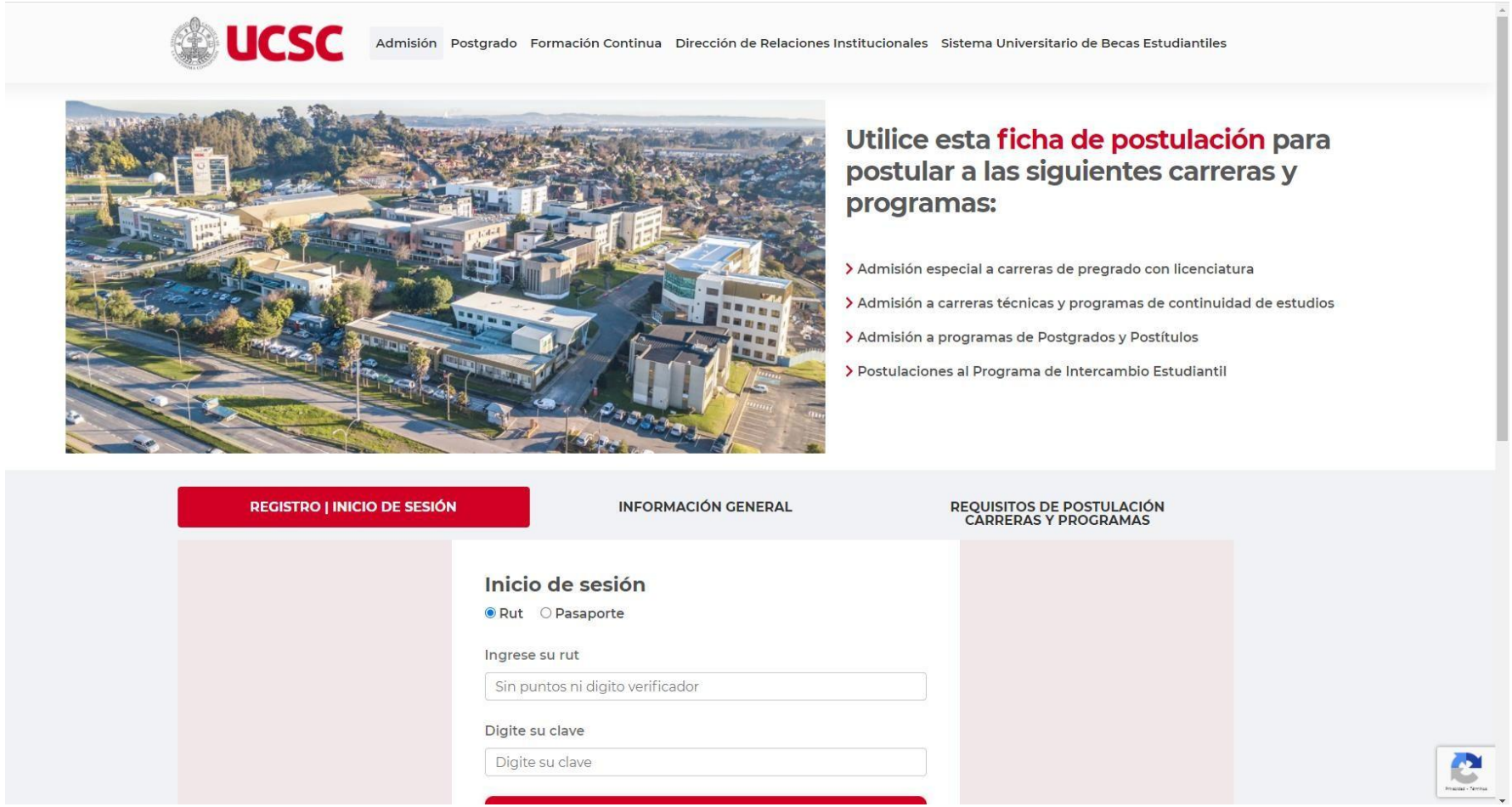
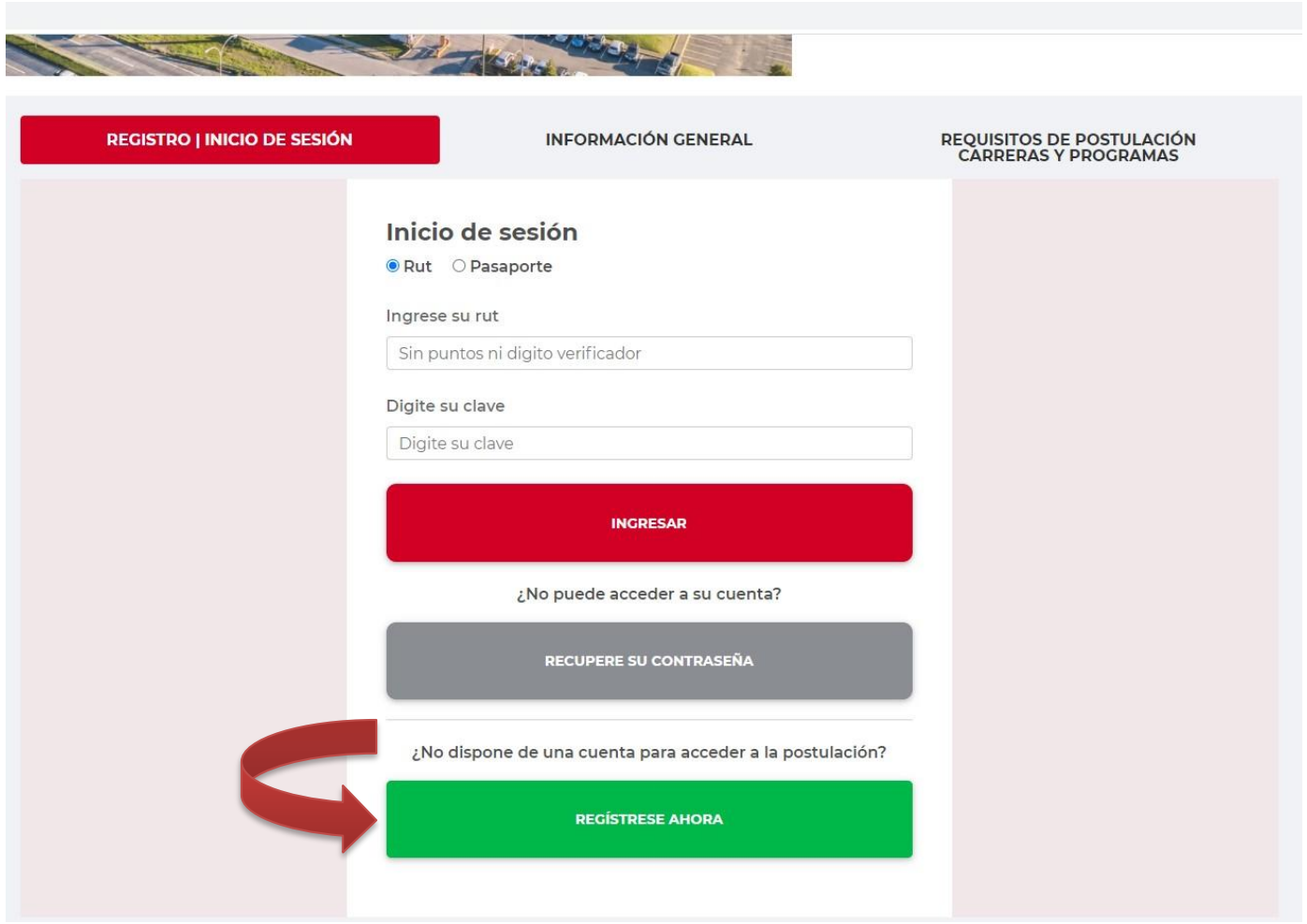
INSTRUCTIONS FOR THE APPLICATION PROCESS FOR UCSC STUDENT EXCHANGE PROGRAM – EXTERNAL STUDENTS

