

Introduction

The IP Bulletin is the International Programs "catalog" and provides academic information about the program in Mexico.

General Information

CSU students attend the Querétaro campus of the *Instituto Tecnológico y de Estudios Superiores de Monterrey*. ITESM, or Monterrey Tec (also known as the Tec) was founded in 1943 as a private university by a group of Mexican businessmen to educate professionals for high performance in fields that are critical for national development. Today it is a multi-campus university system unique in Latin America, operating 33 campuses throughout Mexico. Nine campuses (including Querétaro) have programs especially designed for international students. The Tec is accredited in the United States by the Southern Association of Colleges and Schools to award bachelor's, master's and doctoral degrees. It is affiliated with the International Association of Universities, the National Association of Mexican Universities and Institutions of Higher Learning, and is a founding member of the Mexican Association for International Education. One of the Tec's major priorities is internationalization, which is promoted by fostering a global outlook as an essential component of its academic programs.

The campus at Querétaro, a city of approximately 800,000 about 125 miles north of Mexico City in the heart of Mexico, was founded in 1975 and currently enrolls about 5,000 students majoring in agriculture, architecture, business, communications, engineering, international relations and humanities. CSU students may pursue coursework in most of those areas, subject to their language ability, or concentrate on Spanish language learning while also taking courses arranged especially for international students.

Subject to the approval of the CSU International Programs as well as the *Programas Internacionales* Office at Querétaro, students may switch for spring semester to another of the other Monterrey Tec campuses that provides programs and services for international students. A change of campus can be approved only for strictly academic reasons. In most cases, that campus will be the main one of the system, Monterrey.

Academic Calendar

The fall semester starts early in August and ends early December. Spring semester begins around the beginning of January and concludes mid to late May. The calendar is an approximate idea of beginning and ending dates and the specific dates will change from year to year.

Academic Culture

The relatively small average class size at this mid-sized campus allows mentoring relationships to develop. Course instructors are accessible and open to assisting international program students on an individual basis. It is important, however, for students to take the initiative in maintaining open, clear communication with their professors. If there is any doubt or questions about assignments, deadlines, or expectations, the student should make an appointment to speak with the professor. Student effort, responsibility, and punctuality with meeting deadlines are valued. There are strict policies regarding class attendance. Students with excessive absences from class or tardy arrivals are denied the right to take the final exam.

As students make friends with Mexican students on campus they will learn that degree programs are highly structured such that Tec students follow a prescribed course of study, taking courses pertaining to their major over a nine to ten semester period with little room for elective courses. Degree program courses, however, are open to International Program students at the advanced Spanish level. In addition to the opportunity to take academic courses with Mexican students, there are also many extracurricular activities offered on campus in which students studying at the Tec may participate without additional fees.

Academic Reporting

The OIP will use a special course designation number when reporting courses to CSU campuses. This will allow the student to receive CSU resident credit in the subject area in which the course was taught. The title of the course taken will also be reported to the CSU campus and posted to the student's CSU academic record. This method of reporting means that students will need to furnish course descriptions, syllabi and

other course materials to their home campus advisors in order to apply for credit towards specific degree (major, minor or general education) requirements. Students should expect to complete campus-based forms (petitions or course substitution requests) with the assistance of their advisor(s). If courses are not needed for specific degree requirements, then it is usually not necessary to complete any other forms at your campus.

Grading

Below is the grade conversion table that is used to convert grades earned at the Tec to the CSU.

Tec Grade	CSU Grade Equivalent
95 - 100	A
90 - 94	A-
87 - 89	B+
83 - 86	B
80 - 82	B-
77 - 79	C+
73 - 76	C
70 - 72	C-
67 - 69	D+
63 - 66	D
60 - 62	D-
0 - 59	F

Class attendance is mandatory, and absences are considered in determining grades. The attendance policy is very strict and only a limited number of absences is permitted. Absences in excess of the number of absences allowed for a given course will result in a failing grade regardless of grades received for assignments and exams.

