HELPFUL HINTS - APPLYING TO CONACYT SCHOLARSHIPS

Please note: the information below is intended as a guide only and subject to change. It is the student’s responsibility to review and comply with all requirements in the CONACYT call.

Important Information

- CONACYT’s calls set dates and priority areas of support
- Application can be through the General Call, State Calls (based on birthplace or residency), or specific Government Agencies (e.g. Energy, Art, Music, Architecture, etc.)
- Applicant must first create an electronic file in CONACYT’s website and obtain identifier (CVU) and password.

Application

- Cover letter indicating intent, relevance of study area, and why a specific program/foreign university is chosen over a domestic program
- General information: name, gender, DOB, nationality, marital status, physical and email addresses, dependents, etc.
- Information about the requested scholarship: study area, discipline, degree, program, university, duration and costs (living expenses, tuition, health insurance), and any support being offered from other sources.
- Essay questions:
  1. Why is it important for Mexico to support your studies in the chosen area?
  2. Do you have work experience related to the intended study area?
  3. Why are this program and university preferred over domestic educational offerings?
  4. What are your work plans after graduation?
- Abbreviated CV – studies, languages, etc.
- Commitment to abide by CONACYT’s rules and regulations (including to return to Mexico) and to disclose other information as it becomes available.
- Print application, sign and attach photograph before uploading to the Electronic File. Create an electronic signature and sign electronically as well.

Documentation to Upload

- Official Acceptance letter from a UT System university indicating program to which applicant has been accepted (underlined by applicant), duration of the program, and costs also underlined by the applicant (F-1 is sometimes used) – the letter has to be signed by an authorized official and include title.
- The letter must not have any academic conditions.
- Conditional acceptance based on obtaining CONACYT support is acceptable.
- If student is already enrolled, in addition to the acceptance letter, he/she should attach current registration and report of grades and achievements (signed by advisor)
- If UT financial support is offered, attach letter
- Pre-project ("ante-proyecto") signed by student and advisor, or by another professor from the host institution. This document is key and will be used by the appraisers to evaluate the program or the research line and thus determine support.
- Advisor’s CV
- Information about the doctoral program: official duration, language, structural curriculum, research lines, etc.
- Tuition costs and annual registration – highlighted by the applicant
- 3 recommendation letters in CONACYT’s format (signed) preferable from known academics
- Official certificate from previous degree with grades (minimum 8.0 scale 1:10) –
  - if such certificate is not available, official letter indicating average grades.
  - If degree is from a foreign university, certificate of equivalency issued by Mexico’s Education Ministry or UNAM is required.
- TOEFL (550) or equivalent IBT or IELTS. If TOEFL, only the official certificate or ITP issued by ETS is acceptable
- Scanned copy of degree certificate (front and back), and if the diploma has not been received, an official document stating the degree is awarded.
- Summary of professional experience.
- Summary of community service – if applicable.
- Industry Letter: Letter from a Mexican corporation, organization, or university indicating interest in the academic project. Such letter must express relevance and applicability of the acquired knowledge to Mexico, and it may or may not contain a job offer. Must be in letterhead and signed.
- For candidates with other means of support, or in the process of obtaining it, attach document indicating sponsor, amount, dates and type of support.
  - Official ID: voting credential, valid passport, professional id, that proof Mexican nationality
  - CURP (Clave unica de Registro de Poblacion)
  - Marriage certificate and birth certificates of children under 18 – if applicant is requesting Support for spouse/children
  - If applicant had received CONACYT support, letter acknowledging no commitments remain pending

*It is important to point out that the recipient of the CONACYT scholarship signs a commitment to return to Mexico for a minimum of 6 months after obtaining his/her degree.*