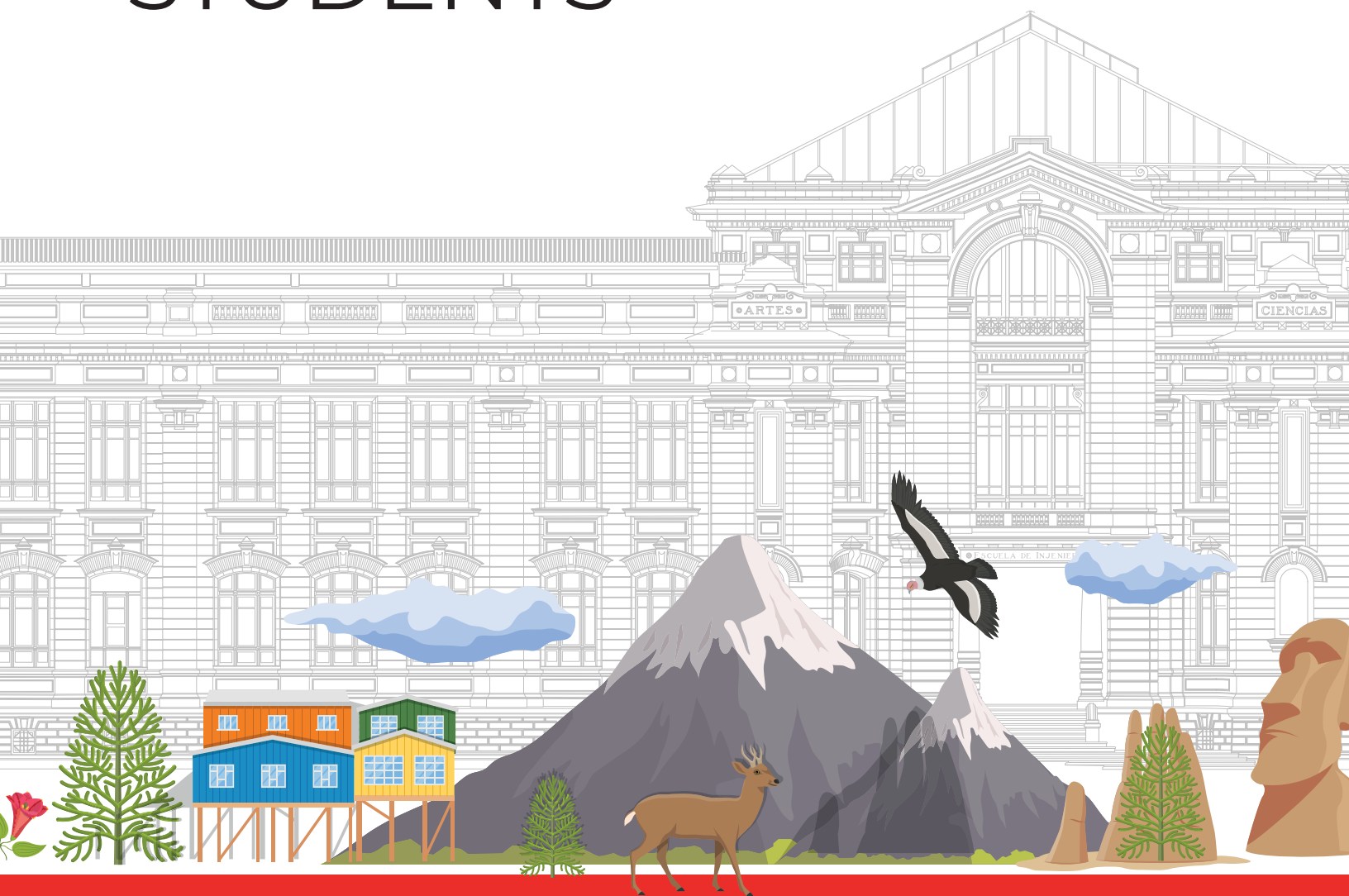
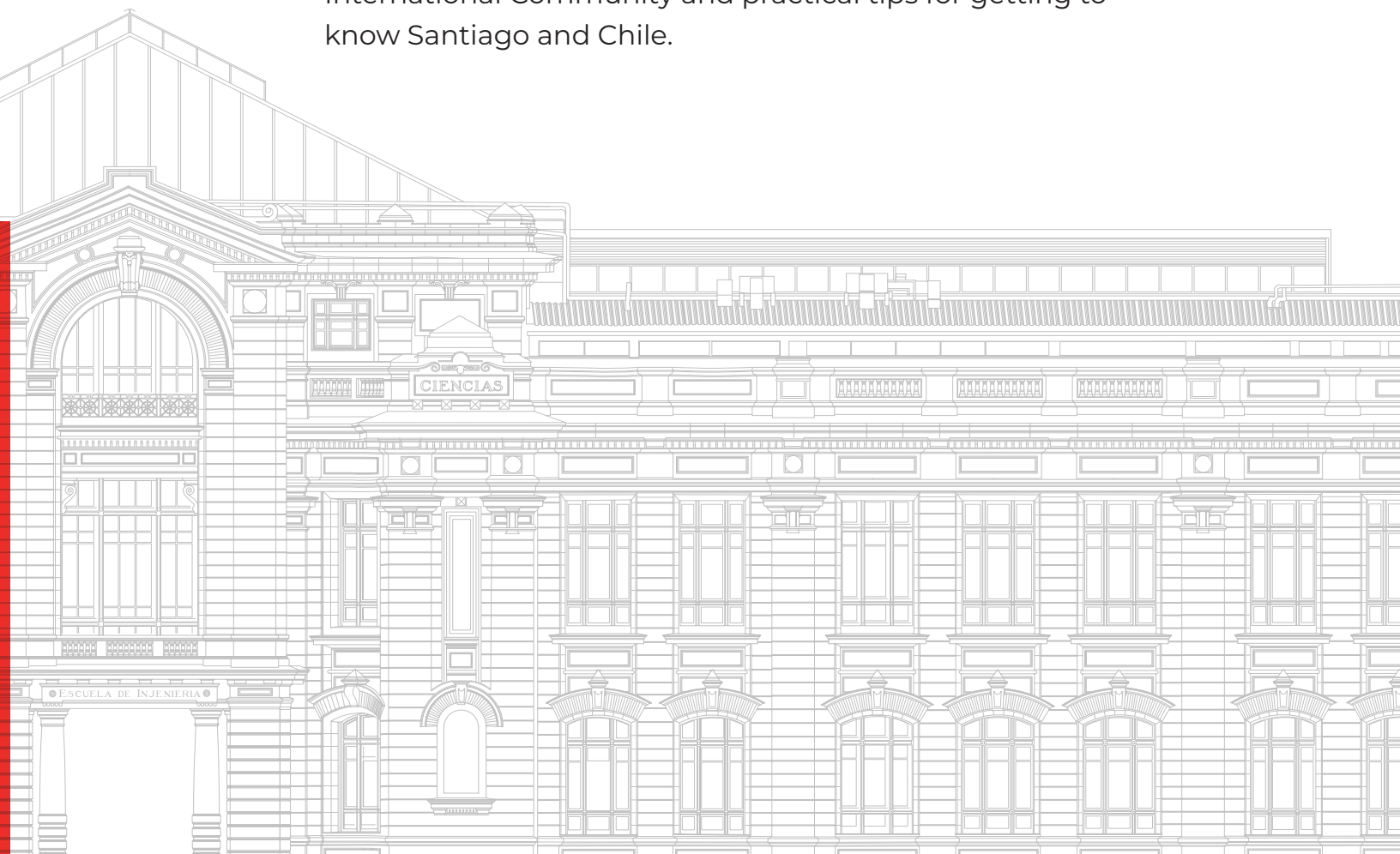