Courseload Requirements

At the Tec, all CSU students are required to take 40 Tec units each semester which is equivalent to 15 CSU semester units.

Unit Conversion Guidelines

Tec Unit	CSU Semester Unit
8 units	3 units
16 units	6 units

For CSU students attending a quarter-based campus: To convert the value of CSU semester units into CSU quarter units, multiply the CSU semester units by 1.5.

The Academic Program

The "Spanish & Culture" Program

The Spanish & Culture Program is for beginning and intermediate students whose goals are to focus on Spanish language and culture. The primary focus of this program is to learn the Spanish language and with hard work, even a beginner may become quite proficient by the end of the year.

Each semester, students enroll in Spanish language classes offered by the *Programas Internacionales*, supplemented by one or two elective courses outside of the Spanish language program. Placement in language courses is determined by an online exam in the categories of listening comprehension, oral production, reading comprehension and written production.

All language acquisition courses (Basic, Intermediate and Advanced Spanish I and II) are 6-unit courses and must be taken for a letter grade. Unless indicated in the class schedule, all courses are taught in Spanish.

Fall / Spring Semesters	Option 1	Option 2
Spanish Language	12	9
Electives	<u>3</u>	<u>6</u>
TOTAL	15	15

The “Advanced Spanish” Program

The Advanced Program is designed for students who have advanced proficiency in Spanish reading, writing, listening and speaking and who are ready to study in the native language side-by-side with local students. In order to ensure that students will be able to follow the Spanish speaking courses, the Tec provides a Spanish Placement Test (prior to your arrival) to assess the student’s Spanish language level.

Students who are placed in Advanced Spanish I and who have met course pre-requisites can enroll in any of the courses offered at the Tec. The International Programs staff in Queretaro will assist with course registration during the on-site orientation.

The “Study in English” Program

This program is designed for students who understand the importance of Spanish language acquisition but who are more interested in gaining a Mexican perspective in their academic discipline. Such students will take 3-6 units of Spanish per semester and 9-12 units of coursework in their academic major per semester for a minimum total of 15 units per semester.

Fall / Spring Semesters	Option 1	Option 2
Spanish Language	3	6
Electives	<u>12</u>	<u>9</u>
TOTAL	15	15

There are about approximately 70 courses offered in English at the Tec and academic offerings vary from year to year. The Tec has been increasing the number of classes taught in English so continue to check their website. Keep in mind that classes **need a minimum enrollment of 8 students to remain open.**

The “La META” Program (Learn About Mexican Education and Teaching in Action)

Students enroll in Spanish language courses appropriate to their level in addition to courses in Latin American Civilization, intercultural communication and the Mexican education system. Each semester, students also experience education in Mexico as classroom teaching assistants in public and private schools in Querétaro.

Below is the La META program of study:

Fall Semester	Units
Spanish Language	6
H 3019 Education, Culture and Thought in Mexico*	3
IP3021A Internship in Mexican Private Schools *	3
RI2019 Social and Cultural History of Latin America	<u>3</u>
TOTAL UNITS	15
Spring Semester	
Spanish Language	6
CO 00832 Intercultural Communication*	3
IP3021C Internship in Mexican Public Schools*	3
Elective	<u>3</u>
TOTAL UNITS	15

* Must be taken in combination

Academic Year Courses in the *Programas Internacionales*

Courses are subject to change, and normally need an enrollment of twelve students in order to be taught. Descriptions and course syllabi can be found on the web.

The courses listed below are especially offered to International students. Courses are subject to change, and normally need an enrollment of twelve students in order to be taught. Detailed course descriptions can be found on the web at www.study-in-mexico.com. Click on "Study Abroad Mexico" on the menu on the left. Click on "New Course Codes 2009". To obtain course information, place your cursor over the course code and click.

HI1004 Basic Spanish I (6)

Development of language patterns, Real language, oral and written, is linked to grammar. Application of basic grammatical knowledge to written production and reading comprehension. Reading comprehension introduces students to authentic Spanish texts. Lower division. Offered on demand. Previously numbered IP1001.

