Welcome to Universidad del Rosario!

In this guide you can find information and recommendations you will need before, during, and towards the end of your time at our university. We recommend reading the guide in its entirety, as it will help you understand how part of the university’s academic system works and will provide you with helpful tips for living in Bogotá.

Contents

1 / Campuses
2 / Schools
3 / Academic calendar
4 / Grading system
5 / Before arriving to Colombia
6 / Getting around the University
7 / Tips for living in Bogotá
8 / Before returning home
1. CAMPUSES

DOWNTOWN CAMPUS
El Claustro

This is the university’s main campus. It is located in the Candelaria neighborhood, a cultural hub that is part of Bogotá’s old town. By being in this sector, the university community benefits from its great historical patrimony. Downtown Bogotá is also the best location in the city to enjoy the enchantment and tradition of historical times.

Address: Calle 12C # 6-25

Designed with the objective of being one of the most modern university campuses in Latin America by fusing tradition with the modern world, the North Campus (the Innovation and Entrepreneurship Campus) provides students a space to develop and grow as individuals and professionals.

The North Campus has been designed just for students, using concepts of environmental sustainability and well-being. This space offers 44 hectares (109 acres) of trees, green areas, modern classrooms and sports facilities.


Address: Calle 200 entre Autopista Norte y Carrera 7ma.

Phone number: 2979200
Ext: 2121
E-mail: incoming@urosario.edu.co
Located in the traditional sector of Siete de Agosto, the Quinta de Mutis Campus offers an extensive infrastructure of classrooms, computer labs, well-equipped laboratories, sports fields and a medical library. Located in a popular business and services sector, Siete de Agosto is an area that caters to the university community.


Adress: Carrera 24, # 63C-69
Universidad del Rosario has a hospital network referred to as the Red Méderi (the Hospital Universitario Mayor Méderi and the Hospital Barrios Unidos). These facilities are used to complement the education of medical students, giving them the opportunity to apply their theory and experience.
2. Schools

School of Law
Saray Vanessa Barbosa Salgado
E-mail: saray.barbosa@urosario.edu.co
Downtown Campus – Claustro

School of Business
Sandra Liliana Amaya
E-mail: sandra.amaya@urosario.edu.co
North Campus

School of Political Science, Government and International Relations
Yeripsa Benavides Chacón
E-mail: sec.academicafcpgri@urosario.edu.co
Downtown Campus – Claustro

School of Economics
Laura Pinilla Vera
E-mail: laurac.pinilla@urosario.edu.co
Downtown Campus – Claustro

School of Human Sciences
Ricardo Gómez Bohórquez
E-mail: ricardo.gomez@urosario.edu.co
Downtown Campus – Claustro

School of Natural Sciences and Mathematics
Martha Patricia Arévalo Peña
E-mail: martha.arevalo@urosario.edu.co
Downtown Campus – Claustro

School of Medicine and Health Sciences
Sandra Cecilia Pulido Sánchez
E-mail: sandra.pulido@urosario.edu.co
Quinta de Mutis Campus / Méderi Hospital Network
3. Academic calendar

A three-day orientation takes place one week before classes start. Attendance at these activities is mandatory.

**ORIENTATION**

**START OF CLASSES**

First semester: The last week of January
Second semester: The last week of July
The campus where you attend classes depends on your School.

to be confirmed

**FINAL EXAMS**

The last week of each semester

**END OF CLASSES**

First semester: The last week of May
Second semester: The last week of November
4. Grading system

Each semester is divided into three periods. Each period consists of approximately six weeks of class. After the first two periods, a midterm exam is given on the topics covered during that time, and a final exam is given at the end of the last period.

**Universidad del Rosario’s grading scale is from 0 to 5.**

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>Example</th>
</tr>
</thead>
<tbody>
<tr>
<td>0,0</td>
<td>Failure due to attendance: The student did not pass the class due to their attendance record and their final grade is zero (0.0). This grade and the number of class credits will be taken into consideration when calculating the student’s grade point average.</td>
<td></td>
</tr>
<tr>
<td>0,0 - 2,9</td>
<td>Fail: The student did not meet the anticipated academic performance expected for the course, resulting in gaps in the learning process.</td>
<td></td>
</tr>
<tr>
<td>3,0 - 3,5</td>
<td>Satisfactory: The student met the course’s basic expectations for academic performance, resulting in an academic achievement that is acceptable for passing the course.</td>
<td></td>
</tr>
</tbody>
</table>
Grading system

Each semester is divided into three periods. Each period consists of approximately six weeks of class. After the first two periods, a midterm exam is given on the topics covered during that time, and a final exam is given at the end of the last period.

