

TECNOLÓGICO DE MONTERREY



# High School and Undergraduate Admission Regulations



# **HIGH SCHOOL AND UNDERGRADUATE ADMISSION REGULATIONS**

INSTITUTO TECNOLÓGICO Y DE ESTUDIOS  
SUPERIORES DE MONTERREY

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At Tecnológico de Monterrey, the prescripts contained in 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

1. A paragraph has been added to Article 1 indicating that the institution can set limited-capacity criteria for programs and reserves the right to make changes to the admission process.
2. Article 8 has been modified to indicate that some of the high school and undergraduate programs have limited-capacity and Appendix I has been added with details of such limited-capacity programs.
3. Article 9 is now Article 10; and Article 11 is now Article 12.
4. The criteria for transfers between campuses and for changing to limited-capacity programs have been included in Article 13, which is now Article 15.
5. Article 19 has been modified to indicate that admission process for middle schools linked to Tecnológico de Monterrey is available at no cost and is now Article 21. The official name of middle schools linked to Tecnológico de Monterrey has been changed..
6. The name of the initial evaluation has been changed in Article 49 to institutional english language admission test; the numeration of this article is now 51.
7. Subsection c of Article 50 has been modified to indicate that authorized undergraduate academic programs can be offered with one or more conditions, such as: additional requirements, version in English and differentiated admission criteria. Subsection d has been added to indicate that reentry students can transfer to the programs mentioned in the previous subsection, as long as there are places available and they meet the differentiated admission requirements. Its numeration is now 52.
8. Article 51 has been modified to indicate that, to guarantee an appropriate academic experience and quality, some study areas have academic programs that must be selected at the beginning of their admission process. Its numeration is now 54. Appendix II has been added with details referring to these programs.
9. A new article (Article 53) has been included, which states that in order to request changing to the English version of a program, applicants must fulfill, no later than the deadline set on the official calendars for program changes or transfers, the English proficiency and overall cumulative grade average requirements established for some of the programs. Its numeration is now 55.

Additionally, this edition incorporates the following updates derived from Official Mail 723, published on November 23, 2022:

1. Indications added in Article 14 for some programs in which due to their discipline, have limited availability, additional requirements or differentiated admission criteria, applying for high school and undergraduate, where the

applicant can only enroll for the period to which was admitted, established in the admission letter.

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# CONTENTS

<b>INTRODUCTION</b>	<b>9</b>
<b>GENERAL DEFINITIONS</b>	<b>11</b>
<b>CHAPTER I</b> Purpose and Scope	<b>15</b>
<b>CHAPTER II</b> Personal Data Protection	<b>27</b>
<b>CHAPTER III</b> Admissions for New Students	<b>31</b>
<b>CHAPTER IV</b> Admissions for External Transfer Students	<b>37</b>
<b>CHAPTER V</b> General Provisions	<b>43</b>
<b>TRANSITORY PROVISIONS</b>	<b>47</b>
<b>APPENDIX</b>	<b>50</b>



# INTRODUCTION

Based on the General Academic Policies and Regulations, which stipulate the basic premises that govern the educational process of Tecnológico de Monterrey, and considering that one of the objectives of the Institution is the selection of young people who have enormous potential to become leaders, with an entrepreneurial spirit, humanistic outlook and who are internationally competitive, the High School and Undergraduate Admission Regulations have been created to guarantee the efficient application and timely dissemination of these provisions.

The content of this document includes the purpose, scope, actions to be implemented to assure the protection of the applicants' personal data and the rest of their records, and the provisions related to the student admission process.

This edition was authorized by the undersigned, at the proposal of the Office of the Educational Innovation and Academic Norms Vice Rectory and formulated on the basis of the recommendations made by a committee established for this purpose.

August, 2022

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# GENERAL DEFINITIONS

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

**Academic Aptitude Test.** Admission test designed to measure the verbal and mathematical reasoning skills of Spanish-speaking students who wish to pursue a higher education.

**Admissions Committee.** The body that evaluates and, where appropriate, approves the admission of candidates who have applied to Tecnológico de Monterrey.

**Applicant.** Candidates who have submitted their complete admission file to be examined by the Admissions Committee for entry to the high school, undergraduate or graduate levels.

