

Specific guidelines for the Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE scholarship (**Bachelor's Degree**)

The *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* scholarship consists of financial support of 20% for bachelor level studies offered by the UDLAP for account holders and cardholders who are part of BANORTE financial group, as well as for their descendants to the first degree, according to the characteristics and conditions outlined in this document.

The *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* Scholarship applies to:

- New students with a minimum cumulative high school, baccalaureate or equivalent average of eight point zero (8.0)
- The cost of tuition for required courses under the study plan or plans selected.

The *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* Scholarship does not apply to:

- The bachelor's degree in medical surgeon or the bachelor's degree in nursing.
- Elective courses, prerequisites ongoing projects, workshops, or additional fees, among others. (This line is explanatory but not limitative)

General Aspects:

- Students must be accepted into the bachelor level studies the UDLAP offers and carry out the admission procedures in effect before the department of School Services.
- Students interested in coursing a program in the bachelor level studies that the UDLAP offers, must identify themselves as BANORTE customers by providing their customer's number or the customer's number of the father or guardian, and the benefit code for validation.
- Students may receive only one type of institutional Scholarship and in the case the student requests a definitive leave from the UDLAP, refuses the scholarship or fails to satisfy the respective requisites, they will not be permitted to recover the scholarship or to receive any other.
- Scholarship recipients must not have any debts outstanding with the UDLAP (financial, documents, among others) prior to registering for each academic period.
- The Academic Department will verify the requisites for maintaining the scholarship or will cancel the scholarship at the end of each academic period.
- The Scholarship Office is responsible for the application of the *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* scholarship, and also for its renewal for each academic period for the duration of the study plan selected, provided the requisites to maintain the scholarship are met.
- The *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* scholarship recipient is responsible for checking the scholarship amount has been correctly applied to their account statement, as no retroactive application or adjustment will be permitted. In the event the student detects any error, they will report this to the Scholarship Office before the last day in the period for the first deferred payment, according to the UDLAP calendar.
- Students must know the academic and administrative regulations in effect in the UDLAP since they are subject to the applicable policies and procedures, the University reserves the right to cancel the scholarship in the event the student incurs in a gross infraction of these rules and regulations.
- It is the student's obligation to keep informed through the institutional mail.
- Under no circumstance will the UDLAP give cash to the student for the scholarship awarded, or any other form of payment.
- In the case of dual programs, exchanges, special programs, and the professional internship overseas, the *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* scholarship will be applied according to the **"Policy on the Application of Institutional Scholarship for International Programs"**.

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Requisites for maintaining the *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* scholarship:

- The student must be enrolled in and studying a bachelor level program and must attend to the course without interruption. If the student requests a definitive leave from the UDLAP, the scholarship will be canceled and cannot be recovered or any other institutional scholarship awarded in the future.
- The student must register for a minimum of 30 units for each academic period. The mandatory academic periods are *Spring* (January-May) and *Fall* (August-December). There is no minimum registration requirement for the *Summer* (June-July) academic period, as this is not a mandatory period, however if the student does register, the *Beca Convenio UDLAP-GRUPO FINANCIERO BANORTE* scholarship will be applied as long as the requirements outlined in this document are met.
- The student must maintain a minimum cumulative average of eight point zero (8.0) on each academic period.
- The student will not request for more academic movements than those permitted as indicated in the following table:

Change of degree program	Voluntary withdrawals and/or fails	Temporary leave
1	5	1

- *Beca Convenio UDLAP- GRUPO FINANCIERO BANORTE* scholarship recipients are required to participate, for the duration of their scholarship, each year in the sale of one book of tickets for the UDLAP Draw according to the established in the **“UDLAP Draw Policy”**.
- The UDLAP at the beginning of each semester will send the ratio of customers who are enjoying this benefit, so that BANORTE validates that they are still BANORTE customers.
- This scholarship percentage will remain in force as long as the father or guardian continues to be a BANORTE client, and payments are made with BANORTE Credit Card and/or Debit Card or BANORTE Checking Account.
- The *Beca Convenio UDLAP- GRUPO FINANCIERO BANORTE* scholarship beneficiary must choose one of the two payment options: (a) by registering the charge through a BANORTE Debit Card or a BANORTE Checking Account; or (b) authorizing the UDLAP to automatically charge those who schedule payments through any BANORTE Credit Card.
- If any or some of the above are not complied, the UDLAP may rescind and terminate the scholarship in advance.
- Any situation not provided in this guideline will be analyzed and authorized by the scholarship committee or the person designated by entering the procedure in the Scholarship Module of the Academic Services Department located in building 1, office 102, or to informacion.beca@udlap.mx