



## 2025-2 APPLICATION GUIDELINES BECA COLOMBIA PROGRAM FOR FOREIGNERS 2025-2

### 1. ¿WHAT IS THE BECA COLOMBIA PROGRAM?

This program gives the opportunity to foreign citizens to strengthen their academic formation through culture and technology, creating and consolidating social fabrics that allow deepening interactions between foreigners, national citizens, Higher Education Institutions, cooperating partners, and other allies.

The reciprocity scholarships offer studies for foreigners who wish to pursue **master's** degree studies in public and private Colombian Higher Education Institutions in accordance with the "**ACADEMIC OFFER CATALOGUE 2025-2**", which is published and is an integral part of this call for applications.

### 2. 2025-02 CALL CALENDAR

ACTIVITY	RESPONSABLE	DATE
Opening of the 2025-2 call	ICETEX	April 7th 2025
Close of the 2025-2 call	ICETEX	Until 5:00 pm of June 13th 2025
Evaluation and selection of applicants	ICETEX	From the 13th to the 20th of June 2025.
Publication of results on the ICETEX web site	ICETEX	June 24th 2025, maximum time 5:00 pm
Email notification to those selected	ICETEX	June 25th 2025, maximum time 5:00 pm
Selected scholars send scholarship acceptance letter to ICETEX	SCHOLAR	From the 26th to the 27th of June, maximum time 5:00 pm
Beginning of studies in Colombia	SCHOLAR	According to the Academic Program

**NOTE 1:** This calendar may be modified, if necessary. Any update will be published in the program section on the ICETEX web page.

**NOTE 2:** The dates and times will correspond to GMT-5, Colombian national time. The reception of documentation in the ICETEX platform will be until 05:00 pm Colombian time.

### 3. ¿TO WHOM IS THE PROGRAM AIMED AT?

The reciprocity scholarships are aimed at foreign citizens who meet the following conditions:

- ❖ Be a foreign citizen not older than 50 years of age.
- ❖ Not have Colombian nationality, not even under a dual nationality scenario.
- ❖ Not be residing, nor have resided the last 6 months prior to applying for the scholarship in Colombian territory or have initiated studies in Colombia at the time of application to the corresponding call.
- ❖ Must not have been a beneficiary of ICETEX through the Beca Colombia program.
- ❖ Must not have a marital or de facto relationship in Colombia.



- ❖ Must have a professional, undergraduate or graduate degree in any field of knowledge.
- ❖ Must have a cumulative undergraduate GPA of 4.0 out of 5.0 to apply for the scholarship. According to the grading scale of each country, the grade must be equivalent to at least 4.0 for the Colombian scale. \*It is not valid to present a postgraduate grade point average.
- ❖ Have admission to at least one to three graduate programs listed in the Academic Offer Catalog 2025-2 attached to this call.
- ❖ Have good physical and mental health, certified by a general physician.

#### **4. COVERAGE OR BENEFITS OF THE BECA COLOMBIA SCHOLARSHIP:**

##### **a) Tuition:**

Coverage of the full tuition will be granted by the Colombian higher education institution (only for academic programs that are within the Academic Offer Catalogue 2025-2, published in the 2025-2 call).

##### **b) Health/medical insurance policy:**

Medical and hospital assistance in Colombia, including repatriation in case of disability or death. This assistance is only covered during the period of study stipulated in the letter of acceptance in accordance with the curriculum of the on-site program in Colombia and only for the scholarship recipient; it cannot be extended to family members. Scholarship recipients must assume the cost of prescription drugs and a moderator's fee for medical attention and examinations.

**Note:** If ICETEX does not have contractual, budgetary and financial availability to guarantee access to the health policy, the scholarship recipient must guarantee that he/she will take out a health policy that will provide coverage for said concept during his/her stay in the country.

##### **c) Courtesy Visa:**

ICETEX will send each scholarship recipient a letter for the online application of the courtesy visa type "V", which will be granted by the Ministry of Foreign Affairs of Colombia during the period of study. This visa may only be requested for the scholarship recipient. It is important to note that this benefit applies exclusively to the scholarship recipient. If the scholarship recipient's family members require a visa, they must apply for it on their own, following the procedures established for foreigners by the Colombian immigration authorities.

