



Cronopios  
Idiomas  
Madrid



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# STUDENT GUIDE

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## 1

## THE SCHOOL

Our school specialises in teaching Spanish as a foreign language and is accredited by the Instituto Cervantes, which guarantees the quality of our teachers and the quality of our courses and facilities. We are located right in the centre of Madrid, in the Jerónimos neighbourhood, very close to the city's main museums and cultural centres and opposite El Retiro Park.

### About us

We are a cooperative: this means that the teachers and administration staff are the owners and managers of the school. Teamwork is our priority and we make decisions about the school together. The team all have permanent contracts, which gives stability to the teachers and improves the quality of teaching.

At Cronopios Idiomas we operate according to the principles of social economics: democracy, solidarity and environmental responsibility.

### Opening hours

The school is open from Monday to Friday, from 8:30 a.m. to 5:30 p.m. All our courses take place within this time frame. During this time our facilities are available to all registered students who wish to make use of them.

### How to get here

We're located at 12 Calle de Espalter.

**Metro:** The nearest metro stops are Atocha Renfe (line 1) and Retiro (line 2).

**Bus:** There is a stop on line 19 right in front of the school (C/ Alfonso XII, 46). At the Carlos V roundabout and Atocha Station there are bus stops for the following lines: C1, C2, 001, 10, 14, 24, 26, 27, 32, 37, 45, 51, 57, 85, 86, 141.

**Train:** All the Madrid suburban train lines, the 'cercanías', pass through the Atocha Renfe station (10 minutes on foot from the school).

**Car:** The school can be easily reached by car, taking into account the traffic in the area, the limited parking spaces and their reduced hours.

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## OUR COURSES

Our teaching approach is based on personalized attention and a close, welcoming learning environment. At Cronopios Idiomas, classes are held in small groups, allowing students to actively participate and receive individual guidance from experienced teachers.

**Intensive 15:** A balanced option ideal for A2 and B+ levels, with 15 group lessons per week, focused on reinforcing grammar, expanding vocabulary, and building confidence at a steady pace.

**Intensive 20:** Our most popular course, suitable for all levels, with 20 group lessons per week. Designed for students seeking full immersion and consistent progress in real-life communication.

**Private Lessons:** Fully personalized one-to-one sessions, available as a standalone option or as a complement to any intensive course. Lessons are tailored to your goals, schedule, and specific needs, including exam preparation.

## Levels

The school's courses are governed by the levels of the [Common European Framework of Reference for Languages](#). In addition, our courses divide the six levels of the framework into weekly sub-levels. The school will assign you to the group and level that best suits you.

With any of our intensive courses, the progression of levels is as follows

Level A1: 7 weeks · 115 hours. Level A2: 5 weeks · 82 hours. Level B1: 9 weeks · 148 hours.  
Level B2: 11 weeks · 180 hours. Level C1: 12 weeks · 180 hours.

This progression is dependent on regular attendance by the student, as well as the completion of additional work recommended by the teacher.

## Group and level changes

If you feel that your assigned level is not suitable for you, if you are unable to follow the progression of the class, or you wish to comment on anything else concerning your group or level, please contact the administration.

## Certificate

At the end of your course, and with a minimum attendance of 70%, we will give you a certificate of attendance and achievement, which specifies the course taken, the contents and general skills of the course, and the level reached.

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### LIBRARY AND AFTER SCHOOL ACTIVITIES

To continue practising Spanish outside when away from home, it is best to make use of the resources offered by the school.

The library is open during the school's opening hours, and all its materials are freely accessible. We have several collections that you can borrow at home: Spanish literature, Latin American literature, graded readers, and Spanish films.

The loan periods are one week for films and 15 days for the books.

Another good way to practice Spanish is to participate in the cultural and leisure activities that take place every afternoon after classes. These are included in all the courses and the program varies throughout the year. Please consult the board in the student lounge or the organizer.

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### PRACTICAL INFORMATION

#### Transport

Both the metro and the bus network are efficient and reach almost every corner of Madrid. The timetable of the metro is from Monday to Sunday from 06:00 to 01:30 at night, and that of the buses is, in general, between 06:30 and 23:30. After this there is an alternative network of night buses that connect the centre with all the districts.

You can find more information about routes, timetables and fares on the websites of [Madrid Metro](#) and [EMT](#) (buses).

If you are staying in Madrid for more than a month, it is best to buy a monthly transport pass, which is valid for unlimited use of any means of public transport for 30 days from the first use.

To get one, apply online on the [Public Transport Card](#) website, or make an appointment and get it from one of the many offices available. If you are only going to spend a few days in Madrid, the best thing to do is to buy the Multi Card, in the automatic machines of the Madrid Metro or in a tobacconist's, it costs 2.5 euros and can be charged with single journeys or 10 journeys, both on the metro and on the bus, among others.

To get to the airport from the school, it is best to take the [Airport Express](#) bus, at Plaza de Cibeles, or take the subway at Atocha Station, or the suburban train (line C1, only to Terminal 4).

## Health care

If you are a citizen of the European Union and you are travelling with your European Health Insurance Card, you can access free health care in the [Health Centres and Hospitals of the Community of Madrid](#). If you need to take out medical insurance, we recommend that you contact [Sanitas](#).

