

Pre-departure Briefing



THE 10TH INTERNATIONAL WORKSHOP ON UI GREENMETRIC WORLD UNIVERSITY RANKINGS (IWGM) 2024

Instituting UI GreenMetric: The Way Forward

04 - 07 June 2024, Bogota, Colombia

To prepare for your pleasant trip to Bogota, Colombia, we have prepared some useful information.



Our host

The 10th International Workshop on UI GreenMetric World University Rankings is hosted by the Universidad del Rosario collaborating with Pontificia Universidad Javeriana, Universidad Nacional de Colombia, Universidad Autónoma de Occidente, and Universidad El Bosque, our national coordinators for Colombia.

Location

This year our international workshop is held in Bogotá. Bogotá is the capital of and largest city in Colombia. It is a place of convergence for people from all around the country and is therefore diverse and multicultural. The city is also very green thanks to its parks and the hills that extend along its eastern boundary, dwarfed by their two highest points, Monserrate and Guadalupe. The landscape that the people of Bogotá enjoy daily—the sea of green that makes up the Andes mountain range, rising up in the east—would be nearly impossible to find in any other large city. Bogotá's location in Colombia or where Bogotá is a simple answer. The capital of Colombia is located in one of the six regions of the country, the Andean Region, which is located throughout the center of the Colombian territory. In the Cundiboyacense plateau and on the savanna that bears its name at an altitude or elevation of 2,600 meters above the sea level. Bogotá is the melting pot of Colombia. Here, all the cultures from different regions of the country have a place, from the cuisine of the Coffee Triangle to the exhilaration and joy of the Caribbean, or the artisanal heritage of Boyacá and the Valle de Cauca Festival. To know more about Bogota, please visit <https://colombia.travel/en/bogota>.

Weather

In early June, Bogotá, Colombia experiences a mild and relatively cool climate. Temperatures typically range from around 10°C to 20°C (50°F to 68°F) during the day, with cooler temperatures in the early morning and evening. It is common to see overcast skies and occasional rainfall, although Bogotá's weather can be unpredictable due to its location in the Andean highlands. Visitors should be prepared for a mix of sunny periods and cloudy days, with the possibility of light showers. It's advisable to dress in layers to accommodate the fluctuating temperatures throughout the day. However, it is always a good idea to check the weather forecast closer to your travel dates, as temperatures and weather conditions can vary from year to year, please visit www.accuweather.com.

Visa or entry permit

If you have a passport issued by States or territories in [lists A, B, C](#) or those listed as Special Visa Exemption Cases, you may enter, stay and leave Colombia, without a visa, for short-stay activities (among them, business, leisure, tourism or cultural interest), as long as these activities do not generate payments for services, salary or salary in



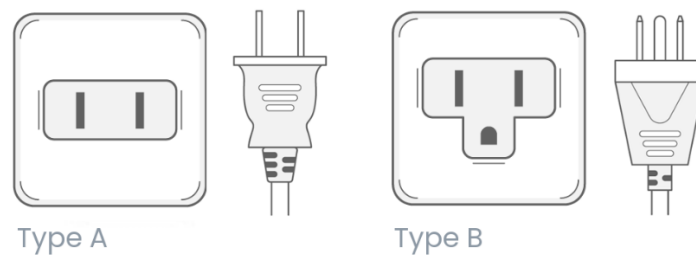
Colombia. Upon arrival in Colombia, at the airport, you must present the invitation letter from the conference organizers, and the Colombian Migration officer will give you a stamp of permission to enter the country.

If you are interested in traveling to Colombia for a short stay for tourism, business or participation in events, and you are not included in [lists A, B, C](#) or in special cases, you must apply for a Visitor visa at the Colombian Consulate close to your place of legal residence. You can check whether or not you require a visa on this page here.

You can request a visa letter after you have registered for the conference. To request a letter, please email at sostenibilidadur@urosario.edu.co.

Electricity

In Colombia the common voltage is 110 V. The frequency is 60 Hz. The plugs and sockets are type A / B. In the following images, you can see the types of plugs (plugs and sockets)



<https://world-power-plugs.com/colombia>

Finance

The official currency of Colombia is the **Colombian Peso (COP)**. It's advisable to exchange your currency for Colombian Pesos upon arrival in Colombia for better rates. Major currencies such as **US dollars** and **Euros** are widely accepted for exchange. ATMs are commonly found in cities and tourist areas in Colombia, allowing you to withdraw Colombian Pesos using your international debit or credit card. Major credit cards such as **Visa** and **Mastercard** are widely accepted in hotels, restaurants, and shops, especially in urban areas. In Colombia, you can find money changers in various locations such as **airports, banks, exchange offices (casas de cambio)**, and **major tourist areas**.

These establishments typically offer currency exchange services for various currencies, including US dollars, euros, and other major currencies, into Colombian Pesos (COP). For participants from countries that do not have access to those financial services, please arrange accordingly for your own convenience.



Communication

Complimentary Wi-Fi is available at Colombia airports, hotels and host universities, and in many cases, restaurants and other public areas. Although Wi-Fi is free, log-in is still needed. As for telephone, international connections are available. Please check your service provider prior to your departure.

International Travel and Local Transportation:

Bogotá is the capital city of Colombia and is located in the central part of the country. It is served by El Dorado International Airport (BOG), and it has bus terminals that offer services to various cities within Colombia and even to neighboring countries like Ecuador and Venezuela.

