

[www.itam.mx](http://www.itam.mx)

[www.intercambio.itam.mx](http://www.intercambio.itam.mx)

**ITAM**

# **Study at ITAM & Discover MEXICO**

**STUDENT EXCHANGE / STUDY ABROAD**

**A study Experience that will  
stay with you for life**





# ITAM

- A private, non-profit institution of higher education
- Intellectual challenge in a cosmopolitan setting
- A center of excellence for training leaders in the social, engineering and managerial sciences
- Consistently ranked among the top universities in the country
- A student body of 5500 undergraduate students and 800 graduate students in 5 academic divisions
- Over 200 full-time faculty members with top qualifications in teaching and research
- ITAM students and alumni playing an ever greater role in the development of Mexico in the social, financial, academic, private and public sectors.



Industrial Engineering  
Computer Engineering



# MEXICO CITY

“A metropolis that has it all” (New York Times Travel, 2016)

Mexico City, the cultural, financial, governmental and entertainment capital of the country is also one of the oldest most interesting cities in the world. Mexico City has it all: history, culture, some of the world’s best cuisine, museums, forward-thinking design, entertainment and a strategic geographical position that makes it an easy gateway to all colonial cities and beautiful beaches around the country.



Chichen Itzá  
Frida Kahlo  
Xochimilco  
Guadalajara  
Palace of Fine Arts  
Historical Downtown  
Metropolitan Cathedral  
Mexico  
National Auditorium





# STUDY PROGRAMS

## Division of Business Administration and Accounting

Undergraduate programs:

- Business Administration
- Public Accounting
- Financial Management

Graduate programs:

- Full time MBA
- Part Time MBA (with specializations: entrepreneurship, Marketing, Finance, Operations and Technology Mgt)
- Executive MBA\*
- Accounting
- Finance
- International Management
- Marketing

## Division of Economics, Law and Political Science

Undergraduate programs:

- Economics
- Law
- Political Science

Graduate programs:

- Economic Theory
- Applied Economics
- Public Policy
- Human Rights
- PhD in Economics

## Division of Engineering

Undergraduate programs:

- Computer Engineering
- Industrial Engineering
- Telecommunications Engineering
- Business Engineering
- Mechatronics Engineering

Graduate programs:

- Information Technology and Management
- Computer Science

## Division of Mathematics, Statistics and Actuarial Sciences

Undergraduate programs:

- Applied Mathematics
- Actuarial Science

Graduate programs:

- Risk Management
- Data Science

## Division of General Studies and International Studies

Undergraduate programs:

- International Relations

*Note: The Human Rights Masters, the Executive MBA courses and the Executive Development courses (Diplomados), are not available for exchange students.*

# WHAT TO DO?

## Semester Information

All ITAM undergraduate programs and graduate programs in Applied Economics, Economic Theory, Computer Science and Data Science, run on a semester system

