UJI Pre-enrolment Application Walkthrough

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Related Deliverable(s)		**Dissemination Level (*)**	PU
Lead Participant	UJI	**Lead Author**	
Contributors		**Reviewers**	

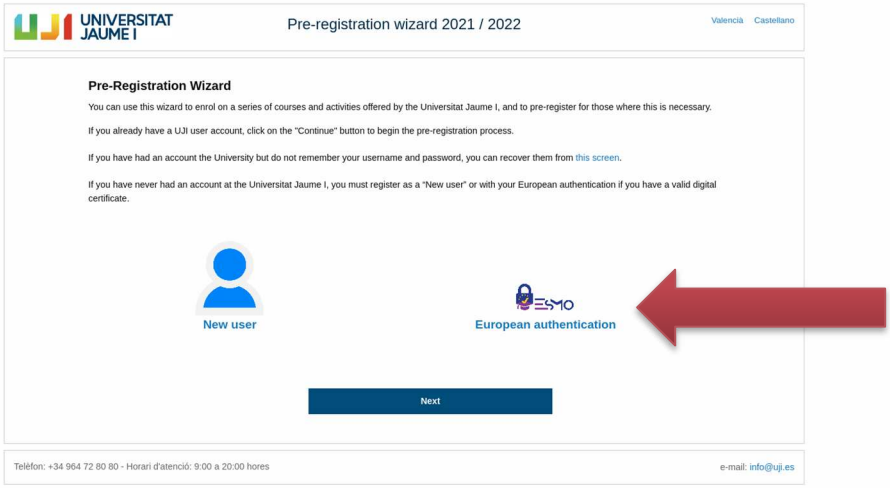
Keywords :

1 User Access with eIDAS

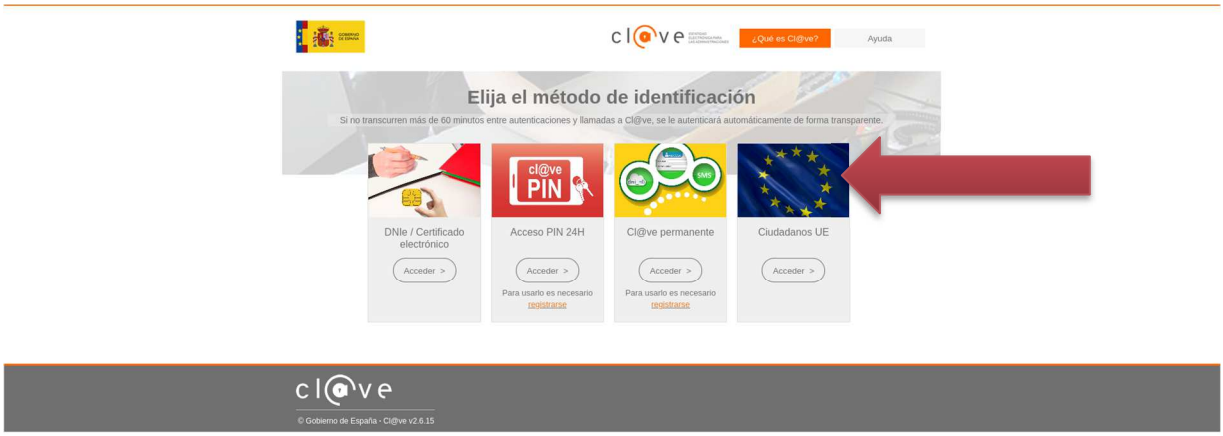
Please, follow the instructions below and the ones in the next section to apply for a study programme.

If you are a test user you will first need to be whitelisted to get access, so please, proceed with this section and read the special instructions for testers at the end of the section (Section 1.1).

Access the pre-enrolment service at https://preinscripcio.uji.es/ and click on the **European Authentication** button.

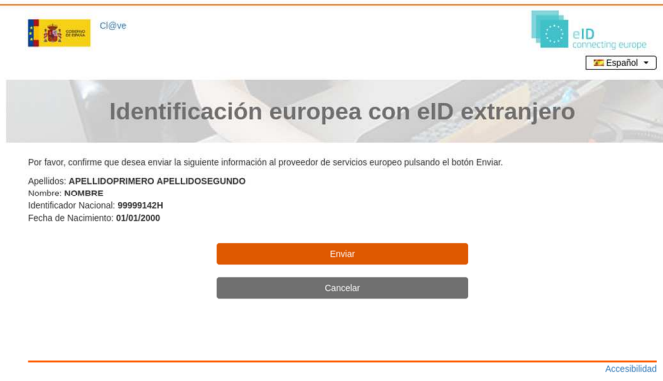


Click on **EU Citizen** identity provider button.



Select your country of origin on the drop-down menu.

From this point on, you need to follow the eIDAS authentication process in your country of origin. Please, refer to the documentation on the matter. Here we will display the process for the Spanish Identity Provider, for the sake of completeness.



When you get redirected back to the application, you will see the following screen. Select the language you want to use for the application and click **Next**.

Now select **Master's Degree Pre-Registration** button

If this does not display the course you want to apply for, you are outside of an official enrolment period. Otherwise, proceed to **Section 2** of this document.

1.1 Special consideration for testers

If the step above does not display any courses, we are outside of an official pre-enrolment period.