##### **d) Monthly stipend**

ICETEX will support each foreign scholarship recipient with a monthly stipend of three Colombian legal monthly minimum wages, which will be updated annually according to the increase approved by the Colombian Ministry of Labor. This item will be granted only to those who are in Colombian territory pursuing on-site studies and will be paid after every trimester.

##### **e) Foreigner Identification Card:**

The scholarship recipient will receive a one-time grant of COP 250,000 to cover the costs associated with the issuance of the foreigner's identification card. This benefit will be granted





under the following conditions:

- ❖ One-time disbursement: The amount will be paid only once for the duration of the program, along with the first installment of the scholarship.

Previous Requirements:

- ❖ Once the scholarship recipient has obtained his or her foreigner's identification card, he or she must open a bank account in Colombia. Subsequently, send a copy of the bank certificate and foreigner's identification card to ICETEX.

## 5. SCHOLARSHIP DURATION

Scholarships for master's degree studies in Colombia will have a maximum duration of up to 24 months (4 academic semesters). Master's degrees with a duration of more than 24 months or 4 academic semesters will not be accepted.

In the case of master's degrees with a 3-semester curriculum, coverage will be for up to 18 months (3 academic semesters), accordingly, coverage will be provided in accordance with what is established in the academic offer catalog published 2025-2.

**\*NOTE 1:** The costs of intersemester courses, required language courses, international internships, and other mandatory academic activities not covered by the scholarship must be paid by the scholarship recipient.

**\*NOTE 2:** The start of the academic program granted under this call may not be postponed. Scholarship recipients must begin their studies in the 2025-2 semester. If they fail to do so, for reasons attributable to them or to the Colombian Higher Education Institutions, ICETEX will tacitly withdraw the scholarship and economic benefits granted.

## 6. SCHOLARSHIP RENEWAL:

Scholarship recipients must apply for renewal of the scholarship semiannually as a condition of receiving the benefits granted.

ICETEX will authorize the requested renewal, after verifying all of the commitments made by the Scholar, for which the latter must submit the following documents:

- a) Submit a request letter for renewal.
- b) Submit a transcript with a cumulative grade point average for the program in which it can be verified that the student has a minimum grade point average of 4.0/5.0).
- c) Submit an experience report signed by the tutor or director of the academic program.
- d) Certificate issued by the Higher Education Institution, stating that the enrollment is in force and the duration of the academic program.

**NOTE:** Failure to deliver the documents in the requested conditions will result in the non-renewal of the Scholarship and consequently the definitive suspension of the Scholarship by ICETEX.

## 7. REQUIRED DOCUMENTS FOR THE APPLICATION

No	Document	Detail	Quantity
1.	<b>Definitive admission letter from the Colombian Institution of Higher Education</b>	<p>The final letter of admission to the academic program must be issued by the Colombian institution of higher education to which the foreign candidate applied and must specify the start and end dates of the academic program. All admission letters must be for programs beginning in the second semester of 2025. Letters of admission will not be accepted for programs beginning in the first semester of 2025, nor in subsequent semesters.</p> <p>Note: Programs to which the applicant has final admission must start exclusively in the period 2025-2. If for any reason beyond ICETEX's control and even related to the impossibility of the Higher Education Institution to open the program in 2025-2, the scholarship and benefits granted by ICETEX will be tacitly withdrawn. If this situation occurs, the applicant may apply to the next call for the program.</p>	1 letter minimum, 3 letters maximum
2.	<b>Copy of University diploma or degree</b>	The copy of the diploma must be certified by the Institution of Higher Education of origin or may be notarized. <b>IMPORTANT: Please DO NOT attach copies of diplomas, short courses, or workshops.</b>	1
3.	<b>Undergraduate or bachelor's degree transcript</b>	Document that certifies the undergraduate or bachelor's degree studies in which a minimum average of 4 out of 5 or its equivalent in the Colombian grading scale must be accredited. <b>It is necessary that the certificate expressly includes the grading scale with the minimum and maximum passing grades, as well as the weighted average of the degree, to be able to establish a comparison with the Colombian grading system. If the certificate does not contain this information, the application will be rejected.</b> This document may be evaluated in Spanish, Portuguese, French or English. If your original language is not any of these, you must attach an official translation into Spanish or English.	1
4.	<b>Letter of motivation and prioritization</b>	Motivation letter arguing the importance of studying in Colombia and the impact it will have on your personal and professional development, and the application upon returning to your country of origin. If the candidate has a definitive letter of admission to several programs, he/she must rank the order of priority of the programs from 1 to 3.	1
5.	<b>Copy of Valid Passport</b>	Legible copy of the first page of the current passport (valid for at least one year). This copy must be of the page where the applicant's information and photo appear.	1
6.	<b>Health Certificate</b>	<p>The health certificate must indicate your physical and mental health status. It cannot be older than thirty (30) days at the time of applying for the call.</p> <p><b>It must be signed and stamped by the physician issuing the certificate.</b></p>	1
7.	<b>Professional experience Certificate</b>	<p>Certifications of professional experience of at least one year are required. These must contain the position or contractual object executed, the duration of the contract and the functions or obligations performed. (It is valid to attach only labor contract certifications, after obtaining the university degree).</p>	Minimum 1



