



FACT SHEET 2026

FALL (AUGUST TO DECEMBER)

Nomination deadline **June 15**

Application deadline **June 22**

Duration of the program **August 11 to December 5**

Orientation Session **August 11 and 12**

*Mandatory assistance

Classes start **August 17**

Classes end **December 5**

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, with a valid passport for the time-period of the exchange program with an expiration date greater than 6 months from the end date of the exchange period.

3

The student will have to fill up the online UPAEP **[application form](#)**, including a copy of the official academic record, a copy of passport, one letter of recommendation and a letter of presentation.

ACADEMIC INFORMATION

Students may take courses from different undergraduate programs and from different semesters in order to adapt and valid 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
(1°,3°,5°...)

SPRING SEMESTER

Choose courses from the even numbered semesters
(2°,4°,6°...)

Note: You can choose subjects from any academic program. The selection of subjects does not guarantee your enrollment in it. Subjected to offer and space in the course. We recomend consider more options in case 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, between 96 and 160 academic hours

1 UPAEP's credit = 1 ECTS credit

2 UPAEP's credits = 1 US's credit

EVALUATION CRITERIA

- Most courses have three monthly exams and one final evaluation.
- Each course has an evaluation rubric, which integrates attendance, participation, assignments, projects and exams.
- Teachers will share this information on the first day of class.
- In order to approve the course, it is necessary to have a 75% attendance of the course.

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 answered a service quality survey.



LANGUAGE REQUIREMENTS

1

In order to enroll in Spanish regular courses, a Spanish B2 or at least B1 level is required. In case that the student has a level of B1, we strongly suggest that the student takes a Spanish language course during the semester to increase the knowledge and to develop the students language skills. This course is offered at UPAEP.

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 letter from the language department is sufficient to prove the language skills

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

The Spanish classes are part of the benefits offered to non-Spanish speaker exchange students, whether it be for improving their Spanish skills or learn the basic aspects of the language. A mandatory Spanish placement test will be conducted in order to form the Beginner(A1), Intermediate (B1) and Advanced (B2) groups. Each course has a total of 10 academic credits. The language course will appear on the transcript.

VISA INFORMATION

All students admitted to UPAEP for the exchange program will receive an acceptance letter to justify the time period in Mexico. Please review your country for specific visa requirements. Visa paperwork is the student's responsibility.

1

If the exchange is less than 180 days (6 months), it does NOT require a VISA process. In this case, the UPAEP internationalization office will provide an acceptance letter to justify and confirm entry with immigration officials upon arrival at the Mexico airport, in order to obtain the FMM form with an authorization to stay 180 days in Mexico.

2

All students who are going to study in Mexico for more than 180 days must complete the process to obtain a student VISA. The UPAEP International Affairs office will provide a special acceptance letter to apply for the student VISA. Students must provide us with the information of the Mexican Embassy or Consulate where they will apply for the visa.

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

It is a mandatory requirement to have international health insurance. The insurance must cover all expenses related to the treatment of illnesses, injuries and/or deaths caused by accidents and/or disasters during your stay in Mexico. (From the moment students leave their country until their return).

Students can purchase traveler insurance from any company or make the extension of an existing insurance to international coverage, which must include at least:

- 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 knowing how their insurance works, as well as the method to communicate with the insurance company from Mexico and know which hospitals and medical services can use during the stay in Mexico / Puebla.

COST OF LIVING

A monthly expense of **16,000MXN** is estimated to cover lodging, food, local transportation, books or academic materials, and personal expenses.

ACCOMMODATION

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

- The dormitories are 3 blocks from the Main Campus, so it is not necessary to spend on public transportation.
- The rooms are shared and the buildings are divided between men and women. It is not possible to mix men and women in buildings.
- Spaces in the UPAEP dormitories are limited, so if you decide to live in the UPAEP residences, contact them directly at residencias@upaep.mx
- Staying in commercial student residences that offer parties, trips and other activities for international students is prohibited for safety reasons.
- Here you will find an agenda of [accommodation](#) options
- Catalog of options to stay with a host family, request it at intercam@upaep.mx

INTERNATIONAL STUDENTS SERVICE FEE

Upon arrival, all exchange students must pay the equivalent of two academic units, which is **\$4,432MXN**. The objective of this contribution is for students to participate in integration activities such as the orientation session, the international fair, trips during the semester and the farewell party. This amount is adjusted to **semiannual inflation**.

GLOBAL CREW

The Global Crew student group will follow up on international students before and during their exchange. It is a great resource for the cultural immersion process. Get to know them and follow them on Instagram at [globalcrew_oficial](#)

PRE-TERM INTENSIVE SPANISH COURSE

Get a head start on your UPAEP experience with our Intensive Spanish Program—a one-week immersion designed for international students who want to build their Spanish skills and explore the vibrant city of Puebla before classes officially begin. Dive into interactive language lessons that will help you feel confident navigating daily life and connecting with the local community. It's the perfect way to ease into your semester, make new friends, and embrace the Mexican culture from day one!

Only for Fall Semester:

Nomination deadline **June 14**

Application deadline **June 21**

Duration of the program **August 3 to August 7**

Spanish placement test **August 7**

Arrival date **August 2**

Spanish course start **August 3**

Spanish course end **August 7**

Cancel by **July 20**

To nominate a student, or to be nominated for the Intensive Spanish Course, **please specify in the nomination for the Fall semester.**

For the intensive course, shared accommodation in the university dormitories is offered. Men and women will stay in separated dorms.

Check-in: August 2 before 8 p.m.

Check-out: August 8 before 6 p.m.

*If students want to extend the length of their stay in the [UPAEP Residences](#), it must be communicated upon arrival directly with the dorms office to verify availability residencias@upaep.mx

Note: Meals are not included. A cancellation fee will be charged if the exchange program is abandoned after July 21 (residences fee for the length of the stay + spanish course total cost).

PHOTO ALBUM

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