



AGENT'S MANUAL



Calidad certificada por:



Miembro de:



Otras certificaciones:



- Madrid..
- ... and surroundings
- Eureka
- Course and methodology
- Activities and excursions
- Accommodations
- Meals
- Prices



● MADRID...

Madrid, an amazing city

Appart from a commercial, administrative, cultural and leisure centre of Spain, Madrid is a modern, open, cosmopolitan city, friendly with its visitors, whichever his nationality or occupation is.

Culturally, Madrid is the city that possesses the most prestigious museums (Museo del Prado, Centro de Arte Reina Sofía, Museo Thyssen-Bornemisza), with more theatres and ballrooms than any other (Teatro Real, Teatro Español, Joy Eslava, Pacha) and scenario of great historical monuments such as Royal Palace or the Parliament building.

The visitor will enjoy as well of the night life of Madrid, the European capital with the busiest streets at any time day and night. The visitor will never get bored of discovering bars and clubs and their diverse environments.

Gastronomy is another pleasure that every visitor cannot miss and not to enjoy in Madrid: for every single taste and every single pocket. From the luxury restaurants where to savor the most exquisite national and foreign food to the typical bars where to taste the most traditional tapas.

Besides, the sport possibilities of the city are unlimited. You can enjoy jogging at the Retiro Park, cycling around the Casa de Campo, use the numerous facilities to practice sports, and even ski and horse riding in the mountain at the North of the city.



● ...AND SURROUNDINGS

Madrid is the nerve centre of Spain, surrounded by numerous cities with extraordinary historical, cultural and artistic interest, being necessary to highlight:

Toledo (70 km): Imperial Capital with the Emperor Carlos V, it offers us an unique possibility to admire three medieval cultures: Cristian, Arab and Jewish.

Segovia (80 km): It possesses a stunning Roman Aqueduct, an Arabic Fortress and a Gothic Cathedral. 12 Km from Segovia it is placed La Granja, Royal Palace built by Felipe V, copied from Versailles Palace.

Ávila (115 km): There you can walk through the medieval wall, from which there is an incredible view of the city and its innumerable monuments.

Salamanca (200 km): University town, known because of his party and his tapas. Its cathedrals and its Plaza Mayor, the most artistic square, Isabelline-Gothic style, are privileged witnesses of the amazing story of 'La Celestina'.

Cuenca (200 km): The Enchanted City, famous because its Hanging Houses.

EUREKA

EUREKA is located in a historical building, with more than 150 years of antiquity that has been restored and prepared as school. It is located in the city centre of Madrid, between the Puerta del Sol and the Palacio Real (Royal Palace).

EUREKA is close to the main museums such as Museo del Prado, Centro de Arte Reina Sofía, Museo Thyssen-Bornemisza, to historical buildings, as the Royal Palace, the Parliament, the Royal Theatre, Plaza Mayor, to convents: Descalzas Reales and Encarnación, and to monuments including Cibeles fountain, Puerta de Alcalá.



COURSES AND METHODOLOGY

EUREKA is a school dedicated only and exclusively to the Teaching of Spanish as a Foreign Language.

Our teaching staff consists of university qualified teachers and specialised in Hispanic Philology, Classical Languages Philology, Literature, History or Art. All of them have been carefully chosen and trained to teach our exclusive methodology in order to ensure the major success of each participant.

Our method is based on the direct contact between the teacher and the student to create a relaxed atmosphere in which the learning process flows naturally reinforced with practice and communication.



OUR COURSES - GENERAL FEATURES

Our school is open during the whole year. It is only closed the National Holidays (1st of January, 7th* January, 18th and 19th of April, 1st, 2nd and 15th of May, 25th* of July, 15th of August, 9th* of September, 12th of October, 1st of November and 6th, 9th* and 25th of December). If a student takes a two weeks course, holidays will be make up with extra lessons. * The public holidays are not confirmed.

Courses for students with previous knowledge of the language might be started every Monday. Those students who are completely beginners might start in the following dates (the dates could be modified):

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
7th and 21st	4th and 18th	4th and 18th	1st and 22nd	6th and 20th	3rd and 17th

JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
1st and 15th	5th and 19th	2nd, 16th and 30th	14th	4th and 18th	9th

Students with previous knowledge must take an oral and written test in order to find the best group that suits him according to his level. At the end of the course all the students have to take a final exam to obtain a certificate from the school based on the achievements.



