

# Exchange

## Student Guide

All you need to know  
about your exchange  
at EDEM.

EDEM

This is where your  
experience as an  
*incoming student*  
at *EDEN* starts.

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# About us

## EDEM School of Business

EDEM is a Business School located in Valencia and established as a private non-profit foundation. Our mission is to train managers, executives and entrepreneurs and promote leadership, entrepreneurial spirit and culture of effort, being a source of talent for society.







About us.

*\*EDEM  
students in  
front of our  
facilities at  
Marina de  
Valencia.*



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*\*View of EDEM's  
facilities from  
the quay dock.*



# International Office

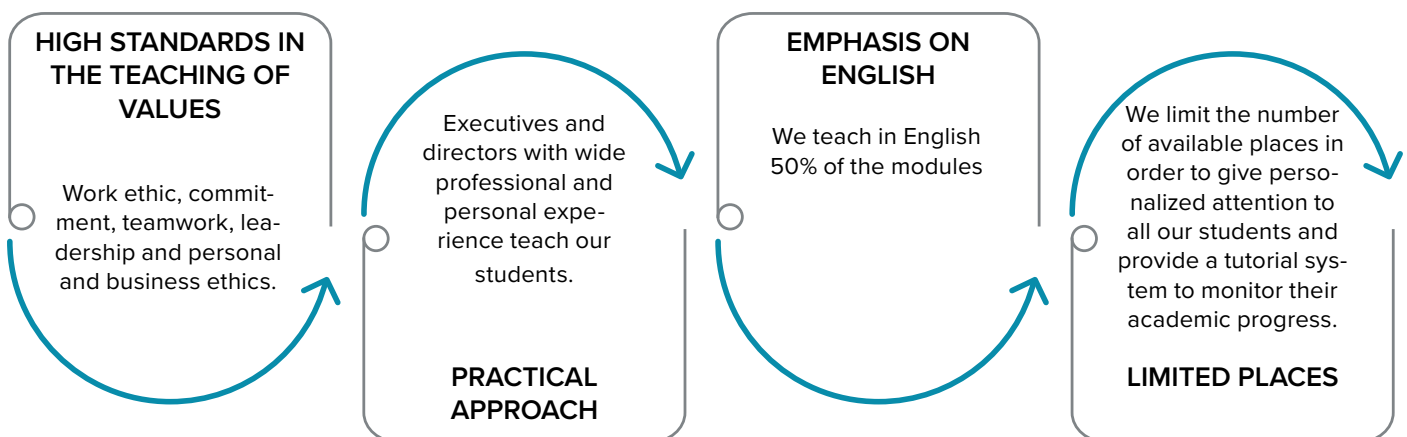
“At the International Office, we work to help integrate international students who come to EDEM on exchange programs, as well as cultivating relationships with partner universities.”

# Academic Programs

## Our Education System

We organize exchanges with students from other countries, with the main objective of encouraging entrepreneurship among young people, and inspiring them to see business management as a viable career choice.

Our programs are characterized by:



For more information of our course offer, please check our [web site](#).



## Academic calendar

- The **academic course** will start by the end of August/beginning of September.
- **Fall Semester** lessons normally end the last Friday before Christmas break. The final exams take place after holidays and during January, however, there is an extraordinary call for international students to take the final exams by December if needed. Recovery exams will take place during the 3rd week of February.
- **Spring Semester** normally starts by the end of January/beginning of February. Recovery exams will take place during the last week of June.
- Spring Semester lessons end by mid-May. The **exams** take place during the last two weeks of May.

## Class times

- **Classes take place in morning and/or afternoon timetable**, they last around 1 hour and 45 minutes each. There is a break between lectures.
- Skills workshops and supplementary activities such as entrepreneur talks, company visits, and volunteering will take place during school time.

## Credits system

- We use the **European Credit Transfer and Accumulation System (ECTS)** of the European Higher Education Area (EHEA), which includes all countries who are members of the Bologna Process.
- ECTS credits are based on the time students need to complete a task in order to achieve the expected learning outcome, in both teacher-led classes and independent work.
- The average workload of a **full year's academic program** is worth **60 ECTS** credits, and one semester's academic program is, therefore, equal to 30 ECTS credits.





## Student assessment

“We carry out the Student Assessment by a combination of continuous assessment and exams.”

**Continuous assessment:** based on student attendance, participation and involvement in both practical classes and lectures, and in performance outcomes on set exercises and assignments. This part has **40% weighting**.

As class attendance is compulsory in order to follow the course successfully, **absences for more than 15% of the sessions will mean that the student will be graded with 0 points on the continuous assessment component of each module** and, therefore, they would need a grade over 8.333 in the final exam to pass the subject.

**Examination:** written/oral exams in which the specific competencies of the module will be evaluated, looking at content and application, and which may contain both theoretical questions and exercises. This part of the assessment is worth **60% of the final grade**.

