand so they can go directly to their housing. Students will need to have **Euros in cash** available to pay for the taxi. There is a 30€ flat fee to go from the airport into the city.

Homestay mothers and RA's will be waiting to meet students at their housing for those students who have **informed NYUMadrid of their daytime arrival on Sunday, in ADVANCE** through the online forms system. **Please go DIRECTLY from the airport to your housing** as the señoras and RA's have been given your arrival flight details and will be expecting you during that time. If the señora/RA's should have a conflict and cannot meet a student, the Housing Coordinator will make the appropriate arrangements between the student & señora/RA's. *Students arriving outside these times should see the following page.*

Megan Jones, Housing & Student Life

madrid.housing@nyu.edu,

mmi3@nyu.edu

Office: 91 590 29 25* // Mobile: 669 701 249*

Rodrigo Urbina, Manager of Student Life & Housing ru4@nyu.edu

Office: 91 590 29 22* // Mobile: 680 752 707*

*Dial as printed if calling from a Spanish mobile or public phone. From outside Spain: in the US, first dial 011-34; in Europe, first dial 0034.

If students have a **problem during their arrival or an unexpected delay**, they should immediately contact the Housing & Student Life Coordinator at the number listed above.

Please note: For reasons of privacy and security, neither NYUMadrid nor the home campus may provide arrival information to anyone, not even your parents. It is **your responsibility** to keep them informed and let them know you arrived safe.

EARLY ARRIVALS MUST CONFIRM WITH MEGAN VIA EMAIL (mmj3@nyu.edu) OF BOTH THE DATE AND THE HOUR THAT THEY WANT TO MOVE IN TO THEIR HOUSING ON SUNDAY , JANUARY 22ND.

Students who arrive before Sunday, January 22nd, will be responsible for finding their own lodging in Madrid until the official program starts. Good options for early arrival accommodations are hostels. In Spain, the word “*hostal*” refers to an inexpensive small hotel. Check out Hostel World for ideas, <http://www.hostelworld.com/hostels/Madrid>.

Arriving Outside the Designated Pickup Time

Students arriving **before** or **after the specified arrival times** are responsible for transportation to their housing. Although Madrid’s public transportation is one of the best systems in the world, NYUMadrid strongly recommends to **NOT** take the metro or bus from the airport *upon arrival because jet lag, disorientation, language barriers, and multiple, heavy bags make the journey from the airport to their housing especially complicated and stressful*. There is a **taxi flat fee of 30€** from the airport to Madrid.

Luggage: Restrictions & Reminders

Check with **your airline** regarding **weight restrictions** for your flight as well as liquids in carry-on baggage! Airlines have become very restrictive, so please read up on the weight guidelines.

Students should label their luggage with their full name and the address of NYUMadrid. If your luggage should be lost, you should file a claim before leaving the baggage area and arrange for the bags to be delivered to NYUMadrid, **NOT** your housing.

Your Full Name
Calle Segre 8
28002 Madrid, Spain

Aerocity Shuttle

Students can use the **Aerocity** shuttle service from the Madrid airport to their housing address. The staff is courteous, efficient, and often speaks English. Shuttle service from the airport to downtown destinations are approximately 18-20€ total and are quoted upon reservation. Quotes are often good for up to three people at the same destination. Check out their website, in both English and Spanish, at: www.aerocity.com. They have stands in the arrival sections of Terminals 1 & 2. Shuttle pickup is available at Terminal 4 but reservations must be made *in advance* over the phone or internet.

Caution with Taxis from the Airport

Students who take a taxi from the airport should **use caution**. Please be informed that taxis charge **a flat fee of 30€** from the airport to Madrid city.

At the airport, **students should only take official taxis from the taxi stand**. Madrid taxis are white, with a red diagonal stripe across the front doors, topped by a taxi sign with a green light. The light is lit when available. Official fares and applicable charges are posted in stickers in English and Spanish on windows of backseats of all cabs. Once you begin your journey, take down the license number of the taxi on a plaque inside the cab in case you need it to file an official complaint. **Tipping is NOT customary for taxi rides in Madrid**. As airport authorities warn travelers: do **NOT** accept any offers for a ride within the airport terminal or from any taxi not parked at the taxi stand.