UCSC | DIRECCIÓN DE RELACIONES INSTITUCIONALES Y VINCULACIÓN

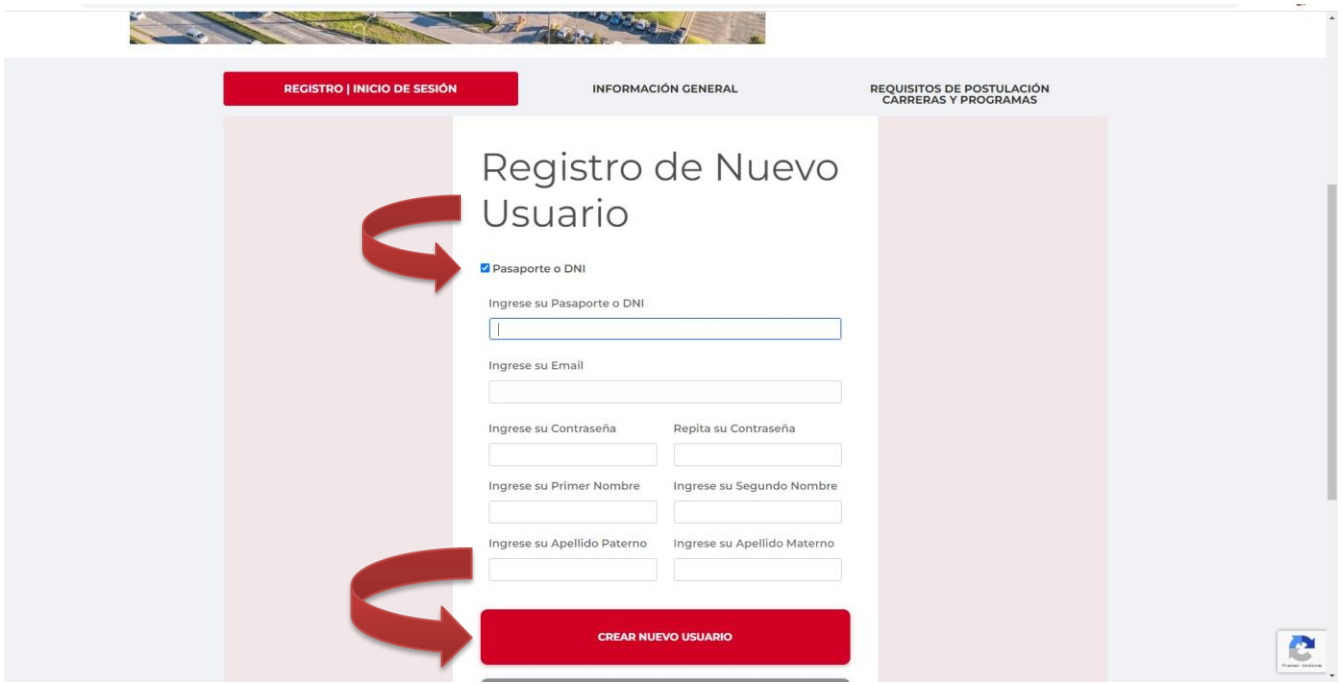
1.Go to the website http://postulaciones.ucsc.cl. We recommend accessing it from a computer. Once there, you will see a screen like the one below:

