

Dear Sir/Madam,

As requested, please find attached/enclosed the different documents and forms necessary when applying for admission in our students' Residence.

Should you agree with the content of the information therein, and wish to start the APPLICATION PROCESS, you will need to take the following steps:

1. Fill out and complete the PERSONAL DATA form.
2. Include TWO PHOTOGRAPHS of the applicant, ID size.
 - Deliver these requirements, as soon as possible and in an effective way, by:
E-Mail / Registered Mail /Hand-Delivery
3. INTERVIEW: We must become acquainted. That is the purpose of our interview. Contact us on the phone to ask for an appointment, so a convenient date can be found for all concerned.

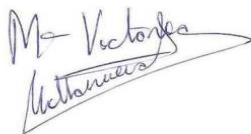
PLEASE NOTE:

- When can you ask for an appointment? From the very moment you receive these documents. We insist, call us and we will fix time and day of the interview, even if the date is not an immediate one. Of course, this is independent of exam results, which shall be submitted when available.
- Fill out all the written information required on our WEB:

residencia@residenciauniversitariaspinolamadrid.es

Finally, we would like to thank you for applying for a place in Cardinal Spínola Residence and we look forward to having your daughter here soon.

Sincerely,



Signed: Mª Victoria Villanueva Quirós