



ESCUELA DE ADMINISTRACIÓN  
FACULTAD DE CIENCIAS ECONÓMICAS  
Y ADMINISTRATIVAS



PONTIFICIA  
UNIVERSIDAD  
CATÓLICA  
DE CHILE

**SCHOOL INFORMATION SHEET  
2019-2020**

**Pontificia Universidad Católica de Chile  
School of Business - MBA  
Accredited by: EQUIS and AACSB**

<b>Contact people:</b>	Monique Delaveau International Coordinator <b>MBA Program</b>	
	Paulina Court Exchange Program Coordinator <b>Undergraduate Program</b>	
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<b>School address:</b>	<b>Exchange Office MBA Program</b> School of Business (Downtown Campus) Pontificia Universidad Católica de Chile Av. Libertador Bernardo O'Higgins (Alameda) 440, 4th Floor Santiago de Chile	
	<b>Exchange Office Undergraduate and Master in Science Program</b> School of Business (San Joaquin Campus) Pontificia Universidad Católica de Chile Av. Vicuña Mackenna 4860 Santiago de Chile	
	Website for exchange-related information <a href="http://relacionesinternacionales.uc.cl/en/">http://relacionesinternacionales.uc.cl/en/</a>	
	WWW-address: Information about Undergraduate, MBA, and Double Degree Exchange : <a href="http://escueladeadministracion.uc.cl/en/escuela/">http://escueladeadministracion.uc.cl/en/escuela/</a> <a href="http://escueladeadministracion.uc.cl/en/mba/">http://escueladeadministracion.uc.cl/en/mba/</a> <a href="http://escueladeadministracion.uc.cl/en/internacional/">http://escueladeadministracion.uc.cl/en/internacional/</a> <a href="http://escueladeadministracion.uc.cl/internacional/">http://escueladeadministracion.uc.cl/internacional/</a> <a href="http://escueladeadministracion.uc.cl/internacional/intercambio-y-doble-grado/">http://escueladeadministracion.uc.cl/internacional/intercambio-y-doble-grado/</a>	

<b>Deadlines:</b>	<p><b>Undergraduate:</b>  August-December 2019: Applications: March, 2019  March-July 2020: Applications: November, 2019</p> <p><b>MBA:</b>  Summer Term January 2019: Applications: October 4th, 2018  March-May 2019: Applications: November 10th, 2018  June-September 2019: Applications: March 20<sup>th</sup>, 2019  September-December 2019: Applications: May 7<sup>th</sup>, 2019</p> <p><b>Double MBA Degree:</b>  The Double Degree Program currently has partnerships with 5 institutions:</p> <ul style="list-style-type: none"> <li>• <a href="#">The University of Texas at Austin – Mc Combs Business School</a>, USA</li> <li>• <a href="#">Groupe HEC Paris –School of Management</a>, France</li> <li>• <a href="#">WHU- Otto Beisheim School Of Business- Germany</a></li> <li>• <a href="#">Universidad Torcuato di Della- Argentina</a></li> <li>• <a href="#">York University- Canada</a></li> </ul>
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<b>Required Documents for MBA Program:</b>	<p>Exchange Application Form (Ficha de Postulación). Your Exchange Coordinator must sign and seal it. (available on the website):</p> <p><a href="https://www12.uc.cl/web_rai/jsp/rai_alumno_extrj_ingreso_form.jsp?codldiomPag=EN">https://www12.uc.cl/web_rai/jsp/rai_alumno_extrj_ingreso_form.jsp?codldiomPag=EN</a></p> <p><a href="https://www12.uc.cl/web_rai/jsp/rai_alumno_extrj_ingreso_form.jsp?codldiomPag=ES">https://www12.uc.cl/web_rai/jsp/rai_alumno_extrj_ingreso_form.jsp?codldiomPag=ES</a></p> <p>Up-to-date resume in English or Spanish with digitalized Photograph.  Up-to-date official university transcript  1 digital picture jpg file (20 to 70kb)  Health Insurance Proof  <b>UPLOAD IN A DROPBOX FOLDER</b></p>
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<b>Required Documents for Undergraduate Program:</b>	<p><a href="#">Apply online</a>, following the instructions stated in the form</p> <p>Up-to-date resume in English or Spanish with digitalized Photograph</p> <p>Presentation letter from your University.</p> <p>Spanish knowledge Certificate</p> <p>Up-to-date official university transcript</p> <p>1 digital jpg file (20 to 70 kb)</p> <p>Health Insurance Proof</p> <p><a href="http://relacionesinternacionales.uc.cl/en/international-students/exchange-and-mobility-programs/undergraduate-exchange-program/">http://relacionesinternacionales.uc.cl/en/international-students/exchange-and-mobility-programs/undergraduate-exchange-program/</a></p>
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<b>Study programs:</b>	<p><b>Commercial Engineering</b> (5 year program): classes in Business School and Institute of Economics (San Joaquin Campus)</p> <p>First 4 years in the Licenciature, the 5<sup>th</sup> year corresponds to a non-experienced Master Level courses</p> <p><b>MBA:</b> MBA classes (Downtown Campus)</p> <p><b>Double MBA Degree:</b> MBA classes (Downtown Campus)</p> <p>Classes in all other undergraduate departments, depending on availability</p>
<b>Courses:</b>	<p>MBA Intranet: <a href="http://www.mbauc.cl">www.mbauc.cl</a> (Intranet) **Upon acceptance, exchange students will be given a username and password to access Intranet</p>
<b>Faculties/ Colleges:</b>	<p>School of Economics and Management Sciences</p>
<b>Language of Instruction MBA:</b>	<p>Spanish and we offer an average of 2 or 3 courses in English per term</p> <p>Summer Term (January) by visiting professors (4/4 courses in English)</p>
<b>Language requirement:</b>	<p>Working knowledge of Spanish / no specific test is required</p>
<b>Language courses:</b>	<p><a href="http://relacionesinternacionales.uc.cl/en/international-students/exchange-and-mobility-programs/spanish-courses">http://relacionesinternacionales.uc.cl/en/international-students/exchange-and-mobility-programs/spanish-courses</a></p>
<b>Academic/Experience Requirements:</b>	<p>MBA students: have an average age of 32, and 8-10 years of experience; enrollment in an MBA program at home university</p>
<b>Full-time Workload :</b>	<p>PUC has no set full-time course load requirements. In general, full-time students take 4 courses but most Exchange Students take between 3-4 courses. Undergraduate courses run 20 weeks.</p> <p>MBA courses run 13 weeks.</p> <p>Each Course at the MBA has 33 contact hours.</p>

