



MANUAL

para estudiantes de intercambio

Exchange students handbook

PRACTICAL INFORMATION GUIDE
FOR VISITING STUDENTS AT THE
University of Guadalajara



UNIVERSITY OF GUADALAJARA DIRECTORY

Mtro. Itzcóatl Tonatiuh Bravo Padilla
Rector General

Dr. Miguel Ángel Navarro Navarro
Executive Vicerrector

Mtro. José Alfredo Peña Ramos
Secretary General

Mtra. Nadia Paola Mireles Torres
General Director, International Affairs Office



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1. BASIC INFORMATION



1.1 UNITED MEXICAN STATES

Mexico is a country of great diversity, being a mixture of pre-Hispanic and Spanish cultures; as a result of this fusion, it has been afforded a rich and generous identity, capable of combining varied customs.

It is a federal republic situated on the North American continent; its principal crops being corn, wheat, barley, beans, coffee and tobacco. Among its main industries are mining (being the world leader in the production of silver), timber and other forestry products, and oil.

In recent years, considerable growth has been seen in the chemical, petro-chemical, cinematographic and cotton-textile industries. At the same time, the national economy has been boosted by foreign trade, thanks to the free trade agreements that exist with more than 30 countries.





- **Official Name:** United Mexican States
- **Population:** 112,336,538 inhabitants (June 2010)
- **Area:** 1,964,375 km²
- **Borders:** To the north with the United States of America (3,152 Km.); to the southeast Guatemala (959.1 Km.), Belize (259.2 Km.) and the Caribbean Sea; to the west with the Pacific Ocean and with the Gulf of Mexico to the east.
- **Capital:** Federal District (also known as D.F. or Mexico City)
- **Main Cities:** Guadalajara, Monterrey, Puebla, Toluca, Tlaxcala, Querétaro, Oaxaca, y Mérida.
- **Climate:**

Month	J	F	M	A	M	J	J	A	S	O	N	D
Temp. Average °C	19	21	24	25	26	24	23	23	23	21	20	19

- **Official Language:** Spanish
- **Indigenous Languages:** Náhuatl, Maya, Mixteco, Zapoteco, Tzotzil, Tzeltal, Totonaca, Mazahua, etc. (there are more than 60 indigenous groups, each one with its own language).
- **Ethnic Groups:** Mixed race (native . Spanish) 60%, native 30%, white 9% and other 1%
- **Religion:** Catholic 89%, Protestant 6%, others 5%
- **GDP per capita:** USD 15,100 (Sep. 2011)
- **Currency:** Mexican Peso
- **Exchange rate:** (approximate/ subject to change)
13.18 Mexican pesos = 1 US dollar (Nov. Sep. 2012)
16.61 Mexican pesos = 1 euro (Sep. 2012)
(The Bank of Mexico is the central bank of the Mexican state www.banxico.org.mx)
- **Type of Government:** Representative Republic, Democratic and Federal with president as head of state.
- **Political Division:** 31 states and 1 Federal District
- **President:** Felipe Calderón Hinojosa (Dec. 2006-Dec. 2012)
- **Timezone:** -6 GMT
(Summer hours: From the first Sunday in April to the last Sunday in October)
- **Country Dialling Code:** National 52 (+10 digits)
- **Electrical Current:** 110 V . 60 Hz

Sources: www.inegi.gob.mx
www.conapo.gob.mx



- **Mexican Education System:** in Mexico, education is divided into basic education, upper-intermediate education and higher education. Before being able to enter higher education, which corresponds to university studies, it is necessary to complete the cycle of basic and upper-intermediate education which comprises of:

Level	Duration	Average Age
Pre-school	3 years	3 . 6 years
Primary	6 years	6 . 12 years
Secondary	3 years	12 . 15 years
Preparatory	3 years	15 . 18 years
TOTAL	15 years	

Ministry of Public Education: <http://www.sep.gob.mx>

- **Bank Holidays and Celebrations**

Date	Celebration
1st of January	New Year
1st Monday in February	Constitution Day (5th of February, 1917)
March	International Film Festival *
3rd Monday in March	Birth date of Benito Juárez (21st of March, 1806)
March-April	Holy Week and Easter
May	May Cultural Festival *
1st of May	Labour Day
10th of May	MothersqDay
15th of May	TeachersqDay
September	International Mariachi Festival*
15th of September	%DoloresqShout+(1810)
16th of September	Mexican Independence Day (1821)
October	October Festival *
12th of October	Discovery of America Anniversary of Founding of the University of Guadalajara (1791)*
1st of November	All Saints Day
2nd of November	Day of the Dead
3rd Monday in November	Mexican Revolution (20th of November, 1910)
Last week of November	International Book Fair *
12th of December	Virgin of Guadalupe Day
24th of December	Christmas Eve
25th of December	Christmas

NOTE: In bold **non-working days**. * Festivals in Guadalajara



1.2 JALISCO

Jalisco, whose name comes from the Náhuatl *xalli*, meaning sand and *ixco*, place or space, is one of the 31 states that, along with the Federal District, make up the Mexican Republic. It is located in the west of the country.

Jalisco, besides being the fourth most populated state in the country, is one of the most important, given its extensive economic, commercial, cultural and tourist activities. It is also the most representative state of Mexico, recognised internationally for its Mariachi, tequila and rodeo.





- **Population:** 7,350,682 inhabitants (National Population Census 2010)
- **Area:** 80,137 km² (4.1 % of the total area of Mexico, according to the Department of Tourism of the State of Jalisco)
- **Borders:** To the northwest with Nayarit, to the north with Durango, Zacatecas and Aguascalientes; to the northeast with San Luis Potosí, to the east with Guanajuato, to the south with Colima, to the southeast Michoacán and to the west with the Pacific Ocean.
- **Capital:** Guadalajara
- **Main cities:** Puerto Vallarta, Ciudad Guzmán, Lagos de Moreno, San Juan de los Lagos, Tepatitlán, Ameca, Autlán de Navarro, Ocotlán, Colotán.
- **Climate**
Rainy season: from June to September
Incidence of hail: July and August
Highest Temperatures: April and May
Lowest Temperatures: December and January

Region	Coastal	North/ Northeast	Central	East	West	South
Temperature: Annual Average	22° - 26 °	10° - 18°	19°	16° - 18°	18° - 22°	16°

- **Indigenous Groups:** Wixarika (Huichol)
- **Political Division:** 125 municipalities
- **Governor:** Emilio González Márquez (*March 2007- February 2013*)
- **Telephone Dialling Codes:**
 - ① Guadalajara 33
 - ① Ameca 375
 - ① Autlán de Navarro 317
 - ① Cd. Guzmán 341
 - ① Colotlán 499
 - ① Lagos de Moreno 474
 - ① Ocotlán 392
 - ① Puerto Vallarta 322
 - ① Tepatitlán 378
 - ① Zapotlán el Grande 341

NOTE: Dial from Mexico 01+ 10 digits (CODE + 7 or 8 digits)

<http://visita.jalisco.gob.mx/espanol/inicio.html>



1.3 GUADALAJARA

Guadalajara is the capital of the state of Jalisco and one of the three most important cities of the Mexican Republic. It takes its name from the Spanish city where the Spanish military leader, Nuño Beltrán de Guzmán, was born and it was he who first established Guadalajara. During the Colonial Period, the city was the capital of the Kingdom of New Galicia. Its name is of Arabic origin and is translated as *river between rocks*.

