Greetings

For EAFIT is an honor to have you as an applicant. We hope the admission process you are starting on enables you to be an active student in our institution.

Through education, people develop themselves in an integral context. Not only their brains, but their hearts and their ability to love, desire, feel and integrate in a community to make it better.

*Universidad EAFIT* in its mission to educate those committed to the integral development of their communities, has placed education in a process that understands, on top of academic preparation, the freedom of expression, execution of co-curricular activities, the permanent advice and accompaniment from career heads, coordinators, teachers and specialized employees that offer support.

From the moment that you join the University, you will be able to coexist with an environment that will allow you to act as a person that contribute, that questions themselves and learn from the academic world. That is the University's reason for being. We wish you success in this process and we hope to see you as a part of our University.

Sincerely,

*Juan Luis Mejía Arango*

President
Schedule of activities
for applicants who are interested in studying an undergraduate program at EAFIT in the second semester of 2018

If it is the first time that you are going to study at any institution of higher education, please apply as Aspirante Bachiller- Estudios por primera vez (high school/applicant). On the other hand, if you have been enrolled at any institution of higher education (technical, technological or undergraduate level) please check the information and apply as Transferencia Externa (external transfer). Please, take into account the enrollment and admission information by type of applicant.

Please complete the following steps:

1. Apply and submit admission documents.
   - Fill out the online application form
   - Pay application fees
   - Submit admission documents to Admisiones y Registro (the Admissions and registrar’s office)
2. Admission results
3. Have your ID card photo taken
4. Tuition payment
5. Class schedule
6. Attend orientation
7. Schedule of activities for new applicants and reserved places.
1. Apply and submit admission documents

**Application dates:** From February 7th to June 8th for all programs but Music. From February 7th to May 25th for Music.

**Fill out the online application form**

The application is an online process. In order to apply, please fill out our online application form located at [www.eafit.edu.co](http://www.eafit.edu.co), *Inscripciones* and click on the button *Formulario de inscripción*. Please keep in mind that applicants who have been enrolled at any institution of higher education (technical, technological or undergraduate level), must select *Transferencia Externa* (external transfer) as *Tipo de Aspirante* (applicant type); otherwise, please select *Estudios por primera vez* (First time studies).

Fill out the form accordingly:

<table>
<thead>
<tr>
<th>High School Applicants <em>(Aspirantes Bachilleres)</em></th>
<th>External Transfer <em>(Transferencia Externa)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td>For the courses/areas requested, please type the grades obtained on the last year of high school that were approved in year 10, 11 or 12.</td>
<td>Please select the welfare activity that you want to take during the first semester. Check the leaflet called <strong>“Folleto Asignatura Bienestar Universitario”</strong> on the page of <em>Inscripciones</em>.</td>
</tr>
<tr>
<td>Please select the welfare activity that you want to take during the first semester. Check the leaflet called <strong>“Folleto Asignatura Bienestar Universitario”</strong> on the page of <em>Inscripciones</em>.</td>
<td>For International Business, a recognized test to confirm your level of English according to the University bilingualism regulations. Please follow this link for more information <a href="http://www.eafit.edu.co/bilinguismo">www.eafit.edu.co/bilinguismo</a></td>
</tr>
<tr>
<td>For International Business, a recognized test to confirm your level of English according to the University bilingualism regulations. Please follow this link for more information <a href="http://www.eafit.edu.co/bilinguismo">www.eafit.edu.co/bilinguismo</a></td>
<td>If you are applying for the Music degree program, please select the emphasis that you are interested in.</td>
</tr>
<tr>
<td>If you are applying for the Music degree program, please select the emphasis that you are interested in.</td>
<td></td>
</tr>
</tbody>
</table>

*Application dates:* From February 7th to June 8th for all programs but Music. From February 7th to May 25th for Music.
Pay application fees

Application fees: $176,000 COP ($59 USD).

Application fees can be paid online through e-commerce by using a credit card, or a debit account from a bank registered in PSE. Please contact your bank for more information before making the payment.

In order to pay application fees, please visit www.eafit.edu.co and click on Inscripciones. Fill out the online application form if you have not done it yet. After completing the form, the options for payment of the application fee will be available to you.

After you make the payment, a message of success will be displayed confirming the transaction. Do not close the window. Please note that the information will not reach our data base if the Regresar option (the return option) is not selected.

