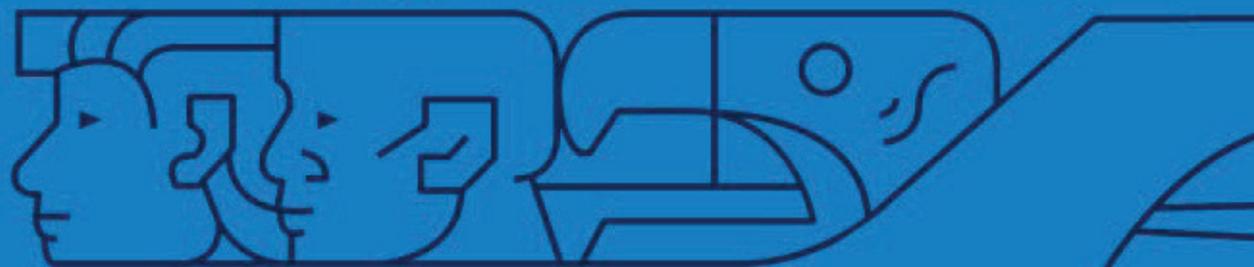


TECNOLÓGICO DE MONTERREY



**Regulations on Scholarships and  
Student Loans for High School  
and Undergraduate Students**



# **REGULATIONS ON SCHOLARSHIPS AND STUDENT LOANS FOR HIGH SCHOOL AND UNDERGRADUATE STUDENTS**

INSTITUTO TECNOLÓGICO Y DE ESTUDIOS  
SUPERIORES DE MONTERREY

Promulgation date: Agosto de 2014

Amendmen: 2015, 2016, 2017

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Ave. Eugenio Garza Sada 2501 Sur, Col. Tecnológico C.P. 64849, Monterrey, N.L., México.

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# AMENDMENTS TO THIS EDITION

1. Since the order of some of the chapters has been changed in these regulations to improve the structure of the content, some of the article numbers do not coincide with the previous version.
2. The term financial aid has been replaced with student loan and the term financial aid has been redefined.
3. The term cocurricular talent has been replaced with student talent.
4. The terms sports activities and cultural activities have been replaced with athletic activities and artistic activities.
5. Article 11 now includes the Entrepreneurial Talent Scholarship Program as a type of aid.
6. The term academic talent distinction has been replaced with academic talent scholarship.
7. The Academic Merit and Academic Excellence programs are no longer offered, and the Entrepreneurial Talent Program has been included.
8. Chapter III, which refers to the classification of scholarship programs, has been deleted.
9. Article 35 clarifies that the temporary student loan applies only to undergraduate students.
10. Article 16 includes the entrepreneurship aptitude.
11. The Entrepreneurial Talent Scholarship Program has been added in article 21.
12. In article 28, the transfer of scholarships from one campus to another has been extended to all the programs, except the Student Talent Scholarship Program.
13. Article 29 extends the benefit of the scholarship for all the programs.
14. A new article 36 has been included, stating that a graduate from an undergraduate degree program who applies for a type of scholarship to study another undergraduate degree program is not a candidate for receiving such aid.
15. In article 37, the score on the academic aptitude test has been increased from 1080 points to 1100 points.
16. In article 39, the score on the academic aptitude test has been increased from 1300 points to 1320.

17. The new article 40 has been included in relation to the scholarship application requirements for reentry students.
18. In article 41, the score on the academic aptitude test has been increased from 1300 points to 1320.
19. The articles related to the award of scholarships from the Academic Excellence Program and the Academic Merit Program, respectively, have been eliminated.
20. The articles related to the award of scholarships from the Sports Talent Program and the Cultural and Leadership Talent program, respectively, have been eliminated.
21. The new article 44 has been included in relation to the requirements for the Student Talent Scholarship Program.
22. The new article 45 has been included in relation to the requirements for the Entrepreneurial Talent Scholarship Program.
23. The scholarship-holder service for the Entrepreneurial Talent Scholarship Program has been included in article 60.
24. The scholarship maintenance table for students in the Leaders of Tomorrow Program has been included in article 64.
25. Article 48 expands the maintenance requirements for intensive courses.
26. The requirement of enrolling in a full academic load and intensive summer courses for students to maintain financial aid has been included in articles 49, 50, 51, 52.
27. The articles related to maintaining scholarships in the Sports Talent programs and the Cultural and Leadership Talent program, respectively, have been eliminated.
28. The new article 53 has been included in relation to the maintenance requirements for the Student Talent Scholarship Program.
29. The new article 54 has been included in relation to the maintenance requirements for the Entrepreneurial Talent Scholarship Program.
30. The new article 55 has been included in relation to the maintenance requirements for the Leaders of Tomorrow Scholarship Program.
31. The allocation period for financial aid resources has been included in article 66.

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# INTRODUCTION

Tecnológico de Monterrey, aware of its responsibility to cooperate within the context of education for the development of the communities in which it operates, provides, through scholarships and student loans, an option for students who are willing and have the necessary abilities to complete their studies at Tecnológico de Monterrey successfully and require financial aid in order to do so.

The academic programs offered by Instituto Tecnológico y de Estudios Superiores de Monterrey, at every level, have been granted Recognition of Official Validity of Studies (RVOE in Spanish), issued by the Mexican Ministry of Public Education (SEP), through the General Department of Higher University Education (DGESU), based on the Presidential Decree published on September 12, 1952, which is identified with the code DEC-520912.

On the basis of Chapter VII of the General Academic Policies and Regulations, Tecnológico de Monterrey has established the Regulations on Scholarships and Student Loans for High School and Undergraduate Students.

