THE COMING OF THE ORGANIZATION

by PETER DRUCKER
Here is a checklist to help you easily keep track of what you need to do before coming to IESE:

- Reservation fee (€10,000) no later than June 30
- Visa application
- Submit Loan Application Form (as applicable)
- Book flight to Barcelona
- Log on to the Global Campus preprogram site
- Verify contact and personal details on Global Campus
- Complete sponsor’s Information on Global Campus
- Confirm attendance at the Admitted Weekend in May at: www.iese.edu/mba/AdmittedWeekend
- Book a hotel for the Admitted Weekend (hotel listings can be found in the Temporary Accommodation section of the Welcome Guide).
- Global loan conditions
Dear Students,

We warmly welcome you to Barcelona and IESE.

This Welcome Guide is a general guide to life at IESE and combines valuable advice from students with some practical information. The guide was created with the intention of making your move here as smooth as possible. The aim is to provide you with the tools you need to adjust to life in Barcelona and IESE and to introduce you to the wealth of extracurricular activities that this wonderful city has to offer.

The guide is by no means exhaustive. One of IESE’s advantages is its reduced size, which allows for personal contact among students, staff and faculty. So if you have any questions about topics that are not addressed here, please seek assistance from an IESE representative from MBA Admissions at mbainfo@iese.edu or visit www.iese.edu/mba/MeetTheTeam.asp.

By definition, the Welcome Guide is a living document subject to annual updates.

With the aim of improving and keeping the guide up to date, we welcome your feedback, comments and suggestions. We wish you a successful IESE experience.

MBA Admissions
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1.1 PREPARING FOR IESE

PREPARING FOR SPANISH

We strongly recommend that you start preparing for Spanish before your arrival at IESE. Take a crash course during the summer either in your home country or in Spain, or if possible move to Barcelona in midsummer to begin a Spanish language course in one of Barcelona’s many language schools.

IMMIGRATION

Some nationalities require a visa to visit and/or live in Spain. Depending on the country where you submit your application, this may take time and unexpected situations may arise. Hence, we strongly encourage you to do this as soon as possible. Please note that you have to request a student visa so that you can legally remain in Spain during the MBA.

If you need an invitation letter from IESE for your visa application please get in touch with the Admissions Department at mbaadmissions@iese.edu

The NIE (Número de Identificación de Extranjeros) is an identification number necessary for all legal and tax matters in Spain, as well as for opening a bank account, obtaining a driver’s license, signing a lease for an apartment or a rental contract for a vehicle, obtaining telephone and utilities contracts, as well as several other transactions. For students from outside the European Union, the NIE is also essential as proof of legal residency within Spain.
## AGENDA

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<tr>
<th>Date Range</th>
<th>Event Description</th>
<th>Compulsory/Optional</th>
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<tr>
<td>May 25 - 26</td>
<td>Admitted Students Weekend</td>
<td>Optional – sign-up necessary</td>
</tr>
<tr>
<td>June 30</td>
<td>Reservation Fee deadline</td>
<td>Mandatory</td>
</tr>
<tr>
<td>July - August</td>
<td>Reduced working hours: 8:00 am - 2:30 pm</td>
<td>N/A</td>
</tr>
<tr>
<td>August 27 - September 7</td>
<td>Intensive Business Spanish classes</td>
<td>Optional – registration necessary</td>
</tr>
<tr>
<td>September 12 - 19</td>
<td>Orientation Week</td>
<td>Mandatory</td>
</tr>
<tr>
<td>September 20</td>
<td>First day of classes</td>
<td>Mandatory</td>
</tr>
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1.2 ARRIVING

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Voy a…</td>
<td>Vaig a…</td>
<td>I’m going to…</td>
</tr>
<tr>
<td>Avenida Pearson, 21</td>
<td>Avinguda Pearson, 21</td>
<td>Av. Pearson, 21</td>
</tr>
<tr>
<td>Por favor</td>
<td>Si us plau</td>
<td>Please</td>
</tr>
<tr>
<td>¿Tienes cambio?</td>
<td>Tens canvi?</td>
<td>Do you have change?</td>
</tr>
<tr>
<td>¿Cómo voy a…?</td>
<td>Com puc arribar a…?</td>
<td>How do you get to…?</td>
</tr>
<tr>
<td>Gracias</td>
<td>Gràcies</td>
<td>Thank you</td>
</tr>
<tr>
<td>Autopista</td>
<td>Autopista</td>
<td>Highway</td>
</tr>
</tbody>
</table>
ARRIVAL IN BARCELONA

BY AIR
International and domestic flights arrive at Barcelona’s El Prat de Llobregat Airport, located about 14 km southwest of the city. To get to the city center, you have various options:

• **Train:** The Rodalies (Cercanías) train line 10 ends at the airport. The trip into town costs approximately €2.60. You can get off at Passeig de Gràcia and Estació de França. Check to see which is closest to your destination. Sants is the most convenient for IESE if you are going to take a taxi directly from the station.

• **Bus:** The A1 Aerobús is a direct airport-to-city shuttle service with stops at Estació de Sants and Plaça de Catalunya. It runs every 15 minutes during the week and every 30 minutes on weekends and holidays, and costs about €3.90 each way (pay on the bus). It can take from 20 to 40 minutes, depending on traffic.

• **Taxi:** A taxi ride from the airport to the center of town usually takes about 30 to 45 minutes and costs about €25 to €35, including the luggage fee.

BY CAR
• **From the North:** The AP-7 Autopista is the main toll road from France. An alternative non-toll route is the N-II, which goes along the coast and tends to be crowded with holidaymakers in summer.

• **From the South:** There are two toll roads that enter Barcelona from the south: the A-2 Autopista (which joins the AP-7 from Lleida and Madrid) and the C-32, or Autopista Pau Casals, which follows the coastline. An alternative non-toll route is the N-340, which winds through some small towns and tends to be slow moving due to traffic.

IESE is located in Pedralbes, a residential suburb of Barcelona. If you come by car, you can park in the adjacent streets (free parking) or at IESE’s parking facilities on the North Campus. If you use public transport, you will not have any problem finding IESE, though for your first couple of trips it may be best to take a taxi. The closest subway station is Reina Elisenda, which is on the FGC system.

FROM THE AIRPORT
A taxi is the simplest and most direct way to come to IESE. The cost will be approximately €25 and will take 30 to 45 minutes. Tell the driver to use the Ronda de Dalt - Exit 10.
IESE in Barcelona is currently home to North and South campuses. The South Campus includes Building F, where MBA classes are held. The North Campus, inaugurated in 2007, features 30,000 m² of facilities, including an auditorium seating 700 people.

A. Building
- Dean’s Office
- Faculty Offices

B. Building
- Reception
- Bookstore Libreria Garbí
- Executive Programs
- MBA Admissions
- Faculty Offices
- Workrooms
- Book store
- Business Spanish Unit
- South Campus Auditorium

C. Building
- Alumni
- People Division

D. Building
- Level 0 – Parking
- Level 1 – Cafeteria and Restaurant

E. Building
- Computer Center
- Faculty Offices

F. Building
- MBA Program
- MBA Office
- Classrooms
- Workrooms
- Faculty Offices
- MBA Career Services
- Dining Room
- Student’s Lounge
G. Building
Library
Self-service Restaurant
Classrooms
Workrooms
Cafeteria
Cashmachine

Q. Building
Level 1 - Dining room & Cafeteria
Level 2 – Auditorium
Level 3 – Terrace
Level 4 – Classrooms
– lecture Rooms
Level 5 – Offices
Level 6 – Offices

U, S, T Buildings
Offices
Meeting Rooms
1.3 FINDING A PLACE TO LIVE

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Barrio</td>
<td>Barri</td>
<td>Neighborhood/district</td>
</tr>
<tr>
<td>Piso</td>
<td>Pis</td>
<td>Apartment / flat</td>
</tr>
<tr>
<td>Ático</td>
<td>Àtic</td>
<td>Top floor apartment / flat with balcony</td>
</tr>
<tr>
<td>Alquiler</td>
<td>Lloguer</td>
<td>Rent</td>
</tr>
<tr>
<td>En venta</td>
<td>En venta</td>
<td>For sale</td>
</tr>
<tr>
<td>Gastos de comunidad</td>
<td>Despeses de comunitat</td>
<td>Community charges</td>
</tr>
</tbody>
</table>

Carefully read through the recommendations of the Real Estate Agencies Association (www.apibcn.com/ing/index.htm) prior to renting an apartment. Almost all the agencies you’ll deal with are members of the association and, hence, are obliged to follow the same rules and practices.

- Fees vary according to landlord, agency, agreement and neighborhood. In most cities of Spain, and in particular Barcelona, the agency you deal with will not be the actual owners of the apartment. The owner leaves the control of the apartment to the agency. Thus, the agency, acting as a liaison between you and the owner, may have its own set of requirements for renting apartments.

- Promptly agree on a time frame with the agency for communicating and resolving any problems the apartment may have. You normally have a month from the moment you enter the apartment to request any repairs or have the apartment repainted. Check the condition of the plumbing and kitchen appliances, as tenants are usually responsible for repairs once they have moved in.

- Make sure there is a good heating system. Bear in mind that electric heating can be very expensive and, although Barcelona enjoys a mild climate, heating is still a necessity. A fan is also advisable for warmer summer evenings. Air conditioning is considered a luxury but may be available in a few apartments.

- If you do not have private means of transportation, it is advisable to live near a bus stop or metro station that offers easy access to IESE. As in most large cities, traffic during rush hour is slow. The TMB Company (public-owned Barcelona Transportation Company) has a very good website, where you can enter the address where you are and where you want to go, and it calculates how you can arrive
by public transportation and how long it should take. It encompasses all types of public transport (bus, metro, tram, etc.). Go to www.tmb.net/en_US/home.jsp and in the destination field enter IESE’s address. That will help you calculate the commute between your apartment and IESE.

- Many flats for rent are furnished, so it is not necessary to ship your own furniture. Furnished flats are strongly recommended because of the difficulty finding used furniture and the expense of buying it new.

- Requesting a landline telephone isn’t a good idea since it is expensive and takes a long time to install. If you can get by just using a mobile phone, then you really don’t need to bother with a landline.

- It is common practice to have to sign an inventory of the contents of the flat when you take possession of the property. Make sure that the inventory listed in your lease corresponds to the contents of the flat.

- Be extremely cautious when taking a flat without working gas, water or electricity, as you could be waiting days or even weeks to have them reconnected and this may be very expensive.

### HOUSING AGENCIES

**IESE’S RECOMMENDED AGENCIES**

- Ficasso. www.ficasso.com
- Liden Properties. www.markbcn.es
- SH Barcelona. www.shbarcelona.com

These agencies have been offering housing services for IESE students for a long time now, and we have checked they can cover any need you might have. Please identify yourself as an IESE student. Do not hesitate to contact them and ask any question regarding housing offers.

### OTHER EXTERNAL SOURCES

Looking through advertisements in the local newspapers is also helpful. The Sunday edition of *La Vanguardia* carries the largest number of ads for flat rentals. Look under the classified section for **Pisos - alquiler**. Many of the listings are for agencies (**Agente de Propiedad Inmobiliaria, API** – Real Estate Agent), so when you see the same telephone number repeated for different addresses, bear that in mind. The weekly publication, Primeramà, is another good source of information. Note that the majority of flats advertised in newspapers are unfurnished, unless otherwise indicated.

The *Col·legi d’Administradors de Finques* is the official governing body of real estate agents in Barcelona. The organization provides a free service called *La Bolsa de Alquileres*, both on line (Spanish and Catalan).
IESE STUDENT-TO-STUDENT ADVICE ON FINDING A PLACE TO LIVE

Steps:

1. Open a bank account (see banking in this section).

2. Calculate your approximate housing budget per month.

3. Decide on the area where you would like to live (see “Barcelona Neighborhoods” in this section).

4. Contact housing agencies recommended by IESE.

5. Walk around the areas you have selected and look for signs saying Piso en alquiler, Pis en lloguer (apartment for rent, in Spanish and Catalan), or even without the words piso or pis. These signs are usually hung in windows, on balconies and on building entrance doors.

6. As soon as you find a sign in a building that you’re interested in, ask the door person (portero/a) if you can visit it directly (ring the bell marked portero); usually they also know the price. If there’s no door person, there’s always a phone number on the sign that you can call during office hours.

Advice:

• Get a mobile phone to help you carry out your apartment search.

• The best time to look for apartments is in June (especially early June when IESE students are still around and there’s the distinct possibility of hooking up with a newly vacated student apartment!), July or September. Avoid August if at all possible (life stops in Spanish cities during August, so there is no one around to show or rent apartments).

• Check that utilities (water, electricity, gas) are already on. If not, refer to the section on getting utilities. The additional cost is about €240 and it can take a number of days to get connected.

• When meeting with Fincas (rental agencies) and/or landlords, look serious and formal; bring 2 copies of your pay slip from your last job, a copy of your bank balance and one IESE document. Don’t let them doubt your capacity to finance your life without working.

• Know your rights. Don’t let them ask you for a huge deposit or several months’ rent in advance (see Rental Contracts section).
only) and in person. This service allows clients to set their criteria, such as preferred residential areas, monthly rent, number of bedrooms, furnished or unfurnished, etc. The service also provides a printout of flats matching the set criteria (see link below).

LA BOLSA DE ALQUILERES

Col·legi d’Administradors de Finques Mallorca, 214 08008 Barcelona T.: 93 451 0202 Fax: 93 451 37 35 www.coleadministradores.com

Looking around the barrio or neighborhood where you would like to live is also a good way of finding an apartment, and also getting to know the area. Look for signs that say en alquiler, se alquila (Spanish) or en lloguer (Catalan) meaning “for rent.” You can also inquire with door persons (porteros or conserjes) to see if any vacant flats are available for rent in their building.

WHAT IT WILL COST

Rents vary depending on the neighborhood, the size of the apartment, the amenities included, etc. Bear in mind that the month of August is the most difficult time to conduct your search so, if at all possible, start your search in mid-July. On average, rent prices range from €600 to €1400 per month.

Depending on the landlord or the Finca (agency), you might have a few additional costs when getting started.

Additional Costs

- **Fianza** (security deposit) = typically one month’s rent. If the apartment is furnished, they can ask for a deposit equivalent to two months’ rent.
- **Honorarios** (fees to agency) = can range from one month’s rent to a year’s rent divided by 10. The fee also includes VAT (Value Added Tax).
- **Registro de contrato** (lease registration fee) = approximately €6.
- **Contrato de vivienda** (lease fee) = approximately €30.
- **Pólizas de Estado** (government fees) = approximately €130.

LEASES

After you have found the right flat for the right price, you will be required to sign a lease. You will be expected to pay the first month’s rent, one or two months’ rent as a deposit (fianza), the equivalent of one month’s rent to the API (if using a rental agency) and lease fees. These fees are payable upon signing the lease. The landlord keeps the deposit to cover possible damages and the last month’s utility bills, which usually take a few months to arrive. Ordinarily, the landlord pays for any damage that occurs to the structure of the building (e.g., the walls). It is the tenant’s responsibility to maintain the flat, heating system and plumbing fixtures.

Your lease will usually be made out on a form provided by the government, although individual leases are written out in some cases. The lease should specify:
• The total amount of rent to be paid each month. The monthly community charges, or *gastos de comunidad*, should be included in the rent each month for furnished apartments.

• A complete description of all of the furniture and a complete inventory of other contents of the flat.

• The annual increases in rent to be paid, according to the official index.

• The amount of money to be paid in advance and what it will be used for.

• Which services, repairs and maintenance fees are to be paid by you and which by the landlord. Additional expenses, such as for a concierge or door person, central heating, pool and/or garden maintenance, elevators and *gastos de comunidad* should be included for furnished flats.

