Fact Sheet
This information is primarily for international administrators and exchange or visiting students who enter UDLAP through the International Office. This information is subject to change and may vary depending on period, time and 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 a space in which different cultural contexts merge, UDLAP provides students a rich framework for free thinking and 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 educate well informed, critical, creative and innovative professionals that are also highly skilled in technology, but above all, aware of their great social responsibility to ensure a fair distribution of the benefits of globalization.”

CONTACT INFORMATION

<table>
<thead>
<tr>
<th>Name</th>
<th>Email</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Juan Carlos Ley Garcia</td>
<td><a href="mailto:carlos.ley@udlap.mx">carlos.ley@udlap.mx</a></td>
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<td>Amairani Espinosa Garcia</td>
<td>outgoing.udlap.mx</td>
<td>Outgoing UDLAP student exchange Coordinator (Bachelor and Master Students)</td>
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<td><a href="mailto:internship.abroad@udlap.mx">internship.abroad@udlap.mx</a></td>
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<td>coordinació<a href="mailto:n.financiera@udlap.mx">n.financiera@udlap.mx</a></td>
<td>Financial Coordinator</td>
</tr>
<tr>
<td>Edit Maupome Huerta</td>
<td><a href="mailto:migratory.services@udlap.mx">migratory.services@udlap.mx</a></td>
<td>Immigration Services Coordinator</td>
</tr>
</tbody>
</table>

FRONT DESK
TEL: + 52 222 229 3160
E-MAIL: recepcion.oi@udlap.mx
UDLAP home page: www.udlap.mx
International Office web page: www.udlap.mx/internacional
Facebook: https://www.facebook.com/udlapinternationalstudents

MAILING ADDRESS
Universidad de las Américas Puebla - UDLAP
(Contact person’s full name)
International Affairs Office
Humanities Building: (HU) 216
Ex hacienda Sta. Catarina Mártil
San Andrés Cholula
72810 Puebla, México
## ACADEMIC INFORMATION AND REQUIREMENTS FOR EXCHANGE STUDENTS

| **Application Deadline** | May 1st for the Fall semester and Full Year 2018-2019  
October 1st for the Spring semester and Full Year 2019 |
|--------------------------|--------------------------------------------------------|
| **Required supporting documents with application** | Please follow this link to download up to date forms and instructions:  
http://www.udlap.mx/international/ |
| **Spanish Proficiency Test** | Students interested in taking Spanish Courses for non-native speakers are required to take a Spanish Proficiency Test.  
During orientation week, before registering courses, each student will be interviewed by the Spanish Language Coordinator to confirm their level of Spanish proficiency and be enrolled in the adequate Spanish course.  
The Courses of Spanish as a Second Language are managed by the Language Department. For more information about the course offering, please contact the Spanish Language Coordinator. |
| **Language instruction** | Dr. Magdalena Mejia Gomez  
Spanish Language Coordinator  
Phone number: +52 (222) 229-3185  
e-mail: magdalena.mejia@udlap.mx  
Office location: Humanities Building, 303 |
| **Courses available to exchange students** | Students with a fluent Spanish Proficiency are entitled to enroll in English, French, and/or German language courses.  
Please note there are a few courses taught in English available for exchange and visiting students.  
All undergraduate courses are available, as long as course pre-requisites are met (except Medicine and Culinary Arts).  
**IMPORTANT:** The Courses’ availability is subject to demand. Therefore, the International Affairs Office cannot guarantee a spot in the student’s selected courses. |
| **Courses description/Course system** | Please check the academic programs at:  
http://www.udlap.mx/ofertaacademica/mapaoferta.aspx#licenciaturas (undergraduate level)  
http://www.udlap.mx/ofertaacademica/mapaoferta.aspx#maestrias (graduate level) |
| **Credit system** | When studying at the UDLAP at the undergraduate level, students are expected to take between 4 and 5 courses per semester.  
At Graduate level (Master), students are expected to take 2 courses per trimester.  
Most courses have 6 Academic units, which include weekly guided instruction and independent study hours for the entire duration of the 16-week semester or 10-week trimester. The total duration of each course is 48 hours. |
| **Grading system** | The passing grade at the undergraduate (Bachelor) level at UDLAP is 7.5 on a 0.0-10 scale  
At the graduate (Master) level, a passing grade in 8.0 on a 0.0-10.0 scale.  
At the end of the student’s stay, the International Affairs Office will send one official transcript to the student’s home university. |
| **Arrival at UDLAP** | The 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). |
| **Orientation Week** | During the Orientation Week students will have a welcoming session to inform them about their exchange program, living in Puebla and UDLAP, institutional services, cultural shock, payments, visas, internship and course enrollment, among others. |
| **Accommodation** | Accommodation at UDLAP Residential Colleges may be consulted at http://www.udlap.mx/colegios/?idioma=2 |
| **Workshops** | UDLAP offers a variety of cultural, sports and artistic workshops, please check the following link for more information: http://www.udlap.mx/talleres/ |
| **Weekend trips** | Explore Mexico through these exciting and enriching travel opportunities:  
| **Student Associations** | Being 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. Organizations may be consulted at:  
International students wishing to study in Mexico must take into account the following information according to their nationality and duration of their studies in Mexico.