A) INTENSIVE COURSES (20 OR 30 HOURS PER WEEK)

These courses are designed for students that desire to learn or improve their competence in Spanish rapidly and efficiently.

Intensive Courses have the following characteristics:

- A maximum of 8 students per class.
- Lessons cover the aspects related to pronunciation, grammar, communication, comprehension, text analysis, writing skills and translation.
- Grammar lessons are taught by the same teacher during the whole course. However, in communication lessons the teacher varies every 3 days so students can listen to different accents and tones of voice.
- Every student needs to carry out a daily work consisting of grammar exercises, vocabulary excises and writing tasks to discuss during the lessons.
- Our students have the possibility to take part in a program of extracurricular cultural activities. excursions, lunch with a teacher from the school and accommodation in host families, shared flats, studies or apartments.

Horario de clases:

Intensive Course - 20 hours per week

Mornings: From 09:00 to 11:00 Grammar Lessons
From 11:00 to 11:30 Break
From 11:30 to 13:00 Vocabulary and Communication

Intensive Course - 30 hours per week

Mornings: From 09:00 to 11:00 Grammar Lessons
From 11:00 to 11:30 Break
From 11:30 to 13:00 Vocabulary and Communication

Afternoons: From 14:20 to 16:00 Vocabulary, communication and exercises
(beginners) or civilization, Spanish culture, History, Art and Literature (intermediate and advanced)



B) COMBINED COURSES: INTENSIVE COURSE + ONE TO ONE

These courses are designed for students that are interested in deeper practice or in studying specific topics related to their interests.

Combined courses have the following characteristics:

- Lessons from 09:00 to 13:00 are the same that in the Intensive Courses.
- In One to One lessons the subject is chosen by the students, according to their interests.

You can choose from two different possibilities of Combined Course:

- A) Intensive Course + 1 private lesson
- B) Intensive Course + 2 private lessons

Lessons schedule:

Course A: Intensive Course + 1 private lesson

Mornings: From 09:00 to 11:00 Grammar Lessons
From 11:00 to 11:30 Break
From 11:30 to 13:00 Vocabulary and Communication

Afternoons: Private lesson from 14:20 to 15:15

Course B: Intensive Course + 2 private lessons

Mornings: From 09:00 to 11:00 Grammar Lessons
From 11:00 to 11:30 Break
From 11:30 to 13:00 Vocabulary and Communication

Afternoons: Private lesson from 14:20 to 16:10



C) EVENING COURSES

These courses are designed for professionals or university students that do not have much time left so they cannot take part of the intensive courses.

These courses will to correct the most common mistakes of students as well as improve grammatical knowledge and colloquial vocabulary.

Lessons have the following characteristics:

- Maximum of 8 students per class.
- The teacher is the same during the whole level. As the students reach higher levels, the teacher varies.
- These courses do not offer the students the possibility to get an accommodation but they can participate in the extracurricular activities and excursions program.

Schedule:

- Option A: Monday and Wednesday from 19:30 to 21:00
- Option B: Tuesday and Thursday from 19:30 to 21:00

D) PREPARATION FOR THE EXAM D.E.L.E.

- Option A: Monday and Wednesday from 17:45 to 19:15
- Option B: Tuesday and Thursday from 17:45 to 19:15

This course only and exclusively covers the preparation for the D.E.L.E. exam.

E) ONE TO ONE

These courses are intended for students that have limited availability or that are interested on a specific subject like Business Spanish, Legal Spanish, or another one related to your demand.

The teacher prepares the lessons according to the necessities of each student.

F) COURSES 50+

These courses are designed for adult students, over the age of 50, who are willing to have a more relaxed grammatical instruction than the one in Intensive Courses, as well as a greater number of cultural activities. In case there is a student, under 50, that wishes to take part of these courses, he would be accepted.

During the mornings, from Monday to Friday, students will take the Spanish Course. The aim of this is that the student works and acquires competence to get on in daily life: going shopping, booking a hotel, asking for information of a place, etc.

During the afternoons, the school will offer cultural activities (museums, theatre plays, concerts, etc.) and playful activities (gastronomy lessons, dancing lessons, wine tasting lessons or walks around the city). On weekends we will offer excursions to nearby cities like Toledo, El Escorial, Segovia, etc.

Dates 2019:

From the 6th of May to 31st of May

The courses have a duration of 1 up to 4 weeks, though the optimum would be a minimum of two.