• The facilities and amenities that you are entitled to use (parking space, storage rooms, rooftop terraces, pool, garden, etc.).

### BARCELONA NEIGHBORHOODS

The *Guía Urbana* is a small book with excellent detailed maps covering all areas of Barcelona. It also has a comprehensive street index, useful telephone numbers, and bus and Metro routes. This book is sold in kiosks and bookstores and may prove invaluable in your search.

The following are brief (and subjective) descriptions of the neighborhoods or *barrios* in Barcelona. Please bear in mind that while some of the neighborhoods are listed as being closer to IESE than others, Barcelona remains a very easy city to get around in, and you are not going to be at a disadvantage if you choose to rely on public transportation to get to IESE.

• **Barceloneta** is the closest to the center of the self-contained village suburbs that used to surround the city and now form part of metropolitan Barcelona. Although conditions have improved since the 1992 Olympic Games, it can be a bit seedy at night. Rents are low in Barceloneta, but transportation to IESE is inconvenient. Expect at least 45 minutes’ transport time using a combination of metro, train (FGC) and bus.

• **The Barri Gòtic** is the old center of town. Full of color, low rents and interesting people, it is also noisy and many of its apartments are in poor repair. In recent years this has changed quite a bit and the area has become a fairly trendy place to live, though it should still be navigated with caution, especially at night.

• **El Born.** Nowadays the Born district is one of the trendiest places to live in Barcelona. The streets are lined with restaurants, cafes and museums. It is also the center of design in the city and for this reason can be an expensive area to live in. Transportation connections to IESE and all parts of the city are easy from Plaça de Catalunya, but it can still take a long time (30 minutes) to get to Pedralbes.

• The **Eixample** is the grid-like area of the city center and is well served by bus and metro along Diagonal and Passeig de
Gràcia. Residential buildings date mostly from the early 1900s. Rent prices are average but flats tend to be large (although often with strange layouts). Getting to IESE takes between 30 to 50 minutes, depending on where you live in the district.

- **Gràcia** is an older neighborhood, which includes Plaça Lesseps and continues as far as Diagonal. There are many points of interest, including hundreds of restaurants and bars, with excellent connections to the center and IESE. The number 22 bus and the trains from Plaça Molina and Gràcia stations take you within a 15-minute walk of IESE. Gràcia has affordable rents. Frequent criticisms of the barrio include noise and lack of light, but it is without a doubt one of the more colorful neighborhoods of Barcelona.

- **Les Corts** is less expensive than many of the other barrios located near IESE and is similar to Gràcia in that it used to be a town in itself, but it is a bit quieter. It has narrow streets and is well connected to IESE via bus routes 63 and 78, which take around 20 minutes, or a 30- to 40-minute walk.

- **Pedralbes** is the barrio where IESE is located, and is a quiet, lovely
neighborhood; however, it is an expensive neighborhood where few students live. The district is fairly well served by buses to the city center.

• **The Port Olímpic** is modern and eclectic, being one of the city’s newer neighborhoods. It was used as the main housing area for the Olympic athletes in 1992. Although the flats are nice and new and the views of the Mediterranean are tempting, as is the nightlife and shopping, it is quite a distance from IESE, and rents tend to be on the expensive side.

• **Sant Gervasi**, a quiet residential area in the upper part of town at the foot of Tibidabo, has a large number of apartments with average to expensive rents. The convenience of this area, which includes good services, restaurants and some popular nightspots, makes it very popular among IESE students. Most people coming to IESE take the 64, 22 or 75 buses or catch the FGC from Plaça Molina or Muntaner. It takes approximately 25 minutes by bus. It is also a pleasant walk to the school and can take up to 40 minutes, depending on where you live in the district.

• **Sarrià** is an old neighborhood within about a 15-minute walk of IESE. It offers flats with average to expensive rents. As this was once a town considered quite separate from Barcelona, it has a real neighborhood feel to its streets.
TEMPORARY ACCOMMODATION

If you do not have a place to stay while looking for a permanent place to live, below is a list of hotels and hostels in which IESE students have stayed. Be sure to mention IESE, as in many cases students receive a discount.

Hotel Duques de Bergara (****)
C/ Bergara, 11
08002 Barcelona
T.: +34 93 301 51 51

Hotel Sansi Pedralbes (****)
Av. Pearson 1-3, 08034
T.: + 34 93 206 38
80pedralbes@sansihotels.com

Hotel Balmes (***)
C/ Mallorca, 216
08008 Barcelona
T.: +34 93 451 19 14

Hotel Gaudí (***)
C/ Nou de la Rambla, 12
08001 Barcelona
T.: +34 93 317 90 32

Hotel Gótico (***)
C/ Jaume I, 14
08002 Barcelona
T.: +34 93 315 22 11

Hotel Mikado (***)
Passeig de la Bonanova, 58
08017 Barcelona
T.: +34 93 211 41 66

Hotel NH Condor (***)
C/ Via Augusta, 127
08021 Barcelona
T.: +34 93 209 45 11
www.nh-hoteles.es

Agora Residence
C/ Passeig Castanyers, 21
08035 Barcelona
T.: +34 93 504 04 20

Hotel Rallye (***)
C/ Travessera de Les Corts, 150
08029 Barcelona
T.: +34 93 339 90 50
www.agorabcn.com

Hotel Rallye (***)
C/ Travessera de Les Corts, 150
08029 Barcelona
T.: +34 93 339 90 50
www.agorabcn.com

Hostal Ciudad Condal (**)
C/ Mallorca, 225
08008 Barcelona
T.: +34 93 215 1040

Hotel Husa Bonanova Park (**)
C/ Capità Arenas, 51
08034 Barcelona
T.: +34 93 204 09 00

Hotel Prisma (**)
Av. Josep Tarradellas, 119
08029 Barcelona
T.: +34 93 439 42 06

University Residence
(Available in summer months only)
Col·legi Major Univ. Sant Jordi
C/ Mestre Nicolau, 13
08021 Barcelona
T.: +34 93 201 66 00

Pisos Universitarios
(apartments)
C/ Cister, 2, 2n A
08022 Barcelona
T.: +34 93 254 12 80
(Bonanova/Sant Gervasi area: close to IESE)
1.4 GETTING UTILITIES

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contrato</td>
<td>Contracte</td>
<td>Contract</td>
</tr>
<tr>
<td>Tarifas</td>
<td>Tarifes</td>
<td>Rates</td>
</tr>
<tr>
<td>Consumo</td>
<td>Consum</td>
<td>Consumption</td>
</tr>
<tr>
<td>Servicio de mantenimiento</td>
<td>Servei de manteniment</td>
<td>Maintenance contract</td>
</tr>
<tr>
<td>Facturación</td>
<td>Facturació</td>
<td>Invoicing</td>
</tr>
<tr>
<td>Dar de alta</td>
<td>Registre d’alta</td>
<td>Register (get connected)</td>
</tr>
<tr>
<td>Dar de baja</td>
<td>Donar de baixa</td>
<td>Cancellation</td>
</tr>
<tr>
<td>Domiciliación de pagos</td>
<td>Domiciliació bancària</td>
<td>Direct debit</td>
</tr>
<tr>
<td>Lectura</td>
<td>Lectura</td>
<td>Meter reading</td>
</tr>
<tr>
<td>Contador</td>
<td>Comptador</td>
<td>Meter</td>
</tr>
</tbody>
</table>

Renting an apartment without utilities is not recommended. However, as it is sometimes necessary to do so, you will find details of whom to contact below. The major utility companies sometimes outsource these services, so they may direct you to a local service center to get hooked up. Try to get started on this as soon as you sign a lease, as it can take from several days to several weeks to get everything turned on.

**ELECTRICITY**

FECSA/ENDESA – T.: 902 507 750
www.endesaonline.com/ES/Hogares/
You don’t need to visit them. Call the number above to find out which small company can do it in your area. To get connected, you will need the following:
- Some form of ID (passport/other official document)
- Complete address
- Lease
- Bank information
- *Boletín de Instalación Eléctrica* (electricity certificate provided by a registered electrician)
- *Cédula de Habitabilidad*

**Note:** Make sure that your landlord or rental agency provides you with the *Boletín de Instalación Eléctrica.*
GAS

Gas Natural – T.: 902 200 850
www.gasnatural.com
You don’t need to visit them in order to sign up for their service. Call the number above for information. In cases in which the service has been canceled (dado de baja) and the installation is old, the company might first want to check out the equipment in order to determine whether or not it fulfills present safety requirements. To get connected, you will need the following:
• Some form of ID (passport/other official document)
• Complete address
• Lease
• Bank information
• Cédula de Habitabilidad
• Boletín de Instalación (gas certificate)

WATER

AGBAR (Aigües de Barcelona)
T.: 900 710 710
www.aiguesdebarcelona.es
You don’t need to visit them in order to sign up for their service. Call the number above for information. To get connected, you will need the following:
• Some form of ID (passport/other official document)
• Complete address
• Lease
• Bank information
• Cédula de Habitabilidad

LANDLINE TELEPHONE

To get your own landline in your apartment, you should go to the nearest Telefónica or Ono store to request service, or phone Telefónica at T.: 1004 or Ono at T.: 1400. It can take a long time to install and is quite expensive. A cheaper alternative is to ask the person who is already in the apartment you decide to rent or the landlord to simply switch the billing information to your name and bank account before the service is cut off. This will save you lots of money and hassle.

The phone bill comes monthly or every two months. Note that all local calls cost money, which can really add up if you use the Internet from home. Avoid this by signing up for a flat-rate Internet plan.
MOBILE PHONES

**Student Phone** (www.studentsphone.com) is a recommended mobile phone provider that has also been offering its services (line + Blackberry terminal) to IESE students for a long time now. Service is good and convenient. They are very accessible.

Sometimes mobile phones are the least expensive and the most convenient alternative. The biggest disadvantage is that they don’t offer Internet access at home. There are several main companies that offer mobile phone services, including Movistar, Vodafone, Orange and Yoigo. It pays to shop around for the best current offers, as these four companies are always competing to attract new customers.

There are also monthly contract phones, which may end up being cheaper if you’re going to use your phone a lot (especially if you decide that you’re not going to have a landline in your apartment).

A good place to compare phones, prices and plans is FNAC, with branches located in the Triangle Shopping Center in Plaça Catalunya and at L’Illa Shopping on Diagonal, which is closer to IESE. They sell all the major brands under one roof and can explain the benefits of each. Then you can either go ahead and purchase your phone there (their prices are competitive) or you can see if you can find the one you want cheaper elsewhere. It is worth bearing in mind that calls from one phone to another on the same service are usually considerably less expensive.

INTERNET CONNECTION AT HOME

Internet connections are made through a private ISP (Internet Service Provider). Some of the Internet access technologies currently provided by ISPs are: RTB (*Red Telefónica Básica*), ADSL, cable, wireless, etc. The main ISPs are:

- **Telefónica (Movistar)**: www.movistar.es
- **Orange**: www.orange.es
- **Jazztel**: www.jazztel.com
- **Ono**: www.ono.es
1.5 BANKING AND MONEY

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cuenta corriente</td>
<td>Compte corrent</td>
<td>Current account (for checks)</td>
</tr>
<tr>
<td>Domiciliar</td>
<td>Domiciliar</td>
<td>Direct debit</td>
</tr>
<tr>
<td>Comisión</td>
<td>Comissió</td>
<td>Fee</td>
</tr>
<tr>
<td>Transferencia</td>
<td>Transferència</td>
<td>Bank transfer</td>
</tr>
<tr>
<td>Tipo de cambio</td>
<td>Tipus de canvi</td>
<td>Exchange rate</td>
</tr>
<tr>
<td>Cajero automático</td>
<td>Caixer automàtic</td>
<td>Cash machine / ATM</td>
</tr>
</tbody>
</table>

OPENING AN ACCOUNT

It is fairly easy to open an account in Spain. You will need your passport to open your account and to make transactions. Eventhough you can open an account in any bank, we recommend you to open your account in Banco de Sabadell if you are thinking about applying for the Global Loan to finance your MBA. As soon as you get to Barcelona, you can stop by the branch of Banco de Sabadell located in the street of Capitan Arenas 26 with your passport and let them know you are an IESE student the process is fairly quick and the conditions for IESE students are favorable. The account also has debit card that you can use in the ATM at IESE with no cost. In a few minutes you will have the account ready and you will save a lot of time and money because of the special conditions it has. Banking hours are approximately from 8:30 a.m. to 2 p.m., Monday through Friday.

Remember to change your account from nonresident to resident status as soon as you receive your residence card. In addition to the savings on service charges, you will also save considerable hassle when you receive a money transfer. Spanish law currently requires a cumbersome reference check for personal transfers larger than €2,700 to nonresident accounts. There are further restrictions on transfers from your summer employer, so make sure to switch your account over to resident status a.s.a.p.

Should you have any questions please contact the Financial Aid Office at Faohelp@iese.edu.

EXCHANGING CURRENCY

Once you’re established in Barcelona, you’ll want to open a bank account and draw your money directly from it (see next page). But until then, how are you going to get money? The easiest way is through cash machines (cajeros automáticos). You can find them everywhere, you also have one in IESE (G Building). Be sure to check with your bank at home before you leave, however, to make sure that your
card is compatible with a Spanish system. Some machines don’t accept PIN numbers of more than 4 digits and the keypads don’t have letters on them, so be sure you have the right numeric code before coming.

If you are a visiting exchange student, it may be easier to maintain your account in your home country and withdraw money from the automatic cash machines that are connected to networks such as CIRRUS and STAR. Check with the bank in your home country as to whether the same network exists in Spain.

Traveler’s checks are a safer option than cash. They can be replaced if lost or stolen and, unfortunately, pickpocketing is common in the major tourist districts. They can be cashed at most banks and exchange offices. You’ll need to show your passport when you cash checks. If you bring American Express traveler’s checks, cash them at the American Express office to save on commissions (either at Passeig de Gràcia, 101, with entrance on C/ Rosselló or at La Rambla dels Caputxins, 74).

Use your credit/debit card to get the best exchange rates for purchases, including your hotel stays and meals.

Please note that foreign currency exchange booths in the center of Barcelona may charge high commissions and give a poor exchange rate.

**TRANSFERRING FUNDS FROM OVERSEAS**

There is no problem transferring funds to Spain from another country. It is important to have the bank code information for both banks in order to facilitate the transaction.

Always be sure to ask about the fees involved on both sides of the transaction (the originating foreign bank and the receiving Spanish bank), especially when converting currencies.

Students have sometimes been surprised that even though they paid the transaction fees in their home country, they had to pay additional fees for the Spanish bank to receive the transfer. The same applies when transferring funds to IESE for tuition fees.

**CREDIT CARDS**

All the major credit cards are issued in Spain and accepted in most stores and restaurants. In order to obtain one, you must have a residence permit. You can, of course, use your existing foreign credit cards such as Visa, MasterCard and American Express.

**PAYMENT OF BILLS**

A simple way to pay recurring bills such as rent, electricity and telephone bills is to authorize these payments to be debited directly from your bank account. Domiciliaciones, as they are known, are easy. You must fill out the forms at your bank instructing them to pay certain creditors. Inform your creditors of your bank details. The bank will advise you of the amount they have paid on your behalf and to whom.

Service charges are very common in Spanish banks for almost every transaction. These
charges vary from bank to bank, so you should inquire as to the charges at your bank and check your statements carefully.

BANK CERTIFICATE FOR RESIDENCE PERMIT

In the application for a Spanish residence permit, students need to include a certificate from their bank.

COST OF LIVING

The following estimated cost-of-living expenses were created with student input and are updated yearly based on students’ current living expenses. While many students are able to spend considerably less, some are obviously capable of spending more. Your personal budget will vary greatly, depending on your own habits, priorities and capabilities. The estimates are divided into two sections: students living alone and students with spouses and families. If you plan to have roommates and share expenses, use the framework provided for students living alone, but consider deductions based on sharing some expenses.