The modifications in this edition were proposed by the Office of the Academic and Educational Innovation Vice Rector, based on the recommendations formulated by a committee appointed for this purpose.

David Alejandro Garza Salazar  
Rector of Tecnológico de Monterrey  
August 2017



## GENERAL DEFINITIONS

**Financial aid.** Aid awarded to students by Tecnológico de Monterrey to cover expenses related to tuition. The types of aid are: Scholarship, Student Loan and a combination of both.

**Award.** Process subsequent to the application procedure through which the type of financial aid is awarded to a student to complete his/her studies.

**Scholarship.** Exemption from paying a percentage of the tuition fees without the obligation of subsequent repayment by the beneficiary.

**Talent scholarship.** Type of scholarship awarded to outstanding students to recognize their exceptional performance in academic, artistic, athletic, leadership or entrepreneurship activities.

**Destination campus.** Campus that receives the financial aid application from a student as part of a transfer process from one campus to another.

**Origin campus.** Campus of origin of a student in a transfer process from one campus to another.

**Scholarship-student loan combination.** Type of financial aid consisting of a scholarship and a student loan. The beneficiary undertakes to repay the portion corresponding to the percentage of the student loan, under the terms and conditions provided by the Institute.

**Financial Aid Committees.** Group of people who represent the different areas of a campus and have the authority to award the types of financial aid. Their main functions include reviewing and evaluating the financial aid applications.

**Intensive courses.** Courses offered in summer and winter.

**Franchise.** *The percentage of tuition assigned as a scholarship or student loan.*

**Academic periods.** *The semester and trimester periods in which the courses are taught.*

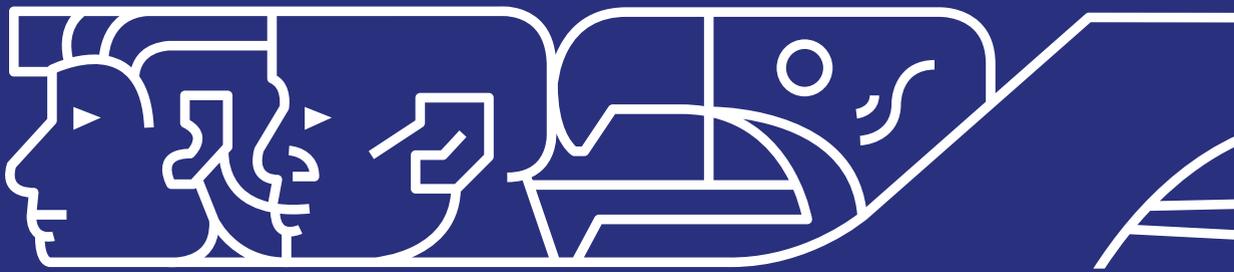
**Student loan.** *Percentage of the tuition fees, payment of which is deferred under the terms and conditions determined by the Institute.*

**Budget for scholarships and student loans.** *Part of the campus's budget for revenue from tuition fees that is allocated to scholarships and student loans in a specific period.*

**Scholarship and student loan programs.** *Differentiated financial aid schemes offered by Tecnológico de Monterrey to students so they can study at the Institute. Each program targets a specific student profile and has its own characteristics, franchises, and financial aid award and maintenance requirements.*

**Academic Aptitude Test.** *Test that measures the verbal and mathematical reasoning skills of Spanish-speaking students who wish to pursue higher education studies. It is used, together with other elements, to determine applicants' admission.*

**Application for scholarships and student loans.** *Document that contains the candidate's general and academic information, as well as information on his/her family's current socioeconomic situation. It must be submitted by the candidate who is seeking to obtain a type of scholarship or student loan in order to pursue his/her studies.*



# CHAPTER I



# CHAPTER I

## Objective and Scope of Application

### Article 1

In order to carry out its academic and educational activities with its characteristic levels of excellence, Tecnológico de Monterrey offers financial aid programs to provide financial support for students who have the necessary abilities to complete their studies successfully and who meet the requirements established in such programs.

### Article 2

Definitions for the purposes of these regulations:

**Financial aid:** Aid awarded to students by Tecnológico de Monterrey to cover expenses related to tuition and that has specific characteristics. The types of aid are: scholarship, student loan, and a combination of both.

**Scholarship:** Exemption from paying a percentage of the tuition fees without the obligation of subsequent repayment by the beneficiary.

**Scholarship holder:** The person who has been awarded a scholarship.

**Scholarship cancellation:** The definitive interruption of aid for reasons other than its termination.

**Call for applications:** The document published in diverse media to provide information on the specific characteristics of the open call, in which the general public can participate to obtain the scholarships awarded by Tecnológico de Monterrey. It also indicates the deadlines for applying for each scholarship and the requirements to be met by applicants.

**Student loan:** percentage of the tuition fees, payment of which is deferred under the terms and conditions determined by the Institute.

**Franchises:** the percentage of tuition allocated as a scholarship or student loan.

**Applicant:** the person who applies for a scholarship or student loan.

### **Article 3**

The objective of these regulations is to:

- a. Streamline the application, award and maintenance processes for scholarships and student loans for students who have been admitted and apply for or receive a type of aid.
- b. Facilitate the application, award, formalization, renewal, administration and transfer processes of the scholarship and student loan programs for the campuses.
- c. Regulate and implement the scholarship and student loan programs in accordance with the budget allocated for this purpose.
- d. Establish the bases, requirements and procedures for the award, maintenance and cancellation of scholarships and student loans of Tecnológico de Monterrey.

The policies and regulations herein refer to the high school and undergraduate academic levels.

