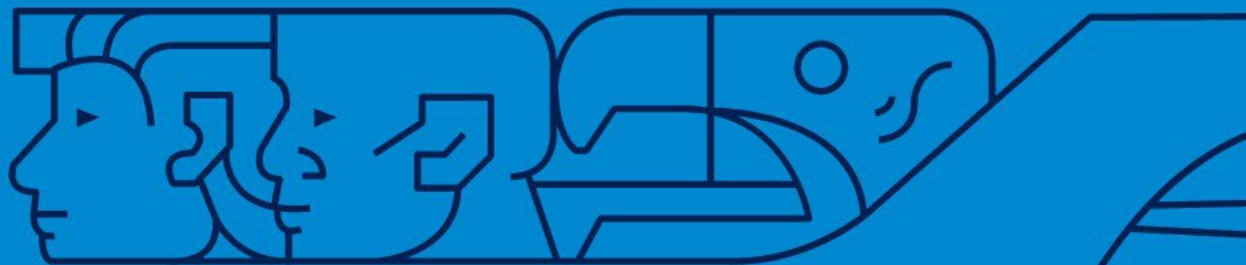
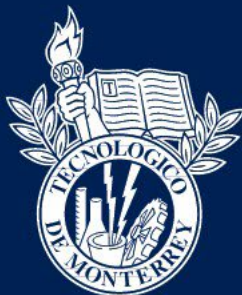


TECNOLÓGICO DE MONTERREY



Academic Regulations for Undergraduate Students

For students enrolled in curricula for 2019 and subsequent years

ACADEMIC REGULATIONS FOR UNDERGRADUATE STUDENTS

**INSTITUTO TECNOLÓGICO Y DE
ESTUDIOS SUPERIORES DE
MONTERREY**

**THESE REGULATIONS APPLY TO STUDENTS ENROLLED IN THE
CURRICULA FOR 2019 AND SUBSEQUENT YEARS**

Promulgation date: May 2019

Amendments: 2021, 2022, 2024, 2025.

Official Mail: No. 841

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At Tecnológico de Monterrey, the prescripts contained in the Spanish version of its regulations are formulated in generic masculine or masculine of a collective nature; consequently they do not refer only to the masculine gender, but to all the genders that form part of the community.

AMENDMENTS TO THIS EDITION

Overall Adjustments:

1. The term “alumno” was changed to “estudiante” (“student”) in the Spanish version.
2. The term “online” was replaced with “digital” when referring to learning units.
3. Modifications were made to institutional entities or positions.
4. The term “Materias Tec21” was replaced with “Materias” (“Courses”).
5. The phrase “Nivel de dominio” (“Level of competency proficiency”) was replaced with “grado de logro” (“achievement level”) in competency descriptions.
6. References to the Tec Week for evaluation and feedback (Week 18) were removed.

Updates to General Definitions:

7. The definition of “Evaluación de la etapa” (“Stage evaluation”) was removed, as it will no longer apply in any curriculum.
8. The definition of “Programa internacional” (“International program”) was removed due to changes in the offering of these programs.
9. The definition of the semester academic term was updated to specify its 17 weeks length. It was also clarified that the quarter academic term applies only to Health Sciences programs and spans 12 weeks.
10. The definition of Learning Units now includes Clinical Practice.
11. In Article 2.3, it was specified that, with the evolution of the Tec Week journey, students must take two Tec Weeks per semester according to their curriculum.
12. In Article 3.6, it was clarified that students may take courses at one or more foreign universities with which Tec de Monterrey has a cooperation agreement, and that they may earn up to 24% of their total credits at each university, with a maximum cumulative limit of 50%.
13. New Article 3.11 states that new undergraduate students may fulfill the Academic English course requirement by demonstrating the required proficiency level through an exam authorized by the Institution.
14. In Article 4.2, it was specified that a full-time student must enroll in 18 academic credits per semester under previous 2026 curriculum versions, and 20 academic credits under the 2026 version and beyond.
15. In Article 4.3, adjustments were made to enrollment requirements for quarter terms applicable to Health Sciences students.
16. In Article 4.6, related to academic overload, the allowed overload for students in their final semester was specified.
17. In Article 4.8, the maximum allowable academic load during intensive

- terms was defined for students who need them in order to graduate.
18. In Article 5.1, it was clarified that assessment is conducted based on the nature of the learning unit and its learning outcomes and aligned with the Evaluation Model Guidelines. The prior emphasis stating that assessment occurs in every learning unit was removed, as this is now addressed in Article 5.2.
 19. In Article 5.2, initial and comprehensive evaluations of competencies were eliminated.
 20. In Article 5.4, a reference to the competency evaluation guidelines for learning units, as included in the Evaluation Model Guidelines, was added.
 21. As a result of removing the former Article 5.6 (related to stage evaluation), the article numbering was updated. The new Article 5.6 now addresses the grading scale and includes a definition of NA (Not Accredited) grade.
 22. In Article 5.7 (previously 5.8), the wording was simplified and the term “nivel de dominio” was replaced by “grado de logro” (“achievement level”).
 23. New Article 5.12 describes how the Academic English course is to be graded.
 24. In Article 6.1, regarding degree requirements, Requirement 3 related to competency attainment was removed. The requirements were renumbered, and in Requirement 6, it was specified that students must meet the English language proficiency level established for their academic program.
 25. Article 6.5, regarding the International Diploma, was eliminated.
 26. In Article 8.3 (regarding Conditional Status), it was clarified that in calculating failed academic credits, in addition to introductory-level learning units, courses from the DHEA program are also excluded.
 27. In Article 8.6 (regarding Academic Dismissal Status), the same clarification was made: in calculating failed academic credits, both introductory-level units and DHEA program courses are excluded.

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INTRODUCTION

These Academic Regulations were authorized by the undersigned and comply with the provisions and rules included in the General Academic Policies and Regulations of Tecnológico de Monterrey.

This academic legislation applies exclusively to undergraduate studies and contains the rules that must be fulfilled by students who are enrolled in the curricula for 2019 and subsequent years, in face-to-face and online educational units and in international programs, to support their academic activities, as well as the administrative provisions and procedures that Tecnológico de Monterrey deems to be optimal for the appropriate execution of the task of educating students.

The formulation of these regulations is the responsibility of the Academic Senate of Tecnológico de Monterrey. Therefore, any amendments to this document must be agreed upon by such senate, with the approval of the Office of the Educational Innovation and Academic Norms Vice Rector and the Rector of Tecnológico de Monterrey.

Juan Pablo Murra Lascurain
Rector of Tecnológico de Monterrey
July 2025

GENERAL DEFINITIONS

Students are classified on the basis of their prior academic relationship with Tecnológico de Monterrey:

1. **New students.** Students who are attending Tecnológico de Monterrey for the first time.
2. **Continuing students.** Students who are returning to Tecnológico de Monterrey and whose previous enrollment at Tecnológico de Monterrey was at the same level and at the same campus.
3. **Internal transfer students.** Students registered at a given Tecnológico de Monterrey campus who had previously been registered at a different Tecnológico de Monterrey campus.
4. **External transfer students.** Students who are normally registered at foreign universities and are taking courses at Tecnológico de Monterrey for a period of time that is less than the length of an academic program.