G) DANCE COURSES AND COOKING COURSES

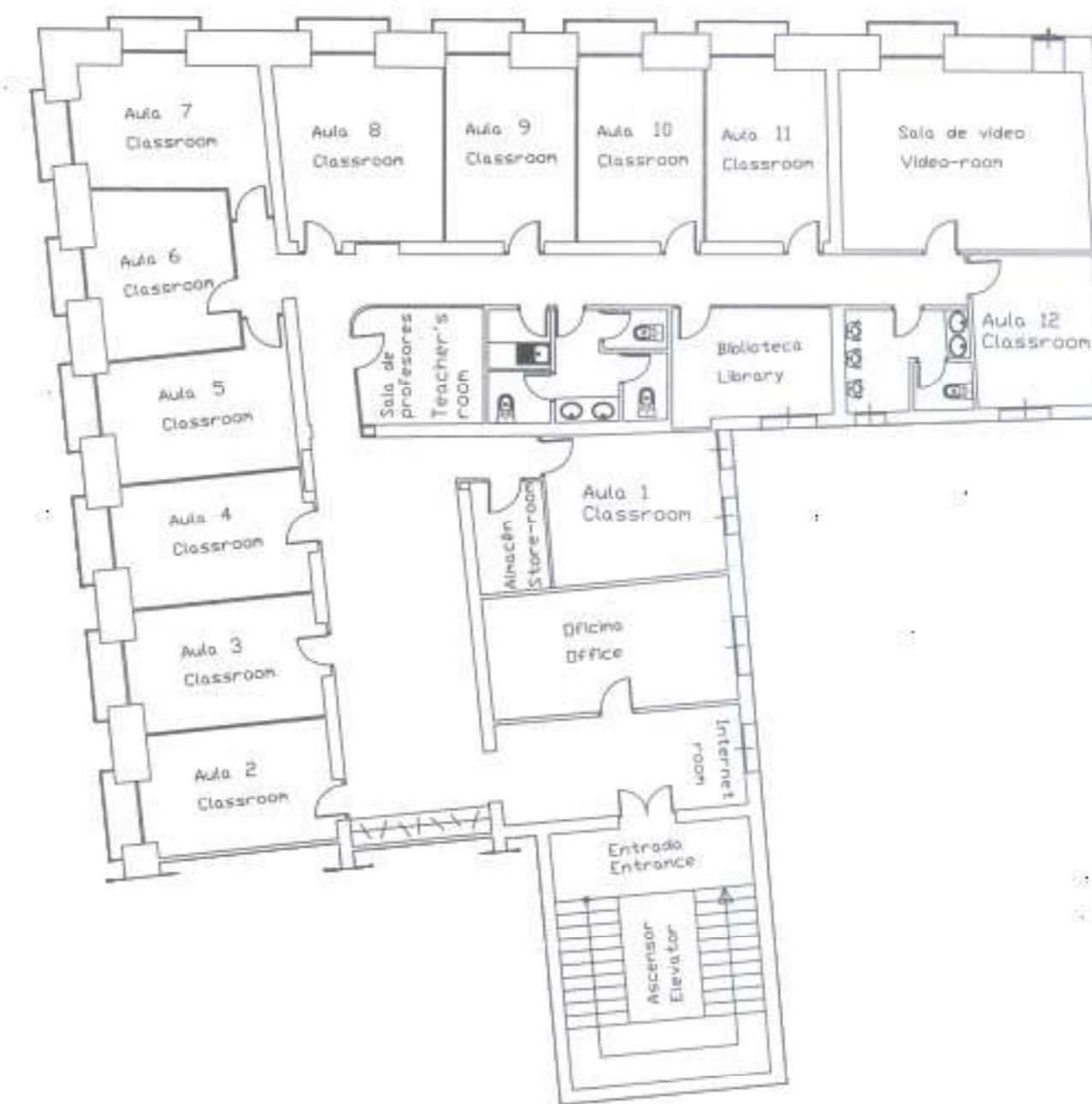
In our cooking classes we teach students how to make the typical Spanish food: gazpacho, paella, Spanish tortilla, etc, and drinks, like sangría. Our teachers not only show the way to prepare a food but also use the lesson to teach the vocabulary and idioms related to gastronomy.

Dancing classes are an introduction to latin rhythm and steps.

These courses are offered as a complement of the Intensive Courses or One to One.



PLAN OF THE SCHOOL



ACTIVITIES AND EXCURSIONS

The students can take part in a program of activities and excursions as additional program for the course. The objective of this is to offer the students the possibility to know the art, the history and the culture of Spain.