HI1005 Basic Spanish II (6)

Progress in the development of language patterns. Real language, oral and written, is linked to basic and intermediate grammar. Application of grammatical knowledge to written production and reading comprehension. Reading comprehension will introduce students to authentic Spanish texts. Lower division. Offered Fall/Spring. Previously numbered IP1002.

HI1003 Communication Skills Development I (3)

Development of oral and written communicative skills at the elementary level. Students listen, talk, write and read about daily situations in order to survive in a Spanish-speaking community. Lower division. Offered on demand. Previously numbered IP1003.

HI2015 Intermediate Spanish I (6)

Review of basic concepts and study of intermediate grammar. Real language, oral and written, is linked to grammar. Lower division. Offered Fall/Spring. Previously numbered IP2004.

HI2016 Intermediate Spanish II (6)

Study of grammar in greater depth in order to produce correct structures using all verb tenses. Correct use of pronouns, prepositions, conjunctions, all *se* functions, and written accents. Lower division. Offered Fall/Spring. Previously numbered IP2005.

HI2013 Communication Skills Development II (3)

Development of oral and written communicative skills at the intermediate level. Students listen, talk, write and read about social and cultural topics taken from the media and other material. Lower division. Offered Fall/Spring. Previously numbered IP2006.

HI2011 Composition II (3)

Designed for development of writing skills at the intermediate level. Creation of paragraphs and short texts by combining basic syntactic structures and the use of cohesive elements. Lower division. Offered Fall/Spring. Previously numbered IP2017.

HI3004 Spanish for Bilinguals (3)

Designed for Mexican-American students to improve their use of formal Spanish. Reading and writing skills, vocabulary enrichment; impromptu and formal speeches. Differences in social dialects. Upper division. Offered on demand. Previously numbered IP3002.

HI3010 Advanced Spanish I (6)

Intensive advanced grammar for non-native speakers. Designed to give students confidence in their second language or foreign language performance. A selection of problems common to non-native speakers will be covered and linked to real language. Upper division. Offered Fall/Spring. Previously numbered IP3005.

HI3011 Advanced Spanish II (6)

Intensive advanced grammar for non-native speakers. Designed to give students confidence in their second language or foreign language performance. A selection of problems common to non-native speakers will be covered and linked to real language. Further development of speaking skills; Spanish at a superior level. Upper division. Offered on demand. Previously numbered IP3006.

HI3007 Composition III (3)

Designed for development of writing skills at a native-like level. Production of real texts by combining basic and complex syntactic structures, and the use of cohesive elements. Upper division. Offered Fall/Spring. Previously numbered IP3007.

HI3008 Communication Skills Development III (3)

Development of oral and written communicative skills at the advanced level. Students listen, talk, write and read about social, political, economical and cultural topics taken from the media and other material. Upper division. Offered Fall/Spring. Previously numbered IP3008.

HI3012 Spanish for Business (3)

Intensive practice of Spanish using business terminology and vocabulary. Readings on current business issues. Presentations of oral and written reports and simulations of real-life situations. Upper division. Offered on demand. Previously numbered IP3009.

HI3012 Academic Spanish (3)

Introduction to the Spanish-speaking university classroom. Improvement of reading skills, note-taking, formal papers and essay exams. Formal presentations and reports as expected in the Mexican educational system. Offered on demand. Previously numbered IP3010.

HI3019 Spanish Phonetics and Phonology (3)

Analysis of Spanish phonemic and phonological system and contrast with English. Study of different pronunciations of Spanish dialects. Practice to improve accent. Upper division. Offered Spring. Previously numbered IP3013.

H 1011 Introduction to Mexican Culture (3)

This is an introductory course for students who have little knowledge of Mexican culture. The course presents an overview of the culture, from its roots to nowadays, presenting distinctive characteristics of the psychology of Mexicans. Taught in English. Lower division. Offered Fall/Spring. Previously numbered IP1004.