For the purposes of these regulations, the following terms are also defined:

Academic credit. It is the unit that represents the time a student dedicates to the learning unit to meet its objectives. This includes class hours as well as the time dedicated to additional work outside of class hours.

Academic load. The total number of units in which a student is enrolled during a specific academic period.

Academic period average. Weighted average of academic credits that considers the final grades of all the educational units completed, including those accredited and failed, during the academic semester period. The calculation of the average of introductory-level educational units is not included.

Advanced Placement Program. Program created by the College Board, which offers standardized courses to high school students that, in general, are recognized as equivalent to college-level undergraduate courses. The participating universities award credit to the students whose grade is high enough to receive credit for courses from the curricula of such universities.

Capstone exam. Evaluation designed collegially by the disciplinary Academies of Tecnológico de Monterrey to measure in a comprehensive manner the knowledge and skills acquired in an undergraduate degree; it also refers to the external evaluations, designed by collegiate organizations, administered in some discipline.

Certificate of studies average. Arithmetic average of the final grades of the completed learning units from the curriculum, as recorded in the academic transcript. This GPA is included in official full academic transcripts.

Clinics. Educational units in which students devote time to patient-centered care in community, ambulatory or hospital settings.

College Board. The organization responsible for designing and managing the Academic Aptitude Test (PAA) used by Tecnológico de Monterrey as an criterion for entry to high school and undergraduate programs. It is also responsible for designing the Advanced Placement Program.

Competency. Integration of the knowledge, skills, attitudes and values that enable graduates to address both structured and uncertain situations successfully. Sub-competencies are key components of competencies. Their development is established in the educational units as learning objectives. In these regulations, the term competency is used to refer to both concepts, according to their application.

Credit transfer. The action by which the courses –accredited and failed– completed by a student are recorded in the student's transcript at:

- a. The same campus, but in a different curriculum, when the courses are equivalent in content.
- b. Another Tecnológico de Monterrey campus.
- c. A foreign university with which Tecnológico de Monterrey has entered into a collaboration agreement.

Curriculum. List of educational units that comprise an academic program. Curricula are made up of three educational stages.

Curriculum average. Weighted average of academic credits that considers the final grades of all the curriculum educational units completed, including those accredited and failed. This average does not consider the introductory-level educational units and is used to calculate academic standing, assign honors and highest honors, and consider the minimum average required for obtaining graduate degrees.

Double degree. It refers to cases in which a student receives two undergraduate degrees, either by completing a primary academic program and a secondary academic program simultaneously or sequentially, or by obtaining a second degree associated with another degree awarded by a different university, under the conditions established in an international academic cooperation agreement.

Evaluation. Process that guides the assignment of a grade to the activities and competency-based evidence included in a learning unit.

Evaluation plan. Evaluation system defined by the professor in an educational unit. Faculty must publish and make known, at the start of the period, the evaluation policies and criteria for the educational unit, and the possible impact of absences and non-fulfillment.

Equivalency agreement. A document issued by the Mexican Ministry of Public Education which validates for a Mexican educational institution the courses completed and accredited by a specific student at an Mexican educational institution.

Exploration Area. Academic program offered to students who have not decided on an undergraduate degree. To earn a bachelor's degree, students must apply to change to an undergraduate degree program.

Force majeure. An event beyond the student's control and occurring outside of their control, with undeniable force, which releases the student from responsibility for breaching any obligation. This must be demonstrable.

Grade. Learning assessment record that reflects the student's level of achievement and can be either numerical or non-numerical.

Initial evaluation. Mastery of knowledge in a discipline is evaluated and, based on the result, students are advised to study an introductory-level educational unit, if applicable. Examples of these tests are those administered in the areas of physics, mathematics and computer science, among others.

Intensive period. Summer or winter academic period with a minimum length of five weeks of classes.

International Academic collaboration agreement. Document that establishes the collaboration commitments of Tecnológico de Monterrey with foreign universities.

International Baccalaureate. Program created by the International Baccalaureate, which offers standardized courses to high school students, generally recognized as equivalent to college-level undergraduate courses. The participating universities award credit to the students whose grade is high enough to receive credit for courses from the curricula of such universities.

International program. Academic program that seeks to strengthen students' global leadership and intercultural communication skills through international learning experiences, consolidate communication skills in several languages, and develop their capacity to collaborate and lead multicultural groups in an

international setting. The educational units that comprise this program are additional to the undergraduate program curriculum. On fulfilling the program requirements, students obtain an International Diploma.

Learning objectives. They refer to the elements of sub-competencies, both disciplinary and transversal, that students are expected to achieve upon completing a learning unit. Their attainment promotes the intentional, systematic, and organized development of graduation competencies.

Learning units. A learning unit is defined by credit-bearing learning activities completed by a student, either under the guidance of a faculty member or independently.

Credit-bearing learning units may include Blocks, Courses, Tec Weeks, and Clinical Practice.

Block. A learning unit composed of a challenge and learning modules that together guide the student in developing competencies aligned with the graduate profile.

Course. A learning unit with conceptual, procedural, and attitudinal content associated with a specific academic discipline that contributes to the development of competencies.

Tec Week. A learning unit designed to strengthen competency development.

Clinical Practice. A learning unit exclusive to Health Sciences programs, focused on clinical practice activities.

Professional concentration. Set of educational units that seek to provide students with knowledge and skills in an area that complements their undergraduate degree or in areas relevant to the degree in order to study them in greater depth. The educational units that comprise the concentration provide credit for variable educational units from the curriculum. On fulfilling the requirements, students obtain a Professional Concentration Certificate.

Proficiency exam. Exam for evaluating the knowledge that can support credit transfer for certain educational units. An example of these exams includes those administered to students who graduate from the Advanced Placement Program, managed by the College Board.

Quarter-based academic period in curricula from the 2019 edition onwards. At the undergraduate level, the quarter-based period is exclusively for programs in the Health Sciences area. The academic year is divided into four quarters of equal length, each lasting 12 weeks.

Regularization exam. Exam that can be taken just once in a single educational

unit, when accrediting the same is the only requirement pending for a student to have the right to be awarded the undergraduate degree corresponding to his/her academic program.

Semester-based academic period in curricula from the 2019 edition onwards.

The academic year is divided into two semesters of equal length, each lasting 17 weeks.

Stage evaluation. Comprehensive evaluation that takes into account the level of competency proficiency demonstrated in the educational units for which credit has been earned up to the educational stage being evaluated.

Syllabus. List of educational units of a program that is registered with the Mexican Ministry of Public Education.

Undergraduate degree. Set of academic and professional strategies aimed at developing the knowledge, attitudes, aptitudes, skills and work methods to practice a profession.

Undergraduate degree certificate. Document issued by Tecnológico de Monterrey stating that a student completed undergraduate degree studies by fulfilling the graduation requirements.

Undergraduate degree certificate for academic purposes. Diploma with the same curricular value as an undergraduate degree certificate, but which cannot be used to issue a professional license in Mexico.

Revalidation agreement. A document issued by the Mexican Ministry of Public Education which validates for a Mexican educational institution the courses completed and accredited by a specific student at a foreign educational institution.



CHAPTER I

CHAPTER I

Admissions

Article 1.1

Individuals who wish to be admitted to Tecnológico de Monterrey as students must be able to demonstrate a high probability of academic success. The following criteria are taken into account for this purpose:

1. Result of the admission exam.
2. Prior academic background.
3. Achievements (academic, leadership, cultural, sports, personal, etc.).