**Candidate.** Individuals coming from Tecnológico de Monterrey or external schools who are interested in completing the admission process to enter the high school, undergraduate or graduate levels.

**English language placement test.** TOEFL®, EUC or equivalent test authorized by the institution.

**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 duration of an academic program.

**New students.** Individuals who have never been Tecnológico de Monterrey students at any of the levels -high school, undergraduate or graduate- in which the priority educational services of Tecnológico de Monterrey are offered.

**Primary Academic Program.** Undergraduate degree defined as a priority by the enrolled student.

**Readmissions Committee.** The body that evaluates and, where appropriate, approves the readmission of students who do not reenroll in consecutive semester or trimester academic periods and/or apply to withdraw from all their educational units.

**Secondary Academic Program.** Undergraduate degree defined as a second priority by the enrolled student.





# CHAPTER I





# CHAPTER I

## Purpose and Scope

### Article 1

The purpose of this document is to establish the bases, requirements and procedures for admission to Tecnológico de Monterrey, in order to implement a student selection process.

Tecnológico de Monterrey can set limited-capacity criteria for programs and reserves the right to make changes to the admission process, to guarantee the appropriate academic experience and quality of the programs.

### Article 2

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

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 they came into effect, any matters being processed will be dealt with by the administrative unit with the new name.

### Article 3

Tecnológico de Monterrey seeks to incorporate talented students whose characteristics match the objectives of the Institution. Therefore, in order to be admitted, applicants are evaluated by an admissions committee in a comprehensive process that considers:

1. The current score on the Academic Aptitude Test (PAA).
2. The general grade average from the previous academic level.
3. current essay explaining the reasons for applying to Tecnológico de Monterrey.
4. A current résumé that describes achievements and competencies, such as: academic recognitions (public speaking competitions, poetry, debates, Knowledge Olympiads, among others), achievements in sports and other extracurricular activities (student organizations, leadership and entrepreneurship, cultural, community outreach, among others).
5. Letters of recommendation, interviews and other requirements, at the request of the admissions committee.

The information provided by the applicant comprises his or her file. Once applicants have been evaluated by the admissions committee, they can find out the results of the Academic Aptitude Test (PAA) on the dates established, and which are posted on the Admissions Portal.

Apart from the Academic Aptitude Test, the Scholastic Aptitude Test (SAT), administered by the College Board is valid tests for applying for admission. Applicants must present the official score report, which will serve for equivalency purposes corresponding to the Academic Aptitude Test.

Applicants who have official evidence of proficiency in the English language, authorized by the Institution, can submit it at the campus to which they are applying. Applicants who do not submit such evidence, or the result obtained is insufficient, must take the initial English assessment at the campus before completing their planning process, in the case of undergraduate students at Tecnológico de Monterrey, in accordance with the guidelines provided for this purpose. Candidates who are applying to high school must take this test in order to receive their admission decision, as must undergraduate candidates when so required by the Admissions Committee.

The admission process is guided by current guidelines and regulations established by the Office of the Educational Innovation and Academic Norms Vice Rector.

#### **Article 4**

As part of the admission process, applicants must submit the following documents to the campus Admissions Office in order to complete the procedure for their admission to Tecnológico de Monterrey:

1. Original of the last two pages of the admission application form, with the authorized signature of the person responsible for paying the tuition fees.
2. Official identification, including the photograph and signature, of the person responsible for paying the tuition fees.
3. Official identification, including the photograph and signature, of the legal guardian, if the applicant is a minor.
4. Official identification, including the photograph and signature, of the applicant, if he or she is an adult.
5. Print or digital copy of the documentary proof of the grade average from the previous academic level, authorized by Tecnológico de Monterrey.

Digital documents to be attached in the online admission process:

1. Birth certificate
2. Résumé

3. Essay

4. Additional elements requested by the Admissions Committee.

This process is carried out in accordance with the procedures stipulated by the Office of the Academic and Educational Innovation Vice Rector. These are non-public, restricted-access documents.

