

# OPEN CALL

*STUDENT ACADEMIC MOBILITY  
FACE -TO-FACE MODALITY  
SPRING SEMESTER 2023*





UNIVERSIDAD DE  
GUANAJUATO

DIRECCIÓN DE RELACIONES INTERNACIONALES

Y COLABORACIÓN ACADÉMICA - DRICA

*OFFICE OF INTERNATIONAL RELATIONS AND ACADEMIC COLLABORATION*

## CONTACT INFORMATION

### RECTOR GENERAL

Dr. Luis Felipe GUERRERO-AGRIPINO

### DIRECTOR OF INTERNATIONAL RELATIONS AND ACADEMIC COLLABORATION

Dr. Elías Rigoberto LEDESMA-OROZCO

E-mail. [international.office@ugto.mx](mailto:international.office@ugto.mx)

### HEAD OF MOBILITY AND ACADEMIC EXCHANGE

Erick Manuel SANCHEZ-ROBLES

E-mail. [erick@ugto.mx](mailto:erick@ugto.mx) [internacional@ugto.mx](mailto:internacional@ugto.mx)

### MOBILITY COORDINATOR - OUTGOING STUDENTS

José Francisco MÁRQUEZ-GONZÁLEZ

E-mail. [marquez.jf@ugto.mx](mailto:marquez.jf@ugto.mx)

### POSTAL ADDRESS

Alonso 12, Mesón de San Antonio, Zona Centro, Guanajuato, Gto. MEXICO C.P. 36000

### POSTAL ADDRESS

LASCURÁIN DE RETANA 5, ZONA CENTRO.

GUANAJUATO, GTO. MEXICO C.P. 36000

PHONE: +52 473 73 20006

### MOBILITY COORDINATOR - ASIA

Sakura MOCHIZUKI

E-mail. [s.mochizuki@ugto.mx](mailto:s.mochizuki@ugto.mx)

### MOBILITY COORDINATOR - INCOMING STUDENTS

Karla Marcela RIVERA-NIETO

E-mail. [karlam@ugto.mx](mailto:karlam@ugto.mx)



## ACADEMIC INFORMATION



### ACADEMIC PERIOD

January 16 - June 14, 2023  
(dates to be confirmed)



### COURSE DESCRIPTIONS

The International Relations Office of the home university must request the syllabus necessary to the UGTO Mobility Coordinator by e-mail.



### COURSE INFORMATION

<https://www.ugto.mx/licenciaturas/>

### RATING SYSTEM

10 Excellent  
9 Very good  
8 Good  
7 Sufficient  
6.5 or less Failed



### ACADEMIC LOAD

The academic load per semester is 24 to a maximum of 32 academic credits (credit system of the University of Guanajuato).

### ISSUANCE OF TRANSCRIPTS OF ACADEMIC RECORDS

Included in the electronic registration profile of the student at [www.dca.ugto.mx](http://www.dca.ugto.mx) in September 2023.



### CAMPUS OF THE UNIVERSITY OF GUANAJUATO

Campus Celaya-  
Salvatierra Campus  
Guanajuato  
Campus Irapuato-  
Salamanca Campus León

# INFORMATION TO APPLY Spring Semester 2023

Each partner Higher Education Institution must send the following documents of a maximum of two students per semester to: [internacional@ugto.mx](mailto:internacional@ugto.mx)

## NOMINATION DOCUMENTS

1. Nomination letter of the international Office: full name of the student, Gmail or Yahoo! e-mail, modality (agreement, network, etc.), Campus and Division, indicating that the student belongs to the top 15% of their generation.
2. Transcript of Academic Records
3. Copy of passport (photo page).
4. Motivation letter in one page.
5. Proof of B1/ B2 Spanish proficiency level (If different to first language). A letter from a Spanish language professor or the international office may suffice if the student does not have a DELE Certificate.
6. Learning Agreement (UGTO form).

**Note: nominations with incomplete documents or after the deadline will not be received.**

## STEPS

1. International Office in host university sends nomination documents.
2. Student receives username and password to register in [www.dca.ugto.mx](http://www.dca.ugto.mx) and uploads the application documents in the system within the set deadline.
3. Among the required documents figures the: international medical insurance policy, with medical attention for COVID-19 illness included in the coverage.
4. Documents are verified, and with the academic approval of the Division (subject to quotas) the international office issues the Acceptance Letter.
5. Introductory session is mandatory during the second week of January 2023 (Place and date to be confirmed).

**DEADLINE:**  
**October 15, 2022**

PLEASE NOTE THAT NOMINATIONS SENT  
DIRECTLY BY THE STUDENT ARE NOT RECEIVED



## MEDICAL INSURANCE

Foreign students must present an international medical insurance policy, with minimum hospitalization coverage for at least \$100,000 USD (unlimited coverage is recommended), legal advice (civil liability), emergency evacuation and transfer, repatriation of remains and travel expenses of a family member, coverage for COVID-19 illness and expenses of the medical consequences of the disease. Before traveling, the student is required to consult a general practitioner to get information of the vaccines required to travel to Mexico, including the vaccine to prevent the COVID-19 disease.

## IMPORTANT NOTICE



Accepted students must read and comply with the sanitary provisions and prevention measures in force established in Mexico and by the University of Guanajuato in:

<https://www.ugto.mx/retornogradual/>

As well, the students must observe the Protocol of Return to Mobility and International Exchange in face-to-face modality available on the following websites:

[https://www3.ugto.mx/retornogradual/images/programa-integral/protocolo-de-retorno-a-movilidad-e-intercambio-internacional-en-modalidad-presencial.pdf\\_](https://www3.ugto.mx/retornogradual/images/programa-integral/protocolo-de-retorno-a-movilidad-e-intercambio-internacional-en-modalidad-presencial.pdf_)

<https://www3.ugto.mx/retornogradual/#listadoprotocolos>

They will also need to act in accordance with the measures established in the Protocol of Action for suspected and confirmed cases of COVID-19: [https://www3.ugto.mx/retornogradual/images/programa-integral/2022/protocolo-actuacion-ante-casos-sospechosos-y-confirmados-de-covid-19-01-08-22.pdf\\_](https://www3.ugto.mx/retornogradual/images/programa-integral/2022/protocolo-actuacion-ante-casos-sospechosos-y-confirmados-de-covid-19-01-08-22.pdf_)

The stages of receiving face-to-face academic exchange nominations and their consequent implementation are subject to change without prior notice as prevention measures due to the health contingency derived from the COVID-19 pandemic and any other international event that may present a risk to the students.