GUIDE FOR INTERNATIONAL GRADUATE STUDENTS



Scope of this guide and general information

This guide aims to facilitate the integration of international students into the university community, the country, and its culture, ensuring that your experience in Chile is enriching. It includes recommendations for your arrival and settlement, but remember to always consult official sources. You will also find information about the Beauchef International Community and practical tips for getting to know Santiago and Chile.



Subdivision for graduate students

The Postgraduate Subdirectorato is responsible for all academic processes for master's and doctoral students at FCFM. In its work, it maintains ongoing coordination with the various programs to provide services and support to students.

The functions of the Postgraduate Subdirectorato include:

- Issuance of official documents and certificates.
- Reception and delivery of TUI and TNE cards.
- Management of the graduation process.
- Management of enrollment processes and tuition fee collection.
- Student support on administrative matters: enrollment, graduation, certificates, etc.
- Academic requests: grade changes, equivalencies and recognitions, deferral and re-enrollment of studies.
- Management of doctoral co-tutorships.
- Transversal courses and language courses.
- Management of international agreements.

Various requests must be sent by email to postgrado@ing.uchile.cl. For more information, visit their **website**. 

EPEC has a team of tutors whose role is to serve as a direct link between the School and students regarding extension activities and other initiatives. You can contact the tutoring team at: **tutoriapostgrado@ing.uchile.cl**.

We recommend following the social media channels of the School of Postgraduate and Continuing Education to stay informed about activities and relevant information:

■ Graduate International Relations Coordinator

Guidance and support for national and international Graduate and Continuing Education students.

Coordination of mobility processes, academic support and liaison, as well as management of doctoral co-tutorships.