### **Article 4**

When in these regulations a different name is given to an administrative unit, meaning any office, department or unit for attention or service, defined before the start of the validity of the same, any matters being processed will be dealt with by the administrative unit with the new name.

### **Article 5**

The process for the award and maintenance of scholarships and student loans of Tecnológico de Monterrey starts with the call for applications targeting the general public and adheres to the deadlines established by the administrative calendar in effect.

### **Article 6**

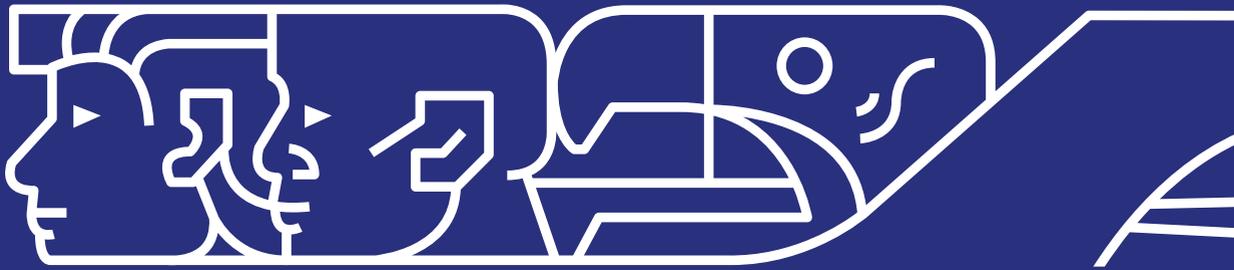
The call for applications, which includes the participation requirements, is published on Tecnológico de Monterrey's official website, in the

Admissions section and is disseminated through electronic, print or in-person means. Scholarships are awarded in keeping with the relevant criteria directly related to the applicant's academic, athletic, artistic, leadership and entrepreneurship capacities and in compliance with the bases and procedures indicated herein.

### **Article 7**

The entities responsible for allocating scholarships and student loans are the financial aid committees designated for such purpose, in order to ensure that the rules set forth herein are fulfilled and the allocation of this aid at each campus is impartial and takes into consideration each student's particular situation.





## CHAPTER II



# CHAPTER II

## Types of Financial Aid

### Article 8

Tecnológico de Monterrey offers three types of financial aid: scholarship, student loan, and a combination of both.

**Scholarship:** Exemption from paying a percentage of the tuition fees without the obligation of subsequent repayment by the beneficiary. Each scholarship program targets a specific student profile and has its own characteristics, franchises, and allocation and maintenance requirements.

**Student loan:** Percentage of the tuition fees, payment of which is deferred under the terms and conditions determined by the Institute.

**Scholarship-student loan combination:** The combination of the two aforementioned types of aid. The beneficiary undertakes to repay the portion corresponding to the percentage of the student loan, under the terms and conditions provided by the Institute.

### Article 9

Once the student applicant has been awarded a scholarship or student loan, the terms and conditions of the same will be set forth in the official documents generated by the Institution for this purpose.

### Article 10

The scholarship-student loan combination applies solely to undergraduate students. High school students can only be awarded a scholarship

## Article 11

The scholarship programs are classified as follows:

- a. **Socioeconomic.** Socioeconomic scholarships are offered as an option for students who are willing and have the necessary abilities to complete their studies at Tecnológico de Monterrey successfully, but do not have sufficient funds to cover the inherent costs. This type of aid is awarded on the basis of the proven economic situation of the applicant's family. Talento académico.
- b. **Academic talent.** Its aim is to attract academically outstanding students to study at the Institute, regardless of the family's economic situation. The call for applications is made and the students with the highest grade average and the best scores on the Academic Aptitude Test are selected.
- c. **Student talent.** Student talent scholarships are offered as an option for outstanding students who have performed exceptionally at the state, national and/or international level in artistic, athletic and leadership activities, according to the profiles established for each of the activities, regardless of the family's economic situation.
- d. **Entrepreneurial talent.** The aim of this selective program is to motivate entrepreneurs who already have creative, innovative high-impact projects for the nation and the world, regardless of the family's economic situation.
- e. **Leaders of tomorrow.** The aim of this program is to benefit academically outstanding, socially aware students who have demonstrated their leadership skills and the necessary abilities to complete an undergraduate degree at Tecnológico de Monterrey successfully, but do not have sufficient financial resources to cover the inherent costs of tuition fees.
- f. **External funds.** These tuition scholarships are established by means of agreements with external organizations, while the resources or donations are managed by Tecnológico de Monterrey. The award and maintenance requirements for these scholarships can be defined by the external organization as long as they do not contravene those established by Tecnológico de Monterrey for its socioeconomic support programs. In addition, students who benefit from these scholarships can be awarded financial aid to cover their school and living expenses.

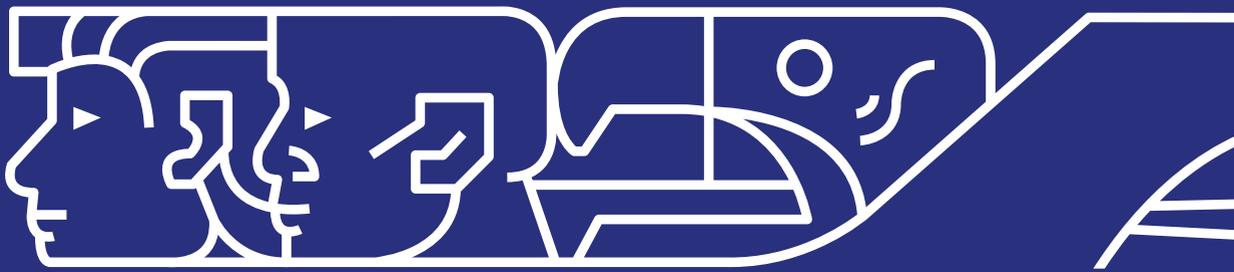
- g. **International students.** This program awards scholarships to international students who have the necessary abilities to complete an undergraduate degree successfully, but do not have sufficient financial resources to cover the inherent costs of tuition fees.