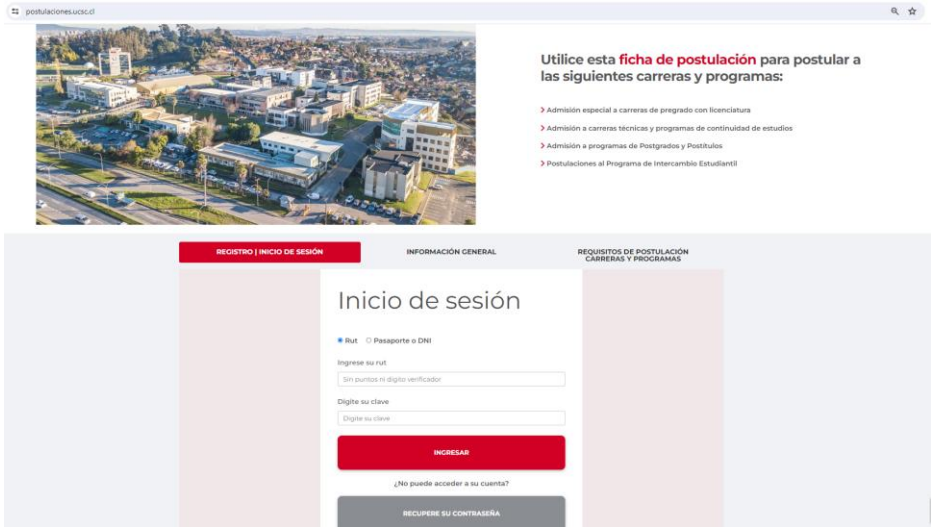


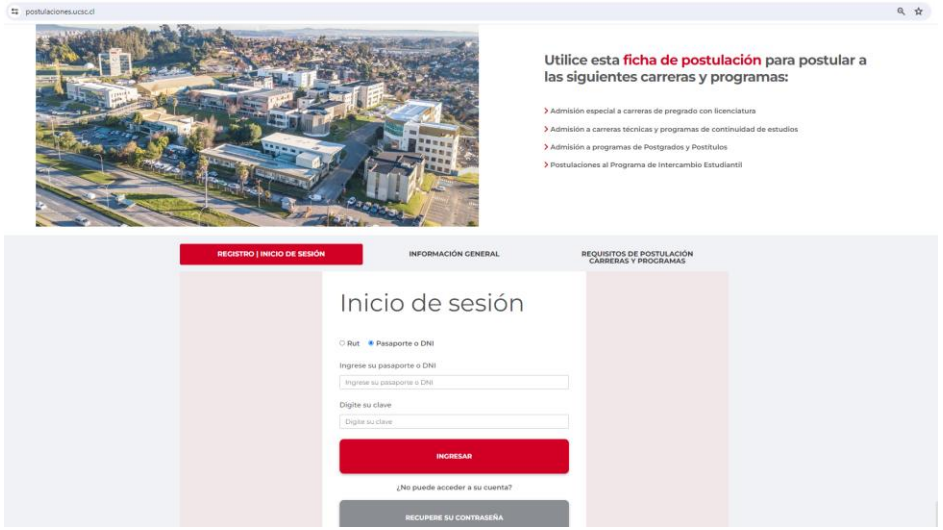
2. Before selecting the login option, the user must be registered. If you are not registered, select the option “Regístrese Ahora” (Register now):



3. If you do not reside in Chile, select the “Passport or ID Card” option. Enter the requested information and select the “Crear Nuevo Usuario” (Create New User) option. You will then be able to return to the main screen and log in to the system with the information you have just created.