### Estimated Monthly Budget

<table>
<thead>
<tr>
<th></th>
<th>For Students Living Alone. € per month</th>
<th>For Couples and Families. € per month</th>
</tr>
</thead>
<tbody>
<tr>
<td>Housing</td>
<td>750</td>
<td>900</td>
</tr>
<tr>
<td>Utilities</td>
<td>70</td>
<td>100</td>
</tr>
<tr>
<td>Telephone (land line, mobile, ADSL)</td>
<td>70</td>
<td>130</td>
</tr>
<tr>
<td>Lunch at IESE</td>
<td>160</td>
<td>160</td>
</tr>
<tr>
<td>Groceries</td>
<td>180</td>
<td>300</td>
</tr>
<tr>
<td>Insurance</td>
<td>80</td>
<td>120</td>
</tr>
<tr>
<td>Transportation</td>
<td>80</td>
<td>130</td>
</tr>
<tr>
<td>Sports</td>
<td>50</td>
<td>100</td>
</tr>
<tr>
<td>Entertainment</td>
<td>250</td>
<td>350</td>
</tr>
<tr>
<td><strong>Total per Month</strong></td>
<td><strong>1,690</strong></td>
<td><strong>2,290</strong></td>
</tr>
</tbody>
</table>
1.6 SPANISH RESIDENCE PERMIT / STUDENT IDENTIFICATION CARD

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Extranjería</td>
<td>Estrangeria</td>
<td>Immigration Offices</td>
</tr>
<tr>
<td>Tarjeta de estudiante</td>
<td>Targeta d’estudiant</td>
<td>Student Card</td>
</tr>
<tr>
<td>Permiso de residencia</td>
<td>Permís de residència</td>
<td>Residence Permit</td>
</tr>
<tr>
<td>Visado</td>
<td>Visat</td>
<td>Visa</td>
</tr>
</tbody>
</table>

CITIZENS OF EUROPEAN UNION COUNTRIES

Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Luxembourg, Malta, The Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, Switzerland and the United Kingdom.

Due to a recent change in laws, the Spanish authorities issue a residence certificate to all European citizens who request one (on an A4 sheet of paper), as opposed to the residence card they used to hand out. It is highly recommended that E.U. citizens obtain this document to help them with other administrative procedures (e.g., applying for a driver’s license).

All E.U. citizens have the same obligations as Spanish citizens for working, paying taxes, social security, etc.

For this reason they must:

1) Go to the city district council office and state where they live here in Spain. Documents required are: original passport or ID card and a copy of your lease or, if you do not have a lease, you can present a utilities bill (water, gas, electricity, telephone, etc.) showing the address where you live.

   Below is a list of some district council offices:
   Sarrià/St. Gervasi – c/ Anglí, 31
   Eixample – c/ Aragó, 311
   Les Corts – Pl. Comas, 18
   Gràcia – Francisco Giner, 46
   Office hours: Monday to Friday 8:30 a.m. - 5:30 p.m.

2) Obtain a residence certificate. All E.U. members have to apply personally in order to obtain this certificate, so the moment you arrive in Spain, please pass by the MBA Office (F- 401) to pick up complete information and the form. This information service is available for students and their direct family members.
SPOUSES OF CITIZENS OF EUROPEAN UNION COUNTRIES

Spouses will have to do all of the above. The required documents are the same, except for the certificate of admission to IESE, plus:

- A notarized marriage certificate or document proving marital status issued by the relevant authority, i.e., the Spanish consulate in the place of origin or residence, or the embassy or consulate in your country of origin. It is recommended that you obtain this document in your country of origin or the country in which you were married.

- Financial resources required for a family should be taken into account. Dependents must show the residence permit of the person they are dependent upon.

CITIZENS OF NON-EUROPEAN UNION COUNTRIES

All non-E.U. citizens must:

1) Complete the official application form: EXTRANJEROS: Tarjeta de estudiante. Forms and a guide with details about the process can be picked up at IESE, MBA Office (F-401).

2) Provide a passport or other valid document of entry into Spain. Include a photocopy of your passport, as well as your current student visa (it should be a series D visa with one of the following codes: NE0, NE1, NE2, NE6).

3) Include three original ID photographs (passport size, white background).

4) Submit the certificate of admission from IESE in Spanish (stating that you have health insurance).

5) Provide a certificate from a bank in Spain confirming an account balance or, if a person or institution is assuming the expenses, a legalized letter.

6) Register at the city district council office (empadronamiento), where you must confirm where you are living here in Spain. Documents required are: original passport or ID card and a copy of your lease or, if you do not have a lease, you can present a utilities bill (water, gas, electricity, telephone, etc.) showing the address where you live.

Below are some of the district council offices:
Sarrià/St. Gervasi – c/ Anglí, 31
Eixample – c/ Aragó, 311
Les Corts – Pl. Comas, 18
Gràcia – Francisco Giner, 46
Office hours: Monday to Friday 8:30 a.m. - 5:30 p.m.

Spouses and children of citizens of non-European Union countries will require all of the above, except for the certificate of admission to IESE (4) and IESE’s fiscal ID number (6), plus:

- A notarized marriage certificate or document proving marital status issued
by the corresponding authority, i.e., the Spanish consulate from the place of origin or residence, or the embassy or consulate of your own country of origin. It is recommended that you obtain this document in your country of origin or the country in which you were married.

- Translated and notarized birth certificate of the children.

- Financial resources required for a family should be taken into account. Dependents must show the residence permit of the person they are dependent upon.

Please be aware that the process may be subject to change. Get the most updated information at mbaoffice@iese.edu.

### 1.7 HEALTH AND INSURANCE

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Seguro médico</td>
<td>Assegurança mèdica</td>
<td>Health insurance</td>
</tr>
<tr>
<td>Emergencia</td>
<td>Emergència</td>
<td>Emergency</td>
</tr>
<tr>
<td>Urgencias</td>
<td>Urgències</td>
<td>Emergency Room</td>
</tr>
<tr>
<td>Salud</td>
<td>Salut</td>
<td>Health</td>
</tr>
<tr>
<td>Embarazo</td>
<td>Embaràs</td>
<td>Pregnancy</td>
</tr>
</tbody>
</table>

A basic health insurance policy is included in the tuition fee. The health insurance company is Axa Winterthur, www.winterthur.com/www.axa.com. The insurance begins upon commencement of the MBA program, except in the case of students attending the Business Spanish Program, for whom it comes into effect on the first day of the course.
1.8 DRIVING REQUIREMENTS

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carnet de conducir</td>
<td>Permís de conduir</td>
<td>Driver’s license</td>
</tr>
<tr>
<td>Seguro</td>
<td>Assegurança</td>
<td>Insurance</td>
</tr>
<tr>
<td>Se avisa grúa</td>
<td>S’avisa grua</td>
<td>No parking. Your car will be towed.</td>
</tr>
<tr>
<td>Estacionamiento</td>
<td>Estacionament</td>
<td>Parking</td>
</tr>
<tr>
<td>Casco</td>
<td>Casc</td>
<td>Helmet</td>
</tr>
</tbody>
</table>

DRIVER’S LICENSE

You are required to obtain a Spanish driver’s license (*carnet de conducir*) if you become a Spanish resident and own your own vehicle. The driver’s license from your home country may be valid if you want to rent a car or if you maintain the foreign plates on your car. It is a good idea to ask current second-year students at IESE for advice on obtaining a license, as they typically have the most current information.

For additional information, contact:
Jefatura Provincial de Tráfico
Gran Via de les Corts Catalanes, 180-184. 08071
Barcelona
T.: 93 298 65 39
www.dgt.es

REGISTERING A CAR

If you buy a car in Spain, it must also be registered, either by yourself or your car dealer. To do this, several documents are needed, including an application form, road tax receipt, ITV test certificate (similar to the MOT), receipt for the registration fee (€70.80, payable at a post office) and your residence card.

If you are bringing a car from another E.U. country, you are required to register the car in Spain if you remain for six months without leaving the country. If you decide to register your car, you must have the Student Identification Card (*Tarjeta de estudiante*) or your residence permit (*Certificado de Residencia Comunitaria*), as well as a number of other documents, including import papers, the car’s documents and your passport. Complete information can be found on the Dirección General de Tráfico’s website with pages in English (see website address above).

When you import a car to Spain, it must undergo a customs check and get clearance before it can enter Spain. It will then need to be registered at the local traffic department. Please contact Customs (Aduanas) directly to find out how much duty you will have to pay. The amounts are
calculated based on the value of the car.
Administración de Aduana
Passeig de Josep Carner, 27
T.: 93 443 30 08

Registering your car can be done most easily by using the services of RACC, the Royal Automobile Club of Catalonia (see separate section about RACC). They do this as a service for their members.

They will then do all the paperwork for you in order to transfer your driver’s license to a Spanish one, which is required by law if you are a resident and driving a Spanish-registered car. The law also stipulates that if you are keeping your car here for more than 6 months, it must be registered (although there is no real way of checking this). As part of the registration process, you may have to pay taxes on the car (even if you are from another E.U. country).

PARKING

Parking can be a problem in Barcelona. If you are bringing your car with you to IESE or plan to buy one here, make sure you take the scarcity of parking places into account. In some neighborhoods it is possible to park on the street, but in many cases this is not allowed. You may need to rent a monthly parking place from a nearby garage. Not many flats come with parking facilities included.

Many streets around the city are designated blue/green zones which are easily recognized by the blue or green markings on the pavement and along the sidewalk. These are paid parking zones, payable by purchasing a ticket from the machine located nearby on the sidewalk. You purchase the amount of time you think you will need and the maximum stay is usually two hours. Generally, from 2 - 4 p.m. and overnight from 8 p.m. to 9 a.m.,
these parking spaces are free of charge. It’s possible to park on side streets overnight from 10 p.m. - 7 a.m.

Make sure you don’t park the car illegally, as it can cost about €150-200 to get it back if it is towed away. The grua (car towing or car removal) is probably the most effective and efficient of all Spanish public services, so watch out for signs* telling you not to park or you will likely be towed away. If you go over the time limit or leave your car illegally

* usually in Catalan – S’avisa grua
parked, you will have to go to recover it from one of the grua parking lots. If your car is towed away, a pink or yellow triangle on the sidewalk will tell you where it has been taken, or you can call T.: 901 513 151.

ROBBERY

As in any major metropolitan area, it is wise to keep valuables out of sight while your car is parked. Put packages and luggage in the trunk and keep any CDs, etc. under the seat or in the glove compartment. Always lock up your helmet or take it with you if you drive a scooter.

ACCIDENTS

If you are unlucky enough to be involved in an accident in Spain, here is what to do:

- Stop immediately and turn on the hazard warning lights or set up warning triangles. Remember to wear the high visibility vest outside the car. It is mandatory in Spain.

- If there are injuries, call an ambulance and the police. (T.: 112, free call from a mobile phone).

- If there are no injuries and damage is very minor, you do not have to call the police.

- If you do call the police, note that someone may be fined for a traffic violation.

- If the other driver is drunk or otherwise seems incapable of driving, then call the police. It is against the law to leave the scene of a serious accident in Spain.

- If you decide to involve the police, do not move the vehicles. If it is necessary to move the vehicles because they are blocking traffic, mark their positions on the ground or take photos first.

- Find witnesses and get their names and contact information. Get the details of the person driving the other car, especially his/her license-plate number and insurance details.

- If you cause damage to another car or other property, you are required to inform the owner of the damaged property. If you cannot contact him/her, contact the nearest police station.

- Don’t sign anything written in Spanish unless you are absolutely sure that you understand it completely!

- Your insurance company may provide you with a declaración de siniestro de automóvil (accident report form) that should be completed in the case of an accident involving two or more vehicles. The police will make their own separate report.

- You should notify your insurance company within 24 to 48 hours after an accident.

RACC

The Reial Automòbil Club de Catalunya is a drivers’ organization that provides car owners with services such as towing, practical advice, etc. They can also help car owners through the maze of Spanish
bureaucracy to register cars and provide information on importing a vehicle. This service can save you a lot of time if you plan to bring your own car from abroad.

Santaló, 8  
Av. Diagonal, 687  
T.: 93 200 33 11  
T.: 93 495 50 00  
Fax: 93 414 31 63  
Fax: 93 449 55 99  
www.racc.es

**DRIVING MOTORBIKES**

As you will soon understand when arriving on campus at IESE, many students find it convenient to purchase a scooter or motorbike (referred to as a moto) to get around. *Motos* are easy to park (on any sidewalk), don't take much fuel and make climbing the big hill up to IESE less of a chore.

**RULES FOR DRIVING**

Contrary to what many believe, the police are very strict regarding the rules of the road. Minimum fines are €427. In the event that you do not have the appropriate papers, the police will not hesitate to impound your moto.

**QUALITY OF DRIVING**

Driving a *moto* is very easy and very safe. Nevertheless, there are accidents every year. *Moto* riders quickly learn that the biggest danger comes from other motorcyclists overtaking within the lane that they are riding in.

**HELMET**

You and any passenger must wear a helmet while riding the *moto*. Full-faced helmets are recommended because they are the safest. No stay in Barcelona is complete unless you have owned your own *moto*!

Cooltra Motos S.L. is a recently founded startup by IESE students. Not only do they rent out scooters on a short- and long-term basis, but they also offer new and innovative products such as two-wheel tours of Barcelona.

Riding a scooter is not only fun, but also the most convenient way of getting around the city. Forget about being squashed into the metro like a sardine or searching in vain for a parking space; instead, enjoy the freedom a scooter can give you and learn why Barcelona is made for two-wheeled vehicles.

Cooltra offers a 10 percent discount for IESE students. Just give them a call at T.: (+34) 93 247 28 34 or send an e-mail to info@cooltra.com and pick up your scooter. It is as easy as that!

If you want to get around on your own scooter, while you are still waiting for your NIE, Cooltra gives you the opportunity to rent a scooter first and buy a brand-new Cooltra scooter later.

**COOLTRA**

Pg. Joan de Borbó, 80-84  
08039 Barcelona  
T.: 93 221 40 70 / 247 28 34  
Mobile: (+34) 687 641 388  
info@cooltra.com  
www.cooltra.com
IESE STUDENT-TO-STUDENT ADVICE ON MOTOS

Most students opt to buy a second-hand moto, which can range in price from €600 to €900.

**Model**
The most popular brands are Honda, Peugeot, Vespa and Yamaha.

**Driver’s license**
A regular driver’s license from your own country is sufficient for driving a 125cc moto in Spain. Section 1 covers the law for E.U. licenses: the driver’s licenses that are issued according to E.U. legislation will be valid in Spain and Section 2 covers the law for non-E.U. licenses. This document states that if you use your home country license, you must have it translated into Spanish by either (1) a translator recognized by the Spanish government; (2) your country’s consulate in Barcelona; (3) the Spanish consulate in your home country; or (4) the RACC automobile club.

You can obtain a list of certified translators at your home country’s consulate. Bear in mind that to have a complete translation of your license, you need to have an explanation of what class of vehicles you are authorized to drive. If it is not on your license, this should be on the web page of the place that issued your license.

We recommend that you get a Spanish driver’s license if you will be living in Spain for more than 6 months. Strictly speaking, you are not required to get one, but police officers have been known to pull over students and insist that they cannot drive the vehicle without a Spanish license (even though the law states otherwise; police officers do not always know the law and certainly do not react well to a foreigner explaining it to them). For a moto above 50cc, you will need a special driver’s license. You can trade in your driver’s license at the Department of Motor Vehicles on Gran Via de les Corts Catalanes, 182-184.

