



UADE
UNIVERSIDAD ARGENTINA

MOBILITY ONLINE Guideline

For Students

Contact us: incoming@uade.edu.ar

Introduction

Mobility Online is the **platform used by UADE**, incoming students, and partner universities **to manage the nomination and application process** for the following programs:

- Exchange semester mobility
- Dual degree programs
- Doing Business in Latin America Program
- Freemover students



Let's see how it works...

STEP ONE: Nomination

- If you are applying for one or two exchange semesters, a dual degree, or the Doing Business in Latin America Program **through a partner university**, your mobility advisor must nominate you.
- If you are applying as a **freemover student** (without a partner agreement), please contact incoming@uade.edu.ar to receive the correct application link.

STEP TWO: Registration

Once UADE accepts your nomination:

- You will receive an email with a link to create your **username and password** (please keep them safe).
- The email will also include a list of documents that must be uploaded in the next step.
- Complete your personal information on the platform so UADE can validate it.
- UADE will confirm your information and indicate the **deadline** to upload documents.

Application Deadlines:

- 15 May → For students starting in August
- 15 November → For students starting in March
- 8 November → For the Doing Business in Latin America Program

STEP THREE: Uploading Documents

You must upload the following documents before the indicated deadline:

- Signed application form
- Recommendation letter
- Handwritten application letter
- Passport copy
- Spanish language certificate/letter
- Transcript of records from your home university
- One photo

UADE will review the documents and inform you if anything is missing. If accepted, you will receive an email with your **Acceptance Letter** and further instructions.

STEP FOUR: Acceptance Letter

Along with your acceptance letter, UADE will set a deadline to submit your Learning Agreement. This deadline may vary depending on the academic year.

STEP FIVE: Learning Agreement

- Download UADE's Learning Agreement template from the platform.
- Complete it with the required courses (preferably typed, not handwritten).
- Upload the file back to the platform.
- UADE will review it and let you know if changes are needed.

STEP SIX: Health Insurance & Student Visa

Both are mandatory requirements:

- **Health insurance** approved by UADE.
- **Student visa** (if required by your length of stay).

 Without these documents, you will not be allowed to take final exams.

STEP SEVEN: Semester Extension

- Students on regular exchange or freemover programs may request an extension during their mobility.
- Students who already applied for two semesters or are in dual degree programs will have their second semester opened automatically.
- In both cases, you must repeat Steps 5 and 6.
- Students attending UADE in the Spring semester (Aug–Dec) may extend their stay to join the Doing Business in Latin America Program.

STEP EIGHT: Transcript of Records

- Once you finish your semester, UADE will issue a **Transcript of Records**.
- It will be sent to your home university's mobility advisor, or directly to you if you are a freemover.
- You can also download it from your Mobility Online account.

Important:

- Transcripts for the Autumn semester (March–July) are sent in September.
- Transcripts for the Spring semester (Aug–Dec) are sent in February.
- Students attending two semesters or dual degree programs will receive their transcript only after the second semester is completed.



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We hope to see you!

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