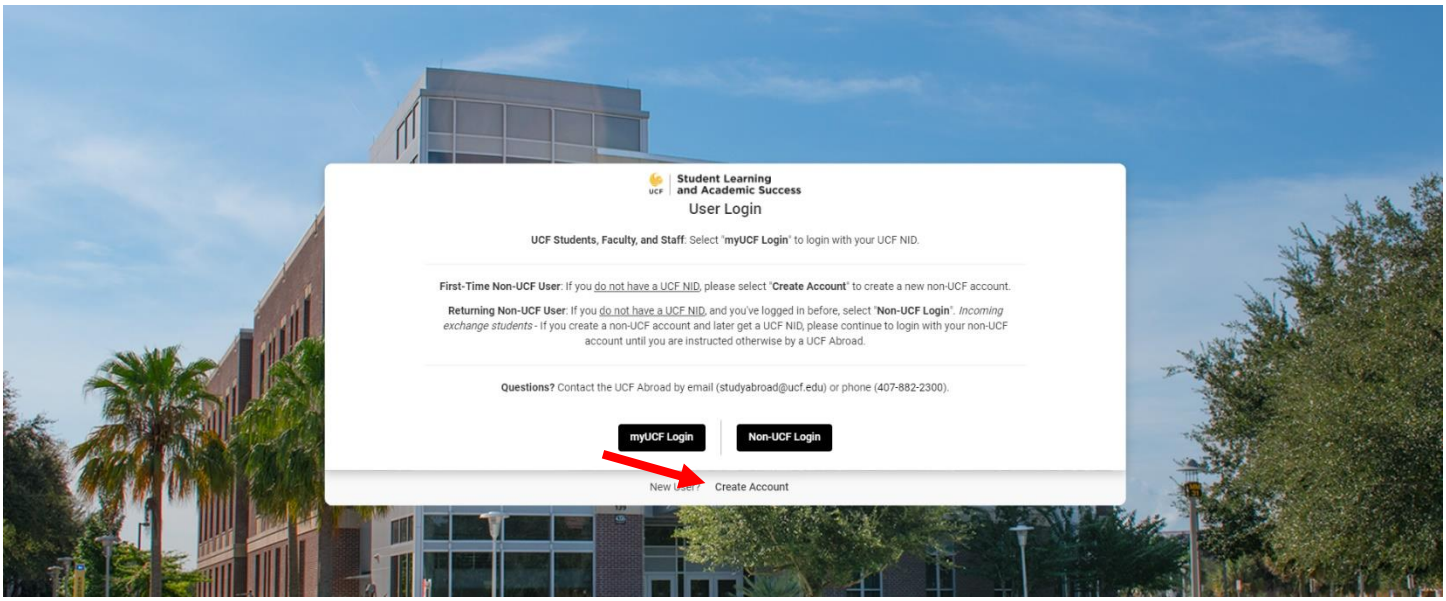
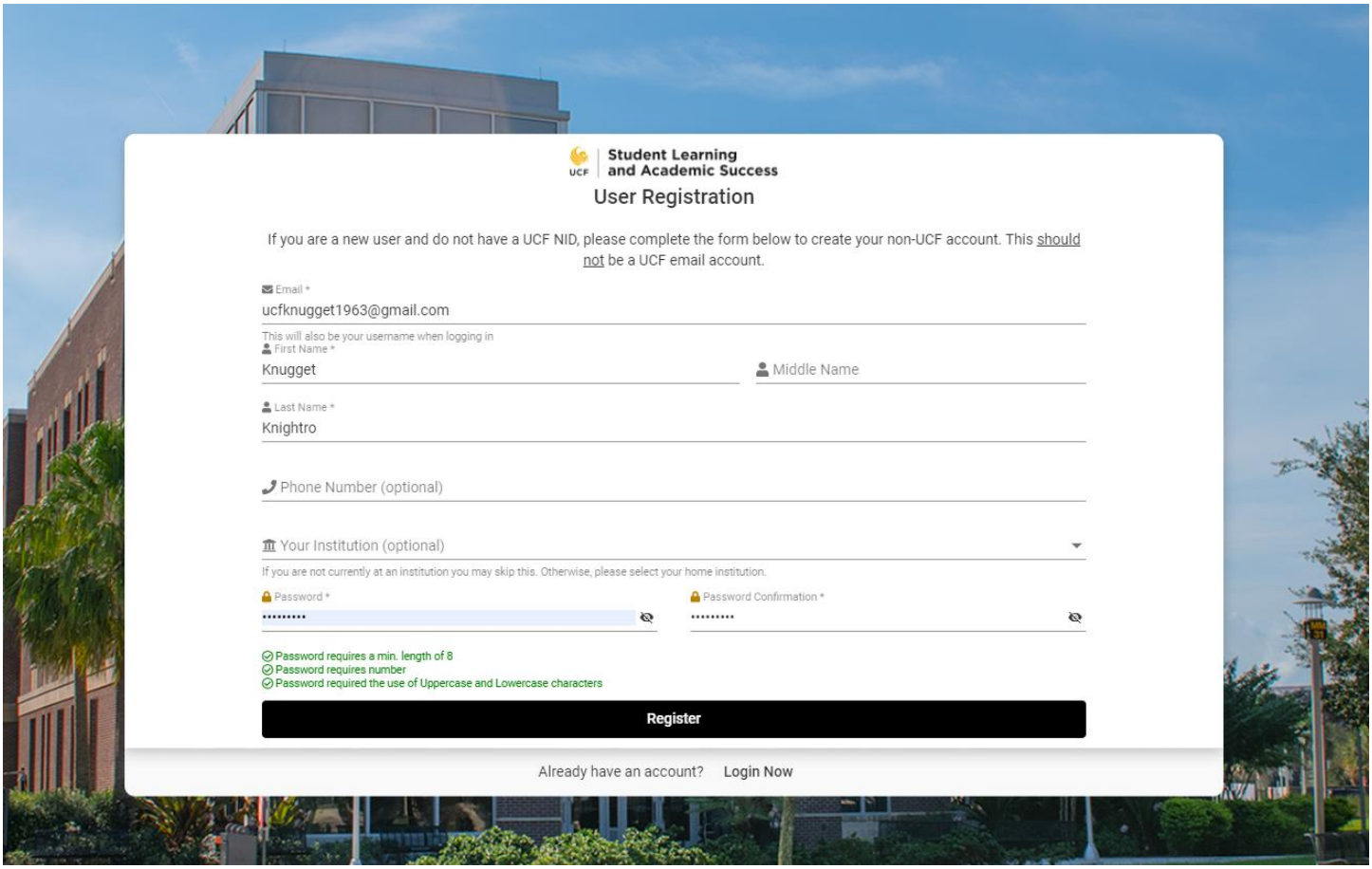
HOW TO CREATE YOUR STUDY ABROAD APPLICATION/PROFILE