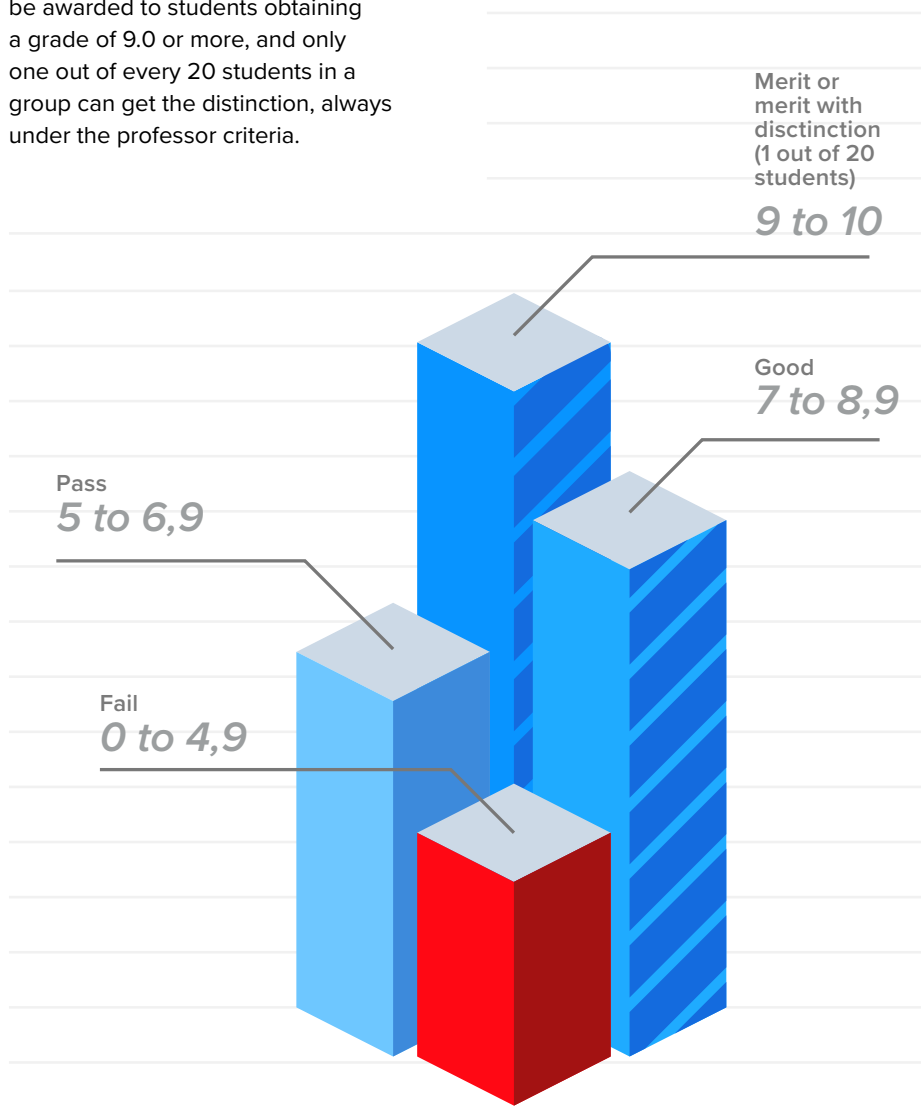
## Grading system

Grades will be numerical from **0 to 10** with one decimal points, and will have a qualitative grade according to the following scale:

From 0 to 4.9: fail  
From 5 to 6.9: pass  
From 7 to 8.9: good  
From 9 to 10: merit  
From 9 to 10: merit with distinction  
(1 out of 20 students)

A “merit with distinction” grade will be awarded to students obtaining a grade of 9.0 or more, and only one out of every 20 students in a group can get the distinction, always under the professor criteria.

A “merit with distinction” grade will be awarded to students obtaining a grade of 9.0 or more



# What to do before you leave home

“If you want to study at EDEM as an exchange student, the first step is to find out if there is an agreement between your home university and EDEM. Without the condition of an agreement, you can come as a free mover.”

If you want to study at EDEM as an exchange student, the first step is to find out if there is an agreement between your home university and EDEM. Without the condition of an agreement, you can come as a free mover, in that case, you will have to contact us by mail ([inetrnational@edem.es](mailto:inetrnational@edem.es)) and we will study your case.

If you come from a partner university, we need your university to send us your nomination, confirming that they selected you as an exchange student for our center.

## If you wish to come as Free Mover:

i. You can make a temporary academic stay at EDEM as Free Mover.

ii. The Free Movers will have equal consideration to the rest of the students, having the same rights and duties:

1. It will be compulsory to have an acceptance letter from the sending institution.

2. It will be necessary to have an authorization of the coordinator of the mobility.

3. You must pay the tuition fee.

iii. You must meet the established deadlines.

**Mind that the sending institution must be the one carrying out the nominations.**

The nomination and application deadlines for the University Centre at EDEM, in both cases, are the following ones:

Fall Semester / Full Academic Year	Spring Semester	
15 <sup>th</sup> May	15 <sup>th</sup> November	Nomination
31 <sup>st</sup> May	30 <sup>th</sup> November	Application

## Application process

Once your university has nominated you as a candidate to come and study at EDEM, you need to send the following scanned documents to our International Office ([international@edem.es](mailto:international@edem.es)) within the set deadline:

- **Application for admission.**
- **Passport.**
- **Passport size photo.**
- **Official Transcript.**
- **Curriculum Vitae.**
- **Motivation Letter.**
- **Private health insurance.**

Once we have received all the documents we will send you the Acceptance Letter.

**For non-EU students visa and health insurance will be required as well;** see further details below.

## Health insurance

**It is essential to formalize the enrollment that all the students who come to EDEM have a health insurance coverage.** This health insurance will entitle you to access to the Spanish national health system.

The minimum coverage of the health insurance is:

- **Medical and health assistance** due to accident and illness.
- **Repatriation or health transport** of the wounded or sick.
- **Repatriation or transportation in case of death.**
- **Displacement of family member** in case of illness or death.
- **Civil Liability.**



# Get the Visa

There are **two types of visa**:

**Visa D 180 days (between 3 and 6 months):** Visa needed when the international Exchange last for a semester. No need for the Identification Card for Foreigners (TIE)

**Visa D for stays over 6 months:** This Visa is needed when the international Exchange takes place throughout an academic year. It is compulsory to ask for the Identification Card for Foreigners (TIE).



