

GUIDE FOR INTERNATIONAL STUDENTS

Universidad EAFIT 2014 - 2015

Airport pick-up service

The International Relations Office offers an airport pick-up service for international students. In order to receive this service, students must fill out an online form with the dates defined in the calendar. The form includes the following information:

- Carrier
- Flight number
- Date of arrival to Medellín
- Time of arrival to Medellín
- Arrival address in Medellín

If students fill out the form after the due dates, the service may not be guaranteed. Please contact alozano1@eafit.edu.co directly as the service will have to be confirmed by e-mail.

Spanish courses

Universidad EAFIT offers one Spanish course for free for all exchange students and freemovers. If you are interested in Spanish courses, please include it in the "List of Courses" section of the application form. The enrollment process in this program will be done upon arrival.

LEGAL DOCUMENTS

Student visa

Students must get their visa at the nearest Colombian Consulate in their home country. The documents that must be presented are: EAFIT's acceptance letter as exchange student and the legal representation certificate of Universidad EAFIT. Both documents will be sent to the student at the time his application is accepted. (Find approximate dates in calendar).

Foreign ID (Cédula de Extranjería)

This document is required for all students who will be staying for more than 3 months in Colombia and it is obtained at the CFMS (Centro Facilitador de Servicios Migratorios) with a cost of US\$80. The student visa is required and it has a cost of approximately \$200,000 COP (US\$100). By Colombian Law, this paperwork must be done within the first fifteen days after arriving to the country.

Once in Medellín, students will receive orientation about this requirement.



CONTACT INFORMATION

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For general questions:

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 [Facebook.com/InternationalEAFIT](https://www.facebook.com/InternationalEAFIT)

UNIVERSIDAD EAFIT
INTERNATIONAL RELATIONS OFFICE
Carrera 49#7 Sur-50 Bloque 33-103
Medellín, Colombia



CALENDAR OF ACTIVITIES

ACTIVITY	SEMESTER AND DATES	
	Semester 2013-2	Semester 2014-1
Application deadlines	February 3 - March 21	August 11 - September 12
Sending acceptance letters	April 14 - April 25	October 1 - October 8
On-line registration	May 8 - May 16	October 14 - November 14
Reception of student VISA to the International Relations Office	May 27 - June 6	November 18 - November 28
Courses registration	June 11 - June 25	November 26 - December 10
Orientation day	July 8	January 13
Classes	July 14 - November 8	January 19 - May 23
Final exams	November 11 - November 22	May 25 - June 6
Holiday	-----	March 29 - April 5
Deadline for airport pick-up service	July 11	January 16

Dear International freemover:

In this Guide you will find useful information for the registration and admission process at Universidad EAFIT. Please have in mind the calendar of activities so you can fulfill the process in the best possible way.

APPLICATION PROCEDURE

Exchange students must be nominated by the office responsible for academic exchanges at their home university. Once Universidad EAFIT accepts a nomination, students must fill out the form and submit it with the following documents:

- Photocopy of the passport
- Transcripts certificate
- Certificate of language sufficiency
- One color picture

Free movers should contact the Coordinator of International Mobility by e-mail to express interest. Once accepted, the same documents should be sent.

The documents should be sent **by e-mail** to:
Ms. Adelaida Lozano
Coordinator of International Mobility
(alozano1@eafit.edu.co)

or **by post mail** to the following address:
Universidad EAFIT
International Relations Office
Carrera 49 No 7Sur 50
Telephone +(57 4) 2619387
Medellín, Colombia – South America

COURSE SELECTION

Students will find course descriptions at <http://www.eafit.edu.co/international/esp/estudiar-eafit/Paginas/programas-academicos.aspx>

The list of courses taught in English is available at <http://www.eafit.edu.co/international/esp/estudiar-eafit/Paginas/asignaturas-ingles.aspx> (Please take into account that the list of courses taught in English can be modified every semester).

Students will present their course selection in the application form. The course schedule will be handed in to the students once the enrollment process is accomplished upon arrival.

Course schedules can be modified and defined during the first two weeks after the beginning of classes.

ACCEPTANCE LETTER

Universidad EAFIT will send the letter of acceptance to the Coordinator at the home university, as well as EAFIT's legal representation certificate. Both documents are necessary in order to get the STUDENT VISA at the Colombian Consulate in the country where the home university is located.

REGISTRATION AT UNIVERSIDAD EAFIT

Once we receive your application documents we will send you a PDF file where you can find the steps to register in the University. This process uses the student's passport number as identification number in our system.

The online registration should be done in the dates established in the calendar and before arriving in Colombia.

ENROLLMENT AT UNIVERSIDAD EAFIT

After the online registration process, it is key that the student sends a scanned copy of his /her Student VISA to alozano1@eafit.edu.co and vvasque1@eafit.edu.co. This is a requirement to complete the enrollment process and therefore to receive the course schedule, via e-mail.

Students that arrive in Colombia without a Student VISA will have to get it as soon as they arrive in order to complete the enrollment process.

ENROLLMENT CONFIRMATION

Once in Medellín, international students must visit the International Relations Office with their student visa in order to confirm the enrollment process.

Then, they will receive an email account, with a username and password, which gives them access to the different university's information systems.

ACCOMODATION OPTIONS

At EAFIT we do not have student residencies. There are two accommodation alternatives:



- Room with a Colombian family
- Rent an apartment or loft, shared or individually

The monthly cost can range between 350 and 600 USD. The rooms are normally in apartment buildings, and the cost includes a management fee, use of kitchen, laundry service and internet access. All phone calls must be paid separately. It is common for tenants to ask students to pay one or two months in advance.

The International Relations Office will provide accommodation information and offer support in the search of a definite alternative.

We recommend students to stay in a hotel or hostel while they find the accommodation alternative that fits them best. The hostels near the university can cost around \$40,000 COP per day (US\$ 20) including breakfast. For more detailed information please visit the following links:

Waypoint Hostel www.waypointhostel.com
Casa Kiwi Hostel www.casakiwi.net

LIVING EXPENSES		
DESCRPTION	USD	UNITS
Accomodation	350-600	month
Meals	15	day
Transport	Taxi	3
	Bus	1
	Metro	1
		1 Trip

SERVICES

Buddy Program

All international students will be assigned a volunteer EAFIT student, through the Buddy Program, with the objective to offer support in the arrival process.