The city was founded temporarily in three different sites before its definitive founding in the Valley of Atemajac on 14th of February, 1542; the present-day Historic Centre of the city. It received the title of City and the coat-of-arms which represents it today from the Emperor Charles V of Germany and I of Spain.

The central area of the city has four squares in the form of a Latin cross with the cathedral at their centre: Plaza Guadalajara, Plaza de la Liberación, Rotonda de los Jaliscienses Ilustres and Plaza de Armas.

- **Population:** 1,469,140 inhabitants (INEGI, 2010)
- **Climate:** average temperature of 27° C (80° F).

MONTH	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
°C	21	23	25	29	32	30	27	27	27	25	22	22

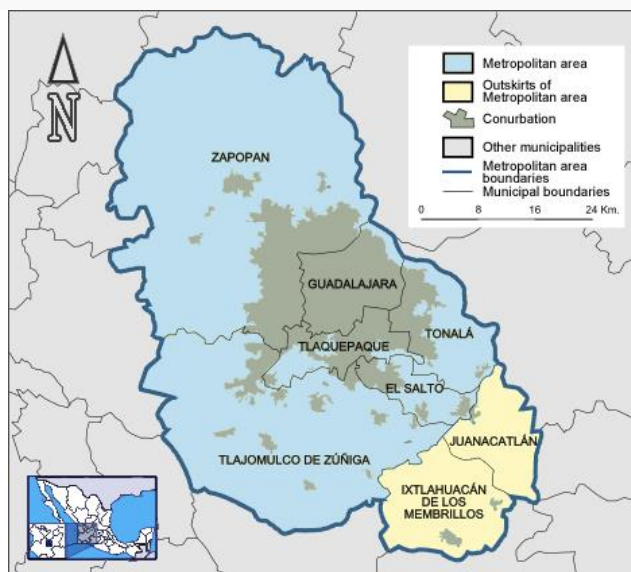
Known as *the City of the Roses*, Guadalajara is the second most important city in Mexico in terms of population and commerce.



The **Metropolitan Area of Guadalajara (ZMG)** is the urban region that resulted from the merger of the Municipality of Guadalajara with seven other municipalities which make up a conurbation named the City of Guadalajara, located in the State of Jalisco, Mexico. This metropolitan area is the second most populated in Mexico, after the Metropolitan Area of the Valley of Mexico, according to the National Institute of Statistics and Geography (INEGI) in 2010.

Breakdown of figures of ZMG (according to INEGI, 2010)

	Municipality	Population	km ²	Density by inhab/km ²
1	Guadalajara	1.469,140	187,91	7.818,3
2	Zapopan	1.225,003	893,15	1.371,5
3	Tlaquepaque	602.729	270,88	2.225,1
4	Tonalá	471.117	119,58	3.939,7
5	Tlajomulco de Z.	404.197	636,93	634,6
6	El Salto	137.629	41,5	3.316,3
7	Ixtlahuacán de los M.	41.039	184,25	222,7
8	Juanacatlán	13.215	89,08	14,9
	Total ZMG	4.364,069	2.734,0	1.596,2





2. IMMIGRATION PROCEDURE

Immigration procedures (which include visas) in Mexico are the responsibility of the National Institute of Immigration (el Instituto Nacional de Migración, www.inm.gob.mx) and are obligatory for all foreigners who wish to enter our country. The INM is run by the Ministry of the Interior in Mexico and is represented abroad by the Ministry of Foreign Relations through its embassies and consulates.

2.1 TYPE OF VISA FOR STUDYING

In a foreign country, visas must be processed in an Embassy (Consular Section) or Mexican Consulate. (<http://www.sre.gob.mx/representaciones.htm>)

Requirements and fees can vary depending on country. Consult the webpage: <http://www.sre.gob.mx/servicios/visas/extran.htm#2>

There are two possible visas for exchange students:

a) WHEN THE STAY AT UDEG IS FOR ONE SEMESTER OF FOR A YEAR:

1. Go to the **Embassy** or **Mexican Consulate** in your country of origin with the acceptance letter from UdeG and ask for **the student visa**, also known as an **FM3**. Upon arrival in Mexico, page 3 will, by law, be registered and stamped by the immigration officer.
2. Obtain a **tourist visa**, also known as an FMM, upon arrival in Mexico and **effect the change to obtain a student visa** during the first few days of your stay in the country. NOTE: this option implies additional applications and costs for you.

b) WHEN THE STAY IS FOR LESS THAN 3 MONTHS:

For students who carry out studies or work experience during the summer, that is to say, a stay of less than 60 days, a Tourist Visa (FMM) is sufficient.



2.2 HOW TO CHANGE THE TOURIST VISA TO A STUDENT VISA.

When entering the country with a tourist visa and undertaking a stay of more than 90 days, the student must go to the **Immigration Services of the Office of the Attorney General (Área de Servicios Migratorios de la Oficina del Abogado General)** of the University of Guadalajara which is situated in:

Edificio Cultural y Administrativo

Universidad de Guadalajara

Avenida Juárez 976, third floor

Corner of Avenida Enrique Díaz de León

Office hours for public: 9:00 to 15:00 hrs.

Attention by telephone: 31 34 46 61

31 34 46 62

31 34 46 63

El Área de Servicios Migratorios of the University of Guadalajara offers assistance free of charge to all exchange students for processing their applications.

2.3 INSCRIPTION INTO THE NATIONAL REGISTER OF FOREIGNERS

It is obligatory for foreign students to register their details at **the National Register of Foreigners (el Registro Nacional de Extranjeros)** within 30 days after their arrival date in the country. You will be liable to pay a fine if this is done after the 30-day period.

Once this has been done, **the National Institute of Immigration must be notified of any changes to your address, marital status or of activities undertaken** within thirty days after the change. The procedure can be undertaken through the Área de Servicios Migratorios of the University.



2.4 WORKING DURING A STAY AS STUDENT

The law **PROHIBITS** foreign students working while undertaking studies.

2.5 important NOTES:

- The payments, which must be made in a bank or in the Embassy or Consulate, are due to the taxes that the federal government levies and are obligatory.
- The advice and assistance with applications which are given in the Área de Servicios Migratorios de la Oficina del Abogado General of UDG are free of charge.
- Go to the Área de Servicios Migratorios of the University of Guadalajara in case of any doubts or questions.



3. INFORMATION ABOUT THE UNIVERSITY OF GUADALAJARA

3.1 BRIEF INTRODUCTION

The University of Guadalajara is a public body, decentralised from the State Government of Jalisco. It is a legal entity with full autonomy and property rights.

