



LEAD University is a small, private university, founded in 2016, in alliance with the business sector. It offers business and engineering degrees. **LEAD** stands for *Leadership, Excellence, Advancement and Development*.

CONTACTS

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The **International Student Handbook**

and other relevant material for international partners and students is available at:

Shared LEAD International

**¡ WELCOME TO
COSTA RICA !**

NOMINATION AND APPLICATION PROCEDURES

- **Deadline for Nominations:**
 - **Fall Semester 2023** (September 11 to December 23, 2023): until June 30.
 - **Spring Semester 2024** (To be defined: from the beginning of January to the end of April): until October 15.

- **Nomination and Requirements:**
 - The list of students nominated by the home university needs to be sent by email to Allan Oviedo:
allan.oviedo@ulead.ac.cr
 - Please include: full name, date of birth, email, exchange period, field of study, the number of semesters completed to date and Spanish level (minimum requirement B2).

- **Application form:**
 - Students need to include a letter confirming their **Spanish competencies** with their application.
 - Upon nomination, by your home university, you will receive a link to complete your online application.

- **Student Visas:**
 - Please note that you will need to complete your application papers with proof of your **health insurance** upon arrival.
 - To apply for a student visa, please contact Allan Oviedo, who will guide you through the process:
allan.oviedo@ulead.ac.cr

- **Courses:**
 - The complete list of available courses across the different degrees can be found in the plans of study available at:

Planes de estudio - Study Plan
 - The course load international students take needs to be **agreed with and approved by** their home university.
 - Full time students usually take a maximum of **30 ECTS**.

ACADEMIC SCHEDULE (TENTATIVE DATES)

- **First four-month period:** • January 15 to April 27, 2024
- **Second four-month period:** • May 13 to August 24 2024
- **Third four-month period:** • September 9 to December 21 2024
- **Holiday between terms III-2024 and I-2025** • December 22, 2024 to January 14 2025
- **Extension exams** • Second week of the following term

EXAMS

- Exchange students will take their exams together with regular students without exceptions.
- Should students need special accommodations, these need to be communicated to the Director of Academic Affairs at the outset of their stay, so the appropriate arrangements can be made with faculty.
- Official transcripts of records will be emailed to the home institution with a copy to the student after completion of their semester abroad.

HEALTH AND MEDICAL INSURANCE

- Students are expected to purchase health insurance in their home country covering their stay in Costa Rica.

VISA AND HOUSING

- LEAD University will guide exchange students through the process.
- LEAD University does not offer student accommodation on campus, but helps students find housing or host families.
- Visa application costs: approximately \$500.

ESTIMATED COST OF LIVING (in USD per MONTH)

Accommodation:	\$300 - \$600
Food:	\$300
Transport:	\$50
Academic books / articles:	Provided by LEAD University
International Health Insurance:	To be purchased from your home country
Cell phone plan:	\$55
Miscellaneous:	\$100
TOTAL:	Between \$805 - \$1105 (excluding health insurance)