



Access Documentation for foreign education system candidates

? WHAT IS THE ACCESS DOCUMENTATION

These are the documents you must submit to access the **MASTER'S DEGREE** you want to study with us.

See the documentation to be submitted based on your [previous studies](#) and see the [FAQs](#)

VERY IMPORTANT Start the process with plenty of time. If your documentation requires authentication and an apostille to certify your prior studies, you will need to complete formalities that may take several weeks. See section 5 "Procedures" [here](#)

? SENDING YOUR DOCUMENTATION

1 If your documentation is **signed digitally**, you can send it:

If you have not formalized your enrollment: Through the [Pre-student Portal](#)

If you are already enrolled: On the [Student Portal](#), making a request and attaching the documents.

2 If your documentation is **NOT signed digitally**:

Make an appointment to submit it in person at your university's campus:

[Villaviciosa de Odón](#) | [Valencia](#) | [Canarias](#)

Or send a **certified copy of your original** documentation by registered mail to the Academic Secretary of your university.

📅 KEY DATE

You must submit your documentation along with your registration form. If You are already enrolled, You must provide it before the beginning of your classes.

DON'T WAIT UNTIL THE LAST MOMENT!

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38300 La Orotava
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Valentín Sanz, 27
38002 Santa Cruz de Tenerife

! IF YOU DO NOT SUBMIT THIS DOCUMENTATION:

- Your transcript will be closed
- You cannot continue your studies
- You cannot access the virtual campus
- You cannot attend class or take exams

REMEMBER: Documentation is accepted in Spanish or English only. You must provide a sworn translation and the diploma in its original language.