### **Article 5**

The valid documents that new applicants can submit to prove their grade average in the previous academic level are:

- a. Report cards issued by official institutions, with the corresponding seal and signature.
- b. Academic records or transcript from official institutions, with the corresponding seal and signature.
- c. Final certificates issued by official institutions, with the corresponding seal and signature.
- d. Revalidation agreement for previous studies issued by official institutions.
- e. Documentary proof of partial grade averages established by the Office of the Academic and Educational Innovation Vice Rector.

In the case of studies completed abroad, the following must be taken into consideration:

- a. If the document is in a language other than Spanish or English, a translation into Spanish must be included.
- b. Grade average equivalence to Mexico's scale is carried out with the official scales used by Tecnológico de Monterrey.

Applicants who studied abroad beforehand must comply with the corresponding legal requirements for such studies to be recognized in Mexico.

### **Article 6**

The valid documents that a new applicant can submit as identification with a photograph and signature are:

For the person responsible for paying tuition and the legal guardian:

- a. Passport.
- b. IFE/INE voter's card.
- c. Military service record.
- d. Professional license.
- e. Official identification from the country of origin.

- f. Official identification card from the Ministry of National Defense or the Ministry of the Navy.

For the applicant:

- a. Passport.
- b. IFE/INE voter's card.
- c. IMSS/ISSSTE membership card.
- d. School ID card.
- e. ID card from SEP or official educational institutions.
- f. f. Official document from the school with a photograph.
- g. Driver's license.
- h. Military service record.
- i. Official identification from the country of origin.

The documents must be valid at the time of submission.

### **Article 7**

The Admissions Committee is made up of at least five participants, representing the academic and administrative areas. Their main responsibility is to issue a decision on the admission status of the candidates by reviewing their files.

The Readmissions Committee is responsible for evaluating readmission cases.

### **Article 8**

Tecnológico de Monterrey offers areas of study/programs that, owing to their discipline, have limited-capacity, additional requirements or differentiated admission requirements, at both the high school and undergraduate levels. In addition, to guarantee an appropriate academic experience and quality, some of Tecnológico de Monterrey's campuses have declared limited-capacity for certain areas of study and/or programs, as detailed in Appendix I.

### **Article 9**

The undergraduate degrees that can be studied simultaneously, as the first and secondary undergraduate degree, respectively, are as follows:

- a. LRI y LTP
- b. LEC y LTP
- c. LEC y LRI
- d. LED y LRI
- e. LED y LEC

## Article 10

The admissions committee makes the acceptance decision based on the results obtained by the candidate in the admission process, as provided by Article 3 herein. The admissions committee, if necessary, can request additional components. The decision on the admission status for the requested academic period will be one of the following:

- a. Decision pending (for reasons defined by the committee).
- b. Accepted.
- c. Not accepted.
- d. Waitlisted (for academic programs with limited-capacity).

The decisions issued by the Admissions Committee are final and valid at any Tecnológico de Monterrey campus for the requested program or area of study, in accordance with the validity of the same. Since the selection process is private and confidential, Tecnológico de Monterrey does not provide reasons for the admission decision taken.

## Artículo 11

In the case of applicants who commit an academic integrity violation during the admission exam or in the admission process, and have been admitted, the provisions for dealing with these types of violations set forth in the Academic Regulations for the corresponding level will be applied.

## Article 12

Students who postpone their academic enrollment for more than one semester or trimester academic period and wish to reapply for admission must submit a letter of intention. The Readmissions Committee will review the application, taking into account the student's academic records and, where appropriate, can request additional elements to issue a readmission decision. The readmission decision is final.

## Article 13

Each campus's Admissions Office notifies applicants of the decision issued through the official site of Tecnológico de Monterrey intended for this purpose, by email, in person at the campus or by sending an official letter to their home address with the outcome of their application.

## **Article 14**

When applicants are admitted to an academic period, they must enroll for the first time within three semesters as of the period in which they were admitted, as long as they maintain the academic level shown at the time when the Admissions Committee evaluated them and made its decision. Special admission applicants can enroll only in the period in which they applied for admission. If they decide to enroll in a subsequent period, they will have to complete the admission process again.

Due to their discipline some programs have limited availability, additional requirements or differentiated admission criteria, applying for high school and undergraduate, will only be able to enroll for the period to which they were admitted, established in the admission letter.

