



FACT-SHEET 2021-II

INTERNATIONAL EXCHANGE PROGRAM

1 CONTACT INFORMATION

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2 APPLICATION PROCEDURE

**Nomination
Deadline: October 10
Application Deadline:
October 15.**



Nominations and student applications will be managed through the CONNEXT platform. Please find the instructions for the incoming process below:



Students' nominations

- Partners will receive an email with a username and password to access our system.
- After receiving the email, please go to our [Connex webpágina](#)

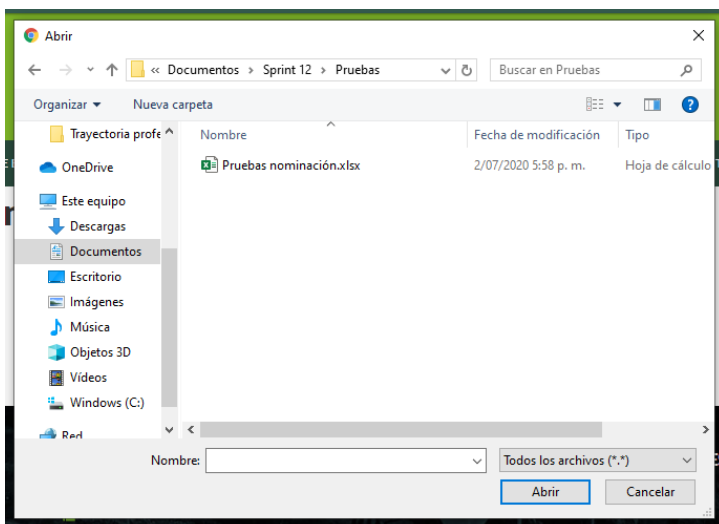
In the top part of the page you will find the student nomination section:



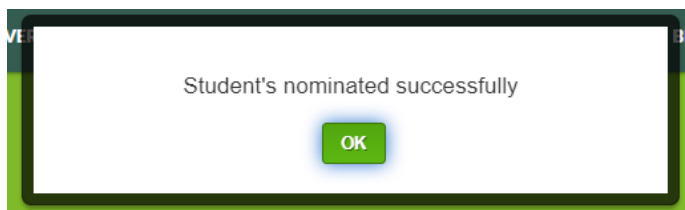
Please download our nominations template found in the third button:

	A	B	C	D
1	Name	Lastname	ID number	Email
2				
3				
4				

After you fill out the nomination template with your students' information, save it on your computer. When you click "select file" in the first button, you will be able to select the nomination document from your computer:



Then, by clicking on the second button, you will be able to submit your students' nominations:



Students' application process

- 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

Externado's International Career Pathways Coordination will examine each application. In case of acceptance, we will upload the acceptance letter to the student's profile in Connex.

3 SEMESTER DATES

**Spring semester start
date: January 24**

**Spring semester end
date: May 21**

4 ACADEMIC INFORMATION

Full course load per semester:

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 = 48 study hours/semester

5 ELECTION OF COURSES

Foreign students are authorized to select courses from different programs; however, they must take at least 60% of credits in the school of registration. The exact number of courses or ECTS



credits must be determined by the home institution. Before coming at Externado, students must pre-select their subjects through the Connex system.

6 PROFESSIONAL VOLUNTEERING PROGRAM

The School of Finance, Government and International Relations proposes a Professional Volunteer Program, which offers our visiting students the opportunity to increase the socio-cultural 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.

The students receive academic credits for this activity. The number of credits will depend on the number of worked hours. The registration process starts at the beginning of each semester.

For more information, you can visit the program website: <https://www.uexternado.edu.co/finanzas-gobierno-relaciones-internacionales/programa-de-voluntariado/>

7 LANGUAGE REQUIREMENTS

Spanish level determined by each academic unit in Universidad Externado (minimum B1-maximum B2)

8 HEALTH INSURANCE

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.

*Additional to the international health insurance, Universidad Externado requires that students obtain the university's insurance so that they can be registered to their academic program, obtain their credentials, have access to all the university's facilities and medical attention from MediExpress inside Universidad Externado if needed. The cost of this insurance is: \$20 USD approximately.



9 LIFE IN BOGOTÁ

Accommodation

Universidad Externado does not have on-campus accommodation. However, the University has agreements with [LivvinX](#) and [CityU](#) two residential buildings that offer student dorm style accommodation and provide a special discount for international exchange students from Universidad Externado. Your students can check the webpages in the links above.

Expenses

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.

Some estimated expenditures

Housing:

Apartments: from 200\$US to 400\$US/month

Food: 150\$US/month

Lunch in a restaurant close to the University: 5\$US (15000 Pesos COP)

Public Transport: 50\$US/month

10 ORIENTATION WEEK

International Student Orientation Week takes place one week prior to the beginning of each semester. During this week, the international and external affairs direction organizes activities to help our visiting students familiarize with the University, the city and the structure of the academic system at Externado. 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 neighborhood and direct contact with students interested in hosting visiting students.