Contact: rocio.brito@uchile.cl

If you would like more information regarding international agreements and doctoral co-tutorships, contact: **convenios.epec@uchile.cl**



@postgradoec.fcfm



**Postgrado y
Educación Continua FCFM**



**Escuela de Postgrado y Educación
Continua FCFM Universidad de Chile**

Campus Beauchef

Trámites en la FCFM



Procedure	Description	How to Access 
Uchile Passport Account	Access to platforms (U-Campus, U-Cursos, payments)	create your account at: https://cuenta.uchile.cl/ 
Intelligent University Card (TUI)	Identification and access to services	you can request it at mi.uchile.cl  with you uchile account; pickup at Postgraduate Secretariat
Institutional Email	Google Workspace (email, calendar, etc.)	Access using your uchile account, administer you account section (located in the menu on the left of the screen). Ask you help here 
National Student Card (TNE)	Public transport discount (subject to socioeconomic requirements)	Semester application via Subdivision of Graduate School

Resources for FCFM students:

Main Resources / Contact	Email / Phone	Location / Details	Benefits
School of Graduate and Continuing Education (EPEC)	 postgrado@ing.uchile.cl  56 229784242	Documents, enrollments, graduation	Certificate issuance, tutoring, transversal courses
Postgraduate Subdirectorate	 postgradoing.uchile.cl	Administrative procedures	Co-tutorship management, TNE, academic requests
Program Coordinator	Consult specific program	Academic support via program	Study plan guidance, thesis advisors
Coordinadora del programa	Consultar programa específico	Apoyo académico vía programa	Orientación en planes de estudio, tutores de tesis
English Courses (Language Area)	 idiomasing@uchile.cl  @areadeidiomas	Semester diagnostic test; Academic Writing & Oral Skills, English Corner	Academic/communication focus; for postgrad (level 4+); casual conversation
Computing Center (CEC)	 www.cec@uchile.cl	Beauchef 851, -1 floor	Computers, FCFM WiFi, free printing
FCFM Central Library	 referenciaing@uchile.cl  Biblioteca Central FCFM	Beauchef 850, north wing	120k volumes, digital, interfaculty loans with TUI
Armadillo Lab (Writing Support)	 escrituradisciplinaring@uchile.cl	Inperson/virtual tutoring	Thesis support, oral presentations (Spanish/English)
Quality of Life (Psychological)	 cdevidaing@uchile.cl  56 229780730	Blanco Encalada 2085, 2nd floor	4 counseling sessions, mental health (complementary)

**Student Health
Directorate**

 **56 696 8733**

Blanco Encalada 2065 medical/dental care

**Sports and Artistic
Expression Area**

 **deportes@ing.uchile.cl**
 **56 229784790**

Beauchef 851 (-3),
U-Campus reservations Pool, gym, squash; free
activities

**Diversity and Gender
Subdivision**

 **ddgfcfm@uchile.cl**
 **56 229780857**

Beauchef 850, Torre
Justicia 7th floor Anti-harassment/gender
violence protocols

■ **Other FCFM Dependencies:**

1. **Astronomy Department:** Located at Cerro Calán, Las Condes neighborhood..
2. **Cafeteria:** Located at Av. Blanco Encalada 2085, Santiago neighborhood.
3. **Mechanical Engineering Workshop:** Blanco Encalada 2743, Santiago commune.
4. **Domeyko Gym:** Almirante Latorre 730, Santiago commune.





First Steps: Prepare Your Arrival in Chile

Once you have been accepted into the master's or doctoral program of your choice and have defined your funding sources (scholarships, personal resources, university loans, etc.), you should begin preparing your arrival in the country.

The main procedures and processes you must complete before arriving in Chile are:



Migration Procedures:
Application for Temporary Residence (student visa).



Documents:
Apostille or legalize your previous academic certificates.



Health:
Purchase health insurance for your stay in Chile.



Accommodation:
Arrange accommodation in the country.

■ Migration Procedures

Students coming to the Universidad de Chile for more than 180 days must apply for Temporary Residence under the student subcategory (commonly called a student visa).

Temporary Residence – Student category must be requested **before** entering the country. Once in Chile, there is no possibility of applying for this type of residence.

The application is made online through the National Migration Service (SNM) Digital Procedures portal, and you must have the following documents ready:



Scanned image of the identification page of your passport or identity document from your country of origin.



Valid criminal record certificate from your country of origin, apostilled or properly legalized and translated into English or Spanish.



Recent color photograph with white background, facing the camera with a neutral expression and open eyes, showing the full face. Do not wear glasses or a hat. It should be taken as close as possible to the application date.



Regular student certificate, enrollment certificate, or Letter of Acceptance (you must request this in advance from your study program or from EPEC at postgrado@ing.uchile.cl).



Proof of financial support.



SNM Digital Procedures Portal:

<https://tramites.extranjeria.gob.cl/home/procesos/2>



Review detailed information and other considerations at:

Temporary Residence SerMig

Once you have submitted your Temporary Residence application through the SNM Portal, you must inform EPEC and your study program, who will send you an internal form with personal contact information, emergency contact information, and information about your Temporary Residence application number: **postgrado@ing.uchile.cl**

By completing this form, you will be activating the agreement between SNM and CRUCH (of which Universidad de Chile is part). This agreement allows for streamlined processing of applications, which will be processed within a maximum of 40 business days.

Once your application is approved, you must download your **Digital Stamp**.