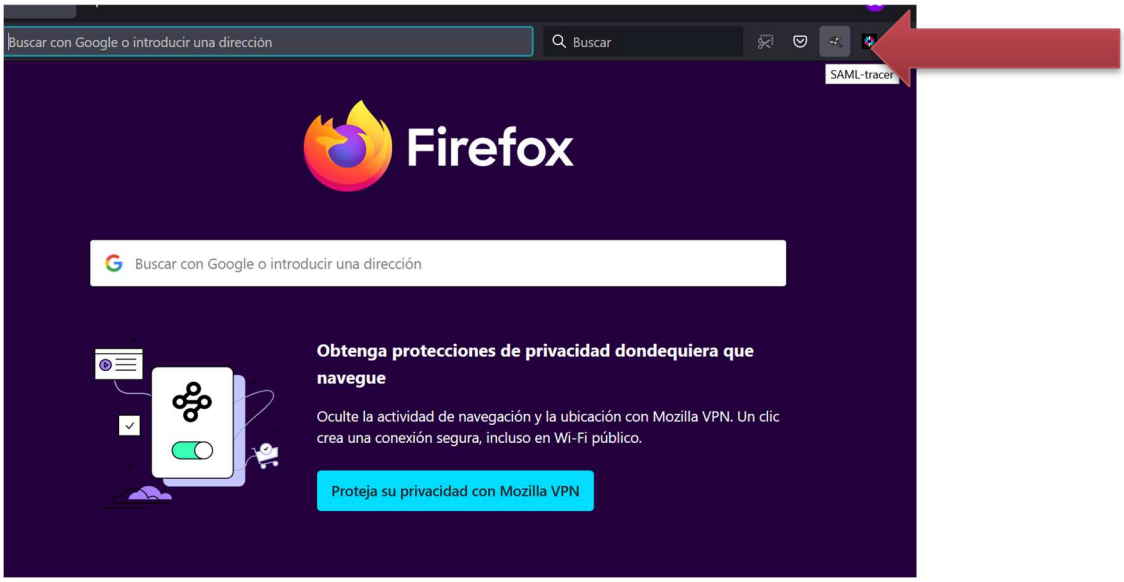
This service can only be accessed during the official periods when the students can apply for an opening in the offered courses, which happen at different times of the year, depending on the nature of each study programme.

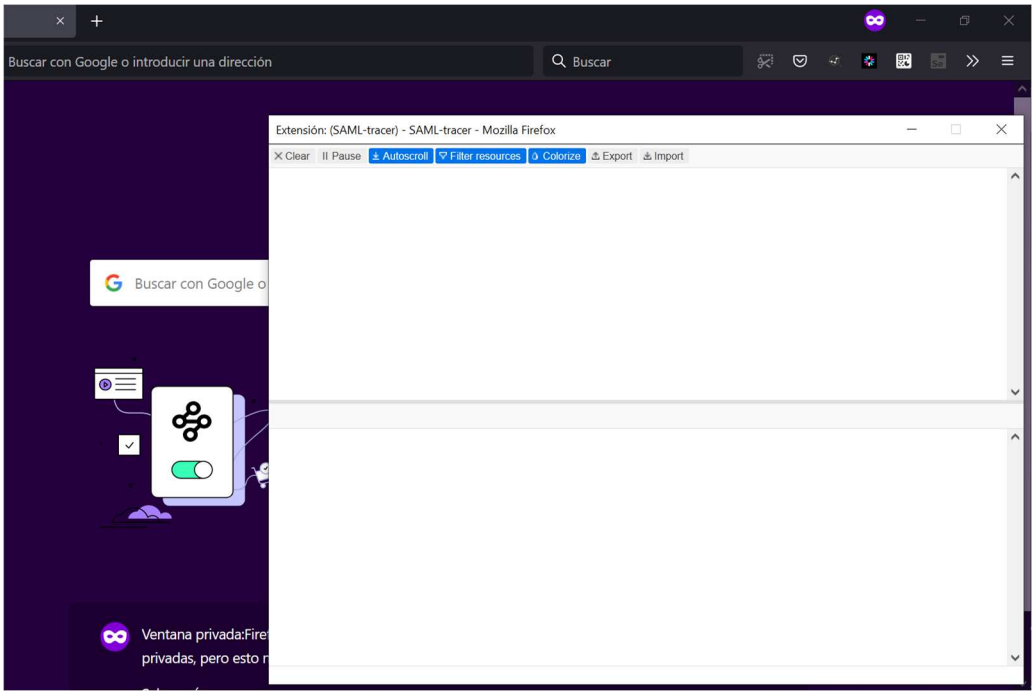
To facilitate access to real production testing of the application with focus groups outside of the official application periods, UJI will enable the dummy course pre-enrolment line whenever an official enrolment is not available, but to access this line you need to be whitelisted.

If you are a test user, please, perform the actions describe in section 1 again, but before that, please:

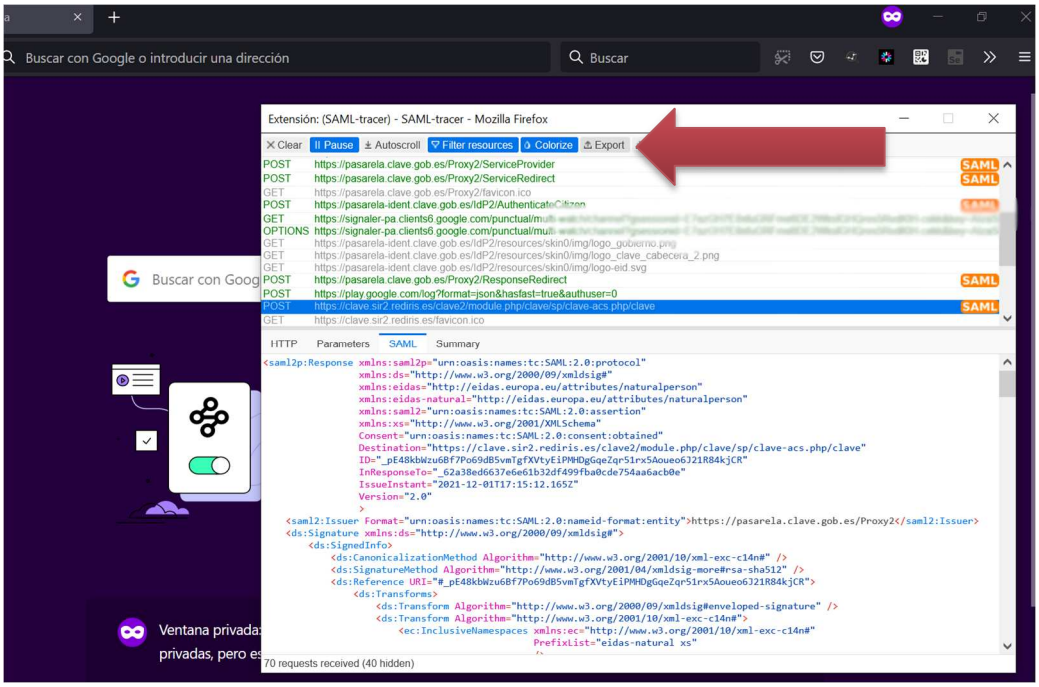
1. Make sure you are using Firefox or Chrome web browsers

