SCHOOL INFORMATION SHEET
2017-2018
Pontificia Universidad Católica de Chile
School of Business - MBA
Accredited by: EQUIS and AACSB

Contact people:
Monique Delaveau
International Coordinator MBA Program

Paulina Court
Exchange Program Coordinator Undergraduate Program

Telephone/Fax:
Monique Delaveau 56 2 2354 2754
Paulina Court 56 2 2354 2402

Emails
Monique Delaveau mdelaveau@uc.cl
Paulina Court pcourt@uc.cl

School address:
Exchange Office MBA Program
School of Business (Downtown Campus)
Pontificia Universidad Católica de Chile
Av. Libertador Bernardo O’Higgins (Alameda) 440, 4th Floor
Santiago de Chile

Exchange Office Undergraduate Program
School of Business (San Joaquin Campus)
Pontificia Universidad Católica de Chile
Av. Vicuña Mackenna 4860
Santiago de Chile

WWW-address:
Information about Undergraduate, MBA, and Double Degree Exchange:
http://www.eadmpuc.cl/relint/english/exchange.html
## Deadlines:

**Undergraduate:**
- August-December 2017: Applications: March, 2017
- March-July 2018: Applications: November, 2017

**MBA:**
- Summer Term January 2018: Applications: October 4th, 2017
- March-May 2018: Applications: November 10th, 2017
- June-September 2017: Applications: March 20th, 2017
- September-December 2017: Applications: May 7th, 2017

**Double MBA Degree:**
The Double Degree Program currently has partnerships with four institutions:
- The University of Texas at Austin – Mc Combs Business School
- Groupe HEC Paris – School of Management
- WHU- Otto Beisheim School Of Business- Germany
- Universidad Torcuato di Della- Argentina
- York University- Canada

## Required Documents for MBA Program:
- Up-to-date resume in English or Spanish with digitalized Photograph.
- Up-to-date official university transcript
- 1 photographs 35x35 mm printed
- 1 digital picture jpg file (20 to 70 kb)
- Health Insurance Proof
- [DOWNLOAD IN A DROPBOX FOLDER](#)

## Required Documents for Undergraduate Program:
- **Apply online**, following the instructions stated in the form
- Up-to-date resume in English or Spanish with digitalized Photograph presentation letter from your University.
- Spanish knowledge Certificate
- Up-to-date official university transcript
- photo 35x35 mm/1 digital jpg file (20 to 70 kb)
- Health Insurance Proof
Study programs: Commercial Engineering (5 year program): classes in Business School and Institute of Economics (San Joaquin Campus)

MBA: MBA classes (Downtown Campus)

Double MBA Degree: MBA classes (Downtown Campus)

Classes in all other undergraduate departments, depending on availability

Courses: Courses from Faculty of Economic and Management Sciences: [http://www.uc.cl/dara/libcursos/periodo22/ua/ua_5.html](http://www.uc.cl/dara/libcursos/periodo22/ua/ua_5.html)

General Courses link: [http://cursos.puc.cl/catalogo/](http://cursos.puc.cl/catalogo/) within Ciencias Económicas y Administrativas

Choose Escuela de Administración MBA: [http://cursos.puc.cl/catalogo/sitio/eam.html](http://cursos.puc.cl/catalogo/sitio/eam.html) (EAMXXX)


MBA Intranet: [www.mbauc.cl](http://www.mbauc.cl) (Intranet) **Upon acceptance, exchange students will be given a username and password to access Intranet**

Faculties/Colleges: Faculty of Economic and Management Sciences

Language of Instruction MBA: Spanish and 1% of classes taught in English

Summer Term (January) by visiting professors (3/4 courses in English)

Language requirement: Working knowledge of Spanish / no specific test is required

Language courses: Not available

Academic/Experience Requirements: MBA students: preferably 2 years work experience; enrollment in an MBA program at home university

Full-time Workload: PUC has no set full-time course load requirements. In general, full-time students take 4 classes (40 credits) but most Exchange Students take between 30-40 credits. Undergraduate courses run 20 weeks. MBA courses run 13 weeks. Each Course at the MBA has 33 contact hours.

