

January 27, 2021

GUIDE FOR FOREIGN RESEARCHERS AT BNI

Objective

Welcome to BNI! This document aims to guide foreign researchers in migration and employment matters for their trip and their stay in Chile.

The guidelines provided in this document apply to international students and researchers who wish to carry out professional practices, internships for graduate thesis, and short or long-term stays in laboratories associated with the BNI Institute of Biomedical Neuroscience.

Application for a position.

Any person can request an interview with a BNI researcher. The researcher will analyze the applicant's curriculum and background. The BNI researcher must ensure that the applicant researcher has their own funds to cover their stay in Chile or provide the economic resources to finance the foreign researcher and ensure that the legal provisions on labor matters are met.

Acceptance

All accepted applicants must receive a letter of acceptance, which must be presented at the consulate corresponding to their domicile to obtain a visa.

In the case of students doing internships, they must request the letter through the University of Chile. Write to Carolina Cubillos carolinac@bni.cl or Fabián Flores fflores@bni.cl so that they can contact you with the Office of International Relations of the Faculty of Medicine of the University of Chile and send them the document.

In the case of researchers who are not students, they must request the letter signed before a notary.

The letter must contain at least this information:

- Date
- Funding Source
- Duration of the visit
- Arrival date
- Research topic
- Name, route, telephone, and email of the BNI investigator in charge
- Name and passport number of the foreign researcher

Visa

All foreign researchers who wish to work in a BNI's associated laboratory must have a consular visa. If the researcher resides in Chile, she must have a valid work and/or study permit.

It is suggested to apply for the visa at least two months in advance before the trip.

In Chile, foreigners cannot carry out paid activities with a tourist visa unless the Chilean Ministry of Foreign Relations duly authorizes it.

If you are in Chile with a tourist visa, BNI will be able to help with the procedures to obtain a visa, but it will not be able to provide financing until the researcher has a work permit and identity card. That is why it is highly recommended that you not enter Chile with a tourist visa but with the visa processed from the nearest consulate.

To find out what type of visa I need to obtain, visit the following website:

<https://www.extranjeria.gob.cl>

Essential procedures in Chile

The procedures to be carried out are the following:

a) Register visa in PDI (Policia de Investigaciones). Through the University of Chile, you can get an appointment in advance before coordination. Otherwise, an hour of attention must be requested at <https://pdichile.cl/tr%C3%A1mites-online/valida-tu-correo-para-registro-de-visa>

b) Request an Identity Card in the Civil Registry (Registro Civil). This is done in the same civil registry office that is in the immigration office of the Police (PDI)

c) Initiate SII activities (if you are financed through a fee agreement)

d) Obtain a Chilean checking or sight account

e) Enroll in FONASA or an ISAPRE

f) Register with an AFP

Chilean Pension System

In Chile, pension discounts, health insurance (Fonasa or Isapre), retirement savings (AFP), occupational disease and accident insurance (mutual security), unemployment insurance (AFC), and taxes are the responsibility of the worker. This means that the following legal discounts must be made from the salary you negotiate:

- Health (Fonasa or Isapre) 7%
- Savings for retirement: (AFP) 12.61% to 13.43% - Includes SIS disability and survival insurance.
- Unemployment Insurance: 0.6%
- Taxes: It depends on the salary range.

For example: If you negotiate the payment of US \$ 1,500, you must deduct between 20 and 25% of your salary. What you will receive will be between \$ 1,250 and \$ 1,200.

Forms of hiring

In order to work in a BNI laboratory, there are two modalities:

1. Fee agreement: In principle, you will receive a higher amount, but you will have to pay the corresponding pension discounts on your own.

2. Employment contract: you will receive a lower amount, but your employer is responsible for making and paying the pension discounts.

It is highly recommended that you negotiate an employment contract with the host researcher. Unfortunately, research projects do not always allow a contract. If they do not allow it, negotiate with the researcher that the amount you negotiate includes an extra% for pension contributions.

Housing

Santiago is a large city and quite segregated socially. The BNI is located on the north campus of the Faculty of Medicine of the University of Chile, and the surroundings are socially complex. It is important that you inform yourself about the characteristics of Santiago's different neighborhoods to decide where to look for housing. Talk to your contact in Chile to suggest alternatives. Additionally, you can explore these two sites where you can find information on housing and rental alternatives.

<https://www.contactchile.cl/en/housing-in-chile/index.html>

<https://www.bretagne.cl/residential/finding-apartment-santiago/>

Additional Information

General Information for international students (University of Chile):

<https://issuu.com/pmeuchile/docs/diagramacion-bienvenidoschile/7>