**\*NOTE 1:** The documents required for application must be uploaded digitally in the application platform provided by ICETEX in PDF format. No physical or digital documents other than those uploaded on the platform provided by ICETEX will be received for any reason, or outside the closing date of the call.

## **8. APPLICATION:**

The application conditions of the program and its annexes, the "ACADEMIC OFFER CATALOGUE 2025-2", as well as the requirements published in the application platform, constitute a single unit.

The applicant guarantees with his/her application, the legitimacy, validity, and veracity of the information provided for the granting of the scholarship. However, ICETEX reserves the right to verify the documents and information provided in the application.

Foreign applicants may submit their application online at the following link:

<https://portal.icetex.gov.co/Portal/Home/HomeEstudiante/becas/programa-de-reciprocidad-para-extranjeros-en-colombia/becas-colombia-extranjeros>

If it is verified that there are inconsistencies or alterations in the documents provided by the applicant, the application will be immediately rejected and the application will be discarded.

The ICETEX International Portfolio Committee, based on the documentation submitted by the applicants and based on the requirements, will approve or not the selection of the applicants.

**9. SELECTION CRITERIA:** Scale from 0 to 100 based on the application of the following criteria and only for those that meet minimum criteria and only for those that meet the minimum qualification requirements:

### **9.1. Academic Excellency: 30%**

Evaluation ranges from highest to lowest score:

- Greater than 4.8 and less than or equal to 5 = *30 points*
- Greater than 4.5 and less than or equal to 4.8 = *20 points*
- Greater than 4.2 and less than or equal to 4.5 = *10 points*
- Greater than 4 and less than or equal 4.2 = *5 points*

### **9.2. Professional Experience: 30%**

Evaluation ranges from highest to lowest score:

- More than five years = *30 points*
- More than three and up to five years = *20 points*
- More than one and up to three years = *10 points*
- One year = *5 points*

### 9.3 Geographical location of the Colombian Educational Center 20%

Evaluation ranges from highest to lowest score:

- Small cities in the Academic Offer Catalog 2025-2: Bello, Envigado, Sabaneta, Valledupar, Santander de Quilichao = 20 points
- Intermediate Cities in the Academic Offer Catalog 2025-2: Armenia, Bucaramanga, Riohacha, Manizales, Tunja, Cúcuta, Cartagena, Villavicencio. Pasto, Popayán, Pereira, Neiva, Santa Marta = 10 points
- Large Cities: Bogotá, Medellín, Cali, Barranquilla = 5 points

### 9.4 Reciprocity of cooperation from country of origin: 10%.

Evaluation ranges from highest to lowest score:

- Candidate who's nationality is from a country that offers scholarships to Colombians channeled through ICETEX = 10%.
- Candidate who's nationality is from a country that doesn't offer scholarships to Colombians channeled through ICETEX = 0%.