The aims of the University are:

- a) to train and update technicians, school leaver certificate holders (high school diploma), professional technicians, professionals, graduates and other human resources that require socio-economic development.
- b) to organize, undertake, encourage and disseminate scientific, technological and humanistic research.
- c) to uphold, conserve, foment and promote culture, science and technology.

3.2 HISTORICAL SUMMARY

Colonial Era

1767- Brother Antonio Alcalde asks King Charles IV to support the creation of the University.

1792- Inauguration under the name of the Royal and Pontifical University of Guadalajara, chronologically the second in México, the fourth in North America and the fourteenth in Latin America.

XIXth Century

1821- changes its name to the *Universidad Nacional*. It does away with the Spanish devices from its coat-of-arms and incorporates the Mexican national emblem.

1826-1860 - period characterised by closures and re-openings due to the clashes between liberals and conservatives



XXth Century

1925- founding of the new University and the expedition of the first organic law.

1950-1960 the organic law of the University is reformed. It forms part of the first National Congress of National Association of Universities and Higher Education Institutions (ANUIES).

1980-1990 the University is conceived as a nationalistic, democratic and popular institution. The first academic changes are made and reform of the University undertaken.

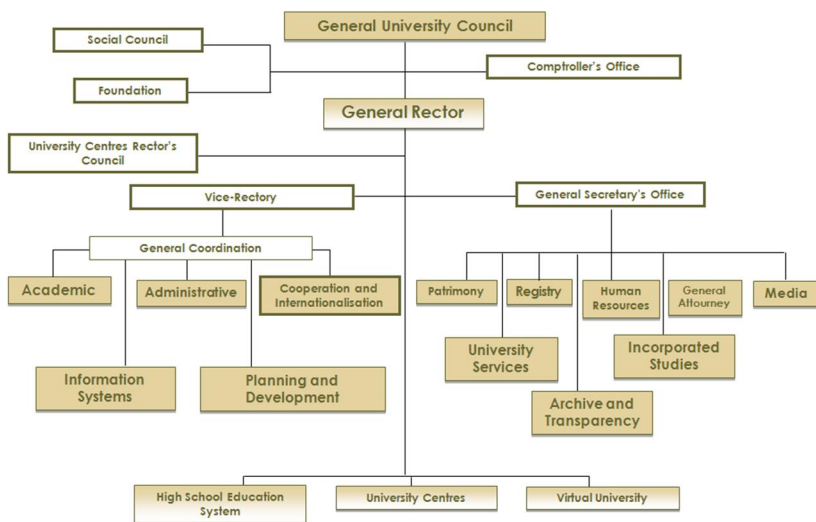
1990-2000 academic and organizational reform; creation of the University Network; elaboration of the Development Institutional Plan.

XXIth Century

The University fully enters into the society of learning with six central themes: research, educational innovation, internationalisation, spread of knowledge, government and management.



3.3 STRUCTURE OF THE UNIVERSITY NETWORK





3.4 The General Coordination of Cooperation and Internationalisation, CGCI (International Affairs Office)

The CGCI is the department in charge of proposing, coordinating and evaluating the policies and strategies of academic cooperation and internationalisation of the University of Guadalajara Network.

The Institutional Development Plan *Visión 2030+* states as part of their institutional policies for internationalization:

To promote internationalization in the various substantive and procedural functions of the institution.+

The CGCI Strategic Projects include:

- ▶ Promotion of agreements
- ▶ Mobility of academics and students
- ▶ Internationalisation of the curriculum
- ▶ Learning of a second language
- ▶ Participation in international associations of higher education

3.5 METROPOLITAN AND REGIONAL UNIVERSITY CENTRES

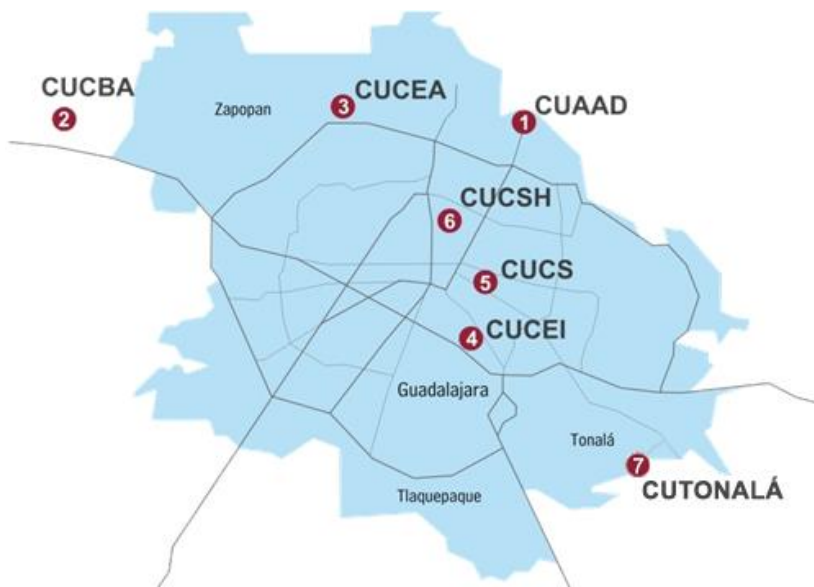
The Metropolitan University Centres concentrate their activities on study and fields of knowledge; there are six of these, located in the metropolitan area of the city of Guadalajara.

The Regional University Centres are located in the most dynamic cities of the state, constituting an important socio-economic factor and they offer higher education services in various fields of knowledge and at different levels of training.



3.5.1 METROPOLITAN UNIVERSITY CENTRES:

Located in the Metropolitan Area of Guadalajara.



CUAAD Ë University centre of art, architecture and design

Address: Extremo Norte Calzada Independencia S/N

Colonia: Huentitán el Bajo **C.P.** 41300

Telephone: 3674-4502, 3674-7185, 3674-6166

Fax: 3674-4755 www.cuaad.udg.mx



CUCBA - University centre of biological and agricultural sciences.

Address: Carretera Nogales, Km. 15.5 Las Agujas, Nextipac, Zapopan Jalisco **Colonia:** Nextipac **C.P.** 45110

Telephone: 3777-1150 **Fax:** 3777-1159

www.cucba.udg.mx

CUCEA Æ University centre of economic and administrative sciences.

Address: Anillo Periférico Nte. No. 799, Zapopan Jalisco

Colonia: Núcleo Los Belenes **C.P.** 45000

Telephone: 3770-3300 **Fax:** 3770-3306

www.cucea.udg.mx

CUCEI Æ University centre of exact and engineering sciences.

Address: Blvd. Marcelino García Barragán y Calz. Olímpica 1421

Colonia: Olímpica **C.P.** 44420

Telephone: 3942-5969 **Fax:** 3619-6910

www.cucei.udg.mx

CUCS Æ University centre of health sciences.

