

The University of Arizona – UA Lima

Dual Degree Program:

Philosophy, Politics, Economics, and

Law

Student Handbook

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1. Welcome to The University of Arizona – UA Lima Dual Degree Program!

This handbook provides an overview of The University of Arizona – Universidad Peruana de Ciencias Aplicadas dual degree program in Philosophy, Politics, Economics & Law, including a summary of program details, admission requirements, timeframes for completion, study abroad details, and academic support options. It is intended to be used alongside other information provided by academic and administrative staff at Universidad Peruana de Ciencias Aplicada (UPC) and The University of Arizona (U of A).

Please note that while information in this handbook is subject to change, it will provide you with a general guide to the programs. Specific details about course requirements should always be confirmed with the appropriate member of the U of A or UPC team.

2. What are the admission requirements?

Students must meet the following requirements before starting U of A courses. These include:

- Completion of prerequisite courses
- English Composition 1 and 2 with a grade of “C” or higher
- UPC grades of 13 < and UPC GPA of 13 <
- Submit degree seeking application

In addition, Philosophy, Politics, Economics & Law requires “Department Approval” before they can begin U of A coursework. Department approval is gained by completing all prerequisite courses, obtaining the required GPA, and submitting any supplemental materials. More details will be provided by the UPC admissions office.

3. How will courses be taught between the two schools?

Students take courses each semester from both UPC and U of A. UPC and U of A classes are taught on their respective platforms. U of A uses Brightspace (D2L), and UPC uses Blackboard.

4. What degrees can I earn?

In addition to your UPC bachelor’s degree, you can obtain a bachelor’s degree, and in some programs, a master’s degree, from U of A in the same 5-year period. The UPC and corresponding U of A programs are shown below.

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Figure 1: UPC program and corresponding U of A program, bachelor's, and master's degrees

UPC Program	U of A College	U of A Bachelor's	U of A Master's
Law	College of Social and Behavioral Sciences (SBS)	BA Philosophy, Politics, Economics & Law	N/A
Economics	College of Social and Behavioral Sciences (SBS)	BA Philosophy, Politics, Economics & Law	N/A

5. What is the graduation timeline?

It typically takes 5 years to satisfy both universities' graduation requirements and complete the programs. For UPC Law students, it typically takes 6 years.

ECONOMICS				
Year ONE	Year TWO	Year THREE	Year FOUR	Year FIVE
Complete UPC courses to meet U of A admission requirements, including English Composition 1	Complete UPC courses to meet U of A admission requirements, including English Composition 2	Take U of A and UPC courses per study plan	- Take U of A and UPC courses per study plan - Option to participate in Study Arizona - Graduate with a U of A bachelor's degree	Complete UPC courses and graduate with UPC bachelor's degree

LAW					
Year ONE	Year TWO	Year THREE	Year FOUR	Year FIVE	Year SIX
Take UPC courses to meet U of A admission requirements	Complete UPC courses to meet U of A admission requirements, including	Complete UPC courses to meet U of A admission requirements, including	Take U of A and UPC courses per study plan	- Take U of A and UPC courses per study plan - Option to participate	Complete UPC courses and graduate with UPC

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	English Composition 1	English Composition 2		in Study Arizona • Graduate with a U of A bachelor's degree	bachelor's degree
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Additional details about the graduation timeline:

Year TWO (Economics) or Year THREE (Law)

1. U of A Courses

In year two, students will have access to Succeeding as a Global Wildcat in the U of A Brightspace (D2L) Community platform. This information will introduce students to the U of A, its policies, Brightspace (D2L), main campus, and what it means to be a Wildcat.

2. Applications

Students will submit a degree-seeking application to the U of A by the end of their second year. In this application, **students are required to list any previous universities attended in which they earned college credit, including UPC. They will also be required to submit official transcripts in English from these universities by the end of their first term with U of A, however, students should aim to submit the official transcripts prior to acceptance. For transcripts to be considered “official,” they must be submitted directly from the issuing University to the University of Arizona.**

Once accepted, students will receive an email with instructions to create a U of A NetID, password, and email address (known as ‘CatMail’), and set-up duo-factor verification known as Duo Mobile. They must complete these tasks immediately. Once a U of A email address is created, **U of A will only communicate with students via their U of A email address.** Students can forward their U of A email to their preferred email address.