If you are unable to pay through e-commerce, click on Ver Liquidación, located at the end of the form, to obtain a printable version of the payment details. Please print the document on a laser printer and pay at one of the banks listed on the payment document.

For problems related to the printable document, please contact Admisiones y Registro located in building 29, first floor or send an email to: admisiones, registro@eafit.edu.co

If the problem is related to payment, please contact the Student’s Fees Office (Sección Cartera) by email to: eafitcartera@eafit.edu.co or visit the office located in building 29 on the first floor.

Application fees can be paid from abroad by an international bank transfer. For more information about our bank account details, please contact the Treasury Office by email to: tesoreria@eafit.edu.co

Once the University has received the application payment, the system sends the personal ID code number from EAFIT by email to the address provided at the moment of application. Also, the system will send the date to take the test or interview if the program requires it. In addition, this information can be found on the Inscripciones page the application form, doing click on Continuar inscripción and then, select the appropriate menu option at the top of the page.
Submit admission documents to the Admission’s office (Admisiones y Registro)

1. Admission Documents

a. If you have already received your personal ID code number from EAFIT and according to the type of applicant (High School Applicant or External transfer, or in agreement and University experience), please submit the documents mentioned on the tables below to the following office: Admisiones y Registro (Admission’s office).

<table>
<thead>
<tr>
<th>Documentation (Documentación)</th>
<th>High School Applicants (Aspirantes bachilleres)</th>
<th>External Transfer applicants (Aspirantes de transferencia externa)</th>
<th>Applicants in agreements and University Experience (Aspirantes por convenio y pasantías colegios)</th>
</tr>
</thead>
<tbody>
<tr>
<td>A 150% enlarged copy of your ID (for foreigners it is the passport). Please have both sides of the document copied, vertically, on one side of the paper.</td>
<td>Yes It is required for admission</td>
<td>Yes It is required for admission</td>
<td>Yes It is required for admission</td>
</tr>
<tr>
<td>A sample of the “examen del saber 11” (ICFES). If you studied abroad, please visit the website of the “ICFES” to check the list of international exams that are recognized to gain admission to a Colombian institution of higher education. Please provide the exam certificate.</td>
<td>Yes If you have not finished high school, please make sure you hand in this document by July 10th, 2018.</td>
<td>Yes It is required for admission</td>
<td>No</td>
</tr>
<tr>
<td>A recent color photo (3x4 cm on a white background). Please have your photo pasted on a white piece of paper with your full name and ID type and number written below the photo (for foreigners it is the passport).</td>
<td>Yes It is required for admission</td>
<td>Yes It is required for admission</td>
<td>No</td>
</tr>
<tr>
<td>Documentation (Documentación)</td>
<td>High School Applicants (Aspirantes bachilleres)</td>
<td>External Transfer applicants (Aspirantes de transferencia externa)</td>
<td>Applicants in agreements and University Experience (Aspirantes por convenio y pasantías colegios)</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>-----------------------------------------------</td>
<td>---------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>If you are an underage applicant, please provide along with your documents the authorization form, located on the Inscripciones page at the link of the Información de interés, filled out by the responsible person of the payment. A 150% enlarged copy of the responsible person’s ID is also required. Please have both sides of the document copied, vertically, in one side of the paper.</td>
<td>Yes It is required for admission</td>
<td>Yes It is required for admission</td>
<td>No</td>
</tr>
<tr>
<td>An original certificate that shows final grades (transcript of academic records) for year 10, 11 or 12. Please note that this certificate must be on official letterhead and signed. Also, it must be the same as you typed in the application form. Applicants to the Marketing program must submit, the grades certificate that typed in the application form, at the moment of the interview.</td>
<td>Yes It is required for admission</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>The original of graduation certificate from the high school. This certificate must be on official letterhead and signed. If the degree was granted abroad, please provide the validation certificate of degree issued from el Ministerio de Educación Nacional de Colombia (the Colombia Ministry of National Education).</td>
<td>Yes If you have not finished high school, please make sure you hand in this document by July 10th, 2018.</td>
<td>Yes Submit it in Admissions Office before the interview</td>
<td>No</td>
</tr>
</tbody>
</table>
Address a personal letter to Admissions and Registrar’s Office, saying the reasons behind your request, as an external transfer. Please write if this request is with or without recognition of the subject matters. In case of recognition, write a list the subject matters that wish to be recognized.