A new law became effective on May 1, 2008 that has made driving a moto without a Spanish driver’s license after living here for 6 months a criminal offence. The punishment ranges from a €900 fine to imprisonment in extreme cases.

**Insurance**
You can only get third-party insurance. The cost per year ranges from €300 to €600. The moto dealer usually arranges this in order to push through the sale. It is important to register the moto in your name if you’re buying a second-hand moto. The moto dealer can arrange this and it will cost approx. €60.
1.9 INTERNATIONAL STUDENT CARD

The International Student Identity Card (ISIC) is an internationally recognized card identifying you as a student. ISIC is the world’s most widely accepted student identity card. It is issued in over 90 countries to over 4 million students annually. With the ISIC, you’ll have access to special discounts on airfares, accommodation, travel, basic traveler’s insurance and much more.

You can get one of these cards in Barcelona at USIT Unlimited Travel (Ronda Universitat, 16, T.: 902 252 575) or in your home country by showing the letter you will receive from IESE for your visa application as proof of your student status. You’ll need a passport-size photo and will have to pay a small fee. For more information, visit your local student travel agency or try the Council Travel website at www.counciltravel.com.

Cards are also issued by the Secretaria General de Joventut (c/ Calàbria, 147, Generalitat de Catalunya, T.: 93 483 8383). Opening hours: 9 a.m. to 2 p.m. and 3 p.m. to 5:30 p.m.
1.10 IESE SPOUSES AND FAMILIES

Related Vocabulary

<table>
<thead>
<tr>
<th>Castellano</th>
<th>Català</th>
<th>English</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pareja</td>
<td>Parella</td>
<td>Spouse/couple</td>
</tr>
<tr>
<td>Colegio</td>
<td>Col·legi</td>
<td>School</td>
</tr>
<tr>
<td>Guardería</td>
<td>Guarderia</td>
<td>Nursery school</td>
</tr>
<tr>
<td>Matrícula</td>
<td>Matrícula</td>
<td>School registration fee</td>
</tr>
<tr>
<td>Canguro</td>
<td>Cangur</td>
<td>Babysitter</td>
</tr>
</tbody>
</table>

CONNECTIONS

For partners of MBA students who also relocate to Barcelona, there is an organization called the IESE Couples and Families Club, which is committed to organizing activities, providing general support and sharing resources and information with all non-student members of the IESE community. An introductory meeting will be arranged early in the academic year. For further information, go to the club’s page in Global Campus or send an e-mail to icfc@iese.net.

HEALTH INSURANCE

The health insurance policy for students’ relatives guarantees the same coverage as the one contracted for MBA students, the exception being that partners will have to pay a monthly premium. For more information regarding fees and procedures, please go to the Health Insurance section in Global Campus. For additional information and assistance, partners should speak to a member of the MBA Office at IESE.
2. LIFE AT IESE
While at IESE, your life will revolve around the full-time MBA program. However, IESE is engaged in a whole range of other educational programs and activities that take place on campus at the same time as the MBA.

Below you will find information on other IESE programs, degree programs and Executive Education (open enrollment and custom programs).

EXECUTIVE MBA

A bilingual, English/Spanish part-time MBA program held in Barcelona, Madrid and Sao Paulo for managers with more than five years of professional experience. With week-long residential modules at the Stephen M. Ross School of Business at the University of Michigan (U.S.A.) and at the China Europe International Business School (CEIBS) in Shanghai.

GLOBAL EXECUTIVE MBA

Designed for managers with an average of 13 years' professional experience with responsibilities at major corporations and new business ventures around the world. Offered in seven 12-day modules over 16 months. Four of the 7 modules take place at IESE in Barcelona, one module in Madrid, one in Shanghai and one in Silicon Valley. When not meeting in residential sessions, participants are linked virtually to the school and each other through a state-of-the-art technology platform designed in partnership with Duke Corporate Education. The program is taught in English.

PH.D. IN MANAGEMENT

Aimed at university graduates wishing to train to be professors or researchers in management. The program is taught in English.

EXECUTIVE EDUCATION

- Global CEO Program / PADE: Targeted at top senior executives with more than 10 years of top-management experience.

- Advanced Management Program (AMP)/PDG: Aimed at experienced general managers who have reached top-management positions.

- Program for Management Development (PMD)/PDD: Intended for line managers who, through close collaboration with senior management, need to tackle top management problems and gain an overall view of the organization.

EXECUTIVE EDUCATION CUSTOM PROGRAMS

Large multinational companies, such as Boeing, Sun Microsystems, Deutsche
Bank, Solvay, BASF, BBVA, Henkel and Repsol, among many others, have asked IESE to assist them in their executive development efforts by designing and implementing tailor-made programs for their managers.

**SHORT FOCUSED PROGRAMS**

Short Focused Programs offer intense learning experiences that have an immediate impact on personal and company performance. The SFP portfolio is continuously updated to reflect current business issues and trends.

**CONTINUOUS EDUCATION PROGRAM**

Since 1960 IESE has offered Continuous Education Programs to its alumni.

### 2.2 THE IESE MBA PROGRAM

The courses followed in the first year provide a comprehensive general business education. The focus is on the progressive development of core management skills. From basic analytical tools to the most advanced concepts in general management, students learn to understand the key relationships between different functional areas of business. This broad, integrated approach allows you to see how your personal role fits into the broader context of business problems and solutions.

### PROGRAM CALENDAR

**MBA I:**

<table>
<thead>
<tr>
<th></th>
<th>Orientation Week*</th>
<th>1st Term</th>
<th>2nd Term**</th>
<th>3rd Term**</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Start</strong></td>
<td>12 Sept</td>
<td>20 Sept</td>
<td>10 Jan</td>
<td>2 Apr</td>
</tr>
<tr>
<td><strong>Easter Break</strong></td>
<td></td>
<td></td>
<td></td>
<td>25 Mar/1 Apr</td>
</tr>
<tr>
<td><strong>Midterm</strong></td>
<td></td>
<td>TBC</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Finals</strong></td>
<td></td>
<td>TBC</td>
<td>TBC</td>
<td>TBC</td>
</tr>
<tr>
<td><strong>End</strong></td>
<td>19 Sept</td>
<td>13 Dec</td>
<td>22 March</td>
<td>28 June</td>
</tr>
</tbody>
</table>

* Please be aware that the orientation week is mandatory.

** The start and end dates of the 2nd and 3rd term are tentative and are subject to change.

For more information about the MBA please check [mbagc.iese.edu](http://mbagc.iese.edu)
THE INTERNATIONAL EXCHANGE PROGRAM

IESE maintains exchange agreements with many of the world’s leading business schools. Each year, more than 85 IESE MBA students are selected on a competitive basis to spend the first or second term of the second year at one of the schools listed below. These schools, in turn, send an equal number of students to IESE. The chance to supplement your MBA Program in Barcelona with a term at a top business school in another country provides an additional challenge, as well as valuable academic and networking opportunities.

Information on the selection process, materials on the exchange schools and feedback reports from previous participants are all available from Teresa Byrne (F-407).

The selection process takes place between February and April of the first year, and is based on the following criteria:

- Academic achievement: Your grades for the first two terms at IESE will be taken into account. The higher your grades are, the better your chances of being assigned a place at one of the exchange schools on your list of preferences.

- English language skills: All candidates whose mother tongue is not English must present a TOEFL score with their application to the IEP (unless exempt). The minimum score for entry to the IEP selection process is 250 points (CBT) and 100 points (IBT).

Once all the eligible candidates’ data have been registered, the selection procedure is carried out by computer, taking into account the number of places available at each school and each student’s list of preferences. The first criterion of the computer program is academic performance.

In the case of a tie between two students with the same grade total who have requested the same school in the same order of preference, the second criteria of the computer program is the TOEFL score. It will give the place at that school to the student with the higher TOEFL score. The TOEFL test center in Barcelona is:

Instituto de Estudios Norteamericanos
Via Augusta, 123
08006 Barcelona
T.: 93 240 5110

TOEFL (Test of English as a Foreign Language)
IESE’s code (full-time MBA Program) for receiving original score reports is 0755. The minimum TOEFL score required for admission is 100 for the Internet-based test, 250 for the computer-based test, and 600 for the paper-based test.

TOEIC (Test of English for International Communication)
The minimum TOEIC score required for admission is 950.
For more information, please visit: www.toeic.org.

PTE Academic (Pearson Test of English Academic)
The minimum PTE Academic score required for admission is 68.
**Exchange Partner Schools**

<table>
<thead>
<tr>
<th>Country</th>
<th>Partner School</th>
</tr>
</thead>
<tbody>
<tr>
<td>BERKELEY</td>
<td>Haas School of Business, U.C. Berkeley, U.S.A.</td>
</tr>
<tr>
<td>CEIBS:</td>
<td>China Europe International Business School, China</td>
</tr>
<tr>
<td>CHICAGO:</td>
<td>The University of Chicago Graduate School of Business, U.S.A.</td>
</tr>
<tr>
<td>COLUMBIA:</td>
<td>Columbia Business School, Columbia University, U.S.A.</td>
</tr>
<tr>
<td>CORNELL:</td>
<td>Johnson Graduate School of Management, Cornell University, U.S.A.</td>
</tr>
<tr>
<td>DARDEN:</td>
<td>Darden Graduate School of Business, University of Virginia, U.S.A.</td>
</tr>
<tr>
<td>DUKE:</td>
<td>The Fuqua School of Business, Duke University, U.S.A.</td>
</tr>
<tr>
<td>HEC:</td>
<td>HEC School of Management, France</td>
</tr>
<tr>
<td>IAE:</td>
<td>Instituto de Altos Estudios Empresariales, Univ. Austral, Argentina</td>
</tr>
<tr>
<td>ISB:</td>
<td>Indian School of Business, India</td>
</tr>
<tr>
<td>KEIO:</td>
<td>KEIO University, Japan</td>
</tr>
<tr>
<td>KELLOGG:</td>
<td>Kellogg School of Management, Northwestern University, U.S.A.</td>
</tr>
<tr>
<td>LBS:</td>
<td>London Business School, University of London, U.K.</td>
</tr>
<tr>
<td>MBS:</td>
<td>Melbourne Business School, The University of Melbourne, Australia</td>
</tr>
<tr>
<td>MIAMI:</td>
<td>Miami University, U.S.A.</td>
</tr>
<tr>
<td>MICHIGAN:</td>
<td>Stephen M. Ross School of Business at the University of Michigan, U.S.A.</td>
</tr>
<tr>
<td>MIT:</td>
<td>MIT/Sloan School of Management, U.S.A.</td>
</tr>
<tr>
<td>NANYANG:</td>
<td>Nanyang Technological University, Singapore</td>
</tr>
<tr>
<td>NUS:</td>
<td>National University of Singapore, Singapore</td>
</tr>
<tr>
<td>NYU:</td>
<td>New York University – Leonard N. Stern School of Business, U.S.A.</td>
</tr>
<tr>
<td>RSM:</td>
<td>Rotterdam School of Management, The Netherlands</td>
</tr>
<tr>
<td>TUCK:</td>
<td>Tuck School of Business at Dartmouth, U.S.A.</td>
</tr>
<tr>
<td>UCLA:</td>
<td>The Anderson School at UCLA, U.S.A.</td>
</tr>
<tr>
<td>UNC:</td>
<td>The Kenan-Flagler Business School, University of No. Carolina, U.S.A.</td>
</tr>
<tr>
<td>WHARTON:</td>
<td>The Wharton School of the University of Pennsylvania, U.S.A.</td>
</tr>
<tr>
<td>YALE:</td>
<td>Yale School of Management, Yale University, U.S.A.</td>
</tr>
<tr>
<td>YONSEY:</td>
<td>School of Business, Yonsey University, Korea</td>
</tr>
</tbody>
</table>

For more information, please visit: www.pearsonpte.com

For more information, please visit: www.cambridge-efl.org.

**Cambridge Certificate of Proficiency in English**

The Cambridge Proficiency Certificate score required for admission is level A or B.

If you have any queries about the International Exchange Program, feel free to send them to Teresa Byrne via e-mail (tbyrne@iese.edu).
2.3 IT SERVICES AT IESE

The IT Department provides MBA students with specific MBA applications as well as infrastructure and services.

Here you can find a brief overview about the main applications and services:
- Global Campus
- Career Services Website
- Wi-Fi, E-mail system
- Computer rooms and workrooms
- Multi-function printing services
- Tech Support for laptop and other mobile devices

GLOBAL CAMPUS

The Global Campus is the entrance point for IESE services and the main collaborative tool for IESE MBA students and faculty. The Internet address to access the Global Campus is mbagc.iese.edu.

There you will familiarize yourself with the key information you will need before you arrive in Barcelona and it is the first stop for students, from where you can find all information related to your MBA program: distribution & sharing of relevant information and materials, program & course announcements, courses information, calendar, clubs information, team pages, access to career services website, access to library databases, etc.

You will receive an email from the MBA Office with the login details for the Global Campus. In case of any doubts please contact the MBA Office at mbaoffice@iese.edu.

The information below details the main access areas to MBA applications and other services available from the Global Campus portal.

REMEMBER THAT YOUR USERNAME AND PASSWORD WILL BE THE SAME FOREVER
Global Campus portal image.

@IESE: Links to other IESE Programs
Contact us: MBA staff directory and contact information
General Info: Information about living in Barcelona immigration, financial assistance, etc
Calendar: Schedule and location of your classes and other events taking place at IESE
Courses: Quick access to the full MBA courses list
Your Class: Information about your classmates
Teams: Access to your team website
Clubs: Access to student Club sites
Resources: Links to many student resources (room bookings, library, etc)
Exchange: General information for exchange students
Processes: Access to your grades, bidding for 2nd year courses, etc
Careers: Access to Careers Services website
Tech Support: IT Information
Program & Course Announcements areas: Through these areas IESE Professors and Staff communicate to students any important information related to the MBA program
Term area: Access to the term site, from where you will find information about your term courses
CAREER SERVICES WEBSITE

You will be able to access the Career Services Website through the Global Campus, or directly at http://careerservices.iese.edu. In this website you will find all of the services and resources required to make your job search efficient and successful.

The Career Services department will inform you of the dates and services that you will have access to before the start of the MBA Program.

The information below, details the main Career Services applications available from the Career Services Website.
The IT Department maintains a robust and secure wireless network with global access throughout the campus and strict security measures.

There are different wireless networks at IESE in order to support the IESE community (students, faculty, staff, alumni and visitors).

Keep in mind that the wireless network for MBA students is hidden and its network name (SSID) is: “STUDENT”.

**HOW TO CONFIGURE THE “STUDENT” WIRELESS NETWORK ON YOUR LAPTOP OR PORTABLE DEVICE.**

You can do it yourself, following the manuals located on the Global Campus > Tech Support area, or if you prefer you can book a session at Student IT Support, and we will do it for you.

Once you have configured your laptop, or portable device, to the STUDENT network you need to authenticate. In order to do this, open a browser and type your IESE username and password in the authenticated window.
E-MAIL SYSTEM

IESE offers a full functionality e-mail system and provides students an e-mail address than can be extended forever.

The MBA Program department will inform you of the date from which you will have access to your IESE e-mail account.

You may access your IESE e-mail account as follows:

- From anywhere by using the Outlook Web Access (OWA) site at: http://mail.iese.edu. We recommend the use of the Internet Explorer browser.
- You can also access your IESE email from a IESE desktop computer connected to the campus network, you can use Microsoft Office Outlook 2003 e-mail client to manage your mail, calendar, meeting arrangements, contacts, tasks, etc When you open a session on an IESE desktop computer, your student profile is automatically loaded and your e-mail account is automatically configured in the Microsoft Office Outlook 2003 email client.
- Moreover you can use an email client to read your IESE email from your laptop or other mobile devices. We recommend the use of the Microsoft Office Outlook client. You can configure an email client yourself, following the manuals located on the Global Campus > Tech Support area or booking a session at Student IT Support.

