

Exchange Program Factsheet

MOBILITY BY BILATERAL & AUSJAL AGREEMENT

2019

Contenido

Admission Process	2
International Health Insurance.....	3
Academic Calendar	3
Academic Information	4
Pending Documents.....	4
Advanced Spanish Course	4
Incoming Student Package (ISP)	4
Double Degree Program.....	5
Student Visa.....	5
FREE MOVERS	5
Accommodation.....	6



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Admission Process

- 1 **NOMINATION:** The international academic mobility coordinator of the home university must send us the nomination of students interested in participating in the mobility program with the UCC in order to start the admission process. Nominations must be sent to the following e-mail: cooperacion.sai@ucc.edu.ar
- 2 **ON-LINE ADMISSION:** immediately afterwards, each student must make the [online admission](#) on our website.
- 3 **PAPER FORMS:** Once the online admission is completed, the student must print out the forms, complete them, and have them **signed and stamped** by the head of international mobility at their home university. Then, you must enclose the following documents in ORIGINAL:
 - 2 passport photocopies;
 - **OFFICIAL transcript of records.**
 - **Official translation into Spanish** (In cases where the original certificate is not issued in Spanish by the University of Origin);
 - Intermediate-advanced level certificate of Spanish language, if applicable.
 - Letter of recommendation from a professor of your university.
 - Copy of the **international health insurance policy** (see the following page).
- 4 **POSTAL SHIPPING:** All complete documents must be sent by postal mail to the UCC at the following address:

Milton E. Escobar
 Área de Cooperación Internacional e Intercambio Académico
 Secretaría de Asuntos Internacionales
 Tel.: +54 351 4219000 int. 3
 UNIVERSIDAD CATÓLICA DE CÓRDOBA
 Obispo Trejo 323
 X5000IYG - Córdoba
 Argentina

DEADLINES to receive all the paperwork through postage:

March 30 for students starting in July, and

October 30 for students starting in March.

- 5 **ACCEPTANCE:** once the documents have been received by postal mail, we will process the request and send an official acceptance e-mail to the mobility coordinator and in copy to the students, indicating the documents that each student must bring with them and deliver without exception during the welcome and orientation week.

International Health Insurance

Students must get an international health insurance with coverage from the time of leaving the home country till the end of your exchange period. The insurance must cover at least the following items:

- repatriation or sanitary transportation of injured/wounded and sick people;
- repatriation or transportation of mortal remains;
- defense of criminal liability;
- 24h personal accidents;
- Private civil liability.

The international health insurance policy must be sent to: cooperacion.sai@ucc.edu.ar.

DEADLINE: within 2 (two) days after receiving the official acceptance e-mail, without exception.

Also, the UCC University Clinic Reina Fabiola* offers free medical assistance through accident & emergency department ("*guardia médica*"). However, medical specialist consultations have a cost.

There is also free medical assistance on Campus, which is placed in the hall of the Engineering School.

* Reina Fabiola Clinic is located in Jacinto Ríos 571, B ° Gral. Paz / Tel.: 351- 414 2121

Academic Calendar

Important dates to consider when you buy the flight tickets:

	1 st semester 2019 (S1)	2 nd semester 2019 (S2)
Official Arrival Date	March 04	July 29
Welcome Week	March 6 - 8	July 30 - August 1
Start of Classes	March 11	August 5
Enrollment to the UCC	To be confirmed	To be confirmed
End of Classes	June 22	November 9
Final Exams	June 24 - July 31	November 11 - December 21
Holidays	July 15 - 22	-
End of Exchange	July 31	December 21

***** Attendance to the Welcome and Orientation Week is mandatory.*****

Academic Information

International exchange students can take courses in all the different careers of the UCC. The courses offered are listed in a file attached to the acceptance e-mail. At the time of choosing courses students should take into account that:

- ✓ For students coming for only one semester who select annual courses, they will get only half of the total hour load.
- ✓ For students coming during our Second Semester, they must select second semester courses (S2);
- ✓ Some courses may not be available for exchange students (Ref. D).
- ✓ The UCC does not use the the ECTS credit system, but rather certifies contact hours. It is the power of the sending institution to convert contact hours to ECTS credit.
- ✓ All the courses of the UCC are taught in Spanish language.

