

# Study Abroad in MEXICO

## ACADEMIC INFORMATION

Total Student Enrollment:  
16,000

Language of instruction: Spanish and some courses in English

### ACADEMIC COURSES

UPAEP also offers:

- ✓ Service Learning
- ✓ Internship
- ✓ Research
- ✓ Spanish language classes.

Spanish as a Second Language classes are offered in addition to regular classes during the semester and academic year at multiple levels. Language classes are offered at different levels from A1 to C1.

## PROGRAM DATES

Semester 1: August to mid – December

Semester 2: January to mid – May

Academic Year: Middle of August to middle of May

[www.upaep.mx](http://www.upaep.mx)

<http://www.upaep.mx/exchangestudents>



**UPAEP** is located just two blocks from the touristic Juarez Avenue and a few blocks from Puebla's historic downtown which is considered an UNESCO World Heritage Site, being comprised of buildings of colonial architecture. Our Campus has a very attractive location; we could say that it is an urban campus; it is located in the middle of the city, just a few blocks from the historic downtown. This is ideal for the student who wants to know the real and daily Mexican life. Also, the UPAEP campus is perfectly aligned with the public transportation and towards different points of the city. There are many shopping centers, movie theaters, and night clubs nearby.

[UPAEP campus map](#)

## LOCATION OF PUEBLA CITY

Puebla is located in the heart of Mexico, in the country's central zone, just 127 kms (70 miles) Southeast of Mexico City, near Veracruz, Acapulco, The Mayan Riviera and other cities.

Puebla is the fourth largest metropolitan city in Mexico, with a population of nearly two million people, and is considered "the city of the student", and one of the most important, beautiful and peaceful cities in the country, due to its history and the industrial development, Puebla is a good place to acquaint oneself to Mexican traditions and culture.

[UPAEP's Video](#)

Dirección: 21 Sur, 1103 Barrio de Santiago C.P. 72160 Puebla, Pue.  
México

Oficina de Asuntos internacionales, Edificio "T" Primer Piso



# Academic and Enrollment Information

Course Information	<p>See the <a href="#">CLASS OPTIONS</a> See the <a href="#">English Course Option</a></p> <p>The students may take classes from different undergraduate programs and make their own courses list for the exchange semester. (mix and match any courses from any undergraduate program and from any semester)</p> <p><b>How to choose the courses in UPAEP?</b> For the fall semester (August-December) are the classes from odd numbered semesters. For the spring semester (January-May), are courses from even numbered semesters.</p> <p><b>About the credits:</b> All the courses in UPAEP have academic credits (Regular courses in Spanish, regular courses in English and the Spanish language courses). Most of the courses have 6 credits and 1 UPAEP credit is equal to 1 ECTS credits or 2 US credits. You can see the number of the credits of each course in our web site (next to the name is the number of the credit)</p> <table border="1"> <tr> <td>Number of classes typically taken per term</td><td>4 or 5</td></tr> <tr> <td>Number of hours per week typical student spends in class</td><td>15</td></tr> <tr> <td>Number of weeks per term</td><td>16</td></tr> </table> <ul style="list-style-type: none"> <li>• <b>Most teachers will give four partial exams. They may use the student's average or another formula to calculate a final grade (homework, research, readings). This will be explained by each teacher at the beginning of the course and you can also ask to the teachers the syllabus of classes.</b></li> <li>• <b>A 75% of attendance in each class is mandatory for the student to present the last partial examination and pass the course. If the student passes all partial exams but does not have the percentage of assistance required, they will fail the course for absences.</b></li> </ul>	Number of classes typically taken per term	4 or 5	Number of hours per week typical student spends in class	15	Number of weeks per term	16
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Language Requirements	<p><b>Option 1: Exchange-Regular University Courses:</b> <b>Language Requirement:</b> In order to attend the regular classes in Spanish and understand the courses in Spanish language with the Mexican Students; we require the level of B1 or at least level of A2 level as a minimum level. In case the student has level of A2, we require the student take the Spanish language course during the semester for helping the knowledge and development the skills of the language.</p> <p><b>Option 2: Exchange-Spanish as a Foreign Language Courses and Regular University Courses Taught in English Language Requirement:</b> No prior Spanish is required to enroll in this option. Students with 0 to 2 semesters of university-level Spanish or the equivalent may only participate in this option. Spanish as a Second Language courses are offered at a variety of different levels (see in Language course Information). Taken in addition with courses offered in English, and Liberal Arts Service Learning, students will be registered full time. (Liberal Arts Service Learning is a credit bearing volunteer program where the students participate in special service activities they select in the Mexican community).</p>						
Application	<p>All students who already have been nominated by the International Office from their Home University, will need to do the pre-registered by their self in our web <a href="#">Online PRE-REGISTER</a>, after that, the students will receive an email whit the application form. Please note that we will accept the applications forms via e-mail in one PDF file, if they are sent directly from the International Office from their Home University. The application includes: the UPAEP application form, an official transcript of records, a passport copy, recommendation letter (academic reference) and cover letter. All these documents have to be scanned in one PFD file and send to <a href="mailto:intercam@upaep.mx">intercam@upaep.mx</a></p>						
Application Requirements for Exchange Students: Same as requirements of each student's home university.							