Address: Sierra Mojada 950

Colonia: Colonia Independencia **C.P.** 44340

Telephone: 3617-9940 www.cucs.udg.mx

CUTONALÁ Æ University centre Tonalá

Sede provisional Casa de la Cultura

Dirección: Morelos No. 180, **Colonia:** Zona Centro **C.P.** 45400

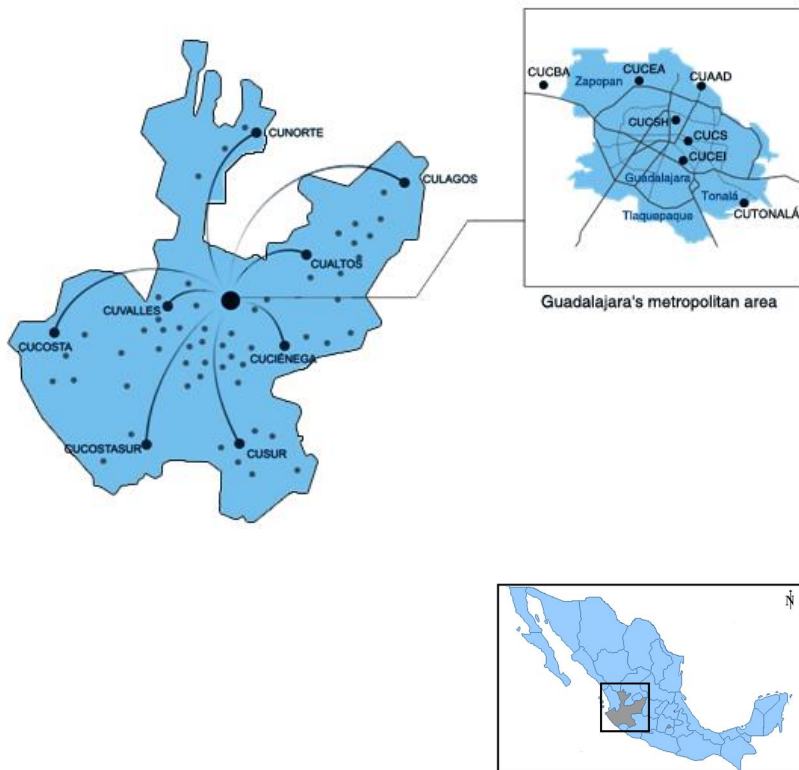
Teléfonos Directos: 3540-3020 **Ext.** 64007

www.cutonala.udg.mx



3.5.2 REGIONAL UNIVERSITY CENTRES:

Located in the State of Jalisco.





CUALTOS Ë University centre of los Altos

Located in: Tepatitlán de Morelos

Address: Carretera a Yahualica Km. 7.5
Tepatitlán de Morelos, Jalisco **C.P.** 47600

Telephone: 01(378) 7828-033 al 37

Fax: 01 (378) 7828-033 al 37

www.cualtos.udg.mx

CUCOSTA . University centre of la Costa

Located in: Puerto Vallarta

Address: Av. Universidad de Guadalajara No. 203
Delegación Ixtapa

Puerto Vallarta, Jalisco, México **C.P.** 48280

Telephone: 01(322) 226-2201

Fax: 01(328) 105-22

www.cuc.udg.mx

CUCIÉNEGA - University centre of la Ciénega

Located in: Ocotlán

Address: Carretera Ocotlán - Tototlán Km. 3.3
Ocotlán Jalisco **C.P.** 47840

Telephone: 3134-2284

Fax: 01 (392) 925-4030

www.cuci.udg.mx

CUCSUR - University centre of la Costa Sur

Located in: Autlán de Navarro

Address: Av. Independencia Nacional No. 151
Autlán, Jalisco **C.P.** 48900

Telephone: 3134-2282

www.cucsur.udg.mx



CUNORTE Ë University centre del Norte

Located in: Colotlán

Address: Hidalgo No. 11 Colotlán Jalisco

Colotlán Jalisco **C.P.** 46200

Telephone: 01 (499) 992-0110 ó 3134-2283

Fax: 01(499) 992-1333

www.cunorte.udg.mx

CUSUR - University centre of del Sur

Located in: Ciudad guzmán

Address: Prolongación Colón S/N Km. 1 Carretera Libre a Ciudad Guzmán

Ciudad Guzmán Jalisco **C.P.** 49000

Telephone: 01(341) 575-2222 ó 3134-2281

Fax: 01 (341) 575-2222

www.cusur.udg.mx

CUVALLES . University centre of los Valles

Located in: Ameca

Address: Carretera Guadalajara-Ameca Km. 45.5.

Ameca, Jalisco. **C.P.** 46600

Telephone: 01(375) 758-0148 ó 3134-2286

Fax: 01 (375) 758-0500

www.cuvalles.udg.mx

CULAGOS - University centre of los Lagos

Located in: Lagos de Moreno

Address: Enrique Díaz de León S/N. Paseos de la Montaña

Lagos de Moreno, Jalisco **C.P.** 47460

Telephone: 01(474) 742-4314

Fax: 01(474) 742-3678

www.lagos.udg.mx



3.5 TO BE A STUDENT AT THE UNIVERSITY OF GUADALAJARA

☞ Integration into the university

👤 **Contact at the University:** Coordinación General de Cooperación e Internacionalización: CGCI

The offices of CGCI are located to the west of the downtown area of the city of Guadalajara.

The address is:

López Cotilla 1043
between Argentina and Prado streets. Some avenues close to CGCI are: Ave. Juárez and Ave. Enrique Díaz de León.



We recommend that you buy a map of the city in order to easily find the points of interest.

👤 **Contact in your University Centre:** Unidad de Becas e Intercambio Académico (Unit of Scholarships and Academic Exchange)

- It is your first port of call in the University Centre.
- It will help you with your academic course registration
- It will provide you with information about location of classrooms and services that the University Centre offers
- It is there to help you with anything you require.

☞ **Rights and obligations:** an exchange student has the same rights and obligations as any student of the University of Guadalajara, according to the Organic Law

(<http://www.secgral.udg.mx/normatividad/ngeneral/Leyorganica.pdf>) and must adhere, as with all other students, to the General Statute of the University of Guadalajara

(<http://www.secgral.udg.mx/normatividad/ngeneral/EstatutoGen.pdf>)



Student id

- It is important to obtain the student ID in your University Centre. It will serve as a proof of identification during your stay in Mexico and you will be able to obtain benefits, such as discounts on tickets for museums and some cinemas, as well as on local public transport; furthermore, during the holiday periods, you can receive discounts on the nationwide transport system.

Subjects/courses

- Amount of subjects/courses: each course or subject has a value of between 9 and 11 credits and it is recommended that, as with the local students, you take courses sufficient to gain between 30 and 90 credits per semester.
- Class attendance:
In order to obtain an assessment in the ordinary period of the semester, it is necessary:
 - To be registered in the study plan and corresponding course, and
 - To have a minimum **attendance of 80%** of classes and activities registered during the course
(Chapter IV Article 20, section II General Ruling on Assessment and Promotion of Students
<http://www.secgral.udg.mx/normatividad/ngeneral/ReglamentoGralEPAAlumnos.pdf>).
- Extraordinary Assessment
Assessment in the extraordinary period of the semester is to provide students with the opportunity to accredit a subject that, for any reason, has not been registered as an approved grade during the period of continual assessment. (Chapter IV Article 23 General Ruling of Assessment and Promotion of Students
<http://www.secgral.udg.mx/normatividad/ngeneral/ReglamentoGralEPAAlumnos.pdf>)

Excluded, in this case, are the subjects of a practical nature which require repeating the course. Assessment in the extraordinary period is not applicable for post-graduate subjects.



