



# Residence Hall Reyes Católicos Segovia Campus



Enter Campus Housing SL



The residence management is aware of the need of students who come from other regions and abroad to find an ideal place to live during the course of their higher studies. At the Reyes Católicos Residence you will find all the necessary services.





## 4 The Reyes Católicos Residence Hall

The Reyes Católicos Residence Hall is located on the Segovia Campus in the heart of the city's green belt.

### THE RESIDENCE

The fully refurbished Residence Hall offers forty-three single rooms. All rooms are equipped with en suite bathroom, telephone and wireless internet connection. The rooms are fitted with bed and bathroom linen and are cleaned regularly.

Its location, within the university itself, allows you to enjoy all the services of the center. The residence hall guarantees proper management with the application of its Residence Regulations, the IE University Code of Ethics and other internal regulations of IE University and of the Residence itself.



An example single room.



## 5 Reserving your place and terms of payment

We are aware of the economic effort that transfer students and their families have already made to be able to begin their university studies.

### RESERVING YOUR PLACE

Places for new students can be reserved from **November 1st** and onwards until places are full. Your reservation will be effective once you have paid the **950€** deposit, which can be done at the same time or after as your academic Place Reservation, and have completed the **Residence Hall Application Form**.

The deposit (**non-refundable**) may be paid by bank transfer or through the secure payment platform:

- Bank Transfer to Enter Campus Housing, S.L.:  
NOVO BANCO account number:  
ES85 0131 8999 4027 3900 0237  
SWIFT: BESMESMM
- Through the following secure payment platform:  
[entercampusie.flywire.com](https://entercampusie.flywire.com)

### DOCUMENTS NECESSARY TO REQUEST THE PLACE RESERVATION

- The Residence Hall Application Form which you have completed and signed.
- Proof of payment of the deposit (non-refundable).

### TERMS OF PAYMENT

Students who pay their deposit (and the first bimonthly payment) by bank transfer must send a copy of the transfer receipt by email. Remember to include the student's full name and "Residence Hall" as the reference.

The deposit will be reimbursed to students who have remained in the Residence Hall until the end of the academic year, subject to any deductions for damages or any other costs incurred. **Students who do not take their place in the Residence shall not be entitled, under any circumstances, to a reimbursement of the deposit nor to any other payments already made.**

**The rooms** will be allocated after June 1st, upon receiving renewal confirmation from current students, and **will be given in the order in which the reservations were made**. At this time, all applicants will be sent an email with all of the pertinent information and documents (Residence Hall Contract, payment methods, etc.) so that they are able to complete their registration within the next 10 days. For those who have been assigned a place at the Residence Hall, registration will only become official and final once the first bimonthly payment has been made, always before **August 15th**, and the receipt of payment along with the required documents are sent by email to the Residence Administration. The payment receipt should include the student's full name and indicate "First bimonthly payment of Residence" as the reference.



The residence has excellent outdoor areas



#### DOCUMENTS NECESSARY TO CONFIRM THE PLACE RESERVATION

- Residence Contract which you have completed and signed
- Proof of having completed the first bimonthly payment, before August 15th
- Passport size photo
- Photocopy of student's National Identity Card or passport
- Photocopy of a national health card or health insurance

#### REQUIREMENTS FOR RESIDING IN THE RESIDENCE HALL

All persons seeking accommodation at the Residence Hall must meet the following requirements:

- Have provisional or definitive admissions to IE University

- Have made your academic Place Reservation.
- Make the corresponding Residence payments: Deposit and the first bimonthly payment
- Accept the Hall of Residence Rules & Regulations
- Have submitted all required documents before August 15th

#### ANNUAL TERMS

Students who apply for accommodation are required **to commit to paying the accommodation fees for the entire academic year, including internships held/attended at the Segovia Campus.**

Abandoning your place (voluntarily or involuntarily) will not entitle you to a reimbursement of payments already made, or exempt you from the obligation to fulfill the payment schedule for the rest of the academic period.