## Students coming from institutions from non-EU countries

In order to get permission to reside in Spain as a student, **you must apply for the Visa in the Spanish Consulate or Embassy of your residence country.**

Once in Spain, if your stay lasts more than 180 days, you will need a long stay visa and within your first month since arrival, you have to get an appointment in the police station to process your **“TIE” (Identification Card for Foreigners)**; if, by contrast, your stay/visa is 180 days, you will not need to complete this procedure.

## Erasmus students with non-EU nationality

Erasmus students with a non-EU nationality coming from a Schengenland institution, as long as they have a legal permission to study in the country where the sending institution is located, they can enter Spanish territory without applying for a Visa. Mind that not all EU member states are part of the Schengen space. However,

in order to legally stay in Spain, if you do not need to apply for the Visa, you must request the registration in the **Central Registry of Foreigners**. Furthermore, students must fill and sign the **Application form EX-00** and submit it either to the Spanish Consulate in the country of origin or to the Foreign Office in Avenida Constitución, 106-108, Valencia.

You will need the following documentation:

- **Passport or travel document** that verifies your identity.
- **Health Insurance** with coverage during the whole stay.
- **Enrollment at the sending Institution.**
- **Acceptance letter** from the receiving institution.
- **Proof of economic means:** the student must prove that he/she dispose of sufficient funding to subsist during the stay (the reference value is called IPREM)
- **Criminal Records** for the last 6 months.
- **Medical certificate.**

## Erasmus students

## with EU citizenship or associate countries citizenship

The citizens of the Member States of Europe and of the rest of the Member States of the European Economic Area Agreement (Iceland, Liechtenstein and Norway) who are going to stay longer than 3 months in Spain due to an Erasmus must apply for registration in the [Central Registry of Foreigners](#).

# What to do when you arrive

“EDEM organizes a Welcome and Orientation Program for exchange students before classes start, to provide a first contact with the university, the city and Spanish culture in general.”

## International student welcome and orientation program.

During the Welcome Program, we will help you with all the necessary procedures, inform you about our various university services and give you all the information you need to make the most of your time at EDEM. **Attendance to the orientation program is mandatory** as it includes essential information for your stay.

To complement the orientation program, we also organize a Buddy Program to

give international students the support and advice of current EDEM students. This program has a joint objective: to benefit from the insights of a mentor to guide you through the common problems that arise on arrival to a foreign country, and a chance to meet Spanish students and become more integrated in the university.





*\*EDEM students  
during their  
Welcome Days.*

“Studying at EDEM means much more than just going to class. We organize many activities that will make your experience here unforgettable.”

## Management skills diploma

The aim of the management skills diploma is to encourage the development of personal and entrepreneurial skills in our students to enable them to face successfully daily challenges of an entrepreneur. You will complement your training through multidisciplinary workshops to enhance your management skills and your entrepreneurial vision. Workshops focus on different areas as teambuilding, leadership, time management, public speaking, negotiation, creativity and innovation or conflict management.

Our workshops are in Spanish however, if you would like to assist as an incoming student to one of the workshops, you can contact [international@edem.es](mailto:international@edem.es).

## Company visits

To complement some of the modules taught in our programs, EDEM organizes visits to real companies for students to make contact and observe first-hand the practical application of what is explained in the classroom.

## Entrepreneurs talks

In order to bring our students closer to the realities of business, EDEM organizes regular seminars by executives and entrepreneurs. At these talks, industry professionals relate experiences and provide unique insights into the world of business to help students grow on their entrepreneurial journey.

# Unive life at





# University EDEM

## Volunteering activities

At EDEM we aim to promote the culture of endeavor, teamwork, perseverance, self-discipline, work ethic and overcoming obstacles, and we believe sport is an excellent medium to obtain these values for personal and social development.

Furthermore, all the EDEM students cooperate as volunteers with the Trinidad Alfonso Foundation organizing sports events linked with running, as the Valencia Marathon.

## Tutorials

We give personalized attention to all our students, providing them with regular one-to-one tutorials to monitor their academic and personal progress.

## Languages

At EDEM it is mandatory to take Spanish classes for all non-spanish speakers to help you improve your language skills and your spanish culture knowledge.





*EDEM  
students in  
front of the  
facilities at  
Marina de  
Valencia.*

*"The EDEM University  
Center is located at  
Marina de Valencia  
and it has 18,000m<sup>2</sup> of  
unique facilities in front  
of the sea."*





# Facilities

## University center

EDEM has up-to-date, **modern facilities for our students' academic**, professional and skills-based development, as well as the latest technology, a computer room for occasional consultation, (although we recommend you bring a laptop for class work), printers, study rooms, lockers and a virtual campus.

Students can use our Wi-Fi network to access the different available services.