The price includes tickets and the school guide for the activities and tickets, school guide and transportation in a private bus for the excursions.

SOME OF OUR ACTIVITIES:

A walk around the ancient part of Madrid: We visit the Austrias area and we get to know more about the History of Puerta del Sol, Plaza mayor, etc. as well as the History about the streets of old Madrid.

Prado museum: We visit the most important art gallery in Spain and one of the most importants of the world where we study Goya's, Greco's and Velazquez's paintings.

Reina Sofía Art Center: Modern art Spanish museum showing Juan Gris's, Miro's, Dali's and, of course, Picasso's paintings (including his most famous painting, 'El Guernica').

..AND OUR EXCURSIONS:

El Escorial: Monastery built by Felipe II in the 16th Century.

Segovia: famous for its Roman aqueduct, the Alcázar and the Cathedral.

Toledo: The Imperial Toledo. Headquarter of the court during the reign of Carlos V. The Cathedral, the Church of Santo Tomé, the house of El Greco, San Juan de los Reyes and the sinagogues are its signs of identity.

ACCOMMODATION

A) SPANISH HOST FAMILIES

All the families that work with EUREKA live maximum 20 minutes by bus or metro far from the Academy. All of them have been carefully selected in order to offer the most familiar relation.

The price of the accommodation in a host family includes:

- Single room perfectly equiped with desk, desk lamp and heating.
- Change of linens and towels weekly.
- Laundry once a week.
- The key, with which the student can go out at any time freely.

The students have the possibility to have lunch with either the host family or a teacher from the school at a restaurant.

- Accommodation + half board (breakfast and dinner)

B) HOTELS AND HOSTELS

If a student wants to stay at a hostel or a hotel nearby the school, we can make the reservation. The price of a hotel may vary between 80 and 200 euros per day. The price of a hostel may vary between 45 and 70 euros per day.

C) STUDENTS RESIDENCES

The student residences are close to the school. The student can choose between a single room or a shared room.

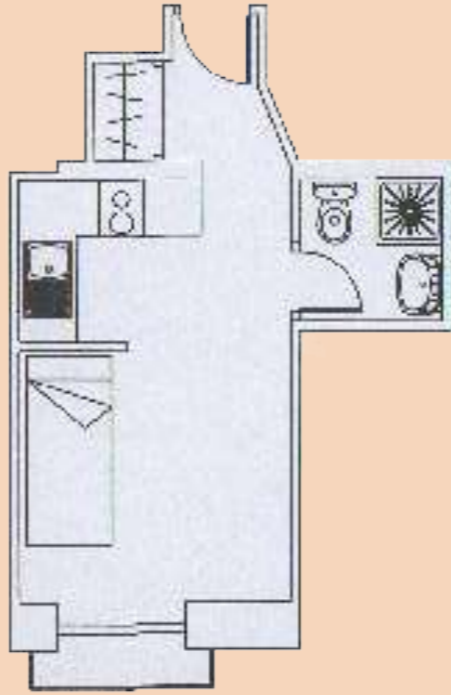


D) STUDIO FLATS

The school has got 12 studios. We offer 6 in the same street of the school and 6 more in a building located 3 minutes walking. Studios consist of a living room-bedroom, bathroom and kitchen.

The price of the studio includes all the costs related to gas, water, electricity and community fees. TV, air conditioner, heater, washing machine, fridge and microwave or oven are also provided. All the studios have got Internet access by WIFI. They do not have phone lines.

Studios are for only one person. In case a student applies for two people in the same studio, (another student or visitor) the price would be increased in 15 euros per day (minimum 2 nights).



