CUBAN MEDICAL SERVICES

CALL FOR POSTGRADUATE ACADEMIC SERVICES

REGISTRATION REQUIREMENTS AND GENERAL INFORMATION

285 years of experience in Health Sciences teaching at the service of the world

Information valid for the course 2013-2014 (September 2nd 2013- June 21st 2014)
The Universities of Medical Sciences of Cuba warmly welcome all students interested in starting self-financed studies at Havana University of Medical Sciences in the academic course 2013-2014.

Cuba has a tradition of more than 285 years of medical training, with more than 100,000 Cuban and foreign physicians from more than 80 countries graduated in the last 50 years.

Cuban Medical Education offers the world its experience in the Medical Sciences, backed up by the 50-year presence in over 100 countries for the benefit of broad sectors of the population and the foundation of more than a dozen medical schools all through the world.

Multiple samples of the scientific - technical quality and professionalism of these graduates have remained in the history of the countries that have faced different natural disasters and difficulties with the health indicators of the population and have always obtained an improvement in them. The impact achieved in disease eradication and solving of existing health problems is evident.

The postgraduate teaching in Cuba comprises training in more than 50 medical, 5 dental and 3 nursing specialties, as well as master and doctoral programs and other modalities of continuing education like short courses, trainings and specialized visits.

There are 13 medical universities in Cuba and multiple teaching and research centers that offer the possibility to meet the professional or continuing education training needs at the request of governments, institutions, groups or individuals.

See you in Cuba, a Caribbean Sea island whose greatest treasure is its people and natural beauty within a framework of peace and citizen safety unparalleled in the world.

Welcome!

Bienvenidos!
REGISTRATION REQUIREMENTS

For post graduate studies:

- Photocopy of the Professional Qualification duly legalized at the Embassy of the Republic of Cuba in the country of origin or residence (to be filed).

- CV (Curriculum Vitae) (to be filed)

- Photocopy of marks certification (for academic training) of the career the applicant is graduated, duly legalized at the Embassy of the Republic of Cuba in the country of origin or residence (to be filed).

- Health Certificate legalized at the Embassy of the Republic of Cuba in the country of origin, certifying that the applicant does not have any illness that override to study in our country, as established in the list of conditions listed in ANNEX 1.

- Birth Certificate legalized at the Embassy of the Republic of Cuba in the country of origin or residence (to be filed)

- Health insurance certificate (to be filed) It can be bought to ASISTUR in Cuba (it can be purchased before or immediately after your arrival in Cuba). Some health insurances bought in your country of origin or residence are equivalent to those sold by ASISTUR in Cuba. To verify is yours is valid you just have to present it to ASISTUR at your arrival, the only entity able to determine its validity).

- Health certificate. (To be filed) It has to be issued no more than 3 months before the arrival and must state that the candidate does not suffer from any of the invalidating diseases listed in ANEX 1. The violation of this requisite implies the immediate return to the country the candidate came from with no right to reimbursement. If during the International Sanitary Control or after it any invalidating disease is diagnosed this also implies the immediate return to the country of origin or residence with the application of the established discounts.

- Presentation of a letter issued by the Economic area of the University of Medical Sciences where you are going to study expressing the amount of money transferred to the bank account for the academic services you applied to. This letter must include the name of the beneficiary, the name of the person who transferred the money and the reason the payment was made for. No payments in cash are allowed.

All these requirements are mandatory for enrollment to be official.
The health center where you are allocated to course the specialty is the one that determines where the rotations declared in the syllabus are going to take place aiming to guarantee the acquisition of abilities and the accomplishment of all activities described on it.

Applications are personal without the need of intermediaries with the exception of intergovernmental agreements.

The only trading company for health and academic services in Cuba is Cuban Medical Services, Trading Company, S.A.

It is not possible to offer scholarships, financial supports or making discounts to the prices declared in this official document including those students graduated from the Latin American School of Medicine. (ELAM).

The universities reserve the right to admission.
PRICES FOR MEDICAL SPECIALITIES

Groups of medical specialties from I to III are classified depending on the degree of instrumentation, diagnostic means and facilities needed to meet the demands of the training, which obviously means higher costs.

