



# **FACT-SHEET 2024**

# **INTERNATIONAL**

# **EXCHANGE PROGRAM**

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<b>Address (for mail and courier)</b>	Universidad Externado de Colombia Teléfonos: (57) 601-3537000, 601-3420288 y 601-3419900 Calle 12 No. 1-17 Este. Bogotá, Colombia.
<b>University website</b>	<a href="https://www.uexternado.edu.co/">https://www.uexternado.edu.co/</a>
<b>Contact information for exchange activities, including phone number, fax and email</b>	Camilo Leonardo Vargas Monroy International Career Pathways Coordinator International and External Affairs Directorate Tel: +57 (601) 342 02 88 Ext. 4050 Carrera 5 Este # 12b – 54, Edificio I Piso 1 <a href="mailto:camilo.vargas2@uexternado.edu.co">camilo.vargas2@uexternado.edu.co</a>
<b>Academic calendar with holiday dates (Semesters or terms)</b>	<p><u>Semester Dates</u></p> <p><b>Spring Semester</b></p> <p><i>Orientation Week:</i>  <i>From January 9<sup>th</sup> to 12<sup>th</sup> of 2024</i></p> <p><i>Classes Start date:</i>          January 15<sup>th</sup>  <i>Classes End date:</i>          June 1<sup>st</sup></p> <p><i>Academic break week (Holy Week): March 25<sup>th</sup> until March 29<sup>th</sup></i></p> <p><b>Fall Semester</b></p> <p><i>Orientation Week:</i>  <i>From July 22<sup>nd</sup> to 26<sup>th</sup> of 2024</i></p> <p><i>Classes Start date:</i>          July 29<sup>th</sup>  <i>Classes End date:</i>          December 7<sup>th</sup></p> <p><i>Academic break week: October 7<sup>th</sup> until October 12<sup>th</sup></i></p>
<b>Exam dates</b>	<p><b>Spring semester</b>          Exam dates: May 13<sup>th</sup> to May 31<sup>st</sup> (<i>in some Schools, these dates may be extended</i>).</p> <p><b>Fall semester</b>          Exam dates: November 25<sup>th</sup> to December 6<sup>th</sup> (<i>in some Schools, these dates may be extended</i>).</p>

<p><b>Deadlines for the nomination of exchange students for each term</b></p>	<p><b>Spring semester</b>  <i>Nomination Deadline:</i> October 20<sup>th</sup>, 2023  <i>Application Deadline (students):</i> November 17<sup>th</sup>, 2023</p> <p><b>Fall semester</b>  <i>Nomination Deadline:</i> April 19<sup>th</sup>, 2024  <i>Application Deadline (students):</i> May 17<sup>th</sup>, 2024</p>
<p><b>Deadlines for receipt of application forms</b></p>	<p><b>Spring semester</b>  <i>Application Deadline (students):</i> November 17<sup>th</sup>, 2023</p> <p><b>Fall semester</b>  <i>Application Deadline (students):</i> May 17<sup>th</sup>, 2024</p> <p>The application process is through CONNEXT platform, and it is done it by students.</p>
<p><b>Language Requirements</b></p>	<p>Spanish level determined by each academic unit in Universidad Externado (minimum B1- maximum B2) - Exchange Programs Office issues a letter stating that your Spanish level is good enough to follow the Spanish courses at UExternado</p>
<p><b>Initial application forms needed</b></p>	<p>Nominations and student applications will be managed through the CONNEXT platform. Please find the instructions for the incoming process below:</p> <p><b>Students' nominations</b></p> <ul style="list-style-type: none"> <li>- Partners will receive an email with Call of application and with the nomination template for its students.</li> <li>- After you fill out the nomination template with your students' information, please send it to <a href="mailto:camilo.vargas2@uexternado.edu.co">camilo.vargas2@uexternado.edu.co</a></li> <li>- After our partners have completed the nomination process, the nominated students will receive a username and password through the indicated email, to access the system and start their application process.</li> <li>- Students have to go to our <a href="#">CONNEXT webpage</a>, in accordance to the instructions received, when we inform them the credentials to access it.</li> </ul>
<p><b>Expected Costs</b></p>	<p>Students from partner universities are not charged with Tuition Fees for their exchange semester(s). However, they must obtain the next concepts:</p> <p>UExternado Health Insurance – Administrative-Academic requirement (\$ 15 to \$ 20 USD approx.)</p>
<p><b>Medical Insurance</b></p>	<p>All exchange students are required to enroll in a comprehensive international health insurance and present it once they arrive. We will only accept insurances that are in either English or Spanish.</p> <p>*Additional to the international health insurance, Universidad Externado requires that students obtain the university's</p>

