Instituto Politécnico Nacional
Student’s Exchange Program
(Fact Sheet)

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### Application Information

#### Types of Exchange
**Undergraduate and Graduate**
1. Academic courses
2. Research Stays

#### Academic Offer
- Undergraduate: [click here](#)
- Graduate MS.c: [click here](#)
- Graduate Ph.D.: [click here](#)

#### Language
Almost all our courses are offered in Spanish.
The academic offer in English is limited, to explore it [click here](#)

#### Exchange Periods
- **Courses**
  - One or two semesters
- **Research Stays**
  - From 3 to 6 months

### Deadlines

#### PERIOD JANUARY TO JUNE
- **Deadline for Exchange Applications**
  - November
- **Start classes**
  - Last week of January
- **Orientation Session**
  - 5 working days before classes
- **Vacations**
  - 1 week on March
- **Final Exams**
  - Last week of June

#### PERIOD AUGUST TO DECEMBER
- **Deadline for Exchange Applications**
  - May
- **Start classes**
  - First week of August
- **Orientation Session**
  - 5 working days before classes
- **Vacations**
  - 2 weeks on December
- **Final Exams**
  - 2nd. weeks of December
### Process for Application

1. The Home Institution sends the nomination by email to ragarcia@ipn.mx; tcontreras@ipn.mx
2. IPN’s International Office receives and reviews the application form and support documents.
3. IPN’s International Office processes students applications (3-4 weeks).
4. Final academic decision from the school (Academic Unit) and sending notification to IPN’s International Office.
5. IPN’s International Office sends the official acceptance letter to the Home Institution.

### Supporting Documents for Application

<table>
<thead>
<tr>
<th>General (Courses and research stays)</th>
<th>Specific Documents for Research Stays</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Letter</td>
<td>6. Acceptance Letter</td>
</tr>
<tr>
<td>Nomination letter from the Home Institution</td>
<td>Acceptance Letter from IPN, indicating the name of IPN’s professor or IPN’s tutor (In case you already have it)</td>
</tr>
<tr>
<td>2. Application Form CCA07</td>
<td>7. Plan</td>
</tr>
<tr>
<td>Visiting Student Application Form (Signed and filled out by computer)</td>
<td>Research Interests or Research Plan</td>
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<tr>
<td>3. Academic Transcripts</td>
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</tbody>
</table>

*Send complete papers to speed up the process.*
*Scanned documents must be sent in PDF or JPG and compressed in ZIP with good resolution quality.*
*DO NOT send the original documents by mail.*
## Academic Offer

### Undergraduate Academic Programs

<table>
<thead>
<tr>
<th>Basic Sciences, Engineering and Technology</th>
<th>Health And Biological Sciences</th>
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</thead>
<tbody>
<tr>
<td>Food Engineering</td>
<td>Biology</td>
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<tr>
<td>Aerospace Engineering</td>
<td>Surgeon and Homeopath</td>
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<tr>
<td>Environmental Engineering</td>
<td>Surgeon and Obstetrician</td>
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<tr>
<td>Architecture</td>
<td>Chemist (Clinical Analyst)</td>
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<tr>
<td>Biomedical Engineering</td>
<td>Pharmaceutical Chemist</td>
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<tr>
<td>Bionics Engineering</td>
<td>Nursing</td>
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<tr>
<td>Biotechnologist Engineering</td>
<td>Nursing (Obstetrician)</td>
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<tr>
<td>Biochemical Engineering</td>
<td>Nutrition</td>
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<tr>
<td>Civil Engineering</td>
<td>Optometry</td>
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<tr>
<td>Electronics &amp; Communications Engineering</td>
<td>Social Work</td>
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<tr>
<td>Computer Engineering</td>
<td>Psychology</td>
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<tr>
<td>Control and Automation Engineering</td>
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<tr>
<td>Electrical Engineering</td>
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<tr>
<td>Pharmaceutical Engineering</td>
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<tr>
<td>Geophysics Engineering</td>
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<td>Geologist Engineering</td>
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<tr>
<td>Industrial Engineering</td>
<td>wrapped in a list</td>
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<tr>
<td>Informatics Engineering</td>
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<tr>
<td>Mechanical Engineering</td>
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<tr>
<td>Mechatronics Engineering</td>
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<tr>
<td>Metallurgy and Materials Engineering</td>
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<tr>
<td>Petroleum Engineering</td>
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<tr>
<td>Chemical Engineering</td>
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<tr>
<td>Chemical Oil Engineering</td>
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<tr>
<td>Robotics Engineering</td>
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<td>Environmental Systems Engineering</td>
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<tr>
<td>Automotive Engineering</td>
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<tr>
<td>Computer Systems Engineering</td>
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<td>Telematics Engineering</td>
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<tr>
<td>Textile Engineering</td>
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<tr>
<td>Topography</td>
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<tr>
<td>Transport Engineering</td>
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<tr>
<td>Physics and Mathematics</td>
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### Business and Administration

| Public Accountant                          |                                 |
| Industrial Management                      |                                 |
| Trade                                      |                                 |
| International Business                     |                                 |
| Economics                                  |                                 |
| Tourism Management                         |                                 |
Academic Offer

Content of Courses
Search Curricula directly on the websites indicated in the Application Information Section
If you require more information about the content of the courses, please contact us by email and in response we will send you the information.