E) SHARED FLATS

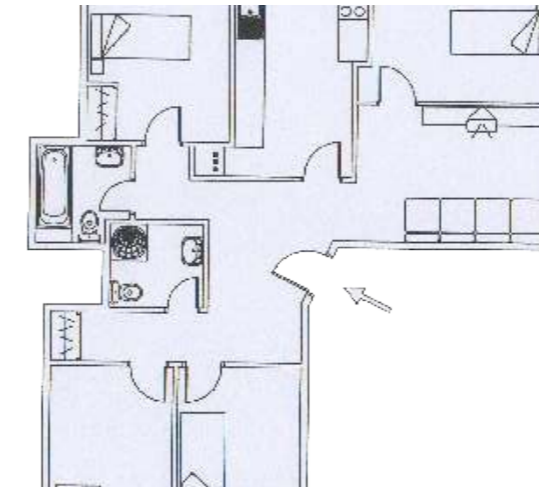
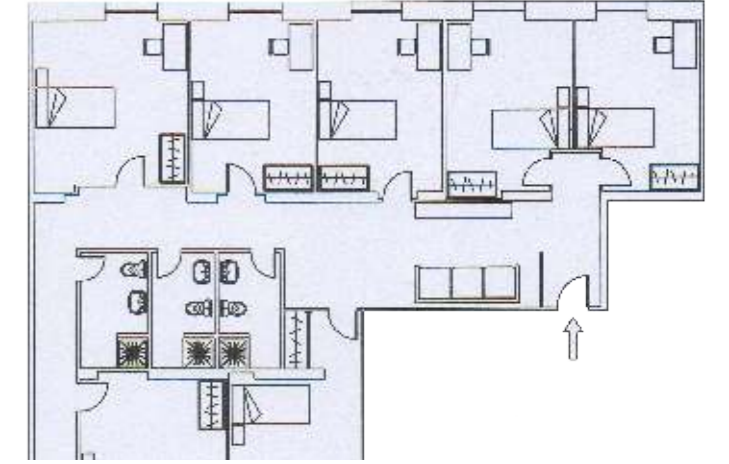
- In the same building of the school

We offer a shared flat in the same building of the school with 7 bedrooms, 3 bathrooms, living room and kitchen. The flat is equipped with TV, washing machine, microwave, fridge and heaters. All the shared flats are provided with Internet connection (WIFI).

If a student has a visitor staying at his room, the price is 15 euros per day. We can add an extra bed in the bedroom (minimum 2 nights).

- 15 minutes by metro from the school

We offer shared flats with 4 and 6 bedrooms. These flats are located 15 minutes by metro from the school. Each flat has got living room, kitchen and two bathrooms. All the flats are equipped with TV, washing machine, microwave, fridge, heaters and WIFI connection. If a student has a visitor the price is 15 euros per day. We can add an extra bed in the bedroom (minimum 2 nights).



MEALS

EUREKA offers different options for meals, as students can choose between having lunch by their own, have it with a teacher from the school or have it at their host family's, if that is the accommodation.

From Monday to Friday, students may have breakfast in a cafeteria located close to the school and lunch with a teacher in a nearby restaurant.

When having lunch with one of our teachers, students have the opportunity to practice the language, since this teacher will try to establish a conversation in the group. Besides, the students have also the opportunity to meet other students, creating a comfortable and familiar environment at the same time that we offer the students 4 different set menus to choose and eat whatever he likes more.

Students are allowed to decide to go or not to go everyday and to pay it at the end of every week. The price of each menu is 12 euros.

Those students staying at a host family can choose between having lunch with a teacher at a nearby restaurant or at the family's during the whole week.

OPTIONS	PRICE
Accommodation and half board (breakfast and dinner)	+ 210 € per week

In case the student prefers to have half board at the family's place and lunch from Monday to Friday with the school, it is possible. The price of this option would be 270 euros per week.



PRICING TABLE - 2019

SPANISH COURSES

(Maximum 8 students per class)

INTENSIVE, SUPERINTENSIVE AND COMBINED COURSES

Enrolment: 40 euros

Duration	Intensive	Super-intensive	Combined A	Combined B
1 week	200 euros	260 euros	360 euros	515 euros
2 weeks	375 euros	495 euros	690 euros	975 euros
3 weeks	535 euros	715 euros	990 euros	1.420 euros
4 weeks	685 euros	925 euros	1.280 euros	1.835 euros
5 weeks	835 euros	1.135 euros	1.570 euros	2.250 euros
6 weeks	985 euros	1.345 euros	1.860 euros	2.665 euros
7 weeks	1.135 euros	1.555 euros	2.150 euros	3.080 euros
8 weeks	1.285 euros	1.765 euros	2.440 euros	3.495 euros
+ 1 week	+ 135 euros	+ 195 euros	+ 270 euros	+ 410 euros

Course: Includes the level test, books and material, lessons, Internet access, audiovisual room, final test, final certificate, and one activity free per week.

