



attach your  
**photo** with  
your name  
and date of  
birth on the  
back

## APPLICATION FOR INCOMING STUDENTS

Please fill in the application, print it and send it back before

**May 15<sup>th</sup> (Fall Semester), November 15<sup>th</sup> (Spring Semester) to**

Servei de Relacions Internacionals - c/ Bellesguard, 30 08022 Barcelona internacional@uao.es

### HOME UNIVERSITY DATA

university Erasmus code (if applicable) \_\_\_\_\_

name of home university \_\_\_\_\_

home university address \_\_\_\_\_

Name of university coordinator \_\_\_\_\_

Telephone \_\_\_\_\_ fax \_\_\_\_\_

e-mail \_\_\_\_\_@\_\_\_\_\_

### PERSONAL DATA

first name \_\_\_\_\_ last name \_\_\_\_\_

gender \_\_\_\_\_ nationality \_\_\_\_\_

date of birth \_\_\_\_\_ place of birth \_\_\_\_\_

passport/ National Identity number \_\_\_\_\_

e-mail \_\_\_\_\_@\_\_\_\_\_

current address

permanet address

Street
Number
City
Postal Code
Country

Street
Number
City
Postal Code
Country

telephone \_\_\_\_\_ country code+\_\_\_\_\_ area code \_\_\_\_\_ telephone \_\_\_\_\_

mobile telephone \_\_\_\_\_ country code+\_\_\_\_\_ area code \_\_\_\_\_ telephone \_\_\_\_\_

current address valid until: \_\_\_\_\_

**Please attach a copy of your passport or Identity Document.**

### CURRENT STUDIES

field of study \_\_\_\_\_ current year of study at your university \_\_\_\_

**Please attach Transcript of Records in English and Learning Agreement.**

## STUDY PERIOD

full academic year       first semester       second semester

approximate arrival date \_\_\_\_\_ approximate departure date \_\_\_\_\_

## LANGUAGE COMPETENCE

language/s of instruction at home university \_\_\_\_\_

mother language \_\_\_\_\_

**If you wish to take courses in Spanish, please attach proof of your Spanish Language skills by including one of the following documents:**

- Certificate of a Spanish Language course issued by University
- Official Certificate of a Spanish Language course (DELE).

In order assure a satisfactory fulfillment of a university-level work in Spanish Language we require our visiting students to proof that their level is at least an **B2 in the European Framework for Languages**.

**If you wish to take courses in English, please attach proof of your English Language skills by including one of the following documents:**

- Official Certificate of English Language
- Certificate of English Language issued by University

In order assure a satisfactory fulfillment of a university-level work in English Language we require our visiting students to proof that their level is at least an **C1 in the Common European Framework for Languages**.

## INSURANCE

Which kind of insurance do you have?

- European Insurance Card       Private insurance

**Please, attach copy of your medical insurance**

## CONFIDENTIALITY POLICY

These data have been provided of student's own free will with the purpose of managing the international students exchange program between Fundació Privada Universitat Abat Oliba – CEU and the University of what the Personal Data Protection Law, Ley Orgánica 15/1999, from December 13th states, all personal data provided under your consent, will be incorporated to the automated files in possession of Fundació Privada Universitat Abat Oliba - CEU, they will be kept confidential and protected. However, your data can be passed on to Fundació Universitaria San Pablo CEU, domiciled in Calle Aracena, 25, 28023 de Madrid y con CIF G-28429275, in order to supply a better education an services offer. In any case, regarding the quoted data, you enjoy the rights of access, correction, cancellation and opposition in the established terms in the reference Law. The refered foundation has designated itself, Fundació Privada Universitat Abat Oliba – CEU, as file responsible. In order to exercise his/her rights, the holder will need to contact the following telephone or fax: + 34 93 254 09 00, + 34 93 418 93 80, or the following address: carrer Bellesguard, nº 30, CP 08022, Barcelona, ESPAÑA.

Student's signature: \_\_\_\_\_

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## CHECK LIST

Please make sure that you send a complete application. Incomplete applications will not be accepted. You should have:

- Complete Application Form
- Copy of Passport or Identity Document
- Transcript of Grades in English
- Learning Agreement
- Proof of Spanish Language Skills
- Copy of your medical insurance
- Four Passport photographs