INSTITUTIONAL CATALOGUE

2019

INDEX

HISTORY

Universidad de las Américas Puebla was founded in 1940, in the nation's capital and was named Mexico City College. To clearly reflect the brotherhood between the United States and Latin American countries, at the start of the 60s, it changed its name to University of the Americas. By then, the prestige of its professors and research projects, as well as the understood Archeology program in Oaxaca, positioned it abroad and in Mexico as one of the best options for young people who wanted an excellent education with a bi-cultural vision.

In 1966, the Fundación Mary Street Jenkins provided the funds to move the university to Cholula, in the Santa Catarina Mártir hacienda, with over 80 hectares, located between the Popocatépetl and Iztaccíhuatl volcanos. Under its new name, Universidad de las Américas Puebla, with an innovative educational project that included opening not only the School of Art and Science, but the School of Engineering, and the School of Business, it received the support and official recognition of the federal Secretary of Public Education, the Southern Association of Colleges and Schools Commission on Colleges - SACSCOC, as well as business and government sectors of the region.

In 1985, the Universidad legally and ideologically separated from the Civil Association in Mexico City, and was now known as: Fundación Universidad de las Américas Puebla. It was established with the philosophy: education with humanistic, scientific and universal spirit, as well as academic excellence and teaching freedom. It consolidated as the most important private education institution in the country.

At UDLAP, history has taught us that an active conscience and community participation is important to guarantee success in every member. Therefore, each of its accomplishments in different areas and fields of knowledge position it as a leading institution. In this sense, we cannot think of Universidad de las Américas Puebla without recalling, at the same time, the great accomplishments of its Aztecas representative teams, who have prevailed, since its foundation, in the following areas: football, soccer, taekwondo, basketball, tennis, female and male athletics. Its participations have made it the leading institution in CONADEIP's Premiere League.

Aztecas have also performed in the cultural environment, offering society shows of impeccable artistic execution, such as: traditional dance, dance, chamber music, opera, theater, cinema, fine arts, to name some of the most relevant activities within its installations and cultural extensions, such as Chapel of Art in downtown Puebla.

The classrooms of the five UDLAP Schools (Social Science, Humanities, Engineering, Science, and Business and Economics) that have in the last years modernized in the last years to meet the technological and scientific advances have housed, since then, seventy-seven generations who have stood out in the world because of their achievements in research, diffusion and consulting. The modern labs, classrooms, sports facilities, library, information technologies, and residential colleges have created a favorable and privileged environment to study and develop.

PROFILE OF THE INSTITUTION

ORGANIZATIONAL STRUCTURE

Fundación Universidad de las Américas Puebla's governability is defined in its Organic Statutes, which recognizes the Board of Trustees as the authority to guard the University's heritage. This Board also has the final say in the selection of the president.

The Business Council is a collegiate entity that decides, cares for and guards the institution's integrity and the adequate use of resources. This Council follows the strategic plan, and the actions and goals reached by UDLAP, understanding the impact they have in meeting the university's mission and safekeeping ethical and financial interests.
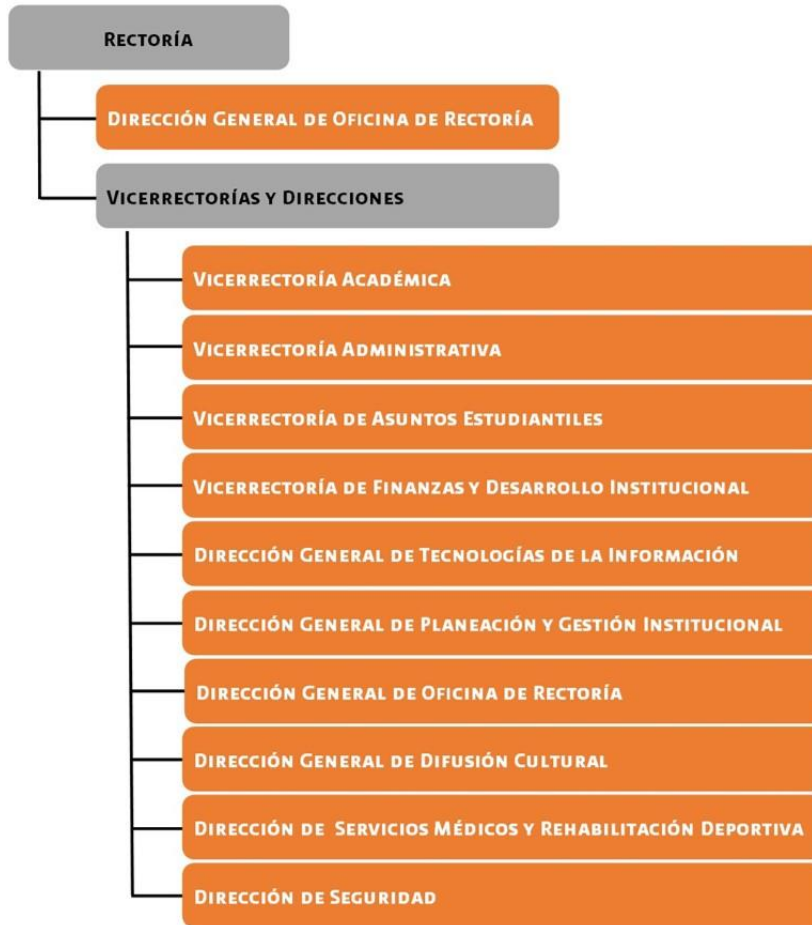
The Academic Council is a legislative entity on academic issues, and the Administrative Council is a legislative entity regarding administration. Both are recognized by Fundación Universidad de las Américas Puebla's Board of Trustees.

UDLAP INSTITUTIONAL ORGANIZATION CHART

The institution has developed its organizational structure to create a university identity and philosophy with which to reach its objectives, regulate the influence of individuals on the organization, and define decision-making within the structure. Therefore, the university has the following organization chart:

The Business Council will propose candidates to the Board of Trustees, who will name the President on whom the authority and faculty to carry out activities as Chief Executive will be delegated.