## Article 12

The percentage of tuition covered by the different types of financial aid awarded to students are as follows:

- a. In the Socioeconomic Scholarship Program, the percentage of the scholarship-student loan combination cannot exceed 80% of the tuition fees. In exceptional cases, a combination of 90% can be authorized based on the established criteria. The student loan percentage cannot exceed 25% of the tuition fees.
- b. In the Academic Talent Scholarship Program, the percentage of the scholarship cannot exceed 70% of the tuition fees. It can be complemented with up to a 20% student loan, reaching a total of 90% in student aid.
- c. In the Student Talent Scholarship Program, the percentage of the scholarship cannot exceed the amount defined on the tabulator for each area. In exceptional cases, the Campus Director can decide to authorize, at the recommendation of the National Student Talent Scholarship Committee, a 100% scholarship for athletic activities, based on the criteria established and authorized by the Regional Vice President.
- d. In the Entrepreneurial Talent Scholarship Program, the percentage of the scholarship cannot exceed 70% of the tuition fees. It can be complemented with up to a 20% student loan, reaching a total of 90% in student aid.
- e. In the Leaders of Tomorrow Scholarship Program, the scholarship percentage is 100% of the tuition fees. Moreover, it includes payment of the health insurance premium. This program applies only to undergraduate studies.
- f. In the External Funds Program, the scholarship percentage cannot exceed 40% of the tuition fees.

- g. In the International Student Scholarship Program, the scholarship percentage cannot exceed 40% of the tuition fees. Student loans are not awarded in this program.



## CHAPTER III



# CHAPTER III

## Award of Scholarships and Student Loans

### Article 13

Each campus has a limited budget to award scholarships and student loans to the students who meet the established conditions and requirements.

### Article 14

At each campus, the collegiate bodies responsible for reviewing and evaluating scholarship applications, and the award of scholarships and student loans, are the committees for the diverse financial aid programs.

### Article 15

The entity responsible for awarding the Leaders of Tomorrow Scholarships is the National Leaders of Tomorrow Scholarship Committee, which will also assure that this aid is awarded impartially on the basis of an analysis of each of the applications submitted.

### Article 16

The campus' financial aid committees ensure that scholarships and student loans are awarded impartially, taking into consideration academic, athletic, artistic, leadership and entrepreneurship aptitudes, in compliance with the criteria established herein.

### Article 17

The financial aid committees at each of the Tecnológico de Monterrey campuses will be made up of at least five participants, representing the academic and administrative or student affairs areas, as applicable.

The committees' main functions include reviewing and evaluating the applications and deciding on the allocation of the scholarship or student loan for each applicant.

### **Article 18**

Each campus awards different combinations of scholarship and student loan percentages based on:

1. The availability of its budget for each academic period.
2. Compliance with the criteria defined herein for each of the scholarship and student loan programs

In the case of the Socioeconomic Scholarship, the percentages for the scholarship-student loan combinations are established by the Office of the Academic and Educational Innovation Vice Rector

### **Article 19**

The Campus' Scholarships and Financial Aid Committee will inform each applicant of the outcome of his/her scholarship or financial aid application in the official system established for this purpose, on the date specified on the official calendar by the Office of the Academic and Educational Innovation Vice Rector, as long as the applicant has been admitted as a student and meets the established requirements.

### **Article 20**

The National Leaders of Tomorrow Committee will post the results of the application process on the registration system and ask the campuses to contact the student to inform him/her of the outcome of his/her application.

### **Article 21**

To award scholarships, the financial aid committees will evaluate the applicants' request for aid based on the following scholarship criteria, which are impartial and directly related, as applicable, to the applicants'

academic capacity and athletic, artistic, leadership and entrepreneurship talents:

1. Socioeconomic Scholarship Program: awarded with the campus' resources on the basis of the proven economic situation of the applicant's family. Such need determines the franchise of the scholarship or student loan allocated.
2. Academic Talent Scholarship Program, Student Talent Scholarship Program (artistic, athletic and leadership activities) and Entrepreneurial Talent Scholarship Program: awarded with the campus' resources, regardless of the student applicant's economic situation.
3. International Student Scholarship Program: awarded with the campus' resources to applicants who are not Mexican, taking into consideration the proven economic need of the applicant. Applicants must have the corresponding immigration form and have been living in Mexico for at least five years.

## **Article 22**

A socioeconomic scholarship awarded to high school students will continue to be valid if they wish to study an undergraduate degree at any campus and will be converted into a scholarship-student loan combination. The required conditions are:

- a. Have a minimum cumulative grade average of 85/100 on their transcript.
- b. Sign the letter of acceptance on the stipulated date.

## **Article 23**

Tec High School students who have already been awarded a socioeconomic scholarship and want to study an undergraduate degree at any campus can request an increase in financial aid if they have a minimum cumulative grade average of 85/100 on their transcript. They must also complete a financial aid application, which includes payment of the fee established to cover the administrative costs of the process.

## **Article 24**

Applicants for the undergraduate level who have graduated from Tec High School must confirm their acceptance on the dates defined exclusively and preferentially for Tec High School students. Their scholarship for undergraduate studies at any campus will be guaranteed if they apply within the corresponding period. After this date, students can apply for aid, but it will not be guaranteed, since they will be applying together with external students and the award will be subject to the campus' budget.