ONE TO ONE COURSES

Enrolment: 40 euros

OPTION	PRICE PER WEEK
A.- 2 lessons per day (1'50 hours)	300 euros
B.- 3 lessons per day (2'45 hours)	450 euros
C.- 4 lessons per day (3'40 hours)	580 euros
D.- 5 lessons per day (4'35 hours)	720 euros
E.- 6 lessons per day (5'30 hours)	870 euros
F.- 7 lessons per day (6'25 hours)	1.010 euros
G.- 8 lessons per day (7'20 hours)	1.140 euros
8 weeks	1.285 euros
+ 1 week	+ 135 euros

Course: Includes the level test, book and material, lessons, Internet access, final test, final certificate and a free activity per week. The course is mandatory. Activities, accommodation, lunch and transfer from the airport are optional.

EVENING COURSES

Enrolment: 40 euros

Schedule	4 weeks	12 weeks
Monday and Wednesday A) 19:30 - 21:00	100 euros	270 euros
Tuesday and Thursday B) 19:30 - 21:00	100 euros	270 euros

Course: Includes the level test, material, lessons, Internet access, audiovisual room, final test and final certificate. The price does not include books.

D.E.L.E.
(Maximum 8 students per class)
(Preparation for the exam)

Enrolment: 40 euros

Schedule	4 weeks	6 weeks
Monday and Wednesday A) 17:45 - 19:15	120 euros	180 euros
Tuesday and Thursday B) 17:45 - 19:15	120 euros	180 euros

Course:- Includes the level test, material, lessons, Internet access, audiovisual room, final test and final certificate. It does not include books.

PRIVATE LESSONS

Enrolment: 40 euros

A.- At the school: 35 euros per lesson (55 minutes) B.- At home/office: 50 euros per lesson (55 minutes)

Course:- Includes the level test, material, lessons, Internet access, audiovisual room, final test and final certificate. It does not include books.



ACCOMMODATION

FAMILIES

Duration/Option	Single Room	Double Room
1 week	120 euros	210 euros
2 weeks	240 euros	420 euros
3 weeks	360 euros	630 euros
4 weeks	480 euros	840 euros
+ 1 week	+ 120 euros	+ 210 euros
Extra night	25 euros	40 euros

SHARED FLAT IN THE SAME BUILDING

Duration/Option	Single Room	Double Room
1 week	175 euros	250 euros
2 weeks	310 euros	420 euros
3 weeks	430 euros	590 euros
4 weeks	550 euros	760 euros
Additional Week	+ 150 euros	+ 220 euros
8 weeks	1.100 euros	1.520 euros
12 weeks	1.650 euros	2.280 euros
Extra night	35 euros	50 euros

SHARED FLAT CLOSE TO THE SCHOOL

Duration/Option	Single Room	Double Room
1 week	150 euros	220 euros
2 weeks	260 euros	370 euros
3 weeks	375 euros	540 euros
4 weeks	475 euros	610 euros
Additional week	+ 130 euros	+ 190 euros
8 weeks	950 euros	1.220 euros
12 weeks	1.425 euros	1.830 euros
Extra night	30 euros	45 euros

STUDIO

Duration/Option	Habitación Individual	Habitación Doble
1 week	300 euros	400 euros
2 weeks	525 euros	640 euros
3 weeks	740 euros	900 euros
4 weeks	900 euros	1.100 euros
Additional week	+ 250 euros	+ 310 euros
8 weeks	1.800 euros	2.200 euros
12 weeks	2.700 euros	3.300 euros
Extra night	45 euros	55 euros

ACTIVITIES

(Mínimo 7/10 estudiantes)

Duration	No. of activities	Price
1 week	2 activities (one free)	10 euros
2 weeks	4 activities (two free) + 1 excursion	60 euros
3 weeks	6 activities (three free) + 1 excursion	70 euros
4 weeks	8 activities (four free) + 2 excursions	120 euros

Activities.- Includes 2 cultural activities (one free) per week in Madrid and 1 excursion every two weeks to close cities. The price per activity is 10 euros, the price per excursion is 40 euros. The price includes the guide from the school, tickets for entrance and transportation by private bus in excursions. (We offer the cultural program in Madrid for minimum of 7 people and excursions for a minimum of 10 students).

LUNCH

With school	Per day	From Monday to Friday
Breakfast at a cafeteria	3 euros	15 euros
Lunch with a teacher at a restaurant	12 euros	60 euros
With a Spanish family		During all the week
Half-board		90 euros

TRANSFER FROM THE AIRPORT TO ACCOMMODATION:

50 euros (1 person) or 60 euros (2 people)

www.eurekamadrid.com