

Academic Bulletin for Mexico 2018-19

Introduction

The Academic Bulletin is the International Programs (IP) “catalog” and provides academic information about the program in Mexico.

CSU IP participants must read this publication in conjunction with the *Academic Guide for CSU IP Participants* (also known as the “*Academic Guide*”). The *Academic Guide* contains academic policies which will be applied to all IP participants while abroad. Topics include but are not limited to CSU Registration, Enrollment Requirements, Minimum/Maximum Unit Load in a Semester, Attendance, Examinations, Assignment of Grades, Grading Symbols, Credit/No Credit Option, Course Withdrawals and other policies. The *Academic Guide* also contains information on academic planning, how courses get credited to your degree, and the academic reporting process including when to expect your academic report at the end of your year abroad.

To access the *Academic Guide*, go to our website [here](#) and click on the year that pertains to your year abroad. For general information about the Mexico programs, refer to the CSU IP website under “[Programs](#)”.

Academic Program Information

CSU IP in Mexico is affiliated with the Tecnológico de Monterrey System (known as the Tec) which a multi-campus university system unique in Latin America, operating 31 campuses throughout Mexico. CSU IP students attend the Querétaro campus of the Tec.

All students in Mexico are required to take the following:

- A Spanish placement test prior to arrival (to determine Spanish level placement);
- A Spanish language course each semester;
- The equivalent of 15 CSU semester units each semester; and
- Other course requirements depending on the CSU IP program.

Students are placed in one of four different CSU IP programs as listed below.

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

Students enroll in Spanish language courses appropriate to their level in addition to a prescribed and required set of courses each semester. Courses includes two internship courses (one each semester) where students experience education in Mexico as classroom teaching assistants in public and private schools in Querétaro. This is a set curriculum and students in this program must enroll in all of the required courses unless otherwise approved by the CSU IP Office. Click [here](#) to access detailed program and course information. Also refer to the following sections in this publication for complete academic information.

2. The “Study Engineering In Mexico” Program

Students enroll in Spanish language courses appropriate to their level in addition to a prescribed and required set of engineering courses each semester. This is a set curriculum and students in this program must enroll in all of the required courses unless otherwise approved by the CSU IP Office. Click [here](#) to access detailed program and course information. Also refer to the following sections in this publication for complete academic information.

3. Study in English/Learn Spanish Program

This program is for beginning and intermediate students whose goals are to focus on Spanish language and culture supplemented with courses offered in English. Each semester, students enroll in Spanish language classes offered by the *Programas Internacionales*, supplemented by courses taught in English offered by the various academic faculties. Students may apply to do a three-unit internship either one or both semesters depending on availability and Spanish proficiency. See below to access program and course information.

4. The Direct Enrollment Program

The Direct Enrollment Program is for students with advanced proficiency in Spanish reading, writing, listening and speaking and who are ready to study in the native language side-by-side with local students. In order for students to take courses taught in Spanish, students must test at the high intermediate/advanced level plus meet course pre-requisites, if any. Students may also

take courses taught in English, and apply to do a three-unit internship either one or both semesters. Click [here](#) to access detailed program and course information. Also refer to the following sections in this publication for complete academic information.

Spanish Language Requirement

All students regardless of what academic program they have selected for are required to take a six-unit Spanish language each semester. Prior to the program start date, students take an online Spanish placement test and will be placed in the appropriate level of Spanish language listed below. Courses are subject to availability and demand.

HI1005 Basic Spanish II (6). Spanish alphabet, orthography, punctuation, and accent marks. Enunciation fundamentals. Verb tenses and moods and their enunciative quality. Enunciative functions. Lower division.

HI2015 Intermediate Spanish I (6). Question words, noun gender and number, agreement and placement of adjectives, comparisons, verb moods and tenses, reflexive verbs, verbs like "gustar", complement pronouns, uses of "se", "ser" and "estar", imperative, prepositions, vocabulary related to student life, hobbies, trips, traditions and environment. Lower division.

HI2016 Intermediate Spanish II (6). Study of grammar in greater depth in order to produce correct structures using all verb tenses. Correct use of pronouns, prepositions,

conjunctions, all *se* functions, and written accents. Lower division.

HI3010 Advanced Spanish I (6). Spanish enunciation system. Indicative and subjunctive tenses. Object pronouns, value and use of infinitive, gerund and participle. Reflexive constructions, indefinite pronouns and adverbs. Prepositions and connecting words. Articles, adjectives and adverbs. Orthography and accent marks. Expressions for interacting. Idiom, proverbs and riddles. Articulation of Spanish sounds. Reading and writing techniques. Upper division.

HI3011 Advanced Spanish II (6). Course covers how to correctly express ideas, opinions and arguments in Spanish using elaborated elements and discursive resources. To be able to understand the complexity of Spanish speaker countries cultural elements. Upper division.