## **Article 25**

Once financial aid (scholarship, student loan or a combination of both) has been allocated, applicants must confirm their acceptance of the financial aid awarded by paying the tuition deposit no later than 5 business days after the date of the decision, otherwise the aid awarded will be cancelled.

## **Article 26**

Scholarships for the Academic Talent Program and the Student Talent Program awarded in high school cannot be automatically renewed for undergraduate studies, although students can reapply for these types of aid by following the established procedures.

## **Article 27**

A student who is a beneficiary of the Leaders of Tomorrow Scholarship Program can transfer to another Tecnológico de Monterrey campus under special circumstances. The student must write a letter explaining the reasons so that both campuses can make a decision in this regard. The transferring students' living expenses will not be considered in the scholarship.

## **Article 28**

Scholarship holders can maintain their scholarship when they transfer from one campus to another. Once the transfer has been authorized by

the scholarship director of the campus to which they wish to transfer and the scholarship director of their current campus, the students' files are transferred to the receiving campus. This guideline does not apply to students who hold a scholarship under the student talent program.

### **Article 29**

The scholarship programs also apply to intensive courses, as long as the student beneficiaries meet the scholarship maintenance requirements and their scholarship status is regular.

### **Article 30**

Students who are beneficiaries of the Leaders of Tomorrow Scholarship Program can request an academic overload as of the fourth semester, as long as they have not failed any of the courses and they have maintained a grade average greater than or equal to 85/100. The request must be submitted in writing to the campus' Department of Scholarships and Financial Aid and be authorized by the Degree Program Director.

### **Article 31**

Student who are beneficiaries of the scholarship programs can participate in exchange programs in which payment of Tecnológico de Monterrey's tuition fees applies.

### **Article 32**

If for reasons beyond their control students who are beneficiaries of a scholarship program have to suspend their studies, they must send a letter to their campus' Financial Aid Committee requesting the maintenance of their scholarship for a subsequent period. This period cannot exceed one semester and must be authorized by the Financial Aid Committee of their campus. In the Leaders of Tomorrow Program, these cases must be authorized by the National Leaders of Tomorrow Scholarship Committee.

**Article 33**

Students can apply for an increase in financial aid in the event of proven family financial need.

**Article 34**

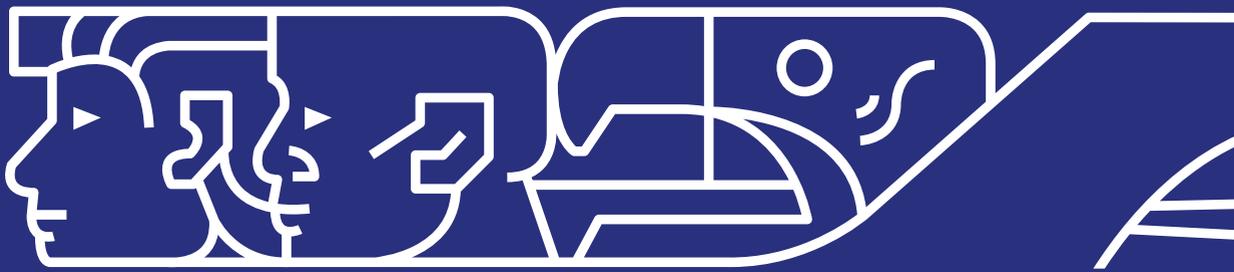
The campuses can update the socioeconomic status of students at any time to corroborate the family's economic situation and decide whether to continue to award the same total percentage of financial aid.

**Article 35**

Students can apply for a temporary student loan as long as they can demonstrate exceptional economic need (unemployment, temporary disability, etc.). In this case, the maximum duration of the aid will be one semester. The student applicant must fill out the financial aid application form online and follow the complete process, including payment of the fee established to cover the cost of the process. Temporary student loans apply only to undergraduate students.

**Article 36**

A graduate from an undergraduate degree program who applies for a type of scholarship to study another undergraduate degree program is not a candidate for receiving such aid.



## CHAPTER IV



# CHAPTER IV

## Requirements for obtaining scholarships and student loans

### Article 37

New Tec High School students who are applying for a Socioeconomic Scholarship must meet the following requirements:

1. Fill out an online financial aid application form and follow the complete process, including payment of the fee to cover the administrative cost of the process.
2. Have a minimum cumulative grade average of 85/100 in junior high school and a minimum of 1100 points on the Academic Aptitude Test.

### Article 38

Tec High School graduates who are applying for financial aid to study an undergraduate degree must meet the following requirements:

1. Fill out an online financial aid application form and follow the complete process, including payment of the fee to cover the administrative cost of the process.
2. Have a minimum cumulative grade average of 85/100 on their high school transcript.

### Article 39

Applicants to the International Student Scholarship Program for new undergraduates must meet the following requirements:

1. Fill out an online financial aid application form and follow the complete process, including payment of the fee to cover the administrative cost of the process.

2. Have a minimum cumulative grade average of 85/100 on their high school transcript and a minimum of 1320 points on the Academic Aptitude Test.

### **Artículo 40**

Applicants to the Socioeconomic Scholarship Programs who are reentry students at the high school and undergraduate levels must meet the following requirements:

1. Fill out an online financial aid application form and follow the complete process, including payment of the fee to cover the administrative cost of the process.
2. Have a minimum cumulative grade average of 85/100 on their transcript.