IMPORTANT: YOU MUST COMPLETE THE PROCEDURES IN ADVANCE, AS THE APOSTILLE PROCESS CAN TAKE TIME, AS WELL AS THE PROCESSES AT UNIVERSIDAD DE CHILE.



If your study program begins in the Fall semester (March – July), you should consider that in February, the University is in recess, during which no certificates are issued and no academic processes are carried out.

You can resolve any questions by writing to EPEC at **postgrado@ing.uchile.cl**

Additionally, you can write to the Department of Postgraduate and Postgraduate Studies (DPP) of Universidad de Chile, which is dedicated to this purpose: **visaspostgrado@uchile.cl**

1

Temporary online application residency for students

WHEN: Before arriving to Chile, when you have clarity of your funding resources.

DÓNDE: Website of the National Migration <https://serviciomigraciones.cl>

HOW: You will have to access the platform, fill the form and attach:

- Scanned image of the passport.
- Recent photograph.
- Certificate of regular student status: **postgrado@ing.uchile.cl**
- Proof of financial support.

2

Activation of the affiliation National Migration Services

Allows for streamlined processing. Maximum response time: 40 business days.

Does not guarantee obtaining residence.

WHEN: When you have the Temporary Residence application number.

HOW: You will have to fill a UChile form.

You can obtain the form writing to **postgrado@ing.uchile.cl**

■ Apostille or Legalization of Previous University Certificates

Apostille and legalization are two procedures used to validate foreign public documents in a country different from where they were issued.

When beginning your studies in Chile, you must submit your previous study certificates (academic degree and transcripts) duly apostilled or legalized, as applicable, to your program's secretariat. Some programs may require apostille or legalization of additional documents; consult your study program.



Apostille: This is a unique certification issued in the country where the document was issued, and it is valid for countries subscribed to the Hague Convention. Chile is part of the Hague Convention, so documents apostilled in other member countries of the Convention are valid in Chile.

Check if your country is part of the Hague Convention and which institution is responsible for issuing the apostille at the following link:

<https://www.consulado.gob.cl/apostilla/apostillas-de-otros-paises> 

If the country where the document was issued is not part of the Hague Convention, the documents must be legalized.



Legalization: This is a more complex legalization process than the previous one and is carried out when the country is not a member of the Hague Convention. Legalization involves verifying the authenticity of the signature and the authority of the entity issuing the document and requires the following steps:

- **Legalization in the country of origin:** Must be legalized by the competent authority in the country of issuance.
- **Legalization at the Consulate of the Destination Country:** Then it must be legalized by the Consulate of the country where the document will be used.
- In some cases, it is also necessary for the document to be validated by the Ministry of Foreign Affairs of Chile.

You should consult with the authorities in your country about the process for legalizing documents.

■ Health Insurance

FCFM requires that international students have health insurance for their entire stay in the country.

The service must be contracted before arriving in Chile and must meet the following requirements:



- **Include your full name** as it appears on your passport..
- **Have coverage that spans your entire period of stay in the country**, including travel to and from Chile.
- **Coverage of at least 30,000 USD**, including medical assistance for accidents and illnesses, both in emergency care, hospitalization, and outpatient services.
- **Include health repatriation and funeral services**, and any expenses or services related to COVID-19.
- It is recommended that the insurance include **mental health coverage**.

You must also be clear about the information on how to use the insurance and the preferred providers.

Upon arriving in Chile, you must inform your program of the policy number, the medical centers and hospitals where the insurance is valid, and the emergency contact details of the insurance company.



■ Accommodation Search

Our University does not have student residence systems, but you can find furnished apartments, live in hostels or special student residences, or share an apartment with other students.

Accommodation costs depend on the size, characteristics, and location of the housing. It is highly recommended to choose a place with quick access to the Metro, a bus line, or to live near the University.

The city of Santiago has 32 communes, and each commune has different characteristics. The communes most recommended for university students are Las Condes, Ñuñoa, Santiago, Providencia, and San Miguel, due to their connectivity, real estate offerings, safety, and ease of reaching Campus Beauchef.



Santiago, San Miguel, and Ñuñoa are communes with a wide range of rental prices, although depending on the area, connectivity may vary. The so-called eastern communes of the capital (Providencia, Las Condes, Vitacura, La Reina) usually have higher rental values.

Some options for finding accommodation are:

**SANTIAGO
EXCHANGE.COM**

Santiago Exchange:

<https://www.santiagoexchange.com/housing> 



University Residences:

<https://www.residenciasuniversitarias.cl/> 

Hotelería Housing
RESIDENCIAS UNIVERSITARIAS
SANTIAGO DE CHILE

Housing Chile:

<https://housingchile.cl/> 



Housing in Chile:

<http://www.housinginchile.cl/residencias.htm> 



Casa Suecia:

<https://livinginchile.com> 



Fentastic:

<http://fentastic.cl/> 



LivinnX:

<https://www.livinnxsantiago.com/> 



HomeStay, if you are interested in living with a Chilean family:

www.homestaychile.cl 

Other links of interest:

Roommates and Flat Finder Santiago:

<https://www.roommateflatfinders.com> 

Student Accommodations:

<https://www.rumi4students.com/> 

Comparto Depto:

<https://www.compartodepto.cl/> 

This list is only a reference. As a faculty, we cannot guarantee or be held responsible for the services offered by these companies and external individuals.

