UDLAP INFORMATION

This information is primarily for international administrators, and exchange or visiting students who enter UDLAP through the International Affairs Office. This information is subject to change and may vary depending on the period, time and/or any unexpected circumstances.

The Universidad de las Américas Puebla (UDLAP) is one of the most prestigious private universities in Mexico with unquestionable international recognition. As an environment in which different cultural contexts merge, UDLAP provides students a rich framework for free thinking with the best resources available, so that students can successfully develop their professional aptitude in their area of interest.

UDLAP AT A GLANCE

- Excellence and prestige
- Internationally accredited degrees
- Diverse student community
- International students from more than 30 countries
- On-campus housing
- Ideal location, close to archeological sites and a metropolitan city
- Great variety of cultural and sport activities

UDLAP MISSION

“To participate in societal development by educating professionals who are critical, creative, innovative, trained at the highest technical level, and who accomplish pertinent research with a social conscience that demands an equal distribution of the benefits of globalization.”

Location
San Andrés Cholula, Puebla - México
http://www.sanandrescholula.gob.mx

City Population
50,000

Student Population
7,200

Number of students from overseas
500 per year

CONTACT INFORMATION

Nayeli Herrera
udla.internacional@udlap.mx
Director, International Affairs

Giovannina Howden
giovannina.howden@udlap.mx
Department Head
(Academic Mobility for Exchange, Dual Degrees and Visiting Students)

Gracia Hernández
dual.programs@udlap.mx
Administrative Dual Degree Program Coordinator
(Incoming and Outgoing Bachelor and Master Students)

Viridiana Ulloa
outgoing.udlap@udlap.mx
Outgoing UDLAP student exchange Coordinator
(Bachelor and Master Students)

Alma Reyes
incoming.udlap@udlap.mx
Incoming student exchange Coordinator
(Bachelor and Master Students)

Carlos Pérez
carlos.perez@udlap.mx
Immigration Services Coordinator

FRONT DESK

TEL: + 52 222 229 3160
FAX: + 52 222 229 3169
E-MAIL: recepcion.oi@udlap.mx
UDLAP home page: www.udlap.mx
International Office web page: www.udlap.mx/internacional

MAILING ADDRESS

Universidad de las Américas Puebla - UDLAP
Ma. Gracia Hernández Muñoz
International Affairs
Office
Humanities Building: (HU) 216
Ex hacienda Sta. Catarina Mártir
San Andrés Cholula
72820 Puebla, México
**ACADEMIC INFORMATION AND REQUIREMENTS FOR EXCHANGE STUDENTS**

<table>
<thead>
<tr>
<th><strong>Application Deadline</strong></th>
<th>May 1st</th>
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<tbody>
<tr>
<td><strong>Required supporting documents with application</strong></td>
<td>Please follow this link to download up to date forms and instructions: <a href="http://www.udlap.mx/internacional">http://www.udlap.mx/internacional</a></td>
</tr>
<tr>
<td><strong>Credit system</strong></td>
<td>When the students are interested in undergraduate programs at UDLAP, they are expected to take a minimum of 5 courses (30 units) per semester, most courses are 6 units, which include 3 hours of in-class studies per week for the duration of the 16-week semester.</td>
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<td></td>
<td>At the Master level (graduate level) student may take a maximum of 24 units during the trimester. The study plans is based on a trimester system and the student may take a maximum of 3 courses per trimester.</td>
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<td><strong>Grading system</strong></td>
<td>A passing grade at the undergraduate level in UDLAP is 7.5, with a maximum of 10.0. If the student does not obtain a passing grade during his/her first semester, s/he will not be permitted to continue on to the second semester. At the Master (graduate) level, a passing grade is 8.0 with a maximum of 10.0. If the student does not obtain a passing grade during her/his first trimester s/he will not be permitted to continue on to the second trimester. At the end of the student’s stay, the International Affairs Office will send an official transcript to the program coordinator at the student’s home university.</td>
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<tr>
<td><strong>Academic Calendar</strong></td>
<td><a href="http://www.udlap.mx/internacional/exchangestudents/calendar.aspx">http://www.udlap.mx/internacional/exchangestudents/calendar.aspx</a></td>
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<tr>
<td><strong>Arrival at UDLAP</strong></td>
<td>Amigos Internacionales, a group of volunteer students, will be waiting for international students at the Benito Juarez International Airport in Mexico City on the first day of Orientation Week (students will be notified of orientation week dates via e-mail upon being accepted at UDLAP).</td>
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<td><strong>Orientation Week</strong></td>
<td>During the Orientation Week students will have a welcoming session to inform them about the exchange program, life at UDLAP, services, cultural shock, payments, visas, internship and course enrollment, among others.</td>
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<tr>
<td><strong>Workshops</strong></td>
<td>UDLAP offers a variety of cultural, sports, and artistic workshops, please check the following link for more information: <a href="http://www.udlap.mx/talleres/">http://www.udlap.mx/talleres/</a></td>
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<tr>
<td><strong>Weekend trips</strong></td>
<td>Explore Mexico through these exciting and enriching travel opportunities: <a href="http://www.udlap.mx/externas/viajes.aspx">http://www.udlap.mx/externas/viajes.aspx</a></td>
</tr>
<tr>
<td><strong>Student Associations</strong></td>
<td>Being a part of an organization offers international students the possibility to develop new skills and an increased social awareness. At UDLAP there are organizations created and directed by students: <a href="http://www.udlap.mx/externas/organizaciones.aspx">http://www.udlap.mx/externas/organizaciones.aspx</a></td>
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**MEDICAL INSURANCE COVERAGE**

