



We are glad to inform you on the procedures to follow in order to be admitted as an exchange student/free mover at University Pablo de Olavide.

**APPLICATION FORM: - DEADLINE:** You can find it in the email you have received where this document is attached.

Please complete the [online application form](#). Follow the steps you will find in the document attached to our registration message.

- Documents required:            -A scanned copy of your passport/ID-card
- A scanned passport photo or a selfie.

(We do not need your learning agreement now)

In case you have technical issues please contact us via TIKA (<https://www.upo.es/tika/web/index.php>) attaching a screenshot before the deadline we have set in the email you have received where this document is attached.

#### **WELCOME MEETINGS:**

In the form there is a section called “Reunión Bienvenida/Welcome meeting” where you are to choose one date. As a student nominated for our Centro Universitario San Isidoro you are not to attend these meetings. However it is a mandatory field. Please choose NINGUNA.

In order to know when you should be in Seville, please contact directly to Centro Adscrito San Isidoro which is where your stay will take place:

[relacionesinternacionales@centrosanisidoro.es](mailto:relacionesinternacionales@centrosanisidoro.es)

#### **ADMISSION LETTER:**

After verifying your application, we will send you an email with your admission letter with a personal student code. **In case you do not complete your application or it is not eligible we will consider your nomination as cancelled. You will be considered an Exchange student (Erasmus or whatever programme) at our University only once you have received this letter.**