Step 1: Go to https://studyabroad.ucf.edu , click 'Login'

Step 2: Choose 'Create Account' DO NOT LOGIN WITH YOUR NID/NID PASSWORD

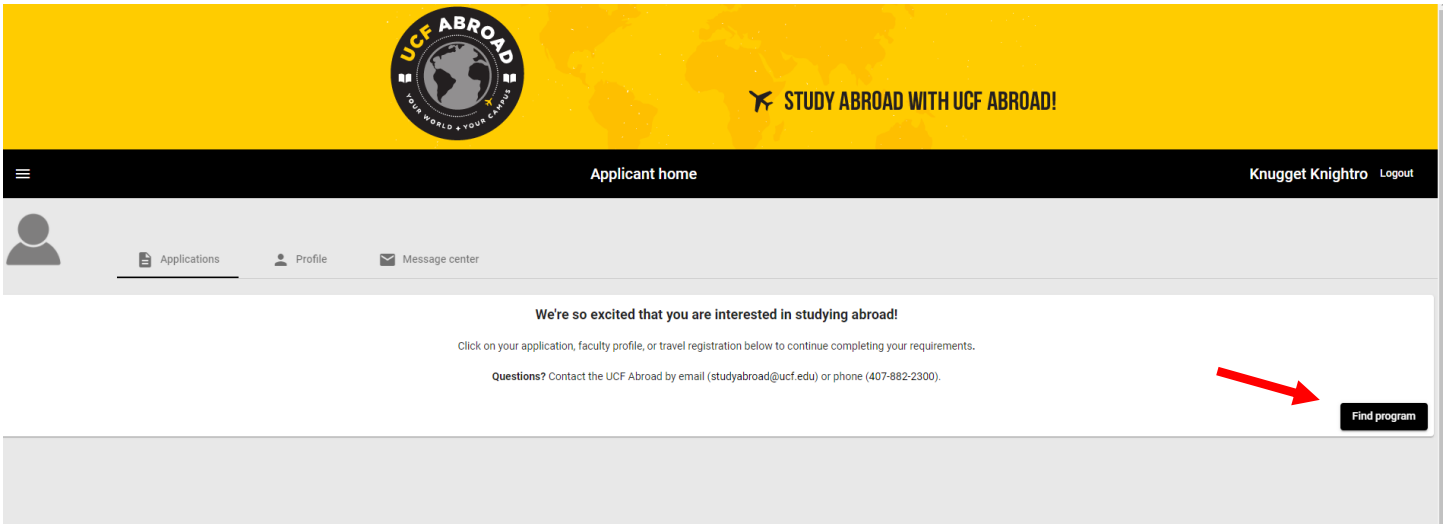


Step 3: Complete the User Registration Form, your home university will not appear in the 'Your Institution' lines, so leave it blank, click 'Register' once all required lines are filled.