Please keep in mind that at the end of year two, Philosophy, Politics, Economics & Law students will also undergo department review to determine their continuation in the dual-degree program.

Year THREE (Economics) or Year FOUR (Law)

1. U of A Courses

Students who have been admitted by U of A will begin their U of A classes.

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2. Academic Requirements

Students must maintain a minimum 2.0 cumulative U of A GPA. Please note ONLY U of A courses count in U of A GPA. Students that fall below a 2.0 U of A GPA will go into academic warning for one semester. **If unable to improve U of A GPA, students will be unable to continue the program.**

3. Apply for Study Arizona

Students in good academic standing can attend classes in-person in Tucson, Arizona, during the final semester of their U of A undergraduate program. This opportunity is called “Study Arizona.” Information and applications will take place at the end of year three. Tuition and fees associated with Study Arizona semester will be paid, by the student, through their U of A’s Bursar’s Office account by credit card or Flywire.

Related expenses:

- Visa application fees
- Housing in Tucson (on campus housing may or may not be available)
- Meal plans (optional)
- Mandatory health insurance
- U of A Program Fees
- Textbooks, course materials, course fees, etc.
- Department program fee
- Tuition
- Additional living and traveling expenses

Other requirements:

- Valid passport (within at least 6 months of expiration from return date).
- Apply for a Form I-20 for student visa (information will be sent with the application process).
 - Students with U.S. residency or citizenship are not required to complete this form, but they will need health insurance that provides coverage in the United States.
- Students must enroll in a minimum of 12 credits at U of A Main Campus.

Important notes:

- At the beginning of the semester, students will receive an email with important withdrawal deadlines. Making schedule adjustments after the stated deadlines will result in “W” (withdrawal) grades and U

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of A tuition refunds will **not** be granted. All U of A courses taken in Tucson will appear on your UPC transcripts as “CE,” meaning external credit/transfer, and will not count towards the UPC GPA.

- Students who are eligible to graduate at the end of their final semester in Tucson can participate in the official graduation ceremony in Tucson, Arizona. Details for participation will be sent to you by email.

Year FOUR (Economics) or Year FIVE (Law)

1. U of A Courses

Students will continue with their U of A major courses.

2. GPA Requirements for U of A Graduation

Table 1. GPA requirements for UPC-U of A Program

Program	Min GPA for Bachelor's Graduation	Min Bachelor's GPA for Master's Programs	Min GPA for Master's Graduation
PPEL	2.00	N/A	N/A

3. Graduation and Diplomas

Students will receive a graduation application Qualtrics survey from the Office of International Education at the beginning of their last semester at U of A. **The completion of this survey is MANDATORY for all students.** Students may receive communications from the Registrar's Office to apply for graduation through UAccess. **DO NOT APPLY FOR GRADUATION IN UACCESS.** Doing so will add graduation fees to students' U of A Bursar's Account. UA Lima students do not need to pay graduation fees because the Office of International Education covers these costs.

Students who have met all requirements will graduate from the U of A with a Bachelor's degree. This typically occurs at the end of Semester 8 for UPC Economics students and Semester 10 for UPC Law students. For either UPC major, this will be a “Fall” term that ends in December. If students do not complete requirements by the projected semester, students may defer their expected graduation term and continue taking courses for additional terms until the requirements are finally met.

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Once students complete their final semester at U of A, UPC will send final official UPC transcripts to U of A. U of A advisors will review that all requirements have been met and award the U of A degree. Once degrees are awarded, U of A diplomas will be shipped in bulk to Lima, Peru. This can take two to four months after the end of the semester. Students will be notified when their diploma has been received and ready for pick-up at the UPC campus.