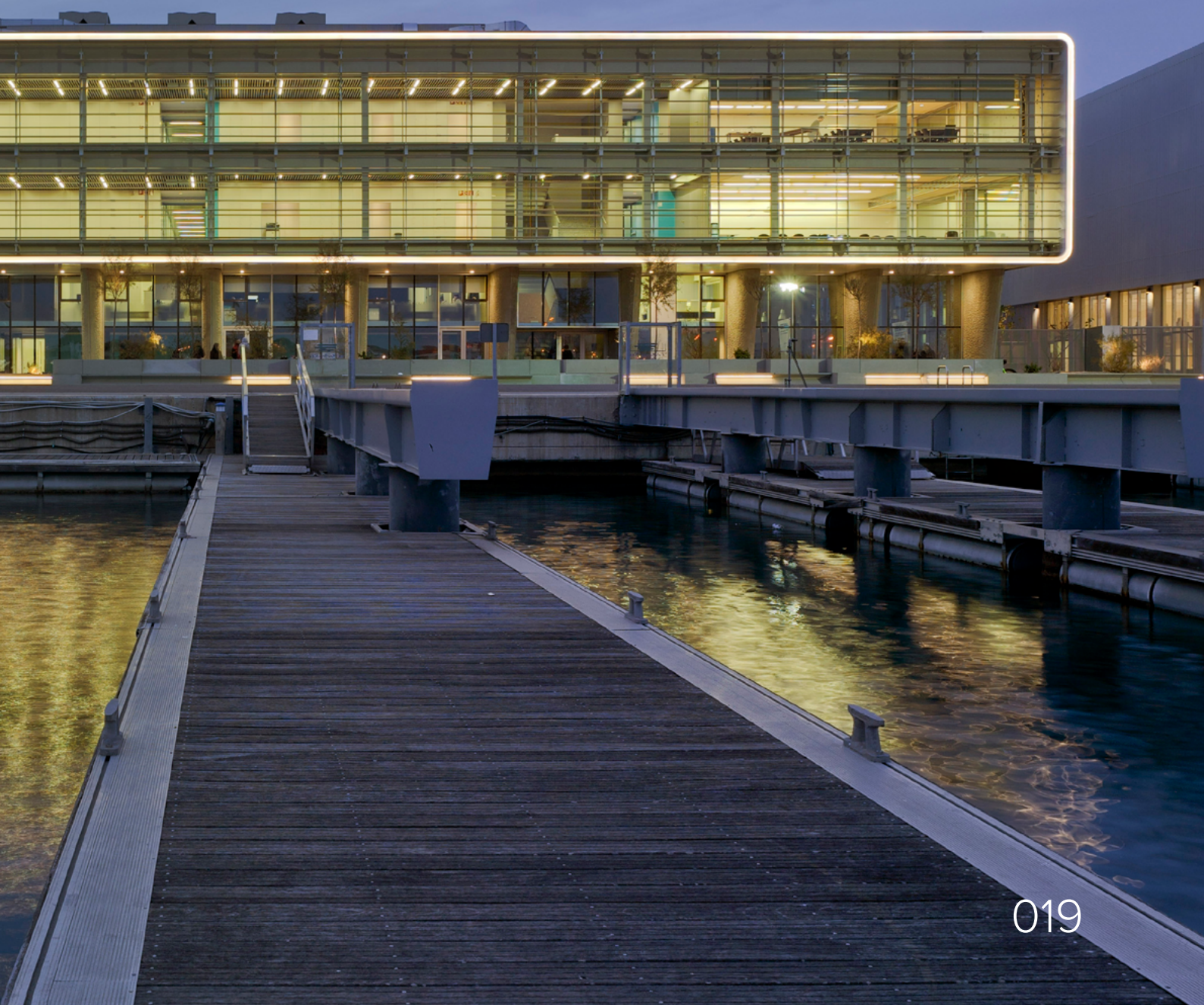
In our facilities, we also have a canteen that offers a daily menu and dining space so you can bring your own food.





*\*EDEM  
facilities.*









*\*Cafeteria - University canteen.*



*\*Corridor facing the sea inside the facilities.*





*\*Paco Pons Auditorium - EDEM.*

*\*Facilities: classrooms.*







# How to get to Valencia

*\*Valencia  
aerial view.  
"Plaza de  
la Reina",  
Valencia.*

## By plane

Valencia airport is located approximately nine kilometers from the city center, in **Manises**.

Valencia has regular flights to and from the major cities both within Spain and in the rest of Europe. The airports connecting flights to Barcelona and Madrid link the city to the rest of the world.

More info: [www.aena.es](http://www.aena.es)

## Subway

There are **two lines**, **line 3** (Rafelbunol-Aeropuerto) and **line 5** (Marítim Serrería - Torrent Av. / Aeropuerto), you can take any of them to get to the city centre.

The **metro station is located below the regional flights terminal**, you'll find signs **guiding you there**.

To get to the city center you need to buy a single ticket for 3 zones. Keep the ticket, since you'll need it to get out of the metro station and you can recharge it multiple times, hence paying less for the next tickets.

More info: [www.metrovalencia.es](http://www.metrovalencia.es)





# Living in Valencia

## Bus. (Airport Bus)

Metropolitan bus line 150 (Metrobus) links the airport with the centre of Valencia, with intermediate stops in the towns of Mislata, Quart de Poblet and Manises.

### Timetable:

- From 6:21 to 22:36  
Monday to Thursday
- From 6:21 to 23:36  
Friday
- From 6:55 to 23:35  
Saturdays (two extra buses at 00:15, 00:55 and 1:35)
- From 7:35 to 22:15  
Sundays and public holidays (two extra buses at 00:15, 00:55 and 1:35)

## Taxi

**Taxi stand:** In front of arrivals.

**Cost:** from the airport to the city center, costs approximately €30. Airport supplement €5.90.

## By train

The **Estación del Norte train station** located in the city center also connects Valencia with the major Spanish and European cities.

The station offers daily services to Madrid, Seville, Alicante, the French border town Port Bou, Bilbao, Barcelona and Zaragoza, as well as a regional train network.

