

UPAEP

FACT SHEET 2024

SPRING SEMESTER (JANUARY TO MAY)

Nomination deadline	November 15th
Application deadline	November 22nd
Duration of the program	January 10th- May 18th
Orientation session	January 10th- 11th
Classes end	May 18th



WWW.UPAEP.MX

<https://upaep.mx/internacional/internacionalexchangestudents>

APPLICATION PROCESS

1

The international office from the home university must send an email to the UPAEP International Office to nominate the student for the exchange program. (intercam@upaep.mx) Personal and academic information must be included in the nomination email.

2

The student will need to fill out the online [PRE-REGISTRY](#), in the UPAEP [web page \(Click HERE\)](#), with a valid passport for the time-period of the exchange program. Once the student has completed the online pre-registry, a confirmation email with the following instructions will be sent.

3

The student will have to fill up the [online UPAEP application form](#). The acceptance letter will be sent within three to four weeks after we have received the complete UPAEP's application form



DISCOVER UPAEP

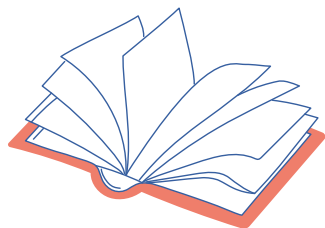


Address: 21 sur #1103 Barrio de Santiago
C.P. 72410, Puebla, Pue., México
Oficina Internacional: Edificio T, primer piso



CONTACT INFORMATION:
intercam@upaep.mx

ACADEMIC INFORMATION



Students may take courses from different undergraduate programs and from different semesters in order to adapt and valid those courses with their home university academic coordinator.

Review the academic offer: <https://upaep.mx/licenciaturas/presencial>

HOW TO SELECT THE COURSES?

FALL SEMESTER

Regularly, the course offer is according to the odd numbered semesters.
(1°,3°,5°...)

SPRING SEMESTER

Regularly, the course offer is according to the even numbered semesters.
(2°,4°,6°...)

ACADEMIC CREDITS

- 1 academic credit is equivalent to 16 hours of classroom and independent learning.
- Each course has an average of 6 to 10 credits, (96 and 160 academic hours)
- Equivalence:
 - 1 UPAEP's credit = 1 ECTS credit
 - 2 UPAEP's credits = 1 US's credit

EVALUATION CRITERIA

- Most courses have three monthly exams and one final evaluation.
- Each course has an evaluation rubric, which integrates attendance, participation, assignments, projects and exams.
- Teachers will share this information on the first day of class.
- In order to approve the course, it is necessary to have a 75% attendance of the course.

TRANSCRIPT

- **Fall semester (August to December): It will be sent at the end of January.**
- **Spring semester (January to May): It will be sent at the end of June.**

Note: The transcripts are sent to the student's home institution only if the student(s) has no outstanding financial obligations at UPAEP and has answered a service quality survey.



LANGUAGE REQUIREMENTS

1

In order to enroll in Spanish regular courses with Mexican students; a Spanish B2 or at least B1 level is required.

In case that the student has a level of B1, we strongly suggest that the student takes a Spanish language course during the semester to increase the knowledge and to develop the students language skills. This course is offered at UPAEP.

2

In order to enroll in English regular courses, a TOEFL ITP 500, TOEFL IBT 61 or IELTS band 6 score is required. A previous English certification or letter from the language department is sufficient to prove the language skills



Note: A student with 0 to 2 semesters of university-level Spanish or equivalent may only participate in the second option.

The Spanish classes are part of the benefits offered to non-Spanish speaker exchange students, whether it be for improving their Spanish skills or learn the basic aspects of the language.

A mandatory Spanish placement test will be conducted in order to form the Beginner(A1), Intermediate (B1) and Advanced (B2) groups. Each course has a total of 10 academic credits. The language course will appear on the transcript.

VISA INFORMATION

All students admitted to UPAEP for the exchange program will receive an acceptance letter to justify the time period in Mexico. Please review your country for specific visa requirements. Visa paperwork is the student's responsibility.

CASE 1

Study stay for less than 180 days (6 months), does **NOT** require a **VISA process**.

- UPAEP will provide an online acceptance letter that must be shown to the immigration officers at Mexico's airport, in order to obtain a 180 day's visa.

CASE 2

- Study stay for more than 180 days (6 months) **must complete the process to get a Student VISA**. UPAEP will provide a special acceptance letter in order to apply for it. The students must provide the information of the Mexican Embassy or consulate where the visa will be issued.



In the following link you can review the **NATIONALITIES THAT REQUIRE VISA** to enter Mexican territory, regardless of the duration of the study stay.

[Check HERE the list of countries and regions that require a visa to enter Mexican territory.](#)

The Mexican office the "Secretaria de Relaciones Exteriores", regulates this process. [Check HERE the list of Mexican Consulate abroad](#), in order to review the visa process.



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INTERNATIONAL MEDICAL INSURANCE

It is a mandatory requirement to have international medical insurance. The insurance must cover all costs related to the treatment of illnesses, injury and death caused by accidents, and/or disasters during your stay in México. (From the moment the students leave their country until their return).

Students can purchase traveler insurance from any company or make the extension of an existing insurance to international coverage, which must include at least:

- 1) Repatriation of mortal remains.
- 2) Hospitalization in case of accident or illness up to \$ 100,000 USD.
- 3) Legal assistance.

Students are responsible for knowing how their insurance works, as well as the method to communicate with the insurance company from Mexico and know which hospitals and medical services can use during the stay in Mexico / Puebla.

LIVING COST

Normally a monthly expense per month **is estimated at \$ 15,000MXN** to cover the expenses of housing, meals, local transportation, books or academic supplies, and personal expenses.

ACCOMMODATION

UPAEP DORMITORIES

- Dorms are located 5 blocks from the main Campus,
- The rooms are shared and the buildings are divided between the men and women.
- It is not possible to mix men and women in the buildings.
- Availability is limited, so if you decide to live at the UPAEP residence; once you have your UPAEP ID number you can apply directly to residencias@upaep.mx
- Please contact them for cost and any other information at residencias@upaep.mx

INTERNATIONAL STUDENTS SERVICE FEE

Upon arrival, all international students must pay the equivalent of two academic units which is approximately **\$3,746 MXN**, to engage students in our integration activities such as the orientation session, international fair, and farewell party.
(This amount is adjusted to semi-annual inflation).