Once the admission validity has expired, applicants who wish to enroll in a subsequent period will have to complete the admission process again, in accordance with the guidelines provided for this purpose.

## **Article 15**

For the high school admission process, candidates must select a campus and an academic program; for undergraduate programs, candidates must select a campus, area of study and/or academic program. Selecting the academic program is required in some study areas.

Applicants cannot be admitted to two campuses. If students are admitted and, before the initial enrollment, wish to carry out a campus transfer and/or program change, and such program has limited-capacity, the transfer will be subject to the availability of places at the receiving campus. If the program has complementary requirements, students must complete the necessary paperwork and fulfill the additional differentiated criteria so that their file can be reviewed again by the corresponding Admissions Committee to make a decision on admission to the program.

## **Article 16**

The following provisions apply to applicants who are not admitted to an academic level, a specific program or an academic period:

- a. To an academic level: they cannot reapply for admission to the same academic level.
- b. To an area of study: they can apply for admission to the same area of study in a subsequent academic period, or apply for admission in the same

academic period to another area of study, apply for admission in the same academic period to another or specific program.

- c. To a specific program or undergraduate degree: they can apply for admission to the same program or undergraduate degree in a subsequent academic period, or apply for admission in the same academic period to another program, apply for admission in the same academic period to another or area of study.
- d. In an academic period: they can apply for admission to a subsequent academic period, complying with the requirements requested by the Admissions Committee.

### **Article 17**

Each campus's Admissions Office must provide the applicants who have been admitted with the information required to complete their enrollment process, either through the Student Portal or direct contact with the admitted student. This information refers to: the deadlines for submitting official documents, any initial assessments required, enrollment and the corresponding payments.

### **Article 18**

The applicant's file must be safeguarded under the confidentiality and record management policies at the campus the applicant has selected, unless the admission application is for a program, area of study or undergraduate degree designated to a special committee, in which case it will be channeled to the corresponding campus.

### **Article 19**

At the beginning of each academic period, the National Admissions Office posts on the Admissions Portal statistics related to the average score obtained on the Academic Aptitude Test (PAA) and the grade average obtained by students admitted to Tecnológico de Monterrey in previous semesters.

### **Article 20**

Applicants can check their admission status on the official site of Tecnológico de Monterrey intended for this purpose, in person at the campus or by email of an official letter sent to their home address an official letter with the outcome of their application. The selection process is private and confidential, and Tecnológico de Monterrey reserves the reasons and decisions that result in an applicant being accepted or not accepted.

### **Article 21**

Applicants who graduated from HighPoint Internacional School secondary schools linked to Tecnológico de Monterrey and apply for admission to the Tec High School (PrepaTec) will be admitted as long as they:

- a. Graduate with a grade average equal to or higher than 80.
- b. Complete the online admission application and attach their birth certificate.
- c. Submit information related to the legal guardian and the person responsible for paying tuition.

Applicants whose grade average is less than 80 must complete the admission process for the high school level, including payment of the admission fee. The admission process for graduates of the middle schools HighPoint International Schools that are linked to Tecnológico de Monterrey is available at no cost.

## **Article 22**

Tec High School graduates who apply to the undergraduate level will be admitted as long as they:

- a. Graduate with a grade average equal to or higher than 80.
- b. Update the online admission application and select the area of study or undergraduate degree in which they wish to enroll.
- c. Submit information related to the legal guardian and the person responsible for paying tuition.

Applicants whose grade average is not 80 must complete complementary activities in their admission process, as applicable.

Applications to undergraduate degrees with limited-capacity or differentiated admission require follow the admission process established for such degree programs.

The admission process for Tec High School graduates is free of charge.





## CHAPTER II



# CHAPTER II

## Personal Data Protection

### Article 23

Before starting to compile the file, the holder of the applicant's data (adult applicant or legal guardian in the case of applicants who are minors) must read and accept the terms and conditions set forth in the privacy notice for prospective students and candidates, found at <https://tec.mx/es/aviso-de-privacidad-prospectos>

### Article 24

Applicants must give their consent for the use of all their personal information by means of a signature, electronic signature or any other authentication mechanism that proves consent has been given.