- Registration (tuition) fee: 1 000.00 CUC (Cuban Convertible Peso) (valid for all specialties of medical sciences, that is: Medicine, Nursing, Dentistry), and it is only paid at the beginning of the first year of the specialty. See Annex 2 about information of CUC and its international equivalence

In addition to registration, a price is set for each academic year taking into account specialty groups

<table>
<thead>
<tr>
<th>GROUP</th>
<th>Price for each academic year</th>
</tr>
</thead>
<tbody>
<tr>
<td>I</td>
<td>12 000.00</td>
</tr>
<tr>
<td>II</td>
<td>14 000.00</td>
</tr>
<tr>
<td>III</td>
<td>17 000.00</td>
</tr>
</tbody>
</table>

Specialties are classified in three (3) groups

Specialties not listed here are not offered on this call.

Group I
General Comprehensive Medicine (Family Medicine), Dermatology, Geriatrics and Gerontology, Phoniatrics and Speech Disorders, Natural and Traditional Medicine, Neumology, Rheumatology, Biostatistics, Hygiene and Epidemiology, Human Anatomy, Embryology, Histology, Health Psychology..

Group II
Internal Medicine, Pediatrics, Alergology, Sport Medicine, Physical and Rehabilitation Medicine, Psychiatry, Children Psychiatry, Pathology, Clinical Laboratory, Microbiology, Clinical Biochemistry, Pharmacology, Normal and Pathological Physiology.

Group III
Academic Services prices include the right to attend all academic activities, both theoretical and practical, the right to all examinations, including final state examination, provision of specialist qualifications certified by the University at the end of the specialization course, library services during training, access to sporting and cultural areas of the medical university and participation in its various manifestations, scientific advice for research works and for final papers of specialization course.

Academic services are offered at health institutions which have been previously accredited and certified by Cuban Universities of Medical Sciences based on current syllabuses for each specialty in the same conditions offered to the rest of postgraduate students in terms of physical structure equipment, instruments and other supplies.

**Nursing Specialties: All are 3-years**

- **Community Nursing**
- **Infant-Maternal Nursing** (output profiled in Gynecology and Obstetrics, Neonatology and Pediatrics)
- **Intensive and Emergency Nursing** (output profiled in Pediatric and Adult Intensive Care, Urgencies and Emergencies)

<table>
<thead>
<tr>
<th>Specialty</th>
<th>Tuition fee (only at the beginning of the first year)</th>
<th>1st year</th>
<th>2nd year</th>
<th>3rd year</th>
<th>Total price (CUC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Nursing</td>
<td>1,000.00</td>
<td>4,120.00</td>
<td>3,120.00</td>
<td>3,120.00</td>
<td>11,360.00</td>
</tr>
<tr>
<td>Infant-maternal Nursing</td>
<td>1,000.00</td>
<td>3,958.34</td>
<td>2,958.33</td>
<td>2,958.33</td>
<td>10,875.00</td>
</tr>
<tr>
<td>Intensive and Emergency Nursing</td>
<td>1,000.00</td>
<td>3,958.34</td>
<td>2,958.33</td>
<td>2,958.33</td>
<td>10,875.00</td>
</tr>
</tbody>
</table>

**Dental Specialties:** (the price is the same as all included in Group III of medical specialties).

- **General Comprehensive Dentistry** (Family Dentistry)
- **Maxillofacial Surgery**
- **Orthodontics**
- **Periodontics**
- **Prosthodontics**
<table>
<thead>
<tr>
<th>Specialty</th>
<th>Tuition Fee (only at the beginning of the first year)(CUC)</th>
<th>1st year</th>
<th>2nd year</th>
<th>3rd year</th>
<th>Total Price (CUC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Comprehensive Dentistry</td>
<td>1,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>52,000.00</td>
</tr>
<tr>
<td>Maxillofacial Surgery</td>
<td>1,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>52,000.00</td>
</tr>
<tr>
<td>Orthodontics</td>
<td>1,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>52,000.00</td>
</tr>
<tr>
<td>Periodontics</td>
<td>1,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>52,000.00</td>
</tr>
<tr>
<td>Prosthodontics</td>
<td>1,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>17,000.00</td>
<td>52,000.00</td>
</tr>
</tbody>
</table>

**Payment Terms for all specialties (medical, dental, nursing):**

Money transfers should be made in advance in Euros before starting the studies corresponding to the academic services you are going to receive e.g. tuition fee 1,000.00 CUC and the price of the Spanish course, 3,000.00 CUC. The payment of each academic year should be also made in advance before the beginning of next academic course by bank transfer to the following bank account.