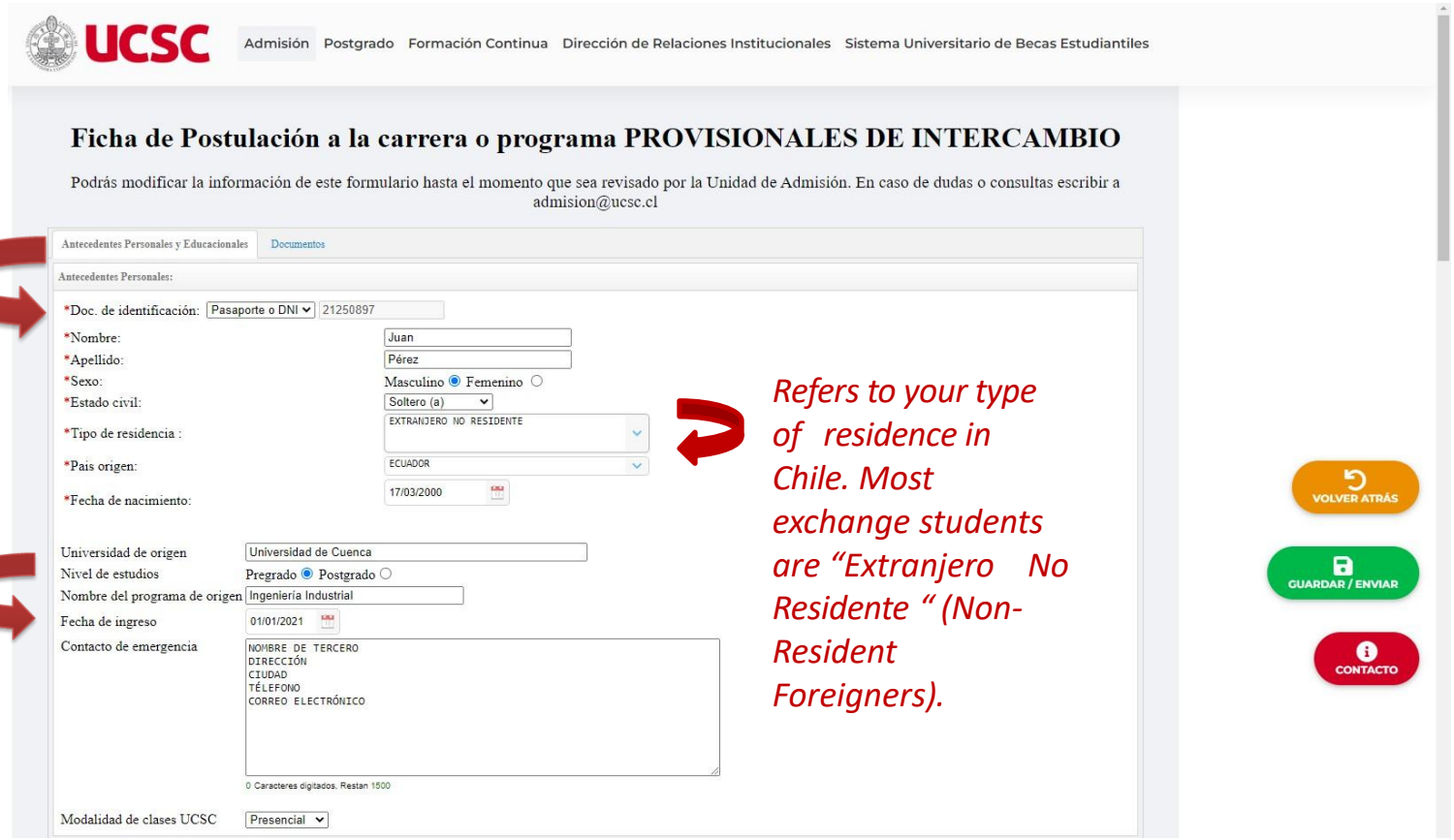


4. The online application system will display the following screen. Here, you can see if there are any applications already created and/or create a new application. To create a new application for an exchange, select “Programa de Intercambio (Estudiantes Extranjeros)” (Exchange Program (Foreign Students)).