### 2018

Semester 1	Jan 15 - June 02
Semester 2	Aug 13 - Dec 21
Summer	Jun 18 - July 31

### 2019

Semester 1	Jan 14 - June 01
Semester 2	Aug 12 - Dec 21
Summer	Jun 17 - July 30

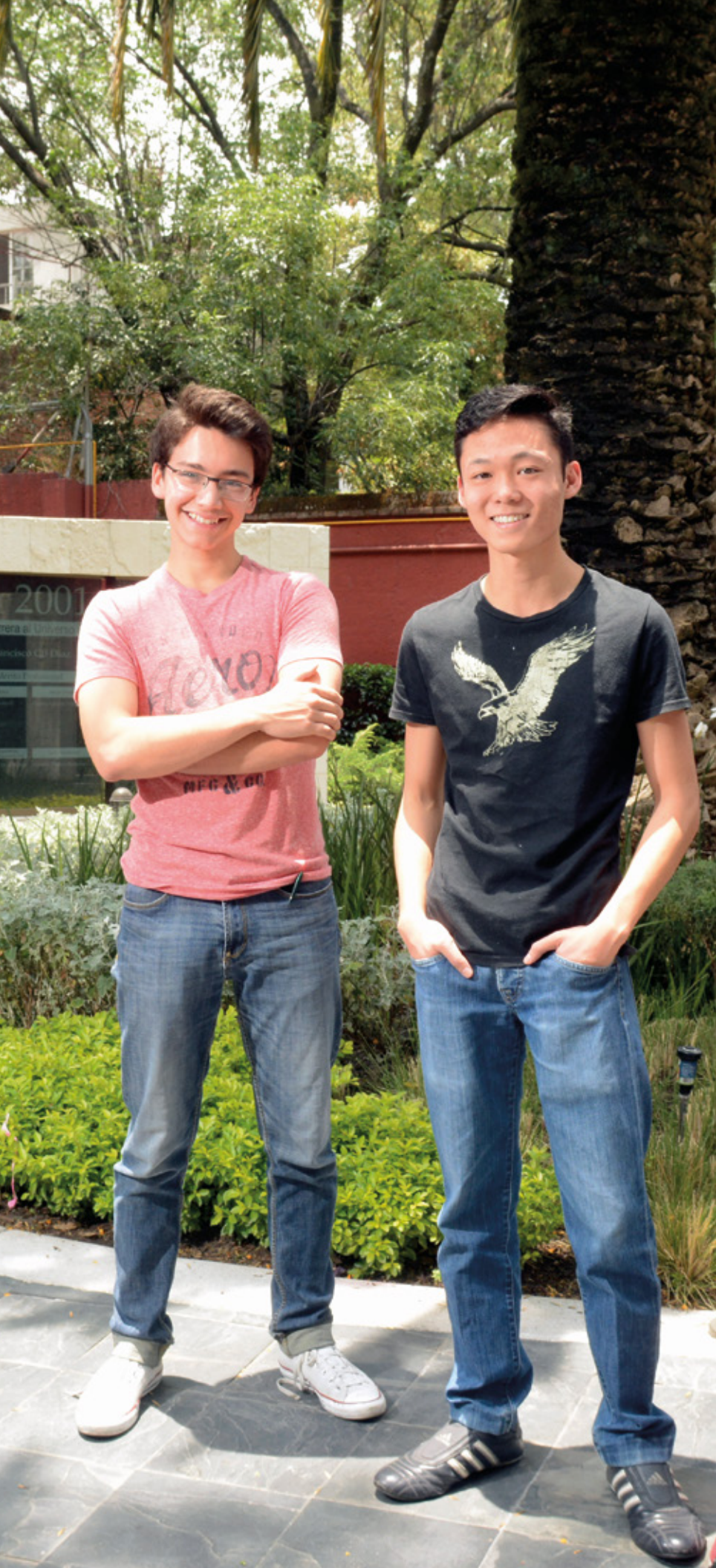
All other graduate programs run on a trimester basis

### 2018 Graduate Trimesters

Trimester 1	Jan 8 - April 7
Trimester 2	April 9 - June 30
Trimester 3	July 9 - Sept 29
Trimester 4	Oct 1- Dec 21

### 2019 Graduate Trimesters

Trimester 1	Jan 7 - March 29
Trimester 2	April 1 - June 28
Trimester 3	July 8 - Sept 27
Trimester 4	Sept 30 - Dec 20



## Summer Courses

ITAM offers a variety of full-credit courses taught in English, from mid-June to the end of July.

[www.summer.itam.mx](http://www.summer.itam.mx)







# Application Process

1

Home Institution must send nomination via email to: **exchange@itam.mx**  
(Include: Name of student, gender, email address, study program and level and exchange period).

2

Once nominated, an email is sent to students with acceptance of nomination and procedure for registering at ITAM.

3

To register students must send the following supporting documents:

- Application Form (Included in welcoming email)
- Official Transcript of Records
- Learning Agreement Form (Included in welcoming email)
- Curriculum Vitae in English or Spanish
- Copy of the main page of passport
- Copy of Medical Insurance Policy (must include at least USD \$50 000, of coverage plus a repatriation clause valid for Mexico.) If not covered, ITAM insurance can be bought prior to arriving in Mexico.
- Arrival Notice
- A portrait picture (.jpg)
- Proof of B1 Spanish level to be able to take classes in Spanish

Enrollment in Master courses is subject to the approval of the respective program director.

# Deadlines

	2017	2018	2019
Semester 1 / Trimester 1	October 15, 2016	October 16, 2017	October 15, 2018
Trimester 2	February 1, 2017	February 1, 2018	February 1, 2019
Summer / Trimester 3	May 1, 2017	May 1, 2018	May 1, 2019
Semester 2 / Trimester 4	June 1, 2017	June 1, 2018	May 31, 2019

We process applications on a rolling basis, so we encourage students to submit their applications as soon as they have been nominated by their home university.

Packages with original acceptance letters and visa documentation will be sent directly to nominating institution when full applications by all candidates from that particular institution have been received.

**\* Late applications may be considered on case by case basis.**

# Course Selection

## Language of Instruction:

Most courses are taught in Spanish. We highly recommend students to have a B1 level or at least one year of university-level Spanish with good reading and listening skills. Nevertheless every semester we offer between 30-40 regular courses in English across all our programs.

ITAM´s Summer School courses and short courses are taught fully in English.

Spanish Language Courses are offered for credit at different levels during most semesters. Levels available depend on the number of students registered for the courses.