Beneficiary: Servicios Médicos Cubanos

Account Number: 0300000004039428

Beneficiary Bank: Banco Financiero Internacional, S.A. Playa, La Habana


Phone number: 53 7 2675500

2675506

SWIFT Code BFICCUHH

Beneficiary Address: Calle 44 #502 entre 5ta Avenida y 5ta A. Miramar. Playa. La Habana

The person who transfers the money may request information to eco.proced@smcsalud.cu, conteco@smcsalud.cu explaining the bank from which he/she is making the transaction in order to get assistance, if necessary, about the intermediary bank involved. Any person can transfer taking care of communicating the name of the person the transfer is directed to (beneficiary), the name of the person who transfers the money and the concept of the transfer (enrollment requisite).
No payments in cash are allowed.

**Warning!** Transfers from abroad can not be made:

- From North-American Banks allocated or not in the United States territory
- North American Dollars (US dollars)
- From branches with North-American capital.

Once the transfer is made you should send a scanned copy of it to: eco.proced@smcsalud.cu, conteco@smcsalud.cu and bring the origina receipt along with you to present it at the registration in the University of Medical Sciences.

If at the beginning of the academic course the corresponding payment has not been received, the beginning or continuation of studies will not be official which implies the lost of the right to be in the teaching scenario and participate in all teaching activities.

In case it is necessary to make a refund, it will be made only to the person who transferred the money otherwise to whom is decided by him/her presenting a duly authenticated document at the Cuban embassy in the country of origin.

The costs associated to bank transfers to be made in favor of Cuban Medical Services Trading, S.A. for the payment of the academic service agreed in correspondence with the terms of this document, shall be borne entirely by each applicant, so that SCM receives the corresponding and full amount, free of charges and other discounts that may proceed.

**If you agree with the terms, conditions and prices expressed in this document and are ready to register**, you must complete the application form included in this document and send it back to (docencia@smcsalud.cu), thus we will assume that there is an initial commitment for registration on your side so when receiving your form properly completed we will send it to the officials of the University of Medical Sciences where you are going to be trained.

If you require a letter of acceptance to proceed with the formalities you should request it to the University of Medical Sciences to one of the following addresses: coordpostgrado@infomed.sld.cu, leiranls@infomed.sld.cu, unimedestudios@infomed.sld.cu. **This letter is issued just at the applicant’s request for indispensable paperwork but does not guarantee the official enrollment.**

Once accepted if you need an acceptance letter to present in your country you should request it to the University of Medical Sciences where you are going to be trained.

Telephone numbers of the Department of Postgraduate Academic Services at the University of Medical Sciences of Havana are: 53 7 7 666515 and 53 7 7669085.

Training scenarios are mainly offered at the University of Medical Sciences Of Havana. In case they are saturated and if there is the possibility to offer you the academic services you requested at other Universities of Medical Sciences of the country and you agree we will send you the data of the official whom to contact.
In all cases, the prices indicated do not include non-academic services such as housing, food, national or international transportation, telephone or Internet service, books, printing of materials, visas, identity documents, translation and legalization to the Ministry of Foreign Affairs or embassies, health insurance or medical care, procedures and transfer of corpses in case of death. It is the responsibility of each student being transferred to and from the airport at the beginning and end of the studies and during the holiday period between academic courses and in case you decide to travel for any other reason.

The date for the beginning of specialties is: September (1st week)) each year so you must arrive from 10 to 15 days before the date of commencement of the studies to stay during that time at the Convention and Academic Services Centre of Havana Medical University located at 7th Street between 7th A and 78, Cojimar, East Havana to complete the formalities for international disease control, immigration procedures, and health insurance. During this period, you will pay accommodation and food in cash in the centre at the prices established for this purpose at the facilities of the National Health System.