PHILOSOPHY

UDLAP's mission and vision are the framework that guides the university following the values that sustain it. They invite to transform to achieve positive and progressive change through their own identity determined through clear, creative, challenging and innovative actions that benefit the university community.

In 2019 the university follows up on national and international accreditation processes, as well as the corresponding recommendations. We also continued reviewing the results of different institutional evaluations, promoting training for professors and administrative personnel to improve their performance and competencies. Likewise, we promoted outreach with the business and government sector and with national and international institutions to develop research and institutional projects, and cultural, sports, social and student mobility programs to offer an integral education. We continue analyzing the processes to establish improvement actions, and the investment and technological equipment plan is moving forward to continue at the vanguard in infrastructure.

MISSION

To participate in the development of society by training critical, creative and innovative professionals who are highly trained and driven to perform relevant research. All of this with the social conscience that demands an equitable distribution of globalization's benefits.

VISION

To be the leading university in Latin America in study programs and scientific, cultural, sports and public policy programs, that answer the challenges presented by globalization.

OUR CAMPUS

Our campus is known for being one of the most diverse and green in the area. To date, it has 80 hectares, of which, 50.61 are green areas. Not only that, in UDLAP we have spaces so you can develop your activities safely.

Since its foundation Universidad de las Américas Puebla has been a meeting place of notable personalities of the academic, artistic, political, cultural and business world, who have found in UDLAP the ideal place to teach, create, study, learn and share.

Universidad de las Américas Puebla has great international prestige in different areas such as: science, engineering, scenic and fine arts, humanities, business and economics, among others.

At UDLAP, students and professors join the continuous change of the times. The true way to experience this is visiting our campus, walking in its gardens, talking with students and professors, and visiting the classrooms, labs, residential colleges, sports facilities, libraries, computer rooms and cafeterias.

BUILDINGS

Our campus is known for being one of the most diverse and green in the area. To date, it has 73.2 hectares, of which, 50.61 are green areas.

Not only that, in UDLAP we have spaces so you can develop your activities safely. Among these you will find:

PERFORMING ARTS ROOM

This expression area includes audio and lighting, seating, a stage, dressing rooms, storage, ticket office, and workshop.

LIBRARY

For your days and nights of studying, our library, as well as comfortable, fuses the traditional with on campus and online information services. There are 4 multimedia collaboration rooms and 3 bibliographical teaching rooms with computers, as well as cubicles for individual and group studies.

LABS

As part of your academic formation, we have science, health science, mechanical and industrial engineering, electronic engineering, telecommunication and water treatment labs. We also have a language learning complex, oral hearing room, financial simulation room, projection room, qualitative and innovation research labs, marketing and retail qualitative research rooms, a Gesell chamber, a

mobile app lab as well as photography, television, dance and music labs and a 3D printer. We also have a lodging lab better known as San Andrés Hostel, open to the UDLAP community and overseen by students of the corresponding areas.

AUDITORIUM

The best place for congresses, plays and other events. Located in the center of campus, it is the most popular meeting area. It will be difficult for you to not find activities in it.

COMPUTER ROOMS

UDLAP has macro computer rooms with latest generation equipment at your service, with specialized software according to your needs. You may use these rooms 24 hours a day, 7 days a week.

You can locate them in:
- Business and Economics: NE-137
- Arts and Humanities: HU-224
- Science: CN-106

MEDICAL SERVICES

To assure your wellbeing and physical health, we have a clinical analysis center and medical services that provide free service to community members who need it.

UDLAP has a comprehensive rehabilitation center (CIR), which provides medical care in orthopedics, joint surgery, sports medicine, rehabilitation medicine, physiotherapy, nutrition and physical preparation, with the latest in scientific and technological knowledge, always looking for innovation.

STUDENT CENTER

This is the preferred meeting place for the UDLAP community. It has services and activities that will keep you busy during your free time.

Here you will find from food services to office supplies, projection rooms or student organization offices.

SPORTS FACILITIES

Concerned with your academic and physical development, we have sports facilities that you may access daily to care for your physical wellbeing.

You will find:
- Pool
- Baseball field
- Futsal field
- Basketball courts
- Tennis courts
- Integral Rehabilitation Center
- Basketball court at the Moe Williams Gym
- Weight room
- Track and field
- American football field, Templo del Dolor
- Soccer fields

RESIDENTIAL COLLEGES
Equipped with dorms, projection rooms, auditoriums, cafeterias, among others, we have designed these spaces so you can live comfortably on campus. You may choose one of the four colleges, Cain-Murray, Ray Lindley, Ignacio Bernal, José Gaos.

GREEN AREAS
Ideal to relax, share with your friends and carry out activities, which make it some of the favorite areas for the UDLAP community.

Among them you will find: the lake, the bonfire and meditation gardens, the couple's garden, the main fountain, and Flag Plaza. All these areas are meeting and coexistence points for the university community.

STRATEGIC GUIDELINES

UDLAP's mission is based on these seven strategic guidelines:

I. RELEVANT STUDY PROGRAMS
Quality licenciatura and graduate study programs, both online and on campus, that meet the needs and expectations of public and private organizations and society, which is the basis for the professional development of our graduates.

II. PRESTIGIOUS FACULTY
Professors who are nationally and internationally recognized because of their academic training, professional development, teaching experience and research and/or artistic creation.

III. RESEARCH AND ARTISTIC CREATION
The objective of research and artistic creation projects is to create knowledge that has an impact on the formation of high level human resources, whose results and products are presented, shared and published in diverse forums.

IV. EXCELLENT STUDENTS
Students who are characterized by their knowledge, learning experiences, competencies and social responsibility that give them integral development professionally, personally, culturally and in sports in a plural environment during their studies at the university, meeting the quality and excellence standards required by public and private organizations and society.

V. OUTREACH
Creation of national and international alumni, public and private organizations and society networks that promote collaboration that result in mutual benefits.

VI. ADMINISTRATIVE EFFICIENCY

Optimal management of human, financial and material resources for solid financials and the necessary stability to meet the objectives and continuous growth for the university.

VII. VANGUARD FACILITIES

Modern and sustainable facilities, with the necessary equipment and technological tools for the optimal development of teaching, research, culture, sports, outreach and administrative activities.