**Medical Coverage  
Type of required  
insurance**

It is a mandatory requirement for each exchange student has international medical insurance with broad coverage before leaving their home country. The students must be insured from the moment they leave their country to the moment they return.

The students can buy travel insurance from any company or get use of their existing insurance if it provides international coverage. The students are responsible to know how works their insurance, know which are the hospitals in Mexico/Puebla that they will be able to use and how to contact the insurance company from Mexico.

## ACADEMIC CALENDAR: 2015

Activity /Event	Fall Semester 2015	Spring semester 2016
<b>Application Deadline</b> <i>We would appreciate receiving the application form before the deadline.</i>	June 1 <sup>st</sup>	December 1 <sup>st</sup>
<b>Arrival Date for The Prep-Language Scholarship Program.</b> <i>(1<sup>st</sup> UPAEP arrival date) RSVP online</i>	August 3 <sup>rd</sup>	January 4 <sup>th</sup>
<b>Registration/Date for enroll the classes</b>	August 3 <sup>rd</sup>	January 4 <sup>th</sup>
<b>The 2<sup>nd</sup> date for Preferred Arrival</b> Date for the students who won't take the Prep-Language Scholarship Program.	August 7th	January 8th
<p><i>We have a specific date and time to receive students at the Benito Juarez Airport in Mexico City. During the UPAEP arrival date, we'll be receiving the students in the airport between 10am and not later than 6:00pm, who sends their arrival information with anticipation (flight information). Otherwise, the students will have to follow the arrival instructions in the UPAEP manual to know how to take the transportation to Puebla from their chosen port of arrival.</i></p> <p><i>NOTE: The UPAEP's International Student Club is in charge to receive the international students in the airport in Mexico City in the UPAEP arrival date. This service, consist to show the way to take and buy each one their own ticket for the bus for arrive to Puebla City.</i></p>		
<b>Orientation week- It is mandatory</b>	August 10 <sup>th</sup> to 14 <sup>th</sup>	January 11 -15th
<p>Orientation Week: one week before the classes begins.</p> <ul style="list-style-type: none"> <li>• Lectures about Puebla and the cultural shock</li> <li>• UPAEP's Academic topics &amp; Migration procedures workshop</li> <li>• Meeting with the International Students Club, Tandem program &amp; Campus Tour</li> <li>• Puebla's Downtown Tour, Cholula's Archeological site</li> <li>• Mexican Welcome Party</li> </ul>		
<b>Classes Start</b>	August 17 <sup>th</sup>	January 18th
<b>Last week of Semester/ Final Exam Period</b>	December 14 <sup>th</sup> to 18th	May 16 <sup>th</sup> -20 <sup>th</sup>
<b>Classes End</b>	December 18 <sup>th</sup>	May 20 <sup>th</sup>
<b>Preferred Departure Date</b>	December 19 <sup>th</sup>	May 21 <sup>st</sup>

### TRANSCRIPT DETAILS:

The transcripts will send to the home university in mid of January for semester 1 (fall semester) and in mid of June for semester 2 (Spring semester) and Full Year.

**The transcripts are released to the student's home institution if the student(s) has no outstanding financial obligations in UPAEP.**

# UPAEP Housing

As exchange student, you must keep in mind that the room rental is 5 months, because the rents agreements are paid per full month and not by partial times of the month.

- For the spring semester is January to May
- For the fall semester is August to December

## The UPAEP offers 2 options of lodging: UPAEP's Dorms or Host Family

Otherwise the students can choose to find their own housing search to find rooms or apartments for rent near UPAEP. This option is ideal for students who are looking to save costs in housing and meals; because the rent of a room with access to a kitchen can help reduce costs of the students by cooking their own food.

The students can easily find economical apartments near to UPAEP campus. the International Affairs Office will be able to send some information regarding rooms in rent that last international students recommended.