2. Install SAML Tracer extension and open it:
    a. Firefox
    b. Chrome

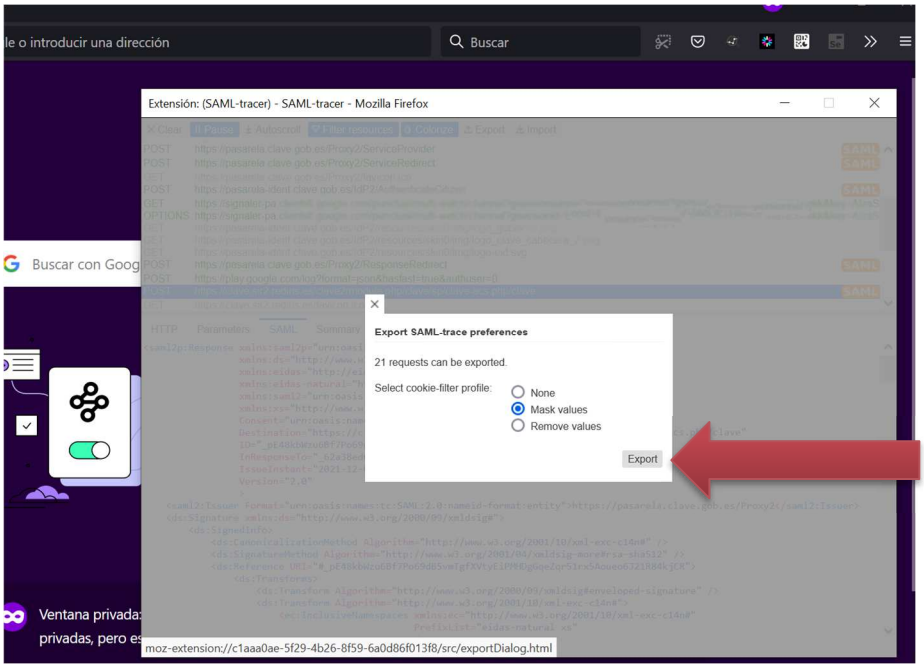




3. Perform the section 1 steps whule the SAML Tracer window is open. It will fill with log entries as can be seen below. When you are done, click the export button.



4. Finally, click export and this will download a file named SAML-tracer-export-….json.

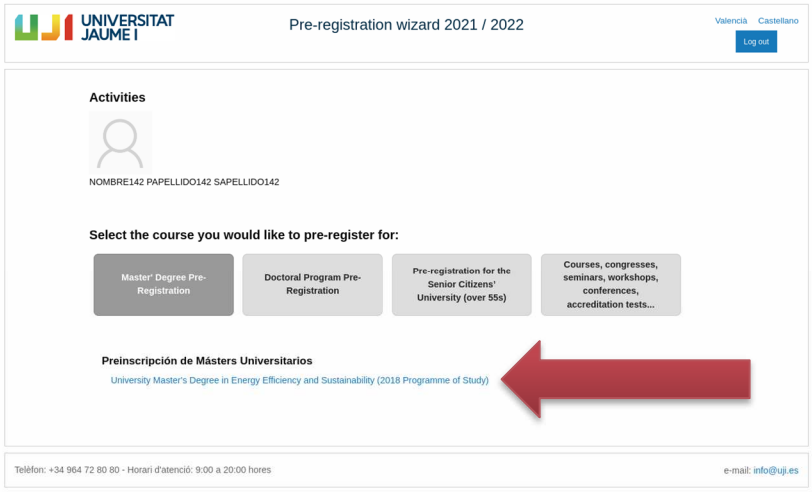


5. E-mail the exported file to the individual who asked you to perform the test, so your user can be whitelisted. You will be notified when you can repeat (and now complete) the test.

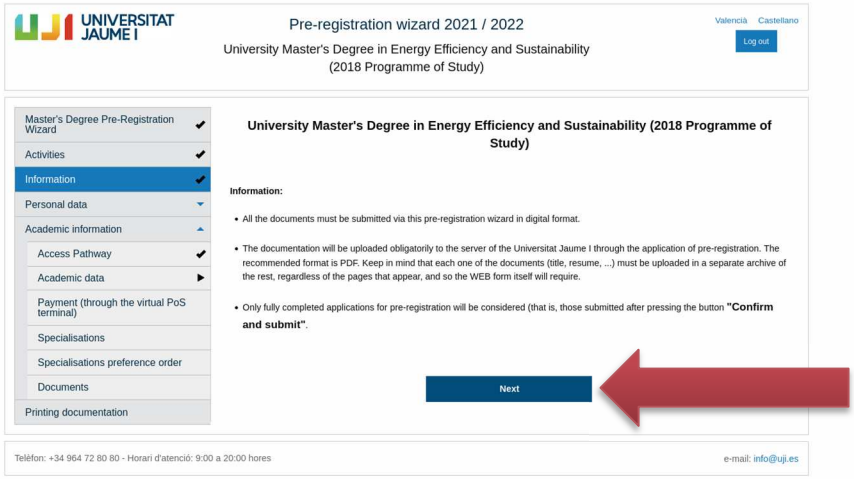
2 Pre-enrolment Service Walkthrough

Before performing the following steps, **you need to complete section 1 steps**.