The **localities of Valencia are also connected by all stations of the FGV rail network.**

More info: [www.renfe.es](http://www.renfe.es)

# How to arrive to EDEM

La Marina de València  
Plaça de l'Aigua, 1  
+34 96 353 10 65

## Bicycle

**Valenbisi:** Cheap city bike system €29,21 subscription for 6 months 30 min free, then €0.52 for the first hour and €2.08 for each subsequent hour (you can just change bikes every 30 minutes on the way to have it free all the time)

Cons:

- Bikes are extremely heavy and hard to drive.
- Bike stations are very often full, especially near EDEM and the beach.
- 

<http://www.valenbisi.es/>

**Kleeta:** Subscription from €19,99/month

repair service included + anti-theft guarantee + phone holder included

- Lightweight bikes
- Stress-free parking on the street
- Just like a privately-owned bike

“EDEM University Center is very well connected, you can reach our facilities in the harbour by metro, bus or by bicycle.”

## Subway

Grau-Canyamelar – Lines 6 & 8.  
<http://www.metrovalencia.es>

## Bus

Line 19 - Stop  
(Marina de València / Dr. Lluch – Setmana Santa Marinera)

Line 92 - Stop  
(Marina de València / Dr. Lluch – Setmana Santa Marinera)

Line 95 - Stop  
(Comissaria Policia – Marítim)

<http://www.emtvalencia.es>



# Get accommodation

## Agencies

As we are here to help with all your needs during your time at our university, whether you choose to stay at halls of residence, rent a room or rent an apartment we would be glad to give you advice.

We want to introduce you to Inlifehousing, an online accommodation platform for students and young professionals present in 11 European cities in Portugal, Spain and Italy.

With Inlife, you can make a free reservation request for your new accommodation (room, apartment, studio or coliving) and visit it by video call. Filter the search with your requirements and choose your favorite option. Finally, choose the best payment method through our secure and simple platform, pay... and that's it!

Get a 25% discount on our booking fee with the code **INEDEM25** and solve your doubts with our Customer Service team by emailing [housing.edem@inlifehousing.com](mailto:housing.edem@inlifehousing.com)

Click on this image to see their website.

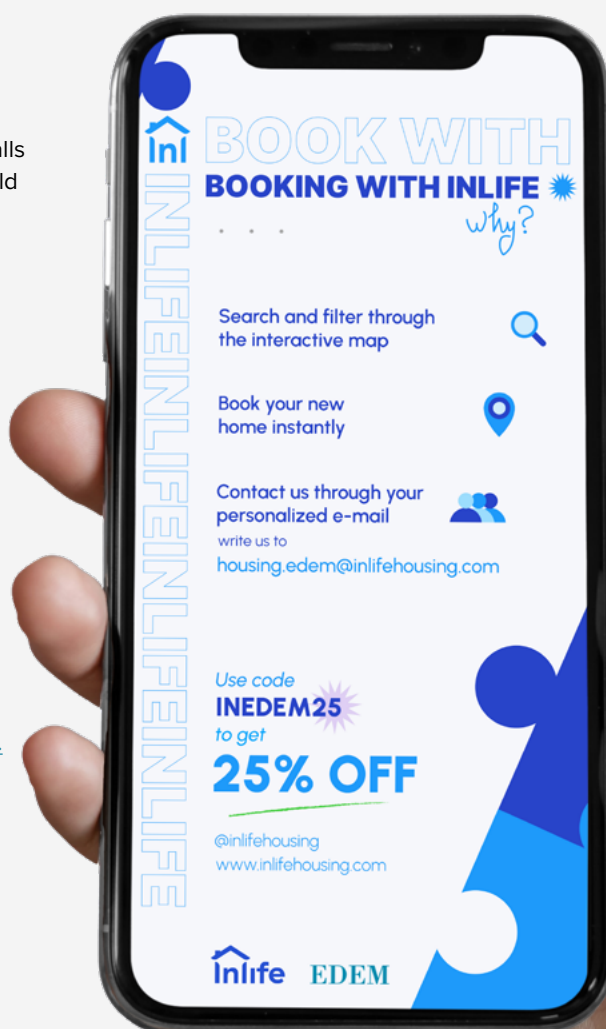
Here you have some websites to find apartment:

[Spotahome](#) - 25% discount with the Prome Code EDEM25

[Live4life](#) - 20% discount if you indicate you study at EDEM

[Erasmusplay](#)

[Housinganywhere](#)





# Residence Halls

## **Livensa Living Marina Real**

+34 960 80 89 98

<https://www.livensaliving.com/en/student-accommodation-valencia/student-accommodation-valencia-real-marina/>

## **Galileo Galilei**

+34 96 335 20 00

<https://www.galileogalilei.com/>

## **Ausias March**

+34 963 695 408

[www.cm-ausiasmarch.com](http://www.cm-ausiasmarch.com)

## **Rector Peset**

+34 96 316 60 00

[www.uv.es/cmrrpeset](http://www.uv.es/cmrrpeset)

## **La Concepción**

+34 96 303 63 00

<https://resa.es/residencias/valencia/colegio-mayor-concepcion/>

## **Damià Bonet**

+34 96 205 05 00

<https://resa.es/en/residencias/valencia/damia-bonet/>

## **Los Centelles**

+34 96 369 75 41

[www.loscentelles.com](http://www.loscentelles.com)

## **Mediterráneo**

+34 96 389 14 13

[www.residenciamediterraneo.com](http://www.residenciamediterraneo.com)