H 2028 Mexican Culture (3)

Overview of Mexican history and of the Mexican way of thinking. Analysis of cultural elements and concepts on topics such as family, art, time, work, death, religion, music and cuisine. Upper division. Offered Fall/Spring. Previously numbered IP2008.

RI2019 Social and Cultural History of Latin America (3): This course will examine the growth and development of civilizations in the Latin American region from the pre-Hispanic period to the revolutionary period in the twentieth century. Participants will analyze historic, political, sociological and cultural factors in order to gain an understanding of the culture of Mexico and Latin America. Upper division. Offered Fall. Previously numbered IP2009.

AR2014 Art and Architecture in Mexico (3)

Important periods in art and architecture; important painters and sculptors throughout Mexico's history with special attention to pre-colonial and colonial architecture. Includes field trips to ruins, historical sites and museums. Upper division. Offered on demand. Previously numbered IP2010.

RI3008 Mexican History (3)

An overview of Mexican History, from pre-Hispanic culture to the consolidation of Modern Mexico in the 20th Century. Also the course examines political, economic, social and cultural aspects of each historic period. Upper division. Offered on demand. Previously numbered IP3017.

H 3020 Latin American Literature (3)

Overview of contemporary Latin American literature. Reading, analysis and discussion of the most representative works of the 20th century writers: Juan Rulfo, García Marquez, Jose Donoso, Elena Poniatowska, and Carlos Fuentes. Upper division. Offered Fall/Spring. Previously numbered IP3018.

H 3021 Mexican Literature (3)

Overview of contemporary Mexican literature. Reading, analysis and discussion of the most of the representative works of the 20th century Mexican writers. Upper division. Offered Fall/Spring. Previously numbered IP3019.

NI2006 Doing Business in Mexico (3)

To provide the student with a general knowledge regarding the history, culture and economy of Mexico, including a general understanding of the way Mexicans do business and the way foreigners can also do business in Mexico. Taught in English. Lower division. Offered Fall/Spring. Previously numbered IP2012.

RI3007 Diplomatic Relations between Mexico and the US (3)

Examines the history of political, economic and social relations between the two countries. Emphasis on contemporary issues. Upper division. Offered Spring. Previously numbered IP3025.

EP3000 Internship A (3)

Work-study opportunities (internships) are available in banks, wholesale and retail businesses, international, national and local business offices, education, communications/mass media and community service. Students who are interested in applying for an internship in business are required to have intermediate or advanced Spanish language proficiency. Upper division. Offered Fall/Spring. Previously numbered IP3021.

EP3001 Internship B (6)

Same as EP3000. Upper division. Offered Fall/Spring. Previously numbered IP3022.

Academic Year Courses for the La META Program

Spanish Language (6): Prior to arrival, students will take a placement test online and be placed in the appropriate level of Spanish coursework offered by the *Programas Internacionales*.

RI2019 Social and Cultural History of Latin America (3)

This course will examine the growth and development of civilizations in the Latin American region from the pre-Hispanic period to the revolutionary period in the twentieth century. Participants will analyze historic, political, sociological and cultural factors in order to gain an understanding of the culture of Mexico and Latin America. Upper division. Taught in Spanish. Offered Fall. Previously numbered IP2009.

H 3019 Education, Culture and Thought in Mexico (3)

This course will examine education in Mexico from preschool through the university system in public and private, urban, rural and indigenous settings. The course will provide an historical perspective of the development of schooling in Mexico; a review of national educational policy in regards to federal, state, and municipal authority in the administration of education; an overview of the nationalized curriculum; and the development of universal access to basic education. Participants will examine the impact of multiple forms of diversity present in Mexican schools on student education, including cultural, linguistic, and ethnic differences as well as special education needs, biliteracy, multicultural education, and socioeconomic status. Upper division. Taught in Spanish. Offered Fall. Previously numbered IP3016.