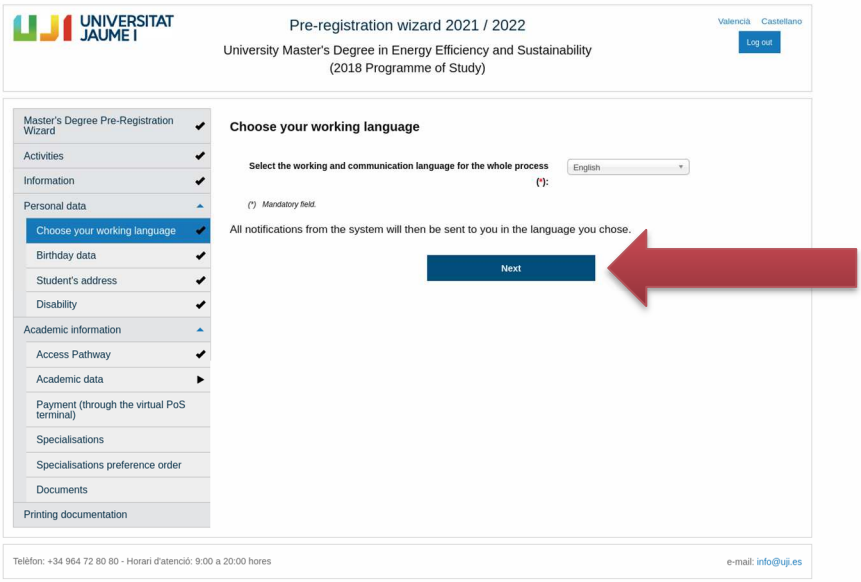
When you click on the **Master's Degree Pre-Registration** button, a list of the available courses will show. Click on the course of your choice.



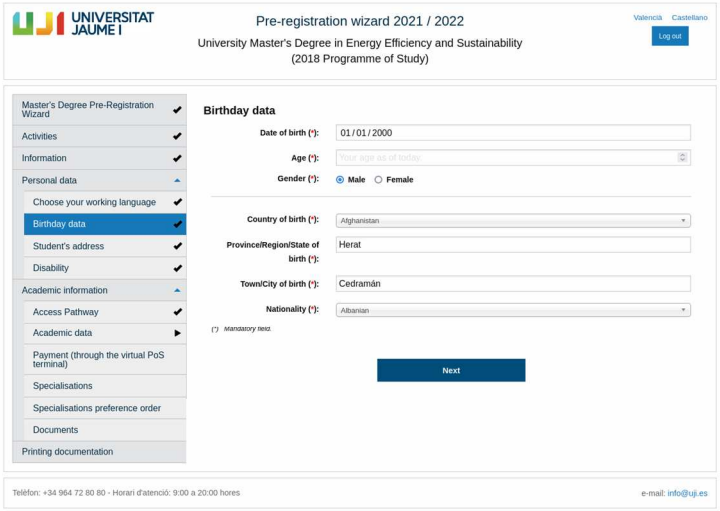
This is an information screen about the data treatment and other considerations. Click next.

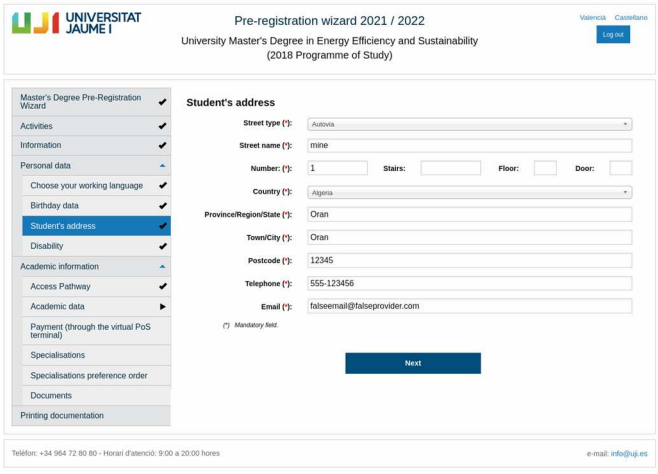


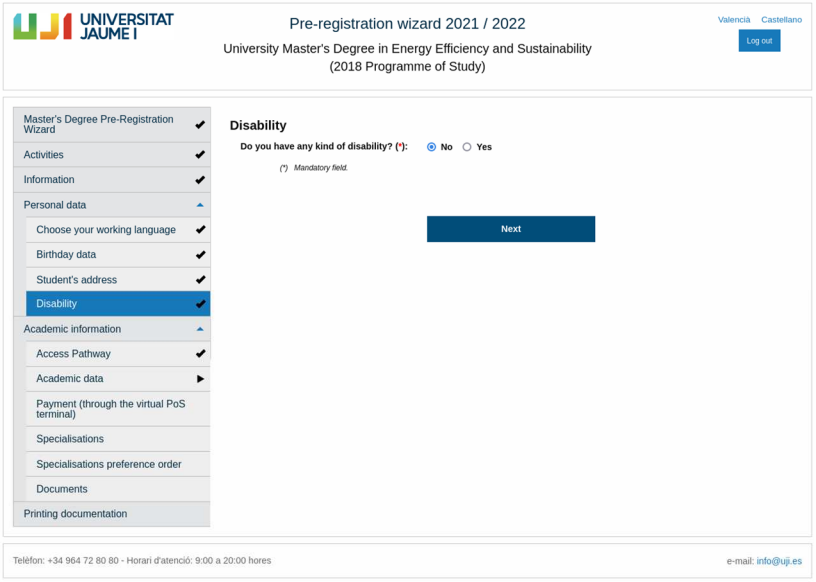
Now select the language you prefer to receive your notifications on and click next.