Learning Expectations: Class format is lecture and discussion, in-class presentations, group performance and case studies. Attendance is required. Poor 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:

<table>
<thead>
<tr>
<th>Score Range</th>
<th>Grade</th>
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<tbody>
<tr>
<td>7.0 - 10.0</td>
<td>Excellent</td>
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<tr>
<td>6.0 - 6.9</td>
<td>Very Good</td>
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<tr>
<td>5.0 - 5.9</td>
<td>Good</td>
</tr>
<tr>
<td>4.0 - 4.9</td>
<td>Sufficient Passed</td>
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<tr>
<td>3.0 - 3.9</td>
<td>Insufficient</td>
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<tr>
<td>2.0 - 2.9</td>
<td>Deficient</td>
</tr>
<tr>
<td>1.0 - 1.9</td>
<td>Bad</td>
</tr>
</tbody>
</table>

A: Passed
R: Failed
D: Distinguished
C: Validated course
P: Pending

Normally, transcripts are sent out to Exchange Coordinators approximately 1 month after courses end.

Career services

At Undergrad Level the Exchange Office offers help of an informal nature for students interested in finding jobs. For information on internships, visit: [http://www.eadmpuc.cl/relint/english/exchange/intern.html](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. there is no on campus housing)
- Food: U$300- $500
- Books/Course Materials: U$200 – U$300
- Transportation: U$ 200
- Other: U$400

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.

Exchange Coordinator Services:
The Exchange Coordinator is involved in every aspect of the Exchange Program, and is available Monday through Friday from 9am for any problems that may arise.

Info Dissemination:

Information is disseminated through email and/or personal contact with students.
**Term dates for the academic year 2017- 2018:**

<table>
<thead>
<tr>
<th>Calendar</th>
<th>MBA: Quarters</th>
<th>Undergraduate: Semesters</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA: Summer Term</td>
<td>Course 1 and 2: January 3rd to 6th</td>
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<tr>
<td>January, 2018 in English (4 courses)</td>
<td>Course 3: January 10th to 13th</td>
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<td></td>
<td>Course 4: January 17th to 20th</td>
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<tr>
<td>Other Important Dates:</td>
<td>Until November 15th: Register for classes via email with Monique Delaveau (<a href="mailto:mdelaveau@uc.cl">mdelaveau@uc.cl</a>)</td>
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<tr>
<td>MBA: First Term</td>
<td>March 5th: 1st Term MBA classes begin</td>
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<td>March-June, 2018</td>
<td>April (17th to 21th): Testing week</td>
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<td>May 26th to 30th: MBA exams</td>
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<td></td>
<td>May 30th: 1st Term classes end</td>
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<tr>
<td>Other Important Dates:</td>
<td>March 2nd to 6th: Register for classes in MBA Program at Downtown Campus with Monique Delaveau (<a href="mailto:mdelaveau@uc.cl">mdelaveau@uc.cl</a>)</td>
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<tr>
<td>MBA: Second Term*</td>
<td>Expected arrival date: One week before classes begin</td>
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<td>June-September, 2017</td>
<td><strong>We normally receive very few exchange students during this term</strong></td>
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<td>June 12th: 2nd Term MBA Classes Begin</td>
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<td>July (24th to 28th): Testing week</td>
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<td></td>
<td>September (4th to 8th): MBA exams</td>
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<td>September 6th: 2nd Term MBA classes end</td>
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<tr>
<td>Other Important Dates:</td>
<td>June 5th-9th: Register for classes in MBA Program at Downtown Campus with Monique Delaveau (<a href="mailto:mdelaveau@uc.cl">mdelaveau@uc.cl</a>)</td>
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<tr>
<td>MBA: Third Term</td>
<td>Expected arrival date: One week before classes begin</td>
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<td>Sept. –Dec. 2017</td>
<td>September 25th: 3rd Term MBA Classes Begin</td>
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<td>November (6th to 10th): Testing week</td>
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<td></td>
<td>December (18th to 22th): MBA Exams</td>
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<td>December 22th: 3rd Term MBA classes end</td>
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