## Day to day life at the campus to residence

We have included lists of services and the facilities at the Residence, and we hope they can provide further answers to any doubts you may have.



#### RULES

Students are free to come and go 24/7. IE University trusts its students to behave responsibly and respect the rights of other residents. There should be no excessive noise, especially between 11pm and 9am. Visitors are permitted from 10am to 10pm. A record will be kept for security reasons of all students who leave and enter the residence during the night. **Students who intend to spend a night or the weekend away from the Residence Hall must inform the Residence Hall managers in advance.**



#### QUIET HOURS

Quiet hours are after 11pm. **It is the responsibility of each student to be respectful of others in the residence.** The celebration of parties inside the residence, rooms, corridors, stairs, common rooms, gardens and outdoor areas of the residence is strictly prohibited.



#### TELEPHONE AND INTERNET CONNECTION

A wireless Internet connection is available from all rooms. This wireless connection is the same one use by the students all around Campus. To use this connection, users will require a compatible computer with the standard IEEE 802.11 Wireless LAN. Internet access (restricted) is included in the monthly rent.





### MEALS

The meal service operates **from Monday to Saturday**. No meals are served on Sundays or holidays. **Three meals are served daily in our dining hall: breakfast, lunch** (1st course, 2nd course, side dish and dessert) **and dinner**, at hours that are compatible with academic class schedules. Students who wish to eat outside of those set meal times as well as food or drinks not included in the menu must pay directly at the cafeteria.



### CLEANING SERVICE

Student bedrooms and communal areas are cleaned daily (except on Sundays and holidays) by the Residence Hall cleaning service. **It is a requirement that students make their beds and pick up their personal belongings**, or their room will not be cleaned.



### LAUNDRY SERVICE

**There is a weekly bed linen and towel laundry service.** Resident students may also bring and use their own towels and/or bed linen and wash them themselves. **A laundry service is also available and students are charged per kilogram.** Garments requiring ironing are subject to an additional charge. Students may wash their own clothes using coin operated machines (washers and dryers) provided by the Residence Hall.



### FURNITURE AND ELECTRICAL APPLIANCES

Students may bring their own study lamps, computers or any other items required for their studies. For safety reasons, kettles, all types of heaters, microwave ovens, and other devices with an electrical element or which could produce flames and/or smoke are not allowed. If you want to bring a mini fridge (not necessary), the measurements cannot exceed 50cmx50cmx50cm. In the **Common Room** students have two microwaves, a fridge, an electric kettle for boiling water and a sandwich maker.



### ACTIVITIES

The Extracurricular Activities Department organizes events and activities throughout the year, on campus as well as in Segovia and the surrounding area. This includes regular conferences, guest speakers, exhibitions as well as sport activities which includes football, tennis, basketball and skiing. Additionally activities and events are organized for the creative arts in areas such as music, photography and creative writing. We also encourage and assist our students in forming their own clubs based on their particular interests and hobbies. Our aim is to help our residents to integrate into the university life while fostering a strong sense of university community amongst our students.





# Alternative accommodation options

The Student Services department at IE University provides students with a number of resources designed to help students find suitable accommodation: this includes off-campus residences, flats, rooms and host families.

We also provide information on shared rooms and flat offers from existing students.

## Contact us

**REYES CATÓLICOS RESIDENCE HALL**  
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[esmeralda.garcia@ie.edu](mailto:esmeralda.garcia@ie.edu)

**FOR OTHER ACCOMMODATIONS**  
**IEU Student Services**

T. +34 91 568 98 96

[ieustudentservices@ie.edu](mailto:ieustudentservices@ie.edu)







### **MADRID CAMPUS**

María de Molina 11  
28006 Madrid, Spain

### **SEGOVIA CAMPUS**

Campus de Santa Cruz la Real  
Cardenal Zuñiga 12  
40003 Segovia, Spain

[www.ie.edu/university](http://www.ie.edu/university)

Don't forget to check out our blog:  
[drivinginnovation.ie.edu](http://drivinginnovation.ie.edu)

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