

## Research internship program for Uniandes' undergraduate students (SURF)

The Summer research internship program for undergraduate students (known as SURF) was established in 2015 with the objective of offering a valuable research experience at a foreign university to our undergraduate students. At the same time, the program creates a collaborative space with our international partners.

In accordance with our academic calendar, the research internships ideally occur during a period of 8 to 10 weeks between June and July. The internships must be conducted under the supervision of a professor.

Through this program, we aim for our students to:

- Acquire and strengthen their research abilities thanks to the support and mentorship of an experienced researcher in a foreign university;
- Have a meaningful international and intercultural academic experience with the associated benefits;
- Expand their network of academic and scientific contacts.

### **Process:**

In general terms, the following steps should be taken to participate in the SURF program:

The Office of International Affairs contacts their foreign partner universities to determine the specific offering of available internships each year (which universities and laboratories or concentrations are able to receive research interns).

Once the list of available spots is set, the annual application is opened and directed towards Uniandes' undergraduate students, ideally those who are in their third or fourth year of studies that already have at least some research experience.

The Office of International Affairs evaluates the candidates and selects those that fulfill the requirements, both internal and external, including academic excellence and language competency among others.

The pre-selected students search for professors and/or laboratories amongst the available universities in accordance with their interests and research projects.

If the professor and/or laboratory agrees to receive the student for the internship, the student continues with the administrative process as defined by the respective host university and Uniandes.

**Opportunities for financial aid:**

Universidad de los Andes is continuously exploring different possibilities for obtaining resources in order to provide economic support to students that are interested in doing research internships. With this in mind, we are constantly working with donors, graduates and external partners in order to do so. Financial support is allocated to students through annual applications that are reviewed by a committee composed of representatives from different areas of the university. The available resources are limited and vary from year to year, so only a limited number of students will receive them. Students that have the ability to cover the costs with their own resources or are able to fundraise through external contacts are also able to participate in the internship program.

**What information do we need from a partner university to include it in the program?**

In order to include a university in this program offering, we need the following information, which can be reviewed in detail (see contact information below).

- Eligible Schools / Departments / Laboratories / Professors for research internships.
- Are the months of June and July appropriate for a research internship at your institution?
- Maximum number of students to host (if limited).
- Could you provide some support allocating the interested students (searching for appropriate professors at your institution), or would you prefer that our students contact them directly (as it is usually done with research purposes)?
- Deadlines applicable at your institution (for example, to nominate students, to find professors, to start the visa process, to start the internships, to apply for summer housing, among others that may apply)
- Application documents needed, including specifications for translation, such as: application form, CV, motivation letter, transcripts of records, language proficiency certificate, recommendation letter from professors, etc. Please specify if you have any particular format requirements for any of these documents.
- Are there administrative fees / tuition fees for research internships to be paid at your institution?
- Is there any financial support or discount available to our students? Do they receive any sort of payment?
- Housing options
- Contact person
- Further information you might consider important

**Contact persons – Uniandes Office of International Affairs:**

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