During the orientation week we will give the students a registration form in order to enroll to the courses.

Pending Documents

During the first day of the "Welcome and Orientation Week", each student must submit:

- Photocopy of the first sheet of the **passport** and page with the stamp of entry to the country;
- Photocopy of the international health insurance policy;
- "Declaración Expresa Sobre Riesgos y Responsabilidades" document, signed by the student.
- **Other missing documents**, if it has been requested in the official acceptance e-mail.

Advanced Spanish Course

International students can also take Advanced Spanish semester course offered by the Secretariat of International Affairs. This course has an additional cost; to receive more information, please contact to: internacional.sai@ucc.edu.ar.

Incoming Student Package (ISP)

Once in Cordoba, exchange students must pay the Incoming Student Package. This does not correspond to an academic fee, but includes all activities and expenses incurred by this Secretariat regarding the reception and management of students exchange (Orientation week, welcome and farewell agape, visa paperwork, extracurricular activities, transcript mailing).

The ISP for **annual** and **semester** students is 50 USD or its equivalent in Argentinian pesos. It is mandatory and must be paid, without exception, on the enrollment day.

Double Degree Program

Students taking part in the Double Degree Program must translate all the requested documents in Córdoba, by an official public translator immediately after their arrival.

Student Visa

Due to new immigration regulations in Argentina, students may enter our country as tourists (only with their passport) and change their status to student once in Córdoba. Consequently, it is not necessary to get a visa in their home country. Once in Córdoba, we will explain the corresponding procedure.

IMPORTANT!!! The additional documents required to process the visa depends on the home country and the exchange period, as indicated below:

**1 - Natives of MERCOSUR member countries and their ASSOCIATED STATES, and
2 - Natives of EXTRAMERCOSUR countries that do NOT require visas to enter as tourists**, whose period of exchange is more than 6 (six) months,

must bring a FEDERAL or NATIONAL certificate of no criminal records issued in their home country or in the countries where they have resided for the last three (3) years, legalized by the respective Argentine consular representation, or with the Hague Apostille stamp. In the event that the country of origin does not extend this type of certificate according to its local legislation, it must be attached a consular proof of this fact.

The certificate of criminal record must be translated in Córdoba by an official public translator, immediately after the arrival.

For native students from **EXTRAMERCOSUR countries that require VISA to enter as tourists**, the procedure will be initiated by the UCC in Argentina and the foreign student must request the visa to the respective Argentine Consulate, fulfilling the established requirements for that purpose.

FREE MOVERS

Students from universities that do not have an agreement with the UCC can apply as free mover students, paying the corresponding tuition and academic fees. They must bring the following additional documents:

- FEDERAL or NATIONAL certificate of no criminal records issued in their home country or in the countries where they have resided for the last FIVE (5) years, legalized by the respective Argentine consular representation, or with the Hague Apostille stamp.
- Diploma and official transcript of records of the Secondary School, with the Hague Apostille stamp.

In addition to the above documentation, students born in EXTRAMERCOSUR countries that do not require a visa to enter as tourists must bring:

- *Birth certificate* duly legalized by the respective Argentine consular representation, or with the Hague Apostille stamp.

Accommodation

The Universidad Católica de Córdoba does not have own dormitories or residences. However, we offer a list of accommodation suggestions for exchange students. They should contact the host on their own, and book the chosen option. In the list they will find different prices according to the closeness to the city center, comfort level, room type, etc.).

Students must inform us their choice before their arrival at the following email address: movilidad.sai@ucc.edu.ar, also available for questions.

We suggest making the reservations as soon as possible.



We are looking forward to seeing you soon!