**\* Spanish classes are free of charge for exchange students from partner institutions.**

As of August 2015 a specialized writing course was implemented across the entire institution for all degree seeking students. Exchange students who already speak Spanish are eligible to join this writing and grammar course with regular Mexican students.

Language support is also available through the CARLE, ITAM´s Center for Writing and Language which offers specialized Software for Spanish as a Second Language, Spanish Composition for native speakers, as well as training in other languages.



## Enrollment

**Full-time Workload:** We request that students take a minimum of 4 subjects per semester (or trimester for graduate students).

<b>Graduate trimesters:</b>	<b>33 hours of class</b>
<b>Undergraduate:</b>	<b>48 hours of class equivalent to 6 ITAM credits</b>

Course list: An access to the web page course guide is sent to nominated students in their acceptance letters. An access code can be given to the partner institutions upon request.

### Requirements/ Restrictions:

- Undergraduate candidates should have completed one full year of studies
- Graduate candidates should be studying their second higher education degree and must submit proof that they have completed their first (undergraduate/bachelor) degree
- Nominees to the MBA programs, or any other graduate management course should have at least one year relevant work experience.
- Students are eligible to take any class across the institution at their level as long as they have the equivalent prerequisites and have not taken the same or equivalent class previously.
- A series of classes in the course guide that begin with EGN are not available to exchange students.
- Undergraduate students may not enroll in graduate programs. But given that ITAM's undergraduate programs or "Licenciaturas" are strong intensive 4.5 year programs, graduate students are allowed to take upper level classes at the undergraduate level.

## Orientation

It is compulsory to attend the orientation session upon arrival. Orientation is one a full day and is generally scheduled before the first day of classes.

## Buddy Program

Students are invited to participate in this fun mentoring program where they will be matched with a Mexican student who will help ease their life at ITAM and in Mexico City.

[http://intercambio.itam.mx/licing/licing\\_Buddys.html](http://intercambio.itam.mx/licing/licing_Buddys.html)

## Housing

Housing is not owned or operated by ITAM but the International Office provides assistance by finding off-campus housing options. There are many fully furnished student residences within walking distance from ITAM. Options depend on price range and features desired by the student.

The International Office works with each individual student to find the preferred accommodation but once selected, the student is directly responsible for the lease.

## Visa

ITAM will provide letter of acceptance and necessary documentation to obtain a student visa but all prospective exchange students should check with their nearest Mexican consulate about visa requirements. [www.sre.gob.mx](http://www.sre.gob.mx)

IMPORTANT: Student visa holders must register and pay approximately US\$55.00 fee within 30 days upon arrival in Mexico.

**STUDENTS FROM SOME COUNTRIES WHO APPLY FOR SHORT PROGRAMS (UNDER 180 DAYS) MAY ENTER THE COUNTRY ON A TOURIST VISA.**

## Insurance

Students must have an international medical insurance with a coverage of at least \$50,000 USD with a repatriation clause valid in Mexico. If no proof of insurance is submitted, students will be charged for ITAM's insurance policy at a cost of around US \$250.00 per semester.

[www.itam-gnp.com.mx/english](http://www.itam-gnp.com.mx/english)

## Extra-curricular activities

There are plenty of activities happening throughout the campus at all times. International students are welcome to join everything.

Student associations  
Sport Activities and representative teams (Football, Soccer, Volleyball, Basketball, Rugby, etc)  
Cultural Activities  
Music, theater and dance programs  
Voluntarism  
Community support and engagement  
Publishing  
Others



---

# CONTACT INFORMATION

[www.itam.mx](http://www.itam.mx)

International Office – Student Exchange Division

Website of International Office:

[www.intercambio.itam.mx](http://www.intercambio.itam.mx)

**Postal Address:**

Rio Hondo No. 1  
Colonia Progreso Tizapán  
Mexico City, 01080  
México

Phone + 52 55 56284000	General Switchboard
+ 52 55 56284159	International Office
+ 52 55 5628 4171	Student Exchanges
+ 52 55 56284177	Fax

**Head of Office: Associate Director, International Office**

Ileana Jinich

[ileana.jinich@itam.mx](mailto:ileana.jinich@itam.mx)

**Head of Student Exchange Programs**

Mary Anne Leenheer

[leenheer@itam.mx](mailto:leenheer@itam.mx)

**Head of Summer Programs**

Julieta Luna

[julieta.luna@itam.mx](mailto:julieta.luna@itam.mx)

**Exchange Coordinators:**

Incoming Exchange student Coordinator

Adriana Trejo Veytia

[exchange@itam.mx](mailto:exchange@itam.mx)

**Outgoing Exchange Student Coordinator**

Carlos Martin Mora

[intercambio@itam.mx](mailto:intercambio@itam.mx)

**ITam**