**VISAS**

Students coming from countries that require a visa to travel to Mexico must request it before traveling to Mexico. The UDLAP International Office will send an Acceptance Letter in order for students to process a student visa, if necessary.

**To see if your country requires a visa or not to travel to Mexico, you can check it in the following web sites:**

- Countries and regions 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)
- Countries and regions that do not require a VISA to travel to MEXICO: [http://www.inm.gob.mx/index.php/page/Paises_No_Visa](http://www.inm.gob.mx/index.php/page/Paises_No_Visa)

Visas "Visitor without permission to perform paid activities" and "temporary resident, student" are issued in your country of origin by an Embassy or Consulate of Mexico, you should check their location in the following web sites:

- EMBASSIES: [https://directorio.sre.gob.mx/index.php/embajadas-de-mexico-en-el-exterior](https://directorio.sre.gob.mx/index.php/embajadas-de-mexico-en-el-exterior)
- CONSULATES: [https://directorio.sre.gob.mx/index.php/consulados-de-mexico-en-el-exterior](https://directorio.sre.gob.mx/index.php/consulados-de-mexico-en-el-exterior)

Once you’re in Mexico, you must register yourself with the Migration Services office at the UDLAP International Office.

**MEDICAL INSURANCE COVERAGE**

Medical insurance is mandatory

Without exception, all International students at UDLAP, 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’s Name
- Student’s signature
- Insurance Company Name
- Insurance Policy Number
- Insurance Company’s emergency telephone
- Insurance coverage dates
- Main coverage details (repatriation + emergency evacuation)

Medical Services

There are Medical Services in campus to which all students have access. Phone: +52 222 229 2111
COSTS

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<tr>
<th>Study Level</th>
<th>Cost per unit</th>
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<tr>
<td>Undergraduate</td>
<td>$2,750.00</td>
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<tr>
<td>Trimester Master</td>
<td>$3,400.00</td>
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*Costs may change

ESTIMATED EXPENSES

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<tr>
<th>Estimated Costs of On-Campus Housing:</th>
<th>$23,500 - $28,500 pesos per semester depending on room selection (meals not included)</th>
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<tr>
<td>Meals (per month)</td>
<td>Around $6,000 pesos per month</td>
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<tr>
<td>Local Transportation (one way)</td>
<td>$7 pesos public bus – UDLAP bus $8 pesos</td>
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<tr>
<td>Academic</td>
<td>$2,000 pesos per semester. Textbooks may cost around $500 pesos each (depending on the discipline).</td>
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<td>Visiting Students</td>
<td>Visiting students need to pay a 2-unit processing fee, and 18-unit tuition deposit before their arrival at UDLAP</td>
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<tr>
<td>Personal</td>
<td>Movies cost about $75 pesos. A night at the club can cost up to $350 pesos.</td>
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<tr>
<td>Bank Information</td>
<td>Students are advised to bring an international credit or debit card. There are various ATM’s located on campus and in the cities.</td>
</tr>
<tr>
<td>Banks Accounts</td>
<td>We do not recommend students to open a bank account if you can handle your finances through your home bank.</td>
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<tr>
<td>Cell Phone</td>
<td>Students are required to get a Mexican phone number and provide it to the International Affairs Office in order to be easily contacted in case of any emergencies.</td>
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