



FACT SHEET

VIRTUAL SEMESTER 2021-I

Head of the institution

Jorge Talavera Traverso
President

International office - Undergraduate

Mariella Olivos
Associate Director of Undergraduate Programs
Phone: (511) 317-7200 - Ext. 44381
molivos@esan.edu.pe

Mylene Sandoval
Outgoing Coordinator
Phone: (511) 317-7200 - Ext. 44748
msandoval@esan.edu.pe /
exchange@esan.edu.pe

Zaira Angeles
Incoming Coordinator
Phone: (511) 317-7200 - Ext. 44749
zangeles@esan.edu.pe /
intercambio@ue.edu.pe

International office - Graduate

Armando Borda
International MBA-Director
Phone: (511) 317-7200 - Ext. 44338
aborda@esan.edu.pe

Benoit Charmetant
MBA/MSc Exchange-Coordinator
Phone: (511) 317-7200 - Ext. 44694
bcharmetant@esan.edu.pe

ABOUT UNIVERSIDAD ESAN

Universidad ESAN is a leading academic institution that was founded in 1963 as the first Graduate School of Business in Latin America. Throughout these years ESAN has achieved a relevant role in Peru, based on the quality of its MBA, specialized masters, executive programs, etc. Offers undergraduate programs in the School of Economics and Management, the School of Engineering and the School of Law. Fields of specialization Management and Marketing, Management and Finance, Economics and International Business, Information Technology and Systems Engineering, Industrial and Commercial Engineering, Environmental Management Engineering, Organizational Psychology, Consumer Psychology and Corporate law.

Accredited by:



Campus Address
 Alonso de Molina 1652,
 Monterrico, Surco
 Lima – Perú



Business School
www.esan.edu.pe
 Undergraduate Programs
www.ue.edu.pe

VIRTUAL ACADEMIC CALENDAR 2021-I

Due to the global situation for the COVID-19, the semester 2021-I will be **virtual**.

Semester 2021-I	
Nomination deadline	January 7th
Application deadline	January 20th
Virtual mandatory orientation session and enrollment	March (TBD)
Virtual Spanish crash course	March (TBD)
Beginning and end of the virtual Semesters (including examination dates)	Starts: mid March Ends: mid July

APPLICATION PROCESS FOR BACHELOR

1

NOMINATION

The partner university must send a request to intercambio@ue.edu.pe considering the following information for the students: Last Name, First Name, Gender, Nationality, N° years studied (Bachelor: 1st, 2nd, 3rd or Master 1st, 2nd) , Type of program (Exchange 1 semester, Exchange 1 year, Double Degree 1 year), University and personal e-mail.

2

APPLICATION

The exchange students need to complete a register in our online process system <http://exchange.ue.edu.pe/account/login>, subsequently they will receive a user and a password in their email confirming their registration.

With the information about the user and password, the students could submit all their documents. The deadline to present all the documents is until January 20th for first semester students (March – July).



DOCUMENTS - VIRTUAL SEMESTER

- Application form online signed by the coordinator including photo.
- A digital photo. See the requirements on this link: <http://incomingstudents.ue.edu.pe/files/2019/Photo.pdf>
- CV in English or Spanish
- Official Transcript of Records from all courses taken at home University in English or Spanish
- A clear passport copy
- Learning Agreement
- A letter in Spanish, introducing to himself/herself and explaining motivations to participate at Universidad ESAN Exchange Program
- *Due to the global situation for the COVID-19*, while applying, we ask you for the following language certificates:

- Spanish Language Certificate: For Exchange Students taking courses in Spanish or Double Degree students (if not native in Spanish) is required a certificate of B2 or a Letter from a your institution stating the student has a good command of this language (B2 level)

- A English Language Certificate: For Exchange Students taking courses in English is required an English Language Certificate of B2 (if not native) or a a Letter from your institution stating the student has a good command of this language (B2 level)



COURSES OFFER

Regarding the selection of courses, it is mandatory that our partner institutions validate all the courses and consider the pre-requisites or requirements as well as the command in Spanish / English language of exchange students.

ONE TERM PROGRAM

Universidad ESAN offers a variety courses for exchange students among our 9 bachelor programs. The primary language of instruction is Spanish. Some of the courses may be taught in English. To be registered incoming students must demonstrate fluency in the Spanish (if they want to take courses in this language) or English.



List of Courses*:

incomingstudents.ue.edu.pe/international-programs/one-term-program

* Please note that the Master 1 or 2 students must take courses from our 4th or 5th year of our Bachelor Programs.

*All courses are subject to change and may not be available in all semesters.