For the study plans that are taught in an unconventional way, assessment in the extraordinary period will be applied according to what has already been established in the corresponding study plan.

Scale of grades

The final results of the assessments will be expressed according to the grading scale from 0 to 100, in whole numbers, with 60 as the minimum approved pass mark. Subjects that are not assessed numerically will be certified as (A) accredited or (NA) not accredited

(Chapter I, Article 5 General Ruling of Assessment and Promotion of Students

<http://www.secgral.udg.mx/normatividad/ngeneral/ReglamentoGraEPAalumnos.pdf>

TABLE OF GRADES

Around the world, there are various ways of assessing the academic performance of a student through the grades given for exams and coursework.

Below is a list of the grades awarded at UdeG, together with their percentage equivalents and level of performance:

Grade UdeG	Percentage	Performance
100	100%	Excellent
90 . 99	90%-99%	Very Good
80 . 89	80%-89%	Good
70 . 79	70%-79%	Regular
60 . 69	60%-69%	Satisfactory
< 59	0%-59%	Unsatisfactory/Fail
NA	--	Not accredited
SD	--	Not Assessed (Sin Derecho)

Note: Each home University determines the equivalent grade, according to its own criteria.



4. Accommodation


Location: when choosing the location of the accommodation where you will stay for the semester or year at the University of Guadalajara, consider the distance to the University Centre where you will take classes and access to public transport.


4.1 Living with Mexican families

This option consists of living as guests of Mexican families in their homes; the families have been carefully selected under established accommodation rules. This system affords the opportunity of getting to know Mexican culture, living alongside family members, familiarising yourself with their customs, way of life and food.

 **CONTACT:** the person responsible for assisting you with your application to the University of Guadalajara.

§ **APPROXIMATE COST:**

 Single room \$ 5,000.00 Mexican pesos per person per month


 Shared room \$ 4,000.00 Mexican pesos per person per month


4.2 Guest houses

Houses in which one or several rooms are rented to students and which are normally attended by the owners.

The cost normally includes use of the basic amenities of the house and Access to communal areas; there is the option to rent a room at a price that includes meals or just the room. Students will be given their own key.

§ **APPROXIMATE COSTS:**

 Single room without meals \$3,000 Mexican pesos per person per month

 Shared room without meals \$2,000 Mexican pesos per person per month



Where to look? The best option is to look in the %Aviso de Ocasión+ (Classified Ads) sections of the city's newspapers.

- 📄 El Informador www.informador.com.mx
- 📄 El Occidental www.oem.com.mx
- 📄 Público- milenio www.jalisco.milenio.com
- 📄 Mural www.mural.com

4.3 Apartments

📄 **Where to look?** The best option is to look in the %Aviso de Ocasión+ sections listed in 4.2.

- **Renting an apartment**
 - Check the condition and functioning of the bathrooms, electrical and gas installations, doors and windows.
 - Make sure you understand all the rental contract clauses before signing.
 - Landlords normally ask for one or two months' rent in advance as a deposit of guarantee. This money is not returned in the case of damage to the property or outstanding service bills not paid at the time of leaving the apartment. If all is left in order and good condition, the deposit should be returned; ask when this will happen.

4.4 Temporary accommodation in hostels

Hostels are a relatively new aspect to life in Guadalajara. The first was opened in 2001. Since then, several more have sprung up in different areas of the city and those that are listed here comply with international guidelines.

- www.hospedartehostel.com
- www.hostelsclub.com/city-es-780-Guadalajara.html
- www.hihostels.com



4.5 staying in HOTELS

Below are listed a few websites through which you can find information about hotels in the city.

Hotels:

- <http://visita.jalisco.gob.mx/>
- www.viveguadalajara.gob.mx
- www.guadalajara.com.mx



5. TRANSPORT

5.1 ARRIVAL IN MEXICO

Mexico has more than 1,800 airports located in the main cities.






<http://www.aeropuertosmexico.com/>

However, the majority of international flights arrive at the Benito Juárez International Airport in Mexico City.

<http://www.aicm.com.mx>


The Benito Juárez International Airport, Mexico City, offers banking services, foreign currency exchange, postal services, restaurants and shops. In case of delays to your flight at this airport, we recommend that **you keep your luggage in view at all times and try to stay in the airport to avoid problems with your connecting flight.**

If, on your arrival in Mexico City, you need to take **overland transport** to arrive in Guadalajara, we suggest that you take into account the options on offer in the Mexico City Airport for your comfort and security:

-  Buses
-  Colectivo (minibuses)
-  Metro
-  Auto Rental
-  Taxis

<http://www.aicm.com.mx/servicioausuarios/transportacion.php?Grupo=4>

5.2 ARRIVAL IN GUADALAJARA

-  By plane: the most convenient way of arriving in Guadalajara is by plane. Serving the city is the Miguel Hidalgo International Airport, located 17 km. to the south of Guadalajara and some 30 minutes from the Metropolitan Area.

In the airport you can find the same services as those of Mexico City, as well as local transport such as taxis and buses.



The average cost of a taxi ride from the airport to the city is between \$270 and \$370 Mexican pesos. You must pay for the taxi before leaving the airport; look for the booths located at each end of the airport. There is also a bus service that leaves every hour to the centre of the city and a ticket costs \$100 pesos. It takes 45 minutes to arrive at the terminal in the city, which is found on Av. Enrique Díaz de León 954, Col. Moderna. Tel. +52 (33)3812-4278 ó 3812-4308. At the airport, you get on the bus by the national flights exit.

- ☞ **By bus:** if you travel to Guadalajara by bus, you will arrive at the Main Bus Station (Central de Autobuses de Guadalajara), which is situated in the outskirts of Tlaquepaque, one of the municipalities of the Metropolitan Area of Guadalajara, some 10km. from the centre of the city.

The Bus Station has taxi and local bus services; the taxi fare varies according to the final destination, but to give an example, the journey to the centre of the city costs approximately \$120 Mexican pesos.

All taxi services are coordinated by booths called *sitios de taxis* which have various types of vehicles at their disposal. You can find the *sitios* when you exit from the arrival bay at the terminal of the Bus Station.