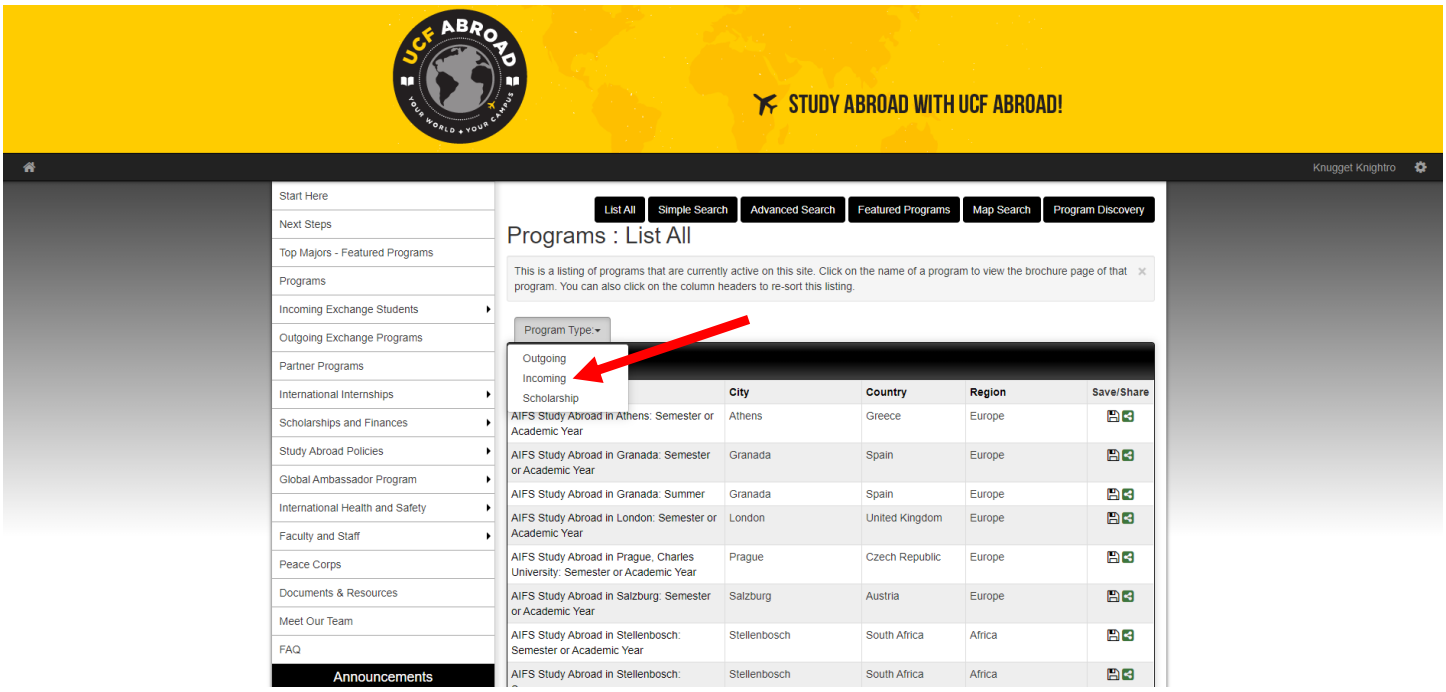


Step 4: Complete the required information.

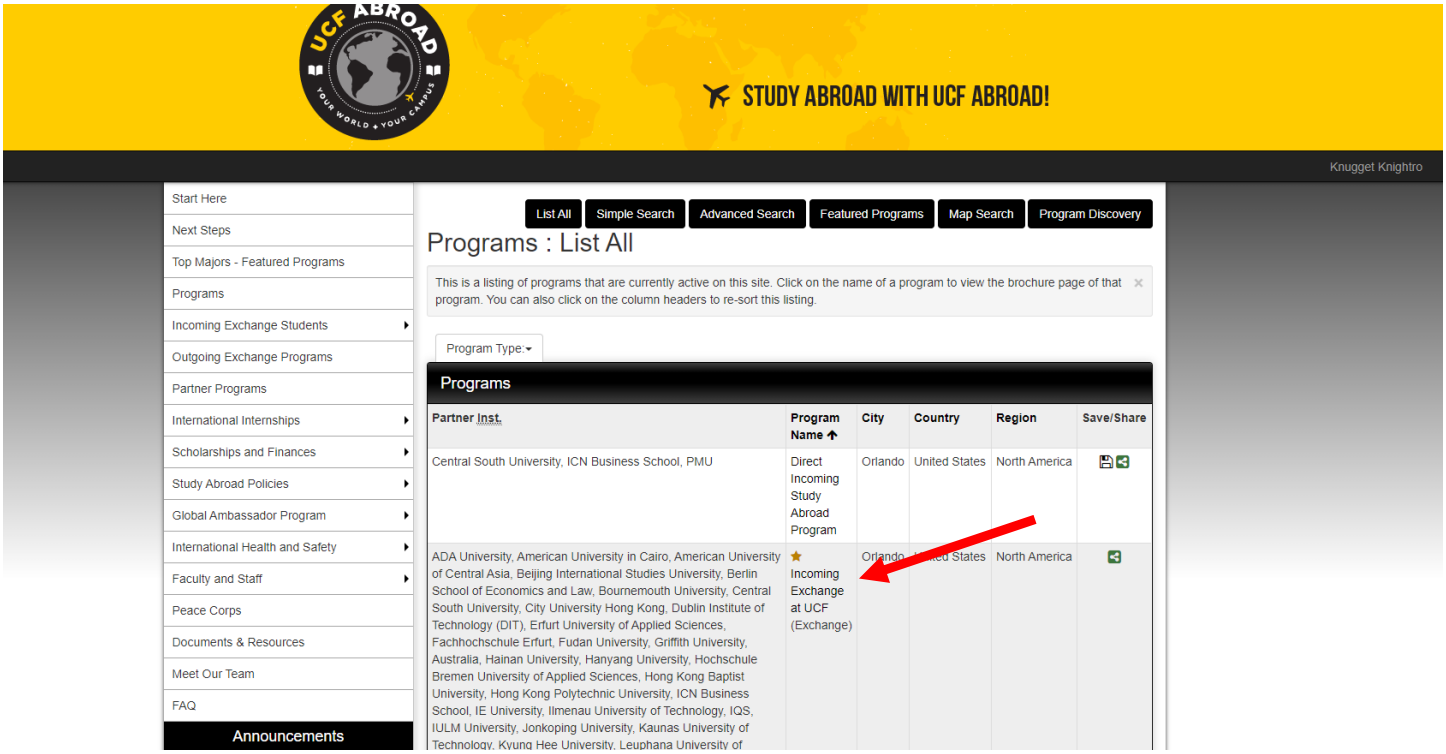
Step 5: Click ‘Find Program’