PRINCIPLES

These guide the objectives, actions and goals:

A. QUALITY PHILOSOPHY

Objectives consider our quality philosophy, whose execution is characterized by service, promoting a continuous improvement culture that reaches the established goals in each strategic guideline.

B. INTERNATIONALIZATION

The focus of the objectives contemplates global actions to promote multiculturality and strengthen the university's prestige beyond its borders.

C. SOCIAL RESPONSIBILITY

Objectives are defined around ethics, social commitment, and environmental responsibility.

VALUES

These determine how UDLAP community members should act, and are mentioned in the organic statute and described in the code of ethics:

A. FREEDOM WITH RESPONSIBILITY

University members will act with independence and creativity, responsibly practicing freedom of thought, research and expression. The university community will promote research and teaching freedom as pillars to create knowledge.

B. TOLERANCE AND NON-DISCRIMINATION

Genuine knowledge is created and shared only in an environment of respect for others, their opinions and diversity. Therefore, the university community will seek plurality in an atmosphere of respect, strictly rejecting any type of discrimination motivated by ethnic or national origin, gender, age, disabilities, social or economic condition, health conditions, religion, opinions, preferences, marital status or any other that violates human dignity.

ACCREDITATIONS

Universidad de las Américas Puebla teaches study programs with excellent academic quality through its faculty, that consists of 300 full-time professors, 95% of whom have graduate degrees, and 4 of 10 professors belong to the National Researcher System.

UDLAP gears its efforts in providing high quality educational services, through an integral formation of its students in a multicultural environment based on respect and international understanding.

All study programs have Official Validity (Reconocimiento de Validez Oficial - RVOE) granted by the Secretary of Public Education and are recognized by different universities in Latin America, Europe and the US educational system.

Our students may study abroad and widen their horizons or do professional practices in other countries, making their formation and professional development wider and more varied.

Also, we have Licenciatura Accreditation from COPAES (Consejo para la Acreditación de la Educación Superior, A.C.), CIEES (Comités Interinstitucionales para la Evaluación de la Educación Superior, A.C.) and other international agencies.

SACSCOC
Fundación Universidad de las Américas, Puebla is accredited by the Southern Association of Colleges and Schools - Commission on Colleges to grant licenciatura, master and doctorate degrees. Contact the Commission on Colleges by mail (1866 Southern Lane, Decatur, Georgia 30033-4097, EUA) or by phone (+1 404 679 4500) to request more information on Fundación Universidad de las Américas Puebla's accreditation.

FIMPES
Fundación Universidad de las Américas, Puebla has, before the admission and permanence system of FIMPES through institutional development, accredited affiliation, for its campus located in Ex Hacienda Santa Catarina Mártir, 72820 San Andrés Cholula, Puebla.

ACCREDITATIONS OF THE COUNCIL FOR THE ACCREDITATION OF HIGHER EDUCATION (COPAES)

ACCREDITATION AGENCY	ACCREDITED PROGRAMS
Consejo de Acreditación en la Enseñanza de la Contaduría y Administración. CACECA	Licenciatura in Business Administration Licenciatura in Marketing Licenciatura in International Business Licenciatura in Financial Strategies and Public Accounting

	Acreditadora Nacional de Programas de Arquitectura y Disciplinas de Espacio Habitable A.C. ANPADEH	Licenciatura in Architecture Licenciatura in Architecture in Interiors
	Consejo de Acreditación de la Enseñanza de la Ingeniería, A.C. CACEI	Licenciatura in Food Engineering Licenciatura in Industrial Engineering Licenciatura in Engineering in Electronics Licenciatura in Chemical Engineering Licenciatura in Mechanical Engineering Licenciatura in Mechatronics Engineering Licenciatura in in Civil Engineering Licenciatura in Computer Systems Engineering Licenciatura in Environmental Engineering Licenciatura in Biomedical Engineering Licenciatura in Logistics Engineering
	Consejo Nacional para la Enseñanza e Investigación en Psicología, A. C. CNEIP	Licenciatura in Clinical Psychology Licenciatura in Organizational Psychology
	Consejo Nacional de la Enseñanza y del Ejercicio Profesional de las Ciencias Químicas A.C. CONAECQ	Licenciatura in Clinical Biochemistry Licenciatura in Nanotechnology and Molecular Engineering
	Consejo de Acreditación de la Comunicación y Ciencias Sociales A.C. CONAC	Licenciatura in Communications and Image Licenciatura in Media Communication and Production
	Asociación para la Acreditación y Certificación en Ciencias Sociales. ACCECISO	Licenciatura in Cultural Anthropology Licenciatura in Political Science Licenciatura in Educational Innovations Licenciatura in International Relations Licenciatura in Multicultural Relations
	Consejo Nacional para la Calidad de la Educación Turística. CONAET	Licenciatura in Hotel and Restaurant Management Licenciatura in Culinary Arts
	Comité de Acreditación y Certificación de la Licenciatura en Biología, A. C. CACEB	Licenciatura in Biology

	Consejo Mexicano para la Acreditación de la Educación Farmacéutica, A. C. COMAEF	Licenciatura in Pharmaceutical Sciences
	Consejo Mexicano para la Acreditación de Programas de Diseño. COMAPROD	Licenciatura in Digital Animation Licenciatura in Visual Information Design
	Consejo para la Acreditación de la Enseñanza del Derecho. CONAED	Licenciatura in Law
	Consejo para la Acreditación de la Educación Superior de las Artes. CAESA	Licenciatura in Dance Licenciatura in Music Licenciatura in Arts Licenciatura in Plastic Arts
	Consejo para la Acreditación de Programas Educativos en Humanidades. COAPEHUM	Licenciatura in Art History and Curatorship Licenciatura in Language Licenciatura in Arts in Literature
	Consejo Nacional de Acreditación de la Ciencia Económica, A.C. CONACE	Licenciatura in Banking and Investment Licenciatura in Economics
	Consejo de Acreditación de Programas Educativos en Física, A.C. CAPEF	Licenciatura in Physics
	Consejo Mexicano para la Acreditación de la Educación Médica, A. C. COMAEM	Licenciatura in Medical Surgeon
	Consejo Nacional para la Calidad de los Programas Educativos en Nutriología A.C CONCAPREN	Licenciatura in Nutritional Science