## Banks and insurance

To open a bank account, a valid identity card is required in the case of EU citizens. For the rest, there may be special conditions, such as proving a fixed monthly income. Some banks near the school with attention in English are

Caixabank (Paseo del Prado, 22), Bankinter (Calle Juan de Mena, 21) or BBVA (Calle de Juan de Mena, 1)

For insurance purposes, we recommend that you contact [Sanitas](#).

## Telephone

To get a SIM card with a Spanish number, you can go to one of the shops of the major telephone operators.

The closest ones are the Orange and Vodafone shops in Puerta del Sol. In general, there are shops of telephone operators in all neighbourhoods and in most shopping centres.

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## LEISURE RECOMMENDATIONS

### Eating and drinking

In the Jerónimos neighbourhood there are some options to eat and drink well, such as:

**El 17 de Moreto:** delicious and varied food, with Andalusian breakfasts and brunch. Calle Moreto, 17.

**Cafetería Los Jerónimos:** to have a beer or a sandwich or a daily menu. Calle de Moreto, 9.

**Taberna inglesa Gaudí:** daily menu and rations next to El Retiro park. Calle de Valenzuela, 10.

**Vienna Capellanes:** spectacular cakes and food for both local and takeaway meals. Specialists in sandwiches. Calle de Ruiz de Alarcón, 9.

In the nearby neighbourhood of Las Letras (about 5 minutes walk from the school) there are also many options to eat and drink well. We mention only some of them, since the catalogue is immense and can be discovered with a quiet walk:

**Neyla:** neighbourhood bar with daily menu and varied snacks. 41 Santa María Street.

**Cervantes Pizzeria:** Pizzeria with daily menu. Calle León, 8.

**El fogón verde:** Great vegetarian food. Calle Alameda, 4.

**El Hecho:** for good mojitos. Calle Huertas, 56.

**Naturbier:** beer and tapas. Plaza de Santa Ana, 9.

There is a huge range of accommodation on offer in Madrid, and the best thing is that you discover it for yourself. In any case, a good website to find last minute offers is [eltenedor.com](http://eltenedor.com), or [atrapalo.com](http://atrapalo.com).

## Entertainment

To consult all the programming in public cultural centres, you can consult the website <https://www.madridcultura.es/>, which is updated daily.

For cinema, restaurants, art, and leisure in general, it is best to consult the [El País Leisure Guide](#). Furthermore, in Madrid there are numerous cultural and creative centres where you can enjoy exhibitions, activities, concerts, theatre, talks, etc. For example, [the Matadero](#).

## Museums

The [Prado Museum](#) is a 2 minute walk from the school. The [Thyssen Bornemisza Museum](#) and the [Reina Sofia Museum](#) are also just a few minutes walk away. They have different schedules, and prices that depend on your age or occupation.

The Prado Museum is open free of charge from Monday to Saturday from 6pm to 8pm, and on Sundays from 5pm to 7pm. The Reina Sofia Museum is free Monday, (Tuesday closed) and Wednesday to Saturday from 19:00 to 21:00 and Sundays from 14:30 to 19:00.

## Sports

Madrid has public sports centres in all its districts. You can find a list of all of them, with prices and access conditions, on the [Madrid City Council website](#).

The public swimming pools are normally open from 20 May to 17 September, with [special opening hours and rates](#).

There are also many sports facilities and private gyms distributed throughout the city.

**6****ADMINISTRATIVE MATTERS**

Our school is located at 12 Espalter Street, in the centre of Madrid.

The contact channels are our telephones: (+34)915222014, (+34)660754138, and our e-mail: [hola@cronopiosidiomas.com](mailto:hola@cronopiosidiomas.com)

The company details are:

Cronopios Idiomas S.Coop.Mad., a company registered in the Community of Madrid's Register of Cooperatives, with number 28/CM-5131, and with Tax Identification Number 86423860.

**7****ACCOMMODATION**

Cronopios Idiomas does not arrange accommodation using intermediary agencies. We believe that providing accommodation is an essential service to facilitate the stay of many of our students in Madrid, but we do not want to contribute to the growing property speculation in Madrid. For this reason, we only charge a small management fee for the search and booking, and we give priority to homestays with families.

The particular conditions of your homestay can be found in your accommodation contract.

For other types of accommodation, we can recommend hotels and hostels in the area. Ask at the reception.

**8****SUGGESTIONS AND FEEDBACK**

The school accepts opinions and suggestions through e-mail and also provides a survey to students at the end of their course, asking about their general experience at the school, as well as about cultural activities and accommodation, in case this has been contracted.

We strongly encourage you to express your opinion, it is very important for the continuous improvement of the school.

To guarantee harmonious coexistence in the school, the work of the teachers, and the education of all students, there are some rules of coexistence set out in all the classrooms and on the board in the student's room.

These are mandatory. It is the school's obligation to ensure that they are complied with. In case of serious disruption caused by any student, the school reserves the right to terminate their contract.

**Punctuality.** It is important to arrive at the time the class begins so as not to disturb the group dynamic.

**Attention.** During the class, turn off your mobile phone. You will learn faster if you are focused and your classmates and teacher will appreciate it.

**Constancy.** Do the homework that the teacher tells you, so that your learning is as balanced as possible.

**Respect.** Many students from many different countries learn together at this school, so respect each other's cultural differences.

**Attendance.** We study in groups and that is why it is important to come to class every day, to be able to follow the rhythm of the whole group and participate in the activities that the teachers prepare.