Registering Online with Lund University

UCEAP Sweden Students must register online with Lund University between March 1 and March 15!

All UCEAP students must register online by completing two steps:
1. Complete and submit the Lund University Online Application.
2. Send a digital/scanned version of your UC transcript to UCStudyCenter@er.lu.se.
   * You may use unofficial transcripts for this requirement, as long as your name is on the transcript.

In the Online Application you apply for:
1. Fall Semester Courses (This portion does not apply to summer-only students)
2. The Mentor Program
   *Note that the shorter Lund University Language and Orientation program does not apply to UCEAP students – do NOT sign up for this option.

To start your Lund University Online Application go to the link below.
(The page will be updated and available starting March 1 – do not attempt to register prior to this date).
Make sure to carefully study and follow the instructions available both on the portal information page as well as in these instructions.

http://interbas.intsek.lu.se/apply/onlinereg_instructions_uceap.html

Online Application Instructions
Page 1 - Select “USA”
Page 2 - Select your home campus – “University of California”
Page 3 - Select “International Office”
Page 4 - Select your UCEAP Sweden Program option on the online form (section 1)
   • There are 5 Program options:
     o Summer Language & Culture (Summer L&C) student – select the Summer L&C option
     o Summer L&C + Fall student - select the options for both Summer L&C and Autumn
     o Summer L&C + Year student - select the options for both Summer L&C and Academic Year
     o Fall student – select the Autumn option
     o Year student – select the Academic Year option
   • Coordinator at Home University (section 3):
     • Kitty Christen
     • kchristen@eap.ucop.edu
     • 805-893-4430
     • UCEAP
   • Complete sections 4-10 with your own personal information. Be sure to enter your birthday in the “Day-Month-Year” format

- Selecting Courses (section 11)
   • Information about course registration can be found in Your Program Guide located in your online UCEAP Predeparture Checklist. You will be finalizing your course selection upon arrival in Lund, however you need to take the time now to do some research and select the courses that you would like to take while you are there.
   • If you are in Sweden only for the Summer L&C, indicate ‘Summer L&C’ in the course selection (‘Course code’) area.
• Link directly to courses for exchange students: [http://www.lunduniversity.lu.se/global-cooperation/student-exchange/courses-for-exchange-students](http://www.lunduniversity.lu.se/global-cooperation/student-exchange/courses-for-exchange-students)
• Link to Special Area Studies (SAS) courses: [http://interbas.intsek.lu.se/sas201314.pdf](http://interbas.intsek.lu.se/sas201314.pdf)
• You need to include all the courses you are interested in on the Online Application – you are not able to “shop around” at the beginning of the term to the same extent you may be accustomed to at UC. Pay careful attention to the schedule of classes, the number of credits, and the prerequisites.
• Additional courses are usually announced closer to the start of the Fall semester – these you are able to sign up for upon your arrival to Lund.
• List approximately 30 ECTS (European Credit Transfer System) credits of SAS courses (see link above) and 30 ECTS credits of courses offered in other departments (see the other link above) for a total of 60 ECTS (ignore the 45 ECTS limitation outlined on the application). Usually this translates to four SAS courses and four other courses (7.5 ECTS per course: 4x7.5 + 4x7.5 = 60), but there are variations. 1 ECTS credit is equal to 0.8 UC quarter units.
• **Important** – indicate priority next to the courses you choose. Assign the 30 ECTS of courses (usually four courses) you most prefer ‘1’, and the next 15 ECTS of courses (usually two courses) ‘2’, and your last 15 ECTS of courses ‘3’.
• Usually you end up taking about 30 ECTS (four courses), but listing as many as 60 ECTS upfront gives you more flexibility in finalizing your choices once you arrive in Lund.
- Enter your anticipated dates of arrival and departure (section 12)
- Student Mentor Program and Swedish Language Program (section 13)
  • Student Mentor - If you would like a student mentor, select “Yes”
  • Swedish Language & Orientation Program - Select “No”
    The shorter Lund University Language and Orientation program does **not** apply to UCEAP students. Do **not** sign up for it. (It is replaced by separate Swedish language instruction included in your UCEAP Sweden program.)
    If you have any prior knowledge of Swedish, indicate this in the area for additional information (‘Other info’). Make sure to include any information that would be helpful in terms of your Swedish language level (e.g., list Swedish language courses, the number of units/hours, etc.).

Page 5 - Read and accept the housing regulations
Page 6 - Print the application form for your records

*Note: You do **NOT** need to attach documents as specified on the printed version, and you do **NOT** need to send the printed version/a hardcopy of your application to Lund University (but keep it for your own records)!

Questions?
Please address any questions regarding the online registration process to the UCEAP Study Center at Lund University at UCStudyCenter@er.lu.se. DO **NOT** contact individual instructors or departments at Lund University as this might cause confusion and delay your acceptance.