When renting a property, you should keep in mind:

- Renting housing involves signing a contract, which must be signed before a notary.
- Before signing the contract, you must review the general and specific conditions of the contract, mandatory terms, and the type and frequency of rent adjustments.
- The monthly rent value can be set in Chilean pesos or in Development Units - UF (whose value varies depending on inflation).

- It is recommended to verify that basic services payments are up to date (electricity, water, and green gas seal in the case of apartments).
- It is also recommended to check the value of “common expenses” and the items included in this item.
- To rent, you must have a passport or RUT and demonstrate financial solvency.
- Normally, when renting an apartment (or house), advance payment of the first month’s rent plus an additional month as a deposit is required.

Finding accommodation that meets adequate conditions is a lengthy process, and contracts normally last at least six or twelve months, so it is important that you carry out this search in advance. You can also consult your program or EPEC about other students in your situation to facilitate the exchange of information, data, and *roommate* search.

■ Plan Your Expenses and Budget

To plan your stay in Chile, you must plan both your expenses and income so that you can manage your resources effectively and efficiently. This will allow you to reduce any source of stress so that you can focus on your studies and the experience of living in Chile.

For this, we provide you with a reference of the main expenses you should consider:

	Ítem	Monto referencia (CLP)
Housing	Shared apartment	From \$350.000
	Furnished apartment	From \$700.000
	Student Housing	From \$460.000
	Room in a house or apartment	From \$250.000
Food	Between \$200.000 and \$300.000 depending on the diet	
Transport	Between \$50.000 y \$60.000	

To these expenses you should add:

- Common expenses (in the case of apartments).
- Basic services: water, electricity, and gas.
- Telephony and internet services.
- Personal expenses.
- Study expenses.

The amounts for each item are indicative, based on information provided by current international students, but may vary depending on the characteristics of the accommodation and other personal preferences.

Procedures and Processes to Complete Upon Arriving in the Country

Once you arrive in Chile, you must complete a series of necessary procedures to ensure a hassle-free stay.

CHILE

■ Identity Card (RUT)

Chilean legislation requires foreign persons with Temporary Residence to request their identity card within 30 days from the start of the respective residence permit.



The identity card or RUT is the official identification document for both Chilean and foreign persons. Its use is very frequent in public and private services, as well as at the University itself, and enables you for other procedures and services, such as opening bank accounts.

Before starting the procedure, it is necessary to verify if the user is enabled in the Civil Registry and Identification through this [Link](#).

ENABLED users must present one of the following documents:



- Copy of the identification section of the passport.
- If you do not have a passport, you can present your DNI or residence title.
- If the foreign user has obtained a new visa category while their previous visa is still valid, they must attach the document that proves the new category.

NON-ENABLED users must present the following documents:



- Copy of the Electronic Stamp Visa, Residence Resolution, or Definitive Permanence.
- Copy of the identification section of the passport. If you do not have a passport, you can present your DNI or residence title.
- Entry stamp into the country, stamped in the passport or on the Single Migration Card, with a clear date (day, month, and year), equal to or later than the download of the Electronic Stamp.
- Visa Registration Certificate issued by the PDI.
- Electronic Stamp.

To complete the procedure, it is mandatory to attend in person at a Civil Registry office. Request an appointment [here](#). 🇨🇱

■ Clave Única



La Clave Única is a personal and non-transferable password that functions as a digital identity card, and as such allows you to carry out various procedures and request certificates from State institutions, such as downloading digital certificates from the Civil Registry and Identification.

La Clave Única is available only for those who have a Temporary Residence Permit and Identity Card (RUT). To obtain the password, it is necessary to carry out the following steps:

In-Person Option:



- Go to the Civil Registry and Identification offices with your valid identity card. You can take the opportunity to obtain your Clave Única when you pick up your card.
- Request your Clave Única activation code from the corresponding official and provide an email address.
- Go to **claveunica.gob.cl** and select “Activate Clave Única”.
- Complete the requested data: RUN and activation code.
- Follow the indicated steps and define your Clave Única password.

Online Option:



- At **www.registrocivil.cl**, enter the Clave Única link.
- Select the day and time for the videoconference. You must have your identity card and your email address ready.
- One hour before the appointment, a link will arrive at your email to enter the videoconference.
- After the appointment, you will receive a code in your email to create and activate your key at **www.claveunica.gob.cl**
- Go to **www.claveunica.gob.cl** and select “Activate Clave Única”.
- Complete the requested data: RUN and activation code.
- Follow the indicated steps and define your Clave Única password.

If you forget your **Clave Única**, you can recover it **here.** 
If you have any other questions, you can call **600 360 3303**.