In the case of students who participate in double-degree or degree-plus-graduate programs established with foreign universities, the admissions processes of each of these foreign institutions will be considered equivalent for foreign students participating in the program. This consideration is also valid for external transfer students in accordance with the definition set forth in the general definitions section.

Article 1.2

In order to be admitted to an undergraduate program at Tecnológico de Monterrey, all students must submit the documentation required by the Institution, meet the requirements established to study the degree of their choice and comply with the legal requirements in effect in Mexico. Applicants who completed high school abroad must comply with the corresponding legal requirements for the recognition of these studies in Mexico.

Article 1.3

The deadline for submitting the documentation required by the institution, including the documents that certify complete studies in the previous academic level, is thirty calendar days after the first day of classes of the first academic period in which students register as such. If these documents are not submitted by the aforementioned deadline, Tecnológico de Monterrey will deregister the student.

Article 1.4

Students who postpone their academic enrollment for more than one semester or trimester academic period and reapply for admission will be subject to the admission regulations in effect.

Article 1.5

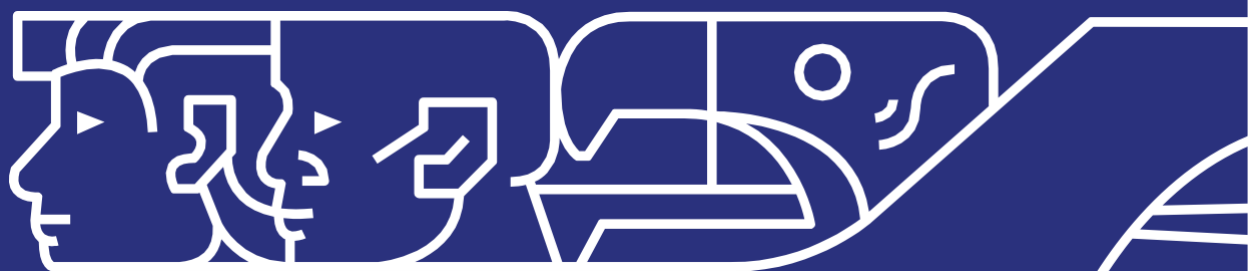
Admitted applicants must prove the knowledge required for the exploration area of degree of their choice. The Institution stipulates the initial evaluation procedures and defines the external exams or alternative criteria to prove such knowledge.

Students who do not demonstrate this knowledge will receive a recommendation on the actions to be taken to strengthen the knowledge required and, if they so decide, can enroll in the introductory-level educational units offered by the Institution for this purpose. As of that moment, such introductory-level educational units will form part of the student's curriculum.

Article 1.6

Students who have been required to withdraw definitively for unsatisfactory academic performance at any of the Tecnológico de Monterrey campuses cannot be readmitted to the same academic level at the Institution.

Students who have been dismissed definitively for academic integrity violations cannot be readmitted to Tecnológico de Monterrey.



CHAPTER II

CHAPTER II

Academic Periods

Article 2.1

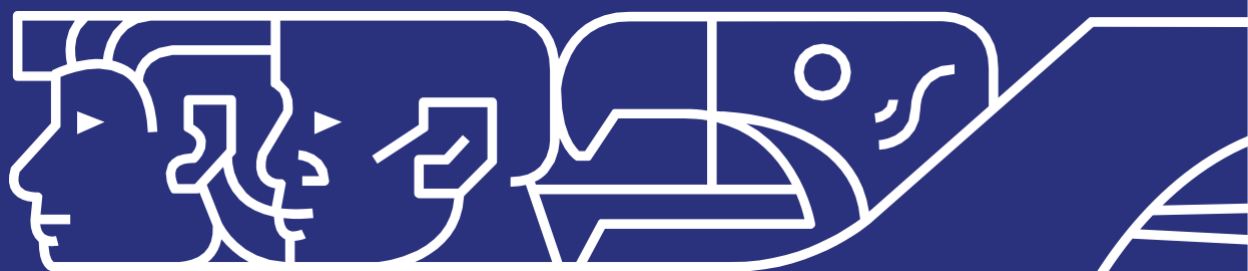
Undergraduate educational units are taught in semester periods, with the exception of programs from the area of Health that include clinical activities, which may be taught in semester-long, quarterly, or intensive periods.

Article 2.2

Some of the educational units from the current curricula are offered during summer or winter intensive periods. These educational units must consist of a total number of hours of academic work equal to that of an educational unit offered in semester periods.

Article 2.3

Educational units from Tec Week in undergraduate degrees consist of one week within the regular semester of classes, in which students complete academic activities to develop or strengthen competencies. Students enrolled in the semester-long academic period must complete/accredit two Tec Weeks per semester, according to their study plan.



CHAPTER III

CHAPTER III

Revalidations, Award of Credit, Equivalencies and Transfers

Article 3.1

In order for courses completed outside Tecnológico de Monterrey by a given student to be recognized as valid at Tecnológico de Monterrey, the following legal terms apply: revalidation of studies completed at a foreign institution; equivalence of studies completed at a Mexican institution other than Tecnológico de Monterrey; and accreditation of learning units either accredited or failed at Tecnológico de Monterrey or at partner universities under a collaboration agreement.

Tecnológico de Monterrey, upon request of the applicant, will process partial revalidation and equivalence requests through the Mexican Ministry of Public Education (Secretaría de Educación Pública, SEP). These requests are subject to evaluation and, if applicable, approval. These procedures may also be carried out directly by the applicant with the Mexican Ministry of Public Education. In such cases, the learning units subject to revalidation or equivalence will be determined by Tecnológico de Monterrey.

In the case of full revalidation or equivalence of studies, the procedure may be managed by Tecnológico de Monterrey at the student's request, but the final resolution will be issued solely by the Mexican Ministry of Public Education.

The resolution for revalidation or equivalence of studies may not be modified after the student's first semester of enrollment in their exploration area or major at Tecnológico de Monterrey. The resolution may only be reviewed—and modified, if applicable—when the student changes their exploration area or degree.

Article 3.2

Learning units that are recorded as accredited or accredited through revalidation or equivalence in a student's curriculum must be similar to those offered by Tecnológico de Monterrey in terms of content and length.

To request a revalidation or equivalence agreement, the following requirements must be met:

1. Only courses completed at institutions recognized by the Mexican Ministry of Public Education (Secretaría de Educación Pública, SEP) may be subject to revalidation or equivalence.
2. Courses completed at another institution must have a minimum accrediting grade of 80/100 or its equivalent on another grading scale.
3. Courses completed at the other institution and the learning units for which revalidation or equivalence is being requested at Tecnológico de Monterrey must be at least 80% similar in content and academic load.
4. Revalidation or equivalence will not be granted for learning units for which the required prerequisites have not been fulfilled.

Tecnológico de Monterrey may require the assessment of competencies associated with the academic unit.

A grade of A (Accrediting Grade) will be assigned in the academic unit in which the student has obtained revalidation or equivalency approval for studies completed at another university, including the accreditation of one Tec Week for every six academic credits.

Additional Tec Weeks may be accredited through the procedure established by the Vice Rectory of Educational Innovation and Academic Norms.