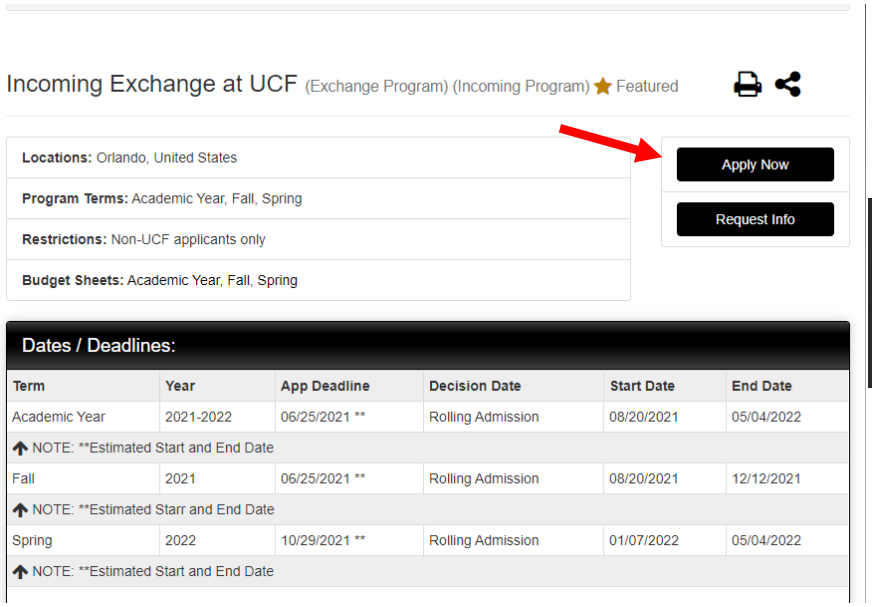
Step 6: On the Program List Page, click on ‘Program Type’ and select ‘Incoming’

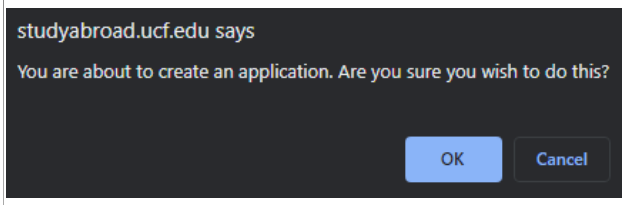


Step 7: On the following page choose ‘Incoming Exchange at UCF’

