

# EXCHANGE PROGRAM



Undergraduate - Master 2025-26

## Application Process

### Nomination

Partner universities nominate their students through our platform once they receive the instructions and links from Uniandes Incoming Mobility.

#### Nomination Dates:

- March 5<sup>th</sup> to April 23<sup>rd</sup> for Fall semester (August – December)
- September 3<sup>rd</sup> to October 16<sup>th</sup> for Spring semester (January – June)

### Application

Nominated students should fill out the online application form that will be sent to their emails. Only applications from students nominated by their home university will be considered.

#### Application Dates:

- March 12<sup>th</sup> to April 30<sup>th</sup> for Fall semester (August – December)
- September 11<sup>th</sup> to October 30<sup>th</sup> for Spring semester (January - June)

## Required Documents

1. **Passport Copy:** JPG format.
2. **Official Transcript of Records:** PDF format, in Spanish or English. Unofficial transcripts or screenshots are not accepted.
3. **Language Proficiency Certificates:**
  - For courses taught in Spanish: A certificate confirming B1 CEFR level proficiency in Spanish, issued by your home institution, a qualified language teacher, or an accredited Spanish language institute.
  - For courses taught in English: A certificate of English B2.
4. **Current Course Certificates:** PDF format.
5. **Motivation Letter:** PDF format, in Spanish or English, explaining your reasons for wanting to study at Universidad de los Andes.
6. **Photograph:** JPG format, 3cm x 4cm, with a white background.

#### Additional documents for master students:

1. **Curriculum Vitae (CV):** PDF format, detailing your academic and professional background. **Only for master students**
2. **Portfolio:** For students from the School of Architecture and Design, a portfolio showcasing your work.

**Note:** MBA students in the School of Management are required to have an average of 5 years of work experience, with a minimum of 3 years, to register for certain courses.



Biblioteca Pública Virgilio Barco



## Academic Information

### 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.
- 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.

### Recommended Workload

Students must register for a minimum of 3 credits and a maximum of 20 credits. They should adhere to the minimum credit requirements set by their home university.

Each credit corresponds to 48 hours of coursework, including both in-class and out-of-class work. It's important to note that the ratio of classroom work to individual work is 1:3 for master's students and 1:2 for undergraduate students.

### Grading System

- **Excellent** 4.50 – 5.0
- **Good** 4.00 – 4.49
- **Satisfactory** 3.50 – 3.99
- **Sufficient** 3.00 – 3.49
- **Insufficient** 1.50 – 2.99

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 55 reglamento Estudiantes de Pregrado*).



Capitolio Nacional de Colombia

## Academic Counseling

Academic inquiries for exchange students will be addressed by the academic coordinators. Below is the list of academic coordinators:

**Undergraduate:** <https://bit.ly/3KXP5TG>

**Master:** <https://bit.ly/3DcLDme>

Students interested in enrolling in any of the School of Management master's programs can only apply if their home institution has an agreement with one of the School of Management master's programs at Uniandes. For further information, please contact the Centro de Servicios Académicos at [csa.adm@uniandes.edu.co](mailto:csa.adm@uniandes.edu.co).

On the following link you will find our historic catalog of courses. Please keep in mind that the official catalog for the Exchange semester will be published 1 or 2 weeks before the course registration. <http://bit.ly/41auwM2>

### Prerequisites

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 applies 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://bit.ly/3L7rDn6>

### Sport Courses

Students can also register for sports classes if desired. In that case, it is important to know that each class has 1 credit and will be graded on a pass or fail basis. Or they can freely practice sports in the facilities according to the policies established. <https://bit.ly/3quDjqc>

## General Information

### Language(s) of Instruction

Most of our classes are taught in Spanish, so a B1 level of Spanish proficiency is required for courses taught in Spanish. We offer a limited number of courses taught in English each semester, and the list is published a few weeks before the semester starts. You can find the list of English-taught courses from previous academic years here:

- **2023-2024:** <https://bit.ly/3QBEgu5>
- **2024-2025:** <https://bit.ly/4brcp9G>

### Spanish Course

A Spanish course is available to all our international students. To enroll in this class, students must take a placement exam (both written and oral) and officially register. This course is worth 3 credits.

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

### Intensive Spanish Course in July

There is a free, intensive Spanish program available for exchange students, lasting 3 weeks in July. If you are interested in taking this class, please contact Ana Isabel González, the coordinator of the ELE program, directly. [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 dates established by the Languages department. For more information:

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

### Important Dates for International Students

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

### Orientation Session

Universidad de los Andes offers a three-day orientation session the week before classes begin. While this orientation session for international students is highly recommended, it is not mandatory.



Barrio La Candelaria



## Visa Information

### For students whose nationality does not require a tourist visa:

The immigration officer at the port of entry should stamp the student's passport with the PID (Student Entry Permit) upon presentation of the admission letter (for stays up to 180 days).

- This permit is valid for 90 days and must be renewed at Migración Colombia for an additional 90 days.
- For stays longer than 180 days, a student visa is required.

### For students whose nationality requires a tourist visa:

- Regardless of the length of stay, a visa needs to be obtained prior to arriving in Colombia. Further information: <https://bit.ly/2AsD6ug>
- When arriving on a visa, students are required to obtain an ID card (Cédula de Extranjería) within 15 days of arrival in Colombia. This procedure costs approximately \$90 USD. All information about this process can be found <https://bit.ly/3wAxsq1>

Please remember to check the entry requirements for Colombia in advance. You can verify them with the Colombian Ministry of Foreign Affairs, "Migración Colombia" or with the airline you will be using to travel to Colombia.

**All students are responsible for obtaining their respective immigration documents. To be enrolled and registered at Uniandes, students must have either the PID stamp, a visa/Cédula de Extranjería, or a Cédula Colombiana (for Colombian students).**

# Life in Bogotá

Contact Us

## Living Expenses

The following budget is an estimate and can vary significantly depending on the student's preferences. Students should keep in mind the conversion rate to their local currency.

## Housing

Universidad de los Andes does not offer on-campus housing services. However, the Uniandes housing team provides housing services in our allied residences, ensuring a safe and comfortable environment. These furnished apartments include internet service, cable TV, a kitchen, and common areas.

For more information, contact them via WhatsApp at (+57) 322 7645536 or visit their website: <https://bit.ly/3P30HYV>

Popular neighborhoods for international students include La Candelaria, Las Nieves, La Macarena, and Germania.

5-month stay in Bogotá estimated budget		
	Lowest (in COP)	Highest (in COP)
Room	\$ 6,500,000	\$ 13,500,000
Board	\$ 3,500,000	\$ 4,700,000
Installation budget (household items and utilities)	\$ 1,500,000	\$ 1,500,000
Transportation	\$ 3,100,000	\$ 3,100,000
Others	\$ 2,500,000	\$ 2,500,000
Total in Colombian pesos	\$ 17,100,000	\$ 25,300,000

## Universidad de los Andes Office of International Affairs

### Vice Presidency for Research

*Carrera 1° N° 19-27 AU Building, First Floor Bogotá-Colombia*

Phone: (57) (1) 332 45 48

### Visit our website:

<https://uniandes.edu.co/internacionalizacion/>



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## Mobility Team

### Head Officer

Yadira Mogollón

### Mobility Officers

Anderson Henao

Valeria Olarte

Angélica Cuevas

### Administrative assistant

Flor Soto