Number of recommended courses per semester
From 3 to 6 courses per semester

Assessment System
The grading scale is from 0 to 10, with 6 being the minimum and 10 the maximum approving passing grades.
The student must meet the attendance rate established in the syllabus for each subject.

Sending of Grades
6 to 8 weeks, once the mobility period is finalized.

Other Courses
The costs of language courses are $280.00 – $1,500.00 (MXN). Courses last two months.
Languages offer: Spanish, English, French, German, Italian, Japanese, Portuguese
The virtual courses are not considered in the Exchange Program.
Workshops could require recovery fees.

Aditional Information

Housing
The Institute does not have Student Residences. Most students of the Institute live with their families or in student houses near the corresponding School.
Upon request we could send you a list of suggested housing. In case of need, the Institute will provide support for exchange students to find suitable accommodation.
Monthly rent of a Department of 1 or 2 rooms: 3,000 - 5,000 (MXN)
Monthly rent of a Room in an apartment in a middle zone: 1,500 - 2,000 (MXN)
### Aditional Information

**Feeding Cost**

$120 – 150 (MXN) per day

**Health Insurance**

The exchange student must acquire before his/her arrival at IPN, an international medical insurance to cover the expenses for accident, illness and repatriation, during the mobility period.

**Monthly Cost of Living**

$6,000 (MXN) - $8,000 (MXN)

**Migration Issues (Visa)**

Before your trip to Mexico, please verify if you need a VISA to travel to Mexico.

http://www.inm.gob.mx/index.php/page/Paises_Visa

In case you need to process your Visa, please go to the nearest Mexican Embassy or Consulate at your country.

You will need to get one of the following:

- **Visitor’s Visa**: to pursue studies, research projects or courses at IPN up to 180 days.
- **Student’s Visa**: to pursue complete studies, research projects or courses at IPN until completion for periods longer than 180 days.

Upon arrival to Mexico International Airport all foreigners will have to fill out a Multiple Migratory Form (FMM).

**IMPORTANT**: Before you go travel to Mexico, you should be aware of your stay length of time because if you enter as a visitor you will not be able to extend your legal residence beyond 180 days. Any person who decides to remain at IPN’s facilities for a period longer than 180 days and entered as a visitor, as stated before, must leave the Country to complete the procedure.

Those students who legally enter to Mexico for stays of up to 180 days and exceed this period will have to pay a fee when leaving the Country.

**Travel Information**

International Airport “Benito Juarez” in Mexico City, has two terminals connected by a monorail. Taxis can be found from both terminals; for safety we recommend using the “authorized taxis” which are charged in the airport and the rates are fixed depending on the distance. You can also use the Metro Public subway, although the latter is not practical when carrying lots of luggage. The average cost of a Taxi trip from the airport to downtown (35-40 min) is approx. $160 - $ 200 (MXN).

The International Airport of Toluca, also assists the International Airport of Mexico City. The airport is located 16 km from the center of the city of Toluca and 40 km from the Santa Fe Area in Mexico City. Buses and taxis connect the Toluca Airport to Mexico City. Also, there are buses heading towards the bus terminal located at the “Observatorio” subway station in Mexico City.

For security reasons is recommended to use transport authorized by the airport.

Upon request, Exchange Students, could be received at the Airport in Mexico City and be escorted to their accommodation. They must inform the flight details at least two weeks in advance. The request should be sent by ragarcia@ipn.mx; tcontreras@ipn.mx

**Entering Mexico**

Obtaining a Visa does not give you right to enter mexican territory; this is a decision of the migratory officer.

1. It is important to carry with you all your documents.

2. Upon arrival you must report to migration authority, who will request you following papers:
   - **Multiple Migratory Form (FMM)**: Completely filled out, except spaces that are exclusively for official use. You will get this form into the airline you are traveling or at points of entry.
   - **Passport** or valid ID.
   - **A visa**, in case is needed (Check the Migration Issues Section)

3. Migratory officials may ask to explain the reason for your trip. You shall submit the acceptance letter of IPN (remember to bring a copy with you).

4. The FMM is the document which endorse your legal stay in our country.

**IMPORTANT**: For those foreigners with stays of up to 180 days, we suggest to make sure that federal migration agent checks the correct box in the FMM, marking the option of “visitor without remunerated activity” and in the box corresponding to the temporality pointing out “180 days”. Please take care of this document, for those foreigners who do not require a Visa, this is the only way to prove legal status in Mexico.

For those foreigners travelling with “student’s visa” the temporality will be of 30 days, since they will have to obtain a temporary resident card at the National Migration Institute. IPN’s International Office along with Attorney’s Office will give you support related to this paperwork.