### UPAEP DORMS

#### FEATURES

- **The UPAEP dorm are located 4 blocks from Main Campus, the walking distance is close.**
- Usually the rooms are shared (two students per room). There are not available Bed linens and blankets
- The bathroom is shared by floor (5 rooms approximately per floor).
- The building of men only living men and women only women. Cannot be mixed men and women in the buildings.
- There is a common area where men and women coexist. (cafeteria, tv room and study rooms.)
- There are limited cooking facilities available in residence hall (microwaves and small stoves) in cooking lounge shared areas.

#### RULES

The UPAEP dorms agreement is per semester. Once you make your reservation by e-mail and make the check-in the dorms, it won't be possible to cancel the service. \* Note: In case of cancellation for any reason, it is necessary to paid the months requested in the UPAEP Dorms.\*

#### BOOKING

The spaces in the UPAEP dorms are limited so if you decide to live in the UPAEP's residences you must apply for admission to the bedroom as soon as you receive the UPAEP student number, ID and acceptance letter.

[Admission application](#)

**In the following link you could review the up-date information regarding the price of the next semester: [Cost](#)**

**Example:**

Type	Shared room	Individual room
Cost per month(*)	\$ 2,850.00	\$ 3,950.00
Deposit for dorms (**)	\$ 1,300.00	\$ 1,300.00

*(\*) Total anticipated pay for the time period 5% discount or 5 differed payments.*

*(\*\*) The residence housing (dorms) deposit is only one nonrefundable contribution. Only first time participants of residence housing (dorms) have to make this deposit. This deposit is used to improve the infrastructure and equipment of the dorms.*

### **HOMESTAY**

Costs approximatly: \$5,800 pesos per month (includes bed linens and blankets, breakfast and dinner). All utilities are included like, wireless internet, light, gas, water and facilities for washing the clothes. All our Host Families are 20 min by public transportation from UPAEP campus.

If a student would like to live with a host family, it will be necessary to fill up the Homestay Form wich is included in the UPAEP application form, Then the International Affairs Office will match your request with the profile of one of UPAEP's host families.

The student will have to pay the homestay service directly to the host family at the beginning of the semester.



## Language Information

Once the student arrives at UPAEP, during the orientation week, he/she will make an oral and written Spanish-level exam. This way we can assign the student to the appropriate Spanish class.

The students will be able to combine their academic classes with their language classes perfectly, if the schedules allow it.

The Spanish classes are part of the benefits offered to non spanish-speaker exchange students, whether it be for improving their Spanish or for learning at a basic level.

*\*\* The levels available are Beginner, Intermediate and Advanced. 6 hours of contact hours per course per week. Credit is awarded for this class (3us credits/ 6ECTS), and appears on the regular university transcript with other academic courses.*

## Prep-Language Scholarship

UPAEP is currently offering 1 week of prep-language course prior to the beginning of the semester in which students will practice and learn Spanish before they start classes.

The scholarship will include the Spanish course, cultural activities and housing in the UPAEP's dorms during one week (students will have to pay their own meals). After finishing the program, the students will begin their regular semester where they will be able to choose or combine the following options:

- 1) Continue taking Spanish language classes
- 2) Take content-based classes taught in Spanish with other Mexican students
- 3) Take content-based classes taught in English with other Mexican students
- 4) Doing Liberal Arts Service Learning

This course will allow students to be more adjusted, prepared and confident to take classes in Spanish and to live in Puebla.

### HOW TO APPLY

Once the students will receive the UPAEP acceptance letter (after they sent their application form), they will receive the welcome-email with the UPAEP acceptance letter and the UPAEP ID number, this information information will allow to make the RSVP for the Prep-language program [RSVP online.](#)

**UPAEP offers 30 places for this scholarship.**

**Arrival Date for the Prep-Language Scholarship Program: August 3<sup>rd</sup> , 2015**

*\*\*Please note that the Prep-Language course will not appear on the regular university transcript.*

*In case, that the students don't complete the prep-Language course, They will pay for the program \$170 usd*



## PASSPORT AND VISA INFORMATION

The Mexican office of "Secretaria de Relaciones Exteriores", regulates this process and the information is shown in the SRE. Please see in the following web page the list of the countries that require a visa to travel to Mexico: [http://www.inm.gob.mx/index.php?page/Paises\\_visa](http://www.inm.gob.mx/index.php?page/Paises_visa)

Also, the Student VISA depends upon the length of the stay for studying. All students who will be studying in Mexico for more than 180 days must complete the process to get the Student VISA. The International Affairs office from UPAEP will provide the acceptance letter for ask the Student VISA.