RECOGNITION OF GOOD QUALITY PROGRAMS BY COMITÉS INTERINSTITUCIONALES PARA EVALUACIÓN DE LA EDUCACIÓN SUPERIOR, A.C. (CIEES)

COMITÉS INTERINSTITUCIONALES PARA EVALUACIÓN DE LA EDUCACIÓN SUPERIOR, A. C. CIEES

EVALUATED PROGRAMS

- Licenciatura in Actuarial Science
- Licenciatura in Nursing

ACCREDITED PROGRAMS

- Master in Construction Project Management
- Master in Information Design

INTERNATIONAL ACCREDITATIONS

ACCREDITATION AGENCY		ACCREDITED PROGRAMS
	Engineering Accreditation Commission of ABET. ABET	Licenciatura in Food Engineering Licenciatura in Chemical Engineering Licenciatura in Civil Engineering Licenciatura in Industrial Engineering Licenciatura in Mechanical Engineering Licenciatura in Mechatronics Engineering
	Institute Food Technology. IFT	Licenciatura in Food Engineering
	Honor Program accredited by The Royal Society of Biology. RSB	Licenciatura in Biology
	The Royal Society of Chemistry. RSC	Licenciatura in Nanotechnology and Molecular Engineering

GRADUATE PROGRAMS IN THE NATIONAL REGISTER OF QUALITY POSTGRADUATES (PNPC) OF CONSEJO NACIONAL DE CIENCIA Y TECNOLOGÍA (CONACYT)

Consejo Nacional de Ciencia y Tecnología. (CONACYT)

ACCREDITED PROGRAMS

- PhD in Creation and Theories of Culture
- PhD in Molecular Biomedicine
- PhD in Food Science
- PhD in Water Sciences
- PhD in Intelligent Systems

INTEGRAL STUDENT DEVELOPMENT

ART AND CULTURE

We promote all kinds of culture! From theater, dance and painting, as well as singing, music and sculpture. UDLAP offers its community and the public, numerous presentations and artistic shows throughout the year, always looking to highlight different cultures and customs that coexist on campus.

SPORTS

Our sports students are an example of discipline, attitude, strength and work. The six sports representative teams that make up our university are always in the first places in their competitions, showing the meaning of being an UDLAP Azteca.

STUDENT LIFE

The university is not only a place to go to school. The experience and learning of coexisting with different lines of thought and participating in integration and recreation activities, contributes to the integral development of the university community.   UDLAP offers academic and cultural trips, business visits, bike tours, cinema club, and student organizations.

SOCIAL COMMITMENT

It is in university life that one builds knowledge, and therefore, at UDLAP, daily life is also constant learning. We want our students to be good citizens who are humanistic and tolerant of leadership and success, with equal opportunities in their environment.

INTERNATIONAL EXPERIENCE

UDLAP offers the opportunity to live an international experience through our diverse programs: academic exchanges, dual programs, language summers, academic summers and professional practices abroad.

OUTREACH WITH BUSINESSES (PROFESSIONAL PRACTICES)

The Department of Professional Practices promotes and supervises the relationship between the UDLAP student and organizations that offer professional practice projects in Mexico. Their main functions are:

- Establish agreements and collaborations.
- Promote professional practices projects with the university community.
- Manage and supervise student-organization outreach.
- Mediate and solve conflicts.

ADMISSIONS

ADMISSION PROCESS

1.- Create your profile

Create your unique user account and start your admission process.

2.- Present your entrance exam

Know the dates of the entrance exam on campus and register on the date you want to attend, or check the dates on which we will visit your city and schedule your appointment. See the guide to present it.

3.- First delivery of admission documents

Once you have passed the entrance exam, you can continue with the admission process and obtain your student number. To do this, you must fill out the application and submit a simple copy of your birth certificate or CURP; as well as an original transcript of your licenciatura or equivalent.

Licenciatura with additional admission requirements

If you plan to study the licenciaturas in International Business Administration, Dance or Medical Surgeon, there are additional requirements that you must meet.

Consult the requirements at: https://udlap.mx/eligeudlap/requisitos-adicionales.aspx

4.- Make your first payment and you will receive your class schedule*

Make the payment of 6 units (in the cases that apply).

You will receive your course schedule one the early registration period begins.

STUDY EQUIVALENCY AND REVALIDATION

Equivalency is an educational authority's administrative act or ruling that the institution's studies are equivalent to studies carried out in the National Education System.

Revalidation is the administrative act before an authorized educational authority, that grants official validity to studies done abroad, if they are comparable with studies in the National Education System and correspond to courses in the university's study program.

A comparison study determines which courses are accredited in the study program through equivalence or revalidation. This process has a fee for the student, which you can find on the university's webpage.

You may accredit courses with passing grades according to what is indicated by the education authorities.

The student has a maximum of 80 days from having started their first term at the university to hand in the required documents.

Equivalencies (national institutions) at the licenciatura level, deliver the following documents:

    A. Study program of the licenciatura, duly sealed.

    B. Syllabus of each of the courses considered for equivalency, duly sealed.

    C. Original certificate of the partial studies at the university.

Equivalencies (national institutions) for master's program, deliver the following documents:

    A. Graduate study program, duly sealed.

    B. Syllabus of each course considered for equivalency, duly sealed.

    C. Original certificate of partial studies at the university.

    D. Notarized licenciatura professional license.

    E. Certificate of licenciatura studies.

Revalidations (foreign institutions) at the licenciatura level, deliver the following documents:

    A. Transcript or university certificate, physical or electronic, duly sealed.

    B. Study program, duly sealed.

    C. Syllabus of each of the courses considered for revalidation, duly sealed.

    In case the documents are not in Spanish, you must deliver a simple translation of them.

Revalidations (foreign institutions) at the master's level, deliver the following documents:

A. Transcript or university certificate, physical or electronic, duly sealed. In case the documents are not in Spanish, you must deliver a simple translation of them.

B. Study program, duly sealed.

C. Syllabus of each of the courses considered for revalidation, duly sealed.

D. Notarized licenciatura professional license.

E. Certificate of licenciatura studies.

In case the documents are not in Spanish, you must deliver a simple translation of them.

