



**TERMS & CONDITIONS
TO PARTICIPATE IN THE SPANISH FOR FOREIGNERS COURSE
AT FINIS TERRAE UNIVERSITY
SANTIAGO, CHILE
2024**

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.

We only have those levels in order to open possibilities for basic and intermediate students.

This course will be offered only for undergraduate students.

Please read carefully the following information:

1. CHILEAN HOUR

The course will be dictated in the Chilean hour.

On April 6th 2024 Chile will change to a Winter time schedule. It's the responsibility of the student to anticipate any issues.

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 upload all the documents required.
Students who don't submit all the correct documents correctly won't be accepted.

3. SPANISH TEST

All students must do a Spanish test, after they finish their registration. That will be sent on January 15th in order to confirm their level and assign a level.

This test will be sent to the personal email of the student and will be open for just 48 hours.

From January 15th 8 AM CL TIME to January 17th 8 AM CL Time

Students must respond to all answers truthfully and NOT GUESS. This could adversely affect the outcome and the level you achieve

If after the test, you are not in either A1 or B1 level you won't be able to participate in the course. Please answer all the questions conscientiously and pay attention.

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

4. LEVEL ASSIGNATION

Once we have the results you'll be assigned a level, this cannot be changed.

5. SCHEDULE

The schedules will be Wednesdays (A1) or Thursdays (B1) at 8:30 AM CHILEAN TIME.

As soon as we have the results of the Spanish test you will be informed of the schedule assigned to you.

6. ATTENDANCE TO THE COURSE

Class attendance is mandatory. Each course has a maximum percentage of non-attendance allowed. In general, the percentage of non-attendance is 30% (3 classes during the semester). 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.

7. 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 during the informative session.

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. DRIVE FOLDER

All documents and guides will be uploaded to a Drive folder, where students can see and download information about the course.

<https://drive.google.com/drive/folders/1nMf4fi14MbYQ0xVPjeULS4U0zG2p5P6p?usp=sharing>

10. 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: / /