5.3 Public transport in Guadalajara

Public transport in the Metropolitan Zone of Guadalajara (ZMG) is being offered mainly by buses and on the surface. While visiting this link you will be able to find all the different routes and services: trolleybuses (electric), buses, minibuses, macrobus, and tram.

www.rutasjalisco.gob.mx

The means of public transport currently available are the following at a cost of \$7 pesos per journey:

☞ **Parvial o trolebús-** transport in electric trolleybuses: [route 400](#) , [route 500](#) and [route 600](#)

☞ **Bus and/or minibus-** there are 199 routes in the metropolitan area

. There is a guide to all the bus routes that you can buy from newsstands in the downtown area . it costs about \$60

☞ **Macrobus-** Its first phase has been completed: Norte-Sur: Calzada Independencia-Dr. R. Michel. It is the most recent addition to the public transport system. It was inaugurated on March 10, 2009. For map and stations, visit www.macrobus.com

☞ **Buses of lines with special characteristics.** A journey costs \$12 pesos. In the same link above you will be able to find its peculiarities: mainly more comfortable seat, tv set, air-conditioned.

T **Tren ligero-** Metro system that has two lines:

T Line 1- runs from periférico norte to periférico sur with 19 stations that cross in the central area at Estación Juárez+located on Av. Juárez and the crossroads of Av. Federalismo.

T Line 2- runs from west to east with 10 stations, intersecting with Line 1 at Estación Juárez+



Note: Prepaid ticket

Ticket that functions as an electronic wallet in which you can have up to \$20 pesos of credit to pay for the service; you can acquire and put credit into it at Estación Juárez of the Tren Ligerero.

- ☰ **Transvale** There are discount coupons for students called *Transvales*; they are obtained in the University Centres and in public offices called RECAUDADORAS (<http://www.rutasjalisco.com/transvale.htm>). With these coupons students pay half fare on public transport.

Students have to present the *transvale* together with a valid ID, which corresponds to the journey on public transport.

NOTE: Some special characteristic lines do not take *Transvales*. These lines have their own coupons that benefit those using their buses: the TUR Line which operates with transfers, and the Lines Platino, Cardenal and Turquesa with staff members.

- ☰ **Taxi-** In Guadalajara it is safe to hail a taxi in the street. It is important:
 - To ensure that the meter is used or failing that,
 - To agree the fare before getting in the taxi.

For your convenience, these are some of the *sitio de taxis* at:

- ① Airport 3688-6602
- ① Central de Autobuses (Bus Station) 3657-5244
- ① Minerva (Sitio 22) 3630-0050
- ① Hotel Hilton (Sitio 30) 3614-7026
- ① Juárez Centro (Sitio 30) 3613-9133
- ① Zapopan (Sitio 83) 3633-1722



5.4 How to get to the metropolitan University centres

UNIVERSITY CENTRE	ROUTE NUMBER							
CUAAD	Macrobus							
CUCBA	629	University Transport-Glorieta (Roundabout) Minerva						
CUCEA	380	641	19 ^a	275E	636	University Transport to the Tren Ligero		
CUCEI	622	275	368	231	360	55	TUR	
CUCS	603 B	45	258A/B	52C	60-1/2	144A		
	Get on the macrobus in the Calzada Independencia							
CUCSH	25	320	30	110	54A	368	Turquesa	



6. DISTANCES IN MEXICO

6.1 Map OF THE MOST IMPORTANT CITIES IN MEXICO.



**6.2 TABLE OF DISTANCES from Mexico City, DF.**

ORIGIN	DESTINATION		DISTANCE
	City	State	
MEXICO, FEDERAL DISTRICT (DF)	Acapulco	Guerrero	410 Km.
	Cancún	Quintana Roo	1850 Km.
	Cuernavaca	Morelos	76 Km.
	Guadalajara	Jalisco	573 Km.
	Guanajuato	Guanajuato	370 Km.
	Mérida	Yucatán	1555 Km.
	Monterrey	Nuevo León	952 Km.
	Morelia	Michoacán	308 Km.
	Oaxaca	Oaxaca	480 Km.
	Puebla	Puebla	130 Km.
	Puerto Vallarta	Jalisco	869 Km.
	Querétaro	Querétaro	215 Km.
	San Cristóbal de las Casas	Chiapas	1104 Km.
	Taxco	Guerrero	175 Km.
Teotihuacan	Estado de México	80 Km.	



6.3 TABLE OF DISTANCES FROM Guadalajara

ORIGIN	DESTINATION		DISTANCE
	City	State	
GUADALAJARA, JALISCO	Acapulco	Guerrero	984 Km.
	Aguascalientes	Aguascalientes	251 Km.
	Ameca	Jalisco	83 Km.
	Cancún	Quintana Roo	2,360 Km.
	Chapala	Jalisco	49 Km.
	Ciudad de México	Distrito Federal	580 Km.
	Ciudad Guzmán	Jalisco	135 Km.
	Cuernavaca	Morelos	665 Km.
	Guanajuato	Guanajuato	302 Km.
	La Paz	Baja California Sur	3,721 Km.
	Lagos de Moreno	Jalisco	179 Km.
	Manzanillo	Colima	313 Km.
	Mazamitla	Jalisco	134 Km.
	Mazatlán	Sinaloa	505 Km.
	Mérida	Yucatán	1,982 Km.
	Monterrey	Nuevo León	777 Km.
	Oaxaca	Oaxaca	1,068 Km.
	Ocotlán	Jalisco	81 Km.
	Puerto Vallarta	Jalisco	339 Km.
	Tepatitlán	Jalisco	77 Km.
	Tepic	Nayarit	227 Km.
	Tijuana	Baja California Norte	2,298 Km.
Toluca	Estado de México	522 Km.	
Tuxtla Gutiérrez	Chiapas	1,608 Km.	
Veracruz	Veracruz	841 Km.	
Zacatecas	Zacatecas	319 Km.	



7. USEFUL INFORMATION

7.1 IMPORTANT TELEPHONE NUMBERS

Emergencies

SERVICE	TELEPHONE
S O S / National Emergencies	065 / 066
Air and Normal Ambulances	36 16 96 16
Private Ambulances	38 18 06 00
Fire Brigade	36 19 52 41
Mexican Red Cross	065 / 36 13 15 50
Green Cross	36 14 52 52
Transit/Vehicle Department	38 19 24 24
Locatel (24 hrs.) Reporting missing persons	080
Municipal Police Guadalajara	36 68 08 00
Municipal Police of Tlaquepaque	36 35 20 45
Municipal Police of Zapopan	36 36 36 36
Municipal Police of Tonalá	36 83 00 46
Report of gas leaks	38 12 57 70
Tourist safety and security	01-800-363-2200
Drinking Water and Drainage System Service	36 68 24 82
State Unit of Civil Protection	3675-3060



 **CONSULATES IN
GUADALAJARA**

	Germany 3613-9623		Spain 3630-0456		Lebanon 3612-2828
	Australia 3818-3020		USA 3268-2200		Nicaragua 3587-9836
	Austria 3641-2559		Phillipines 3630-0312		Norway 3666-0130
	Belgium 3685-0402		Finland 3616-3623		Peru 3641-9787
	Brazil 3826-6444		France 3616-5516		Poland 3656-5619
	Canada 3615-6270		Guatemala 3811-1503		United Kingdom 3343-2296
	Chile 3630-1702		Holanda 3673-2211		Czech Rep. 3122-6856
	Colombia 3642-9760		Honduras 3817-4998		South Africa 3825-8086
	Denmark 3615-0706		Hungary 3630-0148		Sweden 3825-6767
	Equador 3613-1666		India 3826-4045		Switzerland 3838-4122
	El Salvador 3616-4262		Italy 3616-9560		Uruguay 3827-1538