SCHOOL SERVICES

The Department of School Services is an area to attend students, from their admission process, during their studies and until the graduation process.

Hours of operation: Monday to Friday from 8:30 to 17:00.

For extended hours request an appointment 24 hours in advance to the following email: serviciosescolares.posgrado@udlap.mx

More information: www.udlap.mx/serviciosescolares

INSTITUTIONAL SCHOLARSHIPS

These are financial aid granted to students who request it, considering academic, sports, art performance with no retribution for UDLAP (they are not credit loans).

It is indispensable to hand in the scholarship application in the dates established and enroll in the "early registration" period, according to the semester you are entering (January or August 2020), if you meet the requirements.

The main student commitment is to maintain their academic quality.

It is important to understand and meet the general and specific guidelines, as well as the scope, benefits and obligations of the scholarship you are interested in.

TIPOS DE BECA

ACADÉMICA

- Promedio 8.5
- Examen nuevo ingreso ≥ 1200 puntos
- Pago de $1,230 por estudio socioeconómico (costo sujeto a cambios sin previo aviso, no reembolsable) en Unicaja, depósito o transferencia electrónica en:
  Banorte (Núm. de cuenta 0650071838 /
  CLABE 072 650 0065 00718384)
  Bancomer (Núm. de cuenta 0443569470 /
  CLABE 012 650 0044 35694700)

CONVENIO PREPARATORIAS

- Beneficio para egresados de preparatorias con convenio vigente

www.udlap.mx/eligeudlap/preparatorias-convenio.aspx

SOCIOS ESTRATÉGICOS

- Asociaciones y cámaras
- Empresas
- Instituciones financieras
- Gobierno

COMUNIDAD UDLAP

- Beneficios directos cumpliendo con los requisitos establecidos

DEPORTIVA

- Formar parte de los Equipos Representativos Deportivos
- Informes:
  Edificio GB · Oficina 207
  Tel.: 222 229 23 78 / 222 229 20 00 ext. 6533 / 2381
  reclutamiento.aztecas@udlap.mx

ARTÍSTICA

- Formar parte de los Equipos Representativos Culturales (ingreso 2020)
- Informes:
  Edificio CI · Oficina 212
  Tel.: 222 229 31 55
  equipos.culturales@udlap.mx

IMPORTANT ASPECTS

The scholarships only apply to new students.

Scholarships are not cumulative.

The scholarship application process does not guarantee that you will receive it, as it is subject to the corresponding valuation by UDLAP.

Late applications will not be accepted, nor incomplete documentation or that which does not meet with the requirements of the corresponding scholarship.

When you receive the scholarship, it is mandatory to meet what is indicated in the Institutional Scholarship regulations.

More information: www.udlap.mx/becas

GRADUATION AND DIPLOMAS

GRADUATION

Steps to follow:

- Enroll in Thesis II or its equivalent.
- Meet with your Academic Department Head or Coordinator to see the advance in your study program, to guarantee that it is 100% finished.
- Deliver the Diploma Option in the Academic Department, who will validate and deliver (if applicable) the documents to School Services.
- Hand in the proof of payment in the Graduation Area in the Center of Student Community Attention, where you will fill out your Graduation Application to start the process.
- You will be notified on your university email if the documentation is complete, and you will schedule an appointment to sign the official document and diploma.
- Answer the Student Satisfaction Survey.
- Finish your Social Service (only Licenciatura)

- Not have any debts (tuition, UDLAP lottery, library, labs, scholarship service hours, etc.)
- Present the Professional and/or Grade Exam if it's the Graduation Option you chose.

DIPLOMA

- Input the information for your diploma.
- Review the information and application of physical diploma.
- Receive and review the PDF file before it is printed.
- Request the final printing.
- Request payment from the corresponding area.
- If it is a state process, hand in the SEP offices the file with the following documents: title, birth certificate, CURP, transcript, exam act, letter to the governor, payment of the federal or state offices, as applicable.

To register your diploma and receive your professional license, you must go to the offices of the General Professions Department in Mexico City:

PROCESS AREA/ELECTRONIC VALIDATION (MEXICANS WITH MEXICAN STUDIES)

- Hand in the files for Professional License processes.
- Review and receive professional licenses.

AUTHORIZATION AND REGISTRATION /FOREIGNERS AND MEXICANS WITH STUDIES ABROAD

- Enter the files for Professional License process.
- Review and receive professional licenses.
- The file must contain the following documents:
- Diploma, birth certificate, CURP, transcript, exam act, professional license application, payment. (original and copy).

COSTS

TUITION

For students to enroll they must pay the tuition.

- Licenciatura - 6 units at the current cost.
- Trimester graduate studies - 4 units at the current cost.

The tuition cost is determined by multiplying the number of enrolled academic units by the current cost per unit. Each course has a defined number of units.

All information regarding payments and tuition is found at: https://www.udlap.mx/pagosycolegiaturas/

REFUNDS

If you have a credit balance, you may request the refund if said balance is due to excess payments.

For refunds you must go to Unicaja in the Treasury Department, located in building 1 office 109 to deliver the necessary documentation in the dates established in: https://www.udlap.mx/pagosycolegiaturas/reembolsos.aspx

The procedure is as follows:

1. **Refund application, for which you must meet the following requirements:**
   - Letter to the Treasury Department that specifies the reason why there is a credit balance.
   - Request the application (only the shaded lines, also available at Unicaja).
   - Copy of official identification (Credencial de Elector or passport), present original for comparison.
   - For refunds greater than $20,000.00 pesos, you must present a letter of authorization from the parent or guardian who is registered in School Services, copy of their identification and contact information.
   - For refunds greater than $100,000 pesos, you must present a letter of resource provenance.
   - If the student cannot do this process personally, the person who represents them must have a simple proxy letter and copy of identifications of both parties.

