



## EXHIBIT A

### **OPERATING PROCEDURES FOR THE ADVANCED HUMAN CAPITAL DEVELOPMENT PROGRAM BETWEEN THE NATIONAL COMMISSION FOR SCIENTIFIC AND TECHNOLOGICAL RESEARCH - (HEREINAFTER CONICYT), AND THE TRUSTEES OF COLUMBIA UNIVERSITY IN THE CITY OF NEW YORK (HEREINAFTER "COLUMBIA")**

This document is adopted pursuant to and is made part of the Agreement for the Advanced Human Capital Development Program between CONICYT and The Trustees of Columbia University in the City of New York - Columbia dated March 19, 2012 (the "Agreement") and is intended to outline the general operating procedures and funding expectations under the joint CONICYT-Columbia Advanced Human Capital Development Program (the "Program") in order to clarify the expectations of the parties and to facilitate the distribution of the scholarships and benefits. These operating procedures will be monitored by the Coordinating Committee described in the Agreement to ensure the efficient operation of the Program.

Pursuant to the Agreement, CONICYT and Columbia will support funding for students participating in the Program with the goal that all Chilean students admitted to eligible Ph.D. programs at Columbia will be fully funded for at least four years of study.

#### **Support for Ph.D. Programs**

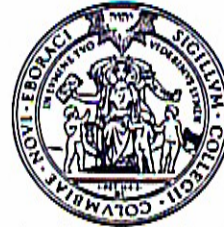
Within the limits set out in Article II of the Agreement, Chilean Ph.D. students (as described in the Agreement) admitted to an eligible graduate program and awarded a fellowship by CONICYT under the Agreement will be jointly funded by CONICYT and Columbia as set forth herein.

CONICYT commits to pay tuition and fees for the first and second years of study of graduate students selected under the terms of the Agreement. Columbia will pay the tuition and fees in the third year and in the fourth year of study of the students selected under the terms of the Agreement. CONICYT will pay a living stipend to the students in the first, second, third, and fourth years of study. Columbia may, at its sole discretion, provide additional funding beyond the students' fourth year of study. The amounts financed by CONICYT will be determined by the Decree No. 664/2008 from the Ministry of Education and its modifications that regulates BECAS CHILE. The amounts provided by Columbia will be determined by the University according to its normal procedures for financing the studies of Ph.D. students.

Standard levels of support for degree programs are set forth in the tables below. Tables 1 and 2 indicate which parties will be responsible for tuition, living support and







other named items in each year. Notwithstanding the above, both institutions shall not be obligated to arrange financial support with respect to any student who does not remain in good academic standing.

Table 1

<b>Standard Support for PhD Students</b>				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4
Tuition and Fees Coverage	CONICYT 100%	CONICYT 100%	COLUMBIA 100%	COLUMBIA 100%
Living Support	CONICYT will be responsible for a standard monthly allowance in accordance with the BECAS CHILE Decree			

Note: In Table 1, tuition coverage means that the named party will support 100% of the applicable tuition for that year and the fees Columbia normally funds for its Ph.D. students.

Table 2

<b>Additional Support to be provided by CONICYT in accordance with the Decree No. 664/2008 from the Ministry of Education and its modifications</b>				
	YEAR 1	YEAR 2	YEAR 3	YEAR 4
One round trip air ticket (economy)	CONICYT One way to Columbia	-	-	CONICYT Return ticket from Columbia
Medical insurance of USD 800 per year	CONICYT	CONICYT	CONICYT	CONICYT
A one-time settlement fee (USD 500)	CONICYT	-	-	-
A one-time return fee (USD 500)	-	-	-	CONICYT
Yearly allowance for books (USD 300)	CONICYT	CONICYT	CONICYT	CONICYT
A monthly allowance for the spouse (10% of grantees' monthly maintenance)	CONICYT	CONICYT	CONICYT	CONICYT
A monthly allowance for each child (5% of grantees' monthly maintenance)	CONICYT	CONICYT	CONICYT	CONICYT
Extension of monthly <i>per diem</i> allowance on account of pregnancy and maternity leave	CONICYT	CONICYT	CONICYT	CONICYT





Under Chilean law the conditions of BECAS CHILE awards require scholarship recipients to return to Chile as a condition of the scholarship. The terms of the grant will allow the students three extra years to complete their degree, under full compliance of BECAS CHILE.