✈ Airlines

✈ **Í Miguel Hidalgoî international airport**

☎ 3688-5894

Aeromexico 01-800-021-4000	KLM 01-800-900-0800
Air France 01-800-006-7700	Delta Airlines 01-800-902-2100
American Airlines 01-800-904-600	Volaris 01-800-7865-2747
United Airlines 01-800-003-0700	Interjet 01-800-011-2345

\$ Foreign currency exchange

” Consultoría Internacional

☎ 3817.5454

” Monex

☎ 3616.1007

🚗 Auto rental

🚗 Budget 01800-7001-700

🚗 Hertz 01800-6543-030


🚗 Nacional 01800-7166-625

🚗 Thrifty 01800-0212-277




7.2 Recreational activities


Excursions and tourist tours

 Recorrido Turístico (tourist tour):
Saturdays and Sundays 10:00 hrs.
Salida Plaza de Guadalajara

 Tapatio Tour:
www.tapatiotour.com

 Excursion to the archeological area
Guachimontones
01-800-363-2200

 Tequila Express
www.tequilaexpress.com.mx

 Mundo Cuervo (cave world)
www.mundocuervo.com.mx

Ecotourism


 Ecoaventura Extremo
www.ecoaventuramexico.com


 MÉxico Verde
www.raftingmexicoverde.com.mx


Parks and zoos

 Agua Azul park
Calzada Independencia Sur 973

 los Colomos park
El Chaco 3200/ Providencia


 Montenegro park
Highway to Chapala 7021

 Metropolitano park
Beethoven 5800/ La Estancia










 Guadalajara zoo
3674-4488



wrestling

-  **Arena Coliseo**
3617-3401
Tuesday is the most popular day among university people.

Shopping centres

-  La Gran Plaza
Vallarta N° 3959
www.granplaza Guadalajara.com/home.asp
-  Centro Magno
Vallarta N° 2425
www.centro-magno.com/
-  Galerías Guadalajara
Rafael Sanzio y Vallarta
www.galeriasguadalajara.com/
-  Plaza andares
Blvd. Puerta de Hierro y Avenida Patria
-  Plaza del Sol
López Mateos N° 2375
-  Plaza México
Av. México 3300
-  Plaza Tapatía
Hidalgo, Zona Centro
-  Pabellón
Av. Acueducto N° 2380
-  Plaza patria
Av. Patria N° 45160



Theatres



Teatro Diana

Av. 16 de Septiembre N° 710,

Telephone: (33) 3614 - 7072

www.teatrodiana.com



Teatro Degollado

Belén #s/n entre Av. Hidalgo y Morelos

Telephone: (33) 3613-1115 / 3614-4773



Teatro Galerias

Lapislázuli N°3445 entre Mariano Otero y López Mateos

Tel/Fax: (33) 3631-1550 / 3631-0708



Ex convento del Carmen

Av. Juárez N°638 entre Pavo y 8 de julio

E-mail: exconvdelcarmen@terra.com.mx



Art and cultura forum (Foro de arte y cultura)

Prolongación Alcalde N° 1451 entre Nuevo León y Tamaulipas

Telephone: (33) 3819 - 2397 Ext. 7851 y 7854



Teatro de la Ciudad

Herrera y Cairo N° 978 esquina con Cruz Verde

Telephone: (33) 3825-3233



Cultural centre Jaime Torres Bodet

Av. Chapultepec Sur y España sin número, entre Chapultepec Sur y España

Telephone: (33) 3615-1209

7.3 WEBSITES OF INTEREST

- @ www.viveguadalajara.com
- @ www.tapatios.com
- @ <http://www.viarecreactiva.org/>
- @ www.descubretlaquepaque.com
- @ www.cultura.udg.mx



7.4 BUDGET

To give you an idea of the cost of living Jalisco, here is a table of approximate costs (in Mexican pesos) of various articles of everyday use:

1 loaf of bread	\$24.00
1 coffee americano (to go)	\$20.00
1 dozen eggs	\$34.00
1 litre of ice cream	\$23.00
1 bar of bath soap	\$15.00
1 kg. of beef	\$80.00
1 litre of gasolina	\$11.00
1 litre of milk	\$13.00
1 packet of pasta 200 gr	\$12.00
1 tube of toothpaste 124 gr.	\$17.00
1 shaving razor	\$12.50
1 shampoo (1 lt)	\$40.00
Water: 19 liter container	\$25.00
Cinema; one ticket	\$56.00
Copies (each)	\$2.00
Large-sized notebook	\$15.00
Electricity: average monthly consumption per person	\$120.00
Gas: average monthly consumption per person	\$120.00
Pair of jeans	\$400.00
Newspaper	\$13.00
Soda/soft drink 225 ml	\$6.00
Rent for an apartment of 2 bedrooms with bathroom (unfurnished)	\$4,000.00 - \$5,000.00
Minimum salary in Jalisco (per day)	\$62.33
Taxi	\$8.50 to start +\$6.00/ km.
Public transport (bus)	\$7.00

NOTE: These prices are approximate and can vary according to consumption, area and place of purchase; their inclusion in this guide is purely for information purposes.



Estimated cost of living for one semester in Guadalajara	Total
Housing	\$24,000.00 to \$30,000.00
Meals	\$18,000.00
Local transport	\$5,040.00
Toiletries	\$1,200.00
Books and school supplies	\$2,500.00
Immigration fees	\$1,500.00
Unexpected expenditures	\$1,500.00
Medical insurance	\$3,000.00
GRAN TOTAL	\$56,740.00 to \$62,740.00

7.5 MEXICAN PESO COINS AND NOTES

The official currency of the country is the Mexican peso. Here is a description of the different denominations of coins and notes in circulation:

DESCRIPTION OF COINS:

- § The coins have the national coat-of-arms on the reverse side: an eagle perched on cactus plant, devouring a serpent, and come in denominations of 10, 20, 50 centavos, 1, 2, 5, 10 and 20 pesos.

DESCRIPTION OF BANKNOTES:

- § Mexican banknotes are made from paper except those of 20 and 50 pesos, which are made from waterproof polymer; each note carries the image of a historical personage and the place associated with them. Banknotes are of the following denominations: 20, 50, 100, 200, 500 and 1,000 pesos.
- § They have a security thread and magnetic tape.
- § When held to the light one can make out a smaller image of the historical personage (except \$20 and \$50).