■ Bank Account – Cuenta Rut



Once you have obtained the RUT identity card, you can request a bank account at **Banco Estado (Cuenta Rut)**. This is a checking account that does not require income verification or other additional requirements other than possessing a valid identity card.

You can request your bank account at this **link.** 

■ Mobile Phone Registration

Any phone purchased abroad for personal use must be registered in order to operate with a SIM card from a Chilean mobile company.

The deadline to register the mobile device is 30 days from first use in national territory; after that period, the phone will be blocked and cannot be used to make calls.

If the device will only be used via roaming or WiFi networks, registration is not necessary. The registration process is free. You can obtain more information at this **link.** 

■ Present Yourself at Your Study Program

It is highly recommended that you visit FCFM and present yourself at your study program a few days before classes begin. This will allow you to identify the best way to travel to Campus Beauchef, check travel times, and learn about the facilities where your master's or doctoral program will take place.

Similarly, you will be able to submit your apostilled or legalized university certificates, as well as your health insurance information and emergency contact details. You will also be able to resolve questions and request guidance on academic and administrative matters. If you already have your identity card, you can submit this information to update internal records and FCFM teaching support platforms.

IT IS ALSO VERY IMPORTANT THAT YOU COMPLETE YOUR PROFILE INFORMATION IN UCAMPUS, UNDER THE "PERSONAL DATA" OPTION, INCLUDING YOUR PERSONAL DATA AND HEALTH INFORMATION.



■ Learn About the Transportation System

The main means of transportation in Santiago is the **Metropolitan Mobility Network (RED)**, which physically and tariffially integrates all public transport buses in the city, as well as the Santiago Metro.

The Santiago Metro is one of the most efficient and safe in the region. It has 6 lines that connect to a large part of the city's communes and is fully integrated into the RED system. . **(Santiago Metro Map).**

Trains have a frequency of 2 or 3 minutes during weekdays. The frequency decreases after 21:00, on weekends, and on holidays. During peak hours (from 07:00 to 09:00 and from 18:00 to 20:00), public attendance is high and there is often crowding at stations. During these hours, some lines use the Express Routes system, dividing their stations into red stops and green stops, with the aim of making faster trips, so trains -depending on their color- do not stop at all stations.

All information for getting around, such as maps, line combinations, trip planning, schedules, etc., can be found on the **official website** of the service. To learn about transport lines and fare schedules, visit <https://www.red.cl/>. 🗑️

This system is paid through a single means called the Bip! card, which can be loaded with money at loading points distributed throughout the city, at Metro stations, or through the application for Android or iOS, RED, which also allows trip planning, identification of stops and bus lines. Additionally, it is also possible to pay directly with Visa or Mastercard credit cards, or with digital wallets, at Metro validators.

There are other applications that allow you to plan trips using public transport, such as Moovit, TranSapp, and Google Maps.

The fare varies between CLP\$750 and CLP\$895, depending on the time, and allows transfers to other buses or the Metro. This fare allows you to use up to three buses of different numbers, without extra charge within the first 120 minutes, or alternatively, use the Metro and then two buses without paying an extra charge within the aforementioned period.



Líneas de Metro

Metro lines

- 1 San Pablo - Los Dominicos
- 2 Hospital El Pino - Vespucio Norte
- 3 Plaza Quilicura - Fernando Castillo Velasco
- 4 Plaza de Puente Alto - Tobalaba
- 4A La Cisterna - Vicuña Mackenna
- 5 Plaza de Maipú - Vicente Valdés
- 6 Cerrillos - Los Leones

Simbología

Symbols

- Estación
Station
- Estación Terminal
Terminal station
- Proyecto en construcción
Project under construction
- Combinación líneas
Interchange stations
- Transbordo tren
Train transfer
- Transbordo buses interurbanos
Transfer to interurban buses
- Bus al aeropuerto
Bus to airport
- Intermodal
Bus transfer
- Oficina atención al cliente
Customer service office
- Línea de tren
Train
- Línea 0
Line 0
- Bicicleteros
Bike racks
- U Invertidas
Inverted U

Contacto

Contact

- metro.cl
- 600 600 92 92
- Metro de Santiago - Chile
- @metrodesantiago
- @metrodesantiago
- App Metro de Santiago Oficial

It is also possible to get taxis with relative ease in the main cities of the country. In Chile, they are black with a yellow roof and orange license plates, and have a base fare of CLP\$400 and CLP\$130 for every 200 meters traveled or 1 minute of waiting.

Fares must be properly indicated on the vehicle's windshield and have a taximeter visible to the passenger. It is possible to get a taxi through applications such as Uber, Cabify, Didi, etc..

In Chile, transportation applications such as Uber, Cabify, and Didi operate, which allow payment with credit cards and cash.





Support for Cultural and Social Adaptation



Chile, located in the far south of South America, is much more than a country; it is a place where nature, culture, and innovation come together to offer you a unique experience. From the driest desert in the world, the Atacama Desert, to the impressive glaciers and fjords of Patagonia, Chile is a country of contrasts that inspires and challenges those who choose it as a destination.