COMPUTER ROOMS AND WORKROOMS

Computer Rooms and Workrooms at IESE are student computing facilities located at IESE BCN Campus.

IESE students have access to a total of 116 PCs, 6 printers and 10 Multi-Function Printers (MFP) distributed in different rooms and buildings throughout the IESE Campus.

Prints and copies must be paid for.

COMPUTER ROOMS: There are 2 computer rooms located in the South Campus. The computer room F-101, which is equipped with 9 PCs and 2 printers, and the computer room E-009, which is equipped with 37 PCs and 2 printers. The computer rooms are open from 8:00 to 22:00, Mondays to Fridays and 10:00 to 22:00 on weekends and public holidays.

WORKROOMS: There are 60 workrooms available all over the IESE Campus. Each workroom is equipped with a PC. Room bookings can be made via the Global Campus.

Also, there are more PCs and printers in other locations.

HOW CAN YOU ACCESS TO IESEPCS?

In order to log on to the IESE PCs, you must type your IESE username (this is your email address) and your IESE Password in the log on screen.
MULTI-FUNCTION PRINTING SERVICES

There are 10 Multi-function printers available all over the IESE Campus. The information below details the Multi-function printing services available for students:

*Services that need identification with your IESE Card.

- **Advanced color and b/w printing.**
- **Follow-you: Confidentiality Printing.** You can send your documents to a print pool called “Follow –you” and then pick them up from any Multi Function Printer.
- **Photocopy:** You will be able to use the Multi-Function Printer as a copier machine.
- **Scan-to-me:** This service allows you to send your scanned copies as a PDF directly to your IESE email.

Costs of prints and copies paid with your IESE Card will be deducted from your IESE Card account.

HOW CAN YOU CONNECT YOUR LAPTOP TO IESE PRINTERS?

Follow the manuals located on the Global Campus > Tech Support area. Or, you can attend a Student IT Support session, and the IT team will do it for you.

SUPPORT FOR LAPTOP AND OTHER MOBILE DEVICES

IESE is committed to offer full support to PC and Mac users... but some applications and IT services in use today are not fully compatible with Macs.

MAC USERS

IESE Virtual PC for Mac users is a technical solution for this:

- Contains all the applications required to follow the MBA Program.
- Guarantees that Mac users are able to access all IESE applications and IT services.
- Bypass solution while we are working on providing full compatibility with Macs.
- To get your Virtual PC pack, please contact the MBA Office (F-401)

SUPPORT

Student IT Support is your first point of contact for all IT queries.

- **Location:** Office E-108
- **Office hours:** Monday - Friday 8:00 am to 8:00 pm
- **Phone extension:** 5119
- **The best way to contact us:** StudentITSupport@iese.net
- **Our website:** Tech Support area on the Global Campus
3. GETTING INVOLVED
3.1 STUDENT COUNCIL

The objectives of the Student Council are:

- To improve communication between the MBA student body, the MBA Committee and the faculty on academic issues.
- To work with IESE departments (Career Services, Library, IT, etc.) to help develop services for MBA students.
- To ensure that annual events (e.g., the MBA Paris Olympics) are coordinated within the student body and that experience and information are passed on from one year to the next.
- To help represent the MBA student body within the IESE community.

Two student representatives are elected by each section in the first year to help coordinate student activities and represent the MBA student body. Elections take place in the fall term of the first year and these positions are held until the end of the second year.

Representatives’ responsibilities are:

- To act as the class spokesperson regarding concerns and problems with professors.
- To attend feedback meetings run by section heads and distribute minutes to the whole class.
- To take an active role in coordinating student matters (e.g., IT, events).

There is a three-stage election process:

1. Individuals are proposed by a fellow student.
2. Voting takes place in class via a single transferable vote system.
3. Results are announced immediately after class.
STUDENT COUNCIL REPRESENTATIVES MBA CLASS OF 2012

Qiao Cheung  
Stefan Reise  
Timothy Go  
Daniel Beato  
Chema Garcia Soto  
Vanessa Moes  
Ignacio Romeu Ruiz de la Torre  
Luca Carlucci  

Qiao.Cheung@iese.net  
Stefan.Reise@iese.net  
Timothy.Go@iese.net  
Daniel.Beato@iese.net  
Chema.Garcia.Soto@iese.net  
Vanessa.Moes@iese.net  
Ignacio.Romeu@iese.net  
Luca.Carlucci@iese.net

STUDENT COUNCIL REPRESENTATIVES MBA CLASS OF 2013

Section A  
Patricia Cabrera  
Martins Mellens  

Patricia.Cabrera@iese.net  
Martins.Mellens@iese.net

Section B  
Thomas Storck  
Stuart Watts  

Thomas.Storck@iese.net  
Stuart.Watts@iese.net

Section C  
Joel Brown  
Luis Enrique Martínez  

Joel.Brown@iese.net  
Luis.Martinezramirez@iese.net

Section D  
Lee Mrnjavac  
Lola Puerta  

Lee.Mrnjavac@iese.net  
Lola.Puerta@iese.net
### 3.2 CLUBS

There are many ways for students to get involved at IESE. There are business-related and social clubs, event-planning clubs and sports clubs. A Club Event will be held at the beginning of the academic year with more information about what clubs are available and how to join. And if you don’t see anything you are interested in or are looking for, consider starting a club yourself! Participation is always welcome and encouraged. You will find further information on the clubs and contacts on each club’s website on Global Campus.

<table>
<thead>
<tr>
<th>Club Name</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Consulting Club</td>
<td><a href="mailto:Consulting@iese.net">Consulting@iese.net</a></td>
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<td>Energy Club</td>
<td><a href="mailto:EC@iese.net">EC@iese.net</a></td>
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<td>Entrepreneurs</td>
<td><a href="mailto:Entrepreneurs@iese.net">Entrepreneurs@iese.net</a></td>
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<td>Family Business</td>
<td><a href="mailto:fb@iese.net">fb@iese.net</a></td>
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<td>Fashion &amp; Luxury Goods</td>
<td><a href="mailto:FLGC@iese.net">FLGC@iese.net</a></td>
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<td>Finance</td>
<td><a href="mailto:Finance@iese.net">Finance@iese.net</a></td>
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<td>Healthcare club (Biotech and Pharma)</td>
<td><a href="mailto:HCC@iese.net">HCC@iese.net</a></td>
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<td>Tech, Media and Telecom</td>
<td><a href="mailto:TMT@iese.net">TMT@iese.net</a></td>
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<td>Public Speaking Club</td>
<td><a href="mailto:psc@iese.net">psc@iese.net</a></td>
</tr>
<tr>
<td>Responsible Business Club</td>
<td><a href="mailto:RBC@iese.net">RBC@iese.net</a>, <a href="mailto:netdgdw@iese.net">netdgdw@iese.net</a></td>
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<td>Women in Business Club</td>
<td><a href="mailto:WBC@iese.net">WBC@iese.net</a></td>
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<td>Swimming</td>
<td><a href="mailto:swimming@iese.net">swimming@iese.net</a></td>
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<td><a href="mailto:Tennis@iese.net">Tennis@iese.net</a></td>
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<td>Volleyball (Beach/Indoor/Mixed)</td>
<td><a href="mailto:VC@iese.net">VC@iese.net</a></td>
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<td>Badminton</td>
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<tr>
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<td><a href="mailto:basketball@iese.net">basketball@iese.net</a></td>
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<tr>
<td>Climbing Club</td>
<td><a href="mailto:Climbing@iese.net">Climbing@iese.net</a></td>
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<td>Cricket</td>
<td>pending</td>
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<tr>
<td>Football Club IESE (Men)</td>
<td><a href="mailto:FMC@iese.net">FMC@iese.net</a></td>
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Check the bulletin board in the cafeteria when you arrive to find out how to get involved, or check each club website on www.iese.edu/studentslifeandclubs. And if you can’t find an existing group to join, create your own.

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<td><a href="mailto:HC@iese.net">HC@iese.net</a></td>
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<td><a href="mailto:sailing@iese.net">sailing@iese.net</a></td>
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<td><a href="mailto:ski@iese.net">ski@iese.net</a></td>
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<td><a href="mailto:ABC@iese.net">ABC@iese.net</a></td>
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<td><a href="mailto:NABC@iese.net">NABC@iese.net</a></td>
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<tr>
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<td>Chess</td>
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<td>Cigar and Whisky Club</td>
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<td>Couples and Families Club</td>
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<td><a href="mailto:GC@iese.net">GC@iese.net</a></td>
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<td>Wine &amp; Dine Club</td>
<td><a href="mailto:WC@iese.net">WC@iese.net</a></td>
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4. BARCELONA: A GREAT PLACE TO BE!
The lovely city of Barcelona rests in a basin surrounded on three sides by mountains and bordered on the fourth by the Mediterranean Sea. The area has been inhabited since the Neolithic period and has survived occupation by the Romans, the Moors and various barbarian tribes. It was here, in the Plaça del Rei, that King Fernando and Queen Isabel welcomed Columbus on his return from the New World.

Barcelona is the capital of Catalonia, one of Spain’s autonomous communities. Throughout the centuries Barcelona has flourished as a center of art, education and maritime trade and the height of its prosperity was in the 14th century.

Barcelona’s neighborhoods and architecture are a living testament to the city’s history. The Barri Gòtic, which houses the oldest parts of the city, including Roman ruins, is a medieval tangle of narrow serpentine streets with spectacular Gothic architecture. Just beyond the Cathedral, the Middle Ages gave way to modern urban planning in 1859. The old city walls were torn down and the straight grid-like streets of the Eixample were laid out. The imaginative designs of Antoni Gaudí grace several districts of the city and the Ramblas provide an interesting and direct route from the Eixample through the Barri Gòtic to the port.

Despite a population of over 2 million, Barcelona is a surprisingly easy place to find your way around in. It originally developed as a series of largely self-contained neighborhoods. These neighborhoods have retained their separate identities and functions through to the present day. Most items of historic interest are in the old town, which—despite its confusing streets and alleys—is small enough to master quickly on foot. A couple of central park areas, formerly defensive positions for various city rulers, hold the majority of Barcelona’s best museums. The excellent public transportation system and a decent map are all you need to find your way around the regular grid pattern of streets and avenues.
4.1 General Tourist Information

Tourist Information

Tourist Offices

The following is a list of tourist agencies that provide printed information on both Barcelona and the autonomous community of Catalonia. For online information, as well as a bibliography of interesting books about the city, refer to the section Resources on Barcelona.

Centre Turístic de Catalunya
Palau Robert
Passeig de Gràcia, 105-107
08080 Barcelona
T.: 93 238 80 91

Turisme de Barcelona
Tarragona, 149-157
08015 Barcelona
T.: 93 423 18 00

Oficina Municipal de Turisme
Estació de Sants
08014 Barcelona
T.: 93 491 44 31

Tourist Office
Plaça de Catalunya 17
08002 Barcelona
T.: 93 285 3834

Consorci de Promoció Turística de Catalunya
Passeig de Gràcia, 112 2n
08008 Barcelona
T.: 93 484 99 00
Fax: 93 484 98 88

Tourist Bus

The Bus Turístic follows two routes around the city in an open-top double-decker bus. Get on and off the bus as many times as you like at any of the 25 stops on the two routes. Stops are announced in a number of languages and you will be given an information guide about the sights at each stop along the route. Frequency varies from 30 to 10 minutes, depending on the season and time of day.

Purchase tickets on board the bus, at the Turisme de Barcelona Information Centers in Plaça de Catalunya and Sants Estació, or at Barcelona Metropolitan Transport offices.

Useful Websites

www.bcn.es
City of Barcelona (developed by the Ajuntament or City Hall) – Helpful information about the city, including tourist information, business and cultural activities, maps, transportation, directories and more.

www.gencat.es
Generalitat de Catalunya (developed by the Catalan regional government) – Information in several languages about the history of Catalonia, its people, current issues facing the region and some good links.

www.barcelona.com
Tourist information, web cams, hotel reservations, cultural events, links and e-cards.
www.barcelona-metropolitan.com
The online version of the popular monthly magazine in English. Has lots of information and articles about living and working in Barcelona, plus ads from local service providers catering to the foreign community and classified ads for finding roommates and Spanish conversation exchanges/lessons.

www.barcelona-on-line.es
Barcelona On Line – Offers a vast array of information on restaurants, hotels, bars and cultural events in Barcelona.

www.totbarcelona.org
Turisme Total – Just as the name indicates, this website has everything the tourist needs to know about the Barcelona area.

www.tmb.net
Transports Metropolitans de Barcelona – Everything you ever wanted to know about the excellent public transportation system in Barcelona.

www.dgt.es
Dirección General de Tráfico – For complete information on driving in Spain, including obtaining a driver’s license, registration of vehicles from abroad, etc.

www.diba.es
Diputació de Barcelona – The provincial government’s website with tourist information, government agencies and more. It even offers free e-mail accounts.

www.embusa.es/emba/guia.html#27
General Information Guide for U.S. citizens residing in the Barcelona Consular District. While this site is part of the U.S. consulate in Barcelona’s website, it provides excellent practical information in English on schools, customs, driving requirements and more.

www.timeout.com/barcelona
TimeOut.com – This website, provided by the well-known publishers of guidebooks, offers up-to-date, unbiased tourist information on Barcelona.

**TOP 10 THINGS TO VISIT IN BARCELONA**

**La Rambla**
Barcelona’s most famous pedestrian boulevard is hugely popular with tourists and locals alike. Sit and watch the people go by at one of the many outdoor cafes and restaurants. Sights include the Columbus monument at the end of the Rambla, the Gran Teatre del Liceu (La Rambla, 61-65), Plaça Reial and the Mercat de la Boqueria (La Rambla, 85-89). A good place to find English and other foreign-language newspapers and books at any of the many newsstands.

**Barri Gòtic**
Or Gothic Quarter. Here’s where you’ll find the real Old Barcelona. Wander down the narrow streets to find hidden plazas and the many bars, cafes and restaurants. Plaça de Sant Jaume is where the main government
buildings are located. The cathedral, located in this quarter, is also well worth a visit.

Port Olímpic/Barceloneta
Barceloneta has some of the city’s finest seafood restaurants and allows easy access to the beach. Port Olímpic is a more upmarket area redeveloped in time for the 1992 Olympics held here. At Port Vell, you will find the city’s aquarium, the largest in Europe, and Maremagnum, a modern shopping center with lots of bars, restaurants, a movie theatre and other fun activities.

Tibidabo
One of the two big hills overlooking Barcelona. Getting there is half the fun, as you take the funicular straight up the steep hillside. There is an amusement park at the top, as well as the Temple del Sagrat Cor, the church that can be seen from almost anywhere in the city.

Parc de la Ciutadella
One of the few big green spaces in Barcelona. Take a walk around and enjoy the tranquility. At the south end of the park you’ll also find the city zoo. The Museum of Natural Sciences is also here. Open from 8 a.m. to 8 p.m.

Montjuïc
The other hill overlooking Barcelona. Another fun trip just getting there if you take the funicular.
There’s a lot to do once you’re there. Poble Espanyol is a touristy but interesting model Spanish village. The Olympic stadium is also located on Montjuïc. You can visit the Fundació Miró, a gallery featuring the work of one of Catalonia’s greatest artists, Joan Miró. At the top of the mountain you will find the historic Castell de Montjuïc, which dates from the late 17th century.