Most U of A colleges/departments hold graduation convocations in December and May each academic year. There is also a university-wide commencement in May each year. Students are welcome to attend ceremonies in Tucson in either or both months. Graduation ceremonies are also held in Lima, Peru, every year. U of A Commencement dates can be found here: <https://commencement.arizona.edu/> .Additional information on these events will be provided to you by email at the appropriate time.

6. How do I enroll into U of A classes?

U of A administration will enroll students into the mandatory U of A courses each semester. Students should not process any enrollment themselves. Students are responsible for ensuring they are correctly enrolled into their U of A and UPC classes, following the articulation chart. Students can view their U of A schedule in their [UAccess Student Center](#). If students believe they are enrolled incorrectly, they must notify the Location Manager and U of A advisor.

7. How do I withdraw from U of A classes?

Students must not drop any courses without consulting the Location Manager and U of A advisor. Please note that there are strict deadlines for modifying course schedules. Making schedule adjustments after the deadlines will result in “W” (withdrawal) grades and U of A tuition refunds will **not** be granted. At the beginning of every semester, students will receive an email noting these important withdrawal deadlines.

Please note that UPC course enrollment is a separate matter and managed by UPC administration. Students must follow UPC course enrollment procedures as instructed by UPC.

8. What textbooks are required?

Every U of A course is different. Most often, the assigned materials will be posted through Brightspace (D2L) and are free of charge. There are some occasions when a textbook may be assigned that will require additional fees.

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Textbooks may be delivered through a platform called Inclusive Access (IA). Any textbooks purchased through this platform will be charged to you by UPC. These fees are not paid in full immediately. They are divided into three monthly payments. UPC administration will send students instructions for payments.

IA allows students to opt-out of purchasing books and automatically sends an email with instructions on how to opt-out, this email will contain a deadline. After this deadline, you will be charged for the book. However, some assigned textbooks are **mandatory** through IA, in which case, students **cannot** opt-out. In those cases, U of A/UPC administration will communicate with students and announce when opting-out is not permitted. However, students should always confirm with their professors.

Students can check for their booklist of required textbooks and associated fees each term in their [UAccess Student Center](#): Login to UAccess → Student Center → Enrollment → Booklist → Proceed to the Bookstore

9. What else do I need to know?

U of A Grading System

U of A policy regarding grades and grading systems are available at:

<https://catalog.arizona.edu/policy/courses-credit/grading/grading-system>

The U of A GPA calculator can be found here:

<https://advising.arizona.edu/online-tools/gpa-calculator>

Tutoring/Workshops/Online Resources

Additional student support is offered through U of A and UPC. Information is provided below.

Most of these services are free of charge, although a few may have small administrative costs.

- **Think Tank:** U of A provides academic support online and in person to ensure student success. Various services are offered through Think Tank at <https://thinktank.arizona.edu/>
- **UAccess Student Center:** In UAccess, you can view your schedule, GPA, transfer credit, make personal changes to your information and other important information.
 - [Click here](#) to visit the UAccess Student Center.
 - [Click here](#) to review the Student Center Help Guides.

Other U of A Resources

- [IT Support Center](#)

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- Brightspace (D2L)
- [Counselling and Psychological Services](#)
- [U of A Library](#)
- [Disability Resources Center](#)

Additional Resources

Professors

U of A and UPC professors are great resources for students, and they hold office hours. UPC professors will be the primary point of contact for in-person courses.

Academic Advisors

Each individual program has both UPC and U of A designated academic advisors. Students' first point of contact should be the UPC director/advisor listed below:

UPC Advisor: María Gracia Coronado – maria.coronado@upc.pe

For any questions specifically related to U of A courses, U of A enrollment or U of A grades, contact the program advisor listed below:

U of A Advisor: Candice Reinhardt – candices@arizona.edu

Policies

Code of Academic Integrity

Integrity and ethical behavior are expected of every student in all academic work. This Academic Integrity principle stands for honesty in all class work, and ethical conduct in all labs and clinical assignments.