Sin embargo, adaptarse a una nueva cultura puede resultar desafiante, por lo cual a continuación, se presentan iniciativas que pueden facilitar la integración y adaptación tanto al país como al programa de estudios y a la comunidad universitaria.

■ Uchile Cultural Activities

The Universidad de Chile and the various academic units develop a varied cultural program, with activities throughout the year.

Programming is published monthly. To access this information, you can **subscribe to the newsletter**  as well as follow the **“La U Invita” social media**. 

You can also check the bulletin board of the **University's Artistic and Cultural Extension Center**, , the **Museum of Contemporary Art, the Master Hall, and other artistic and cultural centers dependent on the university**.  Some of these spaces are free of charge, and in others, preferential ticket prices are offered for members of the university community.

Finally, the University has a series of **agreements with external institutions**; review the available options and benefits for university students.

■ Traveling Around Santiago and Chile

Chile offers a unique experience, where you can combine academic learning with cultural exploration in a geographically diverse environment. The country has very varied climates and landscapes due to the extension of its territory, ranging from the Atacama Desert in the north, to rainforests, fjords, and glaciers in the south, in addition to its island territory where we can mention the Juan Fernández archipelago and Easter Island (Rapa Nui).

With 6,435 kilometers of coastline on the Pacific Ocean, and with the Andes Mountain Range bordering the eastern side of the territory, multiple activities can be developed throughout the year, including:



- **Go Trekking and Hiking in parks and reserves** throughout the country, observing lakes, mountains, volcanoes, glaciers, and a rich diversity of flora and fauna.



- **Visit Ski Centers** located from the Metropolitan Region southward during the winter season.



- **Visit wineries in the central and south-central** part of the country at different times of the year.
- **Participate in typical festivities**, such as the celebration of National Holidays (September), traditional festivals in the south and carnivals in the north (January and February), the religious festival of La Tirana (July), the Harvest Festival (March and April), among many others.



- **Visit astronomical observatories** in the north.
- **Visit tourist cities** such as Valparaíso and Viña del Mar, Valdivia, Chiloé, San Pedro de Atacama, among others.

You can review more information about these activities, cities, and the country at **Chile Travel**. 

Practical Information



Government System: Chile has a republican, democratic, and representative political system, with a presidential form of government. The state is divided into three independent powers: Executive, Legislative, and Judicial. It is a unitary state organized into 16 regions, 56 provinces, and 346 communes.



Language: The official language is Spanish. For foreigners, it may be complicated at first to understand Chileans due to the number of idioms we use, as well as the speed at which we speak.



Climate: The climate in Chile depends on the geographical location where you are. The further south, the colder and rainier. Santiago's climate is temperate and has very marked seasons, with hot and dry summers (up to 35°C) and cold and rainier winters (minimums of -2°C and maximums between 12°C and 15°C).

Time Zone: The official time in Chile consists of three time zones:



- **Continental Chile, Juan Fernández archipelago, and the Desventuradas islands:** UTC-3 in summer and UTC-4 in winter. Winter time is applied for five months between April and September each year.
- **Easter Island:** UTC-5 in summer and UTC-6 in winter. Winter time is applied in the same months as continental Chile.
- **Magallanes and Chilean Antarctica:** UTC-3 (summer time all year round).



Public Safety: In general, Santiago has a good level of public safety, nevertheless, it is always advisable to take some safety measures, mainly in places with large crowds of people (commercial areas for example or transport during peak hours) and, at night, in dark and solitary places.

The most common incidents are surprise robberies and thefts, so it is advisable to be careful with cell phones, backpacks, wallets, cameras, and, in general, with valuable items (or that appear to be valuable) and that due to their size and weight are easy to snatch or remove.

Emergency telephone numbers, in case of robbery or other type of emergency, are found at the end of this guide.



Earthquakes: Due to its location in the so-called “Pacific Ring of Fire” and the constant collision between the South American and Nazca tectonic plates, seismic movements in our country are very frequent, being one of the countries with the highest seismic activity in the world.

In general, structures in Chile are prepared for these movements and the country has a seismic culture of prevention and risk management, both at the level of authorities and legislation, as well as citizens themselves.

In case of tremor (short and low-intensity movements) or earthquake (greater intensity and duration), it is important that you keep in mind some simple self-care measures to avoid dangerous situations, and follow the instructions of the competent authority:

During the Earthquake:



If you are inside a building, stay in it and do not try to run outside.



Move away from objects that could fall, tip over, or detach.



Position yourself in front of structural walls, pillars, or under door lintels.



Put out cigarettes and any other source of heat.



Try not to move from the place where you are, until the earthquake has passed.



If light materials detach, protect yourself under desks, tables, or any element that covers you.

After the Earthquake



Assess the situation, provide help if necessary.



Do not use matches, lighters, or candles. If you need light, use only flashlights, as there may be a gas leak.



Check the conditions of the building or facility; if you detect damage, report it to the building administration.



If evacuation instructions are given, follow your evacuation leader.