### **Article 41**

New undergraduate students who are applying for a Socioeconomic Scholarship and come from a high school that does not form part of Tecnológico de Monterrey must meet the following requirements:

1. Fill out an online financial aid application form and follow the complete process, including payment of the fee to cover the administrative cost of the process.
2. Have a minimum cumulative grade average of 85/100 on their high school transcript and a minimum of 1320 points on the Academic Aptitude Test.

### **Article 42**

Applicants to the Leaders of Tomorrow Scholarship Program must meet the following requirements:

1. Submit their application through Tecnológico de Monterrey's website, in the call for applications to the Leaders of Tomorrow Scholarship Program.
2. Complete the tests defined in the program, which can be found on the aforementioned website.
3. Have a final cumulative grade average for high school greater than

or equal to 90/100 and obtain a score greater than or equal to 1400 points on the Academic Aptitude Test.

4. Prove their 100% need for financial aid to cover the tuition fees for undergraduate studies at Tecnológico de Monterrey.
5. Provide evidence of their leadership and social awareness profile through projects in which they have participated.
6. Be selected in the Leaders of Tomorrow Call for Applications for obtaining the highest grade average, highest score on the Academic Aptitude Test, and having a leadership and social awareness profile, and proven economic need to study an undergraduate degree at Tecnológico de Monterrey.

Applicants who participate in this program are exempt from paying the financial aid application fee.

### **Article 43**

Applicants to the Academic Talent Scholarship Program must meet the following requirements:

1. Be admitted to the academic period corresponding to the current call for applications.
2. Submit their application through Tecnológico de Monterrey's website, in the call for applications to the Academic Talent Scholarship Program.
3. Obtain a first-try score on the Academic Aptitude Test greater than or equal to 1400 points for the undergraduate level and 1,250 for high school.
4. Obtain a final grade average greater than or equal to 90/100 in the previous academic period on their transcript, in accordance with the rules of the call for application defined on the website mentioned in point 2.
5. Pay the tuition deposit on the date stipulated in the call for applications in effect.
6. Be selected in the Academic Talent Call for Applications for obtaining the highest grade average and highest score on the Academic Aptitude Test.

## **Article 44**

Applicants to the Student Talent Scholarship Program must meet the following requirements:

1. Submit their application through Tecnológico de Monterrey's website, in the call for applications to the Student Talent Scholarship Program.
2. Complete the tests defined in the program, which can be found on the aforementioned website.
3. Provide evidence of their student talent.
4. Be selected in the Student Talent Call for Applications.
5. Be admitted to the corresponding academic level.

## **Article 45**

Applicants to the Entrepreneurial Talent Scholarship Program who graduated from Tec High School or an external high school and are entering the undergraduate level must meet the following requirements:

1. Be a first-entry applicant to the first semester of an undergraduate degree.
2. Submit their application through Tecnológico de Monterrey's website, in the call for applications to the Entrepreneurial Talent Scholarship.
3. Have an entrepreneurship project with at least one prototype of the product or service to be developed.
4. Be admitted to the undergraduate level.
5. Be selected in the Entrepreneurial Talent Call for Application

## **Article 46**

The requirements for applying for a student loan in any undergraduate program are:

1. Not have been placed on academic probation by the Office of the Registrar.
2. Not have any external financial aid.
3. Have a grade average in their curriculum of at least 70/100.
4. Have a guarantor for the formalization of the financial aid.

**Article 47**

Once the scholarships have been awarded, applicants who have applied simultaneously to more than one scholarship program must choose which program best meets their interests.







# CHAPTER V

## Requirements for Maintaining Scholarships and Educational Loans

### Article 48

Students must meet the following general maintenance requirements in any of the scholarship programs:

1. Pass all the courses taken in the academic period and intensive courses.
2. Complete their scholarship-holder service, in accordance with the provisions of each scholarship program.

### Article 49

A requirement for maintaining the scholarship in the Socioeconomic Program is that students must study, in each academic period, a full academic load with the courses corresponding to their curriculum and obtain a final grade average equal to or higher than 85/100 in the academic period or intensive courses then ending.

### Article 50

A requirement for maintaining the scholarship in the Academic Excellence Program is that students must study, in each academic period, a full academic load with the courses corresponding to their curriculum and obtain a final grade average equal to or higher than 90/100 in the academic period or intensive courses then ending.

### Article 51

A requirement for maintaining the scholarship in the Academic Merit Program is that students must study, in each academic period, a full

academic load with the courses corresponding to their curriculum and obtain a final grade average equal to or higher than 85/100 in the academic period or intensive courses then ending.

### **Article 52**

A requirement for maintaining the scholarship in the Academic Talent Program is that students must study, in each academic period, a full academic load with the courses corresponding to their curriculum and obtain a final grade average equal to or higher than 85/100 in the academic period or intensive courses then ending

### **Article 53**

A requirement for maintaining the scholarship in the Student Talent Program is that students must maintain a status defined as regular according to the procedure established for these activities, participate actively on the team or representative activity in which they participate, and complete their scholarship-holder service in activities related to their student talent.

Scholarships for athletic activities can be renewed for a maximum of six years (two semesters more than the official duration of the degree program), as of the initial enrollment at the undergraduate level, and up to seven semesters in high school. This is subject to maintaining eligibility to participate in the student forums in which Tecnológico de Monterrey participates.

The duration of scholarships for artistic activities and leadership will be three years at the high school level and up to five years at the undergraduate level.

### **Article 54**

A requirement for maintaining the scholarship in the Entrepreneurial Talent Program is that students must study a minimum academic load of 32 units in the semester, obtain a final grade average equal to or higher

than 80/100 in the academic period or intensive courses then ending and demonstrate a satisfactory performance in the program's activities.