Credit system

- 1 undergraduate credit from the Universidad del Rosario is equivalent to 1.7 ECTS.
- 1 graduate credit from the Universidad del Rosario is equivalent to 2.1 ECTS. Full-time enrollment at Universidad del Rosario is 18 credits a semester; this is the equivalent of approximately 30 ECTS credits (European Credit Transfer System).

3.6 - 4.0
**Good:**
The student met the course expectations for academic performance, resulting in good academic achievement and commitment to the educational process.

4.1 - 4.5
**Superior:**
The student met the course expectations for academic performance, resulting in superior academic achievement and quality work and commitment to the educational process.

4.6 - 5.0
**Excellent:**
The student met the course expectations for academic performance, demonstrating academic excellence, quality and commitment to the educational process.
5. Before arriving to Colombia
All students must send the following information by e-mail to incoming@urosario.edu.co

- A copy of your international medical insurance. Without this, your registration process will be incomplete.
- Date of your arrival, airline, flight number and estimated time of arrival in order to arrange your airport pickup.

Do not forget to bring your personal identification documents and any other documents necessary for your stay.

**Visas and Stay Permits**

If you intend to stay for a period longer than six months, before arriving to Colombia you must be issued a student visa from the Colombian Consulate in your country of origin and send a scanned copy to incoming@urosario.edu.co. Without this document, you cannot begin your studies at the university.

For periods of less than six months, once you arrive in Colombia you must apply for and receive a PIP 2 (Permiso de Ingreso y Permanencia) from the Unidad Administrativa Migración Colombia, which is a stay permit that is issued for your first 90 days.
Next, you must apply for a PIP 2 Extension to cover the remaining period of time of your studies at the university. Please note that by not adhering to migration entry regulations and by not receiving the respective documentation, you will not be issued a final transcript. For further information, visit the Migración Colombia website:


**Course Registration**

Approval for the courses you selected when you first register is subject to final approval by each School.

**Housing**

Before you travel, select a place where you can stay for your first few days or find housing prior to your departure. The Universidad del Rosario can suggest different housing options in Bogotá. These options are limited in number, which is why we recommend reserving your stay ahead of time. It is important to note that these housing options are not offered directly through the university; they are suggested places as they meet high standards of quality and are located close to university facilities.

http://www.urosario.edu.co/UR-International/International-students/Exchange-and-Double-Degree-Programs/Housing
Bogotá is located 2,600 m (8,530 ft) above sea level and the temperature varies between 7° C and 18° C (44° F to 64° F). The rainy seasons are between March and April, and September through November. The temperature can change throughout the day, however, so we recommend bringing appropriate clothing.

Contacts:

Supply contact information for the following people:

- Family members from your country of origin.
- Family members or acquaintances that live in Bogotá.
- The phone number of your country’s embassy or consulate.
• We recommend bringing Colombian pesos (COP) with you to cover your initial costs. If you bring dollars or euros, you can exchange them at various currency exchange offices located throughout the city.

• Don’t forget to activate your credit cards so you can perform international transactions.

• In Bogotá, the majority of financial transactions can be performed at banks, ATMs, via telephone or over the internet.

• Most banks are open to the public between 9:00 AM and 3:00 PM. Some offer extended hours of between 5:00 PM and 8:00 PM during the week, and 10:00 AM to 4:00 PM on Saturdays.

• We recommend not exchanging large sums of money all at once. Remember to bring your passport with you when doing these transactions.
• The exchange rate is approximately one U.S. dollar (USD) to $3,000 Colombian pesos (COP). As a reference, you can access this currency converter at: http://www.colombia.travel/es/informacion-practica/convertidor-de-moneda
University ID (Carné)

Your university ID identifies you as a student of the Universidad del Rosario. To enter the various campuses and offices carry it with you at all times. Your ID allows you to use the university’s lockers and by showing it, you can access a variety of resources such as library books, films, computers, study rooms, etc. You may also be able to use it for student discounts at different cultural attractions (museums, theaters, etc.).

To obtain your ID, take the following steps:

• Go to the Casa UR offices, located in front of the university’s claustro campus, and show your passport or a copy of it.
6. Getting around the University

**Student Groups:**

Student Groups consist mostly of undergrad students; however, graduate students, professors and graduates from different academic programs also participate. These groups provide opportunities to improve your sports and artistic skills as well as meet new people. The student groups that are available at the university can be found the following link:


A username and password will be sent to your e-mail.