5. When you select the option “Exchange Program (Foreign Students),” you can begin entering the various details requested on the application form. First, you must complete your personal and educational background information.

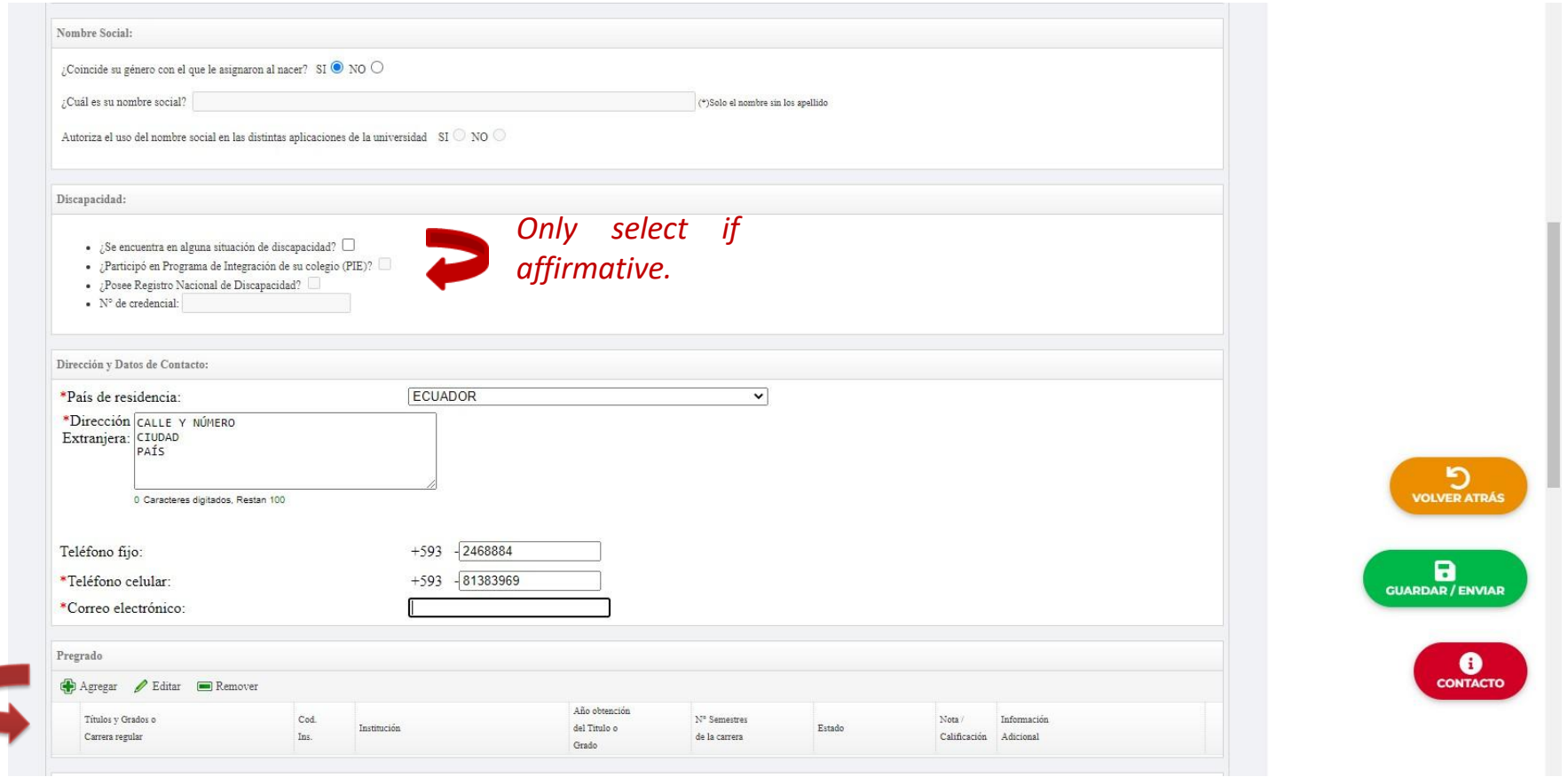
You must use the same identification document you used to register.

