

INFORMATION ABOUT THE CHANGES OF THE ORIGINAL ENROLMENT FOR INCOMING EXCHANGE STUDENTS 2023/2024

PERIOD TO CHANGE YOUR ENROLMENT: from 9th to 16th February 2024

If you are interested in changing your original enrolment in FTI, you must consider that:

- You can drop subjects previously enrolled and you can add new subjects. These subjects can belong to FTI or to other faculties of the Campus.
 - In case that the subjects belong to **FTI or any other faculty of the campus which don't use the pre-enrolment app** (except of the *Faculty of Communication*), you must fill in an e-form.
 - In case that the subjects belong to the *Faculty of Communication*, you must fill their request form. Please, contact with Intercañvis.comunicacio@uab.cat.
 - In case that these subjects belong to *Faculty of Political Sciences and Sociology, Faculty of Economics and Business, Faculty of Arts and Humanities (Faculty of Philosophy and Letters) and Faculty of Psychology*, you have must have made a pre-enrolment **from 20th to 25/6th February 2024** using the pre-enrolment app:
[Access to the pre-enrolment app](#)
If you wish to attend subjects offered by the *Faculty of Economics and Business* and the *Faculty of Political Sciences and Sociology*, you will have to upload a certificate stating your level of Spanish and English. In order to check the level required, please see the pre-enrolment app instructions.
 - Once you have made your selection, print the document generated by the app in order to show that you have been accepted in the subject. Afterwards, you must fill in an e-form.

You can **ONLY** fill in the form **ONCE**. So, please, think carefully about your changes.

RESOLUTION

The Gestió Acadèmica of FTI can take up to 10 days to check the changes that you have asked.

Once the petition has been checked:

- If all the changes have been accepted, the Gestió Acadèmica of FTI will change your enrolment. Immediately, we will send you the copy of the new enrolment to your e-mail.

- If some of the changes cannot be made (or any of them can be made), we will send an electronic notification to your e-mail. You must access this notification to see which changes have been made in your enrolment.

Please remind that, any time you wish, you can check the state of the subjects enrolled in the UAB entering your transcript of records:

<https://sia.uab.es/> > Access your academic record (English version)

or

<https://sia.uab.es/> > Consulta del expediente académico y de calificaciones (Spanish version)