2. **Refunds.**
   - Once your refund has been authorized and after 15 working days at most, you may go to the cashier located in building I, office 109, from 8:00 to 13:00 and 15:00 to 16:00.
   - If your refund is less than the equivalent of one unit at the current fee, it will be given in cash. Please bring your official ID.
   - Amounts larger than the amount stated above will be issued a cashier's check, which means you must deposit it in your account.
   - If you cannot go personally for your refund, you may request direct deposit, sending a copy of your account statement that includes the account number under your name.
   - If the refund is due to application of study units (UDES) or future student units (UFES), the refund will have a 10% administration fee.
   - If the refund is due to scholarships, education credits or lottery incentives, it will not apply.

WITHDRAWING FROM UDLAP

In case of temporary or definitive withdrawal from UDLAP, the student must cover the total tuition cost of the enrolled period, unless the withdrawal is in the times specified below. The withdrawal procedure must be done in the Student Community Attention. Center

The number of days to calculate the waiver considers the first official day of classes of the academic period, and the date the process is started in the Center of Student Community Attention.

SEMESTER TERM

From the 1st to the 5th day of classes	100% Waiver
From the 6th to the 10th day of classes	70% Waiver

From the 11th to the 14th day of classes	40% Waiver
After the 15th day of classes	0% Waiver

TRIMESTER OR SUMMER

From the 1st to the 2nd day of classes	100% Waiver
From the 3rd to the 5th day of classes	70% Waiver
From the 6th to the 7th day of classes	40% Waiver
From the 8th day of classes	0% Waiver

* Applicable only for tuition.
* New students must meet the current regulations.

Regulations

At the University of the Americas Puebla Foundation, we have policies, regulations and procedures that any member of the UDLAP Community must observe to create an environment of healthy coexistence, respect and collaboration to benefit personal and professional growth, in congruence with the institutional mission.

Students at Fundación Universidad de las Américas Puebla have the obligation to direct in their actions with responsibility in the achievement of a comprehensive training and academic excellence.

Student regulations: https://www.udlap.mx/serviciosescolares/normatividad.aspx

ALUMNI COMMUNITY

The Alumni Department's objective is outreach with the largest UDLAP community, which are its over 30,000 alumni. They are fundamental, as they represent the university in the work force. They also support the creation of new spaces in professional and social fields, that contribute to the positioning of Universidad de las Américas Puebla.

The Office of Alumni Outreach works with other UDLAP areas to receive suggestions from alumni and the public. We are focused on providing a service to all graduates, from licenciatura and graduate

studies. We want to strengthen, consolidate and stimulate relations with UDLAP graduates, while we promote their integration and sense of belonging, to promote their personal and professional development.

We let them know the benefits of being UDLAP alumni and maintain and consolidate a graduate-institution link. We keep their information regarding workplace and activities updated, promoting their participation in events or inviting them to publish a research article in Contexto or current interest articles in (Visión ExaUDLAP).

VISIÓN EXAUDLAP MAGAZINE

A university's prestige comes from its alumni. It is they who, through their actions, reflect the result of work and effort. Being a graduate from Universidad de las Américas Puebla, you acquire the commitment to strengthen what for generations has understanded the university: graduates with critical thinking who can face problems and compete in a global environment. Bringing our graduates closer to their alma mater and building a community requires efforts from everyone. Being exaudlap means being an active part of the university community. Having our graduates close strengthens us and contributes to consolidating our university and thus transform the country.

UDLAP will continue working on making our alma mater a center of integral development, shaping young people's future and educating critical individuals who benefit the immediate social context.

We reiterate our interest in keeping you close to your alma mater and invite you to participate in the different outreach spaces we have. We thank you for your enthusiastic participation in making this magazine possible, and for allowing us to share with you the achievements, successes and challenges of the alumni community.

EDUCATIONAL OFFER

2019

DOCTORATE IN EDUCATIONAL INNOVATION

DIE5011 RESEARCH EPISTEMOLOGY
Delve into the various epistemological social science trends to analyze and assume a critical stance on the theoretical and philosophical perspectives that characterize the production of knowledge in social science and its relationship and interconnection with socio-educational research.

DIE5021 EDUCATIONAL RESEARCH QUANTITATIVE METHODS
Apply the concepts and procedures to determine the validity and reliability of measurement instruments according to the problem posed, selecting a relevant research method to understand the importance of using quantitative paradigms in the development of educational research.

DIE5031 LEARNING THEORIES AND AFFECTIVE PROCESSES
Develop an analytical posture to understand the development of the teaching-learning process in human beings, based on the main theories of learning, and thus know how affectivity impacts the educational process.

DIE5041 EDUCATIONAL RESEARCH QUALITATIVE METHODS
Apply concepts and procedures to design and carry out an educational research project with a qualitative approach, identifying a social phenomenon of interest, selecting a method and the appropriate qualitative techniques, interpreting the results and writing a research paper.

DIE5051 CONTEMPORARY PEDAGOGIES
Delve in the different global pedagogical foundations, by analyzing the current learning contexts and their relationship during the educational process, to propose solutions to contemporary educational practice problems.

DIE5071 ICT IN EDUCATION
Analyze the new technologies transfer models, to know their scope and limitations in relation to other scientific disciplines, to propose innovative instructional designs using information and communication technologies in an educational context.

DIE5091 EDUCATIONAL INNOVATION PROCESSES
Know the importance of educational innovation through history, to support research procedures and methodologies and design dissemination processes according to the different educational paradigms.

DIE5061 RESEARCH SEMINAR I
Recognize the sections that make up a scientific article, to understand the importance of research and dissemination, to have the parts that make up a preliminary research project.

DIE5081 RESEARCH SEMINAR II
Know the characteristics that a preliminary research draft must have to be able to disseminate it orally (exhibition) or graphically (poster) basing its scientific research and thus obtain funding from a national or international organization.

DIE5141 PREDOCTORAL EXAMINATION

Discuss and support the information used and obtained in your pre-doctoral research project through a detailed, critical and in-depth analysis of the experimental design in the oral presentation to solve the challenges facing the area. Support possible solutions to solve educational problems through the use of appropriate methodologies and defend your pre-doctoral research project.

DIE5101 THESIS I

The doctoral student must carry out a conceptual and detailed analysis of a project that allows him to apply one of the areas of training, obtaining from it the required practical experience, relevant and of socio-educational impact to solve a problem in this area.