International Sanitary Control will be made at this centre regardless the province where you have been accepted to receive the academic services of your choice.

If during the International Sanitary Control or later, any disabling condition described in this document is diagnosed, you will be suspended from teaching activities and must return home immediately. If the disease is curable you can come back once you have been given a legalized medical certificate attesting healing. Otherwise your reinsertion will not be possible.

Meals are based on the traditional Cuban cuisine following the Cuban norms in the present conditions. The student has the option to eat it or not but will receive no adjustment or other offers. The offer of vegetarian food or other which responds to religious and / or cultural factors is not available.

The student may choose other options of accommodation and meals according to his/her preference and financial capacity at other facilities outside the health system as hotels and private houses for rent duly authenticated.

Accommodation and food services are 21.50 CUC per day per person for a double room. Payment for accommodation and food services will be made directly by the student in cash at the facilities where they are offered according to the terms established for that purpose.

The Cuban Convertible Peso (CUC) is one of two official currencies in Cuba.
RELEVANT INFORMATION

To meet the enrollment requirements at the Universities of Medical Sciences, applicants should provide for expenses not covered in the price of academic services, such as:

- Legalization of documents to be delivered which costs should be coordinated with the Embassy of Cuba in the country of origin or residence.

- Academic visa whose costs must be coordinated with the Embassy of Cuba in the country of origin or residence. This requires sending emails to contact SMC officials docencia@smcsalud.cu 60 days before the proposed date of travel with the following information:
  ♣ Full name
  ♣ Sex
  ♣ Date and place of birth
  ♣ Nationality
  ♣ Home Address and email:
  ♣ Passport number
  ♣ Issuing Country
  ♣ Date of issue of passport
  ♣ Date of expiry of passport
  ♣ Entry reason
  ♣ Date of leaving the country

If for timing reasons or others you are traveling with a tourist visa on arrival you must make the change of migratory status at a cost of 40.00 CUC in stamps and making the identification document provided by the Immigration and Nationality Office of the Republic of Cuba, at a cost of 10.00 CUC.

- Health insurance established by law of the Cuban government. Its cost must be coordinated with ASISTUR, through the web site: http://www.asistur.cu/. Information about the coverage of the health insurance can be obtained through the following email address: http://www.asistur.cu/seg_gm.pdf. The price of the health insurance depends on age, sex, diseases the person suffers from, etc. There are health insurances acquired in the country of origin of the applicant with are equivalent to those sold by ASISTTUR, the only entity in Cuba authorized to determine their equivalence or not.

AGENCY: ASISTUR, S.A.
Address: Paseo del Prado No. 208 entre Trocadero y Colón
PHONE: (53-7) 866 4499/ 866 8920 / 866 8339/ 867 1314/ 867 1315
FAX: (53-7) 866 8087
The date for the beginning of the specialties is: September (1st week) each year so you must arrive from 10 to 15 days before the date of commencement of the studies to remain during that time in the Convention Center and Academic Services of Havana Medical University located at the 7th Street between 7th A and 78, Cojímar, East Havana to complete the formalities for international disease control, immigration procedures, and health insurance. If you arrive to our country with an academic visa (D2) granted by the Cuban consulate in your country of origin or residence, this is valid to start the studies. The telephone number of the Postgraduate Academic Services Department is (53) (7) 7 66 6515 and 7 669085 if calling from abroad and 7 66 6515 or 7 669085 if the call is local.

If once studies have started you decide to switch to another specialty (and there is room for it) you are entitled to make the change during the first 3 months of the beginning, if the specialty to which you want to switch belongs to another group you must apply in writing to the Department of Postgraduate Academic Services of the University of Medical Sciences with copy to the Direction of Academic Services of Cuban Medical Services, pay again 1 000.00 CUC by concept of registration (tuition fee) in the new specialty and wait for the decision of both institutions to know if the change is possible and the amount you must pay or receive according to the group where the new specialty belongs to. This is only possible if there is a vacant in the specialty you are applying. After three (3) months and one (1) day you will have no right to request any specialty change.