Article 3.3

Up to 50% of the academic credits comprising the curriculum of an undergraduate program may be registered in a student's academic plan as a result of revalidation or equivalency processes from other institutions.

Article 3.4

In undergraduate dual-degree programs established jointly with foreign universities, up to 75% of the total academic credits comprising the curriculum may be incorporated into the academic plan as a result of revalidation, accreditation, or equivalency procedures.

Article 3.5

If a student wishes to pursue an additional undergraduate degree at Tecnológico de Monterrey, they may transfer up to 75% of the academic credits earned in the first degree to the additional degree.

Article 3.6

Undergraduate students may take courses at one or more foreign universities with which Tecnológico de Monterrey has cooperation agreements. At each university, they may accredit up to 24% of the academic credits of their curriculum, provided that the accumulated total does not exceed 50%.

Article 3.7

If a student wishes to transfer to another campus, they must comply with the requirements and procedures established by the Registrar's Office for that purpose.

Article 3.8

Upon admission to Tecnológico de Monterrey, students graduating from the Advanced Placement Program administered by the College Board, and students graduating from the International Baccalaureate program may accredit academic units from an exploration area or their curriculum without requiring a proficiency exam, provided they meet the academic criteria defined for this purpose.

Article 3.9

Learning units registered as accredited at the Institution or at foreign universities with which Tecnológico de Monterrey has collaboration agreements may accredit academic units similar in content and length from a curriculum.

Article 3.10

Variable academic units called Topics I, Topics II, Topics III, Topics IV, Topics V, and Topics VI may be accredited by academic units with academic credit from Tecnológico de Monterrey's official catalog or by courses with academic credit from the official catalogs of foreign universities with which Tecnológico de Monterrey has cooperation agreements, through the procedure authorized by the Vice Rector of Educational Innovation and Academic Norms.

Article 3.11

Upon entering Tecnológico de Monterrey, students may have the Academic English course accredited without having to take it, by demonstrating the required proficiency level through an exam authorized by the Institution for such purpose and will be assigned a grade of A (Accredited) in the educational unit.

The student will have, at most, the first semester of enrollment at Tecnológico de Monterrey to request the accreditation through an authorized exam. Once this period has elapsed, the student must take the course.



CHAPTER IV

CHAPTER IV

Registration

Article 4.1

Enrollment shall be made first and obligatorily in the oldest academic units, according to their order and priority each semester in the corresponding curriculum and based on the course offerings of the official curriculum.

Article 4.2

A student's academic load in a given academic period is the total number of academic credits they enroll in.

For a full-time student, the semester academic load is 18 academic credits if enrolled in plans prior to 2026, and 20 academic credits when enrolled in plans version 2026 and onwards.

Article 4.3

The following individuals are entitled to enroll:

1. Those who have been admitted or readmitted by the Office of Admissions for the corresponding enrollment period.
2. Those who, having been students in the previous semester academic period, completed it without being permanently withdrawn or temporarily suspended for academic or disciplinary reasons.
3. In quarterly learning units, those who, being students in the programs of the School of Medicine and Health Sciences, have accredited all the semester learning units of their program once the corresponding semester academic period has concluded.

It is understood that those who do not complete the enrollment procedures within the dates established for such purpose by the Registrar's Office waive their right to enroll.

These students will have to request readmission when they wish to re-enter Tecnológico de Monterrey according to the established norms and procedures.

Article 4.4

Every student must follow the curriculum in effect at the time of their admission. If they fall behind in their curriculum, they are subject to the modifications and academic decisions that may be adopted in the corresponding curriculum, with the following implications:

Students enrolled in 8-semester programs have 7 years to complete their curriculum, and students enrolled in 9- or 10-semester programs have 8 years to complete their curriculum, counted from the date they first enrolled in that plan. After this period, if they wish to continue their studies, they must transfer to the new curriculum to continue their education. The following provisions will be considered:

- a. Equivalent and accredited courses in the previous curriculum will be validated.
- b. The student's academic status obtained in the previous curriculum will be maintained.
- c. The calculation of the student's academic status in the new curriculum edition will not consider academic units not accredited in the previous curriculum.

Article 4.5

To enroll in any learning unit, the student must meet the academic requirements set for it.

Article 4.6

The maximum academic overload for a student in a semester is 3 academic credits, considering that in a 5-week period they may not exceed 7 academic credits.

Students in their last semester, by exception, may enroll in up to eight academic credits per five-week period when required to complete the total credits of their curriculum.

As a result of the admission test and initial assessments, there may be restrictions on academic overload according to the criteria established in the admission regulations.

Article 4.7

The academic load during quarterly clinical practice periods in Health Sciences programs is governed by its own internal regulations authorized by the Vice Rectory of Educational Innovation and Academic Norms.

Article 4.8

The maximum academic load a student may register for during intensive periods is 7 academic credits. By exception, students who require 8 academic credits to graduate may register for and complete them during a single intensive period.

Article 4.9

Students may withdraw from one or more enrolled academic units during the semester academic period or intensive periods of the academic unit to be withdrawn from, as established by the corresponding Academic Calendar.

According to the length of instruction of the academic unit, the withdrawal deadline is:

| Duration of the educational unit | Deadline for dropping the educational unit |
|---|---|
| 1 week | 3rd day of the week |
| 5 weeks | Friday of the 3rd week |
| 6 weeks | Friday of the 3rd week |
| 10 weeks | Friday of the 7th week |
| 11 weeks | Friday of the 7th week |
| 15 weeks | Friday of the 10th week |
| 17 weeks | Friday of the 10th week |

If the deadline to withdraw from the academic unit falls on a holiday, it will be moved to the previous business day.

Withdrawn academic units will not be recorded as failed. If the student requests withdrawal from all their academic units, to be readmitted they must go through a new admission process in which their academic history will be considered for the decision. The withdrawal process will be carried out in accordance with the policies and administrative procedures defined by the Registrar's Office for that purpose.

Article 4.10

For an enrolled student in an exploration area to be considered an undergraduate degree student, they must submit their registration request in accordance with the procedure established by the Registrar's Office. Likewise, to be considered a student of a concentration, defined as an option within their undergraduate degree, the student must submit their request to the Registrar's Office the semester prior to its commencement.

Article 4.11

Tecnológico de Monterrey may issue, at the student's request, partial study certificates. Partial certificates include the academic units accredited by the student up to the official conclusion of the semester, quarter, summer, or winter period. The semester period officially ends with the registration of final grades at its closure.



CHAPTER V

CHAPTER V

Learning Assessment

Article 5.1

The assessment of students' academic performance must be carried out based on the nature of the learning unit and the learning objectives, as established in the Evaluation Model Guidelines.

Article 5.2

The assessment of students' academic performance is carried out continuously through the learning activities of each learning unit. There are also untimely assessments, institutional exams, regularization exams, and evaluations by external organizations determined by the Tecnológico de Monterrey, which have been established to evaluate the students' level of learning.

Article 5.3

The faculty member must publish and disclose, at the beginning of the period, the assessment plan of the learning unit, as well as the impact that violations of academic integrity, absences, and non-compliance may have.

Assessment results must be based on evidence defined by the faculty member.

In case of a clarification regarding a final grade or level of competency achievement, the student must first approach the faculty member. If further clarification is needed, the student should follow the procedure established for this purpose by the Registrar's Office.