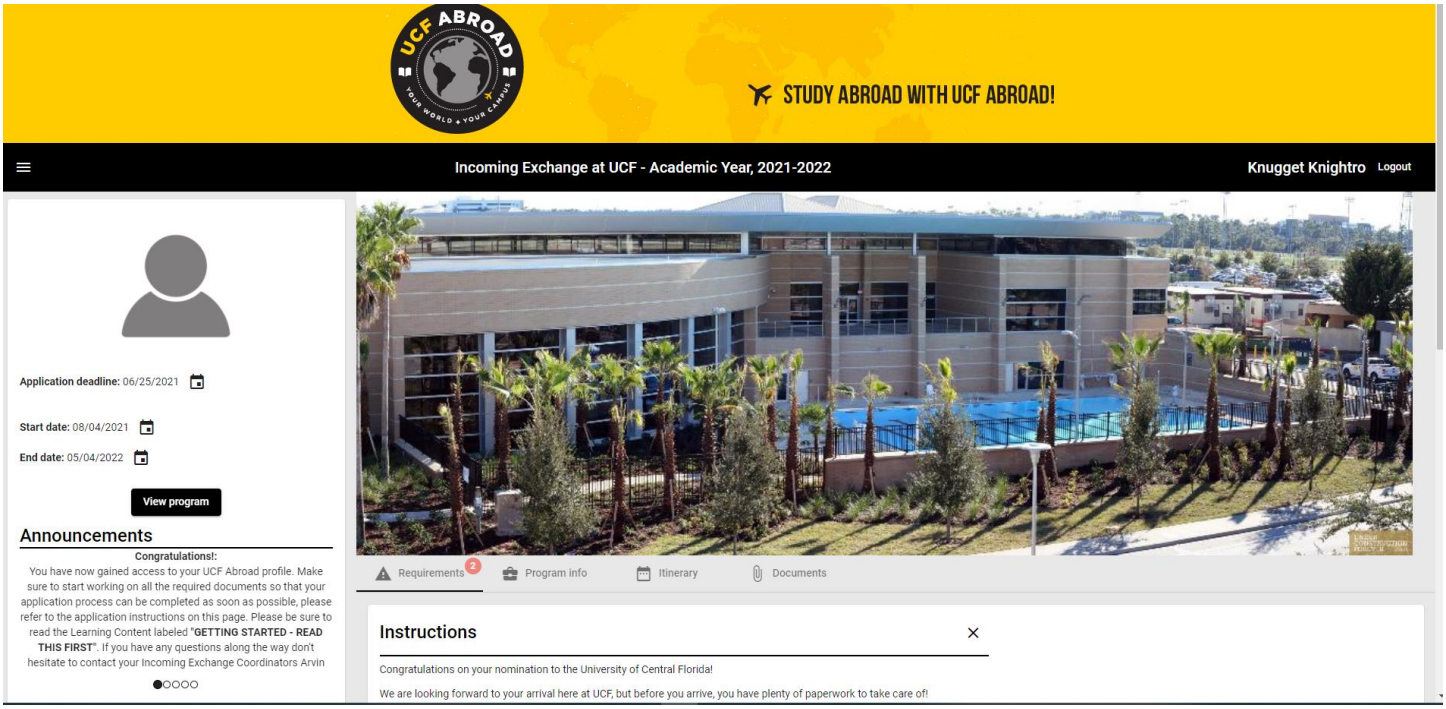


Step 7: On the following page click ‘Apply Now’ and click ‘OK’ if you receive a popup.





Step 8: Select the appropriate term and the website will bring you to the application. Be sure to fill out the required information.