**Learning Expectations:**

Class format is a combination of lectures and in-class presentations, group projects and case studies. Low attendance will result in lower grades. Active class participation is usually part of each student's final grade. Grading is based on papers, case studies, and group projects. Exam format varies. The final exams take place at the end of each term and are obligatory. Class sizes are from 20-60 students for undergraduate programs. Classes are smaller for MBA students.

**Grading:**

<b>UC</b>	<b>US</b>	<b>ECTS</b>
7.00 a 6.75	A+	A ( <i>Excelente/ Excellent</i> )
6.74 a 6.25	A	
6.24 a 6.00	A-	
5.99 a 5.75	B+	B ( <i>Muy Bueno/ Very good</i> )
5.74 a 5.25	B	
5.24 a 5.00	B-	
4.99 a 4.75	C+	C ( <i>Bueno/ Good</i> )
4.74 a 4.25	C	D ( <i>Satisfactorio/ Satisfactory</i> )
4.24 a 4.00	C-	E ( <i>Suficiente/ Adequate/PASS</i> )
3.99 a 1.00	F	FX/F ( <i>Reprobado/ Failed</i> )

Normally, transcripts are sent back to Exchange Coordinators approximately 1.5 month after courses end.

**Career services**

At Undergrad Level, the Exchange Office offers help to students interested in finding jobs. For information on internships, visit:

<http://www.eadmpuc.cl/relint/english/exchange/intern.html>

**Housing and Living Expenses:**

Cost estimate in US\$ **per month**

Housing (U\$70 finder's fee): U\$ 600– U\$ 1.000 (furnished apartment, depending on area)

Food : U\$600- \$800

Books/Course Materials: U\$200 – U\$300 (Undergrad level)

Transportation: U\$ 300

Other: U\$400

Estimated expenses per semester (in US dollars) one semester is approximately 5 months

University-administered accommodation

Not available.

Options are:

- Private accommodation
- Furnished apartment
- Students' residence
- Family house (full board)

700 USD – 900 USD

500 USD – 800 USD

2800 USD – 3500 USD

Food/Meals 3000 USD - 3200 USD

Local transportation (in Santiago only) 1500 USD - 2000 USD

Academic expenses (e.g. books, photocopies, etc.) 500 USD- 700 USD Personal expenses 1200 USD approximately.