If you withdraw the academic services agreed by any reason (present personal problems, get sick, etc), in a period less than the 50% of the time scheduled declared in the syllabus for the academic activity you applied to, you have the right to reimbursement of the payment you made, excluding tuition fee. After the 50% and one (1) day of the time scheduled declared in the syllabus you will get no compensation. This does not exempt the student from paying any financial liability acquired. If the withdrawal is due to the diagnosis of any invalidating disease listed in this document or pregnancy no reimbursement will be made and you should return immediately to your country of origin or residence.

If you withdraw from the academic services agreed for whatever the reason is during the first week after initiating any professional upgrade activity: course, training, internships or during the first month for academic training ones: careers, specialties, diplomas, master or PhD programs, only the 10% of the full payment made for this concept will be discounted.

All specialty syllabuses (Medical / Nursing / Dentistry) may not be varied regarding time and content. Time and contents can be added upon personal request by written application and the analysis will be made by a group of experts appointed by the Rector of the University of Medical Sciences for this purpose. The applicant must pay for the time and / or contents added by expert opinion. There is no possibility of eliminating time or declared contents of the syllabus for each specialty.
Specialty syllabuses are not allowed to be sent before official enrollment. You have the right to know the modules comprised in the syllabus of the specialty you are applying to.

Once you are officially enrolled you will sign a contract with the University of Medical Sciences. If after the signing you do not present to academic activities a 10% of the agreed price will be discounted.

In case Spanish is not your mother tongue you should course the Spanish language course (priced 3,000.00 CUC) first or demonstrate through a language proficiency test (oral and written which costs 75.00 CUC) your mastery of the language.

If you have to course the Spanish language you should pay initially for the Spanish language course (3,000.00 CUC and the tuition fee 1,000.00 CUC), that is 4,000.00 CUC and this is the payment transfer receipt you should show at the arrival. Once you finish the Spanish course you should transfer the amount for the first year of the specialty but it can also be transferred together with the tuition fee and the price of the Spanish language course.

If you are interested in professional upgrading academic activities like training courses, specialized visits, diploma courses, master or PhD courses in Havana you should address your request directly to the following officials from the University of Medical Sciences of Havana:

Dr. Rafael Páez Oliva coordpostgrado@infomed.sld.cu
Dr. Eduardo Garbey Savigne unimedestudios@infomed.sld.cu
Dra. Leirim Lima Sarmiento leiransls@infomed.sld.cu

Otherwise you should contact the officials of the University of Medical Sciences of the province of your choice.

These activities of professional upgrading can be agreed with the university officials except during July and August (university holiday period), the last 10 days of December and the first week of January.

During the current academic course, September 2nd-2013- June 21st, 2014 careers and specialties are mainly approved to be studied at Havana Medical University and the rest of upgrading academic services like trainings, courses, internships, specialized visits, etc, can be done at any University of Medical Sciences of the national territory whose teaching scenarios are properly accredited.

Deadline for receiving application forms to start September 2013 is June 1st, 2013.

Applications are registered in a data base and are only valid for the period for which they were requested.
Master and PhD Programs

Applications to attend master and doctoral programs must be approved by the competent authorities of the University of Medical Sciences or Research Centre according to the subject for research and development potential in these institutions. Once your application is approved you will be notified electronically to begin with the relevant procedures.

Doctoral programs are 4-year, which does not mean they can be done in less time. The minimum period of staying in Cuba can be agreed with the tutor.

Their terms and prices are

1. **Full time PhD**
   - Price: 20,000.00 CUC
   - Duration: 4 years
   - Minimum stay at the Cuban institution: 1 year or as agreed with the tutor
   - Registration: 2,000.00 CUC (tuition fee, payment by bank transfer at least 30 days before the program start date)
   - Candidate minimum tests: 1,000.00 CUC each one (payment must be made 30 days prior to the date set for the examination) which are listed below:
     - Foreign Language: 1000.00 CUC (languages approved: Spanish, English, Russian, French and German)
     - Social Problems of Sciences: 1,000.00 CUC
     - Specialty: 1,000.00 CUC
   - Pre-defense: 2,000.00 CUC (payment must be made by bank transfer 30 days before the agreed date)
   - Defense: 3,000.00 (payment must be made by bank transfer 30 days before the agreed date)
   - Tutoring and / or advice: 10,000.00 CUC payable in two terms of 5,000.00 CUC each. Payments should be made by bank transfers. The first within the first 30 days of starting the program and the other 5000.00 CUC 30 days before the start of last year of the program.

