

EXCHANGE PROGRAM

UNDERGRADUATE -MASTERS

2019

Nomination and Application

1. Nomination

The partner university should fill out the online nomination form:

<https://goo.gl/6Q2Aui>

Nomination Deadline:

Fall Semester
(Aug – Dec.):
Feb. 20 – Apr. 1

2. Application

a. Students should fill out the **online application form** (please use Firefox or Chrome)

Application Deadline:

Fall Semester
(Aug – Dec.):
Mar 1– Apr. 15

Required Documents:

- **Passport copy** (JPG)
- **Official transcript of records** (Spanish or English) (PDF)
- List of **current courses** (PDF)
- An **essay in Spanish** explaining the reasons why you want to study at Universidad de los Andes (PDF)
- One picture (3cmx4cm white background) (JPG)
- **Portfolio** (Only for students who want to join the Faculty of Architecture and Design) (Free format)
- **CV** (Only for master level students) (PDF)
- A **certificate of Spanish B2 CEFR** (a certificate from your home institution, a teacher or a Spanish Institute)

Note: School of Management MBA students have an average of 5 years of work experience (minimum of 3 years).

b. Only applications from students nominated by their home university will be considered.

Language(s) of Instruction:

Most of our classes are taught in Spanish. Therefore a B2 Spanish level is required. However if the student is going to take courses taught in English a B2 English level and an A2 Spanish level are required.

Academic Information

Important dates for international students:

<https://goo.gl/eiUFWS>

Education System

Class format is based on lectures, readings, class participation and self-study. Students are expected to attend all lectures, to complete all course-related assignments and readings, and to sit exams in order to receive a course grade.

• **The academic semester has 16 weeks of class**

Grading:

Excellent	5.0 – 4.50
Very good	4.49 – 4.00
Good	3.99 – 3.50
Fair	3.49 – 3.00
Poor	2.99 – 2.00
Failure	1.99 – 1.50

Pass and Fail (P - F): These grades apply for the courses that, based on determination by the Academic Council, receive non-numeric grades. The credits for courses that are passed count as graduation requirements, but they will not be taken into consideration in the calculation of semester average. (Art 53 reglamento Estudiantes de Pregrado)

Exchange students staying for two consecutive semesters need a GPA of **3.25** during the first semester for undergraduate students and GPA **3.5** for master students. If this GPA is not met, the students will not be able to continue the second semester.

Academic Information

In which specific areas do we offer courses to exchange students?:

Students can take classes in any program offered by our departments, if they fulfill the pre requisites of the courses, except for Medicine.

Recommended Workload:

Undergraduate

Students should register a **minimum of 9 credits** and a **maximum of 20 credits**. Students should follow the minimum requirements of their home university.

Master

Students should register **minimum 8 credits** and **maximum 18 credits**. Students should follow the requirements of their home university.

1 credit equals 48 hours of course work (in and out of class). It is important to remember that the ratio of class room work vs individual work is 1 to 3 for master students and 1 to 2 for undergraduate students.

Academic counseling:

Academic doubts for Exchange students are going to be answered by the academic coordinators.

List of academic coordinators:

Undergraduate: <https://goo.gl/eOqJmR>
Master: <https://goo.gl/NOi5uU>

Students who would like to enroll in any of the School of Management master programs, can only apply if their institution has an agreement with any of the School of Management master Programs at Uniandes.

Centro de Servicios a lo Académico
csa.adm@uniandes.edu.co

Course catalog:

On the following link you will find our historic catalog of courses. Please keep in mind that the official catalog for your exchange semester will be published 1 or 2 weeks before the course registration.

<https://goo.gl/1WfChh>

Pre-requirements:

Students are responsible for choosing the courses according to the necessary requirements. If the student does not meet the criteria needed, he should not ask to be enrolled in the class.

Check the pre-requirements in:

<https://goo.gl/ckP6Eh>

Online course registration:

It is important to remember that the University apply the "first come, first served" rule. If you do not register on time, it will be difficult to find places on the courses of your choice."