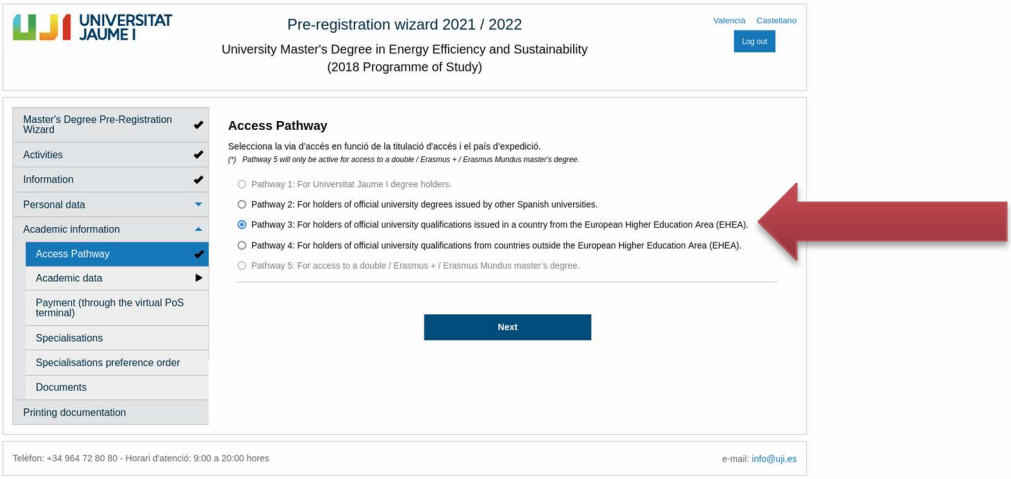
This is your personal information form. The birth date should be filled in through the eIDAS data. Fill in and click next. Keep doing the same in the upcoming forms.



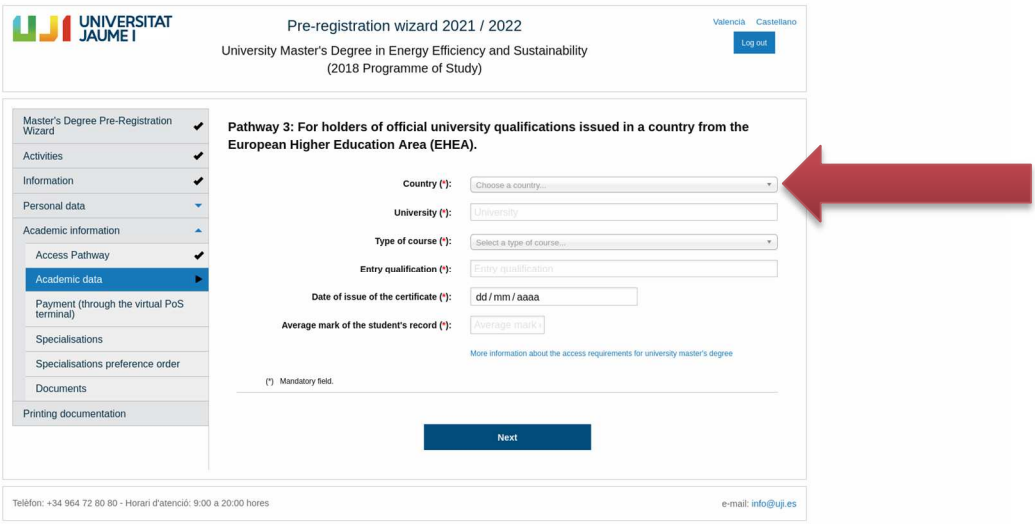




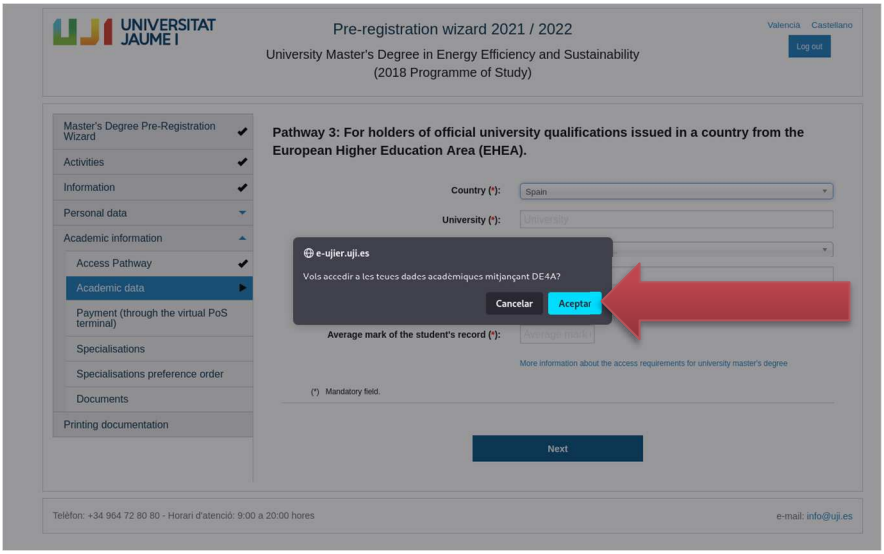
In this form, **choose Pathway 3**, which is the one for EU Students. Click next



