

INCOMING ACADEMIC MOBILITY



CONTACT INFORMATION

MOBILITY COORDINATION

Dirección de Relaciones Exteriores - DRE

DIRECTOR

Prof. Melba Libia Cárdenas Beltrán

CONTACT

dirori@unal.edu.co
Tel. (57-1) 316 5650
(57-1) 316 5000
Ext. 18291

WEBSITE

www.dre.unal.edu.co/movilidad.html

GENERAL INFORMATION

ACADEMIC PERIOD

First semester: February - June
Second semester: August - December

HOUSING

Universidad Nacional de Colombia does not offer accommodation for guest students. However, our Student Services Office at the Campus Bogotá (Bienestar de Sede) has a database you can be requested sending an email to moviacadent@unal.edu.co

IMPORTANT INFORMATION FOR THE EXCHANGE PROCEDURE

LEVEL

Undergraduate and Graduate

EXCHANGE

One academic period and one extension period (max. 1 year)

APPLICATION

- For the first semester of the year:
Until October 30 of the previous year
- For the second semester of the year:
Until April 30 of the current year

The undergraduate and graduate students can carry out an academic mobility at Universidad Nacional de Colombia for any of the following activities:

- Study abroad: Academic activity in which students can take courses and / or supplementary subjects related to the curriculum in another institution.
- Internships : This is an academic activity that contribute to the professional, social and community development of undergraduate students through the experience and application of the knowledge acquired during their professional training.
- Research Stay: It is an academic activity in which a student develop studies, analyzes, expositions or experiments in addition to its research practices, in another institution under the supervision of a researcher in the home institution.
- Medical Rotation: It is an academic activity in which the students of the health sciences areas put in practice their knowledge and skills in different areas linked to their interest.

For the modalities of study abroad, internships, research stay and medical rotation, the guest student must obtain the prior approval of a tutor, who will be the responsible for their activities at Universidad Nacional de Colombia.

Procedure for students

To apply as a visiting student at our University, your students must follow this process:

First of all, students must register their Incoming Mobility Application in the Information System of the National Office of External Affairs (DRE – because of its Spanish name Dirección de Relaciones Exteriores): <http://www.dre.unal.edu.co/movilidad.html?form=entrante>, and upload the following documents online:

- a. Nomination letter by the home university (on university letterhead and with stamp).
- b. Motivation letter.
- c. Official transcript of records.
- d. Copy of passport (foreign students) or copy of Colombian citizenship card (Colombian students).
- e. Letter of economic support by which candidates express their financial capacity to assume the costs of the mobility. If candidates receive a scholarship, they must annex a certificate mentioning that they are scholars or scholarship holders.
- f. In case of a research stay or an internship, students have to submit the letter of invitation from a Professor (mentor) of our University. The letter of invitation corresponds to the document by which a Professor from the Universidad Nacional de Colombia - ideally from the same research field and topic – officially expresses his/her will of being the mentor during the student's academic stay. Therefore, we suggest students to directly contact the Faculty of interest and get in touch with a Professor to ask about this process.

Once the student makes his / her application, the endorsement procedure will be carried out. Once we obtain this approval, the student's official admission letter will be issued. This process can take between one and two months. Please keep this in mind to start with the application process on time.

Our deadlines are April 30th / October 30th.

International Incoming Students must pay the student personal accident policy of the Universidad Nacional de Colombia and comply with the guidelines stipulated by the National Welfare Office (Dirección Nacional de Bienestar). The payment of the accident policy must be made once the students have legalized their mobility in Colombia. The price is \$ 23,000 COP (about 7 US Dolar).

IT IS NOT NECESSARY TO SEND THE DOCUMENTS THROUGH E-MAIL.

You can find all information concerning incoming mobility at:
<http://www.dre.unal.edu.co/es/movilidad/incoming.html>.