- **From El Dorado International Airport:**

By Taxi: Taxis are readily available at El Dorado International Airport. You can take a taxi directly from the airport to Universidad del Rosario. The journey typically takes around 35-45 minutes depending on traffic conditions and will cost you a fare based on the distance traveled and may cost around 10-15 USD.

By TransMilenio: El Dorado International Airport is connected to Bogotá's TransMilenio rapid transit system. You can take the TransMilenio K86 route from the airport to the historic center of Bogotá. Once you reach the historic center, you can either walk or take a short taxi ride to Universidad del Rosario (See here for tickets and schedules: <https://www.transmilenio.gov.co/>).

By Airport Shuttle: Some hotels and private companies offer airport shuttle services to various parts of Bogotá, including the historic center where Universidad del Rosario is located. You can inquire about shuttle services at the airport or arrange for one in advance through your accommodation or a transportation service.

Dress Code - Event

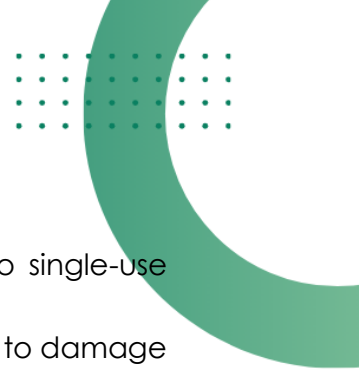
We encourage visitors to dress decently when visiting Bogota and other public areas. In the workshop, the dress code is smart/formal.

Dress Code – National Park

For the trip, we recommended to have appropriate clothing for the activity to be carried out in the paramo ecosystem with the possibility of rain and/or intense sun.

We recommend to take:

- Minimum 1 Jacket and 1 comfortable pants (Preferably waterproof).
- Suitable footwear: Trekking boots (preferably waterproof).
- Sunglasses, sunscreen, hat and/or sun protection for your head. Not spray.



- Non-disposable rigid container to refill water (canteen), since no single-use plastic should be brought to the reserve.
- Bring protection for electronic devices as they may be susceptible to damage due to humidity or rain in the area.
- Cap and/or sun protection for the head.
- Small hands-free backpack (daypack) to carry lunch, water and snacks.
- Optionally gloves and trekking poles.

Accommodation

We have several recommended hotels for you. Participants of the workshop should book their hotels themselves.

Hotel Tequendama (Host Hotel)

Address:	Carrera 10 # 26-21, Bogotá
Distance	
URosario:	2000 m (15 min car/bus)
UJaveriana	2800 m (10 min car/bus)
Rate:	Single room/ night* – 57 USD Double room/ night* – 72 UDS
How to book:	Promocode – IWGM2024
Tel:	Milena Torres +57 316439 9877
E-mail:	milena.torres@tequendamasuites.com https://www.hoteles-tequendama.com.co/
URL:	

Hotel Holiday INN Express & Suites

Address:	Carrera 7 # 67 – 39 Chapinero
Distance	
URosario:	(19 min car/bus)
UJaveriana:	(12 min car/bus)
Rate:	Single room/ night* – 82 USD Double room/ night* – 98 UDS
Tel:	+57 3134491373
E-mail:	jagarcia@oxohotel.com
URL:	Congreso Universidades 2024



Hotel Artisan DC – Autograph Collection by Marriott

Address:	<u>Calle 72 # 5 – 51</u>
Distance	
URosario:	<u>(22 min car/bus)</u>
Ujaveriana:	<u>(14 min car/bus)</u>
Rate:	<u>Single room/ night* – 137 USD</u>
	<u>Double room/ night* – 158 UDS</u>
Tel:	<u>+57 313 4491373</u>
E-mail:	<u>jagarcia@oxohotel.com</u>
URL:	<u>Book your group rate for CONGRESO UNIVERSIDADES 2024</u>

Food and drinks

In Bogotá, you'll find a diverse culinary scene with traditional Colombian eateries offering bandeja paisa and arepas alongside international cuisine restaurants serving Italian, Japanese, and more. Fine dining establishments offer gourmet dishes, while street food stalls offer quick bites like empanadas. Vegetarian and vegan options are also available, as are cozy coffee shops serving Colombian brews. Fusion restaurants blend Colombian flavors with international influences, and gourmet food trucks offer innovative street food options. Whether you're seeking traditional fare, international flavors, or creative culinary experiences, Bogotá has something to satisfy every taste.

Under Location of Events

The event is taking place in a few venues under **Universidad del Rosario** and **Pontificia Universidad Javeriana**, please see the venues [here](#)

Venue

June 4th – 5th: Claustro Universidad del Rosario

Link for Gmaps: <https://maps.app.goo.gl/hbGk25jdGSSBVMYG9>

June 6th – Pontificia Universidad Javeriana – Auditorio Luis Carlos Galan

Link for Gmaps: <https://maps.app.goo.gl/U73YcJZDyfnprG5QA>

June 7th – Natural Park Matarredonda

Link for Gmaps: <https://maps.app.goo.gl/XM6z5rqEpYyaZMXi8>



In case you need assistance, please contact:

From Universidad del Rosario

Name : **Claudia Dulce Romero**

Email : claudiap.dulce@urosario.edu.co

Telp : +573134505838

From UI GreenMetric

Name : **Sabrina Hikmah Ramadianti**

Email : greenmetric@ui.ac.id or sabrina.hikmah@ui.ac.id

Telp : +628561863537

We wish you an enjoyable workshop and a wonderful stay in Bogota, Colombia!



SEE YOU IN BOGOTA, COLOMBIA!