## **Reuniver**

+34 96 356 22 63

[www.reunivervalencia.com](http://www.reunivervalencia.com)

## **Anunciata**

+34 96 341 00 23

[www.residenciaanunciata.org](http://www.residenciaanunciata.org)

## **M<sup>a</sup> Inmaculada**

### **University Halls**

+34 96 391 50 82

+34 629 91 96 91

[www.residenciamariainmaculadavalencia.com](http://www.residenciamariainmaculadavalencia.com)

## **La Asunción**

+34 96 369 46 00

[www.cmlaasuncion.es](http://www.cmlaasuncion.es)

## **Saomar**

+34 652 875 706

[www.saomar.com](http://www.saomar.com)

## **Albalat**

+34 96 360 75 12

[www.albalat.net](http://www.albalat.net)



# Living in Valencia

## Climate

Valencia has a very **pleasant Mediterranean climate**, with average temperatures of 18°C and very mild winters, with an average of 11°C.

Summers, which runs from June until September, are quite hot and humid with temperatures of up to 40°C, and many hours of sun.

Rain is most usual in fall period, causing a phenomenon known as “gota fría” with very heavy rainfall during short intense periods, typically in September, October or November.

The coldest temperatures occur between November and February, although snow, for example, is very unusual.

Spring in Valencia arrives in March, together with “Las Fallas”, the most Valencian of all the fiestas or local festivals. Daytime temperatures reach a very pleasant 25°C.

However **when travelling to Valencia light clothing is a must even during the winter**, as mild, sunny days are very common.

## Cost of living

Here is an estimate of average living expenses to help budget for your stay at EDEM:

**Renting a room in shared accommodation:** between €250 and €600/month.

**Renting a room in a residence hall:** between €400/month and €1,000/month.

**Bus/Subway travel** €1,50 aprox.

**A beer:** between €1,5 and €3,5 depending on the venue.

**Movie ticket:** €6 and €10.

**Breakfast in a café bar:** between €5 and €8.

**Lunch time set menu:** around €10.

## Currency

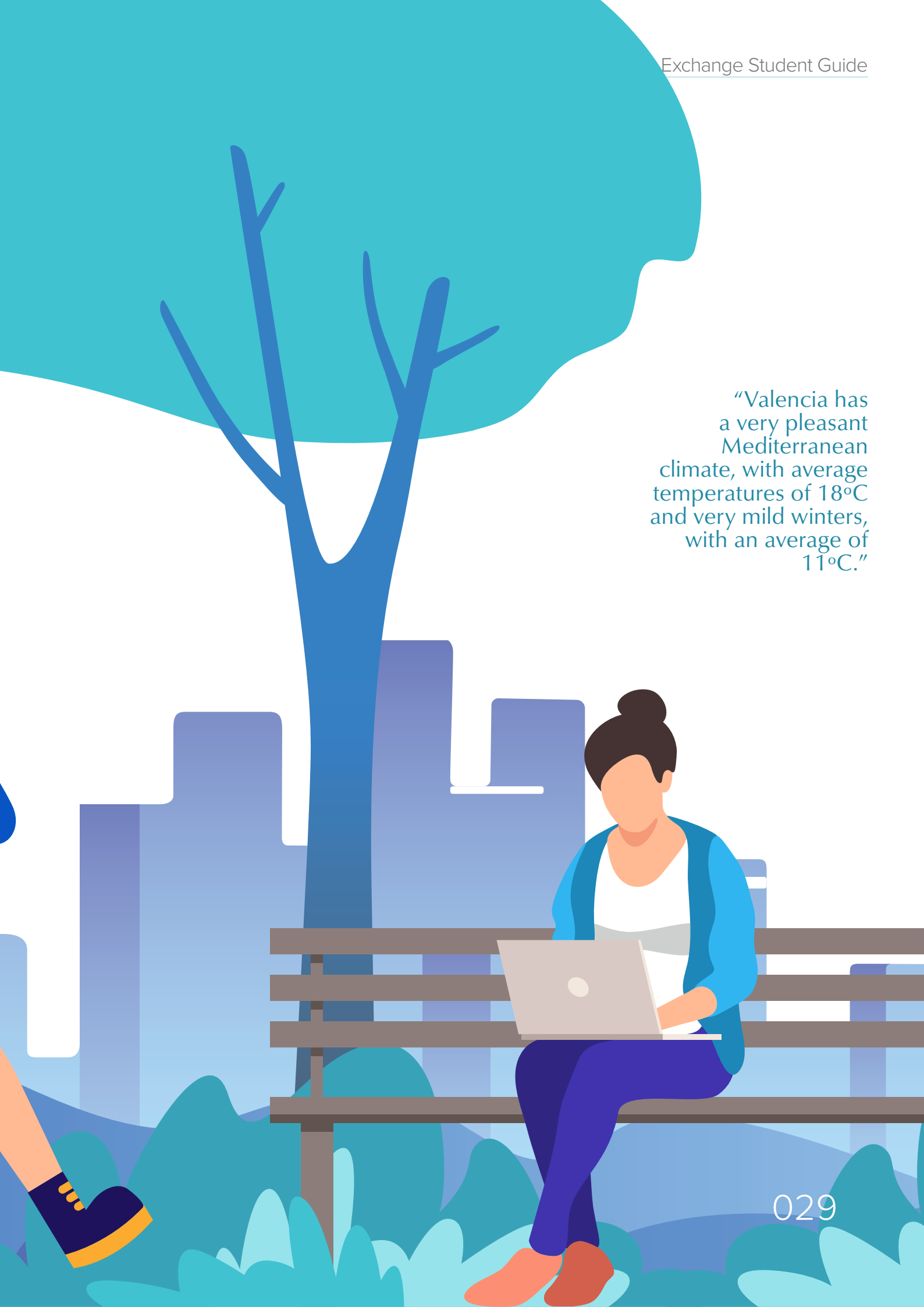
As Spain is a member of the European Monetary Union, **the currency is the Euro (€)**. You can change your money in any bank. There are eight coins: 1, 2, 5, 10, 20 and 50 centimes, and 1 and 2 euros, and six notes of varying quantities: 5, 10, 20, 50, 100, 200 and 500 euros.

