



FACT SHEET 2027

SPRING (JANUARY TO MAY)

Nomination deadline	November 15
Application deadline	November 22
Duration of the program	January 12 to May 15
Orientation Session	January 12 and 13 *Mandatory assistance
Classes start	January 18
Classes end	May 15

WWW.UPAEP.MX

<https://upaep.mx/internacional/internationalexchangestudents>

APPLICATION PROCESS

1

The international office from the home university must send an email to the UPAEP International Office to nominate the student for the exchange program to **intercam@upaep.mx**

2

The student will need to fill out the online **[PRE-REGISTRY](#)**, in the UPAEP web page, using a valid passport for the full duration of the exchange program with an expiration date no less than 6 months after the end date of the exchange period.

3

The student must complete the online **[UPAEP application form](#)**, including a copy of the official academic record, a copy of their passport, one letter of recommendation and a letter of motivation.

ACADEMIC INFORMATION

Students may take courses from different undergraduate programs and semesters in order to adapt and validate those courses with their home university academic coordinator.

Review the academic offer: <https://upaep.mx/licenciaturas/presencial>

HOW TO SELECT YOUR COURSES?

FALL SEMESTER

Choose courses from the odd-numbered semesters
(1st, 3rd, 5th...)

SPRING SEMESTER

Choose courses from the even-numbered semesters
(2nd, 4th, 6th...)

Note: Students may choose subjects from any academic program. Course selection does not guarantee enrollment, as availability is subject to offer and available space. We recommend considering alternative options in case a preferred course is not offered.

ACADEMIC CREDITS

- 1 academic credit is equivalent to 16 hours of classroom and independent learning. Each course has an average of 6 to 10 credits, equivalent to between 96 and 160 academic hours.

1 UPAEP's credit = 1 ECTS credit.

2 UPAEP's credits = 1 US credit.

EVALUATION CRITERIA

- Most courses have three monthly exams and one final evaluation.
- Each course has an evaluation rubric, that integrates attendance, participation, assignments, projects and exams.
- Faculty will share this information on the first day of class.
- A minimum attendance of 75% per course is required to pass.

TRANSCRIPT

- Fall Semester (August to December):
 - Will be sent by the **end of January.**
- Spring Semester (January to May):
 - Will be sent by the **end of June.**

Note: The transcripts are sent to the student's home institution only if the student has no outstanding financial obligations at UPAEP and has completed a service quality survey.



LANGUAGE REQUIREMENTS

1

To enroll in regular courses taught in Spanish, a minimum Spanish level of B2 or at least B1 is required. Students at the B1 level are strongly encouraged to enroll in a Spanish language course during the semester to strengthen their skills. This course is offered at UPAEP at no additional cost.

2

To enroll in regular courses offered in English, a TOEFL ITP 500, TOEFL IBT 61 or IELTS band 6 score is required. A previous English certification or an official letter from the student's language department is sufficient to demonstrate the language proficiency.

Note: A student with 0 to 2 semesters of university-level Spanish or equivalent may only participate in option 2.

Spanish language courses are offered as a benefit for non-native Spanish-speaking exchange students, whether to improve existing skills or learn the fundamentals of the language. A mandatory Spanish placement test will be administered to form Beginner (A1), Intermediate (B1), and Advanced (B2) groups. Each course carries 10 academic credits and will appear on the transcript.

VISA INFORMATION

All students admitted to UPAEP for the exchange program will receive an acceptance letter to confirm and justify their period of stay in Mexico. Students are responsible for reviewing the visa requirements specific to their country of origin.

1

If the exchange program is less than 180 days (6 months), a student visa is **not required** in most cases. In this case, the UPAEP International Office will provide an acceptance letter to present to immigration officials upon arrival at a Mexican airport, in order to obtain the FMM form authorizing a stay of up to 180 days in Mexico.

2

Students who will be studying in Mexico for more than 180 days must complete the process to obtain a student visa. The UPAEP International Office will provide a special acceptance letter to support the visa application. Students must provide the office with the name and address of the Mexican Embassy or Consulate where they will submit their application.

Check HERE the NATIONALITIES THAT REQUIRE VISA to enter Mexican territory (regardless of the duration of the study stay) and the list of Mexican consulates abroad.

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INTERNATIONAL MEDICAL INSURANCE

International health insurance is a mandatory requirement. The policy must cover all expenses related to illness, injury, and/or death caused by accidents or unforeseen events during the student's stay in Mexico, from the moment they depart their home country until their return.

Students can purchase traveler insurance from any provider or extend an existing policy to include international coverage. The policy must include at minimum:

- 1) Repatriation of mortal remains.
- 2) Hospitalization in case of accident or illness up to \$ 100,000 USD.
- 3) Legal assistance.

Students are responsible for understanding how their insurance policy works, how to contact their insurance provider from Mexico, and which hospitals and medical services are covered during their stay in Puebla.

COST OF LIVING

A monthly budget of approximately **\$16,000 MXN** is estimated to cover lodging, food, local transportation, academic materials, and personal expenses.

ACCOMMODATION

Upaep offers one option of accomodation at [UPAEP DORMITORIES](#)

- The dormitories are 3 blocks from the Main Campus, making public transportation unnecessary.
- The rooms are shared and the buildings are divided by gender. Mixed-gender buildings are not available.
- Spaces in the UPAEP dormitories are limited. Students interested in this option should contact the residences directly at residencias@upaep.mx
- [Check the regulations for staying in UPAEP residences here.](#)
- Staying in commercial student residences that offer parties, trips, or similar activities for international students is **not permitted for** safety and legal reasons.
- An agenda of [accommodation](#) options is available here.
- For information on homestay options, request our host family catalog at intercam@upaep.mx

INTERNATIONAL STUDENTS SERVICE FEE

Upon arrival, all exchange students are required to pay a service fee equivalent to two academic credits, currently **\$4,282 MXN**. This contribution covers participation in integration activities including the orientation session, the international fair, semester trips, and the farewell event. This amount is adjusted for semiannual inflation.

GLOBAL CREW

The Global Crew is a student group dedicated to supporting international students before and during their exchange experience. It is an excellent resource for cultural immersion and community building. Get to know them and follow them on Instagram at [globalcrew_oficial](#)

PHOTO ALBUM

Get a glimpse of what it's like to be an exchange student at UPAEP! This album showcases adventures, friendships, and unforgettable moments experienced by our international students in Puebla.

Click on the photo to see the album



INTERNATIONAL STUDENT MANUAL

Want to know more about life in UPAEP and in Puebla?

Click here to download the manual