

Merit Awards for Special Programs from the Mexican Government for International Students | 2016 Application Period

High-Level Conferences

With the goal of contributing to the construction of permanent bridges of dialogue and in order to enrich academia and Mexican culture in the long term, through the presence of researchers, academics, experts, and international artists in Mexico, the Mexican Government awards scholarships through the High-Level Conference Program.

General Requirements

1. Only nationals from the countries listed in [Annex 1](#) may apply.
2. Only the applicants that fulfill all the requirements listed in the application, meet the deadline, and submit all the required documents will be considered.
3. All forms and/or documents that are required for the application process should be submitted in Spanish, or depending on the case, translated into Spanish (need not be certified).
4. All applications should be submitted electronically through the [Academic Cooperation Management System](#) (SIGCA by its Spanish acronym), as indicated in the application, with a minimum of 30 (thirty) calendar days before carrying out any activities relating to the conference.
5. Applications submitted through means which are not SIGCA will not be considered (paper applications, faxes, e-mails, in person, or other).
6. All program grants include, international transportation from the capital of the country of origin of the awardee to Mexico City and transport, if required, to the destination city where the applicant will carry out their activities given the following:
 - a) All flights, without exception, will be bought in economy class.
 - b) The awardee should inform the Office of Academic Exchange (DIA by its Spanish acronym) of the General Department for Technical and Scientific Cooperation of AMEXCID of the specific travel dates for both inbound and outbound flights.
 - c) In the case that the awardee or the host institution purchases the flight, there will be no reimbursement.

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- d) The DIA will not cover any expense that the awardee incurs due to a change of flight or excess luggage fees.
- e) If the applicant and/or the host institution were to cancel the event once airfare has been purchased by the DIA, the applicant and/or the institution must reimburse the DIA for the total costs.

Deadline

The application period will remain active between April 6th and September 15th, 2016. Also, the SIGCA portal will remain open until 11:59 pm on September 15th, 2016 (Mexican Central Time). The deadline will not be extended and belated application will not be considered.

You may arrive at the host institution between June and November 2016

Visas and migration documents

1. The applicants whom are nationals of countries which Mexico has visa-free agreements with, in case of being selected, do not require a visa to travel to Mexico when the length of stay does not exceed 180 calendar days. The awardee only has to present their passport at the point of entry with a passport that does not expire within six months, and the multiple entry form (FMM), which will be provided by the airline and/or the point of entry into Mexico.
2. The applicants that are of a nationality which Mexico does not have a visa-free agreement with, whose stay is less than 180 calendar days, shall solicit a Tourist Visa for Non-Paid Activities at the Mexican Embassy or representative entity in their country of residence.
3. In the case of applicants, regardless of their nationality, who are selected and their stay exceeds 180 calendar days, the awardee shall solicit the visa that the DIA indicates at the Mexican embassy or representative entity in their country of residence, in order to be able to obtain said visa and the corresponding migration documents once on Mexican territory.

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For more information regarding migration topics, visit the Consulate Services webpage of the Ministry of Foreign Affairs:

<http://www.gob.mx/sre/acciones-y-programas/visas-para-extranjeros>

Mexican Embassies Abroad:

<http://www.gob.mx/sre/acciones-y-programas/representaciones-de-mexico-en-el-exterior>

Additional Provisions

1. Presenting all documents in their entirety does not guaranty that you will be awarded the grant.
2. Once the selection process has concluded, the DIA will notify the applicants through written mail those who have been selected. The decision is final and not eligible for appeal.
3. This grant is for individual use, intransferible, and can only be utilized during the year in which you apply.
4. The following are ineligible for the grant.
 - a) Foreign diplomats in Mexico and their families.
 - b) Foreigners with temporary or permanent residency status in Mexico.
 - c) Foreigners who are also considered Mexican nationals.
5. Grants will not be awarded to two applicants for the same project.
6. Those who were awarded the grant in 2015 are ineligible.
7. The grant does not cover expenses for family members nor dependents of the awardee, in the given case that the awardee wishes to travel with their family, they will be held responsible for any incurring costs such as airfare, transportation, and other.
8. The grant will be awarded based on the Mexican Agency for International Cooperative Development's budget.

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Program Description

This scholarship is directed towards foreign academics, researchers, and experts in order to hold high-level conferences in Higher Education Institutions, research centers, social institutions, and/or cultural centers in Mexico.

Candidate Profile

Must hold a doctorate degree or demonstrate an extensive academic career or field research in the area in which they will hold their academic conference in Mexico.

Length of Stay

Minimum of five days
Maximum one month

This grant does not include, with the exception of cases previously authorized by the DIA, conferences held in December.

Participating Mexican Host Institutions

Mexican higher education institutions both private and/or public, research centers, social institutions, or cultural centers committed to providing the required facilities in order to carry out the high-level conference.

Requirements:

1. Be an expert in the subject of the high-level conference.
2. Be invited by a Mexican higher education institution, research center, social institution, or cultural center in order to give the high-level conference.
3. Hold a doctorate degree in the subject matter of the conference, or have an extensive academic career in the subject matter.
4. The hosting Mexican institution and the candidate must have a previous agreement in regards to their stay.

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Required application documents

1. The application should be submitted online with a digital photograph.
2. Letter form the hosting Mexican institution in which an invitation is extended towards the applicant to give a high-level conference, which indicates the following information:
 - a) The title of the planned conference
 - b) The conference's target audience
 - c) The conference's objectives
 - d) Start and ending dates in which conference activities are to be carried out
 - e) The letter should be printed on an official letterhead, signed, and sealed.
3. Applicant's CV/Resume in Spanish or with a noncertified Spanish translation.
4. A copy of the last degree obtained.
5. Medical certificate issued within the last three months of the application submission date by a public or private health institution. Certificates issued by your private medical provider will not be accepted.
6. A copy of the applicant's current passport (first and last page).
7. Letter signed by the applicant, in which the applicant accepts the general terms of agreement of the special program grant.

Scholarship Details

1. International transportation from the capital of the country of residence to and from Mexico City.
2. National transportation from Mexico City- to where conference activities will be held- and back to Mexico City (in case that the high-level conference is held outside of Mexico City). If during their stay, the awardee conducts activities within the

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Mexican Republic not related to the conference, the associated costs must be borne by the awardee or the host institution.

3. No more than one grant will be awarded per event or conference.

Note: The awardee should have international medical insurance with wide coverage.