IP3021A Internship in Mexican Education: Private Schools (3)

During the fall semester, each participant will serve as a teaching assistant to an assigned classroom teacher in a private school (primary or secondary) for 7 hours per week. The focus will be on gaining experience working in a Mexican private school setting, assisting the classroom teacher and gaining an understanding of the educational life in Mexican private schools. Participants will engage in an associated teaching assistantship seminar for two hours per week with a seminar leader. The seminar will serve as a support seminar where participants will explore their role as teaching assistants, link theory and practice in the school setting, and engage in a series of assignments designed to provide a framework for gaining knowledge of Mexican students and schooling in private school settings. Upper division. Offered Fall.

IP3021C Internship in Mexican Education: Public Schools (3)

During the spring semester, each participant will serve as a teaching assistant to an assigned classroom teacher in a public school at the primary level for 7 hours per week. The focus will be on gaining experience working in a Mexican public school setting, assisting the classroom teacher with the students and classroom activities, and gaining an understanding of the educational life in Mexican public schools. Participants will engage in an associated teaching assistantship seminar for two hours per week with a seminar leader. The seminar will serve as a support seminar where participants will explore their role as teaching assistants, link theory and practice in the school setting, and engage in a series of assignments designed to provide a framework for gaining knowledge of Mexican students and schooling in a Mexican public school setting. Upper division. Offered Spring.

CO 00832 Intercultural Communication (3)

Participants will gain an understanding of how their own backgrounds as well as the diverse backgrounds of learners in Mexican schools impact communication as well as the teaching and learning process. Cultural, socio-cultural, psycho-cultural, and environmental influences on the communication process and on the development of intercultural sensitivity are explored. Taught in English. Upper division. Offered Spring.

Elective (3)

In the spring semester, participants will take one 3-unit elective course selected from the course offerings at ITESM, campus Querétaro and as approved by the students' CSU home campus advisor. (See section below for an example of course listings.)

Academic Year Courses in the Regular Departments

Most of the fields that are taught at ITESM Querétaro are open to international students, depending on their language proficiency and completion of prerequisite courses. The most current information can be found on the web at www.study-in-mexico.com. Click on "Undergraduate Options" / "Courses" followed by "Regular Courses Offered in English" or "Regular Courses offered in Spanish." (Not all of the courses in Spanish are included). Please note that course offerings are subject to change.

Course information is divided by field of study. Students may take any of the classes offered in Spanish if they are placed in an "Advanced Spanish I" level according to the results of the Spanish language placement exam.

Students may check the "plan de estudios" of the 21 majors offered in Campus Querétaro to have a general idea of classes offered in Spanish. To do that, visit www.study-in-mexico.com and click on "Programas educativos" / "Profesional" / "Carreras profesionales." Click on a degree major (licenciado) / "plan de estudios" to see a list of courses in the degree program. To obtain more complete information available in Spanish about the ITESM degree programs, click on "Oferta Académica" instead of "Carreras profesionales" and then click on any of the degree codes in the right hand column.

Courses in semesters 1-4 are considered lower division and courses in semesters 5 and above are considered upper division. To view course numbers with links to course descriptions and syllabi, click on the course titles in the plan de estudios or click on "Ver detalles" at the bottom of the plan de estudios page.

Once students are accepted to the Tec, they will receive a list of courses. The final schedule of classes open and the day and time of classes will be given to students about two weeks prior to their arrival.

Regular Courses Taught in English

Courses are offered in English in the following areas:

Architecture / Industrial Design

Business:

- Administrative Science
- Economics and Finance
- Financial and Managerial Accounting
- Financial Management
- Human Resources
- Information Systems
- International Business
- Marketing
- Organizations

Communications

Engineering:

- Agricultural Engineering
- Chemical Engineering
- Civil Engineering
- Computer Science
- Electrical Engineering
- Industrial Engineering
- Mechanical Engineering
- Systems Engineering

Humanities

Sciences

- Chemistry
- Physics

Social Sciences

- Economics and Finance
- Human Resources
- International Relations

- Political Science

For more information, go to www.study-in-mexico.com . For specific questions, contact Ms. Monserrat Bañales Estrada, International Student Advisor, at mbanales@itesm.mx .