

ENROLLMENT RENEWAL UNDERGRADUATE STUDENTS

21/22 COURSE

Dear student,

We inform you that for the next academic year the enrollment will take place from **August 23rd to September 30th**. From the same self-service once enrolled you will be able to modify your registration until September 30.

Students of **Physiotherapy, ADE, Labor Relations and Marketing** have the same registration period but ordered by registration appointment. They should consult the same at the following address:

[REGISTRATION APPOINTMENTS FISIO/MARKETING, ADE AND RRL](#)

STUDENTS THAT DURING THE 20-21 ACADEMIC YEAR HAVE BEEN UNDER AN EXCHANGE PROGRAM will be able to renew your enrollment as the rest of their classmates during the normal enrollment periods. If you have not yet provided the ORI with your transcript of record/transcript of grades signed and stamped by your host university, you must send it to the ORI and to your UCAM exchange tutor as soon as possible. The new e-mail address of the ORI is: movilidad@ucam.edu. As long as this recognition is not done, the courses you took during the exchange will appear as "Not presented".

Those students who want to change the teaching modality in their degree, for example, are studying a degree on-site and want to change to distance or online learning, or vice versa, must necessarily request the change before making their enrollment through the link provided in the applications of the Central Secretariat: 'Request for

change of mode (teaching)'.

Those students who are studying a degree that is taught at the Murcia Campus and at the Cartagena Campus and want to change, must request a change of location before registering. To do so, they will have to do it through the link provided in the Secretary's Office applications 'Request for change of campus'.

The attendance exemption for students of second and successive enrollments will have to be made through the links provided in the Secretary's Office once the student has completed the enrollment through the student portal within the established deadlines.

Those students of second and successive enrollments who wish to be linked to a class group, must request it through the registration portal, when formalizing their registration, selecting the corresponding group in the affected subjects, being subject to the attendance and evaluation system of students in first enrollment (minimum percentage of attendance in the theoretical part of the subject, to eliminate subject by partial: 50%):

Teaching given in Spanish:

Group 90 - Repeaters WITHOUT class attendance

Group 97 - Repeaters WITH class attendance

Teaching given in English:

Group 91 - Repeaters WITHOUT class attendance

Group 98 - Repeaters WITH class attendance

NOTE: According to the Regulations of Evaluation and Procedure for Exemption from Class Attendance, a student of second and successive enrollments who has requested to link a group of class for one or more subjects, may not subsequently apply for exemption from attendance for the same/s.

Students who are ready to finish their studies and wish to be linked to the special call must apply for it after having completed the registration in laurea, through the links

located on the web page of the central secretary's office.

In order to make your renewal registration, it is important that you first read the information provided by your degree, we attach information available on the Secretariat page. It is important that you keep in mind that the registration that is done in the period described above includes **ALL the subjects you want to take during the 21/22 academic year.**

You can only leave a maximum of 24 credits for the enrollment extension period, which will take place between January 15 and February 28, as long as they are from the second semester. In addition, you must take into account the list of subjects that you will NOT be able to register for during the extended registration period. You can consult the list of excluded subjects in the enrollment information below.

If you have or want to apply for credit recognition, you will have to do it 24/48 days after the registration, through the link to apply for recognition that will be located in the recognition section of the Registrar's Office page.

Please find attached the main links, all of them located on our new Registrar's Office web page, which you should consult before registering.

[IMPORTANT INFORMATION FOR RENEWAL REGISTRATIONS 21/22](#)

[ADMINISTRATIVE PROCEDURES CALENDAR 21/22](#)

[ACADEMIC CALENDARS NEXT ACADEMIC YEAR 21/22](#)

[CREDIT RECOGNITION](#)

The entry to the registration is made from [LAUREA](#)