2. **Curricular PhD**
   - Price: 15,000.00 CUC
   - Duration: 4 years
   - Minimum stay at the Cuban institution: 1 year or as agreed with the tutor
   - Registration: 2,000.00 CUC (tuition fee, payment by bank transfer at least 30 days before the starting date of the program)
   - Candidate minimum tests: 1,000.00 CUC each exam (payment must be made 30 days prior to the test date by bank transfer) which are listed below:
• Foreign Language 1000.00 CUC (languages approved: Spanish, English, French, German and Russian)
• Social Problems of Sciences: 1,000.00 CUC
• Specialty: 1,000.00 CUC
Pre-defense: 1,500.00 CUC (30 days before the agreed date)
Defense: 2,500.00 (30 days before the agreed date)
Tutoring and / or advice: 6,000.00 CUC payable in two equal terms, the first (3000.00 CUC for the first within the first 30 days of starting the program and the other 3000.00 CUC before the beginning of the last year).

2. Part-time PhD
   Price: 12,000.00 CUC
   Duration: 4 years.
   Minimum stay at the Cuban institution: 1 year or as agreed with the tutor
   Registration: 1,000.00 CUC (tuition fee, payment should be made by bank transfer at least 30 days before the starting date of the program)
   Candidate minimum tests: 1,000.00 CUC each exam (payments should be made by bank transfer prior to the test date) which are listed below:
   • Foreign Language 1000.00 CUC (languages approved: Spanish, English, French, German and Russian)
   • Social Problems of Sciences: 1,000.00 CUC
   • Specialty: 1,000.00 CUC
   Pre-defense: 1,500.00 CUC (payment by bank transfer 30 days before the agreed date)
   Defense: 2,500.00 (payment by bank transfer 30 days before the agreed date)
   Tutoring and / or advice: 4,000.00 CUC payable in two equal terms 2000.00 CUC each one, the first within the first 30 days of starting the program and the other before the starting of the last year.

3. Distance PhD:
   Price: 9,000.00 CUC
   Duration: 4 years
   Minimum stay at the Cuban institution: 1 year or as agreed with the tutor.
   Registration: 1,000.00 CUC (payment should be made by bank transfer before the starting date)
   Candidate minimum tests: 1,000.00 CUC each. (payment must be made 30 days prior to the test date by bank transfer) which are listed below:
   • Foreign Language 1000.00 CUC (languages approved: Spanish English, French, German and Russian)
   • Social Problems of Sciences: 1,000.00 CUC
   • Specialty: 1,000.00 CUC
Pre-defense: 1,000.00 CUC (30 days before implementation)
Defense: 1,500.00 CUC (30 days before the agreed date)
Tutoring and/or Advising: 2,500.00 CUC payable in two terms 1 250.00 CUC each one, the first within the first 30 days of starting the program and the other before the beginning of the last year).

Failure to meet the payments on schedule determines the continuation of studies and/or cancellation of the contract.

The enrollment fee is not refundable under any circumstances.

Master Programs:

The master programs are of two years duration. All master programs of Excellence are priced at 10 000.00 CUC in which is included the tuition fee (1,000.00 CUC). The other master programs accredited as certified are priced at 8 000.00 CUC in which the registration or tuition fee is also included (1,000.00 CUC).

Payments must be made in two equal terms of 5 000.00 or 4 000.00 CUC depending on the price of the program and the first must be made before the starting of the program and the second before the beginning of the second year. All payments should be made by bank transfer.

The enrollment fee is non-refundable regardless of the cause of termination of studies.

Failure to meet the payments on schedule determines the continuation of studies and/or cancellation of the contract.
Bank Data for transferring the money:

Beneficiary: Servicios Médicos Cubanos

Account Number: 0300000004039428

Beneficiary Bank: Banco Financiero Internacional, S.A. Playa, La Habana


Phone number: 53 7 2675500
2675506

SWIFT Code BFICCUHH

Beneficiary Bank Address: Calle 44 #502 entre 5ta Avenida y 5ta A. Miramar. Playa. La Habana

The person who transfers the money may request information to eco.proced@smcsalud.cu, conteco@smcsalud.cu explaining the bank from which he/she is making the transaction in order to get assistance if necessary about the intermediary bank involved. Any person can transfer taking care of communicating the name of the person the transfer is directed to (beneficiary), the name of the person who transfers the money and the concept of the transfer (enrollment requisite).