Article 5.4

Student learning assessment must consider the contents and learning objectives of the learning unit, complying with the characteristics established in the Evaluation Model Guidelines.

Article 5.5

The faculty member must report the grades, absences, and the level of achievement reached by the student in the competencies associated with the learning unit, according to the procedures established by the Registrar's Office.

Article 5.6

The grading scale is from 1 to 100, in whole numbers. This scale must be applied in all evaluations of the student's academic performance in the learning units and in the final grade of the learning unit. Additionally, the following non-numeric grades may be assigned:

1. **IN Grade (Incomplete).** The final evaluation in a learning unit may be left pending and the provisional grade IN (Incomplete) will be reported to the Registrar's Office in the learning units where:
 - a. Research work is carried out and the progress in the program remains incomplete due to the nature of the work or for reasons beyond the student's control.
 - b. Work is carried out with physical resources, the availability of which is limited or cannot be controlled by the student.
 - c. The student's progress is conditioned on a comprehensive evaluation by a School.

The IN grade must be modified by the faculty member responsible for the learning unit at the end of the semester or trimester. In the cases of items a and b, the IN grade must be modified by the faculty member responsible for the learning unit no later than the last day of classes of the following semester or trimester, assigning a numeric grade.

To assign this grade, the faculty member must have the approval of their Department Director. The IN grade will not be considered failing, nor for the purposes of calculating the student's GPA or academic standing.

2. **SC Grade (No Grade Assigned).** The SC (No Grade) grade will be used by the Registrar's Office when, due to force majeure, the faculty member does not submit the final grades by the deadline. The faculty member of the learning unit must assign a numeric grade no later than 48 hours after the final grade submission deadline. The SC grade will not be considered for GPA calculation purposes.
3. **NP Grade (Absent from Exam).** The NP grade (Absent from Exam) must be assigned as the final grade by the faculty member of the learning unit when the student has not completed an element declared as relevant in the learning unit's assessment plan and will be equivalent to a numeric grade of 1 (one) on the scale of 1 to 100, for GPA calculation purposes. The NP grade may be replaced by a numeric grade according to the final grade review policies established in these regulations.

4. **A Grade (Accrediting Grade).** A grade A (Accrediting Grade) is assigned in the following cases:

1. For learning units where the student has received credit by validation or equivalency for studies completed at another institution.
2. For learning units granted credit through an accreditation process, as established in Article 3.1.
3. For learning units accredited through proficiency exams, as established in Article 3.8.
4. For introductory-level learning units accredited through the procedures established in Article 1.5.
5. In cases where accreditation is granted as part of a double-degree agreement with a foreign university.

Grade A (Accrediting Grade) is not considered in GPA calculations.

5. **SA Grade (Tec Week Accrediting Grade).** The SA (Semana Tec Accredited) grade will be assigned for Semana Tec learning units in 2019 curricula where the student is enrolled, provided the approval requirements established in the evaluation are met.

The SA grade is not considered in GPA calculations.

6. **SN Grade (Tec Week Failing Grade).** The SN (Semana Tec Not Accredited) grade will be assigned for Semana Tec learning units in 2019 curricula where the student is enrolled and does not meet the approval requirements established in the evaluation.

The SN grade is not considered in GPA calculations, but it will count as a credit for academic standing purposes.

7. **Failing Grade (NA – Not Accredited).** The final grade of NA (Not Accredited) will be assigned when a student, after completing the Academic English course, does not meet the required English language proficiency level.

The NA grade must be updated to Grade A (Accrediting Grade) once the student meets the required English proficiency level.

The NA grade is not considered failing, nor is it used in GPA or academic standing calculations

Article 5.7

The level of achievement attained in the competencies of the student's program will be recorded in the student's academic record.

Article 5.8

To accredit a learning unit, it is necessary to attend it, comply with the assessment plan, and obtain an accrediting grade, which must be equal to or greater than 70. Learning units can also be accredited in the following cases:

1. Where validation or equivalence agreements for studies completed at another university have been obtained, an "A" (Accrediting Grade) will be assigned.
2. When they have been registered through an accreditation process.
3. When the curriculum establishes that they can be accredited by proficiency exams, an A (Accrediting Grade) will be assigned.
4. Through a regularization exam, where the grade obtained will be assigned as long as it is 70 or higher.

Any learning unit will be considered failed if the student:

1. Obtains a final grade less than 70.
2. Obtains a failing final grade as a consequence of a violation of academic integrity, as established in Chapter IX of this regulation.
3. Obtains NP as a final grade.

Article 5.9

The student may request a review of the final grade and/or the level of competency achievement in the learning units or the level of competency mastery in the stages through the procedure defined for this purpose by the Registrar's Office. The request must be made in writing. This request will be forwarded by the Registrar's Office to the Department Director, Division Director, or their equivalent, as appropriate, in order to form a committee to review and resolve the final grade and/or the level of competency achievement.

The right to request a review expires five working days after the last day established in the academic calendar for reporting final grades and/or levels of competency achievement, or five working days after they have been reported and published. The final grade and/or the level of competency achievement issued by the committee will be definitive and unappealable.

The right expressed in this article will not apply in cases where the failing final grade is linked to a violation of academic integrity by the student.

Article 5.10

A regularization assessment is understood to be one that is granted only once, in a single learning unit taken and failed, when accrediting it is the only pending

academic requirement for a student to be entitled to receive the corresponding undergraduate degree in their major.

Additionally, the right to a regularization assessment is forfeited if the student has obtained the sanction of Conditional standing for Violations of Academic Integrity in the learning unit in question.

The period for the student to submit the regularization assessment starts from the second working day after the official conclusion of all learning units of the semester until the last day of the following semester. If the student does not submit the assessment within this period, they must take the missing learning unit from their curriculum.

The regularization assessment must be designed and graded by a committee composed of a minimum of two faculty members, appointed by the director of the corresponding academic department, and will cover all the learning objectives of the learning unit in question.

The Registrar's Office will issue the authorization for the regularization assessment at the request of the interested student and will indicate the designated date and time for the assessment.

If the regularization assessment is failed, the student must retake the missing learning unit from their curriculum.

Schools may establish learning units that include learning activities in laboratories, workshops, clinics, project development, or seminars, in which regularization assessments cannot be granted. This information must be communicated in writing to students at the beginning of the learning unit.

If a student who has completed an academic program subsequently wishes to obtain an undergraduate degree in another major, they may submit a regularization assessment for each academic program in which they are enrolled, provided that the provisions of this article are strictly adhered to for each program.

Article 5.11

A student with an NP (Absent from Exam) grade may request an untimely assessment through the procedure defined by the Registrar's Office for that purpose. The request must be made in writing, stating the reasons for this request, no later than the third working day after the conclusion of the learning activities of the learning unit. If the untimely assessment is authorized, the right to submit this assessment expires one week before the first day of classes of the next semester period. The final grade, including the result of the untimely assessment, must be recorded before the first day of classes of the next semester period.

