

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

<b>Contact people:</b>	Monique Delaveau International Coordinator <b>MBA Program</b>	
	Paulina Court Exchange Program Coordinator <b>Undergraduate Program</b>	
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<b>School address:</b>	<b>Exchange Office MBA Program</b> School of Business (Downtown Campus) Pontificia Universidad Católica de Chile Av. Libertador Bernardo O'Higgins (Alameda) 440, 4th Floor Santiago de Chile	
	<b>Exchange Office Undergraduate Program</b> School of Business (San Joaquin Campus) Pontificia Universidad Católica de Chile Av. Vicuña Mackenna 4860 Santiago de Chile	
<b>WWW-address:</b>	Information about Undergraduate, MBA, and Double Degree Exchange : <a href="http://www.eadmpuc.cl/relint/english/exchange.html">http://www.eadmpuc.cl/relint/english/exchange.html</a>	

<b>Deadlines:</b>	<p><b>Undergraduate:</b>  August-December 2017: Applications: March, 2017  March-July 2018: Applications: November, 2017</p> <p><b>MBA:</b>  Summer Term January 2018: Applications: October 4th, 2017  March-May 2018: Applications: October 20th, 2017  June-September 2017: Applications: March 20<sup>th</sup>, 2017  September-December 2017: Applications: May 7<sup>th</sup>, 2017</p> <p><b>Double MBA Degree:</b>  The Double Degree Program currently has partnerships with four institutions:  <a href="#">The University of Texas at Austin – Mc Combs Business School</a>  <a href="#">Groupe HEC Paris –School of Management</a>  <a href="#">WHU- Otto Beisheim School Of Business- Germany</a>  <a href="#">Universidad Torcuato di Della- Argentina</a>  <a href="#">York University- Canada</a></p>
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<b>Required Documents for MBA Program:</b>	<p>Exchange Application Form (Ficha de Postulación). Your Exchange Coordinator must sign and seal it. (available on the website):  <a href="http://www.eadmpuc.cl/relint/english/exchange/appmaterial.html">http://www.eadmpuc.cl/relint/english/exchange/appmaterial.html</a></p> <ul style="list-style-type: none"> <li>• Up-to-date resume in English or Spanish with digitalized Photograph.</li> <li>• Up-to-date official university transcript</li> <li>• 1 digital picture jpg file (20 to 70kb)</li> <li>• Health Insurance Proof</li> </ul> <p>UPLOAD IN A DROPBOX FOLDER</p>
<b>Required Documents for Undergraduate Program:</b>	<p><a href="#">Apply online</a>, 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</p>

<b>Study programs:</b>	<p><b>Commercial Engineering</b> (5 year program): classes in Business School and Institute of Economics (San Joaquin Campus)</p> <p><b>MBA:</b> MBA classes (Downtown Campus)</p> <p><b>Double MBA Degree:</b> MBA classes (Downtown Campus)</p> <p>Classes in all other undergraduate departments, depending on availability</p>
<b>Courses:</b>	<p>Courses from Faculty of Economic and Management Sciences:  <a href="http://www.uc.cl/dara/libcursos/periodo22/ua/ua_5.html">http://www.uc.cl/dara/libcursos/periodo22/ua/ua_5.html</a></p> <p>General Courses link:  <a href="http://cursos.puc.cl/catalogo/">http://cursos.puc.cl/catalogo/</a> within <b>Ciencias Económicas y Administrativas</b>  Choose Escuela de Administración</p> <p>MBA: <a href="http://cursos.puc.cl/catalogo/sitio/eam.html">http://cursos.puc.cl/catalogo/sitio/eam.html</a> (EAMXXX)</p> <p>Undergraduate courses (Commercial Engineering):  <a href="http://www.uc.cl/dara/registro/catalogo/c_icomercial.html">http://www.uc.cl/dara/registro/catalogo/c_icomercial.html</a></p> <p>MBA Intranet: <a href="http://www.mbauc.cl">www.mbauc.cl</a> (Intranet) **Upon acceptance, exchange students will be given a username and password to access Intranet</p>
<b>Faculties/Colleges:</b>	Faculty of Economic and Management Sciences
<b>Language of Instruction</b>	Spanish and 1% of classes taught in English
<b>MBA:</b>	Summer Term (January) by visiting professors (3/4 courses in English)
<b>Language requirement:</b>	Working knowledge of Spanish / no specific test is required
<b>Language courses:</b>	Not available
<b>Academic/Experience Requirements:</b>	MBA students: preferably 2 years work experience; enrollment in an MBA program at home university
<b>Full-time Workload :</b>	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.
<b>Learning Expectations:</b>	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.

<b>Grading:</b>	7.0	Excellent
	6.0-6.9	Very Good
	5.0-5.9	Good
	4.0-4.9	Sufficient Passed
	3.0-3.9	Insufficient
	2.0-2.9	Deficient
	1.0-1.9	Bad
	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>

**Housing and Living Expenses:** Cost estimate in US\$ **per month**  
Housing (US\$70 finder's fee): US\$ 600– US\$ 1.000 (furnished apartment, depending on area. there is no on campus housing)  
Food : US\$300- \$500  
Books/Course Materials: US\$200 – US\$300  
Transportation: US\$ 200  
Other: US\$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:**

## Calendar

MBA: Quarters

### Undergraduate: Semesters

**MBA: Summer Term  
January, 2018 in English  
(4 courses)**

Expected arrival date: One week before classes begin

**Other Important Dates:**

Until October 10th: Register for classes via email with Monique Delaveau ([mdelaveau@uc.cl](mailto:mdelaveau@uc.cl))

**MBA: First Term**  
**March-June, 2017**

Expected arrival date: February 24th, 2017

**March 6th: 1<sup>st</sup> Term MBA classes begin**

April (17-21): Testing week

**May 29<sup>th</sup> to June 2nd:** MBA exams

**June 2nd: 1<sup>st</sup> Term classes end**

Other Important Dates:

January 3<sup>rd</sup> to 7th: Register for classes in MBA Program at Downtown Campus with Monique Delaveau ([mdelaveau@uc.cl](mailto:mdelaveau@uc.cl))

**MBA: Second Term\***  
**June-September, 2017**

Expected arrival date: One week before classes begin

**\*\*We normally receive very few exchange students during this term\***

## June 12<sup>th</sup>: 2<sup>nd</sup> Term MBA Classes Begin

July (24 to 28th): Testing week

September (4 to 8th): MBA exams

**September 8<sup>th</sup>: 2<sup>nd</sup> Term MBA classes end**

Other Important Dates:

June 8<sup>h</sup>-12<sup>th</sup> : Last register for classes in MBA Program at Downtown Campus with Monique Delaveau ([mdelaveau@uc.cl](mailto:mdelaveau@uc.cl))

**MBA: Third Term**  
**Sept. –Dec. 2017**

Expected arrival date: One week before classes begin

**September 25<sup>th</sup>: 3<sup>rd</sup> Term MBA Classes Begin**

November (6 to 10th): Testing week

December (18 to 22th) : MBA Exams

**December 22<sup>th</sup> : 3<sup>rd</sup> Term MBA classes end**