### Article 25

The data and documents provided by the applicant will be used for the primary and necessary purposes set forth in the privacy notice for prospective students and candidates, in order to comply with the obligations derived from the legal relationship that Tecnológico de Monterrey acquires with the holder to make decisions on admission and offer its educational services once they become students.

Moreover, the data can be used for the secondary purposes set forth in the privacy notice for prospective students and candidates. The holder can file an application for revocation or opposition of consent by means of the ARCO Rights application process, defined in the privacy notice.

### Article 26

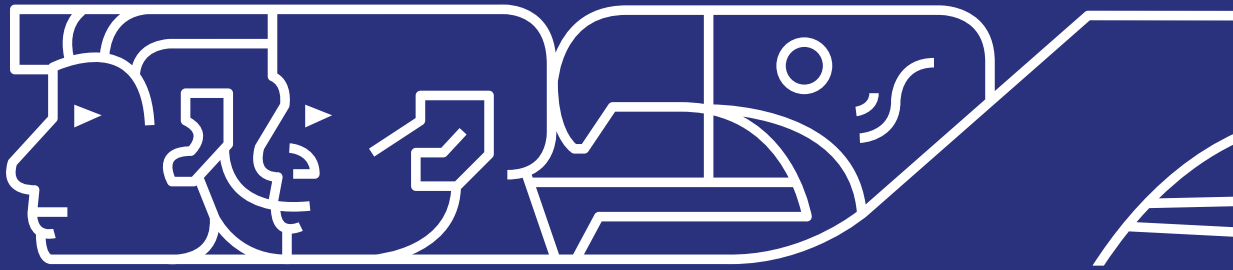
Tecnológico de Monterrey is not under an obligation to cancel personal data when:

- a. They refer to the parties of a private, social or administrative contract and are necessary for the development and fulfillment of the obligations acquired.
- b. Their processing is required by law.

- c. Any other cases provided in the Federal Law for the Protection of Personal Data in the Possession of Individuals.

### **Article 27**

The use of data for statistical, scientific or historical purposes is not considered as processing, as long as they cannot be attributed to a determined or determinable person.



## CHAPTER III



# CHAPTER III

## Admissions for New Students

### Article 28

There are three types of admission processes:

- a. Early admission.
- b. Regular admission.
- c. Late admission.

The deadlines for each type of process will be duly posted by the National Admissions Office on the Admissions Portal.

### Article 29

The cost of the admission process for each of the dates will be duly posted by the National Admissions Office on the Admissions Portal. This fee covers the entire admission process and is nonrefundable.

The fee will depend on the date on which the candidate begins the process, accordance with the article 26 of this regulation. The fee covers the entire admission process and is not refundable in any case.

### Article 30

In order to start the admission process, applicants create an account on the Admissions Portal with an email and a password, so that they can be assigned an identification number.

### Article 31

The documents required in the admission process must be submitted directly to the Admissions Office of the applicant's campus of choice.

These documents are as follows:

1. The last two pages of the admission application form. These documents must be signed by the applicant, the legal guardian and the person responsible for paying the tuition fees.
2. Official identification of the person responsible for paying the tuition fees, the legal guardian and the applicant.

3. Copy of the documentary proof of the applicant's grade average.
4. Résumé mentioning achievements and additional competencies.
5. An essay explaining the reasons for applying to Tecnológico de Monterrey.
6. Letter of recommendation.
7. Interview and other complementary requirements at the request of the admissions committee.
8. Result of the English language test authorized by the Institution.

The documents included in points 4, 5 and 6 admission process must be sent through the official system for the admission process.

### **Article 32**

Applicants will be notified of the admission decision on the established date and by means of the official document issued by the Office of the Educational Innovation and Academic Norms Vice Rectory.

### **Article 33**

Admitted applicants or applicants with special admission status must take the initial assessment to measure their level of knowledge in a discipline before completing the "Enrollment planning" process, in accordance with the guidelines provided for this purpose.

### **Article 34**

Admitted applicants or applicants with special admission status who complete their enrollment process acquire the status of students with all the rights and obligations established in the regulations and provisions of Tecnológico de Monterrey.

The enrollment process consists of:

1. Class schedule.
2. Administrative registration.
3. Tuition payment in accordance with the guidelines provided for this purpose.