Article 5.12

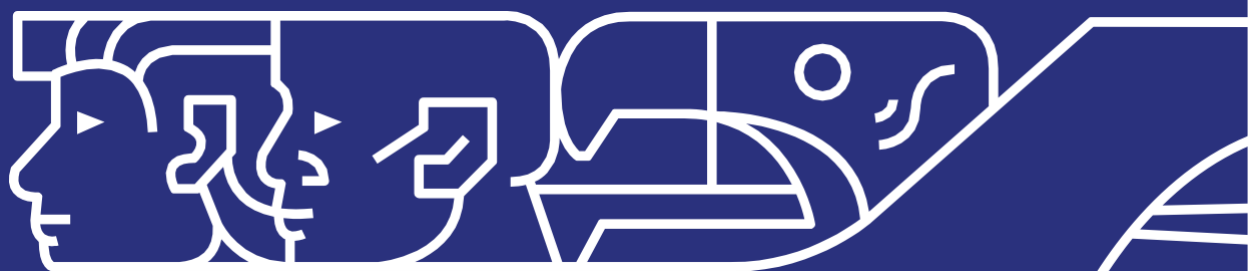
When an undergraduate student takes the Academic English course, the final grade will be assigned as follows:

1. If the student achieves a cumulative score of 70 or higher in the academic performance assessment for the course, and meets the minimum English language proficiency level established by Tecnológico de Monterrey, the final grade will be Grade A (Accrediting Grade).
2. If the student achieves a cumulative score of 70 or higher in the academic performance assessment for the course but does not meet the minimum English language proficiency level established by Tecnológico de Monterrey, the final grade will be Failing Grade (NA - Not Accredited).
3. If the student achieves a cumulative score lower than 70 in the academic performance assessment for the course, regardless of their English language proficiency level, the final grade will be that failing numeric grade, and the student must retake the course.

When a student receives a Failing Grade (NA - Not Accredited), this grade may only be modified once the student meets the minimum English language proficiency level established by Tecnológico de Monterrey. At that time, the grade will be updated to Grade A (Accrediting Grade) in accordance with the procedure established by the Registrar's Office.

Language proficiency levels are assessed using the Common European Framework of Reference for Languages (CEFR) standards: A1 (Beginner); A2 (Elementary); B1 (Pre-intermediate); B2 (Intermediate); C1 (Advanced); C2 (Proficient).

The level of English language proficiency obtained on the exams authorized by the Institution will be recorded in the student's academic record.



CHAPTER VI

CHAPTER VI

Graduation Requirements

Article 6.1

To obtain an undergraduate degree at Tecnológico de Monterrey, the following requirements must be met:

1. Have fulfilled, in accordance with the current regulations, the preliminary academic requirements of the corresponding curriculum, through the initial evaluation or the introductory level units.
2. Have completed all the learning units of the corresponding curriculum, including Tec Weeks, either by accrediting all the learning units at Tecnológico de Monterrey or by obtaining validation or equivalence agreements for part of the learning units with studies completed at other institutions and accrediting the remaining learning units at Tecnológico de Monterrey.
3. Have taken and accredited at least 50% of the academic credits that make up the curriculum at Tecnológico de Monterrey. Flexibility in this regulation may be granted in programs established jointly with other universities through an agreement.
4. Have completed the social service in accordance with the current legal precepts and the corresponding social service regulations.
5. Have submitted the external exam, authorized by the Vice Rectory of Educational Innovation and Academic Norms, to assess the knowledge and skills acquired during their undergraduate studies. This requirement is applicable only to students of undergraduate programs for which such exams exist. The result of this exam will be recorded in the student's file. In programs where this exam does not exist, students must submit the integrative exams designed for such purpose. This requirement is applicable only to students of undergraduate programs for which such exams exist.
6. Have demonstrated the level of proficiency in the English language established for the corresponding academic program, in accordance with the Common European Framework of Reference (CEFR) in one of the exams authorized by the Vice Rectory of Educational Innovation and Academic Norms.
7. Have fulfilled the additional requirements established in their program authorized by the Vice Rectory of Educational Innovation and Academic Norms.
8. In the case that the student commits an academic integrity violation during the last academic period of their program, whether it is semester, trimester, or intensive; they must comply with the measures determined by the corresponding Committee. Otherwise, non-compliance will delay the student's graduation process in accordance with the provisions of Article 9.4.

Graduates may register their undergraduate degree with the Mexican Ministry of Public Education (Secretaría de Educación Pública) and request the issuance of their professional license to practice in Mexico. The validity of the degree or professional license in other countries requires compliance with additional governmental or institutional requirements.

Article 6.2

Internal transfer students will have the option to choose the campus that issues their undergraduate degree according to their interests. To do so, they must have completed at least 36 academic credits of their curriculum at that campus. In any case, all graduation requirements established for issuing the degree must be fulfilled.

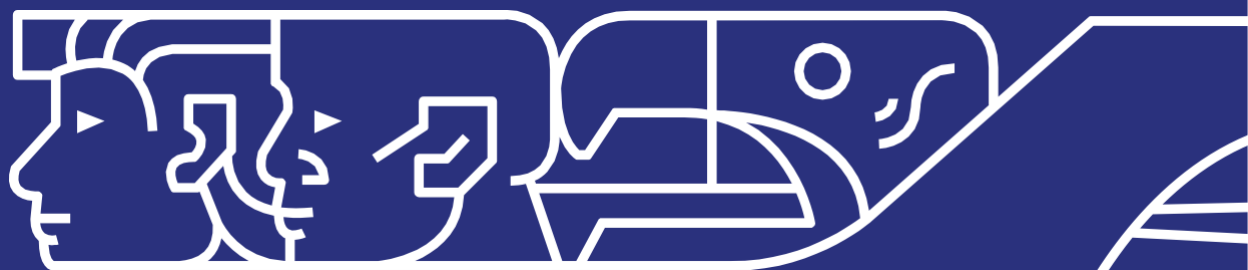
Article 6.3

In those academic programs offered through a double-degree agreement with foreign universities, students may obtain an undergraduate degree from Tecnológico de Monterrey and another from the participating foreign institutions, provided that the legal and academic requirements established for double degrees by the participating institutions are satisfied. The undergraduate degree from Tecnológico de Monterrey received by the students of the foreign university in the agreement will only serve academic purposes and cannot be registered or used to request a professional license in Mexico.

Article 6.4

To obtain an undergraduate concentration certificate, students must:

1. Fulfill all the graduation requirements.
2. Not have incurred in a disciplinary violation, the result of which explicitly indicates the loss of the distinction.
3. Fulfill all the requirements of the corresponding undergraduate concentration program.



CHAPTER VII

CHAPTER VII

Academic Distinctions

Article 7.1

Tecnológico de Monterrey confers the following distinctions to students with outstanding academic performance:

1. “Honors”, awarded to the top 10% of students from each graduating class of each program, provided they have earned a final grade average of 90 or higher in their curriculum educational units and are not eligible for Highest Honors.
2. “Highest Honors”, awarded to a subgroup of students mentioned in the previous point who have achieved a final grade average of 95 or higher in their curriculum educational units, have not failed any curriculum educational units, and rank among the top 5% of graduates from their undergraduate program based on the cumulative final grade average in their curriculum.

The final grade average for the curriculum does not include the grades obtained in introductory-level educational units recorded in the introduction semester section, in accordance with the provisions established by the Office of the Vice Rector for Educational Innovation and Academic Norms.

