

INSTRUCTIONS TO REGISTER AT THE PONTIFICIA UNIVERSIDAD CATOLICA DE CHILE

Make sure to begin the process at a computer where you can print.

This must be completed online by **Friday, October 4, 2013**, and documents sent to UCEAP by **Friday, October 4, 2013**.

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

1) Access this page online:

https://www4.uc.cl/web_rai/jsp/rai_alumno_extrj_ingreso_form.jsp?codIdiomPag=EN

AGREEMENT

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

Select : Exchange

PERIOD OF EXCHANGE:

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

Select: Select any of the following 2 options

- "1 semester beginning March 2014"
- "2 semesters beginning March 2014"

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 60KB, white background. This photograph will be used for a University student identification card.")

HOME UNIVERSITY:

Under : "Name of Home University" :

Select : The University of California,

ACADEMIC BACKGROUND

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

Under : "Main field of study at UC" choose areas such as Social Sciences, Arts, Philosophy and Humanities, etc.

PROPOSED STUDY PLAN

Enter 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).

SPANISH LANGUAGE PROFICIENCY

Under : “Native Language” choose “English” or another language if that is the case.

Under : “Spanish proficiency level” choose “Medium”.

Under : “Semesters of Spanish passed” enter “4”.

2) Click on “Send Application” and a PDF format of the form will be displayed.

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

4) **SCAN AND EMAIL THE COMPLETED 3 PAGE APPLICATION FORM TO:** Stacey Hart at staceyhart@eap.ucop.edu no later than **Friday, October 4, 2013**.

If you have technical problems, please contact Patricia Uribe at exchange@uc.cl for technical support.