

STUDENT EXCHANGE INFORMATION SHEET

Master and Doctoral Students 2023



General information	<p>International Relations Office (Postal Address)</p> <p>Unidad de Posgrado, Circuito de los Posgrados S/N, Edificio G, Primer Piso, Cubículo G108, Ciudad Universitaria, Col. UNAM, Alc. Coyoacán, C.P. 04510, Mexico City, México.</p> <p>Webpage: https://www.posgrado.unam.mx https://www.posgrado.unam.mx/alumnos/apoyo_alumnos/alumnos_extranjeros.php</p>
Institutional contacts	<p>International Programs and Collaboration Agreements</p> <ul style="list-style-type: none"> • Nidia Pantaleón Colín Head of the Academic Collaboration Department E-mail: nidia.pantaleon@posgrado.unam.mx Tel: +52 55 56230222 ext.: 80167 <p>Student Exchange</p> <ul style="list-style-type: none"> • Vicente Pineda Díaz Student Exchange Office E-mail: vpineda@posgrado.unam.mx Tel: +52 55 56230222 ext.: 80176
Academic information: Postgraduate level (master and doctoral students /2nd & 3rd cycle)	<p>Academic calendar:</p> <p>Spring Semester (February-June): 2023-2</p> <ul style="list-style-type: none"> • Start date: 30/01/2023 — End date: 19/06/2023 Suggested arrival date to Mexico: 23/01/2023 <p>Fall Semester (August-December): 2024-1</p> <ul style="list-style-type: none"> • Start date: 07/08/2023 — End date: 15/12/2023 Suggested arrival date to Mexico: 31/07/2023 <p>Academic calendar available on: https://www.dgae.unam.mx/calendarios_escolares.html</p> <p>Fields of study:</p> <ol style="list-style-type: none"> 1. Physics, Mathematics and Engineering 2. Biological Sciences and Health 3. Social Sciences 4. Humanities and Arts <p>More information: https://www.posgrado.unam.mx/oferta/</p>
Nomination and application dates	<ul style="list-style-type: none"> • Spring semester (February-June) from August 8 to October 28, 2022. • Fall semester (August-December) from January 30 to April 28, 2023. <p>* Students should read the considerations mentioned in this information sheet before completing their application.</p>
Documentary requirements for the exchange	<ol style="list-style-type: none"> 1. Complete and sign the application form, available at: https://www.posgrado.unam.mx/alumnos/apoyo_alumnos/admision.php See the details below in the application procedure. 2. Copy of enrollment in a master's or doctoral program at the home university. 3. Copy of transcript of records from the home university. 4. Copy of passport, with a minimum validity of 6 months at the end of the mobility stay. 5. Curriculum vitae, short version. 6. Nomination letter issued by the university of origin. 7. Spanish language certificate for those students whose native language is not Spanish. It can be a document that guarantees the necessary knowledge of Spanish issued by an educational institution (level B2).

Application procedure	<p>I. Students need to be nominated by their home university international office / program coordination, by sending to movilidad@posgrado.unam.mx the documentary requirements listed above as a single attached PDF file).</p> <p>II. Once the complete file is received, the acceptance will be requested to the postgraduate program or programs to which the student intend to come. The application submission does not mean that the student is accepted. The decision to approve or not the applications corresponds to the academic committee of the respectively postgraduate program.</p> <p>III. If accepted, the acceptance letter will be issued. The response time vary (4 to 6 weeks approx.) We recommend that until the student receives the acceptance letter, the travel process for the stay in Mexico begin.</p>
Registration and tuition fees	<ul style="list-style-type: none"> Students from universities with a valid agreement with UNAM will be waived registration and tuition fees. Students from universities that do not have an agreement, must cover the following fees: \$250.00 USD registration fee per semester \$320.00 USD for each course
Specific requirements	<p>Language requirement: Spanish, Level B2 of the Common European Framework for Languages (for those students from countries with an official language different to Spanish). Some specific programs such as Letters and Literature may request C1.</p> <p>Health insurance: For the student exchange program, a Medical and Travel Insurance Policy is mandatory before traveling to Mexico. The policy must be valid during the complete stay in Mexico, and cover: accidents, medical attention/services, major health expenses and repatriation of remains. Insurance does not have to be purchased through our institution.</p>
Migratory processes	<p>Mexican visa requirements depend on nationality and length of stay.</p> <p>Visa Procedures: http://www.gob.mx/sre/acciones-y-programas/visa-de-residente-temporal-estudiante</p> <ul style="list-style-type: none"> It is the responsibility of the student to manage the visa or immigration documents if necessary. In case of requiring the hardcopy of the letter of acceptance, it has to be requested in advance.
Accommodation	<p>UNAM does not have dormitories. Exchange students have to find and hire their own accommodation, preferably before arriving to Mexico.</p>
Remarks and considerations	<p>To apply to a master or doctoral program is mandatory for the student to be enrolled in the home university at a master or doctoral programa, and hold a bachelor degree.</p> <p>Classes are taught in Spanish, so students need to fully understand this language.</p> <p>Students, if required, can request admission to up to two different programs, each program is administered independently. For these cases, students must fill out an application and create a file for each one. In the event that the student is interested in pursuing academic activities in 2 postgraduate programs, it must be requested from the initial application. UNAM's postgraduate academic offer is made up of 42 postgraduate programs, so it is recommended that students review UNAM's postgraduate programs in detail before applying.</p>

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Once the acceptance letter is issued, no changes about the postgraduate program can be made.

Regarding the selection of subjects (courses), at the time of the nomination it has status of provisional. The final offer of courses is published before the beginning of the semester, and there may be changes without prior notice.

The final offer about courses and schedules will be known the day of registration at UNAM, one week before the start of the semester.

The documents requested by the students for scholarships procedures in their countries will be signed once the students are at UNAM, and after completing the registration.

It is recommended that application procedures by students be carried out with enough time in advance, so in the case of inconsistencies in the file, they can be corrected in a timely manner.

The registration of courses is in person, in case of not be at UNAM on the indicated date, the exchange will be canceled for not completing the process. This activity takes place in the week prior to the start of the semester.

Students must abide current rules and regulations at UNAM.

Doubts or clarifications should be made through the mobility office of the home university.

Credits and grading scale

Credits:

UNAM follows its own Credit System.

For theoretical activities, one credit is equivalent to 8 hours. For practical activities, one credit is equal to 16 hours.

Grading scale at UNAM:

0-5.9	Not approved/Fail
6	Sufficient performance, meets the minimum criteria
7	Satisfactory-Fair, work with significant shortcomings
8	Good. Good enough work with some notable errors
9	Very good. Above average results with some errors
10	Excellent. Outstanding results with minor errors

Student exchange, undergraduate level (1st cycle)

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Application process and requirements are different.