

# MOBILITY PROGRAM

## Undergraduate - Master 2022-23



## Application Process

### Nomination

The partner university should nominate their students through our web platform. The instructions and links will be sent each semester to our partner universities.

### Nomination Dates

- Fall Semester 2022 (August – December) March 2<sup>nd</sup> to April 20<sup>th</sup>
- Spring semester 2023 (January – June) August 31<sup>st</sup> to October 19<sup>th</sup>

### Application

Nominated students should fill out the online application form that will be sent to their emails.

### Application Dates

- Fall Semester 2022 (August – December) March 16<sup>th</sup> to May 4<sup>th</sup>
- Spring semester 2022 (January – June) September 14<sup>th</sup> to November 2<sup>nd</sup>

### 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 must have an average of 5 years of work experience (minimum of 3 years). Only applications from students nominated by their home university will be considered.

## Contact Us

### Universidad de los Andes Office of International Affairs

Vice Presidency for Research  
Carrera 1° N° 19-27 Bloque AU, piso 1  
Bogotá-Colombia  
Phone: (57) (1) 332 45 48

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### Mobility Team

Head Officer  
Yadira Mogollón

### Mobility Officers

Anderson Henao  
Ana Maria Aponte  
Angélica Cuevas  
Flor Soto

## Academic Information

### 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.

### Important Dates for International Students:

<https://registro.uniandes.edu.co/index.php/calendario-academico-2022>

### 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; however, some courses are taught in an **8-week** period.

### Grading System:

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

### 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 2 semesters require a GPA of 3.25 for undergraduate students and a GPA for 3.5 for master students during the first semester.** If the GPA is below, students will not be eligible to continue a second semester.

### Available areas for exchange students

Students can take classes in most of our programs as long as they fulfill the prerequisites of the courses.

### 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 classroom 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. For further information please contact “*Centro de Servicios Académicos*”

Centro de Servicios Académicos  
[csa.adm@uniandes.edu.co](mailto: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.

<http://uniandes.smartcatalogiq.com/2021/Catalogo>

### Pre-requirements

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

## 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

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.

<http://bit.ly/3lizt0h>

## 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 directly contact Ana Isabel González, coordinator of the ELE program:

Ana Isabel González:  
[coordinacionele@uniandes.edu.co](mailto: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 <http://bit.ly/3bNhSub>

## Sport Courses

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.

<https://goo.gl/ggwwfZ>

# 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.

## 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.

## 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 (PID)

The migration officer at the port of entry should stamp the student's passport with the PID entry stamp.

- 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 must renew it at Migración Colombia for another 90 days period.

### Student Visa:

- 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>
- Exchange students coming for more than 180 days must obtain their student visa before arriving in Bogota.
- Students are required to obtain a residence permit (cédula de extranjería) once they arrive in Bogota if they have a student visa. This procedure must 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:

<http://bit.ly/2vgEEbw>

Each student is responsible for obtaining the correct migration document according to their specific situation. To be enrolled and registered in Uniandes, students must have one of the following documents once they have entered Colombia: the PID stamp, a visa, or a cedula colombiana (for Colombian students)

## Living Expenses

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

### Housing

Universidad de los Andes does not provide in campus housing. Each student is responsible to find their own accommodation. There are multiple housing alternatives near the university campus. For instance:

City U  
<https://vivienda.uniandes.edu.co>

The Spot  
<https://thespotforliving.com>

Living X  
<https://livinnxbogota.com>

Esstudia  
<https://esstudia.com/bogota-17-4-centro>

Popular neighborhoods for exchange students near campus are La Candelaria, Las Nieves, La Macarena, Germania.

### Transportation

One-way public bus ticket	COP 2.450
One-way Transmilenio	COP 2.650
One-way Taxi	COP 4.900 - 24.000

### Entertainment

Average monthly entertainment expense: COP 400.000

### Food

Average monthly food expense: COP 300.000 – 600.000

-Price of a Regular Coke 350 ml is around \$2.500 COP  
-1 USD is equal to \$ 3,9256.50 COP (USD conversion rate on February 24th, 2022)

## Information about Bogotá and Colombia

<http://www.bogota.gov.co>  
<https://www.colombia.co/>