No payments in cash are allowed.

Warning! Transfers from abroad can not be made:
- From North-American Banks allocated or not in the United States territory
- North American Dollars (US dollars)
- From branches with North-American capital..

Once the transfer is made you should send a scanned copy of it to: eco.proced@smcsalud.cu, conteco@smcsalud.cu and bring the original receipt along with you to present it at the registration in the University of Medical Sciences.

If at the beginning of the academic course the corresponding payment has not been received, the beginning or continuation of studies will not be official which implies the lost of the right to be in the teaching scenario and participate in all teaching activities.

In case it is necessary to make a refund, it will be made only to the person who transferred the money otherwise to whom is decided by him/her presenting a duly authenticated document at the Cuban embassy in the country of origin.
The costs associated to bank transfers to be made in favor of Cuban Medical Services Trading, S.A. for the payment of the academic service agreed in correspondence with the terms of this document, shall be borne entirely by each applicant, so that SCM receives the corresponding and full amount, free of charges and other discounts that may proceed.
Application Form (valid for the course 2013-14)
GENERAL INFORMATION

1. Full Name:
2. Country at birth:
3. Mother’s name:
4. Country of origin:
5. Name of the father:
6. Country of origin:
7. Personal Address:
8. Email address:
9. Phone:
10. Date of birth:
11. Passport number:
12. Current occupation:
13. Working centre:
14. If graduated from any Health Science Career
15. Which? : Date;
16. Institution that certified your degree:
17. Personal Disease Antecedents or Disability. Check list of invalidating diseases to study Health Science Careers related in Anex 1:
   Which one? ____________________________
18. Specialty you ask for: ____________________________
19. Proposing date: September_____
20. If Spanish is not your mother tongue what would you like to do? (Tick with an X):
a) ____ Enroll the Spanish Course.

b) ____ Undergo Spanish proficiency test (which costs 75.00 CUC).

21. You request to live in:

   a) _____ University facilities

   b) Other choices, rented house/apt: _____ hotel _____ other: ______________

22. Contact person.
   Name:
   kinship:
   Phone number
   Email:

**NOTE**: Please, enclose your CV to this form.

Deadline to send the application form and the CV June 1st, 2013.
ANEXO 1

DISABLING CONDITIONS LIST TO ENTER RACE CONDUCT STUDIES OF DIFFERENT PROFESSIONS OF MEDICAL SCIENCES

1. Total amputation of limbs or segments of members, excluding those of the lower limbs that are partial and do not require the use of prosthesis
2. Marked Cifo- scoliosis
3. Dwarfism
4. Amputation or agenesis of the fingers of one or both hands affecting manual skills
5. Ankylosis of large joints
6. Pectum carinatum or excavatum with cardio-respiratory failure
7. Curvature, shortening or lengthening of members who impede their functions or clothing or footwear
8. Acromegaly
9. Chorea or athetosis
10. Blepharospasm. Bilateral ptosis
11. Retinitis Pigmentosa
12. Congenital Glaucoma
13. Bilateral Congenital Cataract
14. Bilateral severe hearing loss or kyphosis
15. Voice disorders and disorders of the speech
16. High degree of stuttering
17. Rhinolalia
18. Pemphigus
19. Discoid Fixed Lupus Erythematosus
20. Generalized dermatitis
21. Leprosy
22. Genodermatosis, ichthyosis (according to location and extent of the injury). Epidermolysis bullosa, Xeroderma pigmentosum, Von Recklinghausen Disease
23. Psoriasis
24. Paralysis of limbs
25. Ataxia
26. Epilepsy difficult to control
27. Mental deficiency of any degree
28. Personality disorders in a permanent state of inadequacy or frequent periods of decompensation
29. Psychiatric disorders in the form of permanent or frequent seizures despite treatment
30. Aftermath of traumatic injuries, burns or surgery, or keloid scars shrink, which makes movement difficult or produce functional disability or serious aesthetic problems or interfere with wearing clothes or shoes
31. Congenital Malformations or permanent disfigurements from any cause.
32. Malignancies
33. Hemophilia
34. Sickle Cell Anemia (sicklemia) hypoplastic and aplastic anemia
35. Chronic hepatitis with positive antigen
36. Cyanotic congenital heart disease
37. Congenital or acquired heart disease with physical limitations
38. HIV/AIDS
39. Any kind of active tuberculosis
40. Addictions to psychoactive substances prohibited by the Cuban laws
41. In the case of nursing, allergy to penicillin or other products.
The **Cuban Convertible Peso (CUC)** is one of the two official currencies in **Cuba**.

