



## Collaborative Agreement

Between

Fundación para el Futuro de Colombia

and

FUNDACIÓ INTITUT D'EDUCACIÓ CONTINUA

COLFUTURO  
Rem:BARCELONA SCHOOL OF MANAGEMENT  
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*Fundación para el Futuro de Colombia* (COLFUTURO) and the *Fundació Institut d'Educació Continua* (BSM) share an interest in strengthening bilateral cooperation in the field of education between Colombia and Spain.

The purpose of this agreement is to foster cooperation and enhance the links between the two institutions through the provision of shared financing for talented Colombian students admitted to graduate degree programs at BSM, within the framework of a Graduate discount Program. (from now on, Program).

COLFUTURO will offer a Loan Scholarship to Colombian students, according to its Loan Scholarship Program for graduate studies (see Annex).

BSM will apply a discount to students who receive the financial support from COLFUTURO through its Loan Scholarship Program.

The Program will operate as follows:

1. Colombian students interested in this join program will seek admission to the graduate degree programs offered by the BSM, following the normal application procedures and meeting all the standard admission requirements (including official language tests) established by the BSM.
2. Students applying or admitted to graduate degree programs offered by the BSM will submit a Loan-Scholarship application to COLFUTURO, following the normal application procedures and meeting all the standard requirements established by COLFUTURO.
3. Students who are selected as beneficiaries of the Loan-Scholarship Program of COLFUTURO will be eligible or considered for the shared financing under this agreement.
4. BSM will award up to 5 discounts of the 20% of the full tuition fees a Colombian students admitted to BSM and beneficiaries of the Loan-Scholarship Program of COLFUTURO
5. BSM will offer this financial support for Master's students for a period of one year.
6. COLFUTURO will provide the remainder of the tuition fees, living allowance and will cover other related costs, in accordance with its policies and procedures, up to USD50,000 and up to two years.

7. The students are responsible for obtaining financial resources to cover other costs (that are not included in this Collaborative agreement) related to their program of study.

8. A student who wishes to withdraw from a program outside of the free abandonment period must submit a written request to the General Secretariat of BSM to this effect (either in person on the 3rd floor of the Edificio Balmes or by e-mail to [secretaria.general@bsm.upf.edu](mailto:secretaria.general@bsm.upf.edu)).

Depending on the exact submission time of a withdrawal request, BSM will withhold an amount specified in the table below from the fees that have already been settled by the student. If the student is enrolled in a program leading to an official degree (an official master's degree), BSM will withhold the above-mentioned amount and under no circumstances will the Foundation make a refund of the tuition fee, given its official character and its subjection to administrative law.

If the amount paid by the student up to the moment of submitting the withdrawal request does not cover the amount to be withheld by the Foundation or the tuition fee (if applicable), the student must pay an amount to be determined by the Foundation to settle the balance. In the event of non-payment, BSM reserves the right to any legal action available to it to this effect.

Period in which the withdrawal request is submitted			
	More than 1 week before commencement	1 week or less before commencement	At commencement or later
Withheld amount (1)	10% of the service fee	25% of the service fee	100% of the service fee

(1) In the case of a program leading to an official diploma (an official master's degree), in addition to the amount withheld as per the above chart, on no account will BSM refund the tuition fee to the student, given its official character and its subjection to administrative law.

A participant who has formally submitted a withdrawal request and who wishes to enroll in the same or another BSM program, will have to start admission proceedings from the beginning and defray the total amount of the enrollment fee.

9. Each institution will designate a coordinator to implement and monitor this Program. In particular, the designated coordinators will be responsible for ensuring that:

- a. BSM and COLFUTURO provide prospective Colombian scholars with information on their programs of interest and guidance on how to apply to BSM.
- b. BSM provides COLFUTURO with all the relevant promotional materials and brochures on the different graduate degree programs offered by BSM to encourage interest among prospective Colombian students.
- c. BSM provides all Colombian students admitted to their graduate degree programs information on the Loan-Scholarship Program of COLFUTURO and encourages these students to contact and submit an application to COLFUTURO.
- d. COLFUTURO informs BSM of successful candidates by sending the list of Colombian students admitted to BSM and selected as beneficiaries of the Loan-Scholarship Program of COLFUTURO, in accordance with the applicable regulations on data protection in Colombia.
- e. BSM will select from the list mentioned in Numeral 8 item d, the students who will be granted discount mentioned in Numeral 4,



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- f. COLFUTURO provides BSM with institutional information on COLFUTURO and pertinent details on its Loan-Scholarship Program and the payment scheme (see Annex I).
- g. Both institutions make the necessary financial arrangements for confirmed scholars.
- h. Both institutions have the obligation to inform the other party of any change in the designated coordinator or signatory in charge of this agreement.

