

## REGISTRATION 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.

All UChile students must complete these two processes. 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 application.

***Make sure to begin the process at a computer where you can print. Do not attempt this process from your cell phone. It is best to use Internet Explorer, as past students have had issues with other internet browsers.***

Both online registrations must be completed by **Friday, October 4, 2013.**

### Part 1: INTENSIVE LANGUAGE PROGRAM (complete by October 4, 2013)

1) Access this page online:

[https://www4.uc.cl/web\\_rai/jsp/rai\\_alumno\\_extrj\\_ingreso\\_form.jsp?codIdiomPag=EN](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 : Spanish Course

#### PERIOD OF EXCHANGE:

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

Select: Other

Beginning: January 2014

Finish: February 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, Programa de Espanol

#### ACADEMIC BACKGROUND

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

Under : "Main field of study at UC" choose "Faculty of Letters".

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 “Send Application” 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 TO:** Stacey Hart at [staceyhart@eap.ucop.edu](mailto:staceyhart@eap.ucop.edu) no later than **Friday, October 4, 2013**.

**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 (complete by October 4, 2013)**

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 Incorporacion y 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 “Primero semestre”

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

-On step 6 of the form, select ““Intercambio Bilateral” and then “U. de California”

-On step 7 of the form, under “Calle” you should indicate your U.S. 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 send a copy to UCEAP.

**If you have technical problems, please contact Soledad Sepulveda at [mov-est@uchile.cl](mailto:mov-est@uchile.cl) or Leticia Vielma at [letivi@u.uchile.cl](mailto:letivi@u.uchile.cl) or [study-ab@uchile.cl](mailto:study-ab@uchile.cl) for technical support. Note that past students have had difficulty accessing the U.Chile application from a Mac, so we recommend that you complete your application from a PC.**