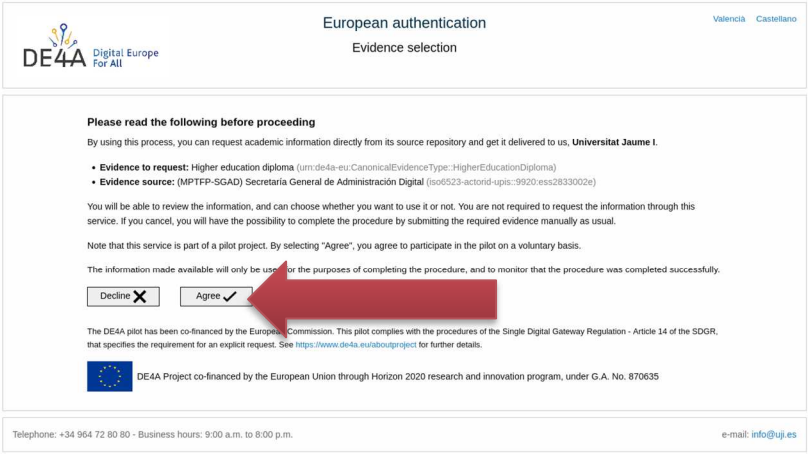
In this section you are asked to insert the academic info that enables you to access the programme. Here is where you can retrieve the data through DE4A. **Select the country where you obtained your undergraduate diploma**.



If oyur country is in DE4A, you will be asked if you want to retrieve your data through DE4A. **Accept**.

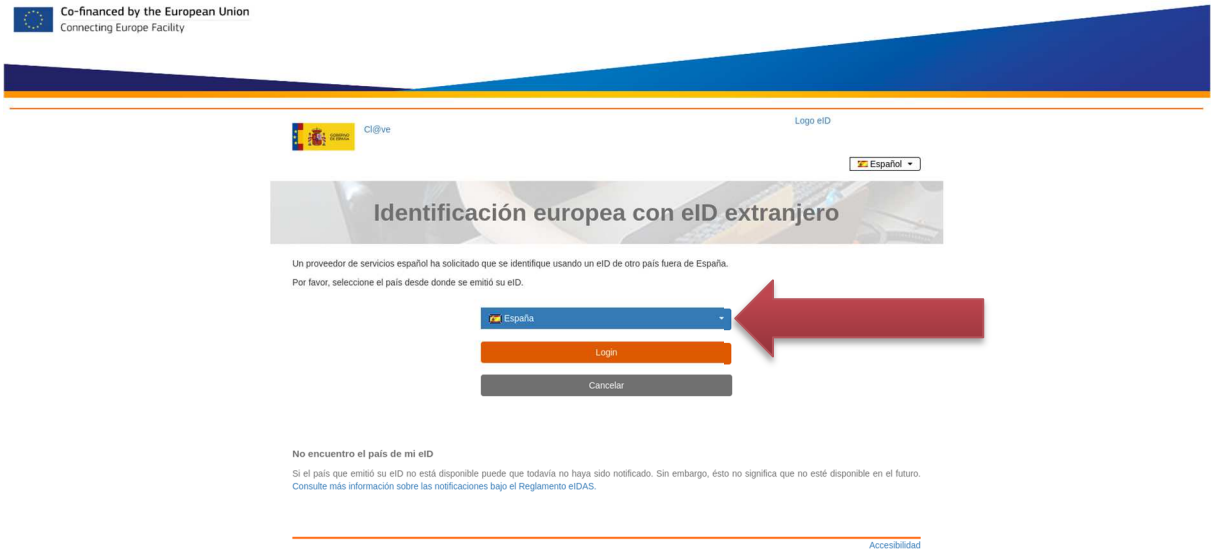


Now you are on the DE4A specific application. You are informed of the procedure and the data treatment (which you can always reject to provide the data using the common procedure), which evidence and where it will be requested (based on the selected country). **Choose Agree.**

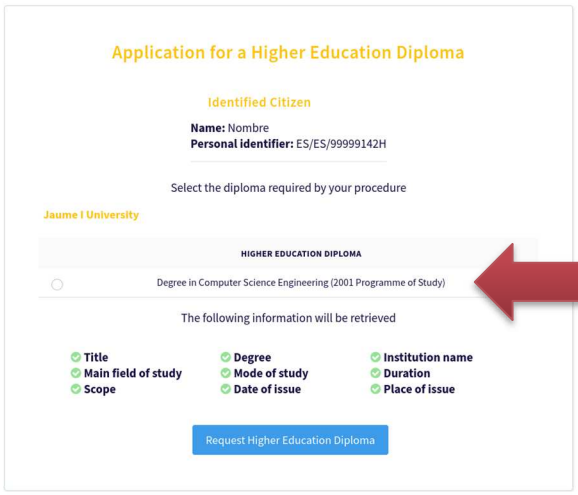


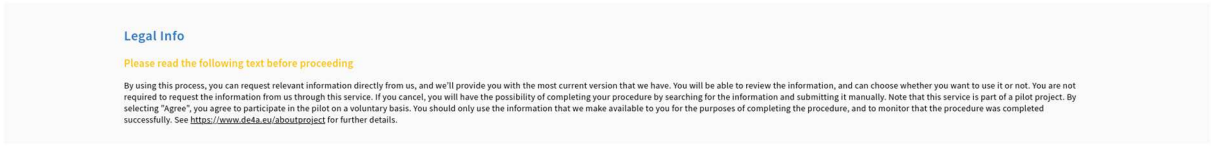
You will be redirected to the data provider of your country of origin. We add here the Spanish one for the sake of completeness. It will request a new eIDAS authentication. Again, follow the steps displayed in section 1.

