

Information about the procedure for applying for a degree certificate online

You can apply for your degree certificate via the webpage mentioned below.

Visit <https://sia.uab.es/>. At the top right click on **Bachelor's, Master's, and Doctoral degree students**. In the left-hand column near the bottom, in the **Degree and other certificates** section, you will find an option called **Application for a degree certificate**. Click here to fill in your application.

To fill in your self-application for a degree certificate, your academic record must have the following status «Closed and with title disposition».

During the process you will be able to revise and modify your personal details. The system will display this message: To comply with the Ministry's regulations in relation to the issue of official certificates, please check and if necessary, modify the following details). When you check your details, you must take the following aspects into account:

- Your name and surname must be exactly as they appear in your identity document (DNI, NIE or passport). Bear in mind that accepted characters must be from the Latin alphabet.
- Your DNI must include the letter (with no hyphens or spaces).
- You cannot use abbreviations or punctuation marks.
- You must include all accents and diaeresis in accordance with spelling rules. If these details are in your identification document, they must be included; if they are not, they can be added (including an *i* between surnames if necessary).

If you modify any details which do not yet appear on your DNI or passport (name, surname(s), ID document number, place of birth, nationality or sex) you will have to contact the Academic Management Office and present your official accreditation document to back up this change (a certificate from the Registry Office or equivalent)

Payment of the issue fee must be made by card. If you want to pick up the degree certificate at a delegation or sub-delegation of the Ministry of Education, Vocational Training and Sports near your home or at a Spanish consular office or embassy, you must pay the shipping fee during the application process.

If you are entitled to any discounts and they do not appear during the online application, please contact the Academic Management Office.

Once your application has been received, the Academic Management Office will check the details and payment. If everything is correct, they will validate your application and start the procedures to issue the replacement degree certificate. Once issued, you will receive your certificate by email. The replacement certificate will have a secure verification code (CSV) that will allow their authenticity to be checked via the UAB E-Office.

If you need to legalise your replacement certificate, you must send it by email to legalizaciones.cat@correo.gob.es before the date of the appointment so that they can verify its authenticity.