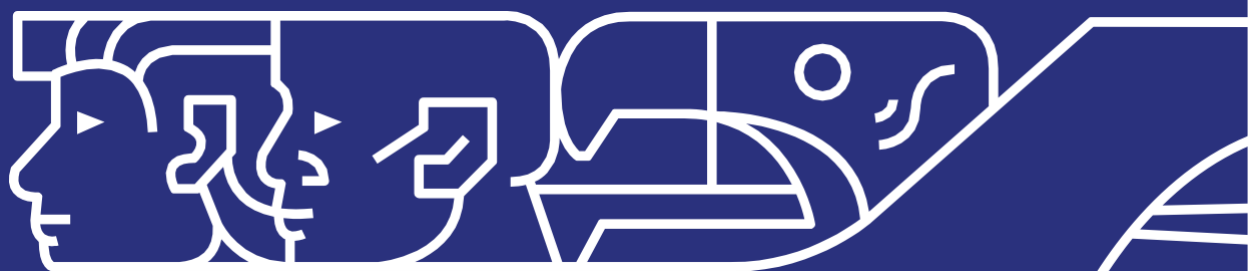
Article 7.2

To be eligible for Honors or Highest Honors, students must meet the following requirements:

1. Fulfill all graduation requirements, as well as the criteria defined in Article 7.1.
2. Not have committed a disciplinary offense that explicitly entails the loss of this distinction in its resolution.
3. Not have received a “Conditional Standing for Academic Integrity Violations”.

Article 7.3

Students who completed part of their undergraduate studies at another institution may be eligible for Honors or Highest Honors if they demonstrate a final grade average of 90 or higher for the courses completed outside Tecnológico de Monterrey, and a final grade average of 90 or higher for the courses completed at Tecnológico de Monterrey, provided they meet the requirements for each of these distinctions.



CHAPTER VIII

CHAPTER VIII

Academic Underperformance and Student Standing

Article 8.1

Academic standing is defined as the status of a student based on the final grades obtained in the previous academic term. A student may have the following academic standings:

1. Good Standing (Regular).
2. Academic Probation (Conditional).
3. Conditional Standing for Academic Integrity Violations.
4. Academic Dismissal.
5. Dismissal for Academic Integrity Violations.

The specific provisions related to violations of academic integrity are addressed in Chapter IX of this document.

The calculation of academic standing, as defined in this chapter, does not include the grades obtained in the introductory-level educational units, which are recorded in the introduction semester section, in accordance with the provisions established by the Vice Rectory of Educational Innovation and Academic Norms.

Article 8.2

A student will be considered in Good Standing if they do not fall under the conditions of Academic Probation, Academic Dismissal, or Dismissal for Academic Integrity Violations.

Students in Good Standing will not have any academic restrictions on re-enrollment at any campus of Tecnológico de Monterrey.

Article 8.3

A student will be placed on Academic Probation if, being in Good Standing, at the end of an academic term, they meet any of the following conditions for failed academic credits:

1. 12 or more failed academic credits.
2. 9 or more failed academic credits in a semester.

The results of all the learning units taken by the student will be considered, even if there has been a change in major or exploration area. The results of the learning units taken by the students in all academic periods, including intensive periods, will be considered; except for the courses of the DHEA program and the introductory level learning units, registered in the introductory semester section, in accordance with the provisions established by the Vice Rectory of Educational Innovation and Academic Norms.

For students in the School of Medicine and Health Sciences programs, to determine this status, two quarterly periods will be considered equivalent to one semester academic period.

Article 8.4

A student on Academic Probation:

1. Must enroll in and comply with the guidelines of the Academic Success Skills Development Program (DHEA) established by the Vice Rectory of Educational Innovation and Academic Norms.
2. Will return to Good Standing when they accredit all the educational units in which they were enrolled during the most recent academic semester, provided that they have not accumulated 18 or more failed academic credits; in such cases, the Academic Probation status will remain in effect throughout the student's undergraduate studies.

Article 8.5

A student will have the status of Conditional Standing for Academic Integrity Violations if they have been sanctioned by the Campus Academic Integrity Committee, as described in Chapter IX of this document. Students with this status will remain at the Institution on the condition that they do not commit another academic integrity violation that would result in the same status. This status will remain in effect until the student completes their current level of studies and will disqualify the student from receiving any academic honors.

Article 8.6

A student will be assigned Academic Dismissal status if they meet any of the following conditions

1. Fail to enroll in or comply with the guidelines of the DHEA Program while on Academic Probation.
2. Fail 24 or more academic credits before completing 50% of the credits of the exploration area and/or undergraduate program in which they are enrolled.
3. Fail 30 or more academic credits.

The calculation of failed academic credits will include all educational units taken by the student, even if they have changed majors or exploration areas. This includes results from all academic terms, including intensive terms, except for courses in the DHEA Program and introductory-level educational units recorded in the introduction semester section, in accordance with the provisions established by the Vice Rectory of Educational Innovation and Academic Norms.

For students in the School of Medicine and Health Sciences, two consecutive quarterly terms will be considered equivalent to one semester for the purposes of determining this status.

If a student simultaneously qualifies for both Academic Dismissal and Academic Probation, Academic Dismissal will take precedence.

Article 8.7

A student who has been placed on Academic Dismissal may be readmitted if this status occurred during the academic term in which they would have completed their program of study, had they accredited all enrolled educational units. In such cases, the decision will be made by a committee whose composition and procedures will be defined by the Vice Rectory of Educational Innovation and Academic Norms. This committee may decide:

1. Immediate readmission to the Institution.
2. Postponed readmission to the Institution.
3. Ratification of the Academic Dismissal at the undergraduate level.

Article 8.8

For students who do not enroll consecutively in academic terms (semesters or quarters) and/or who withdraw from all their educational units and are later readmitted, the Institution will consider all previously failed educational units at the undergraduate level, as well as progress made in the program to which they are readmitted. Exceptions will apply to students who have already been awarded an undergraduate degree by Tecnológico de Monterrey and wish to pursue an additional undergraduate degree; in these cases, upon admission to the second degree, only failed units that are equivalent in the new program or exploration area will be considered.

If a student is enrolled in more than one undergraduate program or exploration area and qualifies for Academic Probation or Academic Dismissal, that status will apply to all programs or exploration areas in which the student is enrolled.



CHAPTER IX

CHAPTER IX

Academic Integrity

Article 9.1

Academic Integrity is understood as acting honestly, with commitment, reliability, responsibility, fairness, and respect in learning, research, and the dissemination of culture. An academic integrity violation is defined as any individual or collective act or omission by students, committed inside or outside the classroom, that contravenes the principles of academic integrity and/or seeks to obtain or facilitate an academic benefit or advantage.

Examples of such acts or omissions include: copying or attempting to copy in any type of exam or learning activity; partial or total plagiarism; facilitating any activity or material to be copied and/or submitted as one's own; identity impersonation; unauthorized access to and/or manipulation of email accounts or institutional systems; falsifying information; altering academic documents; selling or buying exams or distributing them by any means; improperly obtaining information or attempting to bribe a professor or any institutional staff member; and the improper alteration of clinical records.

The examples listed in the previous paragraph are illustrative and not exhaustive.