**NOTE:** The following is the list of countries that offer scholarships to Colombians channeled through ICETEX:

LIST OF COUNTRIES OFFERING SCHOLARSHIPS TO COLOMBIANS CHANNELED THROUGH ICETEX
Citizens from the following countries will receive 10% of the evaluation criterion "Reciprocity of cooperation from the country of origin":
Canada
Hungary
Japan
Kingdom of the Netherlands
Kingdom of Spain
Kingdom of Sweden
Swiss Federation
People's Republic of China
Republic of Chile
Republic of France



Republic of India

Republic of Singapore

Russian Federation

United Kingdom of Great Britain and Northern Ireland

**9.5. Gender Equality: 10%** (Defined based on the gender reflected in the passport)

- Candidate is a woman = 10%
- Candidate is a man = 0%

**10. TIE-BREAKING CRITERIA:**

The tie-breaking criteria will be applied in the following order of prioritization:

<b>First tie-breaker criteria</b>	Reciprocity of cooperation from country of origin	Applicants whose country of origin offers scholarships to Colombians channeled through ICETEX
<b>Second tie-breaker criteria</b>	Academic Excellency	The applicant with the highest cumulative undergraduate GPA.
<b>Third tie-breaker criteria</b>	Geographical location of the Colombian educational center	Priority will be given to the applicant who has chosen a small city as a destination city in accordance with the 2025-2 academic offer catalog.
<b>Fourth tie-breaker criteria</b>	Gender equality	Priority will be given to the

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		selection of women.
<b>Fifth tie-breaker criteria</b>	Date of filing of the application.	Priority will be given to the candidate who has first completed his or her application on the ICETEX platform, for which the final date of registration of the application will be verified.

## 11. SCHOLARSHIP ACCEPTANCE PROCESS:

### 11.1. Acceptance of the Scholarship

Foreign applicants who are selected and notified of their selection will have 2 working days to accept the scholarship. The response must be sent to the e-mail address from which the selection notification was received. Failure to respond within this period implies the tacit withdrawal of the scholarship without any subsequent complaints or claims, and the scholarship place may be awarded to another applicant.

### 11.2. Commitment Letter

The selected scholarship recipients must send by e-mail the "Letter of Commitment", which must be read and signed by each scholarship recipient. This letter will stipulate the academic, immigration, and legal commitments and obligations that the scholarship recipient must fulfill during his/her study period to receive the benefits of the scholarship.

### 11.3. Courtesy Visa:

Selected scholarship recipients will receive a letter from ICETEX addressed to the Coordinator of the Internal Work Group, Visas and Immigration of the Colombian Ministry of Foreign Affairs, or to the Colombian Consul in their country of origin, with the relevant information about the scholarship recipient in order to obtain their Courtesy Visa. Each scholar must apply for a courtesy visa online at the Ministry's website. For this visa the grantee must not make any payment and must follow the instructions in the visa application manual sent when notification of selection is received. In the event that the visa application is denied, and the scholarship recipient has been selected to attend an on-site academic program, ICETEX will be obligated to withdraw



the scholarship.

## **12. COMMITMENTS OF THE SCHOLAR:**

In order to achieve the best results in academic activities and an enriching experience, and to maintain your well-being and safety, the Scholar must fully comply with the following:

### **Legal Obligations:**

- a) Comply with and abide by the laws of Colombia, including the provisions of the laws on sexual offenses.
- b) Respect the rules of conduct and social customs.
- c) Complete the courtesy type "V" visa and foreigner's identification card procedures within the required time frame, making sure not to exceed the validity of the visa, as this will result in fines and sanctions. If the scholarship recipient fails to comply with the above, he/she must assume the additional costs of the procedures. ICETEX will provide up to 60 calendar days from the date of entry into the country, to deliver the type "V" visa and foreigner's identification card.
- d) In the event that ICETEX does not have budgetary and/or contractual availability to guarantee access to the health policy, the scholarship recipient must guarantee that he/she will take out a health policy to cover said concept during his/her stay in the country.
- e) Remain in Colombian territory so that the quarterly support draft is made.
- f) Commitment to notify and request authorization from ICETEX for any trip or travel outside Colombian territory. If it is evidenced that the scholarship recipient did not request authorization from ICETEX and the university where he/she is studying for the trip, the support funds granted will be discounted in the next payment, in accordance with the days that the scholarship recipient has been outside Colombian territory.
- g) If the scholarship recipient withdraws from the scholarship when he/she has already received the anticipated quarterly disbursement, the scholarship recipient assumes the commitment to reimburse ICETEX for the totality of the funds disbursed.
- h) Submit to ICETEX the Certificate of Migratory Movements, when requested by ICETEX, within the framework of the follow-up and control of the allocation of the economic benefits granted.
- i) Deliver the documents required by ICETEX, within the framework of the Scholarship renewal process and the transfer of resources.