Do not walk where there is broken glass or electrical cables, or touch metal objects in contact with them.



Do not use the telephone. Lines will be blocked and it will not be possible to use them for cases of real urgency.



Do not spread rumors. Instill absolute calm and confidence in all the people around you.



If it is necessary to leave the premises, do so with extreme care.



Prepare for aftershocks; it is common for them to occur after a strong earthquake.



Report to those in charge of the building or facility, as appropriate, dangerous conditions that have arisen as a result of the earthquake.



Emergency Alert System: The Emergency Alert System (SAE) for cell phones allows sending information to phones that have the compatibility seal. This message will be issued in case of tsunami risks, higher intensity earthquakes, volcanic eruptions, and forest fires threatening homes. This mass alert, which will be dispatched automatically via text to a georeferenced area, will not be affected by congestion of cellular networks, as it will use other frequency channels to reach phones safely.



Protocol for Risks and/or Emergencies on Campus Beauchef: Emergencies are situations that occur unexpectedly, altering the normal dynamics in the place of study or work, and that put people or university property at risk. They can be of many types: workplace accident, robbery, health emergency, leaks of toxic or dangerous substances, fire, bomb threat, explosions, natural catastrophes, etc. Although some are more frequent than others, we must be prepared for all possible emergencies. In such a situation, we will follow the following **PAS protocol**:

- **PROTECT** the safety of the site for others and ourselves. For example: cut off electricity in case of electrocution.
- **ALERT** the Beauchef campus guard center, in person or through the following telephones:



+56 2 2978 4669
(Beauchef 850)



+56 2 2977 1038
(Beauchef 851)

- **ASSIST** affected people, avoiding moving the injured.

We must try to ensure that both the injured person and ourselves are out of imminent danger. For example, in case of finding a suspicious package or bundle, it should never be handled. It is vital to inform the campus guard, who are prepared to act, are available 24/7, know what to do and who to contact, always indicating:

- Identification of the person calling.
- Place and type of emergency.
- Number of people involved.
- Answer questions and receive instructions.

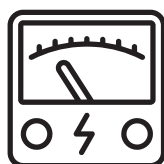
Once we have proceeded to protect and alert, first aid maneuvers should begin. You can find the complete document on emergency protocols at the **following link**.



Tips: In Chile, tips are not mandatory, but they are a common practice in services such as restaurants, pubs, bars, and cafeterias, among others, and are commonly 10% of the final bill amount. Many establishments include a suggested tip on the bill, but the customer has the freedom to decide whether to pay it or not.

Cigarettes, Drugs, and Alcohol: Their consumption is regulated by different laws in the country. Some general aspects of the regulations are:

- **Smoking Law:** Smoking is prohibited in closed places accessible to the public, such as restaurants, bars, discos, casinos, hotels, shopping centers, taxis, buses, sports facilities, universities, and health centers.
- **Alcohol Law:** The minimum age to purchase or consume alcohol is 18 years. Consumption of alcoholic beverages on public roads is prohibited, as well as walking the street in a state of drunkenness. Driving under the influence is strictly prohibited and heavily penalized.
- **Drug Law:** In Chile, possession and consumption of drugs is sanctioned by law.



Voltage: The electrical current used in Chile is 220 V and the frequency is 50 Hz, and type C and L plugs are used. If it is different in your country of origin, it is recommended to have adapters for your electrical appliances.

■ Postgraduate School Regulations

The School of Postgraduate and Continuing Education of FCFM is governed by a set of regulations and protocols that guarantee the correct academic and administrative functioning of its programs. These guidelines establish the norms for the development and completion of studies, as well as the rights and duties of students, teachers, and administrative personnel.

Below is a list of the main current regulations and protocols:

- **General Regulations for Studies Leading to Master's and Doctoral Academic Degrees:** **GENERAL REGULATIONS FOR STUDIES LEADING TO MASTER'S AND DOCTORAL ACADEMIC DEGREES** **University Decree No. 0028011** 
- **Regulations for Students of the Universidad de Chile:** **Regulations for Students of the Universidad de Chile** 
- **FCFM Articulation Regulations:** **FCFM Articulation Regulations** 
- **Code of Ethics - School of Engineering and Sciences and School of Postgraduate and Continuing Education:** **CODE OF ETHICS SCHOOL OF ENGINEERING AND SCIENCES SCHOOL OF POSTGRADUATE AND CONTINUING EDUCATION FCFM** 
- **Student Disciplinary Jurisdiction Regulations:** **REGULATIONS FOR STUDENT DISCIPLINARY JURISDICTION** **Exempt University Decree No. 008307, of December 14, 1993** 
- **Protocol for Action on Complaints of Gender Violence, Labor Harassment, and Arbitrary Discrimination:** **PROTOCOL FOR ACTION ON COMPLAINTS** 



GUIDE FOR INTERNATIONAL GRADUATE STUDENTS



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LIST OF DOCTORAL COORDINATORS 

LIST OF MASTER'S COORDINATORS 