10. The designated coordinators are:

BSM:  
Jordi Rey Trujillo  
Director of Internationalisation  
and Quality  
jordi.rey@bsm.edu  
Phone number: (34) 93 547 00 00

For COLFUTURO:  
Johanna Torres  
Academic Advising Director  
johanna.torres@colfuturo.org  
(57)1 3405394 Ext. 124

11. Both institutions will promote the agreement to prospective Colombian graduate students.

This agreement shall remain in force from the date of signature by the designated representatives of each party and may be reviewed or renegotiated at the request of either party. Either party may terminate the agreement by providing at least thirty days prior written notice to the other party.



Pilar Soldevila Garcia  
General Manager, BSM

Date: 21st October 2019



Jerónimo Castro Jaramillo  
Executive Director, COLFUTURO

Date: 21st October 2019

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**Annex 1**  
**General Terms and Payment Scheme of COLFUTURO**  
**Loan-Scholarship Program**

1. COLFUTURO's financing system consists of a Loan-Scholarship of up to USD50,000 for a maximum financing period of two years.
  2. The applicants for the Loan-Scholarship determine the amount to be requested from COLFUTURO in accordance with COLFUTURO's policies and procedures.
  3. Successful applicants or beneficiaries of this program can use the Loan-Scholarship to cover the full or partial costs of their graduate studies abroad.
  4. COLFUTURO's Loan-Scholarship is granted in US Dollars. All payments to beneficiaries (i.e, settling allowance and living allowance) are done in US Dollars but COLFUTURO can pay tuition to universities in other currencies. However, COLFUTURO beneficiaries have the obligation to assume any discrepancy arising from foreign exchange fluctuations, between the US Dollar amount requested to COLFUTURO and the other currencies.
  5. COLFUTURO's selection process for the Loan-Scholarship Program is done yearly. Applicants can comply with documentary requirements when the on-line application becomes available in January and up to February 28<sup>th</sup>. Results are published by the mid of May. These dates may change each call.
  6. COLFUTURO notifies partner universities immediately regarding the results of the selection process by sending them the list of COLFUTURO beneficiaries admitted to their graduate degree programs.
  7. Once students are selected and notified as beneficiaries of COLFUTURO the latter arranges a meeting with the student to explain in detail, the terms and conditions of the Loan-Scholarship. The student who accepts these terms and conditions, decides the allocation of this Loan-Scholarship taking into account the maximum amounts mentioned in item 1. The beneficiary can allocate approved financial support on the following cost items:
    - Airfare
    - Settling Allowance (one-time payment of up to USD2,000)
    - Tuition
    - Health insurance
    - Living allowance (Up to USD2,000 per month)
    - Text books and computer allowance (maximum USD2,000 per year)
    - Debtors insurance
- COLFUTURO provides each beneficiary with a sponsorship letter indicating the total amount of the loan-scholarship.
8. COLFUTURO clearly informs the beneficiaries, which of the above items are payable directly to them and to the universities or service providers.



9. COLFUTURO pays annual tuition and fees (and health insurance, when this is included as part of the University's fees) directly to the universities in two installments:

For those beneficiaries who begin their programs during the second semester of the year:

- First payment: November 15th, Student must submit the corresponding invoice to COLFUTURO not later than October 31st
- Second payment: March 15th, Student must submit the corresponding invoice to COLFUTURO not later than February 28th

For those beneficiaries entering during the first semester of the year, the payment scheme is vice-versa, first payment in March and second payment in November.

10. The students are responsible for obtaining financial resources to cover other costs (that are not included in this Loan-Scholarship agreement) related to their program of study.

The students have financial responsibility towards the University; COLFUTURO will pay on their behalf. After the final payment is made by COLFUTURO, any outstanding balance, including those resulting from exchange rate fluctuations, must be covered by the student.

11. The loan turns into a partial scholarship when the student returns to Colombia and resides in the country for a pre-established period. In order to qualify for the scholarship, the student must comply with all the requirements previously agreed with COLFUTURO. The scholarship is granted as follows: 20% for MBA programs and masters in the fields of administration and law, and 40% for masters in all other areas and all doctoral programs. Two additional 20% bonuses can be given as follows:

- a. Beneficiaries who work full time in the public sector or as academic or researcher will receive 10% during the first year, 5% for the second year and 5% for the third year, to get up to 20%.
- b. Beneficiaries who work in a city different from Bogotá or its metropolitan area will receive 10% during the first year, 5% for the second year and 5% for the third year, to get up to 20%.

The loan component must be paid by the beneficiary on a monthly basis, upon his or her return to Colombia, according to the established amortization period, which cannot exceed a 5-year term.