<table>
<thead>
<tr>
<th>Documentation (Documentación)</th>
<th>High School Applicants (Aspirantes bachilleres)</th>
<th>External Transfer applicants (Aspirantes de transferencia externa)</th>
<th>Applicants in agreements and University Experience (Aspirantes por convenio y pasantías colegios)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No</td>
<td>Yes Submit it in Admissions Office before the interview</td>
<td>No</td>
</tr>
</tbody>
</table>

**b. External transfer with recognition of courses**

External transfer applicants that wish their subjects (courses) to be recognized by EAFIT must take the following certificates with them to the interview but one day before the interview, submit those documents in Admisiones y Registro (Admission’s office) to complete the academic record.

<table>
<thead>
<tr>
<th>Documentation (Documentación)</th>
<th>High School Applicants (Aspirantes bachilleres)</th>
<th>External Transfer applicants (Aspirantes de transferencia externa)</th>
<th>Applicants in agreements and University Experience (Aspirantes por convenio y pasantías colegios)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>N/A</td>
<td>Yes Submit it in Admissions Office before the interview</td>
<td>N/A</td>
</tr>
<tr>
<td>Transcripts certificate from your current or previous university stating the courses taken, final grades and number of hours. This certificate should be on official letterhead and signed.</td>
<td>N/A</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>For the courses that you wish to be recognized by EAFIT, please provide detailed programs of study. The official document needs to be signed and stamped by your current or previous university.</td>
<td>N/A</td>
<td>Yes Submit it in Admissions Office before the interview</td>
<td>N/A</td>
</tr>
</tbody>
</table>
### c. Additional requirements

<table>
<thead>
<tr>
<th>Documentation (Documentación)</th>
<th>High School Applicants (Aspirantes bachilleres)</th>
<th>External Transfer applicants (Aspirantes de transferencia externa)</th>
<th>Applicants in agreements and University Experience (Aspirantes por convenio y pasantías colegios)</th>
</tr>
</thead>
<tbody>
<tr>
<td>For the International business program, an original English certificate not older than 6 months is required. Follow this link for more information about University bilingualism regulations: <a href="http://www.eafit.edu.co/bilinguismo">www.eafit.edu.co/bilinguismo</a> In addition, a third language has to be selected from the application form. This third language will be a requirement for the pre-internship.</td>
<td>Yes It is required for admission</td>
<td>Yes It is required for admission</td>
<td>No</td>
</tr>
<tr>
<td>National and international applicants that have completed high school in a country other than Colombia, and aim to gain admission to a Colombian institution of higher education to study an undergraduate program, must provide, on top of the other requirements, a high school degree recognized - validated by the Colombia Ministry of National Education, according to “las Resoluciones 631 y 6571 de 1977, y 2985 de 1993, del Ministerio de Educación Nacional”.</td>
<td>Yes Deadline to hand in this document is within 6 months.</td>
<td>Yes Deadline to hand in this document is within 6 months.</td>
<td>No</td>
</tr>
</tbody>
</table>
Admission documents can be handed in at the office of Admisiones y Registro (Admission’s office), or sent by certified mail to the following address:

**Admisiones y Registro**
Building 29, first floor.
Universidad EAFIT, carrera 49  7 Sur- 50
Medellín, Colombia

If you send the documents by mail, you may pick them up them at the Admissions office between August 8th and 15th, 2018. Otherwise, the documents will destroyed by EAFIT after that date.

Please note that information in the application form must match the documents received, otherwise the application will be annulled.

**Admission exam for the Music degree program**

**Theoretical exam**
Date: The exam will be held on May 29th or June 13th, according to the assigned appointment.
Place: Music building
Room: 30-301
Time: 1:45 p.m.

**Audition of the emphasis**
Date: If the theoretical exam appointment is on May 29th, the audition will be on May 30th; If the theoretical exam appointment is on June 13th, the audition will be on June 14th.

The scheduled time will be defined by the Department of Music.