DIE5111 THESIS II

The doctoral student must conclude a conceptual and detailed analysis of a research project to apply two or more areas of the doctorate. They will physically carry out the project whose planning was drafted in the previous course (thesis I). During this process the student will design proposals to solve problems related to the field.

DIE5121 THESIS III

The doctoral professor must conclude the implementation of the research project, and its corresponding frameworks, whose planning was elaborated in the previous course (thesis II), so that the design is observed in direct relation to the selected research line and to the proposals that solve the analyzed problems.

DIE5131 THESIS IV

The doctoral students must conclude the implementation of the research project, and its corresponding frameworks, whose planning was elaborated in the previous course (thesis III), so that the design is observed in direct relation to the selected research line and to the proposals that solve the analyzed problems.

ELECTIVES 1 AND 2

DIE5201 ADMINISTRATION AND LEADERSHIP FOR EDUCATIONAL QUALITY
Know different quality models and reflect on their impacts on the administration of educational institutions, identifying the strengths and weaknesses in the different power and leadership styles, to propose improvements in the labor structures of the academic organization.

DIE5211 DEVELOPMENT OF THINKING SKILLS
Understand the process of human cognition from a biological, social and cultural perspective, analyzing the main positions and models on the development of thinking skills to apply it in instructional educational proposals.

DIE5221 DISTANCE EDUCATION
Select appropriate methods and strategies to develop distance and online learning experiences, based on the precepts of educational theory and curriculum design, to organize virtual teaching experiences with the support of ICT.

DIE5231 APPROACHES AND EVALUATION OF SOCIAL PROGRAMS

Formulate criteria to evaluate the quality of the individual and collective learning processes of social programs, considering their various theoretical-methodological approaches to design guidelines to evaluate the learning used in NGOs and government programs.

DIE5241 EDUCATIONAL MODALITIES AND TRENDS

Identify the educational subsystems and their respective modalities with the intention of understanding the premises of social development and the reforms in Mexico and Latin America to consolidate regional and local development and the functionality of educational systems.

DIE5251 NEW DIGITAL LITERACY

Identify the new digital literacy in the context of the information society from the analysis of their impact on formal and non-formal education to identify the competencies related to multi-literacy for classroom application.

LICENCIATURA IN DATA SCIENCE

LIS1012 ALGORITHMS AND PROGRAMMING

Apply algorithmic thinking using control structures in the denotation of sequences, conditions, cycles, and appropriate data structures to develop solutions that can be implemented in a programming language.

LEX0112 FOREIGN LANGUAGE I

Express known and/or new information orally and in writing using vocabulary and appropriate structures to communicate with language speakers in everyday and academic situations.

MAT1012 UNIVERSITY MATH

Learn algebraic language to interpret and use mathematical expressions, including their corresponding graphics, to formulate and solve problems**.**

INF0012 INFORMATION TECHNOLOGIES IN THE CONSTRUCTION OF KNOWLEDGE*

Understand relevant information using Information and Communication Technologies (ICT) to document an economic, political, cultural and/or social problem.

MAT1062 ABSTRACT ALGEBRA

Establish solid math foundations, through demonstrations and use of mathematical properties, to model applied sciences phenomena.

ESP0012 ACADEMIC REASONING*

Express academic arguments orally and in writing within your discipline by developing and presenting persuasive speeches, using the rudiments of communication to interact effectively in a specific academic context.

MAT1022 CALCULUS I
Apply derivative and integral functions of a variable to solve engineering, finance, management and science problems by modeling the speed of change of its indicators.

MAT1042 ANALYTICAL GEOMETRY
Apply conics and basic mathematical concepts, using their algebraic properties with a vector approach, to model relevant indicators in your area of expertise.

LEX0122 FOREIGN LANGUAGE II *
Express known and/or new information orally and in writing using vocabulary and appropriate structures to communicate with language speakers in everyday and academic situations.

LIS1022 OBJECT-ORIENTED PROGRAMMING
Describe the object-oriented paradigm using UNIFIED MODELING LANGUAGE (UML) notation and the Java programming language to implement an application's requirements.

LDS1011 DISCRETE ANALYSIS
Establish the principles and characteristics of discrete mathematics techniques by using logic and discrete mathematical reasoning to solve problems.

MAT2012 CALCULUS II
Apply directional derivatives and multiple integrals of variable functions through the modeling of the rate of change of their indicators to solve engineering, finance and science problems.

ESP0022 ACADEMIC WRITING *
Develop academic articles of your discipline through the administration of specialized information and the application of academic and scientific conventions, for the dissemination of academic and scientific knowledge.

LIS2032 DATA STRUCTURES
Identify the characteristics, advantages and disadvantages of existing algorithms in the management of the main data structures through their implementation and analysis to develop solutions that contribute to the construction of complex computer systems.

EX0132 FOREIGN LANGUAGE III *
Express known and/or new information orally and in writing using vocabulary and appropriate structures to communicate with language speakers in everyday and academic situations.

LAT2012 STOCHASTIC MODELS I
Apply probability techniques through different univariate models to calculate probabilities and expected values in real problems that contribute to decision-making.

LAT2022 MATRIX THEORY
Apply vector spaces, matrix theory and linear transformations to solve various world phenomena problems and to model and use matrix theory in your discipline through the use of technological resources.

MAT2042 MATHEMATICAL ANALYSIS I

Apply the derivative and integral functions of a variable to solve engineering, finance, and science problems using the multiplier method, to develop solutions to optimization problems.

LIS2082 DATABASES

Develop database applications, representing your information without inconsistencies or anomalies with the relational data model to organize storage and later access in a fast and structured way.

MAT2052 ORDINARY DIFFERENTIAL EQUATIONS

Apply different solutions techniques to differential equations using the existing classic ordinary differential equations methodologies to apply them in practical problems.

LIS2012 DISCRETE MATHEMATICS

Identify the appropriate design technique in problem solving through the asymptotic analysis of an algorithm to develop efficient solutions.

LAT2062 STOCHASTIC MODELS II

Apply probability techniques by developing different multivariate models to calculate probabilities and expected values in real problems that contribute to decision-making.

