# Course Registration Form

Study Programme:

Academic Year:

Year of Study:

|  |
| --- |
| First Name, Surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID: \_\_\_\_\_\_\_\_\_\_  E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Transfer student: Yes \_\_\_ No \_\_\_ Extra credits course: Yes \_\_\_ No \_\_\_ |

**Complete and submit this form to register to the courses. Please list the courses you will be attending. For languages, please fill in the Language Registration Form.**

***Transfer students* who must take courses pending from Credit Transfer Map will need to fill in the blank rows stating the course name and marking Core/Elective manually.**

***Students who opted to take extra credit* courses must fill in the blank rows stating the name of the course they wish to take and marking.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **No.** | **Code** | **Name of the course** | **Core** | **Elective** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |
| **4** |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Extra Credit Request

Students registering for more than 30 ECTS credits per semester (or 60 ECTS credits per academic year) **must obtain course-overload authorization from the Course Leaders** **or the Chief Academic Officer**. This should be done at the time of early registration and submitted to the Student Administration office via e-mail ([registrar@miuc.org](mailto:registrar@miuc.org)) and in paper.

I hereby request to be enrolled to the study for extra modules listed in the Course Registration Table

In the the \_\_\_\_\_\_\_\_ Semester Academic Year \_\_\_\_\_\_\_ on the basis of:

(Please provide a detailed and clear explanation, in your own words, about why you are making this request) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

IMPORTANT NOTE: Every additional credit beyond 30 ECTS credits per semester will incur per-credit charges (Please advise with the Admissions Office).

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Release Form

I hereby grant *Marbella International Universities Centre* the right to use, publish and reproduce for all purposes my name, pictures of me in lm or electronic (video) form, sound and video recordings of my voice in printed and electronic format in any and all media.

My name/pictures/sound might be used for exhibition, distribution, promotion and advertising in brochures and other print media. I hereby waive the right to receive any payment for signing this release and waive the right to receive any payment for *Marbella International Studies Centre* use of any of the material described above for any of the purposes authorized by this release.

This authorization for the use of my image is made under the Spanish Organic Law 1/1982 of the 5th of May about Civil Protection of right to honour, personal integrity and the self-image and the Spanish Organic Law 13/1999 of the 13th of December about Personal Data Protection.

I acknowledge that I have read the foregoing and I fully understand the contents.

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_