Refers to the date you enrolled at your home university.



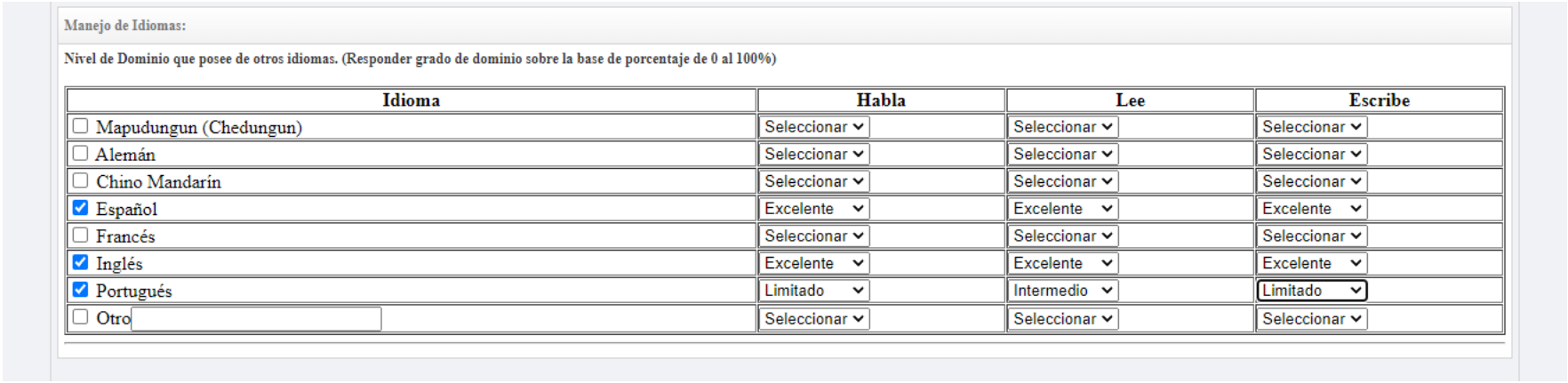
Refers to your type of residence in Chile. Most exchange students are “Extranjero No Residente “ (Non-Resident Foreigners).

6. After completing your personal and educational background, you will need to answer the following personal questions.



Only complete if you have completed another undergraduate program prior to your current program.