7.6 CHECK LIST

ARTICLES AND THINGS TO DO THAT YOU MUST NOT FORGET

A) BEFORE DEPARTURE:

- | | |
|--|--------------------------|
| Obtain visa and passport valid for the whole length of stay | <input type="checkbox"/> |
| Take copies of your important documents and leave a set at home | <input type="checkbox"/> |
| Make sure you have your medical insurance arranged | <input type="checkbox"/> |
| Check with your airline the amount of bags you can carry with you and their weight limit | <input type="checkbox"/> |
| Pack adaptors for your electrical appliances | <input type="checkbox"/> |

B) TO TAKE ON THE PLANE IN YOUR HAND LUGGAGE:

- | | |
|--|--------------------------|
| Passport | <input type="checkbox"/> |
| Visa | <input type="checkbox"/> |
| Acceptance letter from UdeG | <input type="checkbox"/> |
| Certificate of medical insurance | <input type="checkbox"/> |
| Address and telephone number of place where you will stay and of CGCI | <input type="checkbox"/> |
| Credit card and cash (preferably pesos, US dollars or euros) | <input type="checkbox"/> |
| Personal medicines and their prescriptions | <input type="checkbox"/> |
| Dictionary | <input type="checkbox"/> |
| Camera | <input type="checkbox"/> |
| Student Exchange Manual | <input type="checkbox"/> |
| A change of clothes in your hand luggage in case of unforeseen delay, etc. | <input type="checkbox"/> |



7.7 GENERAL RECOMMENDATIONS WHILE IN MEXICOÅ

University of Guadalajara

- Attend the Welcome Meeting of CGCI and of your University Centre.
- In the first instance, go to the Unidad de Becas e Intercambio of your University Centre to register as a student.
- Ask someone in the Unidad de Becas e Intercambio of your University Centre to accompany you to Control Escolar in order to register for courses.

Applications and Documents

- Register yourself in the National Institute of Immigration.
- Keep a copy of your documents and credit cards in a safe place.
- During your stay, avoid carrying your passport or visa; it's preferable to carry a copy of these and your student ID.

Day to Day

- Buy a map of the city and locate the main streets.
- Always carry with you a public phone card.
- Use ATM machines located in shopping centers and well-lit places.
- Avoid eating at street stalls.
- Take care with Mexican food as it can be heavily spiced.
- Take taxis from booths (*Sitios*) that are located on the corners at the crossroads of certain avenues and streets.
- Ask the taxi driver to use the meter.
- Acquire a local cell (mobile) phone.



7.8 Mexicanisms

A

¡Aguas!: ¡Cuidado!

¡Ándale!: ¡Date Prisa! ¡Vamos! / ¡Exacto! / Insistencia por una respuesta postviva

¿A poco?!: Se refiere a sorpresa, admiración, incredulidad.

A todo dar: Muy bueno, muy simpático.

Abusado: Alerta.

Agarrado: Avaro.

Agarrar la onda: Entender.

Agarrarse del chongo: Pelear.

Ahorita: En este preciso momento.

Alivianar: Tranquilizar, ayudar, calmar.

Antro: Discoteca o bar

Aventado: Atrevido, osado

Aventón: Acción de un conductor de llevar gratis a una persona.

B

Barbero: Persona que elogia a otra exageradamente.

Bato: Hombre, muchacho.

Bote: Cárcel.

Bronca: Pelea; lío, problema.

C

Caer gordo: Ser antipático ante los demás.

Carrilla: Burla.

Codo: Avaro.

Compa: Amigo (Proviene del "compadre").

Cruda: Malestar después de tomar bebidas alcohólicas en exceso.

Cuate: Amigo, persona; gemelos no idénticos.

CH

Chafa: De poco valor, de mala calidad, no auténtico.

Chamaco: Niño.

Chamba: Trabajo

Chaparro: Persona de baja estatura.

Chapucero: Tramposo.

Chavo: Muchacho.

Chela/Cheve: Cerveza.



Chido: Muy bueno, sorprendente, extraordinario.

¡Chin!: Expresión de enojo, desilusión.

Chiqueado: Mimado, consentido.

D

Dar aire: Despedir a alguien de su trabajo.

Dar atole con el dedo: Mentir, enredar, engañar.

De hueso colorado: Fanático.

De la patada: Muy mal.

De pelos: Excelente, muy bien, muy bueno.

De volada: Rápido, inmediatamente.

Disparar: Invitar a alguien, pagar la cuenta.

Dos-tres: Más o menos, ni bien ni mal, ni mucho ni poco.

E

Echar el ojo: revisar o cuidar algo.

Echar los perros: Conquistar a alguien.

Echar porras: Aclamar, apoyar, dar ánimo.

Echar un fonazo: Hablarle por teléfono a alguien.

F

Feria: Efectivo, dinero, cambio, monedas.

Fúrico: Furioso.

G

Gacho: Mala onda.

Gandalla: Aprovechado.

Grueso: Impactante, tremendo, impresionante.

¡Guácala!: Término para expresar asco.

Güero: Rubio.

H

¡Híjole!: Expresión de impresión, pesar, tristeza o preocupación.

Hacerla de tos: crear problemas, excusas o trabas para evitar que se realice algo. Exagerar.



I

Igualado: Irreverente, irrespetuoso.

J

Jalar parejo: Hacer las cosas de manera equitativa.

Jarabe de pico: Mentiras y discurso largo de un hablador.

L

Lambiscón: Barbero, adulator.

Lonche: Sandwich.

La flaca: La muerte.

Lavar el coco: Convencer, inducir.

M

Mano: Proviene de hermano+y significa amigo muy íntimo.

Marro: Tacaño, mezquino.

Menso: Tonto.

Metiche: Fisgón, indiscreto, entrometido.

Morro: Joven/ tipo.

N

Naco: Persona sin educación ni modales, ignorante.

Neta: Verdad.

O

Órale: ¡Si! / De acuerdo / Expresión de asombro.

P

Pachanga: Fiesta.

Padre: Palabra utilizada para expresar algo bueno, ameno, bonito, divertido, satisfactorio.

Paro: Pretexto/ favor.

Papar moscas: Estar distraído.

Pelar gallo: Partir, huir, escapar.

Poner un cuatro: Poner una trampa.



Q

¡Quihubo!/¡Quihubole!: Saludo/ ¡Hola! ¿Qué ha habido?

R

Relajo: Escándalo, alboroto.

S

Sacatón: Cobarde.

Sangrón: Persona desagradable.

Sacar de onda: Sacar de control, de concentración a alguien.

Sale y vale: Expresión para ~~de~~ acuerdo, entendido+.

T

Tiliche: Objeto viejo que ya no se utiliza.

Trucha: Astuto, inteligente, sagaz.

V

Vaciado: Gracioso.

Y

Ya mero: Casi, por poco, cerca de.

Z

Zafado: Demente, loco.

Zas: Sí.



Cut out the following box and bring it with you when you set out on your journey to Guadalajara

*Teléfono de Emergencia **DF 060 / Guadalajara 080**

***Datos de la Embajada y Consulado de tu país:**

www.sre.gob.mx/acreditadas

*Taxi aéreo en Guadalajara **3688.5890**

*Universidad de Guadalajara

Coordinación General de Cooperación e Internacionalización

López Cotilla 1043

between Argentina and Prado streets.

Tel.: 3630.9890