**2. Admission results**

Admission process will start on February 20th. Those who were admitted will receive a notification by email to the address provided at the moment of application. In addition, the admission results may be found on the Inscripciones page by clicking on Continuar inscripción and then click on Mis procesos (my processes) menu option.
General results will be published on June 13\textsuperscript{th} and can be reviewed on the following link: \url{http://www.eafit.edu.co/admisiones/tramites-y-servicios/Paginas/lista-admitidos-pregrado.aspx}

<table>
<thead>
<tr>
<th>High School Applicants</th>
<th>External Transfer applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>If your high school has up to year 11 and you are currently studying at this year, admission will be based on the final grades obtained at year 10.</td>
<td>Admission will be based on the interview. If you are admitted, a letter will be sent to you by email. Please note that the letter will be sent to you at the email address you provided in the application form.</td>
</tr>
<tr>
<td>If your high school has up to year 12 and you are currently studying at this year, admission will be based on the final grades obtained at year 11.</td>
<td></td>
</tr>
<tr>
<td>If you were graduated of high school, admission would be based on the final grades obtained in the final year of your high school.</td>
<td></td>
</tr>
<tr>
<td>For the Finances, Marketing and Psychology programs, the outcome of the interview from each applicant will be taken into account along with their grades obtained in High School.</td>
<td></td>
</tr>
<tr>
<td>For the selection process for the Music program, the outcome of the Admission Exam will be taken into account as well.</td>
<td></td>
</tr>
<tr>
<td><strong>Note:</strong> to the applicants of some programs besides Finances, Marketing and Psychology, an interview will be required but the outcome isn’t considered in the admission process.</td>
<td></td>
</tr>
<tr>
<td><strong>Note:</strong> For high school applicants’ admission, a 150% enlarged copy of your ID (for foreigners it is the passport), a recent color photo (3X4 cm on a white background) and the certificate of grades which should be the same as you typed in the application form.</td>
<td>Please note that for those who applied as external transfers, all documents are required to be admitted.</td>
</tr>
<tr>
<td><strong>Those documents are compulsory requirements for admission.</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Note:** International applicants, once admitted to the University and before selecting schedule and paying tuition, will be asked to provide a student visa to study at EAFIT covering the length of the course.
3. Have your ID card photo taken

To have your photo taken, it is necessary submit your original ID document (for foreigners it is the passport).

Once you have been admitted, you can have your photo taken at the first floor of “Vivo” Fitness center at the following times:

- **Monday through Friday:** from 8:00 a.m. to 12:00 m. and from 2:00 p. m. to 6:00 p. m.
- **Saturday:** from 8:00 a.m. to 12:00 m.

Student’s ID cards can be picked up at Admisiones y Registro, building 29, first floor 4 business days after photo is taken.

4. Tuition Payment

<table>
<thead>
<tr>
<th>High School Applicants, Reserved Places and those admitted to the Music leveling course</th>
<th>External Transfer Applicants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Payment deadline is shown in the payment document.</td>
<td>Once the schedule is selected, payment details can be generated. Please check the payment document for more information about deadline to pay tuition.</td>
</tr>
<tr>
<td><strong>After this date, places at the University are not guaranteed</strong></td>
<td></td>
</tr>
</tbody>
</table>

Online payments can be made by credit cards (all franchises are allowed) or debit to a bank account through PSE or Safety pay to international checking or savings accounts. Before making the payment, we advise you to contact your bank for more information about requirements for online payments.

In order to pay online, please visit [www.eafit.edu.co](http://www.eafit.edu.co), and select **Pago en línea**. Please type your student ID code number and proceed with the payment by using a debit account, current account or credit card. After you make the payment, a message of success will be displayed confirming the transaction. Do not close the window. Please note that the information will not reach our data base if the return page option **regresar** is not selected.

If you are unable to use this service, please contact the Studen’s Fee Office (sección Cartera) to ask for payment details. It is located in building 29, first floor.
For more information about payment and credit options and insurance, please go to the following link: [http://www.eafit.edu.co/admisiones/tramites-y-servicios/Paginas/Alternativas-de-financiacion-y-pago.aspx](http://www.eafit.edu.co/admisiones/tramites-y-servicios/Paginas/Alternativas-de-financiacion-y-pago.aspx).

Furthermore you can also visit the Student’s Fees Office (sección de *Cartera*) in building 29, first floor or send an email to eafitcartera@eafit.edu.co or call at EAFIT Medellin: (0574) 4489500.

**PAYMENT IN BANKS**

It is done by using the payment document format with the bar code only. Visit one of the banks listed in the payment document and take into account the following recommendations:

- For payment by local check (not from other zones), please write down the student ID code, payment document number and phone at the back of the check.

- Post-dated checks are not allowed.