Welcome to the Spanish Citizen Folder homepage
Here you can obtain the necessary evidence for your procedure.
Previously, you'll have to authenticate in eIDAS to continue.
Authentication


Co-financed by the European Union
Connecting Europe Facility
Cl@ve
Logo eID
Español
Identificación europea con eID extranjero
Un proveedor de servicios español ha solicitado que se identifique usando un eID de otro país fuera de España.
Por favor, seleccione el país desde donde se emitió su eID.
España
Login
Cancelar
No encuentro el país de mi eID
Si el país que emitió su eID no está disponible puede que todavía no haya sido notificado. Sin embargo, ésto no significa que no esté disponible en el futuro.
Consulte más información sobre las notificaciones bajo el Reglamento eIDAS.
Accesibilidad

Evidence provided by the Spanish Data Intermediation Platform of the National State Administration, issued by Universitat Jaume I





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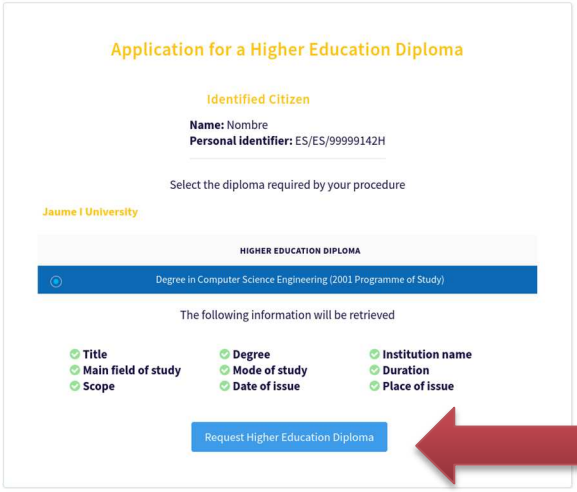
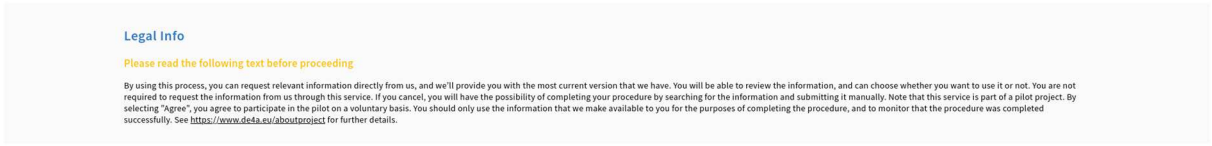
Connecting Europe Facility

Evidence provided by the Spanish Data Intermediation Platform of the National State Administration, issued by Universitat Jaume I





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Datos

DE4A Digital Europe For All

Evidence provided by the Spanish Data Intermediation Platform of the National State Administration, issued by Universitat Jaume I

Canonical Evidence

Higher Education Diploma

Issuing authority:

Jaume I University

The requested higher education certificate shall be submitted to the following authority:

(UJI) Universitat Jaume I de Castellón

Your personal details

IDENTIFIER	GIVEN NAME	FAMILY NAME	DATE OF BIRTH
99999142H	Nombre	ApellidoPrimero ApellidoSegundo	2000-01-01

Diploma details

TITLE	DEGREE	INSTITUTION NAME	MAIN FIELD OF STUDY
Degree in Computer Science Engineering (2001 Programme of Study)	Degree in Computer Science Engineering (2001 Programme of Study)	Jaume I University	http://data.europa.eu/snb/isced-f/0610

MODE OF STUDY	DURATION OF EDUCATION	SCOPE	DATE OF ISSUE	PLACE OF ISSUE
http://data.europa.eu/europass/learningScheduleType/fullTime	P5Y	352.0	2008-07-22	Castellon

Download the evidence in PDF

Retrieve

Legal Info

Please read the following text before proceeding

By using this process, you can request relevant information directly from us, and we'll provide you with the most current version that we have. You will be able to review the information, and can choose whether you want to use it or not. You are not required to request the information from us through this service. If you cancel, you will have the possibility of completing your procedure by searching for the information and submitting it manually. Note that this service is part of a pilot project. By selecting "Agree", you agree to participate in the pilot on a voluntary basis. You should only use the information that we make available to you for the purposes of completing the procedure, and to monitor that the procedure was completed successfully. See https://www.de4a.eu/aboutproject for further details.