<https://goo.gl/OhqJ4T>

Spanish course

<https://goo.gl/CW6WiX>

A Spanish course is offered to all our international students; if students want to take this class, they must take the placement exam (written and oral) and register for the class officially. This class is 3 credits.

Intensive Spanish course in July:

There is an intensive Spanish program, free of charge for exchange students of 3 weeks during July. If you are interested in taking this class, you must contact directly Ana Isabel González, coordinator of the ELE program:

Ana Isabel González:
coordinacionele@uniandes.edu.co

Other languages

If students would like to take language courses (English, French, German, Portuguese, etc)

they need to take the placement exam during the established dates from the Languages department.

For more information:

<https://goo.gl/0vK902>

Sport courses:

<https://goo.gl/ggwwfZ>

Students can also register sports classes if desired. In that case, it is important to know that each class is 1 credit, and will be graded on the pass or fail basis. Or they can freely practice sports in the facilities according to the policies established.

General Information

Orientation session:

Universidad de los Andes has an orientation session of three days on Wednesday, Thursday and Friday the week before classes begin. The orientation session for international students is highly recommended.

"Hermanos Sin Fronteras"

Is a group of volunteer Uniandes students willing to help international students through the exchange experience.

Health insurance

Students must have an international travel and health insurance with a wide health and dental coverage. This is mandatory for all exchange students.

Housing

Torre Séneca: A 26-story tower, located in front of Universidad de Los Andes, which offers 628 rooms distributed in apartments of 1, 2 and 4 rooms.

<https://goo.gl/Vag9Yn>

viviendauniversitaria@uniandes.edu.co

General Information

Visa information

Depending on the length of the period of studies and the nationality of the student, they should do one of the following processes:

Student Entry Permit (PIP)

Stamp on the passport at the airport given to:

- Students, whose nationality does not require a tourist visa, coming for **less than 180 days** when they hand in the admission letter to the migration officer at the airport.
- This permit is **valid for 90 days**, and they have to renew it at Migración Colombia for another period.

Student Visa

- Exchange students coming for **more than 180 days** have to get their student visa before arriving in Bogota.
- Exchange students coming for **less than 180 days** and whose nationality requires a tourist visa to enter Colombia:

Further information about visa:

<https://goo.gl/14FBja>

- Students are required to obtain a residence permit (cédula de extranjería) once they arrive in Bogota IF THEY HAVE A STUDENT VISA. This procedure has to be done **within the next 15 days of his arrival to Colombia**, and costs approximately **\$90 US Dollars**. All the information about this process can be found at:

<https://goo.gl/MkBYy9>

Living Expenses:

Between **\$1'5000.000 – \$2'500.000** Colombian pesos per month according to the housing preferences.

Housing at Torre Séneca:

Academic semester rate (5 months)

- Individual Room \$9'450.000
- Two-fold Room \$6'250.000 (per person)
- Four-fold Room \$5'750.000 (per person)

There will be available suites per night from \$250.000.

For couples there is an extra \$50.000 fee.

Transportation:

- One way public bus ticket \$2.000
- One way Transmilenio ticket \$2.400
- One way Taxi \$4.800 - \$20.000

Food:

An average monthly food expense is around \$250.000 COP to \$500.000 COP.

Entertainment:

Depending on the activities that you do in Bogotá your budget may change, however an estimate cost of entertainment per month is around 300.000 COP.

This budget is an estimate and it can change depending on the student's preferences.

Price of a Regular Coke 350 ml is around \$2000 COP

1 USD is equal to \$3089.40 COP (USD conversion rate on February 5th 2019)

Information about Bogotá and Colombia:

<http://www.colombia.com>
<http://www.bogota-dc.com>
<http://www.bogota.gov.co>

DIRECCIÓN DE INTERNACIONALIZACIÓN

Calle 19 # 1- 67 Bloque ÑL
Bogotá-Colombia
Phone: (57) (1) 332 45 48

<https://uniandes.edu.co/internacionalizacion/>
oiaincoming@uniandes.edu.co
oiamobility@uniandes.edu.co
oiamobilityinfo@uniandes.edu.co

Head Officer

Yadira Mogollón

Mobility Officers

Anderson Henao
David Rodríguez
Anyá Cárdenas
Flor Soto