



INTERNATIONAL RELATIONS SECRETARIAT Incoming Exchange Students

UCAB's main campus is located in Caracas, Venezuela. This campus has 310,000 square meters: 75,000 are dedicated to classrooms, laboratories, computer labs, library, auditorium, sports facilities, food court, coffee shops, administration services, parking areas and 35,000 square meters of green areas and path walks.

Undergraduate	Semester Regime
Programmes	
	Business Administration
	Accounting
	Communications: Concentration areas:
	Visual Arts
	Journalism
	Publicity
	Civil Engineering
	Computing Engineering
	Industrial Engineering
	Telecommunications Engineering
	Theology
	Annual Regime*
	Industrial Relations
	Sociology
	Social work
	Economy
	Law
	Education: Concentration areas:
	Biology y Chemistry
	Pedagogic Sciences
	Social Sciences
	Physics and Mathematics
	Philosophy
	Integral
	Pre-school
	Philosophy
	Literature
	Psychology
	*: Must careers under annual regime have migrated to semesters' regime

Programs Total length studying full time: 1 year for Specialist's Degree Image: Law (Children and Family, Administrative, Business, Procedural, Working, Human Rights, Regulatory and Basic Services, and Constitutional) Image: Financial Management Corganizational Development Image: Project Management (regular) Project Management (regular) Project Management (regular) Project Management (regular) Total length studying full time: 1 year for Specialist's Degree and 2 years for Master's Degree Image: Business Administration Information Systems Business Edonomy Financial Istututions Applied Economy Publicity Image: Publicity Communications Image: Publicity Communications Image: Publicity Communications Image: Publicity Environmental Engineering Human Resources Behavior Sciences Methodology History of the Americas Community Clinicit Psychology Theology Philosophy Social Programs Management Education (Learning Process; and Values Education) Human Resources Behavior Sciences, Psychology, Law, History and Special Regime Good Governance and Political Management Education (Learning Process; and Values Education) <	Postgraduate	Three-Month Regime: Sep-Dec/ Jan-Mar/ Apr-Jul
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	instruction	Sufficiency: the applicant will be asked to provide a video introducing him/herself in order
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Accommodation	In students' apartments - Rent must be pay by the student. The Secretariat of International Relations will support students on finding a suitable residence. Average monthly rent: varies between US\$400 and US\$ 500.
Health Insurance Requirements	It is mandatory to obtain an international student insurance coverage in order to be registered.
Cost of living	Average expenses: US\$1000 per month.
	It includes accommodation, meals, transportation, mobile phone, photocopies, and small expenses.
Tuition Fees	Exchange students do not pay tuition fees.
Application	¹ st Semester (September - February): June 15 th
deadlines	2 nd Semester (March – July): December 15 th
	Only applications submitted by the official representative of the home university will be accepted.
Calendar for	First Term (September 2012 – February 2013):
Exchange Students	Application deadline: June 15
2012 2013	Orientation for exchange students: September 17
	 Beginning of classes: September 24 Ending of classes: January 25
	Ending of classes. January 25
	Second Term (March – July 2013):
	Application deadline: December 15
	Orientation for exchange students: March 4
	Beginning of classes: March 11
	Ending of classes: July 4
	Extension (if necessary due to late exams): July 8 to 12
	Most important holydays:
	December 20 to January 7 - Christmas
	February 11, 12 – Carnival
	March 25 to April 2 - Easter week
Documents	To send via e-mail:
required for application	 A request letter or email submitted by the home University/Institution certifying the current student enrollment at that university/institution. This letter indicates the institutional support for the outgoing student. Please include the student choice of UCAB faculty, school and taught courses. Application form Photocopy of his/her passport (scanned) Student academic record (scanned)
	About the acceptance letter:
	The received documents will be submitted to the UCAB General Secretariat which is in charge of the admission and registration of students. The Secretariat of International Relations will send by e-mail the Acceptance Letter to the student's home university.
	This letter is required for applying to the student visa at the Venezuelan consulate. Therefore, this admission letter will be sent by courier to the student's home university.

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Pick-up service at	It will be provided by UCAB without any additional cost
the airport	
Orientation for Exchange students	The Secretariat of International Relations will provide information in order to successfully overcome cultural shock, and to become independent while studying in Venezuela. The
Ū	first week for Incoming students includes: admission process, welcome & information
	activities, guided tour around the city and university campus.
Climate	Venezuela is an ecotraveler's paradise. It is a land of many contrasts: Amazonian rain
	forests; La Gran Sabana with its Tepuys, reputed to be among the oldest rock formations
	on Earth; waterfalls, including Angel Falls, the world's highest at 3200 feet; high Andean
	mountains with peaks reaching more than 16,000 feet and with the world's largest cable car; spectacular birds and wildlife in the Great Plains of "Los Llanos"; and the crystal clear
	waters of the Caribbean surrounding Venezuela's uninhabited islands along more than
	1800 miles of coastline.
	Venezuela is blessed with incredible tropical biodiversity. In a country roughly the size of
	Texas (916.445 km2), nearly 1,300 species of birds can be found, 44% of the total species
	found in all of South America and a remarkable 1/6 of the world's recorded species. In
	addition, there are 30,000 recorded species of flowering plants as well as exotic wildlife,
	from monkeys, caimans, capybaras, jaguars, and tigers to giant anteaters and tropical
	snakes.
	The climate varies according to altitude. Lowland areas have a tropical climate. The dry
	season is from December to April and the rainy season from May to December. It seems
	hard sometimes to differentiate seasons due to protecting mountains that lay along the
	coast line and that help to reduce the impact of Caribbean tropical storms.
	Caracas is a valley situated at the north of the country. Temperatures vary from an average
	night temperature of 23°C to daytime temperature of 33°C.
Clothing – what to	For daytime clothing you need: t-shirts, jeans, sport shoes, and sweaters (offices and
wear	stores usually have really cold air conditioning). Remember your umbrella or rain
	coat.
	For the evening and events: we recommend bringing more formal clothes for the
	evening. An important number of nightclubs and discos have a standard dress code.
	We recommend you bring at least a couple of trousers and some formal shirts.
	For the beach: shorts, t-shits, sandals, and sport shoes.
	For the mountains and rain forest: jeans, sweaters, coat, and sport shoes.

Información de Contacto

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