Students engaging in academic dishonesty diminish their education and bring discredit to the academic community. Students shall not violate the Code of Academic Integrity and shall avoid situations likely to compromise academic integrity. Students shall observe the generally applicable provisions of this Code whether or not faculty members establish special rules of academic integrity for particular classes. Students are not excused from complying with this Code because of faculty members' failure to prevent cheating.

Multiple violations of this Code may subject students to additional sanctions, including suspension or expulsion at the discretion of the Academic Dean or his/her designee.

The following is a list of prohibited conduct. More detailed information can be read at

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<https://deanofstudents.arizona.edu/policies/code-academic-integrity>.

1. Cheating, fabrication, facilitating academic dishonesty, and plagiarism as set out and defined in the Student Code of Conduct, ABOR Policy 5-308-E.11, and F.1
2. Submitting an item of academic work that has previously been submitted or simultaneously submitted without fair citation of the original work or authorization by the faculty member supervising the work.
3. Violating required disciplinary and professional ethics rules contained or referenced in the student handbooks (hardcopy or online) of undergraduate or graduate programs, or professional colleges.
4. Violating discipline specific health, safety, or ethical requirements to gain any unfair advantage in lab(s) or clinical assignments.
5. Failing to observe rules of academic integrity established by a faculty member for a particular course.
6. Attempting to commit an act prohibited by this Code. Any attempt to commit an act prohibited by these rules shall be subject to sanctions to the same extent as completed acts.
7. Assisting or attempting to assist another to violate this Code.

A complete list of university policies, including the **Student Code of Conduct**, is available at:

<https://deanofstudents.arizona.edu/policies/policies>.

Academic Eligibility

You need to raise your GPA to at least a 2.0 to graduate with a bachelor's degree from U of A. The best way to raise your grade is to repeat a course in which you originally earned a low grade. You can take a course up to 3 times during your studies to increase your GPA <https://catalog.arizona.edu/policy/courses-credit/grading/course-repeat>

The second way to raise your GPA is to take additional U of A classes, though this takes longer to significantly raise your GPA.

Repeating a U of A Course

Starting in Fall 2025, students who retake a U of A course to attempt to increase an unsatisfactory grade should be aware of the new policy which will affect them:

1. New Grade Repeat Policy

- Students can repeat the same course no more than 3 times if they originally received a poor grade (e.g., C, D, or E only) in that course. Note: Withdrawal (W) from a course or a Complete Withdrawal (WC) counts as an attempt.
- Grade replacement is automatic for repeating regular courses with original grades of C, D or E.
- Courses with original grades of A or B may not be repeated.

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- Students can repeat a course for the second or third time, which they took prior to Fall 2025 under the old policy and earned the grade of C, D, or E. If they repeat it for the third time, this will be counted as their third and final attempt.
- Students can repeat a course for the third time, for which they had requested a GRO under the old policy and earned the grade of C, D, or E.
- There is no longer a limit to the number of individual courses with C, D, or E grades students can repeat.

2. Undergraduate Grading for Repeated Courses

- Under the new policy, when a student repeats a course, only the highest grade earned in the repeated course will count in the student's grade point average (GPA). For example, a student took HPS 433 and earned an "E" grade. Then the student repeated HPS 433 and earned a "C" grade. The student then repeated HPS 433 for the third time and received a "D". In the final GPA, the highest grade to count in the GPA will be a "C"=2 points.
- GPAs for previous GROs or courses repeated prior to Fall 2025 will not be recalculated.

New Course Repeat Policy can be found at: <https://catalog.arizona.edu/policy/courses-credit/grading/course-repeat>

Enrollment Verification

If students need to show enrollment verification at any time, a verification document can be obtained through UAccess. Instructions on how to obtain this document can be found at:

<https://registrar.arizona.edu/records-enrollment/transcripts-verifications/verifications>

Accessibility and Accommodations

At the University of Arizona, we strive to make learning experiences as accessible as possible. If you anticipate or experience barriers based on disability or pregnancy, please contact Office of International Education at oiie@arizona.edu for information on how to work with U of A's Disability Resource Center (DRC) to establish reasonable accommodations.

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