

PARTNER INFORMATION SHEET

Institution	Universidad La Salle México	
Address	Center for International. Education La Salle, CIEL Benjamin Franklin 45, Col. Condesa 06140, Ciudad de Mexico, Mexico	
Head of International Relations Office	Mr. Roberto Pozos, Director roberto.pozos@lasalle.mx	
Contact for exchange students	Ms. Shweta Ramesh Academic Exchange Coordinator shweta.ramesh@lasalle.mx	
Telephone	+52 (55) 5278 9508	
Web pages	<ul style="list-style-type: none"> • Universidad La Salle • Center for International Education La Salle • Mobility Students 	
Areas and levels of study	<p style="text-align: center;">Undergraduate Programs</p> <p>28 programs in 6 faculties are open to mobility students</p> <ol style="list-style-type: none"> 1. Business 2. Humanities and Social Sciences 3. Law 4. Chemistry 5. Engineering 6. Architecture, Design and Communication 	<p style="text-align: center;">Graduate Programs</p> <p><i>Especialidades</i> in the Faculty of Business are open to students who have authorization from home university and have completed a degree at university level. Courses may be restricted. Graduate programs in other faculties may be available upon request.</p>
Course Information	<p>Courses for mobility students</p> <p>Request course descriptions to CIEL, if needed. List of courses requested must be included in application. Course registration takes place during orientation week. Students must register at least 4 courses.</p>	
Language requirements	<p>Students must have an advanced level of Spanish to enroll in the mobility program. Students may present an official B2 certificate such as DELE, Bright Language, BULATS, ELYTE B2 or transcripts from previous studies at hispanic university. Otherwise, a certification test will be presented upon arrival. Students meeting A2 level may participate in the program but required to enroll in the Spanish Course, fees per course apply.</p>	

ACADEMIC CALENDAR 2019 – 2020

	Semester 1 (fall 2019)	Semester 2 (spring 2020)
Nomination and Application period	March 15 th to April 30 th	September 15 th to November 15 th
Arrival dates	July 29 th (undergraduate) August 21 st (graduate)	January 19 th (undergraduate) January 6 th (graduate)
Orientation Week	July 29 th to August 2 nd Mandatory for undergraduate students	January 20 th to 24 th Mandatory for all students
Beginning & end of the semester (including examination dates)	Undergraduate: August 5 th to November 28 th Graduate: August 26 th to November 29 th	Undergraduate: January 27 th to June 5 th Graduate: January 6 th to April 24 th
	Academic Calendar	
Supplementary exams (if undergraduate course is failed)	December 6 th to 13 th	June 15 th to 19 th
Transcripts released	Digital transcripts are sent to mobility coordinator in home university, approximately three weeks after the end of the semester.	

EXCHANGE STUDENTS INFORMATION

Application form and documents required	<p>Registration form on- line, link will be available at our web page. Students must send format of courses requested (Excel) and supporting documents, in one single color PDF, that includes:</p> <ul style="list-style-type: none"> • Official <i>transcripts</i> • Recommendation letters (1 o2) • Autobiography, intention letter and Curriculum Vitae (resume) in Spanish • Official spanish certificate • Passport (ID image)
Health insurance requirements	Students must have an international health insurance plan with coverage in Mexico, during all their stay. It must include repatriation of remains. Proof of coverage must be provided before arrival.
Accommodation	Home- stays with Mexican families are available within walking distance of the campus. Monthly plans vary from \$6000.00MX to \$9000.00 MX (subject to change). Application deadline is 30 days before arrival date. Students may do their own housing arrangements, under their full responsibility.
Air transportation	Students should use an authorized taxi from airport. Service to La Salle has cost of \$20.00 USD approximate.

VISA information	Student VISA is not required for one semester. Students fill out a Multiple Migratory Form (FMM) at point of entrance, valid for 180 days. If coming for two semesters, students must get a student VISA in their country, and request a Non- Immigrant Form within the first 30-days of arrival in Mexico. More information here.
Cost of living (USD approx./ per month)	Housing: \$350.00 to \$600; food: \$150.00 to \$250; transportation: \$10.00 to \$20.00; cellphone: \$10.00 to \$15.00; other personal expenses: \$100.00 to \$150.00
Accepted Students	Information for accepted students

ADDITIONAL INFORMATION

- If students want to participate in the exchange program at one of the [15 La Salle campuses in Mexico](#), other than Universidad La Salle in Mexico City, please send an email to shweta.ramesh@lasalle.mx indicating university of interest, name of student, home university, e-mail and field of study.
- Home institution must [nominate students through a link](#) that will be provided each semester.
- To receive the acceptance letter, nominated students must register on-line and send supporting documents (EXCEL and PDF) by e-mail. Only applications submitted by candidates previously nominated by mobility coordinator in the home institution will be processed.
- Candidates must be enrolled as a full-time student home institution, have completed at least one full year of studies at home institution, have a minimum GPA of 2.5/4 (or 60% average or equivalent), be able to follow courses in Spanish.
- Grade system at Universidad La Salle is based on a 1 to 10 scale (6 is the minimum approbatory and 10 is excellent). Students must attend 80 % of classes to receive a final grade.
- Each effective learning hour equals 0.0625 La Salle credits. For instance, 4.5 credit course totals 72 hours of work (in the classroom and independent).
- Students must validate courses taken in La Salle at their home institution. Students must enroll a minimum of 4 courses and a maximum of 9 courses.
- Students must have an advanced level of Spanish to enroll in the mobility program. Spanish courses are mandatory for students not meeting the B1 level; fees per course apply.
- Tuition fees are waived to mobility students. Students must pay a mobility fee of \$2000.00 MX upon arrival. If staying for the academic year, the fee for the second semester is \$1000.00 MX.
- Before arrival, students must register to the program and orientation week, and provide proof of medical insurance & emergency information sheet with photo, and *hoja de políticas de La Salle*.
- Upon arrival, students must provide a copy of migratory form (FMM), VISA (if required) and pay the mobility fee.

August 2019