7. Next, you will need to enter information about your language proficiency (ies).



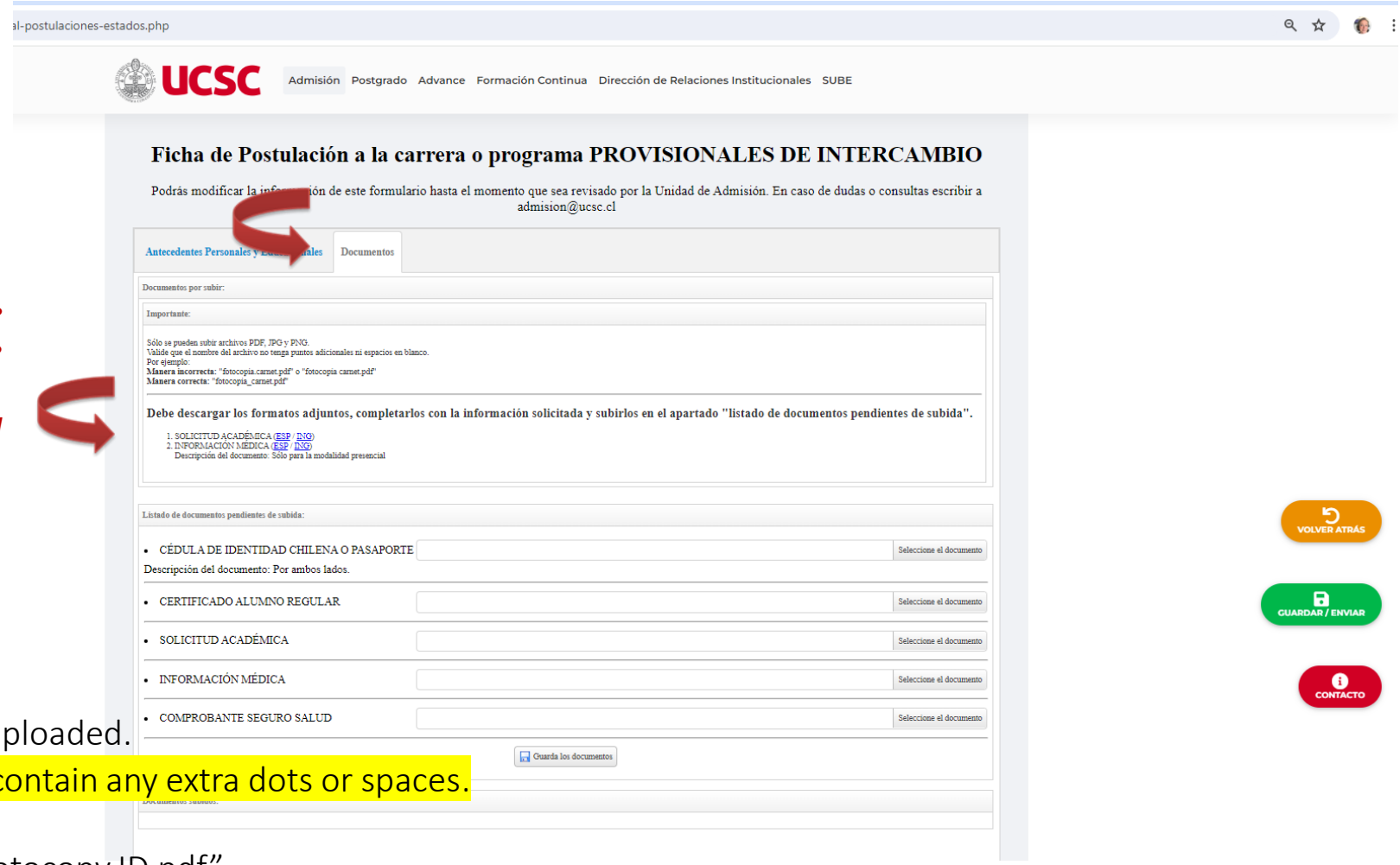
Manejo de Idiomas:

Nivel de Dominio que posee de otros idiomas. (Responder grado de dominio sobre la base de porcentaje de 0 al 100%)

Idioma	Habla	Lee	Escribe
☐ Mapudungun (Chedungun)	Seleccionar	Seleccionar	Seleccionar
☐ Alemán	Seleccionar	Seleccionar	Seleccionar
☐ Chino Mandarín	Seleccionar	Seleccionar	Seleccionar
☑ Español	Excelente	Excelente	Excelente
☐ Francés	Seleccionar	Seleccionar	Seleccionar
☑ Inglés	Excelente	Excelente	Excelente
☑ Portugués	Limitado	Intermedio	Limitado
☐ Otro	Seleccionar	Seleccionar	Seleccionar

8. On the next tab, you can access the form to attach the additional documents required for the application.

Here are the formats for the academic proposal and medical information.



Only PDF, JPG, and PNG files can be uploaded.