Taxis must accept luggage at NO ADDITIONAL CHARGE as long as it *FITS* in the *TRUNK* or roof rack: Do **NOT** bring more than **TWO** bags! Two people with two bags each will *not fit in the same taxi*. ALWAYS ask for an official receipt upon arrival, they should list the taxi number and the total charge.

Paying Your Rent

Homestays: Students pay the first month or part thereof upon arrival in cash. You may withdraw this amount from an ATM machine during the first few days after arrival. Therefore, we strongly suggest you contact your bank ASAP and ask them to increase your daily withdrawal limit.

Another option is to have money wired directly to you via Western Union by your family or friends. If they prefer this method, please encourage them to review the instructions under payment options in the blog. (It is important that if you use Western Union the sender must write the receiver's name EXACTLY as it is written on the passport).

All rent is to be paid
in EUROS in CASH
directly to the head of
household/landlord.

Checks & credit cards are
NOT accepted.

Accessing Cash upon Arrival

NYUMadrid recommends that students use ATMs in Madrid to retrieve money for day-to-day living expenses as well as for payment of their housing. However, many US bank accounts often have a daily maximum withdrawal limit as low as \$300; you should ask your bank to **INCREASE** your daily limit. **ADVISE** your **BANK** (especially if it is Citibank, Wachovia, or Chase) that you will be living abroad for the semester and they should authorize withdrawals from Europe!

Madrid-Barajas International Airport Airlines by Terminal

For updates & more information, visit: www.aena.es

Terminal 1:

AERLINGUS AERO MÉXICO AEROFLOT AEROLÍNEAS ARGENTINAS AERO SUR AIR CAIRO AIR CANADA AIR CHINA AIR EUROPA* AIR TRANSAT	AMC AIRLINES ATLAS JET AUSTRIAN AIRLINES BLUE AIR BULGARIA AIR CONTINENTAL AIRLINES CUBANA AIRLINES DELTA AIRLINES DUBROVNIK AIRLINES EASYJET	EASYJET SWITZERLAND FUTURA INTERNACIONAL KOREAN AIR MERIDIANA MONARCH AIRLINES MY WAY (MYAIR.COM) NORWEGIAN AIR PLUNA (URAGUAY) PRIVILEGE STYLE*	RYANAIR SANTA BARBARA AIRLINES SAUDI ARABIEN AIRLINES THAI AIRWAYS TRANSAVIA/BASIQ AIR TRAVEL SERVICE TUNISAIR (TÚNEZ) TURKISH AIR
---	--	--	--

Terminal 2:

AIR EUROPA * AIR FRANCE ALITALA GERMANWINGS ICELAND AIR	LOT-POLSKIE LINIE LOTNICZE LUFTHANSA SATA AIR AZORES SWISS INTL. AIR LINES LTD.
--	--

Terminal 4:

AIR ALGERIE AIR BERLIN AIR NOSTRUM (IBERIA) AMERICAN AIRLINES AVIANCA BRITISH AIRWAYS BRUSSELS AIRLINES	CSA CZECH AIRLINES EGYPT AIR EL AL-ISRAEL AIRLINES FINNAIR IBERIA IBERWORLD JAPAN AIRLINES QATAR AIRWAYS	LAN CHILE LAN ECUADOR LAN PERU LITHUANIAN AIRLINES LUXAIR HUNGARIAN AIRLINES OLYMPIC AIRLINES ROYAL AIR MAROC	ROYAL JORDANIAN AIRLINES SYRIAN ARAB AIRLINES TAROM UKRANIE INTL. US AIRWAYS VUELING
---	---	--	--

* The company Air Europa operates its check-in services in different terminals depending on flight destinations. Air Europa operates their check-in services in T1 for non Schengen EU countries and for third countries (those that do not belong to the EU and are not party to the Schengen agreement). Check-in for domestic and Schengen flights takes place in T2.

** The 1985 Schengen Agreement is an agreement among [European](#) states which allows for the abolition of systematic border controls between the participating countries. A total of 30 [European Union](#) states (with the exception of the [Republic of Ireland](#) and the [United Kingdom](#)) and three non-EU members ([Iceland](#), [Norway](#), and [Switzerland](#)) have signed the agreement and 15 have implemented it so far. Border posts and checks have been removed between Schengen states and a common 'Schengen visa' allows tourist or visitor access to the area.