Most hotels, restaurants and stores accept the major credit cards (VISA, MasterCard, American Express, Diner's Club, etc.).





“Valencia has a very pleasant Mediterranean climate, with average temperatures of 18°C and very mild winters, with an average of 11°C.”



# Culture and entertainment



**"Its light, its history and its culture, in which the influence of the most dominant localities can clearly be seen, makes Valencia and the Valencian Community a hothouse of artistic creativity."**

**Valencia is the third largest city in Spain**, with a population of 1.5 million in the metropolitan area. As the capital of the tourist-oriented Valencian Community, with 470 kilometers of Mediterranean coastline, the city offers important cultural attractions, both in architecture belonging to different eras and in its museums.

Its light, its history and its culture, in which the influence of the most dominant

localities can clearly be seen, makes Valencia and the Valencian Community a hothouse of artistic creativity, as it's illustrated by local artists such as Juan de Juanes, Ribera, Sorolla, Mariscal and Santiago Calatrava.

**Valencia offers a mixture of the avant-garde, culture and spirit of the Mediterranean.**

# Mediterranean gastronomy

“Mediterranean gastronomy is well-known for its healthy and natural ingredients which are of a great quality.”

The region offers a delicious and varied cuisine with rice in its many forms as the principle ingredient, and paella as the star dish.

In Valencia you can find traditional dishes such as fish and seafood stews alongside avant-garde cooking rich in nuance, color, fragrance and flavor.

Of course, you mustn't miss out on Valencia's excellent wines, the most popular soft drink “horchata” (a sweet drink made from tigernut milk) and the most important gastronomic event of Valencia city, the Cuina Oberta Restaurant Week in June and November.