### **Article 55**

A requirement for maintaining the scholarship in the Leaders of Tomorrow Program is that students must study, in each academic period, a full academic load with the courses corresponding to their curriculum and obtain a final grade average equal to or higher than 85/100 in the academic period or intensive courses then ending.

### **Article 56**

Students who are beneficiaries of the Leaders of Tomorrow Scholarship Program must participate in the academic follow-up program established by the campus.

### **Article 57**

Given the diverse academic and personal situations that might arise for the beneficiaries of the Leaders of Tomorrow Scholarship Program, these students will be allowed to drop, according to the process established for this purpose, a maximum of one course per semester and three courses throughout the entire degree program. If for reasons beyond their control, students need to drop a higher number of courses, the National Leaders of Tomorrow Scholarship Committee will assess the situation and make a decision on the same.

### **Article 58**

When students who are beneficiaries of the Leaders of Tomorrow Scholarship Program is considering changing to another degree program, they must write a letter to the campus' Financial Aid Committee so that it can document the change and give its authorization. The committee will give its authorization to change to another degree program as long as the number of additional courses to be studied, owing to the change, is less than or equal to 12 in relation to the original program for which the scholarship was awarded.

## **Artículo 59**

The requirements for maintaining a student loan when students do not have a scholarship-student loan combination are:

- a. Students cannot have been placed on academic probation by the Office of the Registrar.
- b. Students must be current in the payments agreed upon when they received the financial aid.

If students fail to meet the aforementioned requirements, their student loan will be cancelled.

## **Artículo 60**

Scholarship-holder service must be carried out as follows:

- a. Scholarship-holder service begins as of the second week of classes of the semester and ends in the penultimate week of classes.
- b. Provide five hours per week of scholarship-holder service during the semester.
- c. Provide two hours per week of scholarship-holder service for each course studied during the summer period.
- d. Scholarship-holder service under the Student Talent Program is carried out through the student's participation in the activities defined for this purpose at the Campus.
- e. Scholarship-holder service under the Entrepreneurial Talent Program is carried out through the student's participation in the entrepreneurship activities defined for this purpose.

Scholarship holders who are studying the last period of their undergraduate degree and have maintained a regular status in their scholarship-holder service are exempt from performing this service. This condition does not apply to scholarship holders under the student talent, entrepreneurial talent and leaders of tomorrow programs.

## **Artículo 61**

Students can have the following status regarding their scholarship-holder service:

- a. Regular. When students have satisfactorily fulfilled their scholarship-holder service in the semester then ending.
- b. Non-fulfillment. When students did not fulfill their scholarship-holder service satisfactorily. They will be informed of this status in writing.

## **Artículo 62**

Students participating in a scholarship program can have one of the following statuses regarding their scholarship:

- a. Regular: when the student satisfactorily meets the requirements established for maintaining the scholarship program.
- b. Probation: a written warning is sent to the student. The student continues with the scholarship.
- c. Reduction: as a result of repeated noncompliance, the student's scholarship is reduced by 10%. Students can write a letter to the committee requesting a 10% increase in the scholarship so as not to affect their finances. This request requires the authorization of the Scholarship and Financial Aid Committee.
- d. Cancellation of the scholarship: the definitive interruption of the aid owing to unsatisfactory academic performance and after having the aforementioned statuses.

## **Artículo 63**

The following faults will have repercussions on the status of the scholarship

- a. Noncompliance of scholarship-holder service.
- b. Failing a course.
- c. Obtaining a grade average lower than the one established for maintaining a scholarship in the corresponding program.

When students obtain failing grades in intensive summer courses, only the number of courses failed will be considered as faults.

### Artículo 64

If students do not meet the scholarship maintenance requirements, they can maintain their eligibility on a probationary level during the following semester, depending on: the scholarship-holder service evaluation, the number of courses failed, the grade average obtained in the semester or intensive summer courses, and the previous status, according to the corresponding scholarship maintenance table for the corresponding scholarship program.

- a. Scholarship maintenance table for: Socioeconomic Scholarship Programs, Academic Talent Scholarship Programs, External Funds Scholarship Programs and Socioeconomic Scholarship Programs for International Students.

Condición	Student's previous status in the scholarship program			
	Regular	Probation	Reduction	Cancellation of the scholarship
No faults	Regular	Regular	Regular	
One fault	Probation	Reduction	Cancellation	Cancellation
Two faults	Reduction	Cancellation	Cancellation	Cancellation
Three or more faults	Cancellation	Cancellation	Cancellation	Cancellation

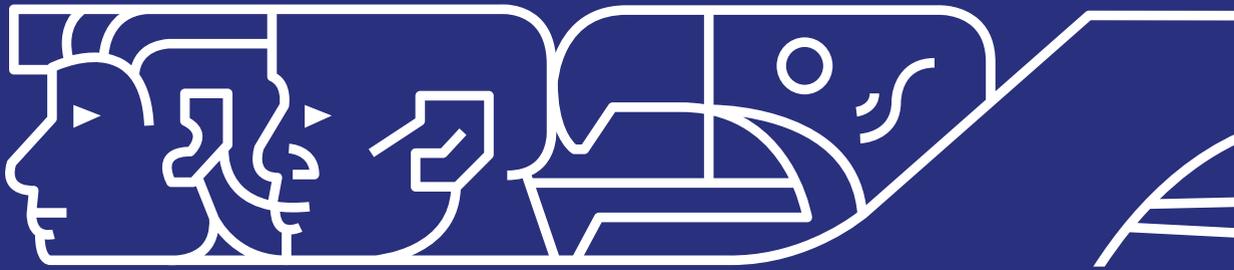
- b. Scholarship maintenance table for the Leaders of Tomorrow Scholarship Programs. Líderes del Mañana