Ruta del Modernisme
Visit some of Barcelona’s famous Modernist-style buildings around town. Key buildings include La Pedrera, a residence built by Gaudí (Passeig de Gràcia, 92), Casa Batlló, also by Gaudí (Passeig de Gràcia, 43) and Casa Lleó Morera (Passeig de Gràcia, 35) by Modernist architect Domènech i Montaner. Also, don’t miss Parc Güell, a fascinating imaginative park designed by Gaudí, or the Sagrada Família, Gaudí’s masterpiece. This impressive Modernist structure has been under construction for more than 100 years and is not yet half completed. You can climb up the towers for an awesome view of the city. To tour the Modernist sights, pick up a copy of the map with routes and descriptions at Palau Güell (Nou de la Rambla, 3-5), the Modernisme Center (Plaça de Catalunya) or Casa Lleó Morera (Passeig de Gràcia, 35).

Museums
Museu Picasso, Museu de la Ciència, Museu de la Història de Catalunya, Museu Nacional d’Art de Catalunya, Museu de la Història de la Ciutat, Museu Marítim and Fundació Miró. (See separate Museum entry under Barcelona Culture.)
NEAR BARCELONA

Montserrat
An 11th-century monastery built upon some of the most dramatic and impressive mountain peaks around. Great place for hiking (or even rock climbing) after you’ve seen the famous Virgin of Montserrat, a black virgin who is the patron saint of Catalonia, and heard the famous Choir of the Abadia of Montserrat sing. Get there by taking the FGC trains from Plaça Espanya, and purchase a Tot Montserrat card, which covers transportation from Barcelona, elevated train ride, funicular and even lunch at the restaurant there.

Sitges
A fashionable beach resort town to the south of Barcelona. Well known for its excellent beaches, seaside walks and friendly plazas. At night, it’s quite festive with a host of nightclubs, cafes and terrace restaurants.

Figueres
The Dalí Theatre-Museum, the largest surrealist object in the world, occupies the building of the former Municipal Theatre, a 19th century construction which was destroyed at the end of the Spanish Civil War. On its ruins, Dalí decided to create his museum.
Plaça Gala-Salvador Dalí, 5
E-17600 Figueres
T.: +34 972 677 500
4.2 BARCELONA CULTURE

It is almost impossible not to have fun in Barcelona. The city has an active cultural life, with the city government (*Ajuntament*) and Catalan government (*Generalitat*) continually organizing and sponsoring exhibitions, concerts and other events, many of them for free. The *La Guía del Ocio* is a small weekly leisure guide published every Thursday. It lists films (and the language in which they are shown), plays, concerts, restaurants, bars and TV listings, among other things. It is a must-have for culture-conscious residents of Barcelona and is available at most kiosks for €1. You can also find helpful information at www.barcelona-on-line.es

MUSEUMS AND GALLERIES

*Museu Picasso*, c/ Montcada, 15-19. T.: 93 319 63 10. Open: Tuesday to Saturday from 10 a.m. – 8 p.m. Sundays 10 a.m. to 3 p.m. Closed Mondays. Metro L-4 (Jaume I).

*Museu d’Art Contemporani de Barcelona* (MACBA), Plaça dels Àngels, s/n. T.: 93 412 08 10. Open: Mondays and Wednesday to Friday from noon to 8 p.m. Saturdays 10 a.m. to 8 p.m. Sundays 10 a.m. to 3 p.m. Closed Tuesdays. Metro L-1 and L-3, FGC (Catalunya).

*Museu Nacional d’Art de Catalunya* (MNAC), Palau Nacional, Parc de Montjuïc. T.: 93 426 53 86. Open: Tuesday to Saturday from 10 a.m. to 7 p.m. except Thursdays (10 a.m. to 9 p.m.) and Sundays and public holidays (10 a.m. to 2:30 p.m.). Closed Mondays. Metro L-1 and L-3 (Espanya).

*Fundació Joan Miró*, Parc de Montjuïc. T.: 93 329 19 08. Open: Tuesday to Saturday from 10 a.m. to 7 p.m. (in July and September until 8 p.m.), Thursdays from 10 a.m. to 9:30 p.m., Sundays and public holidays from 10 a.m. to 2:30 p.m. Closed Mondays. Bus: 61.

*Fundació Antoni Tàpies*, c/ Aragó, 255. T.: 93 487 03 15. Open: Tuesday to Sunday and public holidays from 11 a.m. to 8 p.m. Closed Mondays. Metro L-3 (Passeig de Gràcia).

*Colección Thyssen-Bornemisza*, Baixada del Monestir, 9. T.: 93 280 14 34. Open: Tuesday to Sunday and public holidays from 10 a.m. to 2 p.m. Closed Mondays. FGC (Reina Elisenda), Bus: 22, 64, 75, 63.

*Museu d’Història de la Ciutat* (History of the City), Plaça del Rei, s/n. T.: 93 315 11 11. Open: Tuesday to Saturday from 10 a.m. to 2 p.m. and 4 p.m. to 8 p.m. Sundays and public holidays 10 a.m. to 2 p.m. Closed Mondays. Metro L-3 (Liceu), L-4 (Jaume I).

*Museu d’Història de Catalunya*, Palau de Mar, Plaça Pau Vila, 3. T.: 93 225 47 00. Open: Tuesday to Saturday from 10 a.m. to 7 p.m. (Wednesdays until 8 p.m.). Sundays and holidays from 10 a.m. to 2:30 p.m. Closed Mondays except public holidays. Metro L-4 (Barceloneta).
Museu Marítim (Maritime Museum), Av. de les Drassanes s/n (next to the Columbus monument at the end of the Ramblas). T.: 93 342 99 20. Open: every day, 10 a.m. to 7 p.m. Metro L-3 (Drassanes).

CosmoCaixa, c/ Isaac Newton, 26. T.: 93 212 60 50. Open: Tuesday to Sunday from 10 a.m. to 8 p.m. Closed Mondays. FGC (Av. Tibidabo). First Sunday of the month: Free entry. FGC (Av. Tibidabo), Bus: 22, 17, 58, 73, 75, 60, 196.

ART SHOWS AND EXHIBITS


Fundació Caixa de Catalunya, La Pedrera, Passeig de Gràcia, 92. T.: 93 484 59 79. Sponsors various cultural shows throughout the year. FGC (Provença), Metro L-3, L-5 (Diagonal).

Espai Gaudí La Pedrera, c/ Provença, 261. T.: 93 484 59 95. Permanent exhibit of models, photographs, audiovisual exhibits and drawings of Gaudí’s works. FGC (Provença), Metro L-3, L-5 (Diagonal).

Gran Teatre del Liceu, La Rambla, 99. T.: 93 485 99 13. Opera season is from October to June. This theatre was recently rebuilt and is worth a visit even without the music. Metro L-3 (Liceu).

Centre de Cultura Contemporània de Barcelona, c/ Montalegre, 5. T.: 93 481 00 69. They hold concerts, movies and exhibitions here throughout the year. Metro L-1, L-3, FGC (Catalunya).


Palau Sant Jordi, Passeig Olímpic, 5. T.: 93 426 20 89. Operas and major musical events and concerts are held here. Bus 61.

Orquestra Simfònica de Barcelona i Nacional de Catalunya (OBC), L’Auditori, c/ Lepant, 150. T.: 93 317 10 96. Orchestra concerts at various times of the year. Metro L-1 (Glòries or Marina).

MUSIC

Palau de la Música Catalana, c/ Sant Francesc de Paula, 2. T.: 93 268 10 00. World-class musicians and orchestras. Metro L-1, L-4 (Urquinaona).

THEATRE

Theatre productions are generally given in Catalan unless otherwise specified. The main theater season runs from September to June, and by tradition theatres close in summer. There is, however, a major summer arts festival called El Grec, where you have the opportunity to see world-renowned dance and theatre companies from Spain and abroad.
Check the *La Guía del Ocio* or newspaper entertainment section for the latest information on what’s playing. Advance tickets are usually available through ServiCaixa or Telentrada. Theatre box offices often take cash sales only.

Here are some of Barcelona’s major theatres:

**Mercat de les Flors**, Plaça Margarida Xirgu, c/ Lleida, 59. T.: 93 426 18 75. Box office one hour before performance; advance sales Telentrada and Palau de la Virreina. Metro L-1, L-3, FGC (Espanya), L-3 (Poble Sec).


**Teatre Lliure**, c/ Montseny, 47. T.: 93 218 92 51. Box office from 5 p.m. Tuesdays to Sunday; advance sales box office 5 p.m. - 8 p.m. Tuesday to Saturday and Telentrada. Metro L-3 (Fontana).

**Teatre Nacional de Catalunya (TNC)**, Plaça de les Arts, 1. T.: 93 306 57 00. Box office noon - 3 p.m. and 4 p.m. - 9 p.m. on Mondays; noon - 9 p.m. Tuesdays to Saturdays and noon - 6 p.m. on Sundays; advance sales box office and ServiCaixa. www.tnc.es. Metro L-1 (Glòries).

**Teatre Poliorama**, La Rambla, 115. T.: 93 317 75 99. Box office 5 p.m. to performance time from Tuesday to Sunday; advance sales box office and ServiCaixa. Metro L1, L-3, FGC (Catalunya).

**Teatre Principal**, La Rambla, 27. T.: 93 301 47 50. Box office from 2:30 p.m. on day of performance from Wednesday to Sunday; advance sales box office and ServiCaixa. Metro L-3 (Drassanes).

**Teatre Romea**, c/ Hospital, 51. T.: 93 317 71 89 and 93 301 55 04. Group inquiries, T.: 93 309 76 00. Box office from 4:30 p.m. on Tuesday to Sunday; advance sales box office and Telentrada. Metro L-3 (Liceu).

## Movie Theatres

Almost all foreign films shown in Spanish movie theatres are dubbed into Spanish and occasionally into Catalan. If you want to see a film in its original language, look for theatres/movies advertised as VO (original version). Sometimes they will say VOSE (subtitled in Spanish) or VOSC (subtitled in Catalan).

Some theatres sell tickets with seat numbers on them; others do not. Check your ticket carefully to be sure you are seated in the right spot. You can buy movie tickets in advance at ServiCaixa bank locations around town.

Films in the original version are shown at the following cinemas, among others:

**Alexis**, Rambla Catalunya, 90. T.: 93 215 05 06.


**Verdi**, c/ Verdi, 32. T.: 93 238 79 90.

**Verdi Park**, c/ Torrijos, 49. T.: 93 238 79 90.

4.3 BARCELONA RESTAURANTS AND BARS

Some books about restaurants in Barcelona recommended by IESE students:
- *Restaurantes de Barcelona*, by Isabel de Villalonga, Editorial Optima.

It is also worth perusing the following websites:
- www.barcelona-on-line.es
- www.bcn.restaurantes.com
- www.guiadlocio.com

4.4 BARCELONA SERVICES

AIRCFFINES

Barcelona’s El Prat airport has two terminals: Terminal 1 for international carriers, 2 for domestic airlines and some E.U. flights, and C for the Puente Aéreo or shuttle flights to and from Madrid and other major Spanish cities. For further questions, call the airport information line at T.: 902 404 704. Customs information: passengers, 93 370 51 55 and www.aena.es (choose Barcelona).

Airlines operating out of Barcelona include:
- Austrian Airlines: T.: 902 257 000
- Aeroflot: T.: 93 430 5 880
- Air Europa: T.: 902 401 501
- Air France: T.: 902 20 70 90
- Alitalia: T.: 902 100 323
- Avianca: T.: 93 298 43 88
- British Airways: T.: 902 111 333
- CSA Czech Airlines: T.: 93 415 60 46
- Delta: T.: 93 478 23 00
- EasyJet: T.: 807 070 070
- Finnair: T.: 902 178 178
- Iberia: T.: 902 400 500
- KLM: T.: 902 222 747
- Lufthansa: T.: 902 220 101
- Portugal Airlines: T.: 902 100 145
- SAS: T.: 807 112 117
- Spanair: T.: 902 13 1 415
- Swissair: T.: 901 116 712
- Vueling Airlines: T.: 902 333 933

AUTO RENTAL

Although parking and traffic can be a nightmare in Barcelona, there will be occasions when you just want to get out of town. To rent a car, you will need your passport and a valid driver’s license.

Once you are a resident of Spain, you are supposed to have a Spanish license or an international driver’s license to operate a vehicle here. And, as you can only get an international driver’s license in your home country, you may want to look into this before your departure or arrange to get one on one of your first trips back. Make sure you put the correct kind of gas in the car, as they still sell leaded gasoline here and many cars are diesel.

Parking is a common source of stress in Barcelona. Many streets around the city
are designated blue or green zones, which are easily recognized by the blue or green markings on the pavement and along the sidewalk. These are paid parking zones, payable by purchasing a ticket from the machine located nearby on the sidewalk. The fee you pay depends on the length of time you wish to stay (maximum length of stay is invariably 2 hours). Generally, from 2 p.m. to 6 p.m. and after 8 p.m., these parking spaces are free of charge. It is advisable to keep a careful watch on the time, as these zones are patrolled regularly and you may end up having to pay a fairly hefty parking fine. Make sure you don’t park the car illegally, as it can cost more than €130 to recover it should it be towed away. If your car has been towed away, look for a colored triangle on the ground where your car was parked, which should indicate the phone number of the garage where it is being held.

Some popular car rental agencies:
- **Easyrentacar**, www.easyrentacar.com
- **Pepe Car**, T.: 807 41 42 43. www.pepecar.com

**AUTO REPAIR**

You can probably find someone in your neighborhood that does car repairs (try asking a neighbor or your door person). Just in case, the following are some recommended auto-repair centers:
- **J. Argemí**, c/ Ramon Turró, 19 (near Vila Olímpica). T.: 93 221 24 82. The Gateway to Barcelona book says that they have very reasonable prices with fast, reliable service.
- **Midas**, 14 branches around the city, including at Via Augusta, 81-83. T.: 93 217 81 61.
- **Motosrol Mitre**, has several branches in Barcelona, which can be found at Ronda General Mitre, T.: 93 20154 44, or visit their website www.motorsolmitre.com

**CONSULATES**

It is a good idea to register with your consulate upon your arrival in Spain. The following is a partial list of consulates in Barcelona:
- **Argentina**, Passeig de Gràcia, 11. T.: 93 412 79 49
- **Australia**, Gran Via Carles III, 98, 9a planta. T.: 93 330 94 96
- **Austria**, c/ Mallorca, 214 àtic 1a. T.: 93 453 72 94
- **Belgium**, c/ Diputació, 303. T.: 93 467 70 80
- **Brazil**, c/ Diagonal, 1468, 2a. T.: 93 488 22 88
- **Canada**, Passeig de Gràcia, 77. T.: 93 215 07 04
- **Colombia**, Passeig de Gràcia, 2. T.: 93 412 78 28
• Chile, Gran Via de les Corts Catalanes, 591. T.: 93 318 85 86
• China, Av. del Tibidabo 34. T.: 93 254 11 99
• Czech Republic, c/ Via Augusta, 158. T.: 93 414 11 93
• Denmark, Rbla. Catalunya, 33, 3r 1a. T.: 93 488 02 22
• Ecuador, Ptge. Josep Llovera, 3. T.: 93 209 57 31
• Finland, c/ Puig i Xoriguer, 15-17. T.: 93 443 15 98
• France, Ronda Universitat, 22. T.: 93 270 30 00
• Germany, Passeig de Gràcia, 111. T.: 93 292 10 00
• Greece, Av. Diagonal, 593, 6è 2a. T.: 93 321 28 28
• Guatemala, c/ Sants, 273. T.: 93 432 26 87
• Hungary, Av. Diagonal, 477. T.: 93 405 19 50
• Iceland, c/ Sardenya, 229-237. T.: 93 232 58 10
• Italy, c/ Mallorca, 270 Pral. 1a. T.: 93 467 73 05
• Japan, Av. Diagonal, 640 2n D. T.: 93 280 34 33
• Mexico, Av. Diagonal, 626. T.: 93 201 18 22
• Netherlands, Av. Diagonal, 601. T.: 93 410 62 10
• Norway, c/ Balmes, 184, 5è 2a. T.: 93 218 49 83
• Portugal, Rda. Sant Pere, 7è 1a. T.: 93 318 81 50
• United States, Pg. Reina Elisenda de Montcada, 23. T.: 93 280 22 27

CULTURAL CENTERS/FOREIGN GROUPS

National cultural centers and international groups in Barcelona are good resource centers for finding roommates, meeting people, seeing movies from your own country, borrowing books, etc. Most also offer language classes and other activities.