*Once the courses have been selected during the enrollment no changes are permitted

DOUBLE DEGREE PROGRAM

The courses for our Double Degree Program are pre-established in each of our academic programs: Management & Finance, Management & Marketing, Economics and Business and Industrial and Commercial Engineering.



List of Double degree study plan:

incomingstudents.ue.edu.pe/international-programs/double-degree-program

COURSE ENROLLMENT

UE will provide the exchange student with updated information about courses and program days before the **virtual** enrollment. The course registration will be done virtually (two weeks before the beginning of classes).

Please note the course selection form you send us before your students come to UE is for reference only. Courses offered are subject to change.

Due to potential course cancellations because of undersubscription, schedule classes, and limitations of room sizes because of oversubscription, we require that the students provide valid alternatives to each of their course choices. We will need the help of the home student 's international office for pre-approving as many courses as possible for credit-transfer.

COURSES LOAD

Exchange students usually take 5/6 courses per academic semester which means full time dedication to studies and attending in average 20-26 hours of classes per week. ECTS credits should be calculated by each home institution depending on the number of Esan credits enrolled. **The virtual courses will be sincronic in the semester 2021-I.**

Credit per subject	3 to 4 ESAN credits (depending on the number of sessions per week)
Minimum workload per semester	12 ESAN credits
Maximum workload per semester	21 ESAN credits

A requirement to participate as an exchange student is to be registered with a minimum of 12 credits.

VIRTUAL SPANISH COURSE

Universidad ESAN offers to its incoming exchange students a **virtual** Spanish crash course free of charge, which allows students to advance in their proficiency of the Spanish language. Courses are opened one week before the beginning of classes depending on the number of students interested.

In order to register students must contact intercambio@ue.edu.pe, and they should take an online quiz one month prior the beginning of classes.

EXAMINATIONS 2021-I

Students must follow the dates and time stated in the syllabus and academic calendar, **no changes are allowed and no special early exams or resit exams are offered.** From the beginning of classes, the exam timetable is uploaded in our intranet: UE VIRTUAL.



GRADING

Students are permanently evaluated through their active involvement in class and conferences, quizzes, reports, written exams and other special assignments. Evaluation procedures and tools, and their relative value are established by each professor at the beginning of every single term and detailed in the corresponding syllabus. In addition to academic performance, evaluation also takes into account the ethics and sense of responsibility students demonstrate in class.

At the end of the period of study, UE provides the sending institution a report of the courses taken and grades achieved by each exchange student. Transfer of academic credits is determined by the home institution.

GRADES	ESAN GRADES	
A	18 - 20	PASS
B	16-17	
C	14-15	
D	12-13	
E	11	
F	0 - 10	FAIL

Our grading scale goes from 1 to 20, where 11 is the minimum passing grade.

WHEN WILL TRANSCRIPTS BE SENT TO THE PARTNER UNIVERSITY?

Exchange students have the possibility to check their transcripts on UE Intranet during the semester. Transcripts are sent to partner universities (virtually) only once the exchange students has completed all administrative procedures, paid all required fees and given books back to libraries.



- Mid-August: for 1st semester students
- Mid-January: for 2nd semester and full academic year students

BACHELOR PROCEDURE FOR DOUBLE DEGREE PROGRAM

To obtain a bachelor degree at Universidad ESAN, the students must culminate their studies and get their bachelor degree at their home university. According to Peruvian national regulations, students must deliver a digital format of the thesis or dissertation, among other documents. According to the calendar of Universidad ESAN, the documents should be delivered twice a year.

FACILITIES



INTRANET: UE VIRTUAL

All exchange students will be given a user and a password to access the UE virtual platform where they can check their courses and material uploaded or any other announcement. They will also be given an UE email address on which they will regularly be contacted by administrative and academics. It is responsibility of the students to check their mails. The link is: <http://uevirtual.ue.edu.pe/>



INFORMATION SERVICES

The Library and Information Center, ESAN/Cendoc, is one of the most complete in Latin America in the area of its specialization. It holds approximately fifty thousand volumes among books, documents, reference collections and other types of materials. In addition, it has more than 14,000 titles belonging to technical journals and records of journal articles in Spanish.

JUNIOR ASSISTANT PROGRAM

The International Student Office offers the "Junior Assistant Program", designed to assist international students to get organized and provide them personal orientation with all the procedures at Universidad ESAN.

The Junior Assistants students of Universidad ESAN will contact you by email so please check your given e-mail frequently.



INTERNATIONAL GUIDE

Find here useful information about living in Peru, in the capital Lima, students services and facilities, our short study programs, courses taught in English that may appeal to you.

<https://incomingstudents.ue.edu.pe/history/resource-library/welcome-guide1>

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