<b>Semester grade average</b>	<b>Regular</b>	<b>Subject to Probation</b>	<b>Probation</b>	<b>Committee Review</b>	<b>Cancellation of the scholarship</b>
Average > 85 No courses failed	Regular	Regular	Regular	Regular	
Average > 85 Average > 85 One course failed	Subject to Probation	Probation	Committee	Cancellation of the scholarship	Cancellation of the scholarship
Average > 85 Two or more courses failed	Probation	Committee	Cancellation	Cancellation	Cancellation
Average > 85 Two or more courses failed	Probation	Committee	Cancellation	Cancellation	Cancellation
Average < 85 One course failed	Probation	Committee	Cancellation	Cancellation	Cancellation
Average < 85 Two or more courses failed	Committee	Cancellation	Cancellation	Cancellation	Cancellation

## Artículo 65

Students whose scholarship percentage is reduced can request an increase of their student loan of up to 25%.





## CHAPTER VI



# CHAPTER VI

## Participants' Rights and Obligations

### Artículo 66

Obligations of Tecnológico de Monterrey:

- a. Allocate the relevant resources to financial aid for the period for which the scholarship was awarded and up to one additional consecutive period in the case of the Academic Talent Scholarship Program.
- b. Inform scholarship holders in writing before the following academic period when a scholarship will be placed on probation or cancelled.
- c. Cancel any scholarship application or award when the student, scholarship holder, institution or organization provides false or incomplete information or documentation.
- d. Verify at any time compliance with the obligations set forth herein and with any other applicable administrative provisions.

### Artículo 67

Obligations of the scholarship holder, apart from fulfilling the objective of the scholarship:

- a. Sign the documentation that formalizes the scholarship or student loan.
- b. Participate every semester in the activities established by the campus to maintain the scholarship or student loan.
- c. Maintain the minimum grade average stipulated in the scholarship or student loan awarded.
- d. Fulfill the obligations set forth herein and any other applicable administrative provisions.
- e. In the case of scholarship holders from the Leaders of Tomorrow Scholarship Program, punctually request, when necessary, the suspension of the scholarship for one period and its reactivation.

- f. Review every semester the renewal status of the scholarship through the Student Portal.

### **Artículo 68**

The National Leaders of Tomorrow Scholarship Committee will determine the appropriate solution for any situation that is not specified in these provisions in the case of the scholarships awarded in the Leaders of Tomorrow Program.

### **Article 69**

The Academic and Educational Innovation Vice Rector of Tecnológico de Monterrey will determine the appropriate solution to any situation that is not specified in these regulations.

# TRANSITORY ARTICLES

**ONE.** All the regulatory and administrative provisions issued previously that conflict with these regulations are rendered invalid. In the cases in which these regulations grant a benefit to the scholarship holder that was not contemplated in the previous regulations, it will be applied in his/her benefit.

**TWO.** For the cases that could be deemed transitory, students will submit their request for consideration in writing to the Director of Scholarships and Financial Aid of the campus to which they belong, explaining and justifying the reasons for which they consider that they are an exception for the purposes of the transitory nature of these provisions.

**THREE.** Tecnológico de Monterrey will apply these regulations retroactively for scholarship holders who are applying for financial aid at the campus at the time when they come into force.

**FOUR.** Students who are currently in high school or junior high must start their undergraduate degree at their local campus and, at the time of the transfer, the policies defined in the previous point will apply.

**FIVE.** Students who received a socioeconomic scholarship before August 2016, must obtain, to maintain the same, a final grade average, in the semester then ending, equal to or greater than 80/100, as indicated in the table in Appendi



# APPENDIX I

Table of averages required for the continuance and maintenance of socioeconomic scholarships for students who received support before August 2016.

Campus	Average required for socioeconomic scholarship continuance	Average required to maintain socioeconomic scholarships at the high school and undergraduate levels
Agascalientes	80	85
Central de Veracruz	80	85
Chiapas	80	85
Chihuahua	80	80
Ciudad de México	80	85
Cuernavaca	80	85
Cumbres	NA	85
Estado de México	80	85
Eugenio Garza Lagüera	NA	85
Eugenio Garza Sada	NA	85
Guadalajara	80	80
Hidalgo	80	85
Irapuato	80	85
Laguna	80	80
León	80	85
Monterrey	85	85
Morelia	80	80
Obregón	80	85
Puebla	80	80
Querétaro	80	85
Saltillo	80	80
San Luis Potosí	80	80
Santa Catarina	NA	85
Santa Fe	80	85
Sinaloa	80	80
Sonora Norte	80	85
Tampico	80	80
Toluca	80	85
Valle Alto	NA	85
Zacatecas	80	85

This table is transitory up to January 2019.

Note: In the case of the high schools at the Cumbres, Valle Alto, Eugenio Garza Sada, Eugenio Garza Lagüera and Santa Catarina campuses, the average required for the continuance scholarship or to obtain a Tec High School to Undergraduate Scholarship is Not Applicable (NA) since they do not offer undergraduate programs.



This book presents information on the 2017 **Regulations on Scholarships and Student Loans for High School and Undergraduate Students** of Tecnológico de Monterrey.

Its content reflects the information available in official media at the time of its publication.

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The electronic version of this publication is available at Portal Mi Espacio  
(<https://miespacio.itesm.mx>).

Edited and published by: The Department of Academic Regulations of the  
Office of the Academic Vice Rector.



TECNOLÓGICO DE MONTERREY