



# SPANISH COURSES FOR FOREIGN STUDENTS Second Term - 2023-24 Course

## **Enrolment for New Students - Calendar**

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**Timetable choice** 

2nd - 4th

**February** 

**Check course** 

4

allocation

5th February

**Enrol** in available vacancies

5

**Pre-enrolment** (online)

> 17th - 22nd **January**

**January** 

From 12pm 2nd February to 23:59 pm of 4th February.

Needed to access the

vacancies draw.

**Enrol in allocated** 

From 13pm

5th – 6th February

course

Enrolment for pre-registered students with an allocated place in a course

7th February

Enrolment for pre-registered students without an allocated course

From 10 am

\*Check the opening time on the pre-enrolment form.

Mandatory for all levels

Click to pre-enrol

From 9:00 am on 17th January to 15:00 pm on 22nd January

To enrol in person: 22nd January from 10 am to 12pm.

Level test

29th - 31st

In-person level test with limited places available.

22nd January: Check the results of the draw and allocation of level test day on the website from 17pm

From 5th February at 13 pm

until 6th February at 23:59 pm.

Four month intensives\* (except C1)

4 days a week Monday to **Thursday** 

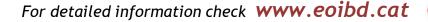
Available times: 09:30-11:45 11:45-14:00

**Check all timetables HERE** 

> Start of classes: 7th February











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### From 17th to 22nd January

Electronic pre-enrolment (online) and mandatory: from 9am January 17th until 15 pm January 22nd.

You can pre-enrol in person at the school on January 22nd from 10am until 12 pm.

You can choose up to two different centres per each pre-enrolment.

It is mandatory to do a face-to-face test in all cases.

### Instructions to fill in the application form

- 1. The first time you access the pre-enrolment form, select "Darme de Alta" (register).
- 2. Fill in all the mandatory fields (which are marked with \*)
- 3. Choose the language and the centre in which you wish to study→ You can only choose the level test
- 4. Save or print the registration slip provided by the application; it is your proof of pre-enrollment.
- 5. To change your data, or check the results of the allocation draw you have to click on "Identificación" and log in with the same username and password you used upon registration.











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## Level test and choice of timetable

The aim of the level test is to assert the level that corresponds to your knowledge of the language so you can make the most of the course.

The level test will be in person and mandatory for all pre-enrolled students.

There is a limited number of places available to take level test.

A draw will take place on January 22nd to determine who can take the level test. You can check the results of the draw and the date and time allocated for the level test in our website, from January 22nd at 17:00.

### **IMPORTANT!**

Once the test has been completed and marked, you will have to re-enter the application to choose your timetable, from February 2nd at 12:00 until February 4th at 23:59.









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## **Check course allocation and enrolment**

The draw to assign the number from which the courses will be allocated will take place at 9 am on February 5th, at the central services of the Education Department.

On the same day, from 13:00, you will be able to check the results of the course allocation in your pre-enrolment form:

- If you've been admitted, this means that you've been assigned a place in one of the courses you applied for. You will now have to enrol, and you can do so from 13:00 on 5th February until 23:59 on 6th February.
- If you're on the **waiting list**, the enrolment will take place on 7th February.
- Please note that if during the online enrolment process you have claimed a fee reduction or fee exemption, you are required to attach the supporting documentation in order to benefit from the reduction or exemption. Failure to do so will result in only being able to enrol by paying the general, non-subsidised price.
- Payment options:

At any CaixaBank ATM machine, with the proof of enrolment generated at the time of enrolment. Online via the link to the bank.





