

SEP

SECRETARÍA DE
EDUCACIÓN PÚBLICA



Instituto Politécnico Nacional
"La Técnica al Servicio de la Patria"



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

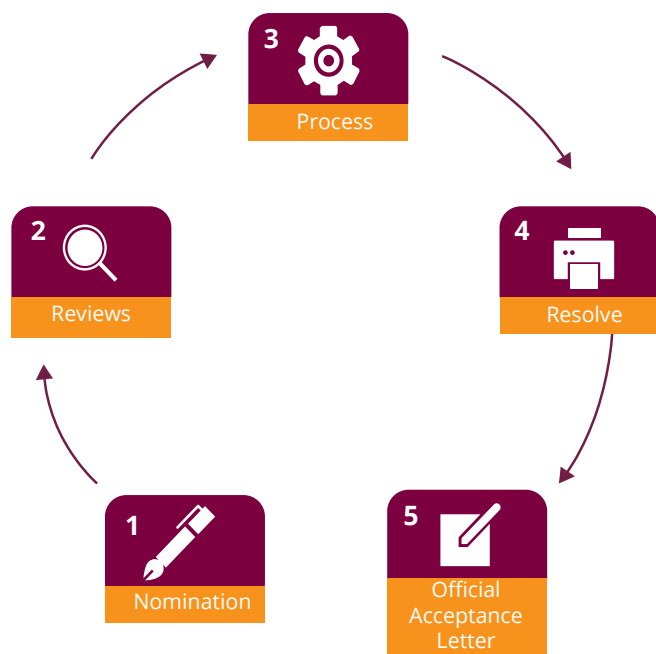
- **Start classes**
First week of August

- **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

|  General (Courses and research stays) | | Specific Documents for Research Stays |
|--|---|--|
| 1. Letter Nomination letter from the Home Institution | 4. ID Copy of ID or Passport | |
| 2. Application Form CCA07 Visiting Student Application Form (Signed and filled out by computer) | 5. Photograph Passport size photograph, color and white background, JPG format, high resolution | 6. Acceptance Letter Acceptance Letter from IPN, indicating the name of IPN's professor or IPN's tutor (In case you already have it) |
| 3. Academic Transcripts | 6. Letter CCA08 Commitment letter (Signed and filled out by computer) | |
| | | 7. Plan Research Interests or Research Plan |

***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

Basic Sciences, Engineering and Technology

Food Engineering
Aerospace Engineering
Environmental Engineering
Architecture
Biomedical Engineering
Bionics Engineering
Biotechnologist Engineering
Biochemical Engineering
Civil Engineering
Electronics & Communications Engineering
Computer Engineering
Control and Automation Engineering
Electrical Engineering
Pharmaceutical Engineering
Geophysics Engineering
Geologist Engineering
Industrial Engineering
Informatics Engineering
Mechanical Engineering
Mechatronics Engineering
Metallurgy and Materials Engineering
Petroleum Engineering
Chemical Engineering
Chemical Oil Engineering
Robotics Engineering
Environmental Systems Engineering
Automotive Engineering
Computer Systems Engineering
Telematics Engineering
Textile Engineering
Topography
Transport Engineering
Physics and Mathematics

Health And Biological Sciences

Biology
Surgeon and Homeopath
Surgeon and Obstetrician
Chemist (Clinical Analyst)
Pharmaceutical Chemist
Nursing
Nursing (Obstetrician)
Nutrition
Optometry
Social Work
Psychology

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.

Additional 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)

Additional 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:

- **“Visa de visitante sin permiso para realizar actividades remuneradas” (visitor’s visa):** to pursue studies, research projects or courses at IPN up to 180 days.
- **“Visa de residente temporal estudiante” (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 ragarciac@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.