The University of Tennessee, Knoxville (hereafter referred to as UT) and Monterrey Tech-Monterrey Campus (hereafter referred as MT-MC) are willing to enter into and formally establish this “Inter-institutional Agreement of Cooperation” (hereafter IAC).

The purpose of this IAC is to promote and expand international understanding, development, and friendship through exposing UT students to a cultural environment in a foreign country.

Through this IAC, UT will send students to study for one summer, one semester or a maximum of one year to MT-MC. UT students will be able to participate in different courses and programs in areas such as:

- Language, culture and business in Mexico (these courses are offered in both Spanish and English)
- Regular University courses in all the areas of study that MT-MC offers to its regular students (except courses from the School of Health Sciences)
- Community service activities
- Professional Internships

UT students will receive the same benefits as any other exchange student. The cost of tuition will be paid by UT students directly to MT-MC upon arrival. The tuition fee will be based on the number of credits taken and the price of a credit unit during the term in which the visit takes place.

Academic load

UT will decide the number of credits to be taken by each student. The minimum and maximum work loads for visiting students are:

- For the semester: minimum 9 and maximum 18 credits
- For the summer: minimum 3 and maximum 6 credits

Services and extra-academic activities

1.- MT-MC provides an integral service to all international students. The following are services that MT-MC will provide to UT students:

   - Admission to the program
   - International Student Handbook: a very extensive guide which will help students plan their trip to Mexico before departure as well as during their stay.
   - Reservation in advance for housing (dormitories or family program) as long as the application forms are received within the housing deadlines
   - Pick up at the airport during official arrival days and transportation to the housing facility (dorms or family)
   - 3-day orientation session upon arrival including in-depth information on campus services, student activities, culture shock and surviving the city, orientation for visas and payment and registration processes.
   - Visa services to students who will need to get a student visa (FM3). There is no cost for the service provided by MT-MC, however there will be a cost for obtaining and registering the visa charged by the Mexican Government.
   - Use of all sport and educational facilities (library, gymnasium, swimming pool, etc.) available in the MT-MC Campus.
   - Official transcript of studies
   - Help and advising throughout the whole program.
2.- In addition, every academic term, MT-MC organizes different field trips to cultural and tourist sites as well as company visits to enrich the student’s experience here in Mexico. Some of these trips are free of charge while others have a minimum cost. UT students will be able to join in these activities as any other exchange student.

3.- Due to the desirability of implementing IAC activities in a systematic manner, UT and MT-MC will coordinate the IAC activities in general terms through the following contacts:

**MT-MC**
Ociel Colorado
International Student Advisor
International Programs Office
Monterrey Tech-Monterrey Campus

**UT**
Malaika Marable Serrano
Programs Abroad Advisor
Center for International Education
The University of Tennessee, Knoxville

Admission and selection procedures and requirements

- UT students will enroll at MT-MC as non-degree seeking students.

The selection procedure by which students are nominated to MT-MC will be the responsibility of UT.

3.- MT-MC reserves the right to require participants to complete the admission documents required by its admission office. These requirements are:

- Monterrey Tech’s non-degree seeking students’ application form
- Official UT transcript of current studies
- Four passport-size photographs
- Valid passport
- Valid International health insurance

4.- The acceptance of students will be conditional on obtaining the necessary immigration and travel clearance. MT-MC will assist in obtaining the proper documents while still abroad. Once students are here, MT-MC will do all necessary paperwork in order to meet all immigration requirements. No immigration procedure can be done without a valid passport and a valid tourist visa.

5.- Participating students are subject to admissions regulations, class performance standards and other MT-MC policies. UT students are also subject to the policies and specifications mentioned in all printed materials promoting the different programs for international students offered by MT-MC. Through this IAC, UT students are exempt from paying the 100 USD administrative fee required by MT-MC.

6.- UT students will be responsible for all transportation, living expenses and costs during their educational experience. These costs includes: travel to and from their institution, vacation periods and between terms, passport and immigration expenses, independent travel and books.

7.- Each participant is required by MT-MC to have health insurance which will cover the students during his/her stay in Mexico. In the case that a student does not have international coverage or cannot show proof of insurance, MT-MC can provide its health insurance to the students at an additional cost.

Duration and termination of the IAC

1.- The present agreement will be in effect for three years starting on the date of the signing. This agreement may be extended by mutual agreement of the parties involved.
2.- The activities conducted under the IAC will be reviewed and evaluated by each institution annually to determine status for the ensuing year. Determination of continuation status will be made during the Fall semester of each year. Program continuation will result from the affirmative response of both institutions based on the annual review/evaluation.

3.- The IAC may be terminated by either institution through prior written notice signed by the chief administrative officer of the notifying institution. The termination notification should be received by the other part 6 months prior to the beginning of any of the academic periods (semester or summer).

Dr. Alberto Bustani  
President  
Monterrey Tech  
Monterrey Campus  

DATE: 6-V-04

Dr. Enrique Zepeda  
Vice President of Internationalization  
Monterrey Tech  
Monterrey Tech System  

DATE: 25/04/04

Dr. Loren W Crabtree  
Chancellor  
The University of Tennessee, Knoxville  

DATE: 7/26/04

Dr. James N. Gehlhar  
Director  
Center for International Education  
The University of Tennessee, Knoxville  

DATE: 27 February 2004