## CHAPTER IV



# CHAPTER IV

## Admissions for External Transfer Students

### Article 35

There are two types of admission processes:

- a. Agreement: students come from a foreign university with which Tecnológico de Monterrey has signed a current international academic cooperation agreement. Their application for participation has been authorized by the institution of origin.
  - i. Exchange: the student covers the costs of tuition at the institution of origin.
  - ii. Study abroad with nomination: the student covers the costs of tuition at Tecnológico de Monterrey.
- b. International visiting student
  - i. Study abroad without nomination: students come from a foreign university with which Tecnológico de Monterrey has signed a current international academic cooperation agreement. Their application for participation has not been authorized by the institution of origin. The student covers the costs of tuition at Tecnológico de Monterrey.
  - ii. Independent from a prestigious university: students come from a foreign university with which Tecnológico de Monterrey has not signed an international academic cooperation agreement. However, the Internationalization Office considers that it is a prestigious university comparable to Tecnológico de Monterrey based on accreditation agencies or rankings, such as QS World University Rankings®, among others. The student covers the costs of tuition at Tecnológico de Monterrey.
  - iii. Independent: students come from a foreign university with which Tecnológico de Monterrey has not signed an international academic cooperation agreement. The student covers the costs of tuition at Tecnológico de Monterrey.

### Article 36

All students must create an account on the Study in Mexico portal with an email and a password, so that they can be assigned an identification number.

**Article 37**

The admission requirements for external transfer applicants by agreement and exchange are as follows:

1. Duly completed application for International Programs of Tecnológico de Monterrey.
2. Copy of valid passport.
3. Nomination letter from the university of origin.
4. If the international student is a minor, the following must be submitted:
  - a. Letter of consent from the parent or legal guardian.
  - a. Copy of the passport of the signing parent or legal guardian.
5. Any other requirement established for the program to which they are applying.

**Article 38**

The admission requirements for external transfer applicants by agreement and study abroad are as follows:

1. Duly completed application for International Programs of Tecnológico de Monterrey.
2. Copy of valid passport.
3. Nomination letter from the university of origin.
4. Payment of the established percentage or total of the tuition fees.
5. If the international student is a minor, the following must be submitted:
  - a. Letter of consent from the parent or legal guardian.
  - b. Copy of the passport of the signing parent or legal guardian.
6. Any other requirement established for the program to which they are applying.

**Article 39**

The admission requirements for external transfer applicants as international visiting students and study abroad without nomination or international independent visiting students from a prestigious university are as follows:

1. Duly completed application for International Programs of Tecnológico de Monterrey.
2. Total or partial transcript issued by the foreign institution of origin, no more than 6 months beforehand, and which shows the accumulated grade average equivalent to at least 80/100 on the Tecnológico de Monterrey grade scale.
3. Copy of valid passport.

4. Letter of recommendation from the university of origin.
5. Payment of the established percentage or total of the tuition fees.
6. Payment of the admission process fee.
7. If the international student is a minor, the following must be submitted:
  - a. Letter of consent from the parent or legal guardian.
  - b. Copy of the passport of the signing parent or legal guardian.

#### **Article 40**

The admission requirements for external transfer applicants as international independent visiting students are as follows:

1. Duly completed application for International Programs of Tecnológico de Monterrey.
2. Apostilled or legalized total or partial transcript issued by the foreign institution of origin, no more than 6 months beforehand, and which shows the accumulated grade average equivalent to at least 80/100 on the Tecnológico de Monterrey grade scale.
3. Signed and sealed documentary proof specifying that the applicants fulfilled the admission process to their university and they are enrolled students.
4. Copy of valid passport.
5. Letter of recommendation from the university of origin.
6. Payment of the established percentage or total of the tuition fees.
7. Payment of the admission process fee.
8. If the international student is a minor, the following must be submitted:
  - a. Letter of consent from the parent or legal guardian.
  - b. Copy of the passport of the signing parent or legal guardian.
9. Any other requirement established for the program to which they are applying.

#### **Article 41**

The Office of the Educational Innovation and Academic Norms Vice Rector notifies applicants at the appropriate time of the admission process fee. This fee covers the entire admission process and is nonrefundable.