Insurance: \*

EXCHANGE STUDENTS MUST HAVE THEIR OWN HEALTH INSURANCE AND/OR INCUR THE COST OF THE HEALTH SERVICES. The Catholic University offers complete health services, including medical specialties, dental attention, psychological counselling and vocational orientation, for the exclusive use of its students.

### **Term dates for the academic year 2019- 2020:**

**Calendar**

**MBA: Quarters**

**Undergraduate: Semesters**

**MBA: Summer Term**

**January, 2020 in English (4 courses) TO BE CONFIRMED**

Course 1 and 2: January 8th to 11<sup>th</sup>

Course 3: January 15<sup>th</sup> to 18<sup>th</sup>

Course 4: January 22<sup>th</sup> to 25<sup>th</sup>

**Other Important Dates:**

Until November 1st: Register for classes via email with Monique Delaveau ([mdelaveau@uc.cl](mailto:mdelaveau@uc.cl))

**MBA: First Term**

**March-June, 2020**

Expected arrival date: February 24th, 2020

**March 9th: 1<sup>st</sup> Term MBA classes begin**

April (20<sup>th</sup> to 24<sup>th</sup>): Testing week

June 1<sup>st</sup> to 5<sup>th</sup>: MBA exams

**June 5<sup>th</sup>: 1<sup>st</sup> Term classes end**

**Other Important Dates:**

December 2nd to 6th: Register for classes in MBA Program with Monique Delaveau ([mdelaveau@uc.cl](mailto:mdelaveau@uc.cl))

**MBA: Second Term\***  
**June-September, 2019**

Expected arrival date: One week before classes begin  
**\*\*We normally receive very few exchange students during this term\***

**June 17<sup>h</sup>: 2<sup>nd</sup> Term MBA Classes Begin**  
July (29<sup>th</sup> to August 2<sup>nd</sup>): Testing week  
September (9<sup>th</sup> to 13<sup>th</sup>): MBA exams  
**September 13<sup>th</sup>: 2<sup>nd</sup> Term MBA classes end**

Other Important Dates:

March 5<sup>h</sup>-9<sup>th</sup> : Register for classes in MBA Program with Monique Delaveau  
([mdelaveau@uc.cl](mailto:mdelaveau@uc.cl))

**MBA: Third Term**  
**Sept. –Dec. 2019**

Expected arrival date: One week before classes begin

**September 23<sup>rd</sup> : 3<sup>rd</sup> Term MBA Classes Begin**  
November (4<sup>th</sup> to 8<sup>th</sup>): Testing week  
December (16<sup>th</sup> to 20<sup>th</sup>): MBA Exams  
**December 20<sup>th</sup> : 3<sup>rd</sup> Term MBA classes end**

Other Important Dates:

June 5<sup>h</sup>-9<sup>th</sup> : Register for classes in MBA Program with Monique Delaveau  
([mdelaveau@uc.cl](mailto:mdelaveau@uc.cl))

MORE INFORMATION:

<http://relacionesinternacionales.uc.cl/en/international-students/get-ready-to-arrive-to-uc>

**Accommodation**

***Is university-administered accommodation available to exchange students?***

No

***If university-administered accommodation is not available, will there be any assistance in finding private housing?***

Information of private independent housing services available at: Check this link:

<http://relacionesinternacionales.uc.cl/en/international-students/get-ready-to-arrive-to-uc/housing/>

**Visa Requirements**

***Are exchange students required to obtain a student visa?***

Yes.

Information on application procedures for a student visa can be found at: Check this link or

<http://chileabroad.gov.cl/consulados/>

***Are exchange students allowed to work***

On campus: no Off campus: no

***Is a special visa required for work?***

Yes

## **Insurance**

### ***Are exchange students required to purchase a Health insurance compulsory plan?***

International Health Insurance is mandatory. Students must purchase their own Health insurance in their countries of origin before they travel to Chile.

### ***Are medical services offered in campus?***

Yes. Pontificia Universidad Católica de Chile has complete student health services, including all medical specialties, dental attention, psychological attention and counselling, for the exclusive use of its students (Students must have their own Health Insurance and pay for the cost of all health services). Students must ask for refunding of any medical expense made in Chile to his own Health Insurance company.

Insurance UC does not offer Health Insurance. Any fees other than tuition (e.g. student services) \*The student must ask for refunding of any medical expenses made in Chile to his/her own health insurance company

<http://relacionesinternacionales.uc.cl/alumnos-internacionales/programas-de-intercambio-y-movilidad/intercambio-pregrado>