

APPOINTMENT AT THE INTERNATIONAL OFFICE

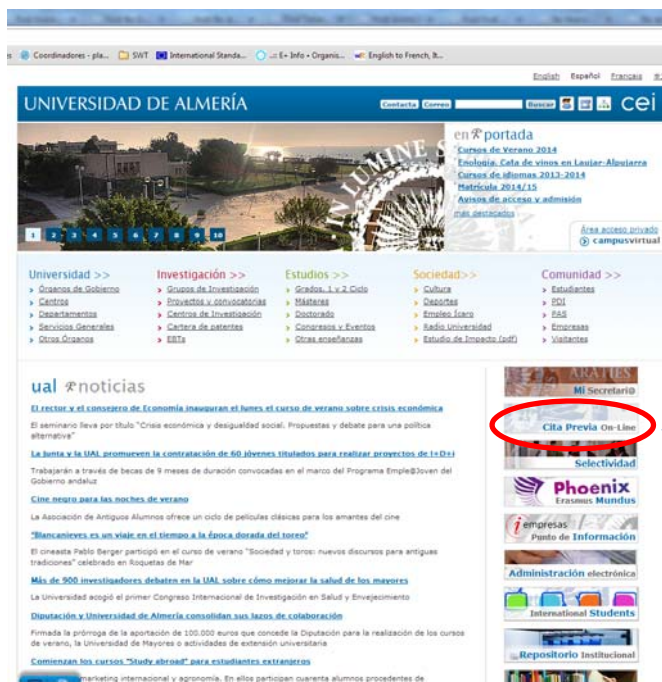
All international students coming to the University of Almeria need to make an appointment at the International Office in order to confirm his/her arrival and to get information about their stay.

You can get your appointment on-line once you know your arrival date. We will attend students at the office **since the 10th of September**, so you can not get an appointment before that date.

Moreover, you can only get an appointment on-line 15 days in advance, which is the reason why appointments on-line will be available since the **27th of August**.

To take your appointment you have to follow these instructions:

1. You have to click in the next link: <https://citaprevia.ual.es/InicioExterno.aspx>, or on the link "Cita Previa On-Line" in the right side of the web of the UAL.



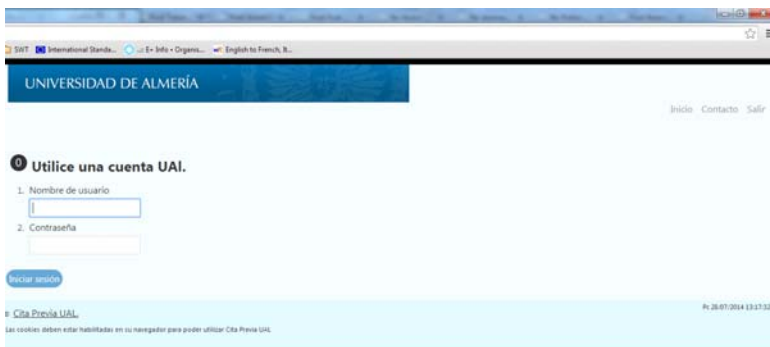
Click on "Cita Previa On-Line"

2. Select your appointment as student (Alumno).

Select the student profile
(Alumno)

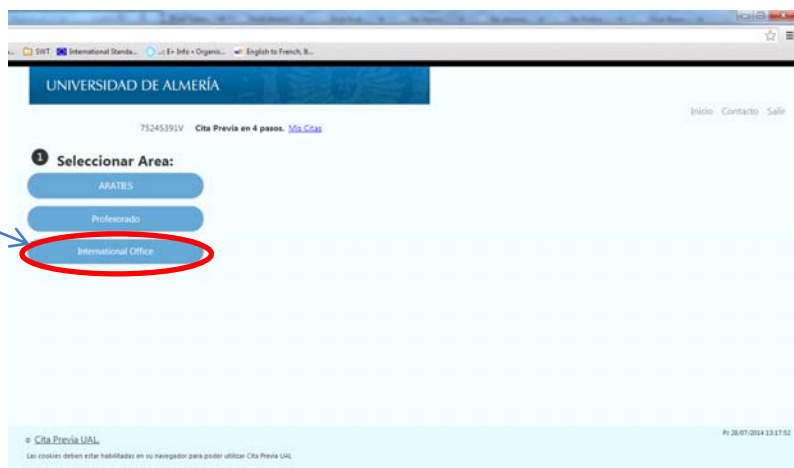


3. Insert your username and password.



4. Select the "International Office" Area:

International Office



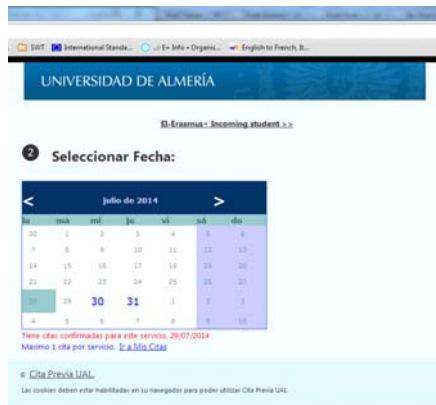
5. Select your personal option:

- a. Erasmus Incoming student
- b. From Non-European Country
- c. Phoenix Erasmus Mundus

You can check the "?" button (help) in every option if you need further information.



6. Choose the day and hour.



7. Data confirmation.

UNIVERSIDAD DE ALMERÍA

El-Erasmus - Incoming student >>> 30/07/2014 >>> 09:50

4 Confirmar Datos

NIT:

Nombre y Apellidos:

Telefono:

Correo electrónico:

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UNIVERSIDAD DE ALMERÍA

Listado de Citas Activas

5 Citas Confirmadas:

NIT:

Nombre:

Servicio	Fecha
El-Erasmus - Incoming student	30/07/2014 9:50:00

[Anular citas](#)

Se ha enviado un e-mail a la dirección de correo electrónico que ha indicado en el formulario, confirmando el día y hora de su cita.

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8. *Cancellation of an appointment.* You can cancel the appointment and get a new one if you have any problem to attend the date. You just have to enter again with your username and password

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Listado de Citas Activas

6 Anular Citas:

Servicio	Fecha
Anular El-Erasmus - Incoming student	30/07/2014 9:50:00

Elimina las citas no deseadas y pulse inicio para continuar

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Mensaje de la página https://citaprevia.ual.es: ¿Estás seguro de borrar esta cita?

6 Anular Citas:

Servicio	Fecha
Anular El-Erasmus - Incoming student	30/07/2014 9:50:00

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