**Medical insurance is mandatory**

All International students at UDLAP, without exception, are required to have health insurance coverage at their own expense that meets all the international coverage requirements (must include repatriation and emergency evacuation) necessary to cover them during the entire duration of their stay in Mexico. The students must provide a copy of their medical insurance policy to the International Affairs Office at UDLAP as a requirement to complete their registration process. This policy has to contain the following information:

- Student Name
- Student signature
- Insurance Company Name
- Insurance Policy Number
- Insurance Company’s emergency telephone
- Insurance coverage dates
- Main coverage details (repatriation + emergency evacuation)

**Medical Services**

There is a campus clinic which all students have access to. Tel: + 52 222 229 2111

**Tuition at UDLAP**

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<thead>
<tr>
<th><strong>Study Level</strong></th>
<th><strong>Cost per unit</strong></th>
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<tbody>
<tr>
<td>Undergraduate</td>
<td>$2,270.00</td>
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<tr>
<td>Semester Master</td>
<td>$2,780.00</td>
</tr>
<tr>
<td>Trimester Master</td>
<td>$2,780.00</td>
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*C*Costs may change

**ESTIMATED EXPENSES**
Estimated Costs of On-Campus Housing: $19,100 - $29,000 pesos per semester depending on room selection (meals not included)

When housing is not included in the exchange agreement, the student must pay the full amount before their arrival at UDLAP.

Meals (per month) Around $5,000 pesos per month

Local Transportation (one way) $7 pesos public bus – UDLAP bus $8 pesos

Academic $2,000 pesos per semester. Textbooks run about $400 pesos each.

Personal Movies cost about $40 pesos. A night at the club can cost up to $300 pesos.

Bank Information Students should bring an international credit or debit card. There are various ATM’s located on campus and in the cities.

Banks Accounts We don’t recommend you open a bank account if you can handle your finances through your home bank.

VISAS

STUDIES IN MEXICO FOR LESS THAN A 180 DAYS

BEFORE COMING TO MEXICO

If the student’s study program at UDLAP lasts less than 180 days, and if the student’s nationality is registered on the following list http://www.inm.gob.mx/index.php/page/Paises_No_Visa, it is possible to enter in México as a VISITOR and obtaining a VISA is not necessary. The student only needs a valid passport.

If the student’s study program at UDLAP lasts less than 180 days and if the student’s nationality is registered on the following list http://www.inm.gob.mx/index.php/page/Paises_Visa, he/she has to obtain a VISITOR VISA* (VISA DE VISITANTE*) in the embassy or consulate of Mexico nearest to his/her place of residence.

In order to know where are located the embassies and consulates of Mexico in the student’s country, the following links can be checked.


In order to know the requirements needed to obtain the visa, the student can contact his/her home university or the embassy or consulate of Mexico in his/her country.

* Students with VISITOR status cannot change or extend their stay in México and cannot receive any type of remuneration in the country.

ARRIVAL IN MEXICO

During the trip to Mexico, the migration staff will deliver a Multiple Migratory Form (MMF) “Forma Migratoria Múltiple (FMM)”, which must be filled by the student with his/her personal information.

Once in the port-of-entry, the migration staff will ask the student to show the following documents:

The Multiple Migratory Form (FMM)

Valid passport

Both documents will be stamped with the date of arrival and the student will be allowed to stay in Mexico for a period of 180 calendar days.

STAY IN MEXICO

During the entire stay in Mexico, the student must keep/preserve the part of the Multiple Migratory Form (FMM) given by the staff of migration back at the port-of-entry. This form will be required to travel in Mexico and return to your home country.

STUDIES IN MEXICO FOR MORE THAN 180 DAYS

BEFORE COMING TO MEXICO

Due to the fact that the student’s study program in Mexico lasts more than 180 days, the student must obtain a TEMPORARY STUDENT RESIDENT VISA “Visa De Residente Temporal Estudiante” in the embassy or consulate of Mexico nearest to his/her place of residence.

In order to know where the embassies are located and consulates of México in the student’s country, the following links can be checked.


In order to know the requirements needed to obtain the visa, the student can contact his/her university or the embassy or consulate of México in his/her country.

ARRIVAL IN MEXICO

During the trip to Mexico, the migration staff will deliver a Multiple Migratory Form (MMF) “Forma Migratoria Múltiple (FMM)”, which must be filled by the student with his/her personal information.

Once in the port-of-entry, the migration staff will ask the student to show the following documents:

The Multiple Migratory Form (FMM)

The passport

Both documents will be stamped with the date of arrival and the student will have a period of 30 calendar days to obtain a temporary residence card.

STAY IN MEXICO
From the arrival in Mexico, the student has 30 calendar days to request a TEMPORARY STUDENT RESIDENCE CARD “Tarjeta De Residencia Temporal Como Estudiante” at the National Migration Institute in Puebla.
This card allows the student to stay in Mexico for one year from the date of arrival and permits multiple travels to and back Mexico during the validity of the document. The expiration date will appear on the front of the card.
TEMPORARY STUDENT RESIDENCE CARD “TARJETA DE RESIDENCIA TEMPORAL COMO ESTUDIANTE” must be renewed within thirty days prior to its expiration. If not, the student could be liable to a financial penalty by the National Migration Institute.
If the student wants to extend the exchange, the TEMPORARY STUDENT RESIDENCE CARD must be renewed within 30 days prior to its expiration. If not, the student could be liable to a financial penalty by the National Migration Institute.
At the request of the student, the area of immigration services at UDLAP can undertake the necessary steps to obtain or renew the student’s TEMPORARY STUDENT RESIDENCE CARD.
For more information, please contact the area of immigration services at UDLAP.