



# UNIVERSIDAD DEL NORESTE

(Autorización Gobierno del Estado Decreto 359 Diciembre 14, 1977)

## PROFESSIONAL PRACTICE POLICIES FOR U.S. FEDERAL LOAN BORROWERS

Universidad del Noreste considers it of high importance that Federal Loan borrowers seeking a degree, will carry out their professional practice sessions on university.

The professional practice sessions are activities that student carry through and are linked to the degree the students are enrolled in its purpose is to validate competencies established in the program. This activity will help students set their minds in a real work scenario.

The university responsible departments for the coordination of professional practices are:

- Pro-Vost Academic Office
- Academic Faculties
- Program Director Office
- Academic or administrative areas where the practices are carry through.

### POLICIES

1. - All U.S. Federal Loan borrowers from the United State will need to perform their professional practice sessions within the university facilities.
2. - The professional practices carried out by the foreign student must be precisely activities that relate to the undergraduate degree.
3. - The time frame must be precisely what the study program indicates.
4. – According to the academic program the student will be designated an area in campus facilities.
5. – The academic program director will determine the mechanisms to designate professional practice areas.



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University Departments	Careers that perform professional practice
Integral Community Care Center (CIAC)	<ul style="list-style-type: none"> <li>• Psychology</li> <li>• Nutrition</li> <li>• Pharmabiological Chemistry</li> <li>• Business Administration</li> </ul>
UNELAB	<ul style="list-style-type: none"> <li>• Pharmabiological Chemistry</li> <li>• Environmental Engineer</li> <li>• Business Administration</li> <li>• Industrial and Systems Engineer</li> </ul>
Accounting and Financial Office	<ul style="list-style-type: none"> <li>• Business Administration</li> <li>• Industrial and Systems Engineer</li> </ul>
Office of Technology Resources and Technological Support	<ul style="list-style-type: none"> <li>• Electronics And Computer Systems Engineer</li> </ul>
Department of Communication and Institutional Design	<ul style="list-style-type: none"> <li>• Digital Communication</li> <li>• Graphic Design and Multimedia</li> <li>• Marketing and Advertisement</li> </ul>
Promotion and Admission Office	<ul style="list-style-type: none"> <li>• Digital Communication</li> <li>• Graphic Design and Multimedia</li> <li>• Marketing and Advertisement</li> <li>• International Tourism Management</li> </ul>
Customer Service	<ul style="list-style-type: none"> <li>• International Tourism Management</li> <li>• Business Administration</li> </ul>
University Services	<ul style="list-style-type: none"> <li>• International Tourism Management</li> <li>• Business Administration</li> </ul>
International Relations	<ul style="list-style-type: none"> <li>• International Tourism Management</li> <li>• Customs And International Trade</li> </ul>
Library	<ul style="list-style-type: none"> <li>• International Tourism Management</li> <li>• Industrial and Systems Engineer</li> </ul>
Undergraduate and Graduate Student Affair Office (SAAE)	<ul style="list-style-type: none"> <li>• International Tourism Management</li> <li>• Customs And International Trade</li> <li>• Psychology</li> </ul>

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6. - The evaluation of professional practices will be registered in a document and it includes the following aspects: students profile, skills and abilities, measurements, personal image, physical state and other traits that may be relevant to the activity developed in the academic area.
7. - All professional practice activities must have feedback; mechanisms will be established by the corresponding academic area.
8. - The evaluation remarks are to be given by the person responsible for monitoring where the professional practices are being done.
9. - Obtaining professional practice credit is constructed among the person responsible of the area and the program director.
10. - In order to obtain your professional practices credit, students must comply with the established evaluation policies indicated in the program; if the student gets a failing grade, he or she must repeat the course.