### **Academic Obligations:**

- a) Successfully complete the academic program within the period for which the scholarship was approved, not being possible to change the program or the educational center, and consequently, may not defer subjects or academic credits.
- b) Dedicate full time to the academic program, since it is not allowed to establish labor contracts, under any modality, while having the status of ICETEX scholarship holder. The courtesy visa does not allow you to work.



- c) Maintain an outstanding academic performance that can be certified by the Institution of Higher Education by way of a minimum cumulative academic average of 4.0 out of 5.0.
- d) Submit an experience report each trimester, for which they will be informed of the methodology in which it must be submitted and the dates it is due. ICETEX will not make the corresponding disbursement if this report is not received on the stipulated dates.
- e) Comply fully with the rules of the institution where he/she is studying.
- f) Inform ICETEX of any change of address and/or residence,
- g) Attend all meetings organized by ICETEX.
- h) Choose from the offer of remuneration presented by the Higher Education Institution, the extracurricular activity in which he/she will participate in the Higher Education Institution, complying with the number of hours agreed upon with the Higher Education Institution. The progress of these activities must be reflected in the quarterly experience report that scholarship recipients submit to ICETEX
- i) Submit to ICETEX a certificate of completion of courses, upon completion of the academic program for which the scholarship was awarded, as well as the degree certificate and university degree awarded by the Higher Education Institution.

#### **Special Obligations:**

- a) Upon arrival in Colombia, must submit to ICETEX a notarized statement attesting that he/she does not have a marital or de facto relationship in Colombia within 30 calendar days of his/her arrival in the country. Likewise, he/she must notify ICETEX of any change in his/her marital status while he/she is a scholarship recipient.
- b) The scholarship recipient agrees to obtain the foreigner's identification card with which he/she will open a bank account in Colombia. This bank account will be used to pay for the foreigner's identification card and support.
- c) The scholarship holder agrees NOT to participate in illicit activities related to money laundering and financing of terrorism and crimes related to these. Likewise, to communicate to ICETEX or to a competent authority any information he/she may know about these crimes.
- d) The scholarship holder declares that he/she is aware of the above commitments and agrees to comply with them fully for the optimal development of his/her academic stay in Colombia.
- e) If there is any change in your health status (including any serious change related to your life project) after you have submitted your health certificate, you must promptly notify the accepting Higher Education Institution and ICETEX.
- f) Inform and obtain authorization from ICETEX regarding any trip or travel required outside Colombian territory.
- g) Present a certificate of migratory movements every time it is required by ICETEX.
- h) The scholarship recipient agrees with the Government of Colombia to return to his/her country of origin or residence when the following circumstances arise:

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- ❖ Upon completion of the studies for which the scholarship was awarded.
- ❖ If you voluntarily decide to relinquish your scholarship;
- ❖ If the scholarship is suspended/withdrawn;
- ❖ If the scholarship is suspended/withdrawn;
- ❖ If the scholarship is terminated or canceled;
- ❖ In the event of deportation or expulsion.
- ❖ Likewise, the scholarship recipient agrees not to request a visa to remain in Colombia for two (2) years from the date the scholarship ends, since the purpose of Beca Colombia is to form foreigners in Colombian institutions and, once the academic program ends, the scholarship recipient must return to his/her country of origin or residence, where he/she will apply the knowledge acquired in Colombia.

### 13. GROUNDS FOR SUSPENSION OF THE SCHOLARSHIP

ICETEX may temporarily or permanently suspend disbursements and the scholarship awarded, when the scholarship holder incurs in any of the following cases:

#### **Temporal Suspension:**

The temporary suspension of the scholarship will be given in the following cases and for a maximum of 1 academic semester (6 months):

- a) Due to illness diagnosed by a physician with a valid professional license and health institutions legally constituted in Colombia, which generates physical or mental incapacity that temporarily prevents the student from continuing his/her studies.
- b) Limitations of the health policy: When the medical condition is not covered by the insurance granted by ICETEX.

