

good afternoon
bonjour
buenos días
Grias di
dobry den
Guten Tag

Technische
Hochschule
Rosenheim
Technical University of Applied Sciences



**International
Office**

Info Sheet for Outgoing Students

Host University: Universidad Panamericana (UP), Mexico

Programme: Agreement for Student Exchange

Cooperating Departments:

TH Rosenheim	Universidad Panamericana
BW - Faculty of Business Administration http://www.th-rosenheim.de/die-hochschule/fakultaeten-institute/fakultaet-fuer-betriebswirtschaft/	Faculty of Business For campus Aguascalientes https://www.up.edu.mx/es/escuelas/ags/empresariales For campus Guadalajara https://www.up.edu.mx/es/escuelas/gdl/economic-and-administrative-sciences For campus Mexico City https://www.up.edu.mx/es/escuelas/mex/empresariales
ING - Faculty of Engineering http://www.th-rosenheim.de/die-hochschule/fakultaeten-institute/fakultaet-fuer-ingenieurwissenschaften/	Faculty of Engineering For campus Aguascalientes https://www.up.edu.mx/es/escuelas/ags/ingenierias For campus Guadalajara https://www.up.edu.mx/es/escuelas/gdl/ingenierias For campus Mexico City https://www.up.edu.mx/es/escuelas/mex/ingenierias

International Office Contact Details

Office Address: Alvaro del Portillo #49 Ciudad Granja, Zapopan, Jalisco, Mexico.

Contact Person/s for exchange students

Incoming – Cecilia corrales incominggdl@up.edu.mx

Outgoing – Liliana Leaños leanos@up.edu.mx

Phone: +52 3313 68 2200 ext 4352

Website: <https://www.up.edu.mx/> <https://sites.google.com/up.edu.mx/ia-incoming/ia-up-guadalajara>
<https://www.up.edu.mx/es/international/gdl/pre>

Application deadlines for exchange students

Application Deadline Fall/Winter Term:

April 1 to April 30

Application Deadline Spring/Summer Term:

September 14 to October 15



International Office, Raum R 2.22

international@th-rosenheim.de

→ www.th-rosenheim.de/international.html

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Application documents for exchange students

Link to the online application (if any) or to the application information: <https://sites.google.com/up.edu.mx/ia-incoming/application-information>

What documents must be submitted?

- Signed rights and responsibility letter
- Comprehensive privacy notice
- Reference letter issued by your home university. Addressed to the Incoming Coordinator.
- Copy of your valid passport.
- Letter expressing motivation (1 page) It can be in Spanish or English.
- Digital photograph.
- Health insurance.
- Official language certificate would not be requested but a proof of a good command in any of the two languages (English and Spanish) would be requested at the time of the application (declaration of home university, language professor recommendation and similar proofs are acceptable).
*Proof of both languages will be necessary if the student would like to take courses in both languages.

Academic Calendar

Link to the website with your academic calendar: <https://www.up.edu.mx/es/usuarios/gdl/servicios-escolares>

Fall / Winter Term:

Beginning / End of Term: (approximately) **August 15, December 2nd. 2022**

Welcome days for exchange students: **August 15**

Final Exam Period: **November 21 to December 2nd**

Lecture-free Time: **We don't have this period.**

Spring / Summer Term:

Beginning / End of Term: (approximately) **January 16, June 2nd**

Welcome days for exchange students: **January 16**

Final Exam Period: **May 22 to June 2nd.**

Lecture-free Time: **We don't have this period.**

Courses offered for exchange students

Link/s to the catalogue/s of courses: <https://sites.google.com/up.edu.mx/ia-incoming/info-for-exchange-students>

Accommodation Links

Student dormitories: UP doesn't have student dormitories

Private accommodations: <https://sites.google.com/up.edu.mx/alumnosinternacionalesup/vivienda-housing>

Other Useful Links (e.g. about the city, student life, PDF documents with information for exchange students at your university)

<https://sites.google.com/up.edu.mx/ia-incoming/ia-up-guadalajara>



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