- The amount paid should be equal to the **TOTAL AMOUNT** according to the payment deadline shown in the payment document. The bank will not receive payments for a higher or lower amount.

- For tuition payment by local check and cash (Mixed payment), visit one of the following banks: Corpbanca (Banco Itaú from March 2018), Banco de Occidente, Banco Davivienda and Bancolombia (EAFIT branch only). Please note that mixed payments are not received by any other financial institution.

- Mixed payments using credit card are received at the cash register located in building 29, first floor, through Monday to Friday, from 8:00 a. m. to 11:45 a. m. and from 2:00 p. m. to 4:45 p. m.

Please note that payment is only valid if it is done as described above. Any other form of payment such as, transfers, among others, are not valid.
5. Class Schedule

Courses registration and schedule selection are done by the University for high school applicants, reserved places, and the applicants admitted to the music leveling course. Please note that this process is done once the tuition payment has been received.

Schedule can be consulted from July 9th onwards, providing that all the documents requested have been submitted to the Admission’s Office (oficina de Admisiones y registro). Please visit www.eafit.edu.co/ulises and select the line that allows you to use ID type and number, then, type your ID number (for foreigners it is the passport number), and as password, type your ID number again. After that, go to consultas and then click on Horario (schedule).

Please print your schedule and take it with you to the orientation day.

6. Orientation

Orientation is part of the plan of studies; therefore, all students who are enrolled at an undergraduate program at Universidad EAFIT for the first time as a high school or as external transfers should attend to it. Orientation includes an EAFIT open house session and an introductory course to the university.

The Inaugural Event will take place on July 10th and 11th at the Fundadores Auditorium, please keep in mind the date for the program you were admitted to:

- July 10th, from 7:30 a. m. to 2 p. m., new students from High School and external transfers for the programs of Business Management, Public Accounting, Economics, Finances, Marketing and International Business.

- July 11th, from 7:30 a. m. to 2 p. m., new students from High School and external transfers for the programs of Biology, Political Sciences, Law, Geology, Civil Engineering, Product Designed Engineering, Production Engineering, Systems Engineering, Engineering Physics, Mathematical Engineering, Mechanical Engineering, Literature, Music and Psychology.

The introductory course to the university lifestyle will take place on Thursday 12th of July and Friday 13th of July 2018, from 8:00 a. m. to 1:00 p. m., in the classrooms and groups programed.
7. Schedule of activities for new applicants and reserved places

Applications dates
From February 7th to June 8th for all programs but Music.
From February 7th to May 25th for Music.

Admission exam for the Music degree program
Theoretical exam: The exam will be held on May 29th or June 13th, according to the assigned appointment at 1:45 p.m. on room 30-301.

Audition of the emphasis
If the theoretical exam appointment is on May 29th, the audition will be on May 30th; If the theoretical exam appointment is on June 13th, the audition will be on June 14th.

The scheduled time will be defined by the Department of Music.

Admission process
Beginning February 20th

General Admission results
June 13th

Payment details for tuition of new applicants and reserved places.
Beginning February 26th

Deadline to pay tuition for new applicants and reserved places
Payment deadline is shown in the payment document
After this date, places at the University are not guaranteed.

Photos and ID card for students
Once you have been admitted; please check the link provided in this guide.
Online schedule review for those students who have already paid tuition and for those who have already submitted all documents.
From July 9th.

Orientation
July 10th, 11th, 12th and 13th, please check this guide for orientation details.

Classes begin:
July 16th

ADMISSIONES Y REGISTRO
(Admissions and Registrar’s office)
February 2017
MORE INFORMATION

Universidad EAFIT - Main Campus
Carrera 49 7 Sur 50, Medellín
Fax: (574) 2619236
Telephone: (574) 4489500
admisiones.registro@eafit.edu.co
eafitcartera@eafit.edu.co

EAFIT Bogota
Carrera 12 96-23
Telephone: (571) (1) 6114618, ext. 9231
eafit.bogota@eafit.edu.co

EAFIT Pereira
Carrera 19 12-70, Pereira
Fax: (576) 210606
Telephones: (576) 3214115 - 3214119
eafit.pereira@eafit.edu.co

EAFIT Llanogrande
Kilometer 3.5 vía Don Diego, Rionegro
Fax: (574) 5621866
Telephone: (574) 2619562
llanogrande@eafit.edu.co