



International Admission Process

Before starting the admission process, please do read thoroughly the following instructions:

The Abat Oliba CEU University carries out an admission process in which the candidate's skills and aptitudes are evaluated in relation with their chosen degree. The following are the steps required to request admission:

1. APPLICATION PROCESS

You can process your place application in the Future Student Portal. This portal will ask you the following:

- Your personal and academic data
- Select a date and a time to carry out the access test to our University (Skype)

Send the accrediting documentation:

- A passport copy
- Specific documentation depending on the via of access and country of origin:

Students with preuniversity studies taken within the European Union, Iceland, Andorra, Liechtenstein, Norway, Switzerland, China or with an International or European Baccalaureate:

UNED credentials: It is only necessary to have a document, issued by the Spanish authorities, which confirms that the student has passed -in his or her country of origin- the academic requisites needed to access the university system in that country. That document or CREDENTIAL is requested to a Spanish organisation (UNED).

The University will help you obtaining that credential. For this, you must contact the Information and Orientation Service of the University at futurosalmnos@uao.es.

Students with preuniversity studies taken in countries not within the European Union or countries not listed on the previous section:

Standardisation of the Baccalaureate degree (or equivalent): students from countries not members of the European Union or listed on the previous section will be able to access Spanish universities only after the standardisation of their Baccalaureate degree (or studies that grant access to the University in their country of origin) before Spanish authorities.



The University will help you obtaining that standardisation. For this, you must contact the Information and Orientation Service of the University at: futurosalmunos@uao.es.

The document processing must be solicited beforehand, since in some cases this process can take several months.

All the required documentation can be sent via:

- Email: Send the scanned documents to admissions@uao.es
- Fax: 93 254 09 12
- By letter: Sending the documentation to the Information Service to the postal address of the University.
C/ Bellesguard, 30. 08022 Barcelona

ATTENTION: It is necessary to send all the accrediting documentation at least two days in advance of the Entrance Tests. Otherwise, the student will not be able to take the entrance test in the requested date in the Future Student Portal.

2. ENTRANCE TESTS

On the requested date you will have to take an entrance test that includes a psycho-technical test, a general culture questionnaire, an English level test, and a specific test in relation to the requested degree studies. This test can be performed on-site or via Skype.

The entrance tests and the posterior expedient processing have a cost of €100, that can be paid in the moment of the Entrance Request with an online payment with a credit card.

3. PREADMISSION COMMUNICATION

The University communicates the results of the Entrance test with an e-mail.

To know the status of your application, you can access the Future Student Portal and access the option "Check your admission process".

4. PLACE RESERVATION

If your admission has been favourable, you will be able to make a place reservation at the Abat Oliba CEU University.

The Place Reservation guarantees a place in our University while you finish your current studies and you obtain all the requirements needed to fulfil the enrolment process.

The international reservation has a cost of €1,500 that are deducted from the total price of the first year's enrolment fee.



You will be able to make the payment for the place reservation via online at the Future Student Portal, with a credit card.

This place reservation is susceptible to devolution in case of not fulfilling all the established requirements by the current legislation to enter the Spanish University System.

5. STUDY GRANTS PROGRAMME

If you wish to apply for a Study Grant you will have to do it in the indicated period on your Admission Credential. It is very important to meet the deadlines to apply for grants. You can find the deadlines on your pre-admission letter.

Ask for more information about our University study grants at futurosalumnos@uao.es

6. CONFIRMATION OF THE DEFINITIVE ADMISSION

Once finished the studies that grant you access to the University, you will have to confirm their compliance by means of the presentation at the Admission Service of the UAO CEU the following:

- Copy of the Baccalaureate's marks or equivalent
- Original or an attested copy (depending on the via of access) of the UNED's credentials or the standardisation of the Baccalaureate's title (or equivalent)

Once you have carried out all the required processes, you will receive your Admission Credential on the Future Student Portal and through a letter sent by mail to your address, as well as through an e-mail. In this Admission Credential you will be informed on the formalisation of the enrolment process at Abat Oliba CEU University.

The University will help you obtain the required documentation for your enrolment formalisation (UNED's credential or standardisation of the title) and will help you with all the required processes for your transfer (NIE, health card...).

For this, you must contact the Information and Orientation Service of our University at futurosalumnos@uao.es.

International Welcome Service

The Abat Oliba CEU University puts at your disposal the following reception services:

- Personal identification documentation: we will help you manage all the personal identification documentation required to live in Spain: NIE, visa, registration of residency in a town, etc.



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- Management of the required documentation for the enrolment: we will manage all the international academic documentation, either if it is a UNED credential or a standardisation of the pre-university or university qualification of the country of origin
- Accommodation management: help and support in the search for accommodation in Barcelona, be it in student housing or in flats or student shared flats
- Public healthcare system card: we will sign you up on the medical centre (CAP) where you belong depending on where you live
- Personal paperwork: we will advise you on the hiring of a cellphone company, transport cards, and the opening of bank accounts, as well as on the processing of your Youth Card for those under 25, which gives you discounts on transport, libraries, cinemas and leisure activities
- Help and management for the application for official scholarships: Equitat - Agaur, General Scholarship and any other kind of grant at a national level

CONTACT

- If you wish to receive more information on our International Welcome Service, you can contact the Information and Orientation Service of the University at: futurosalumnos@uao.es