Additional Spanish Language Courses

HI1003 Communication Skills Development I (3). Spanish enunciation system. Vocabulary, structures and expressions for everyday situations. Greetings and expressions of courtesy, description, narration, recommendation and suggestions. Basic texts for everyday life. Lower division.

HI2011 Composition II (3). This course will provide specific vocabulary and practical and structural aspects of different types of writing. The student will be able to produce a finish piece of writing in each section. During the course they will analyze samples of writing such as description, narration, summary and expository and argumentative essays. Lower division.

HI2013 Communication Skills Development II (3). Development of oral and written communicative skills at the intermediate level. Students listen, talk, write and read about social and cultural topics taken from the media and other material. Lower division.

HI3007 Composition III (3). Synonymous and antonymous. Denotative and connotative meaning. Accentuation rules. Syllable division. Subordinate links. Paragraph elements: main, secondary, and complementary ideas. Prefix and suffix

in Spanish. Monosyllable words accentuation. Paragraph functions. Punctuation. Words written together and separated. Coordinated links that indicate cause, condition, purpose, and consequence. Post-writing: word use revision, tones, punctuation, text order, ideas and functions structure in paragraphs. Upper division.

HI3008 Communication Skills Development III (3). Use of vocabulary, structures and expressions for different situations at an advanced and superior level. Description, comparison and evaluation of characteristics about self and others. Expression of opinions, detailed descriptions and narratives. Expressions to suggest, to recommend, to order, to insist. Expressions to explain a personal and ideological stand. Indirect style. Indirect interrogation. Reliance on actions in indicative and subjunctive. Expressing feelings: affliction, lamentation, distrust. Upper division.

HI3019 Spanish Phonetics and Phonology (3). Analysis of Spanish phonemic and phonological system and contrast with English. Study of different pronunciations of Spanish dialects. Practice to improve accent. Upper division.

Academic Culture

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

Direct Enrollment Program

Students who are selected for the Direct Enrollment Program in Mexico are required to take Spanish language courses and electives taught in either English or Spanish to total 15 CSU semester units each semester.

Below is the academic program for the Direct Enrollment Program for the year in Mexico.

Semesters 1 and 2 (Fall and Spring Semesters)	Units
Spanish Language (see section above entitled "Spanish Language Requirement")	3 - 6
Electives (see section below entitled "Course Offerings")	<u>9-12</u>
Minimum number of units required for Semester 1:	15

Study in English/Learn Spanish Program

Students who are selected for the Study in English/Learn Spanish Program in Mexico are required to take Spanish language courses and electives taught in English to total 15 CSU semester units each semester.

Below is the academic program for the Study in English/Learn Spanish Program for the year in Mexico.

Semesters 1 and 2 (Fall and Spring Semesters)	Units
Spanish Language (see section above entitled "Spanish Language Requirement")	6 - 9
Electives (see section below entitled "Course Offerings")	<u>9 - 6</u>
Minimum number of units required for Semester 1:	15

Grading and Units

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

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

The CSU grade of WU (Withdrawal Unauthorized) may be given in some circumstances, e.g. for uncompleted courses. Refer to the *Academic Guide* for additional grade information.

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

Unit Conversion Guidelines

All CSU IP students, regardless of which program they are in, are required to take a minimum of 40 Tec units each semester which is equivalent to 15 CSU semester units.

Tec Unit	CSU Semester Unit	CSU Quarter Unit
8 units	3 units	4.5 units
16 units	6 units	9 units

Course Offerings

Most faculties (schools) at the Tec offer courses that are open to international students. Students can take courses in English or Spanish (depending on Spanish placement scores).

Courses: Approximately one-third of courses offered are taught in English. In order for students to take courses taught in Spanish, students must test at the high intermediate/advanced level on their Spanish placement test. All courses are subject to availability and prerequisites, and may not be offered each year (in English or Spanish). Classes need a minimum enrollment of eight students to remain open. Therefore students must be flexible with their selection of courses. To view program and academic information including course descriptions, click [here](#).

Course levels: Courses that begin with a "1" are generally lower division with some exceptions depending on course content. Courses that begin with "2" or "3" are general upper division with some exceptions depending on course content. To view course levels for courses offered in previous years, click [here](#).

Internships: Internships (Type A only for three units per semester) may be available to students enrolled in the Study in English/Learn Spanish and Direct Enrollment Programs depending on availability and the language required for the internship. Internships are given upper division credit and are limited to three units per semester, which is the CSU IP policy. While the Tec offers six and nine unit internships (per semester), this is not permitted by the CSU IP Office. For internship information, contact the *Programas Internacionales* Office See contact information below.

For questions about courses, course registration, and the university, contact Ms. Claudia Ugalde Osornio at cugaldeo@itesm.mx.

For questions about CSU IP academic policies or academic program requirements, email IPacademics@calstate.edu.