Questions or issues: Send an email to summer@uab.cat.

• Important information: To access the enrolment (registration) process it is necessary to be preregistered at the UAB database. It will be the first step of these instructions.

• You will receive a User Identification Number (NIU) and must choose a password. This step will be done the first time you access.

• Please have the payment card prepared when you access the enrolment process.

• Even if in the list of courses there is an enrolment deadline, please keep in mind that each course will be closed when there are no more vacancies.

You can enrol from the UAB Barcelona Summer School webpage. Once you are preregistered and admitted, you will receive a notification with the links to do the online enrolment/registration.

Student preregistration

If this is the first time that you are registering to the UAB, DO NOT press LOGIN and fill out all the data required in “New student” – “Student registration form” > “Student Basic Data” + “Personal data” + “Student contact data”. Please take into account that all the information will be sent to the personal email address that you add in this step.

Please read the information about the legal and privacy policy. Once you have read all the information, please check “Accept”.

Press “Next” once you have filled out all the mandatory (*) fields.
New student data validation

On this screen, please verify that all data are correct. Then check the box and press “Next”.

Registration
If the information submitted is correct, please continue with the registration process by clicking on "Continue"; if you wish to make any changes, please click on "Back" to access the previous screen and change any of your data.
Obtaining the NIU and the password

- Follow the restrictions on the right box, to create a valid and secure password.

**IMPORTANT:** Please, keep save your NIU and password, as you will need them once you will be on campus.
Summary of registration form

Check that all the data are correct and press “Finalize”.

Now you are registered in the UAB data base system, you will be able to access the enrolment (preregistration) process.
Start the preregistration

Please enter your NIU and password.

Press "New registration". Please take into account that the Summer School 2024 has 2 studies:

- If you want to enrol in the First period of the Summer School please select study 4008/6.
- If you want to enrol in the Second period of the Summer School please select study 4019/6.
Fill in your personal data
You can copy the data of your place of residence if you do not have this information yet.

**IMPORTANT:**

ZIP code: Please add the code “99999” in the three boxes that will activate the field “Country”.

Press “Accept”.

**Other Data of Interest**

It is **mandatory** to fill out the information in the first tab, “Education”. Press “Add”.

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Form other data (optional)
In “Study”, check the option that best fits your current student’s status.
- Bachelor’s Degree for undergraduates
- Master’s Degree
- PhD
- Specific University Studies

Add the specific Bachelor, Master, PhD, etc. that you are studying, the name of your current University and the country.

Please add the information about any other trainings that are relevant to Summer School course and/or knowledge in foreign languages.

The following tabs, “Work experience” and “Other data” are not mandatory. However, we highly recommend you to give us as much information as possible.

Documents to be attached

Please, attach mandatory documents in PDF format:
- A copy of the enrolment certificate for the academic year of your university in pdf format. Students from the UAB also need to upload this document. Apple HEIF or HEVC images are not allowed.
- Passport-size ID photo (a mobile photo is not allowed) that will be used in your UAB card in JPG format*. Apple HEIF or HEVC images are not allowed.
- Passport or ID card copy in pdf or JPG format. Apple HEIF or HEVC images are not allowed.

*Students from Spain, upload a copy of your ID card (DNI).
*Students from other countries, upload a copy of your passport.
In the event you want to enrol to the course “Spanish as a Foreign Language A2”, it is mandatory to attach your Spanish certificate in the ‘Optional documentation for enrolment’ section. If you have any disability or any specific educational needs, please attach a certificate or a letter explaining your situation in the “Optional documentation for enrolment” section. Press “Accept”.

**Academic Data**

- Only one optional subject can be selected, from all possible. Select mandatory the subject Compulsory insurance risk (2131259).
- Only 292 true places on this course.
- It is not allowed the concession of the configuration credits.

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Credits</th>
<th>Type</th>
<th>Course</th>
<th>School Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>101568</td>
<td>Discovering the Fascinating World of Wine:一楼/nine/study</td>
<td>4.0</td>
<td>Optional</td>
<td>Only course</td>
<td>3019/20</td>
</tr>
</tbody>
</table>

Select the Summer School course that you want to attend by clicking “+”.

**IMPORTANT**
- You can enrol only one course from the list. Only one course can be chosen from each period of the programme.
- If you want to enrol to another course of the second period, please start the enrolment process selecting the second period study (4019/6).

Once you have selected the course, you must select the group: *

*If the window doesn’t open automatically click upon modify button (in the middle of these ones):

You must select between:

- ‘UAB students’ for UAB students (Grade, Bachelor, Master, etc) and UAB alumni students
- ‘NO UAB students’ if you are not taking regular studies at the UAB (coming from another university) or you are an international students doing an Erasmus programme or another exchange programme.

Then click ACCEPT
Once you select the course and the mandatory insurance, they will appear on the box “My Selection”. Then, press “Accept” to continue.

Documents generated when registering.

It is highly recommended to download and print the documents that have been generated during your registration:
- **Enrolment receipt**
- **Document Other Interesting Facts**: the information that you have added in the enrolment process.
The UAB Summer School Admission Officer will review your application and will contact you in order to proceed with the registration and payment of your course.

For any comments or doubts, please contact us at summer@uab.cat.