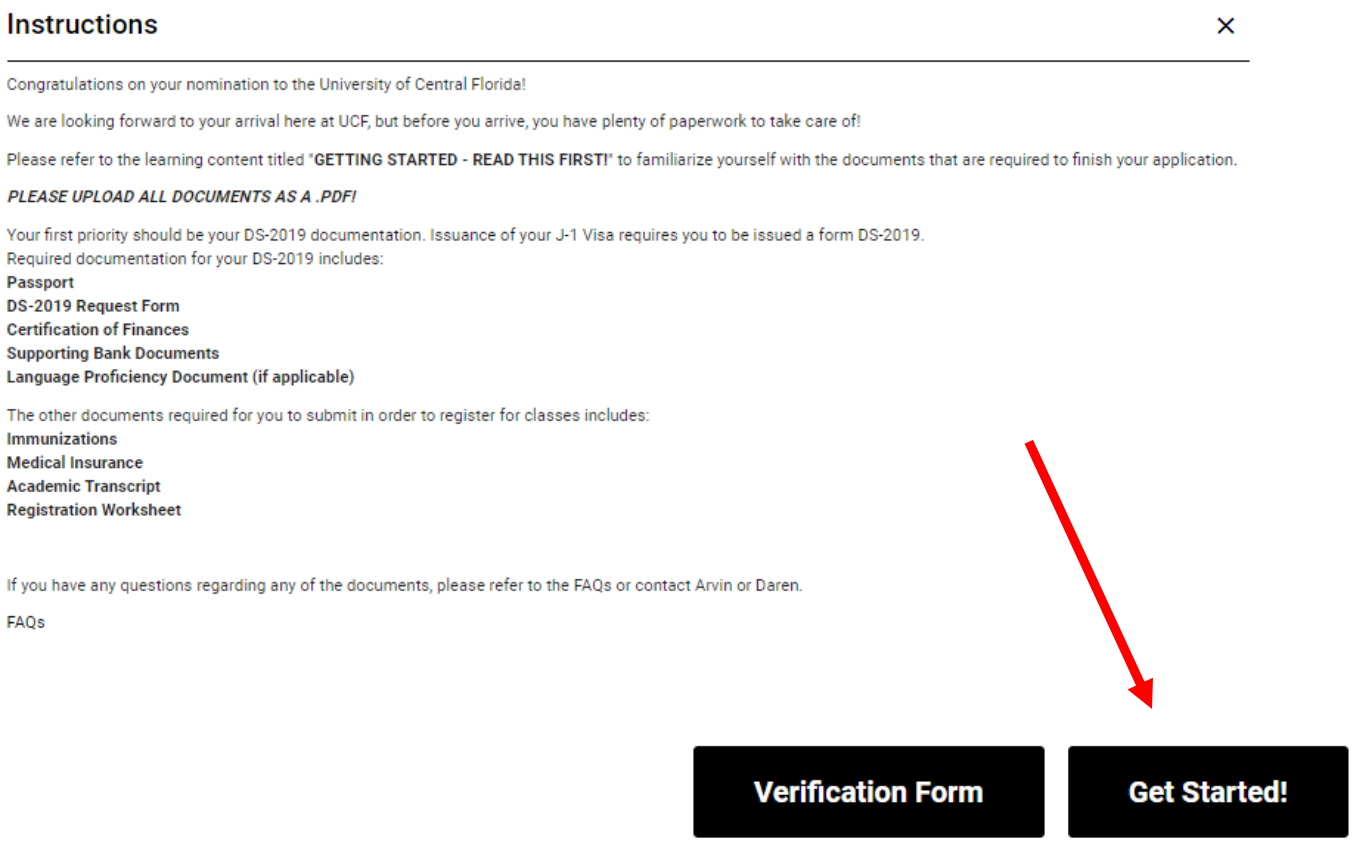


To navigate back to your application from the site home, click the home button on the top left, select 'Applicant' then click on your application.

