Pre-Arrival to First Day

Centre Information

EC New York
1501 Broadway, Floor 11, New York, NY 10036
(The entrance is around the corner on West. 43rd Street)
See Inside
Phone number: +1 212 490 0865
Emergency Number:
(For use outside of office hours only)
+1 -631-612-4494

Opening Hours

Monday	08:30 – 16:30
Tuesday	08:30 – 16:30
Wednesday	08:30 – 16:30
Thursday	08:30 – 16:30
Friday	08:30 – 16:30
Saturday	Closed
Sunday	Closed
Office hours	08:30 – 16:30

Arrival

Arrival at Airport

(All students under 18 years old must book return airport transfers if arriving and departing between 8:00pm and 8:00am).

I want an EC airport transfer, can I arrive at any time?

If you have booked accommodation with EC you must arrive at the airport between 08:00 and 20:00. Late/early arrivals may be asked to book alternative accommodation.

What information do I need to give to book an airport transfer?

Please provide your flight number, arrival time, terminal and airport of origin – minimum 2 weeks in advance.

Who will I meet at the airport?

You will meet an EC transportation representative holding a sign with your name on it at the Welcome Center. The driver will be waiting for you there, holding a sign with your name on it. Please note that occasionally drivers may not stand directly at the Welcome Center. If you can not locate the driver, you may ask Welcome Center staff to assist you in calling your driver.

What should I do if I cannot find the EC representative?

Please note that EC representatives will arrive at JFK International Airport 90 minutes after flights have landed for international flights. For La Guardia and Newark international airports, the EC representative will arrive 60 minutes after flights have landed for international flights. For all domestic flights. 30 minutes after flights have landed. This is to allow for additional time to pass through customs and retrieve your bags. If after this time, you have not seen the EC representative, call +1-631-612-4494 from any pay phone in the terminal (if you do not have mobile phone service). Useful phrase to use: Hi, My name is (Maria Angeli). I am from (Italy). My student number is (123456). I cannot find my EC representative. I am at the Welcome Center).

What should I do if I have missed my flight or my flight is delayed?

You should notify EC by calling +1-631-612-4494 (from the Welcome Center or a mobile phone) to rearrange your transfer time and avoid additional cost. (Useful phrase to use: My name is (Maria Angeli). I am from (Italy). My student number is (123456) and my flight has been changed. My new flight number is (1234) arriving at (time).

What should I do if I haven't booked an EC transfer?

The New York City Subway System (MTA) offers the AirTrain transportation service for $5 (an additional $1 fee applies for the cost of the card) to Jamaica Station. From there, you may catch the Long Island Rail Road or subway options for most New York City Subway Lines. Additionally, yellow taxi cabs are available outside all terminals. For fares and further information, see: www.mta.info

Your First Day at School

How can I find my way to school?

You can find this information on your EC Accommodation Profile, or feel free to ask your host family or residence.

Arrival at EC Accommodation

What should I expect at my EC accommodation?

You will receive a warm, personal welcome, whether you have booked homestay or residence. All our hosts are fully briefed on how to make you feel comfortable and prepared for your first day of lessons. In our residences, an EC representative will be available at the weekend to help and answer any questions.

First Sunday Activities

What should I do on the Sunday before school starts?

You will have the option of participating in activities arranged by EC. This is an opportunity to meet other new EC students, relax and be introduced to your new city together. With an EC staff member on hand, you can also ask any questions you may have. We will notify you of the Sunday activity schedule around 2 weeks before you start school.

Public holidays

What happens on public holidays? Schools do not open on public holidays, so if Monday is a public holiday, your first day at the school will be on Tuesday.
2026 Public holidays on a weekday:
01January, 19 January, 16 February, 25 May, 19 June, 03 July, 07 September, 12 October, 11 November, 26 November, 27 November, 25 December, 31 December

What if I haven't booked EC accommodation?

The nearest station to EC New York is Times Square/42nd Street
(A/C/E/N/Q/R/1/2/3/7/Shuttle to Grand Central Station)

What time should I arrive?

The EC New York team will send you an email the week before your classes begin.
This email will provide you with important information regarding your in-person
induction at the school, including the time of your induction.

What should I bring with me?

It's important to bring these documents with you on your first day:
- I-20 form(s) (F-1 students only)
- Visa and passport
- Proof of health insurance covering length of programme. This is required for you to
  start lessons
- Your own notebook, pens, and laptop/ mobile tablet

What can I expect on my first day?

All students will still be met with a warm welcome from the school.

What do I do if public transportation is temporarily unavailable?

In case of bad weather, public transport strikes etc, please check the EC New York
Facebook page for any important updates or call the emergency number.

Timetable

What will my timetable be?
This is a sample timetable, times may change and are not guaranteed.
General English (20 lessons/week) : Core Classes (Mon-Fri)
Semi-Intensive English (24 lessons/week) : Core Classes (Mon-Fri) & Special Focus Classes (Tue & Thu)
Semi-Intensive English (26 lessons/week) : Core Classes (Mon-Fri) & Special Focus Classes (Mon, Wed & Fri)
Intensive English (30 lessons/week) : Core Classes (Mon-Fri) & Special Focus Classes (Mon-Fri)

Sample Timetable

Attention: The internal data of table "29" is corrupted!

Sample Summer Timetable

Summer Timetable

Attention: The internal data of table "30" is corrupted!