

## PUCV Study Abroad Application Guide: Fall semester

July - December 2024 (Fall 2024)	
Application and course registration	
Application period deadline	May 10 <sup>th</sup> , 2024
Course pre-registration	During application process
Early Start program (Summer II)	June 24 <sup>th</sup> to 26 <sup>th</sup> July
Important dates	
Official arrival day	Sunday, July 28 <sup>th</sup>
Orientation Week	July 29 <sup>th</sup> to August 2 <sup>nd</sup>
First day of PUCV classes	August 5 <sup>th</sup>
Course load confirmation	August 16 <sup>th</sup>
Last day of PUCV classes	November 29 <sup>th</sup>
Exams period for PUCV courses	December 2 <sup>nd</sup> to 13 <sup>th</sup>
End of the program	December 13 <sup>th</sup>

### 1. Application

Each student must submit the required information and documents through the PUCV [application system](#).

#### IMPORTANT

In case you have already studied at PUCV, log in as *Usuario PUCV*.  
If this is your first time at PUCV, please register as New User.

For more information about the application process, check this [step-by-step manual](#).

#### Required documentation

- Nomination letter of student's candidacy issued by the university of origin.
- International medical insurance certificate with full coverage for any accident, illness (including COVID-19) and repatriation expenses. The certificate should specify the name of the beneficiary (student) and coverage dates.
- Official Transcript of records.
- Recommendation letter issued by a professor of the Home University.
- Student's Valid Passport ID page copy
- Student's course selection.
- Standard ID photo (JPG format, maximum size: 30 kb)
- If students wish to take PUCV Academic Department's courses, they must provide a Spanish level certification, issued by the university of origin or a different language institution, accrediting a B2 level. Send the document to your Advisor [hector.donoso@pucv.cl](mailto:hector.donoso@pucv.cl)

## 2. Academics

### PUCV's Academic Departments academic offer

PUCV provides International Students with a wide and flexible academic offer. Students that meet the required level of Spanish (B2) will be able to undertake PUCV's Academic Departments Courses.

There are three types of courses: required, elective, and general.

**Required (Obligatorios):** these are courses that, by PUCV regulation, must be taught in the period defined in the academic program. Therefore, their availability can be assured. These courses are exclusive for the academic program they belong to, and may include related academic activities outside the main class such as assistantships, laboratories, etc.

**Elective (Optativos):** these courses are a complement to the compulsory learning of the academic program. They require a minimum and maximum number of students to be taught and registration is preferential for students in the related academic field.

**General (Formación Fundamental):** these classes are open to all students and need a minimum and maximum of registered students to be taught.

### Course registration

**Pre-selection of courses\*:** To be accepted as an exchange student, you must make a pre-selection of courses in your application, which must be broad (6-8 courses), to have options when making official registration, anticipating possible schedule conflicts or other situations.

**Pre-registration of courses:** Once you have the pre-selection of subjects, your advisor will review the availability and pre-register them in the Navegador Académico.

Your advisor will send you the tentative academic offer, corresponding to the semester, available for exchange students, so that you can work on your course selection.

**\*Important: the pre-selection is not necessarily the definitive academic load; it is subject to change and will be confirmed upon your arrival at the PUCV.**

### Important aspects to consider:

- The PUCV academic offer is subject to confirmation by the academic unit. In some cases, an interview will be required to analyze prior knowledge.
- Students must consider, when making their choice, the knowledge they have of the area of study, the availability of places and the minimum and maximum number required to teach the course.
- In the case of courses in the English as a Second Language Program, an exam must be taken at the beginning of the semester to determine the level that will be taken. The evaluation has an associated cost, which will be indicated by your advisor

SPECIAL CASES: Ask your advisor

Courses with limited offer: Art – Law – Agronomy – Geography - Medical Technology - Kinesiology

Previous interview: Institute of Literature and Language Sciences

Specific prerequisites: Biochemical Engineering – Music – School of Architecture and Design

Evening courses: Engineering in Administration and Business.

### How many credits per semester do Exchange students take at the PUCV?

To have exchange student status, students must enroll in courses, considering a minimum of 12 PUCV and a maximum of 22 PUCV credits.

### Language requirements

To study at PUCV you must prove that you have a B2 level of Spanish according to the Common European Framework of Reference or, in the American case, Intermediate-High according to the ACTFL scale. You can also credit four semesters of study at the university level.

Are there intensive Spanish classes before the start of the semester?

Yes. If you want to take an intensive Spanish course (or those who do not meet the B2 level requirement) can enroll in the Early Start Summer II program. For more information about fees and application, contact your advisor.

### 3. Pre-departure

- Students can apply for a [student visa](#) in their home country or use [Permiso de Permanencia Transitoria](#), which allows students to study in Chile for a period of 90 days (it can be extended for an additional 90 days online).

### 4. In country

- Once in Chile students will have two weeks to adjust their final course load.
- PUCV is an urban campus with different headquarters located in different cities in the Valparaíso Region. Know where the headquarters of the study areas that interest you are located so that you can consider the transfer factor when selecting subjects.
- Chilean grading system:
  - Lowest grade: 1,0
  - Minimum passing grade: 4,0
  - Maximum passing grade: 7,0

### 5. Housing

- **Independent Accommodation** modality, the student himself is the one who manages his place of stay.  
PUCV can provide information on lodging services offered in the city available to students. In this type of accommodation, the PUCV only acts as a facilitator of information and is NOT part of the agreements that students sign with the service providers.
- **Host Family Accommodation** modality, the university organizes a stay with a Chilean family (in Valparaíso or Viña del Mar), which will allow the student to interact with the culture from this perspective. For this, we ask interested students to provide us with personal information, preferences, dietary requirements, etc., to search for the family considering these aspects.  
Accommodation with a host family includes the following services:
  - 3 meals a day
  - Individual piece
  - Cleaning and laundry service (at least once a week)
  - Use of common family spacesThe cost of the service is **USD 3,800** for the second semester of 2024. For more details, contact your Advisor.

### 6. Contact Information

**Héctor Donoso**  
International Exchange Advisor  
[hector.donoso@pucv.cl](mailto:hector.donoso@pucv.cl)