

**TERMS & CONDITIONS
TO PARTICIPATE IN THE SPANISH FOR FOREIGNERS COURSE
AT FINIS TERRAE UNIVERSITY
SANTIAGO, CHILE
2023**

INTRODUCTION

The students participating in the program are representatives of their countries and institutions and play a very important role in the internationalization of local students.

Therefore, University Finis Terrae, while committing to offer to the students all the tools they need to achieve a successful experience, requires them full awareness and fulfillment of their duties.

This course will be offered only for undergraduate students.

The duties of the register students are as follows:

1. CHILEAN HOUR

The course will be dictated in the Chilean hour. April 2023 the country changes the hour, please keep that in mind.

The coordination will remind you of the information.

2. COURSE REGISTRATION

To be part of the program the student must fill the google form and attach all the documents required. Students who don't submit all the documents won't be accepted.

3. ATTENDANCE TO COURSES

Class attendance is mandatory. Each course has a maximum percentage of non-attendance allowed. In general, the percentage of non-attendance is 30%. This percentage includes all causes, such as illnesses, administrative procedures and other reasons of force majeure. Exchange students are not excluded from this rule. If the student exceeds the determined percentage of non-attendance, they risk failing the course.

4. WELCOMING SESSIONS

The students must attend informative sessions about the university, platforms and other before the start of classes.

5. CONTRACT

In order to be part of the course, the students need to sign the contract -sent to their emails- which describes the duties we have as an institution to provide a good education.

6. GUIDES

The students must read all the guides provided by the International Coordination to understand the functioning of the institutional platforms.

Will be sent after the student signs the contract.

7. SPANISH TEST

All students must do a Spanish test that will be sent during January in order to confirm their level and assign a class.

This test will be informed to the student who completed the application process and will be open for 48 hours.

Students who don't do the Spanish test won't be able to participate in the course.

8. SCHEDULE

The schedules will be Wednesdays or Thursdays at 8:30 AM CHILEAN TIME. As soon as we have the results of the Spanish test you will be informed of the schedule assing to you.

9. WELCOMING SESSIONS

The students must attend informative sessions about the university, platforms and other before the start of classes.

10. CONTRACT

In order to be part of the course, the students must to sign the contract in the online platform indicated in the welcoming session.

This contract describes the duties we have as an institution to provide a good education and the cost of it is 0.

11. CALENDAR

All students must read the calendar carefully, so that they are aware of our institutional dates.

12. TRANSCRIPT

Students who successfully complete the course will receive a transcript of records during late January.

The signature in this document is mandatory

CONSENT

I,, Passport/national ID
Read and agree to the terms and conditions to participate in the online student exchange program at
Finis Terrae University.

.....
Signature of exchange student

Date: / /