---

**Moodle**

With the goal of improving the learning experiences of students and professors, Universidad del Rosario offers the Moodle platform. This platform allows you to: obtain information about your classes and academic life, access bibliographic material and access the School of Student Affairs (Bienestar). To access Moodle, go to:


A username and password will be sent to your e-mail.
The objective of the IBSA is to contribute to developing and strengthening intercultural and leadership skills in students, support establishing a multicultural student body, facilitate the integration of international students into Universidad del Rosario, facilitate the integration of Rosario students at universities abroad, enrich the learning process and comprehensive education of students, and engage the interests of Rosario students in having international experiences. Through IBSA, you can make new friends from around the world and practice your language skills with Colombian students. You can also go on different trips throughout Colombia as well as participate in different activities throughout the city, language exchanges, local cultural experiences, and more. For more information, visit the following link:

https://www.facebook.com/groups/1727838574121346/
Bogotá has the following means of transportation:

- Transmilenio: This mass transit system reaches almost all throughout Bogotá. It has different stations throughout the city and a ticket costs $2,300 pesos.
- Taxis: There are about 45,000 taxis in Bogotá. The cost of a trip depends on the number of units the taximeter shows. The minimum cost of a trip is $4,100 pesos. Trips to the airport have an additional cost of $3,900 pesos above the amount shown by the taximeter.

- Bike Paths (Ciclorutas): Bogotá has an extensive bike path network that connects different sectors of the city, making it possible to bike to the university. The university also has designated spaces for you to park your bike at.
How to call a landline or cellphone:

- To call a landline number from your cellphone, dial 031 for Bogotá, followed by the number.
- Payphones are not common in Bogotá, but you can make calls (llamadas) from street vendors.
- Prices are usually 300-500 pesos per minute of call time.
- International calls can be made at locuterías or internet cafés.

As your body adjusts to Colombian Food, we suggest eating in moderation and drinking bottled water, especially when you are outside of Bogotá.

In Bogotá, you can find small neighborhood stores and large grocery chain stores such as: Éxito, Jumbo, Carulla, and Alkosto, among others. You can find food products and other items you need at these stores.

We encourage you to get to know the great variety of foods available in Colombia. To learn more about the cuisine Colombia has to offer, visit the following link: en:
http://www.colombia.travel/es/que-hacer/cultural/turismo-gastronomico
When traveling by bus, take the buses that depart from the Terminales de Transporte (bus terminals) and try to take direct trips that do not make any stops. Always go with a traveling partner and be aware of basic security.

If traveling by plane, follow the airline’s recommendations about check-in times and ticket confirmations precautions.

Attractions

Bogotá has a variety of attractions including museums, parks, the old town, theaters, etc. You can learn more about them at the following link: [http://www.colombia.com/turismo/sitios-turisticos/bogota/](http://www.colombia.com/turismo/sitios-turisticos/bogota/)

Tips for Traveling Outside of Bogotá

- Try to find out what the housing, weather, health and hygiene conditions are of the place you intend to visit. This will help you know what to pack and get any required vaccines.
- If traveling to a rainforest, rural or forested area that is far from urban areas, take a bottle of drinking water with you and canned food. Always use sunblock and be very careful about walking around at night or along riverbanks or beaches.

Safety Tips

In Bogotá, as with any large city throughout the world, there are certain situations you should try to avoid. The following are a few recommendations:
• When moving about the city, do not show you have valuable objects such as watches, purses, necklaces, earrings, cameras, video cameras, laptop, etc.
• Do not leave your personal belongings unattended or in the care of other people (purses, briefcases, luggage, etc.).
• Do not receive anything from strangers you meet on the street. This includes food, any type of package, flyers, advertisements, etc.
• If you lose any of your personal documentation, go to the nearest police station (CAI) and make a report. If necessary, block your credit and debit cards.

• Do not withdraw large sums of money from ATMs or banks. If necessary, go with somebody.
• We suggest doing your withdrawals from ATMs that are located inside banks, in malls or that have a security guard. It is not always safe to use the ones that can be accessed on the street, especially at nighttime.
• When you need to take a taxi, you should request one by calling a designated taxi service. In the case that you must take a taxi from the street, try to do so with another person.
• The number for 24-hour emergencies (police, firefighters and ambulances) is 123.
8. Before returning home

When it comes time to return to your home, please keep the following recommendations in mind:

• Close any bank accounts that you opened in Colombia.

• It is important that you are in good standing with the university (financially and in any other regard).

• If you had a phone plan or held a public service contract while you were here (either for housing, TV, etc.), terminate this before your departure.

• Check to see what documents you may need in the future that you can only obtain here in Bogotá: copies of your diploma, transcripts, program descriptions, notary or apostille authentications, etc.

Phone number: +57 1 297-0200
Calle 12C No. 6-25
Bogotá D.C. Colombia