• British Institute, c/ Amigó, 83. T.: 93 241 9977.
• Cercle de Français de Barcelona, c/ Moià, 8, 3r. T.: 93 200 41 85.
• French Institute, c/ Moià, 8. T.: 93 209 59 11.
• North American Institute, Via Augusta, 123. T.: 93 240 51 10.
• International Women’s Club, c/ Sta. Amelia, 10-12, Apt. 3. aiwc@teleline.es. T.: 93 204 0231.
• Barcelona Women’s Network, T.: 93 372 08 64 or 93 590 02 99. Barcelona@fawco.org www.fawco.org.

HEALTH CLUBS

There are many gyms in Barcelona offering weights, machines, aerobics, etc., and several offer special discounts to IESE students. A popular gym with more than 12 centers scattered around the city is DIR (www.dirfitness.com, T.: 93 415 55 50). Call to find the one closest to you.

HOSPITALS

Barcelona has excellent hospitals. Listed here are two of the bigger and better-known
ones where at least some of the personnel should speak English. There are many other hospitals located throughout Barcelona that also offer excellent care.

**Centro Médico Teknon**, c/ Vilana, 12. T.: 93 290 62 00. Located in the Sarrià neighborhood, one block above Pg. Bonanova. It is owned and operated by an American company, Tenet Healthcare Corporation. It provides complete in- and out-patient medical care. info@teknon.es, www.teknon.es

**Institut Universitari Dexeus**, Passeig Bonanova, 67. T.: 93 227 47 47. Known as the best maternity hospital in Spain, this hospital also offers comprehensive general care. Also located in the Sarrià neighborhood, on Passeig Bonanova.

**INSURANCE COMPANIES**

- **Assistència Sanitària Colegial**, Barcelona Av. Josep Tarradellas, 123-127 T.: 93 495 44 44. www.asc.es
- **Sanitas**, T.: 902 102 400. www.sanitas.es

**KINDERGARTENS/NURSERY SCHOOLS**

Most nursery schools/daycare centers (Guarderías or Parvularios) are private. School hours are usually from 9 a.m. to noon and from 3 p.m. to 5 p.m. Some of these centers take children from the age of four months on.

The costs vary, of course. Very often you have to pay an enrollment fee, which can be equivalent to one or two months of tuition, and for a track suit/uniform. It is not easy to find a school that teaches in Spanish only. Very often the main language is Catalan. In neighborhoods where a lot of foreigners live, the residents mainly speak Spanish. In response, schools try to teach mainly in Spanish, but you won’t be able to avoid Catalan completely, unless you send your children to one of the international schools (many of which are in Pedralbes), though most of these only take children from the age of three onwards. Of course, the international schools generally teach in another language altogether, and many IESE parents are anxious for their children to learn Spanish while they are young and can learn quickly.

- **Colegio Zurich**, Av. Pearson, 73. T.: 93 203 76 00. German-speaking nursery school.
LANGUAGE SCHOOLS

For those interested in Spanish language courses during the summer months, some former students have taken courses at the following language schools in Barcelona:
- Novalingua, Av. Diagonal, 600. T.: 93 414 03 02. www.novalingua.com

LIBRARIES

Public libraries are an inexpensive way to keep up with your Spanish and you can even find a few books in foreign languages, especially English, French and German. Library cards are free; you just need to present a passport-size photo, your passport or residence card, and fill out the form they give you. You can check out books the same day. The normal lending time is 21 days for books (up to six at a time) and even days for magazines (up to three at a time), compact discs (up to two at a time) and DVDs (up to two at a time). They also have an Internet service, which could be quite convenient if your library is closer than IESE for those quick evening or Saturday e-mail checks. The following is a list of libraries located in close proximity to where most IESE students live:
- IESE Library, Av. Pearson 21, G-Building
- Biblioteca Clarà, c/ Doctor Carulla, 22-24 (Tres Torres/Sarrià)
- Biblioteca Antoni Julià de Capmany, c/ Torrent de l’Olla, 219 (Gràcia)
- Biblioteca Joan Miró, Parc de l’Escruxador-Vilamarí, 61 (Eixample)
- Biblioteca Sofia Barat, c/Carrer de Girona, 64-68 (Eixample)
- Biblioteca Can Roses, c/ Déu i Mata, 57 (Les Corts)
- Biblioteca Riera Blanca, c/ Riera Blanca, 1-3 (Les Corts)

For more information and other locations, check their (Catalan) www.bcn.es/icub/biblioteques/ or call T.: 93 310 77 75.

MEDIA AND NEWSPAPERS

The International Herald Tribune is published by the publishers of the New York Times and the Washington Post and includes articles from each of these papers as well as its own articles. You can pick one up at some newsstands, particularly along Las Ramblas and in more international neighborhoods such as Sarrià, or have it delivered to your apartment. Call the number listed in the paper and inquire about student rates. Even with a discount, it’s expensive, but less expensive than buying it at the newsstand every day.

Financial Times is also available at major newsstands and for home delivery. It is also usually available at IESE in the main reception for free, so check before you subscribe to home delivery.
USA Today is available at major newsstands. The New York Times, Washington Post and other major American papers are not usually available. Barcelona Metropolitan is a local monthly magazine in English. It has interesting articles about living in Barcelona as well as advertisements for goods and services geared towards foreigners. It is free and can be found at the beginning of the month at various locations around town that attract foreigners, such as language schools, international schools, certain theaters that show movies in English, major hotels, etc. Several British, French, German and other international dailies and weeklies are available in Plaça de Catalunya and along Las Ramblas. There is nothing like reading the newspaper to get an idea about the local people and places you are now living among. The biggest dailies in Catalonia are La Vanguardia and El Periódico.

There are also small free daily newspapers for distribution in the metro. They are written in both Catalan and Spanish in the same paper. They may be a good source of quick, easy and free language practice while you learn about what’s going on around you in Barcelona and Spain. Watch for them being handed out during the morning rush hour at major metro and FGC stations.

La Guía del Ocio is a small booklet that is published once a week and has lots of information about what’s going on in the city that week. It lists museum exhibitions, movie times, theater and music hall shows, restaurants and more. Get one at your local newsstand.

Primeramà and Segonamà are other valuable sources of information. The content of both newspapers is classified advertisements. You can find apartments, cars, mopeds, job vacancies and much more.

FINANCIAL TIMES AND WALL STREET JOURNAL ARE AVAILABLE FOR FREE AT THE MAIN RECEPTION EVERY DAY

PACKAGE/PARCEL SERVICES

Many international services are available in Barcelona, such as:

Federal Express, T.: 900 100 871.
UPS, T.: 900 102 410.

There is also a Mail Boxes Etc. at Travessera de Gràcia, 58, 4t 2a where you can have mail delivered to your personal box or send packages. Be aware that the Spanish postal system is much less expensive for sending packages. Some local courier companies have connections with major international companies if you need to send something overseas by express delivery. To receive a package, you will most likely need to sign when it is delivered. If you are not home, you will receive a note in your mailbox that tells you that a delivery attempt was made if the courier can get into your building.
It should also state the hours that the branch is open. You must take your official student residence card or your passport for identification to pick up mail and no one else can do it for you unless he/she has your signed consent and your ID, along with his/her own ID. Your door person may be able to accept packages for you. If not, it may be more convenient to have your express mail packages delivered to IESE, where there is always someone to sign for them. Be sure to include “MBA Program, First/Second Year” in the address.

**POSTAL SERVICE**

Stamps can be purchased at tobacconists (estancos) as well as at post offices. They can also be bought at IESE at the bookstore (where you can also leave mail to be sent out). Mail letters in the bright yellow post boxes located on street corners throughout the city. Regular mail to other European countries can take three to four days to arrive; for North America, allow up to a week; and for other parts of the world, allow up to two weeks.

**RELIgIOUS SERVICES/PLACES OF WORSHIP**

The following are some places of worship, many of which have services in languages other than Spanish and Catalan:

**Catholic Services**
- Santa Maria Reina, Ctra. d’Esplugues, 103. T.: 93 203 41 15. Catholic Church with masses held in English every Sunday at 11 a.m.
- Oratori de Santa Maria del CM de Bonaigua, c/ Jiménez Iglesias, 1. T.: 932049551. Catholic Church with masses held in Spanish and Catalan every day, from 7:15 a.m. to 8:15 p.m.
- Santa Maria de Montealegre. c/ Valldoncella 13. T.: 93 301 43 47. Catholic Church with masses held in Spanish and Catalan.
- Deutschsprachige Katholische Gemeinde St. Albertus Magnus, c/ Avenir, 14. T.: 93 414 58 38. Services held in German every Sunday at 10:30 a.m.
- Paroisse Française de Barcelona, c/ Anglí, 55. T.: 93 203 89 15. French-speaking Catholic Church with masses held on Saturdays at 6:30 p.m. and Sundays at 11:45 a.m.

Chaplaincy services are offered at IESE
For more information: www.misas.org

**Other Religious Services**
• Islam Center/Mosque, Av. Meridiana, 326, 1r 6a 08027 Barcelona. T.: 93 351 49 01.
• Jesus is Lord Church, c/ Riereta, 37. T.: 636 962 305 or 93 442 91 43. Nondenominational full Gospel, English-speaking. Evening worship, Sundays at 5 p.m.
• St. George’s Church and Community, c/ Horaci, 38. T.: 93 417 88 67. English-speaking Anglican church. Welcomes all protestants to services held every Sunday at 11 a.m.
• Spanish Orthodox Parroquia de Teokotos Church, c/ Aragó, 181. T.: 93 453 25 08.

SCHOOLS

International schools teaching in languages other than Spanish/Catalan:

The American School of Barcelona
c/Jaume Balmés, 7 (Esplugues de Llobregat) T.: 93 371 40 16 or 93 371 50 12.
• Pupils from 3 to 18 years old.
• American curriculum. All teaching in English plus Spanish and Catalan courses in accordance with government requirements.
• Approximately 30 percent of pupils are international students (32 countries represented). 70 percent have either dual nationality or Spanish nationality.

The British School of Barcelona
C/Ginesta (Castelldefels) T.: 93 665 15 84.
• Students from 3 to 18 years old.
• British system and curriculum, can give credits for U.S. universities.
• English and Spanish spoken.
• Bus service provided.

Benjamin Franklin School
c/ Martorell i Peña, 9 (08017 Barcelona) T.: 93 434 23 80.
• 280 pupils from 3 to 18 years old.
• American curriculum.
• Between 80 and 85 percent of teaching is in English.
• 70 percent of pupils are non-Spanish.

Col·legi Europa International School
Av. Pla del Vinyet, 110 (Sant Cugat) T.: 93 589 84 20. europa@intercom.es
• Pupils from 1 to 13 years old. A second phase opens in September with places for another 500 students.
• Spanish curriculum. Option to study for Spanish bachillerato or the international baccalaureate.
• From age three to six children have 80 percent of school day in English. At primary level 50 percent of the classes are in English.
• Approximately 20 percent of pupils are non-Spanish.

Deutsche Schule or Colegio Alemán de Barcelona
Av. Jacint Esteva Fontanet, 105 (Esplugues) T.: 93 371 83 00.
• Independent private German school.
• Pupils from 3 to 18 years old.
• Graduates qualify for entrance to Spanish and German universities.

The English School
Gustavo A. Bécquer, 50/Av. Hospital Militar, 55. T.: 93 213 88 64
englishschool@colegioingles.net
• Pupils from 3 to 12 years old.
• Spanish curriculum with emphasis on English language.
• In kindergarten, teaching is 100 percent in English for three-year-olds, 90 percent for four-year-olds and 80 percent for five-year-olds. In primary, one third of the teaching is in English.
• Approximately 10 percent of pupils are non-Spanish.

ESCAAn
Passeig de les Acàcies s/n, Passeig Isaac Albèniz s/n (Sitges) T.: 93 894 20 40.
• Pupils from 1 to 16 years old.
• English national curriculum.
• All teaching is in English.
• Approximately 20 percent of pupils are non-Spanish.

French Lycée or Lycée Français de Barcelona
c/ Bosch i Gimpera, 6-10. T.: 93 203 79 50
Fax: 93 205 67 58.
• More than 2500 students from kindergarten through baccalaureate.
• French national system of education.
• All levels taught in French with Spanish, Catalan and English as elective courses.
• Students can also qualify for Spanish equivalent diploma.

Kensington School
c/ Cavallers 31-33. T.: 93 203 54 57
• 210 students from 3 to 18 years old.
• British curriculum.
• All teaching is in English. Some Spanish as a foreign language. No Catalan.
• All pupils are non-Spanish.

Japanese School or Colegio Japonés de Barcelona
Camí de Can Graells, s/n Polígon Can Graells (San Cugat) T.: 93 589 33 07.
• Students from 7 to 15 years old.
• Students must have at least one Japanese parent to attend.
• Follows official Japanese program of study.
• School year begins in April, as in Japan.
• Graduates qualify for senior school and university entrance in Japan.

John Talabot School
• Students from 5 to 17 years old.
• Nursery school in English.
• Elementary and secondary school in Spanish with English emphasized.
• Bus and lunch service.

Oak House School
c/ Sant Pere Claver, 12. T.: 93 252 40 20 – 93 252 40 21
• Students from 3 to 17 years old.
• Nursery school in English, elementary school in English and Spanish.
• Bus and lunch service.

St. Paul’s School
Av. Pearson, 39-45. T.: 93 203 05 00,
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stpaul@stpauls.es, www.stpauls.es

- 700 students from 3 to 18 years old.
- Spanish curriculum with emphasis on English language.
- Nursery school is 80 percent in English, primary school is 50 percent in English, and secondary-school teaching is 30 percent in English.
- Approximately 10 percent of pupils are non-Spanish.

St. Peter’s School
C/ Eduard Toldrà, 18. T.: 93 204 36 12.

- 550 pupils from 18 months to 18 years old.
- Spanish curriculum taught in English. Amount of teaching in English varies according to pupils’ ages.
- Approximately 15 percent of pupils are non-Spanish.

Escuela Suiza
C/ Alfons XII, 95-105. T.: 93 209 65 44.

- Students from 3 to 18 years old.
- Swiss and Spanish diplomas granted.
- Teaching in German with Spanish as a second language.

Colegio Zurich
Av. Pearson, 73. T.: 93 203 76 00.

- Students from 3 to 14 years old.
- Bilingual German / Spanish program.
- Nursery school in German only, elementary school in Spanish with German emphasized.

Col·legi La Vall
Ctra. Sabadell a Bellaterra, Km. 4,6. T.: 93 580 37 37.

- Girls’ school.
- Nursery school, elementary school and secondary school.
- Languages: Spanish, Catalan and English.
- Bus and lunch service.

Col·legi La Farga
Carretera de Sant Cugat a Papiol, 36-46 (Mirasol). T.: 93 589 44 64.

- Boys’ school.
- Nursery school, elementary school and secondary school.
- Languages: Spanish, Catalan and English.
- Transportation available.
- Bus and lunch service.

Col·legi Viaró
C/ Alcalde Barnils, 2 (Sant Cugat) T.: 93 589 05 89.

- Boys’ school.
- 1000 students from 3 to 18 years old.
- Nursery school, elementary school and secondary school.
- Students learn in English, Spanish and Catalan. German and French also offered.
- Bus and lunch service.