### **Admissions Application Process**

Students must apply directly for admission to Columbia. Admissions decisions will be made by Columbia according to its customary procedures and normal timetable. Columbia will have the sole authority over which applicants will be enrolled in its programs and reserves the right to reject any who do not meet its standards for admission. Similarly, it will have the sole authority to terminate the enrollment of any student for failure to comply with its rules and regulations for Ph.D. students, following the normal procedures used for making such a decision.

Students and scholars desiring to be funded under this Program should inform Columbia and must deliver the required CONICYT paperwork by the CONICYT deadline in preparation for matriculation at Columbia. Within thirty days following CONICYT's receipt of a Program Application, as well as notice from Columbia that the applicant has been accepted for admission to Columbia, CONICYT, having examined the eligibility of the selected student, will decide whether to make a Program award to the applicant and if so, sign a Program contract with the applicant concluding the scholarship granting process. If CONICYT decides not to fund an admitted applicant through this program, Columbia will not be obligated to provide alternative funding. The parties will comply with the timeline in ADDENDUM No 1.

### **Contract and Reporting Obligations of Recipients**

All scholarship recipients will be required to file bi-annual reports describing their academic program with CONICYT.

Columbia shall send information to CONICYT on each graduate student funded through the Program each semester to ensure that the graduate student is in good academic standing.

### **Communication Between the Parties**

In order to assure the best implementation of this Program and Operating Procedures, all parties will do their best to maintain frequent communication, by means of the relevant persons designated by each institution.





### Payments

CONICYT will pay tuition and fees directly to Columbia. For more details please see the attached ADDENDUM No II. Maintenance stipends, airfare, health insurance fees, relocation fees and other amounts in the tables above will be paid directly to the grantees. Columbia will bill the students for the portion of the students' health fees paid by CONICYT and pay for the remainder of the cost with its own funds.

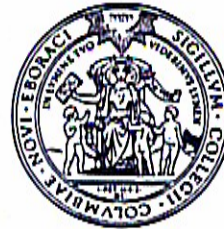




## ADDENDUM N° I Timeline

This schedule for timely payments to students and Columbia is an essential feature of the Program.

STUDENTS WHO APPLY FOR ADMISSION AND START STUDYING DURING THAT SAME YEAR		
DATE	ACTION	RESPONSIBILITY
Fall semester	Students apply for admission.	Students
Mid-April	Following the review of the students' applications, Columbia provides CONICYT with a list of the students who have accepted offers of admission.	Columbia
End of May	Students who are awarded scholarships will sign scholarship contracts with CONICYT, subject to examination of the eligibility of the selected students and having received all the necessary documentation.	Students
August-September	CONICYT will begin payments to students and to the University	CONICYT



## **ADDENDUM N° II**

### **CONICYT FEES PAYMENT PROCEDURES**

Invoices should be sent to the following e-mail account: [payment@conicyt.cl](mailto:payment@conicyt.cl).

Universities should send individual invoices containing the following information:

1. Grantee's full name
2. Description of charges
3. Coverage period (per semester, year, etc.)
4. Total amount of charges
5. Balance to pay
6. Awards/Credits/Waivers as per Agreements signed with the Government of Chile

CONICYT takes about three weeks to process payments once invoices are received.

Invoices should be prepared individually in order to be processed.

Contact person at CONICYT's Financial Department:

Payment officer

[payment@conicyt.cl](mailto:payment@conicyt.cl)

Phone number: 56 2 3654474

Universities Bursar's offices (University Bank Information) should complete the information required by CONICYT:

- Beneficiary's bank
- Address
- SWIFT Number
- IBAN / ABA routing
- BSB
- Account Number
- Beneficiary's name
- Student name, Program, CODE