MAT3012 MATHEMATICAL ANALYSIS II

Apply line and multiple integrals of variable functions through the infinite sums modeling their indicators to develop solutions to physics, finance and science problems.

LFA3082 NUMERICAL ANALYSIS

Develop programming language codes using the principles of algebra and calculus to analyze nonlinear, algebraic and differential equations systems.

LAT3012 INFERENCE METHODS I

Apply various methodologies to estimate interest parameters that contribute to decision-making, developing descriptive statistics, point estimation and interval estimation methods.

LDS1021 DATA MINING

Apply the principles of data mining by developing specific analysis models to establish the appropriate information extraction method to ensure efficient decision-making.

LAT3022 STOCHASTIC MODELS III

Apply probability techniques and stochastic processes by developing different models of probability and stochastic processes to calculate probabilities and expected values in real problems, thus contributing to decision making.

LDS1031 PROFESSIONAL PRACTICE 1

Apply the knowledge acquired during the licenciatura in data science in professional environments by applying theories and methodologies in the analysis, diagnosis, planning, evaluation and decision-making processes to provide solutions of problems of the profession.

LDS1041 TOPOLOGICAL DATA ANALYSIS

Apply data topology concepts by using homology features for data analysis and problem solving in the field of data science.

LEC3092 ECONOMETRICS I

Learn statistical tools using specialized computer packages and databases to quantitatively analyze economic phenomena.

LIS3082 ARTIFICIAL INTELLIGENCE

Design applications using artificial intelligence search techniques, deductive databases and genetic algorithms to build intelligent software based on automatic reasoning and oriented to optimization.

LAT3062 INFERENCE METHODS II

Apply various statistical methodologies, developing different tests of parametric and nonparametric hypotheses to understand the parameters of interest of a population that contribute to decision-making in different actuarial science areas.

LDS1051 PATTERN RECOGNITION

Examine the main pattern recognition techniques by analyzing the development of methods and classifiers for optimal selection in image analysis, audio and speech recognition, data mining, data retrieval and bio-computing.

LII2042 OPTIMIZATION TECHNIQUES AND THEORY

Analyze practical problems by applying mathematical programming models and methods, to develop optimal solutions to support decision-making.

LDS1071 MACHINE LEARNING

Identify the concepts of supervised and unsupervised machine learning by implementing and analyzing algorithms to develop solutions to specific recent problems.

LEC4032 ECONOMETRICS II

Analyze statistical tools through the database in the form of time series to distinguish economic and financial phenomena.

LDS1091 PROFESSIONAL PRACTICE 2

Evaluate problems and situations in the profession by applying the knowledge acquired during the studies in data science to design proposals for solutions to real problems.

LDS1101 CONCURRENT SCHEDULING

Understand the main programming characteristics by comparing parallel and concurrent processing algorithms for data analysis in complex cases.

LDS1081 NEURAL NETWORKS

Apply neural network techniques and theory through the interface between modern technology and the human brain to solve varied problems in data science, statistics and computing.

LDS1061 SELECT TOPICS 1

Analyze cutting-edge topics in data analysis using multivariate methods by applying specialized techniques and methodologies to apply statistical concepts that involve many variables.

LIS4102 CLOUD COMPUTING AND BIG DATA
Identify the design and implementation concepts of "big data" systems by analyzing existing successful systems to develop solutions to specific recent problems.

LAT4052 ADVANCED OPTIMIZATION
Analyze practical application problems through the application of mixed integer programming models and methods, to develop solutions that support decision-making processes where it is necessary to select an optimal alternative with respect to a specific objective.

LDS1111 SELECT TOPICS 2
Examine cutting-edge topics in the area of statistical learning by analyzing theories and using specialized models, to identify the applications of data science in new technology models.

LDS1121 SELECT TOPICS 3
Examine current issues in computer security in data science by using models and application analysis to effectively select data protectionstrategies.

LDS1131 DATA VISUALIZATION
Apply the techniques of visualization and presentation of information through the analysis of case studies to develop mechanisms for the presentation and effective communication of information.

GENERAL ART ELECTIVE*

- **ART0022 ART AND CULTURE OF THE AMERICAS**
  Identify sociocultural development in the Americas through their artistic expressions to establish an active dialogue with this past and its identity context.

- **ART0012 ART, HISTORY AND CULTURE**
  Identify how human beings define reality and express it for themselves and the world from the emergence of Western modernity, by explaining the reciprocal relationship between art, history and culture to critically argue artistic representation and expression topics.

GENERAL MATH ELECTIVE*

- **MAT0012 MATH FOR THINKING**
  Apply various approaches to mathematical thinking by modeling and analyzing hypothetical and real-world phenomena, to design solutions to problems related to your studies and your physical environment.

- **MAT0022 MATH AND CULTURE**
  Develop a project that integrates math with any of the expressions of culture, by modeling phenomena or indicators to make decisions that benefit society.

GENERAL BEHAVIORAL SCIENCE ELECTIVE*

- **COM0012 ETHICS, SOCIETY AND THE ENVIRONMENT**
  Discuss global problems and their local implications by integrating socio-economic, environmental and ethical aspects to create proposals for a tolerant society.

- **COM0022 BEHAVIOR AND HUMAN DEVELOPMENT**
  Identify human development's bio-psycho-social factors, by analyzing the variables that affect individual and social behavior and use this knowledge in their academic and professional life.

GENERAL NATURAL SCIENCE ELECTIVE*

- **CNE0012 FOOD AND LIFE**
  Identify the relationship between food and health through research that provides data on eating habits to choose an informed diet for your daily life.

- **CNE0022 EVOLUTION AND BIODIVERSITY**
  Describe the origin of diseases through causal factors to assess human health information sources.

GENERAL HUMANITIES ELECTIVE*

- **HUM0012 ECOSOPHY**
  Compare world representation systems, analyzing different epistemological proposals to reposition the current Being-Man relationship with their environment and other beings from a fundamentally ecological philosophical dimension.

- **HUM0022 HUMANISTIC THINKING**
  Study humanist thought from a socio-historical cultural perspective, based on the analysis of its different historical nuances to understand its relevance in contemporary culture.

Courses that are part of the UDLAP General Education component