

How to apply to courses within a programme using universityadmissions.se

1. Go to www.universityadmissions.se. Click on the tab *Log in*.

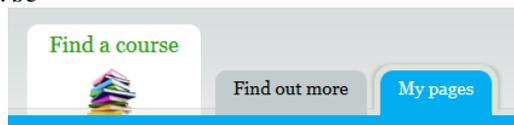


2. You have to log on before you choose courses. Do not log on with your universityadmissions.se account. You can use Uppsala University's student portal to log in. Choose *Uppsala University* from the list of universities in the grey box.

3. You will be taken to the joint web log in for Uppsala University.

Use your user name and password from your student account (the same log in as for the Student Portal) You will be taken back to universityadmissions.se when you click on the LOGIN-button.

4. A message appears on the screen, confirming you are logged in. Click on the tab *Find a course*



5. Do NOT check the box "Only show courses...". Unfortunately it doesn't work for students at Uppsala University.

6. Write the enrolment code or the name of the course you want to apply for. You have either gotten the codes from your department or you can find them in the Uppsala University course catalogue www.uu.se/en/admissions/freestanding-courses/courses/#filter?languages=EN

Click *Search*. The course you searched for will be shown.

Click *Add* to the right of your chosen course and your course will be added to your application in the blue box. Repeat if you want to apply for more than one course.

7. When you have added your courses and are ready to proceed click *To application* at the bottom of the blue box.

8. Prioritise your chosen courses. Note that you can be admitted to a maximum of 45 hp (credits). Use the blue arrows to the right of each alternative or drag and drop the courses up and down in your application.

1 **Field Methods in Earth Science** ↓ ×

5 Credits, Uppsala University, Location: Uppsala
You can apply for this course in several different ways
 Master Programme in Earth Science
 as a freestanding course
▼ **More information**

2 **Geomorphology and Earth Surface Processes** ↑ ↓ ×

10 Credits, Uppsala University, Location: Uppsala
You can apply for this course in several different ways
 Master Programme in Earth Science
 as a freestanding course
▼ **More information**

3 **Glaciology and Landscape Processes** ↑ ×

15 Credits, Uppsala University, Location: Uppsala
You can apply for this course in several different ways
 Master Programme in Earth Science
 as a freestanding course
▼ **More information**

Continue **Cancel**

Remember to mark every chosen course with your programme NOT *as a freestanding course*. Click the blue button *Continue* when you're ready to proceed. (If you want to delete your application – click the button *Cancel*.)

9. Go over your application again and check that everything is correct.

Click *Back* at the bottom of the page if you want to change your application. You will be directed back to the previous page. Click *Submit* when you are done. Disregard the rest of the page. It has no relevance when you are applying to courses within your programme.

Confirm

Rank courses
Questions and confirm
Confirmation

1

2

3

Spring Semester 2019

Review your application before submitting

Please answer the questions below that pertain to you

Do you have international qualifications?

If you'll be submitting international qualifications, please indicate from which country. If you have qualifications from more than one country, select the one where you have studied the most.

I have foreign upper secondary qualifications for which I will be submitting documentation. Please indicate from which country:

Select a country ▼

I have foreign academic (university) qualifications for which I will be submitting documentation. Please indicate from which country:

Select a country ▼

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Submit

Back

10. Confirmation

Thank you for applying to Sweden!

What happens next?

You'll soon receive an email confirming your application to studies in Sweden - be sure to save a copy for your records.

Next step

After submitting your application, you must submit your qualification documents to University Admissions. What you need to send in, and how, can vary depending on which country you studied in.

Please see [Documenting your eligibility for studies](#) for information regarding how to complete your application correctly, on time, and with the right documentation.

Spring Semester 2019

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-

OK

You will get a confirmation regarding your application by e-mail from universityadmissions.se. It is possible to change your courses or ranking order until the last day to apply. Deadline is 15 october 2018.