By the Agreement No. 30/2011 of the Monetary Policy Committee of the Central Bank of Cuba 1 CUC = 1 USD.

We do not accept transfers from abroad in U.S. dollars (USD).

The currencies of transfer will be Euro (EUR) or Canadian Dollars (CAD).

The applicant shall bear the bank charges for currency purchase and / or fluctuation of exchange rate and in turn ensure that the deposit to the account of the beneficiary, is exactly the amount for the academic service.

Upon receipt of the transfer, it will be notified in writing the amount received in the account and the corresponding bank references involved.

If the amount deposited in the account exceeds the price of the academic service the return will be given in CUC to the person who transferred the money. If the person who made the transfer is not in the country (Cuba), authorization must be submitted to the applicant allowing him/her to receive the money difference. This authorization should be duly legalized at the Cuban Embassy in the country where the money has been sent from.

If the amount deposited in the account is less than the academic service, the applicant must pay the difference to complete its value. Money transfers should specify the name of whom they come for.

Transfers can not be made from:

- American Banks residing or not in the United States.
- Banks or branches that have North-American capital.

The student prior to enrollment must deliver on the premises of Cuban Medical Services Trading, located at 44 Street No. 502 between 5th and 5th A. Miramar, Playa, a copy of proof of imposition of the transfer, or otherwise send it by e-mail to the following addresses.

**eco.proced@smcsalud.cu, conteco@smcsalud.cu**
### ANNEX 3

**Duration of specialties**

<table>
<thead>
<tr>
<th>No.</th>
<th>Basic Specialties</th>
<th>Time in years</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>General Comprehensive Medicine (Family Medicine)</td>
<td>2</td>
</tr>
<tr>
<td>2</td>
<td>Internal Medicine</td>
<td>3</td>
</tr>
<tr>
<td>3</td>
<td>Pediatrics</td>
<td>3</td>
</tr>
<tr>
<td>4</td>
<td>Gynecology and Obstetrics</td>
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<tr>
<td></td>
<td><strong>Clinical Specialties</strong></td>
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</tr>
<tr>
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<td>Alergology</td>
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</tr>
<tr>
<td>6</td>
<td>Anesthesiology</td>
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</tr>
<tr>
<td>7</td>
<td>Cardiology</td>
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</tr>
<tr>
<td>8</td>
<td>Dermatology</td>
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</tr>
<tr>
<td>9</td>
<td>Endocrinology</td>
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</tr>
<tr>
<td>10</td>
<td>Gastroenterology</td>
<td>3</td>
</tr>
<tr>
<td>11</td>
<td>Geriatrics</td>
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</tr>
<tr>
<td>12</td>
<td>Hematology</td>
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</tr>
<tr>
<td>13</td>
<td>Phoniatrics and Speech Disorders</td>
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</tr>
<tr>
<td>14</td>
<td>Sport Medicine</td>
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</tr>
<tr>
<td>15</td>
<td>Physical Medicine and Rehabilitation</td>
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</tr>
<tr>
<td>16</td>
<td>Nephrology</td>
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<tr>
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<tr>
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<tr>
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<td>Natural and Traditional Medicine</td>
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This document if modified from one academic course to the other, so the, the call for each academic year is released from the first week of May, not before. For this reason you should not submit your application (CV and application form) till you have received the document for the academic year in which you will apply and agree to its terms and conditions. No applications will be accepted prior to the first week of May each year.