#### **Article 42**

Applicants who are admitted as external transfer students and have completed their enrollment process acquire the status of students, with all the rights and obligations stipulated in the regulations and provisions of Tecnológico de Monterrey.

### **Article 43**

External transfer students who wish to obtain a high school diploma, or undergraduate or academic degree at Tecnológico de Monterrey must complete the established admission process.



## CHAPTER V





# CHAPTER V

## General Provisions

### Article 44

The Academic Aptitude Test (PAA) can be administered at any campus or site of Tecnológico de Monterrey.

### Article 45

The result obtained on the Academic Aptitude Test (PAA) is valid for use by the Admissions Committee to issue a decision only if the test is administered by one of the campuses or sites of Tecnológico de Monterrey.

### Article 46

The Academic Aptitude Test (PAA) remains current for three consecutive, immediate semesters, as of the period in which the applicant first applied for admission.

### Article 47

The Admissions Committee is responsible for requesting and authorizing that the test be taken again in order to comply with the admission process.

When applicants need to take the test for a second or third time to obtain a higher score that will favor them in processing financial aid, the Admissions Office of the corresponding campus will be the entity responsible for authorizing the same, considering the guidelines of the Academic Aptitude Test (PAA).

### Article 48

Applicants have a maximum of three opportunities to take the Academic Aptitude Test (PAA) for each academic level, according to the following:

- a. The first opportunity at the time and date selected by the applicant, in accordance with the test calendar published by the campus.
- b. A second opportunity considering a minimum period of one month between the first and second tests.
- c. third opportunity considering a minimum period of three months between the second and third tests.

## Article 49

The results of the Scholastic Aptitude Test (SAT), administered by the College Board, is valid for two years, as of the date when it was taken. For the purposes of these regulations, the SAT result must be current on the first day of classes of the academic period to which the applicant is applying.

## Article 50

The initial English assessment with the Cambridge English Placement Test (EUC) can be administered at any campus or site of Tecnológico de Monterrey and will be valid for three consecutive, immediate semesters as of the period in which the applicant first applied for admission, for the purposes of these regulations.

## Article 51

Applicants have a maximum of three opportunities to take the institutional english language admission test, the Cambridge English Placement Test (EUC) for each academic level, according to the following:

- a. The first opportunity at the time and date selected by the applicant, in accordance with the test calendar published by the campus.
- b. A second opportunity considering a minimum period of one month between the first and second tests.
- c. A third opportunity considering a minimum period of three months between the second and third test.

## Article 52

The programs with additional requirements, limited-capacity or different admission criteria are:

- a. Multicultural Tec High School.
- b. International Tec High School.
- c. Undergraduate programs with authorization to be offered with one or more conditions: Differentiated admission criteria, version in English, and with limited-capacity. These programs are listed in Appendix I.
- d. Reentry students can complete transfers for the programs declared in the previous point, as long as there are places available and they meet the differentiated admission requirements established for each program.
- e. For undergraduate dual-degree programs, apart from the requirements for each program, when both programs are studied simultaneously applicants must fulfill the requirement corresponding to their situation:
  - i. Have a minimum grade average of 85/100 in previous studies, when the admission application is for an exploration program.

- ii. Have a cumulative minimum grade average of 85/100 in their primary degree, when the admission application for a secondary degree occurs after successfully completing the exploration stage.

### **Article 53**

All applicants to the Health area must select their academic program at the beginning of the admission process.

### **Article 54**

In order to guarantee an appropriate academic experience and quality, at certain campuses there are study areas with academic programs that must be selected at the beginning of the admission process. Such programs are listed in Appendix II.

### **Article 55**

In order to change to the English version of programs, applicants must fulfill, no later than the deadline set on the official calendars for program changes or transfers, the English proficiency and overall cumulative grade average requirements established for such programs. In addition, if the program has limited-capacity, their admission will be subject to the number of places available at the receiving campus.

### **Article 56**

Students enrolled in an area of studies or undergraduate degree can apply to change to the Physician and Surgeon (MC) program. Applicants to the program must fulfill the program admission requirements and be evaluated in the single selective admission process.