For more information, you can see the [Directory of the Mexican Consulate](#)

If the students will be in México less than 180 days (6 months), they will not need to do the VISA process. The International Affairs office from UPAEP will provide the acceptance letter for each incoming student. The acceptance letter will confirm the reason of the students travel. When the students will arrive to Mexico, They will show the acceptance letter to the Migration officers, then the officers will give to the students a migration form (FMM). The students only have to make sure that they give the form with the following sign: "visitante con actividades no lucrativas"



# Services & Facilities

UPAEP's campus has much to offer to international students including cultural and sports activities.

The international students may participate in several social activities through the International Affairs Department, such as: The Welcome Lunch, Farewell dinner, free Latin dance class, international experience competition, trips to Mexico City and Oaxaca and more activities organized by our UPAEP students (International Student Club) who are committed to integrating international students into the university and are always glad to help the international students with anything and introduce them to life in Puebla. Any International student can ask for assigned student "buddies".

[UPAEP Facilities](#)

[UPAEP Sport](#)

[UPAEP Cultural Activities](#)

## EXPENSE ESTIMATE Máximo

<u>Educational Expenses</u>	<u>COST PER MONTH</u>
Housing:	\$ 3,000 Mexican pesos
Meals:	\$ 2,500 Mexican pesos
Books/Supplies:	\$ 400 Mexican pesos
Personal/Miscellaneous:	\$ 1,000 Mexican pesos
Local Transportation:	\$ 1,000 Mexican pesos
Insurance:	\$ 450 Mexican pesos

TOTAL: \$8,350 pesos mexicanos

**Ask to your Study Aboard Coordinator how to apply to UPAEP**

Contact for Incoming students: [intercam@upaep.mx](mailto:intercam@upaep.mx)

## UPAEP'S ACADEMIC PROGRAMS

### Course Information

**Arts:** architecture, art history, design & advertising, graphic design, film studies and audiovisual production.

**Business:** business administration and logistics, economics, international trade, hospitality management, marketing, finance, accounting, culinary art.

**Health Sciences:** dentistry, medicine, nursing, occupational therapy, nutrition.

**Social Sciences:** communications, law, political science, international relations.

**Humanities:** pedagogy (education), philosophy, psychology, educational psychology, humanities, literature and history.

**Science and Engineering:** agriculture [animal & plant sciences], veterinary medicine, mechatronics, chemical engineering, civil engineering, environmental engineering, biotechnological engineering, industrial engineering, electronic engineering, bionics, autoparts manufacturing, automotive design, software and computer systems engineering, information Technology.

UPAEP Study Abroad Coordinator

[intercam@upaep.mx](mailto:intercam@upaep.mx)

[www.upaep.mx/internationalaffairs](http://www.upaep.mx/internationalaffairs)

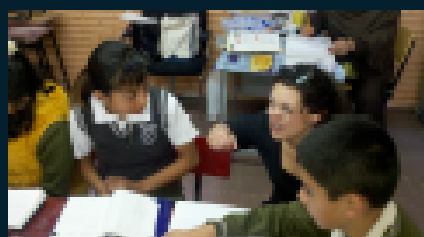
# LIBERAL ARTS PROGRAM AND TEACHING PROGRAM FOR INTERNATIONAL STUDENTS

## SERVICE LEARNING

### HOW DOES IT WORK

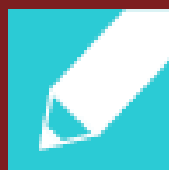
The UPAEP Liberal Arts( Service Learning) program has been designed so that international students can understand the social problems in Mexico and Latin-America so that through internships that gives the opportunity to live an authentic experience. Students will also attend lectures and classes regarding relevant issues, as well as doing social service in shelters, NGO 's, schools and underprivileged communities. Students will participate in reflection sessions which will help them better understand and learn from the different experiences that are living. Participants must take part in all activities and will be able to take other content area during the semester.

One of the main objectives of the program is to give international students a complete overview of the Mexican and Latino cultures. Participants will be able to better comprehend relevant aspects of Mexican society, such as important traditions, the role of the family in society, religion, poverty, and gender issues.



#### HOURS REQUIRED FOR THE PROGRAM

76 hours through the semester



#### CLASSES

Participants will be enrolled in regular liberal arts courses. These courses are related to the service learning experience that students will be carrying out their different NGO 's. At the same time they will be



#### PRACTICUM

Participants will actively participate in the daily life activities of their chosen community / NGO 's: take care of children or a special needs person, work in a day care or in a nursing home or teach.



#### PRESENTATION

At the end of the program the students are required to present and explain the experience gained from their program and propose how to improve their community or NGO 's. This will be presented before the NGO 's and academic advisors at the end of the course.



#### GRADING SYSTEM AND TRANSCRIPTS

Students will receive 3 to 6 credit hours for the