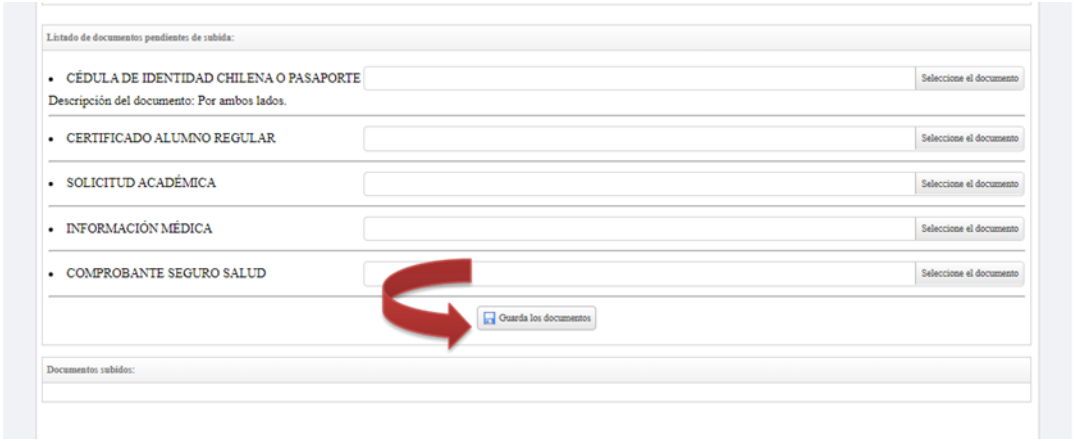
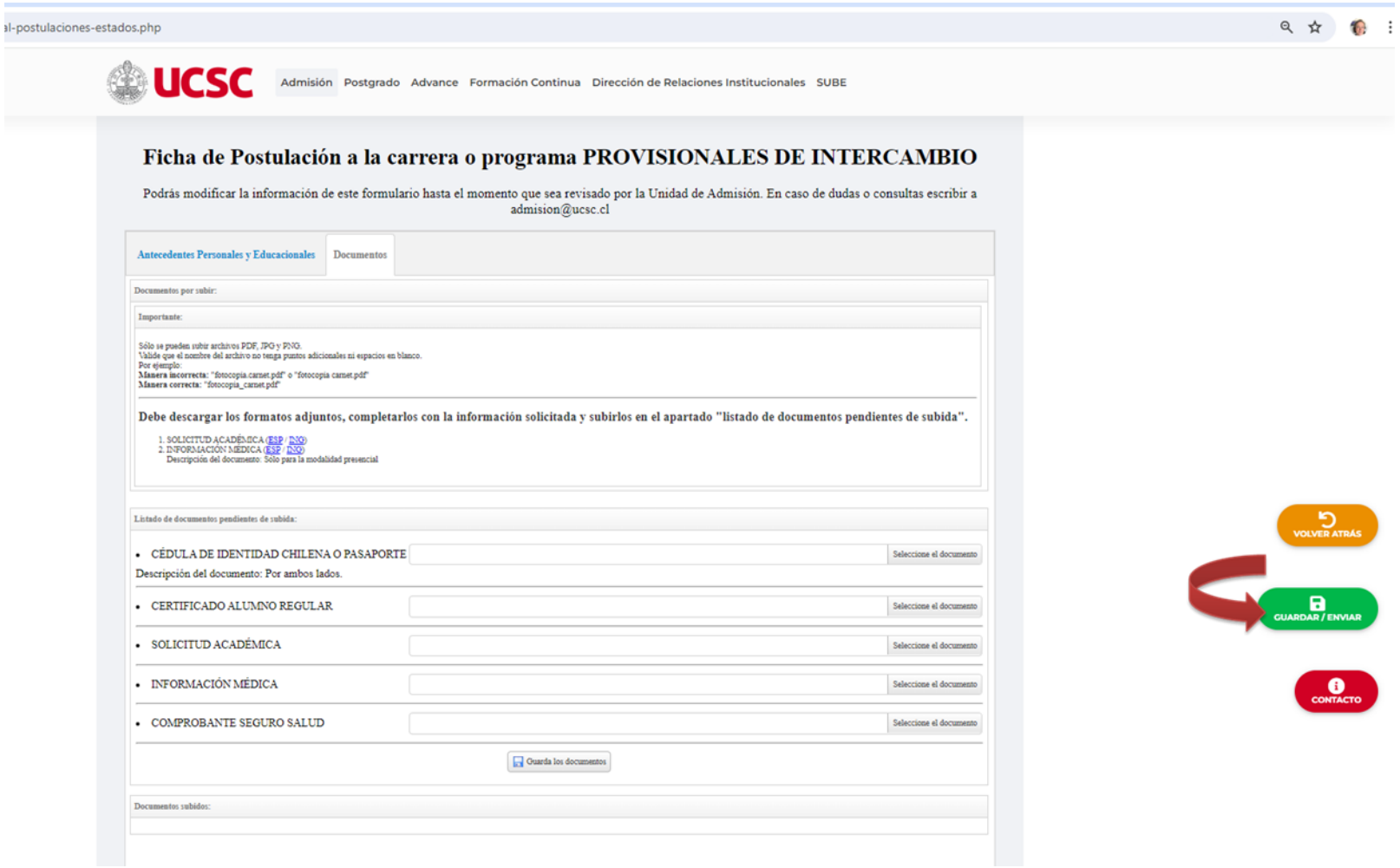
Validate that the file name does not contain any extra dots or spaces.

For example:

Incorrect: “photocopy.ID.pdf” or “photocopy ID.pdf”

Correct: “photocopy_ID.pdf”

9. Once you have uploaded all the documents, select “Guarda los documentos” (Save documents).



10. Finally, you must save and submit your application so that it can be reviewed by the Admissions Office. Once they approve the information you have uploaded, your application will be accepted, and you will receive instructions on how to complete your enrollment at UCSC.