

## **REGISTRATION FOR ALL UNIVERSITY OF CHILE STUDENTS**

Included here are two instructions for all University of Chile students. You must 1) register online for the Intensive Language Program (ILP), which is hosted at PUC Chile and 2) register online for the semester at UChile. Make sure to begin the process at a computer where you can print.

Both online registrations must be completed by **Friday, March 30<sup>th</sup>**.

You do not need to send the UChile printout to UCEAP, but you do need to send the ILP registration printout to UCEAP latest by **Friday, April 6<sup>th</sup>**. More info below.

NOTE: All UChile students must complete this process. Please budget time to make this happen within the given timeframe. If you fail to get this done, you risk losing the opportunity to get your host acceptance letters, which are required for your visa process. Students who don't get their visas don't get to study in Chile.

### **Part 1: INTENSIVE LANGUAGE PROGRAM**

1) Access this page online (control + click )

[https://www2.puc.cl/web\\_rai/jsp/rai\\_alumno\\_extrij\\_ingreso\\_form.jsp?codldiomPag=EN](https://www2.puc.cl/web_rai/jsp/rai_alumno_extrij_ingreso_form.jsp?codldiomPag=EN)

#### AGREEMENT

Under : Indicate the Exchange Program you are applying to (\*):

Select : Spanish Course

#### PERIOD OF EXCHANGE:

Under : Indicate how many semesters you are applying to (\*)

Select: Other

Beginning: July 2012

Finish: July 2012

#### PERSONAL DATA:

Attach the Photo and fill out the requested information.

(Photo size info from the UChile website: "Please, upload a recent photo, passport size, 20KB to 200KB, white background. This photograph will be used for a University student identification card.")

You do not need to enter your "Social Security Number". Leave that box empty.

#### HOME UNIVERSITY:

Under : "Name of Home University" :

Select : The University of California, Programa de Espanol

#### ACADEMIC BACKGROUND

Under : "Degree Program" indicate your major and choose "Undergraduate".

Under : "Main field of study at UC" choose "Spanish".

SKIP "PROPOSED STUDY PLAN" AND GO TO THE NEXT SECTION.

#### SPANISH LANGUAGE PROFICIENCY

Under : "Native Language" choose "English".

Under : "Spanish proficiency level" choose "Medium".

Under : "Semesters of Spanish passed" enter "4".

- 2) Click on "SUBMIT" and a PDF format of the form will open up.
- 3) PRINT OUT THE PDF COPY OF YOUR ONLINE APPLICATION and complete the following:  
Page 2 of the printout: Sign and date this form under the title "DECLARATION".  
Page 3 of the printout: Complete the contact info under the title "HOME UNIVERSITY APPROVAL".  
Name of Exchange Coordinator: Carmen Gloria Guinez  
Phone: 011-56-2-354-5262  
Fax: 011-56-2-354-5262  
E-Mail: [cguinez@puc.cl](mailto:cguinez@puc.cl)
- 4) SCAN AND EMAIL THE COMPLETED 3 PAGE APPLICATION FORM (preferred) TO:  
Aysin Berkmen at [aberkmen@eap.ucop.edu](mailto:aberkmen@eap.ucop.edu)

OR

SEND THE SIGNED/DATED APPLICATION TO UCEAP latest by **Friday, April 6th**:  
*Aysin Berkmen - Chile*  
*University of California Education Abroad Program*  
*6950 Hollister Avenue, Suite 200, Goleta, CA 93117*

**If you have technical problems, please contact Patricia Uribe at [exchange@uc.cl](mailto:exchange@uc.cl) for technical support.**

## **Part 2: UChile Online Registration**

1. Access [www.uchile.cl](http://www.uchile.cl)
2. Under "Acceso Rapido" (in blue square, lower part of the webpage) click on "Relaciones Internacionales"
3. Click on "ADMISION" (on the right of the tabs at the top)

4. Under “Admisión estudiantes extranjeros” click on “Proceso de Postulación en línea”
5. Create your Cuenta UChile.

For instructions on how to complete your Cuenta UChile, click on “Instructivo N°1” (Mi Cuenta UChile) (versión inglés).

6. After creating your Cuenta UChile complete the application form.

For instructions on how to complete the application form, click on Instructivo N° 2 (Formulario de Postulación) (version ingles).

-On step 3 of this form please select “Segundo semestre”

-On step 4 of the form, please follow the instructions regarding digital photo size and format

-On step 6 of the form, select “Universidades Residentes en Chile”

-On step 7 of the form, under “Calle” you should indicate street name and street number. If the city where you live is not listed, just choose any of the options. Attach passport copy (identification page) but HEALTH INSURANCE INFO IS **NOT** REQUIRED FOR UC STUDENTS as they are automatically insured through the EAP program.

-On step 8 of the form, indicate university of origin, major (Area de Studio), date you first attended University of California, expected degree, and expected graduation date

-On Step 9 of the form, select “desde A hasta F”

-On Step 10 of the form, TRANSCRIPTS AND LETTERS OF RECOMMENDATION ARE NOT REQUIRED FOR UC STUDENTS. You do NOT need to attach anything.

-On Step 11 of the form, fill in the tentative courses you would like to take (you do not have to take these courses once you are in Chile. This is just to get an idea of the subject areas requested by University of California students).

-On step 12 of the form, select level “Medio” or higher.

Once you complete the application and select “Enviar” your application will be displayed. Print this for your own records. You do **not** need to mail us a copy.

**If you have technical problems, please contact Soledad Sepulveda at [mov-est@uchile.cl](mailto:mov-est@uchile.cl) or Leticia Vielma at [study-ab@uchile.cl](mailto:study-ab@uchile.cl) for technical support.**