	<p>insurance so that they can be registered to their academic program, obtain their credentials, and have access to all the university's facilities and medical attention from MediExpress inside Universidad Externado if needed.</p> <p>The cost of this insurance is: \$15 to \$20 USD approximately.</p>
<p><b>Application forms and information sent AFTER acceptance.</b></p> <p>(Emailed to the student by Exchange Coordinator)</p>	<p>Through CONNEXT, they will receive their Acceptance, which includes the Acceptance Letter.</p> <p>After, Coordinator will send practical information about University, City and Migration processes – International Student Handbook.</p>
<p><b>Type of accommodation offered</b></p>	<p><u>Accommodation</u></p> <p>Universidad Externado does not have on-campus accommodation. However, the University has agreements with <a href="#">LivvinX</a> and <a href="#">CityU</a> (two residential buildings that offer student dorm style accommodation and provide a special discount for international exchange students from Universidad Externado (<i>students must mention that they are coming to an Exchange Semester to Externado</i>)). Your students can check the webpages in the links above.</p> <p><u>Expenses</u></p> <p>It is important to know that Bogotá is the third most expensive capital of Latin America. Depending on the needs, the average expenses per month could be around 400 \$US / 600 \$US.</p> <p style="text-align: center;"><b>Some estimated expenditures</b></p> <p style="text-align: center;"><b>Housing:</b></p> <p style="text-align: center;"><b>Apartments: from 200\$US to 400\$US/month Food: 150\$US/month</b></p> <p style="text-align: center;"><b>Lunch in a restaurant close to the University: 5\$US (15000 Pesos COP)</b></p> <p style="text-align: center;"><b>Public Transport: 50\$US/month</b></p>
<p><b>Introductory Orientation</b></p>	<p>International Student Orientation Week takes place one week prior to the beginning of each semester.</p> <p>During this week, the International and External Affairs Directorate and some Schools and Support Units, organize activities to help our visiting students familiarize with the University, the city and the structure of the academic system at Externado.</p> <p>This time is also allocated for students to have a chance to look for housing options, a process that we support through a tour of the neighbourhood and direct contact with students</p>

	<p>interested in hosting visiting students (depends on the availability).</p>
<p><b>UExternado Hostees Programme</b> (<i>in process to be active</i>)</p>	<p>Being a citizen of the world implies connecting with different cultures and interacting with people from all over the planet; the <i>hostess</i> program allows Externado's students to have that experience from the Exchange programmes.</p> <p>This program allows to Externadistas to accompany and guide international students who will arrive in every exchange semester. The main role of a <i>hostee</i> is to be an ambassador of the Externado and of Colombia for international students. Playing this role opens the opportunity for Externadistas to learn about different cultures and to establish contacts and relationships throughout the world.</p> <p>As soon as international students are accepted, the <i>hostee</i> assigned to each international student will contact him/her and be his/her reference and support for its exchange academic period.</p>
<p><b>Professional Volunteering Program</b></p>	<p>The School of Finance, Government and International Relations proposes a Professional Volunteer Program, which offers our visiting students the opportunity to increase the sociocultural knowledge as a complement of their academic activities. The program allows students to work with some recognized Colombian and International NGO's such as Barefoot Foundation and Techo among others, getting to know the real needs of the most vulnerable Colombian population.</p> <p>The students receive academic credits for this activity. The number of credits will depend on the number of worked hours and completion of academic requirements during their experience. The registration process starts at the beginning of each semester.</p> <p>For more information, you can visit the program website:  <a href="https://www.uexternado.edu.co/finanzas-gobierno-relaciones-internacionales/programa-voluntariado/">https://www.uexternado.edu.co/finanzas-gobierno-relaciones-internacionales/programa-voluntariado/</a></p>
<p><b>Election of Courses</b></p>	<p>Foreign students are authorized to select courses from different programs; however, they must take at least 60% of credits in the school of registration.</p> <p>The home institution must determine the exact number of courses or ECTS credits that students can take at Externado. Before coming at Externado, students must pre-select their subjects through the CONNEXT platform, by checking the Study Plans from the School of interest (Externado's Schools web pages).</p>

**Full course load per semester**

All the classes are taught on Campus. At this moment, we do not offer online courses or hybrid options.

Except different rules from home universities, an exchange student must take a full course load at Universidad Externado, which is equivalent to 18 credits per semester (around 6/8 subjects).

**\*1 credit =** An academic credit corresponds to a workload of about 48 hours, distributed as follows: 16 hours of class attendance, 32 hours of independent work. It means that for every direct academic hour with the faculty member, the student will assume 2 hours additional of independent work.