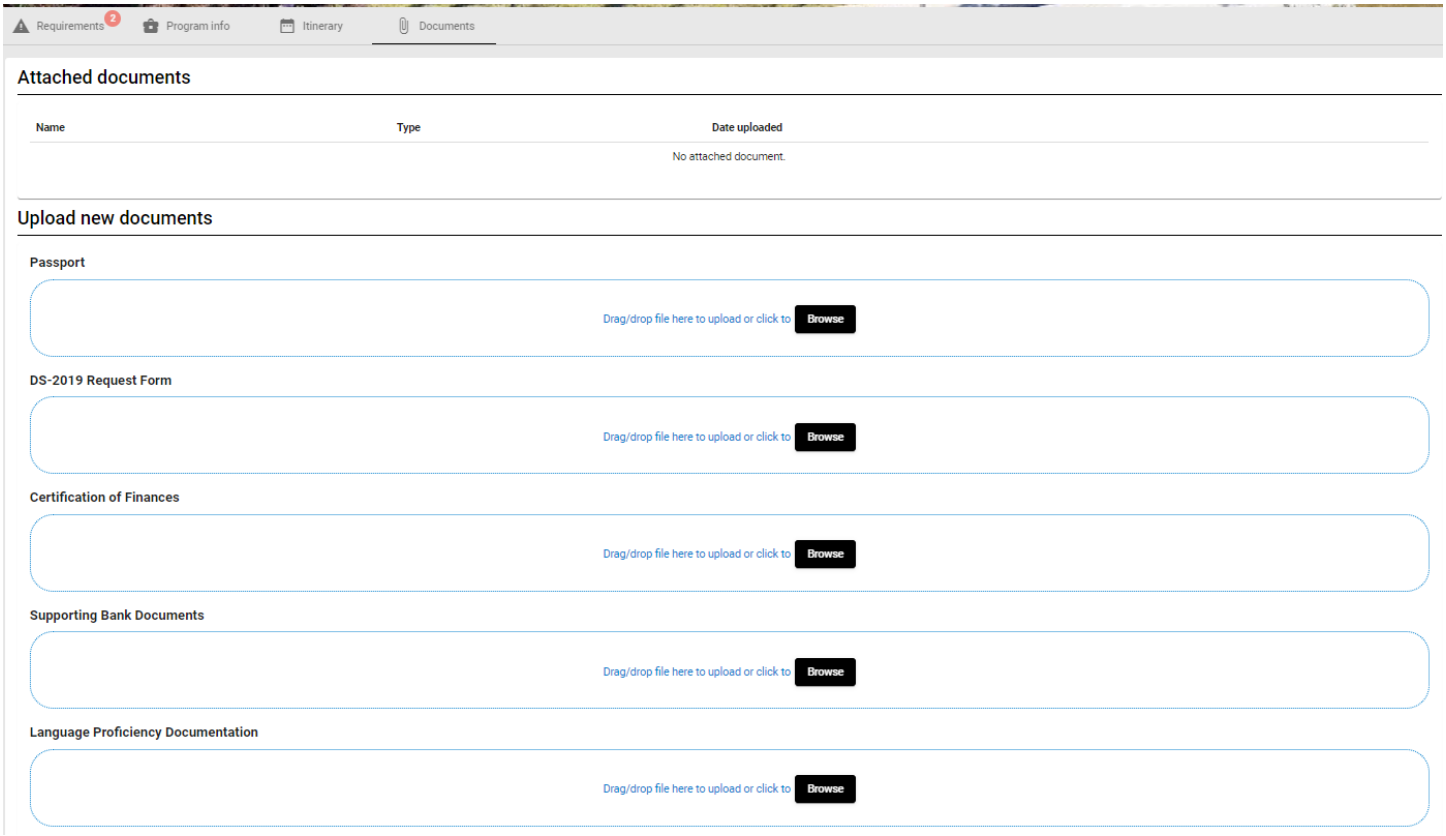
Step 9: Once you have created your application you are now ready to submit your documents required for immigration and registration into classes.

THE FIRST THING YOU SHOULD DO IS FAMILIARIZE YOURSELF WITH THE DOCUMENTS. DO THIS BY READING THE LEARNING CONTENT, CHOOSE 'GET STARTED'

YOU CAN IGNORE THE VERIFICATION FORM



Step 10: Once you have acquired your documents and are ready to upload them, please choose the 'Documents' tab on your application and upload them to the appropriate document classification.



If you have any questions, please refer to the Incoming Exchange FAQs or email the exchangein email at exchangein@ucf.edu