Col·legi Xaloc
Gran Via, 100 (L’Hospitalet de Llobregat) T.: 93 335 16 00.

- Boys’ school.
- 1500 students.
- Nursery school, elementary school and secondary school.
- Transportation available.

Col·legi Canigó

- Girls’ school.
- Nursery school, elementary school and
secondary school.
• Teaching in Spanish, Catalan and English. Other languages offered.
• Nonnative Catalan students may be exempted from Catalan studies.
• Bus and lunch service.

Col·legi Pineda
• Girls’ school.
• Nursery school, elementary school and secondary school.

SPORTS AND RECREATION

IESE has active Sports Clubs that organize tennis, football, rugby and squash tournaments, as well as a number of team and individual sports. Ski weekends are also a very popular activity. More details will be available later from student organizations.

Good places to jog include Tibidabo, Montjuïc, Ciutadella and the beach. Tibidabo and towns near Barcelona are also great places for mountain biking. Bikes tend to be expensive in Barcelona, so it’s best to bring your own. Carriles de bici (bicycle lanes) have recently been installed on the streets of the city. The Port Olímpic is sometimes populated by more rollerbladers than pedestrians.

Here is some additional information provided by IESE students about specific sports:

GOLF

Club de Golf Sant Cugat
Villa s/n, 08190 Sant Cugat del Vallès. T.: 93 674 39 08 / 93 674 39 58. www.golfsantcugat.com
This course is an 18-hole par 70. Facilities: Changing rooms, lockers, parking, pro shop, putting green, lessons, clubs and a restaurant are available.

Club de Golf Terramar
This course is an 18-hole par 72. Facilities: Changing rooms, lockers, parking, pro shop, swimming pool, putting green, lessons, clubs and buggies for hire, hotel, driving range and a restaurant are available.

Club de Golf Vallromanes
Afueras s/n, 08188 Vallromanes. T.: 93 572 90 64. www.ciao.es/club_golf_vallromanes_130687
This course is an 18-hole par 72. Facilities: Changing rooms, lockers, parking, pro shop, swimming pool, tennis courts, putting green, lessons, driving range, buggies for hire and a restaurant are available.

Real Club de Golf El Prat
Apdo. 10, 08820 El Prat de Llobregat. T.: 93 379 02 78. rcgep@interplanet.es. www.rcgep.com
This course is a 36-hole par 72. Facilities: Changing rooms, lockers, parking, pro shop, tennis courts, putting green,
lessons, clubs, driving range, buggies and a restaurant are available.

SWIMMING

Nou Can Caralleu
Carrer dels Sports, s/n, Sarrià.
T.: 93 203 78 74.
administracio@noucanzaralleu.org Near Exit 9 of the Ronda de Dalt. Bus 66. Only a 3-minute drive or a 15-minute walk from IESE.
Opening hours: 8 a.m. to midnight (Saturday until 9 p.m., Sunday until 5 p.m.) Swimming pool: one is 10 meters long, and the other is 25 meters long. Open-air until October, then indoors. Other services: complete gym with weights, tennis, soccer, basketball, climbing.
www.claror.org

IPFPEP Sant Ignasi Jesuïtes
C/ Carrasco i Formiguera, 32, Sarrià.
T.: 93 602 30 00.
Opening hours: 7 p.m. to 10 p.m. (Saturdays 5 p.m. to 8 p.m.; Sundays 10 a.m. to 2 p.m.) Swimming pool: 25 meters, indoor. Other services: gym, squash.

DIR Diagonal

Piscina Municipal Bernat Picornell
Av. Estadi, 30-40. T.: 93 423 40 41. picornell@seae.es. www.bcn.es/picornell

Club Natació Atlètic-Barceloneta
Plaça del Mar s/n. T.: 93 221 00 10. www.cnab.org

SAILING

Center Municipal de Vela
Moll de Gregal s/n, Port Olímpic.
T.: 93 225 79 40.
www.vela-barcelona.com
Metro L-4 (Vila Olímpica), Buses 41, 45, 59, 71.
Opening hours: daily 10 a.m. to 7 p.m.
Courses: light sailing, cruise boats, windsurfing. Intensive courses (ideal for September afternoons), weekend courses. Check the website for details.

IESE AND TEAM SPORTS

IESE offers IESE MBA students the opportunity to practice team sports using the facilities of the Universitat de Barcelona, which is located close to IESE. Playing team sports through the IESE sports clubs not only provides the chance to prepare for inter-institutional events such as the MBA Paris Olympics Tournament, but is also a great opportunity to network and team-build with your classmates.

TRANSLATION SERVICES

The following translators are licensed by the government of Spain to make official translations from English to Spanish (and those with an asterisk, into Catalan as well as Spanish) of legal documents required when applying for visas, translating a
driver’s license, etc. For more names, visit the American consulate’s website list at www.embusa.es/emba/transla.html

- Eliseo Asturias Codorniu, c/ Mestre Nicolau, 16, 6è 3a. T.: 93 209 75 63 or 93 414 02 89. sterstg@yahoo.es
- Brenda H. Oldham, c/ Calvet 68-70, 2n 2a, 08021 Barcelona. T.: 93 200 44 27 brendaoldham@telefónica.net
- María del Pilar Calbet Rebollo, c/ Déu i Mata, 152, 08029 Barcelona. T.: 93 419 05 58. PILARCALBET@terra.es.
- Sergio Pawlowsky Glahn, c/ Llacuna, 166, 9è, 08018 Barcelona. T.: 93 486 42 80. equarion@teleline.es.
- Mercè Camp Alemany, c/ Camp, 69, Baixos. Barcelona T.: 93 211 44 37. mercecamp@yahoo.es.
- Tradtec, S.L. c/ Calàbria, 241, àtic 2a, 08029 Barcelona. T.: 93 439 2375. tradtec@tradtec.net.

TRANSPORTATION

Public transportation in Barcelona is fairly extensive and very good. For specific questions on public transport, the Ajuntament’s (city government) telephone information service at T.: 010 can help you with transportation issues, as well as with other matters. Alternatively, information on the Internet (including how to get from anywhere to anywhere on public transport) can be found at www.tmb.net

Below is a brief description of each type of public transportation in Barcelona:

The Metro is fast and extensive. The Ferrocarrils de la Generalitat de Catalunya train system (FGC) is similar to the metro, but it runs on its own lines. Transferring between the FGC and the Metro is free with a multi-ride ticket and possible at a few connecting stations throughout the system.

The bus system in Barcelona is more extensive than the Metro. Regular buses run all day and certain lines have a limited all-night service. There are also other private bus lines which run to towns outside Barcelona and to the beaches between Barcelona and Castelldefels. Most long-distance buses leave from the Estació del Nord near the Arc de Triomf and from Sants Estació. Multiple-journey bus and Metro tickets are available and can save you a lot of money. A single-ride ticket costs €1.40. It can only be used on the transport for which it was purchased (no transfers between systems, such as FGC to Metro, Metro to bus, etc.). The T-10 ticket works for FGC, Metro and buses and costs €7.70 for 10 rides. It includes free transfer between systems (FGC, Metro and bus) for up to one hour and 15 minutes from the time the ticket was first validated.

Probably the best deal for someone who uses public transport to get to IESE every day is the T-50/30. It allows 50 rides, including transfers, for a period of 30 days from the day the ticket is first used. It costs around €32.00. Even if you run out of rides before the 30 days are over and need to buy a new one, it is cheaper than the T-Mes pass, unless you really use a lot of rides per month.

If you frequently make more journeys, then
the T-Mes is what you need. It is valid for an unlimited number of rides in a 30-day period, beginning from the date you first use the ticket. It costs around €50.00.

There are also a variety of other passes, including 1-, 3- and 5-day unlimited ride passes, a pass for the airport bus with unlimited rides for 3 or 5 days, Montjuïc pass, etc.

You can find further information at www.tmb.net

RENFE is the name of the national train company. The trains are a comparatively cheap and a fast way to get to the beaches south of the city and throughout Spain. RENFE is connected to the Metro system at Sants Estació, Plaça de Catalunya, Passeig de Gràcia, Arc de Triomf and Clot/Aragó stations. You can find further information at www.renfe.es

Taxis are very easy to find at all hours and not too expensive. Taxis are yellow and black, with a green light on top that indicates that the taxi is available. Passengers should pay the price indicated on the meter, plus supplements for each piece of luggage and airport tax.

TRAVEL/TRAVEL AGENTS

For air travel to and from Barcelona, try going directly to the airlines’ Spanish websites and look for special deals. Several low-cost companies fly into the Barcelona airport and other secondary airports such as the Girona airport and Reus airport. Among these companies you’ll find Ryan Air, Clickair, EasyJet and Vueling.

Air France, Iberia, Lufthansa and British Airways tend to have the best offers with few restrictions on travel dates and times. Many of the travel websites (e.g., Expedia, Travelocity, etc.) have biases towards certain airlines and will not usually give you the best prices, and provide much less consistent information as to availability and fares. Sometimes they do not even allow you to book travel originating outside the United States. Travel agents can be quite helpful, but be sure to check with more than one company, since they tend to have a designated number of spaces allocated to them by the airlines/hotels/etc. Travel agents are, however, ideal when booking rental cars, train tickets and seats on one of the ferries, since they deal directly with the travel providers (i.e., no allocation problems) and can compare options for you.

Some travel agents worth trying: American Express Travel Services, (located right on campus in E-117). You can contact them by e-mail at: ieseamexviajes@aexp.com or T.: 93 205 41 90.

Halcón Viajes, (various locations around the city). Great for booking hotels and rental cars with their discount plan called Weekend Plan. You buy coupons at a fixed price worth one double room in a hotel per coupon. This basically gets you a better
hotel value for the price you pay. Make your reservation on your own or through the agency. The same deal is available on car rental. They also specialize in travel packages.


**USEFUL TELEPHONE NUMBERS**

Mossos d’Esquadra / Catalan Police Force T.: 088 or 93 300 91 91
Fire Brigade T.: 080
Police T.: 091
Guardia Civil/National Police T.: 062
Guardia Urbana/ Local Police T.: 092
Medical Emergency/Ambulance T.: 061
City Information T.: 010
National telephone info. T.: 11888
International telephone info. T.: 11825
IESE Switchboard T.: 93 253 42 00
IESE Fax 93 253 43 43

**4.5 BARCELONA SHOPPING**

**BOOKSTORES**

The following is a list of stores specializing in foreign language publications:

**Garbí**, IESE South Campus/Building B
Av. Pearson 21

**FNAC**, Av. Diagonal, 557 (in L’Illa Shopping Center) and at Plaça de Catalunya, T.: 93 444 59 00. Not only does FNAC have an extensive selection of books in many languages, but it also sells CDs, videos, DVDs, audio equipment and more.

**Alibrí**, c/ Balmes, 26. T.: 93 317 05 78. Primarily a German bookstore, but also sells a selection of books in other languages, most notably in the Penguin Bookstore in the basement. Great philosophy section.

**Altair**, Gran Via de les Corts Catalanes, 616 (between c/ Balmes and Rambla de Catalunya) T.: 93 342 71 71. www.altair.es. This bookstore has an excellent collection of tourist guides and maps in several languages.

**Come-In** (Llibreria Anglesa), c/ Provença, 203. T.: 93 453 12 04. Most of the stock is in English. Bulletin boards out front have postings from people looking for language exchanges, sharing flats and language teachers looking for students.

**Librería Italiana** Rambla Catalunya, 33.
T.: 93 488 18 78. Just as the name indicates.
Bell Books c/ Sant Salvador, 39 (at the corner of c/ Verdi). Good range of second-hand books, mostly in English. Also videos in English for rent.

Jaimes Passeig de Gràcia, 64. T.: 93 215 36 13. Most of the books are in French.


Amazon. When you just can’t find a book anywhere else, or you don’t want to run all over town looking for it, log on to www.amazon.co.uk to have it delivered to your home. The delivery price from the United Kingdom is much more reasonable than trying to get books delivered from the United States. They have an almost identical collection and purchases arrive quickly, even with standard shipping.


BCN BOOKS. You can find this book shop at Rosselló, 24 and at Roger de Llúria, 118.

La Casa del Llibre, Passeig de Gràcia, 62. T.: 902026407 - Fax. 93 487 14 26 pgracia@casadellibro.com. Opening hours 9:30 a.m. - 9:30 p.m.
COMPUTERS

The following is a list of stores specializing in computers:

**Media Markt**, can be found in several locations in and outside the city. www.mediamarkt.es

**PCCity**, can be found in several locations in and outside the city. www.pccity.es

**FNAC**, Av. Diagonal, 557 (in L’Illa Shopping Center) and at Plaça de Catalunya (T.: 93 444 59 00) has a large selection of computers and accessories such as paper, ink cartridges, speakers, disks, etc.

**Miró** various locations. Computers and accessories.

**TechnoPlanet** Via Augusta, 165. Large selection of the latest in computers and accessories.

There are also many small computer stores on Ronda de Sant Antoni near Plaça Universitat. It’s a short walk from Plaça de Catalunya.

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**IESE STUDENT-TO-STUDENT ADVICE ON SHOPPING IN BARCELONA**

The majority of the shopping in Barcelona that you will be interested in is located around Plaça Catalunya. The best areas and streets within these areas are as follows:

- Plaça de Catalunya (Portal de l’Àngel, c/ Pelai, c/ Portaferrissa, Passeig de Gràcia, Rambla de Catalunya).
- El Triangle (shopping center located in Plaça de Catalunya across the street from the beginning of the Ramblas).
- Diagonal (between Plaça Francesc Macià and Passeig de Gràcia).
- L’Illa (shopping center located at Av. Diagonal, 565).
- Pedralbes Center (shopping center located at Av. Diagonal, 615).
GROCERIES

The grocery store you go to will probably depend on where you live. Luckily, every neighborhood seems to have plenty of them. Some will deliver to your home for free if you spend a certain amount or will deliver for a reasonable price. Many also offer client cards which entitle you to discounts and money-back offers. They don’t cost anything and can save you money, so go ahead and get one. Also, most larger grocery stores (i.e., not the corner market) will take credit cards if you show them your driver’s license or passport as identification.

An invaluable item for doing grocery shopping, if you live any distance away from the store or if you prefer to shop weekly instead of almost daily, is a cart to carry the groceries home in. You can get one at a hardware store (ferretería), at El Corte Inglés (just at the entrance to the grocery area) and other places scattered around town.

It is a common practice to have full service in the stores, meaning that the vegetables and fruits, meats, cheeses, fish, etc. are not pre-packaged or bagged by you, but you ask the attendant for them. Sometimes they have a few pre-packaged items that you can pick up without asking for help. Make sure it’s a self-service area before touching anything if you want to avoid getting yelled at!

PHARMACIES/CHEMISTS

Pharmacies are identified by the large green or red cross displayed on the sign. Every neighborhood has several pharmacies. Most medicines are labeled with the price set by the government, so there’s no point in shopping around. You do not need a prescription for most drugs, but you will need to bring with you as much information about the product as you can (ingredients, strength, etc.), so they can find a substitute if your brand is not available here. If you have a particular medical condition for which you need a specific drug, you should bring a supply with you until you can confirm that it is available here. Drugs are much cheaper here than in some countries, so if you can find out ahead of time if it’s available, you may save lots of money by buying it here.

Regular medicines that don’t usually need a prescription, such as pain relievers, cold and cough medicine, etc., are only available at pharmacies, and you must ask the pharmacist for assistance. Over-the-counter medicines are only available at pharmacies (no aspirin or cold medicine is sold at the grocery store, for example).

One pharmacy in each neighborhood will be open 24 hours on a rotating basis. To find out which one is open in your area after hours, call 010 for information or check a local newspaper.