Article 9.2

Any student, faculty member, institutional authority, member of the educational community, or external entity involved in the academic process who becomes aware of an act that may constitute a violation of academic integrity must report it in writing to the Campus Academic Integrity Committee using the designated reporting mechanisms. The report must include all available information and evidence to support the claim. The Campus Academic Integrity Committee will review the case and notify the reported student of the process and potential consequences.

Article 9.3

The process for addressing academic integrity violations shall proceed as follows:

1. If a student commits an academic integrity violation, the professor shall assign a failing grade for the corresponding academic activity, module, or the final grade for the learning unit. If the failing grade pertains to the final grade of a learning unit taught by a team of professors, a consensus must be reached among them. The failing grade assigned by the professor is final and may not be appealed. Additional consequences may be imposed by the Campus Academic Integrity Committee.

2. Once the violation has been identified, the professor shall inform the student of the situation, apply the failing grade, and report the violation to the Campus Academic Integrity Committee. The report must include a description of the incident, the assigned failing grade, and any supporting evidence.
3. The Campus Academic Integrity Committee will review the case, determine the severity of the violation, and assign the appropriate sanction. If the Committee determines that, due to the severity of the violation, the sanction may involve conditional standing, temporary suspension, or permanent dismissal, it will notify the student of the initiation of the process and summon them to a hearing, during which they may present evidence and arguments in their defense.

Article 9.4

Sanctions determined by the Campus Academic Integrity Committee may include any of the following:

- a. **Formative Measure:** Activities designed to encourage the student's reflection on the incident, with the goal of developing ethical awareness and providing tools to support ethical decision-making in difficult situations. If the student fails to complete the formative measure within the terms and deadlines set by the Committee, they will be assigned "Conditional Standing for Academic Integrity Violations."
- b. **Final Semester Formative Measure:** A sanction applied to graduation candidates who commit academic integrity violations, requiring them to postpone their graduation process until they complete the formative measures determined by the Campus Academic Integrity Committee. If completed on time and as specified, the student may continue with the graduation process. Otherwise, failure to comply may delay graduation for up to two academic periods (semester, trimester, or intensive), not exceeding one calendar year.
- c. **Conditional Standing for Academic Integrity Violations:** An academic standing status under which the student is subject to permanent compliance with academic integrity. Any future violation may affect the student's continued enrollment. This standing is recorded in the student's academic transcript and has the following implications:
 1. The student is ineligible for academic honors at graduation.
 2. The status remains on the student's transcript until the completion of their current level of study.
 3. The student forfeits the right to request a regularization assessment for the learning unit in which the violation occurred.
- d. **Conditional Standing and Temporary Suspension:** In addition to conditional standing as described above, the student will be suspended from

the Institution for 1 to 4 academic periods (semester, trimester, or intensive), not exceeding one calendar year. During this period, the student must complete a follow-up plan as indicated by the Campus Academic Integrity Committee to request reinstatement, maintaining the “Conditional Standing for Academic Integrity Violations” status.

- e. **Permanent Dismissal:** The student is permanently withdrawn from the Institution across all campuses or sites for the current level of study or indefinitely.

Article 9.5

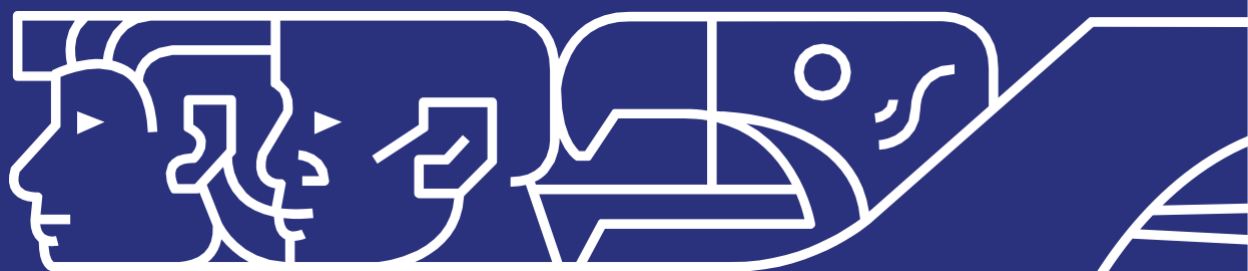
Only sanctions involving temporary suspension or permanent dismissal from the Institution may be appealed. Appeals must be submitted in writing to the Campus Academic Integrity Committee no later than five business days, as per the academic calendar, following the date the Committee notifies the student of the sanction. The Campus Academic Integrity Committee will forward the appeal to the National Academic Integrity Committee, which will issue a final decision within ten business days from the date of receipt. The decision of the National Academic Integrity Committee is final and not subject to appeal.

Article 9.6

Students engaged in academic programs, professional internships, or research stays at organizations and universities with which Tecnológico de Monterrey has a collaboration agreement and who violate any academic integrity principles shall be subject to the regulations of the host institution, as well as the relevant provisions of this regulation.

Article 9.7 (transitory)

This regulation applies to all students from the date of its enactment. From that point onward, cases previously recorded as “DA” or Academic Dishonesty will be handled by the Campus Academic Integrity Committee as an Academic Integrity Violation. The DA grade will continue to be considered a failing grade under the same terms as before, including its impact on academic standing, GPA, and eligibility for academic honors.



CHAPTER X

CHAPTER X

General and Transitory Provisions

Article 10.1

Given the significance of these Academic Regulations for undergraduate students, knowledge of and compliance with its provisions are mandatory for all students enrolled in curriculum editions from 2019 onwards at Tecnológico de Monterrey. Lack of awareness shall not be accepted as a valid argument for noncompliance with the provisions herein.

Article 10.2

Schools may establish operational regulations for the academic programs they administer, provided these do not conflict with the provisions of these regulations and have been approved by the Undergraduate and Graduate Academic Senate.

Article 10.3

In exceptional situations, the Vice Rector for Educational Innovation and Academic Norms may take temporary measures that differ from those established in these regulations.

Article 10.4

Tecnológico de Monterrey is an institution committed to offering educational opportunities based on equity and non-discrimination. Without prejudice to the foregoing, Tecnológico de Monterrey reserves the right of admission and enrollment in all cases.

Article 10.5

These regulations must be published on the various online portals of Tecnológico de Monterrey, so that they are publicly accessible to students and available for mandatory consultation. Consequently, ignorance or lack of knowledge of the provisions contained in these regulations may not be claimed under any circumstances.

Article 10.6

These regulations apply to all students enrolled in undergraduate programs with curriculum editions from 2019 onwards, in both in-person and online learning units, regardless of their term of enrollment.

Article 10.7

If a different designation is used in these regulations for an administrative unit—defined as any office, department, or service or support unit—previously established prior to the entry into force of these regulations, any pending matters shall be handled by the administrative unit under its new designation.

Article 10.8

Notwithstanding the provisions of Article 10.6, in the event of cases that may be deemed transitional due to changes in these regulations, the Registrar's Office at the student's campus may determine the applicable regulations in favor of the student.

Any cases not covered by these regulations will be reviewed and resolved by a committee established by the Vice Rector for Educational Innovation and Academic Norms.

This document presents information on the **Academic Regulations for Undergraduate Students of Tecnológico de Monterrey, 2025 edition**, applicable for students enrolled in the 2019 study plans or later. Its content reflects the information available in official media at the time of publication.

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TECNOLÓGICO DE MONTERREY