### **Article 57**

In the event that applicants, for the purposes of their admission, submit an academic certificate or other document that is fake or that contains any false information, their admission process will be put on hold immediately and their case will be sent to a committee appointed by the Office of the Educational Innovation and Academic Norms Vice Rector. The committee will review the evidence and issue a final decision on whether or not the applicant will be allowed to continue with the admission process. If the use of fake documents or documents that contain false information is detected once the student has been admitted, in the same way, the student can be suspended while the committee analyzes the case. The committee has the power to apply the sanction it deems

appropriate, including the student's definitive dismissal and possibly denying the student admission to any academic program in the future. The documents submitted in the admission process will not be returned and Tecnológico de Monterrey reserves the right to send them to the competent authorities for all legal purposes.

### **Article 58**

All applicants, for admission purposes, must behave in a manner that is congruent with the values established in the Vision, Code of Ethics and culture of Tecnológico de Monterrey. If applicants incur in any offense, their admission process will be suspended immediately and their case will be turned over to a committee designated by the Office of the Educational Innovation and Academic Norms Vice Rector for analysis. The committee will review the evidence and issue a final decision on whether or not the student can continue with the admission process.

### **Article 59**

The cases that are not contemplated herein will be studied and resolved by the Office of the Educational Innovation and Academic Norms Vice Rector.

# TRANSITORY PROVISIONS

- I. These regulations come into force on August 1, 2022.
- II. All the regulatory and administrative provisions issued previously that conflict with these regulations are rendered invalid.
- III. Students from secondary schools linked to Tecnológico de Monterrey, who were admitted up to August 2017 and graduated from the linked secondary schools, can be admitted to Tec High School by completing the online admission application, attaching their birth certificate, and submitting the information related to the legal guardian and person responsible for paying tuition.
- IV. Students from Tec High School, who were admitted up to August 2019 and graduated may 2022 from Tec High School, can be admitted to the undergraduate level. However, they must complete the information related to the legal guardian and person responsible for paying tuition, and to the area of study or undergraduate degree in which they wish to enroll.





## **APPENDIX**





# APPENDIX I

The programs with additional requirements, limited-capacity or differentiated admission criteria are:

- Physician & Surgeon (MC) (limited-capacity at all the campuses where it is offered and differentiated or additional requirements).
- B.A. in Biosciences (LBC) (limited-capacity at all the campuses where it is offered and differentiated or additional requirements).
- Medical and Surgical Dentist (MO) (limited-capacity at all the campuses where it is offered and differentiated or additional requirements).
- B.S. in Clinical Psychology and Health (LPS) (limited-capacity at all the campuses where it is offered and differentiated or additional requirements).
- B.A. in Nutrition and Wellness (LNB) (limited-capacity at all the campuses where it is offered and differentiated or additional requirements).
- B.A. in International Business (BGB) (differentiated or additional requirements).
- B.A. Financial Management (BFI) (limited-capacity at all the campuses where it is offered and differentiated or additional requirements).
- IB.S. Industrial Engineering with minor in Systems Engineering (BIE) (differentiated or additional requirements).
- B.S. Mechatronics Engineering (BME) (differentiated or additional requirements).
- The Business area of study and its academic programs (limited-capacity at Campus Monterrey and differentiated or additional requirements):
  - B.A. in International Business (BGB).
  - Bachelor of Business Administration (LAE).
  - B.A. in Financial Management (LAF).
  - B.A. in Finance and Accounting (LCPF).
  - B.A. in Entrepreneurship (LDE).
  - B.A. in Human Resource Management (LDO).
  - B.A. in Marketing (LEM).
  - B.A. in International Business (LIN).
  - B.S. in Business Intelligence (LIT).



## APPENDIX II

Academic programs that must be selected at the beginning of the admission process:

- Physician & Surgeon (MC).
- B.A. in Biosciences(LBC).
- Medical and Surgical Dentist (MO).
- B.S. in Clinical Psychology and Health (LPS).
- B.A. in Nutrition and Wellness (LNB).
- B.A. Financial Management (BFI).



This document presents information on the **High School and Undergraduate Admission Regulations 2022** of Tecnológico de Monterrey. Its content reflects the information available in official media at the time of publication.

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