**Note:** Any of the facts mentioned here, must be reported to the Higher Education Institution and ICETEX simultaneously within five (05) working days following the issuance of the certifications that account for the cause, the failure to notify with the requested immediacy, will disprove the occurrence of this, having to comply with their academic obligations and remain in the country, until the end of the corresponding trimester.

#### **Definitive Suspension:**

ICETEX may definitively suspend disbursements or not renew the scholarship in the following cases:

- Abandonment of studies as established in the Bases of Application/Regulations of the Beca Colombia Program.
- For not being granted a courtesy visa to attend an on-site academic program.

- Expulsion from the educational institution, considering that the student did not comply with the rules and regulations of the institution.
- For not accrediting the required academic average corresponding to the immediately preceding academic period.
- For proven alteration, falsification or deliberate concealment of information or documentation in order to improperly obtain the benefit of the program.
- -Failure to submit the academic documents required in the letter of commitment within the established deadlines.
- For diagnosed illness and medical incapacity that exceeds one academic semester (6 months).
- Failure to comply with any of the scholarship recipient's commitments (legal, academic and special).
- At the express request of the scholarship holder, duly justifying the reason for the termination, providing the pertinent and relevant evidence and documents to accredit it.

**Note:** The request for definitive suspension will be decided by the International Portfolio Committee of ICETEX and the scholarship holder must comply with its decision, fulfilling the legal and special academic obligations acquired, until he/she receives notification of the decision adopted by this Committee.

#### **14. DISBURSEMENT OR STIPEND FOR MANUTENANCE:**

**It is necessary that the scholar has financial support for at least 3 months of support (approximately US\$700 per month),** since the disbursement of support will be made quarterly, when the scholar has fulfilled the requirements of sending the foreigner's identification card, certificate of bank account in Colombia, address and cell phone in Colombia. This transfer will be processed upon receipt of the documents and the scholarship recipient will receive funds within a maximum of 6 weeks.

The disbursement of ICETEX funds will be made on a quarterly basis. The scholarship recipient must open a savings account in Colombia at any bank in the city where he/she will be studying and must present the foreigner's identification card.

**Bank accounts may not be opened with a passport,** and the corresponding deposit will not be made until the scholarship recipient submits the bank certificate listing his/her foreigner identification card as his/her identification document. Once the foreign scholarship holder has this document, he/she must submit to the ICETEX International Relations Office, via e-mail to

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beca\_colombia@icetex.gov.co, the certification issued by the financial institution stating the account number and identification number (foreigner's identification card)

The disbursement will be made depending on the official start date of the scholar's academic program, and not on the length of time the scholar has been in Colombia. In other words, if the scholarship recipient enters the country one month before the start of the program, the funds will be deposited based on the official start date of the academic program, which must be reflected in the final letter of acceptance from the higher education institution where he/she will begin studies.

The disbursement will be made on a quarterly basis under the quarter in arrears modality. This means that disbursements will be made at the end of each three-month academic period.

As an example, the disbursement for the months of January, February and March will be made at the beginning of April, after verification of compliance with the academic requirements during this period.

**NOTE 1:** ICETEX will carry out periodic controls before and after the transfer of support resources, for which purpose it will directly contact the scholarship holder or the Colombian immigration authorities to request a certificate of migratory movements and will validate the definitive suspension of the scholarship granted, when it is found that the scholarship holder did not inform or obtain authorization from the Higher Education Institution and ICETEX to leave the country.


#### **15. MONITORING AND CONTROL:**

ICETEX, through the International Relations Office, will be in charge of the follow-up and control of foreign scholarship recipients, which will monitor the experience of the scholarship recipients and will follow up on the fulfillment of their commitments, in accordance with which it will decide whether or not the scholarship will be continued.


#### **16. ADDITIONAL INFORMATION AND/OR INFORMATION ON THE BECA COLOMBIA 2025-2 SCHOLARSHIP CALL**


For additional information, questions, or clarifications regarding the application process, please contact the International Relations Office at ICETEX. e-mail: beca\_colombia@icetex.gov.co


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