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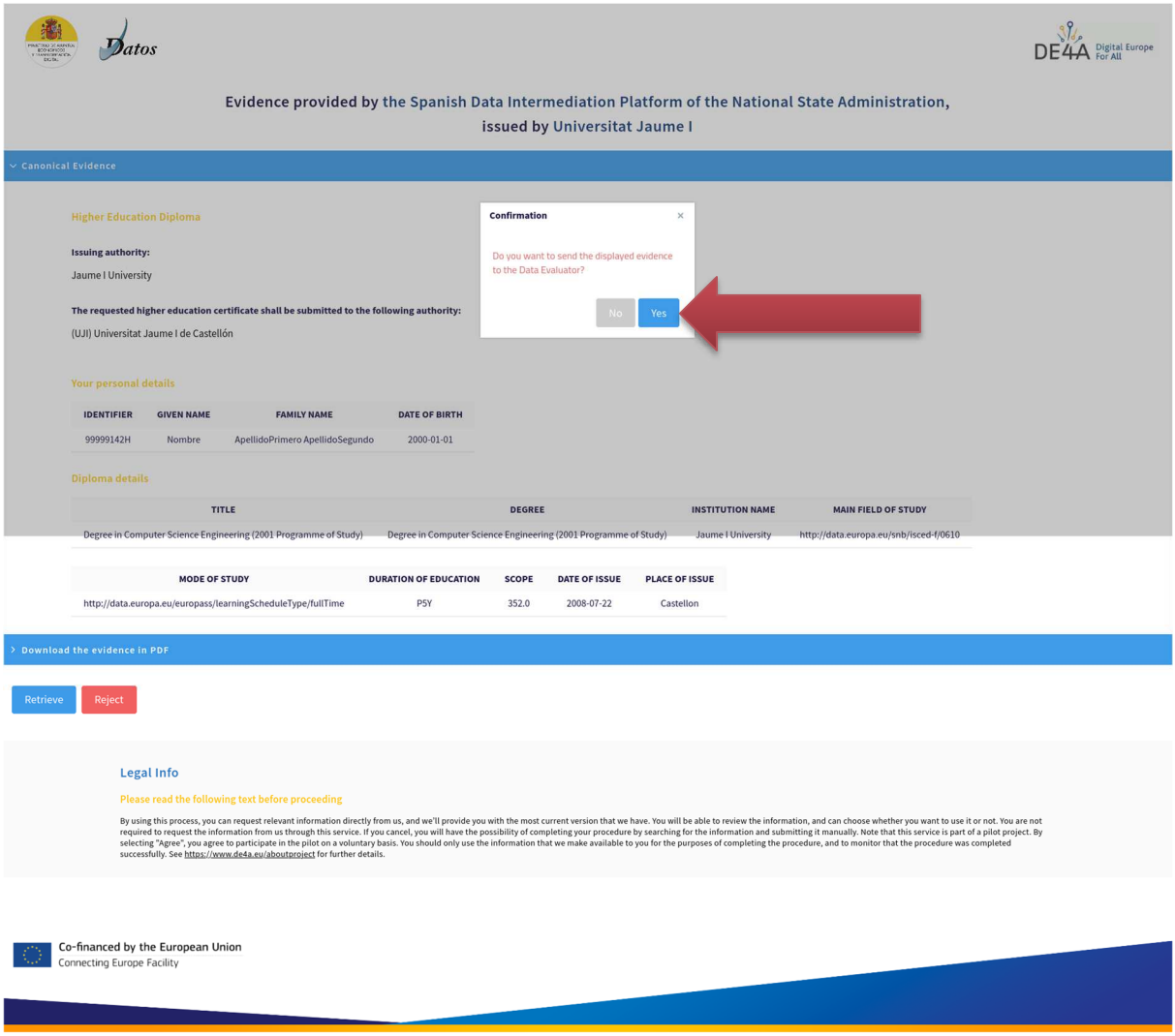
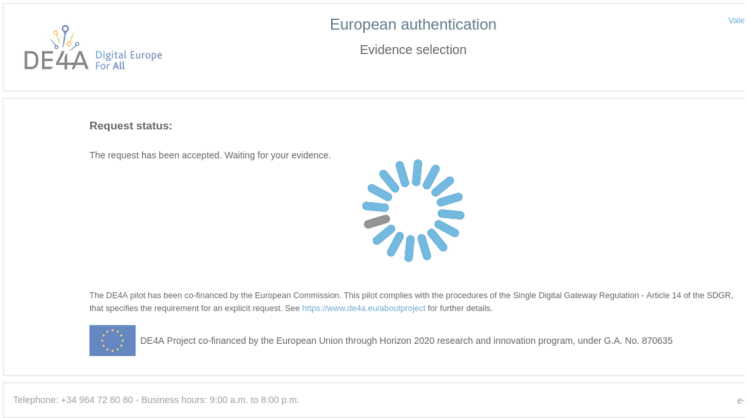
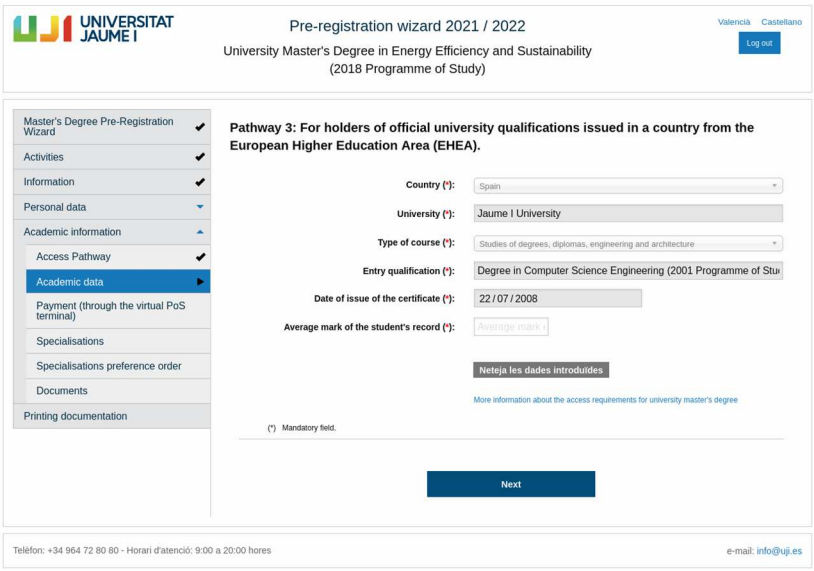
Connecting Europe Facility



You will be redirected back to the DE4A client application, and you will see this screen while it waits for the evidence to be delivered.



When the evidence is received and processed, you will be redirected back to the pre-enrolment application, where the evidence data will have been used to fill in the blank fields



After this point, the test is complete, and the application can be left unfinished. If you are legitimately using the application, please go on and refer for help to the same application footer and the manuals on the UJI corpoprate website.