



**INTERNATIONAL EXCHANGE GUIDELINES TO APPLY TO
THE *MBA INTERNATIONAL PROGRAMME*
ACADEMIC PERIOD *August 2016-August 2017***

The present document contains all the necessary information to apply to the (full-time) *MBA International Programme* Exchange Program at Universidad Adolfo Ibáñez. Places depend on the balance between the numbers of outgoing and incoming exchange students of the universities in agreement.

I To apply to the MBA International Exchange Program it is required:

- To belong to an institution that UAI has an in-force exchange agreement with.
- To be currently enrolled at an MBA at the Home Institution.
- To be nominated by the International Exchange Office of the Home Institution.
- To count with the approval of the Home Institution according to the Exchange Term Agreement between the Home Institution and the Host Institution (UAI). Students cannot apply directly themselves.
- To meet the Spanish language requirements required by our program guaranteed by a language proficiency certificate issued by either, the Home Institution language department or an external language institution.
- To meet both academic and economic requirements stated on the exchange agreement.

II. Applying Procedures

- I. The following supporting documents are required from Applicants to apply to the Academic Period 2016-2017:
 - a. The Application Form appropriately filled out and signed up by the applicant and by an authorized Home Institution Representative who certifies that the recommended applicant is a qualified candidate.
 - b. Transcript of the courses attended at the Home institution at the time of applying for the exchange program.
 - c. One-page Spanish Curriculum Vitae.
 - d. Proof of Spanish proficiency
 - e. Two passport-size photos, one stacked to the application form.
 - f. These documents should be sent to **Ms. Rosa Inés Vargas, International Exchange Coordinator, International Exchange Admission Office, Avda. Padre Hurtado, Viña del Mar, Chile**. As a first step, documents may be scanned and sent by e-mail to: rvargas@uai.cl to go forward with the registration *but the original documents must arrive to the Host Institution (UAI) 45 days before the relevant module starts*.



- II. UAI reserves the right to make final judgment on the admission of nominated students to the Exchange Program if it considers requirements are not met.

Note: Students should count with a health and accident insurance covering during their Exchange Period in Chile.

III. Key Dates*

ACADEMIC PERIOD 2015– 2016		
Modules	Dates	Subjects
Module II	From November 6, 2015 To January 29, 2016 (10 weeks)	* Marketing I * Managerial Accounting * Leadership and Change * Innovation Management * Macroeconomics * English (Optional according to level)
Module III	From March 1, 2016 To April 25, 2016 (8 weeks)	* Creation of New Business *Marketing II: Management * Financial Management *Managing People *English (optional according to level)
Module IV	From April 26, 2016 To June 17, 2016 (8 weeks)	*Operation Management *Financial Strategy *Transforming Organizations *Design Thinking Workshop * English (optional according level)
Module V	From June 20, 2016 To August 5, 2016	*Elective I *Elective II *Elective III (Former Electives offered as reference) -Consumer Behavior -Retail Marketing -Cases in Marketing -International Marketing -Cases in Finance -Family Business -International Strategy -Value Creation -Human Capital Management -Operations in Action -Marketing Communication -International Finance -International Marketing



ACADEMIC PERIOD 2016 – 2017		
Modules	Dates	Subjects
Initial Week	From August 08, 2016 to August 12, 2016 (one week)	*Case Method Workshop *Team Building *Effective Communication
Module I	From August 16, 2016 to October 29, 2016 (10 weeks)	*Quantitative Analysis *Financial Accountancy *Environmental Analysis *Strategy *Competitive Dynamics
Module II	From November 02, 2016 to January 27, 2017 (10 weeks)	*Marketing I *Managerial Accountancy *Leadership and Change *Innovation Management *Microeconomics *English (optional according level)
INTERNATIONAL SEMINAR IN USA (1 week) Not available for Exchange Program		
Module III	From February 27, 2017 to April 21, 2017 (8 weeks)	*Marketing II: Management *Financial Management *Managing People * Design Thinking Workshop *English (optional according to level)



Module IV	From April 24, 2017 to June 24, 2017	*Operation Management *Financial Strategy *Transforming Organizations *English (optional according to level)
Module V	From June 27, 2017 to August 04, 2017	*Elective I *Elective II *Elective III

NOTE: The official teaching language is Spanish.

Elective courses are subject to quorum and students' interest.