



Instituto de Estudios Superiores de
Tamaulipas

APPLICATION FORM 20____ / 20____

INTERNATIONAL EXCHANGE STUDENTS

Please fill in this form and return as soon as possible before the deadlines.

This form must be signed by your coordinator at you home institution and should include:

1. An official transcript showing academic record.
2. A letter of recommendation and approval from home university.
3. An essay in which the student writes about the reasons for coming.
4. A letter that explains that your institution has evaluated your Spanish level (and judged that it is good enough for academic activity)

Return to:

International Affairs Office
Lic. Elia Laura Salinas Carús
IEST
Ave. Dr. Burton E. Grossman # 501 Pte.
Col. Tampico – Altamira Sector 1
Altamira, Tamaulipas.
México C.P. 89605
Direct and Fax (833) 2-30-25-60
Fax : (833) 2-30-25-70 Ext. 2285
E-mail: elia.salinas@iest.edu.mx
www.iest.edu.mx

After the deadline a package containing information about the induction week and more details about your stay will be mailed to your home address.

I apply for:

1. _____ Autumn semester 20_____
2. _____ Spring semester 20_____
3. Whole Academic Year 20____ / 20_____

Deadlines for the application to be
returned to IEST:

Autumn: May 14

Spring: October 29

General Information

This application form is for visiting or exchange students studying at IEST for one or two semesters.

Visiting and exchange students can't obtain a degree from IEST but usually can use credits obtained at IEST to count towards their degree at their home university.

International students wishing to apply to one of the IEST's degree programs should contact **Elia Laura Salinas Carús** at elia.salinas@iest.edu.mx

International exchange/visiting students are fully integrated into the main student body at IEST. They take their courses with Mexican students. There is no separate program for international students as they are treated in all respect as regular IEST students.

Course selection

Full time study at IEST is 7 courses per semester, or 14 courses per year. Students can't study more than 7 courses per semester unless they have a particular reason to do so which must be supported by a letter from their home institution.

The general pre-requisites for all international exchange students are the following:

1. one year of completed university studies.
2. Sufficient fluency in Spanish so that student can follow up a regular course at IEST. (This evaluation is made at home university)

Students must also, of course, meet the pre-requisites of the individual courses to which they are applying.

Academic Calendar

The academic year comprises 38 weeks, divided into two semesters of 16 weeks of classes and three weeks of exams each one. The autumn term runs from the end of July or the beginning of August to mid December. The spring term runs from mid January to the end of May. There is usually a five-week break at Christmas and a one-week at spring.

Academic Schedule

Semester 1 (Autumn semester)

A week before classes resume: Arrival and pick-up service available for international students*

A week before classes resume: Induction week for international students

From the 4th week of July or the first of August until mid December: Classes and exams for autumn semester

From mid December to mid January: holiday's period**

*Students who do not arrive on these days must make their own way to their accommodation.

** Please consult web page for exact dates.

Semester 2 (Spring semester)

A week before classes resume: Arrival and pick-up service available for international students*

A week before classes resume: Induction week for international students

From mid January until the end of May: Classes and exams for spring semester

Holy week : Spring break period**

*Students who do not arrive on these days must make their own way to their accommodation.

**The spring break period may change from one year to another. Please consult web page for exact dates.

Personal Information

(Please fill in all the information requested)

PLEASE ATTACH
PHOTO

Home institution: _____

Address: _____

Telephone: _____

Fax: _____

Coordinator or _
Contact person: _____

E-mail: _____

N.B. please note that the transcripts and certificates will be sent to your contact person.

Sex Male Female Birth date: _____
year / month / day

Surname: _____

Forename: _____

Address: _____

Telephone: _____
(please include country & area code)

Fax: _____
(please include country & area code)

e-mail: _____

Nationality: _____ Passport No: _____

Emergency Contact: _____

Relationship: _____

Address: _____

Telephone: _____
(please include country & area code)

Mobile phone: _____
(please include complete code)

Choice of courses at IEST 20____ / 20____

Please attach your transcripts of the courses you have taken at your home university.
(Make sure to read the general information on page 2)

Name: _____

Home institution: _____

Autumn semester (July – Mid November)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

Spring semester (January – Mid May)

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

Alternative courses (in the event of course clashes/cancellations)

I hereby confirm that the above student fulfills the general criteria indicated on page 2, and that his/her application is complete. The above student has a sufficient Spanish level for academic purposes.

(Applicants without this signature will not be considered)

Name and signature of the coordinator at the
home university

Date

Position