*\*Paella, typical food of the Valencian Community.*

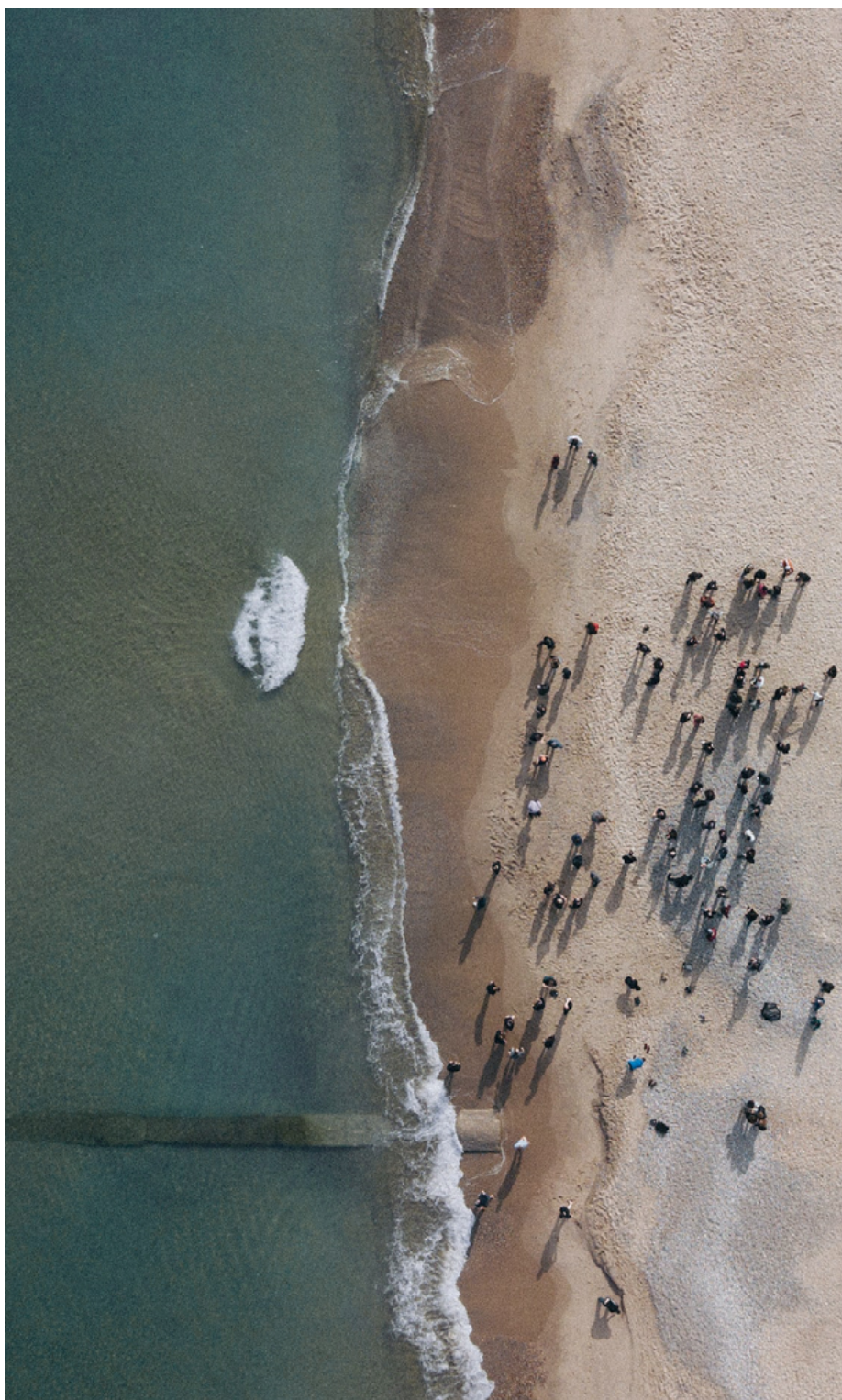


# Beaches

Valencia has 7 kilometers of beaches to explore. You can reach the urban beaches, close to the city center, by bus, subway or tram, and after relaxing on the sand take a stroll on the promenade, try our famous paella or enjoy a few evening drinks at the beachfront bars.

“Warm waters, dunes, natural coves and endless seashores, make the beaches of the Valencian Community an ideal setting to relax and enjoy.”

However, you will also find wilder beaches such as El Saler, situated in the Albufera National Park, where the pine trees, sea and sand make the perfect combination.



*\*Malvarrosa beach, Valencia.*





# Lifestyle

Enjoying a “picoteo” or snack, on a sunny terrace, accompanied by a cold beer or glass of wine is a pastime that has many “experts” in Valencia at any time of the year.

**“In Valencia you can enjoy an outdoor lifestyle all year long.”**

Nevertheless, the city is also justly famous for its nightlife: the pleasant climate, the vibrant atmosphere and different clubbing areas with a genuine pot pourri of bars in the center or at the sea give Valencia its well-earn fame.





# Festivals and traditions

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*“Senyor pirotècnic, pot començar la mascletà.”*





In Valencia there is always something to celebrate... noise, music, fireworks, bright colors and imagination are the protagonists of the Valencian festivals.

The star without a doubt is Las Fallas, a festival from March 15 to 19 that fills the streets with monuments that are finally set alight and burnt down to mark the beginning of spring.

Other festivals not to be missed include "La Semana Santa Marinera" (Maritime Holy Week), the transfer ceremony of the "Virgen de los Desamparados" statue, the "Corpus Valenciano" procession and the "Feria de Julio" (July Fair).





*\*"Lonja de la Seda", Valencia.*

# Architecture and Art

"Art decó, modernism,  
Gothic civil architecture,  
defensive constructions  
of the medieval era,  
rationalist architecture  
and a lot more..."

Founded in 138 A.D by the Romans, **Valencia has retained much of its Roman, Visigoth, Muslim and Medieval cultural history.** Examples of this include the "Lonja de la Seda" Silk Exchange (declared a World Heritage Site by UNESCO), the frescoes of the San Nicolás church, the Serrano and Quart towers (that mark the old city walls) and the Cathedral.

Also of importance is the "Tribunal de las Aguas", founded in the year 1000 and recognized as a World Heritage Site by UNESCO. It's a legislative structure established by Jaime I that still stands today.



*\*Principe Felipe Science Museum.  
City of Arts and Sciences, Valencia.*

**“The City of Arts  
and Sciences, a  
city landmark.”**

The City of Arts and Sciences has become an emblem of the city. As well as its role in scientific and cultural education, it represents one of the greatest constructions of the 21st century, designed by Santiago Calatrava.

This building, together with the “Palacio de Congresos” conference center by Norman Foster and the Veles e Vents building by David Chipperfield make Valencia a reference point for architecture and a symbol of innovation in Europe.

However, we must not forget other interesting spaces such as the Museum of Illustration and Modernity (MUVIM), the Fine Arts Museum, the Turia Botanical Gardens, and the Valencian Institute of Modern Art (IVAM).

**“You’ll be fascinated with Valencia’s charming spots, that may not be in the travel guides but you will discover during your stay.”**

Valencia’s appeal also lies in those charming spots that don’t appear in the guidebooks, but that you’ll discover as you explore during your stay. Wandering around the Carmen neighborhood you’ll discover palaces and squares, perfect to enjoy a drink in or admire the architecture.

Local gems such as the Redonda square, the church of Santa Catalina, in whose square you will find the narrowest building in Europe, the clock tower of the church of Santos Juanes, the baptismal Font of San Vicente in the San Esteban parish or the caiman over the door of the Patriarca church.

Valencia also has various theaters (Teatro Principal, Teatro Rialto, Teatro Talia, Teatro Olimpia, etc.) and concert halls (Palau de la Música and Palau de las Artes Reina Sofía).





*\*"L'hemisfèric" and the "Palau de les Arts". City of Arts and Sciences. Valencia.*



*\*La Albufera, Natural Park, at dusk.*



# Green spaces

“Discover city corners where you can get lost among ancient trees, practice sports and enjoy the nature.”

Since Valencia turned the old riverbed of the river Turia into an enormous nine-kilometer long park, this space has been the green lung of the city, in which the Valencians can enjoy walks, bike rides and other sport activities from morning until night.

Valencia is also home to one of the most emblematic and interesting natural spaces: the Albufera Nature Park.

Situated only ten kilometers outside the city, it is an ideal place to enjoy a spectacular sunset while boating on the waters.



*\*La Albufera, Natural Park, at dusk.*

# EDEM

 @EDEMescueladeempresarios

 @edemuniversitarios

 @EDEM\_uni

 EDEM Escuela de Empresarios

 [international@edem.es](mailto:international@edem.es)

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