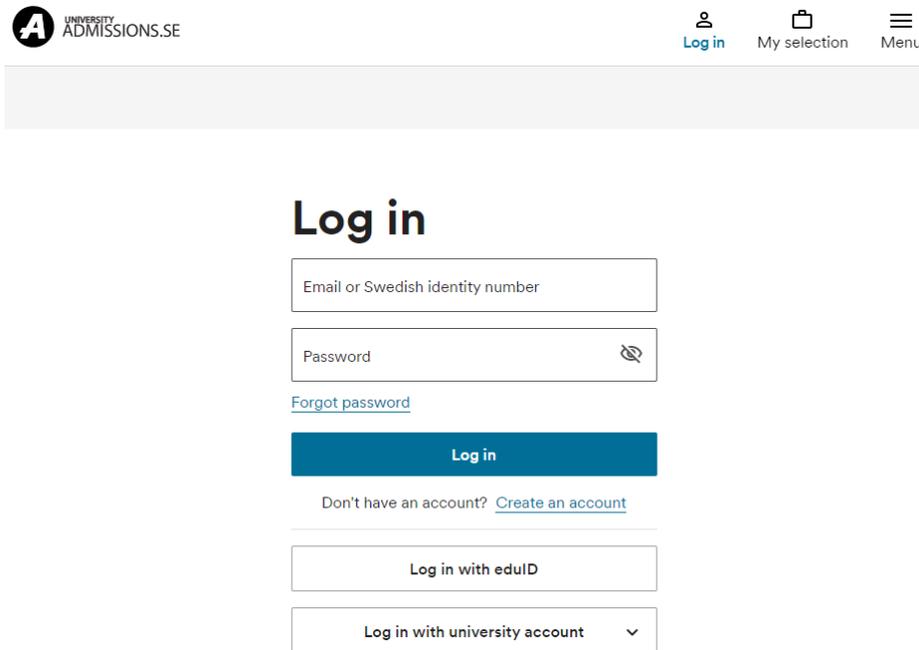UPPSALA
UNIVERSITET

Short guide how to apply in Swedish at

Antagning.se

This document is intended as an aid for non-Swedish speaking students applying to Uppsala University in the second admission round, also known as the Swedish round.

Before applying, make sure you have read and understood the differences between applying in the first and second admission round – you will find it all explained at Universityadmissions.se under Key dates and deadlines.
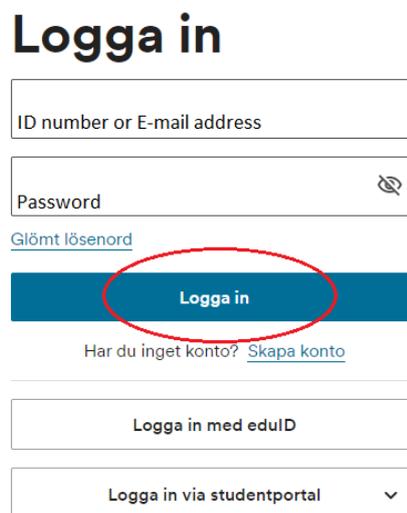
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1. If this is your first time applying to Swedish universities you need to start by creating a personal account for our admission system. Follow the instructions under *Log in* on the international website www.universityadmissions.se.
If you have applied before you skip this first step and go directly to step 2.

2. When your account is activated, switch to the Swedish application website www.antagning.se. Use your log in from universityadmissions.se. Click *Logga in*, in the upper-right corner.

3. When applying at Antagning.se you need to upload all necessary documents to prove you meet the requirements. Please find information in English at universityadmissions.se what supporting documents you need to upload and submit.

- *Gymnasiala meriter* – is a completed high school/upper secondary education.
- *Akademiska meriter* - University documents. In order to prove your previous studies, please upload scans of your original transcripts of completed courses and grades, and your certificates and diplomas.
- *Dokumentuppladdning* - All applicants must submit a copy of the page in their passport with personal data and photograph.
  Scan your original documents - scans of copies will not be accepted.
  Students with citizenship in an EU/EEA country or Switzerland are required to submit their ID document in order to confirm that they are not required to pay application fees.
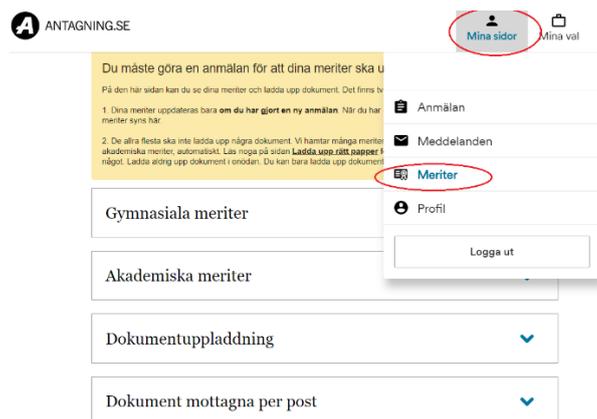

4. At the page *Mina val* - "my choices", click the button *Lägg till utbildningar* to select the courses or programmes you wish to apply to.

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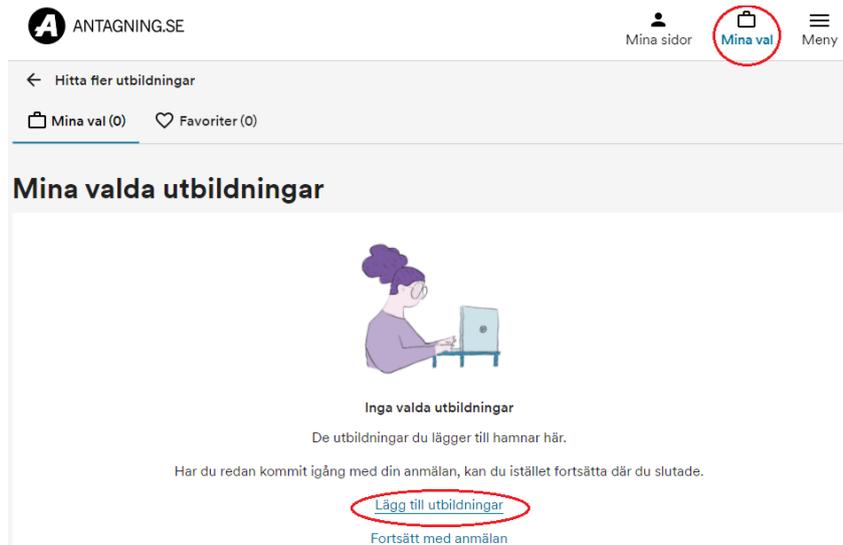
5. Choose university by clicking *Alla universitet och högskolor,* then checking the box *Alla högskolor* to come to the list of universities. You can also write the course/programme code or course/programme name you want to apply for. You can find names and codes through Uppsala University's website. Click *Sök utbildningar*. A list of search results appears.
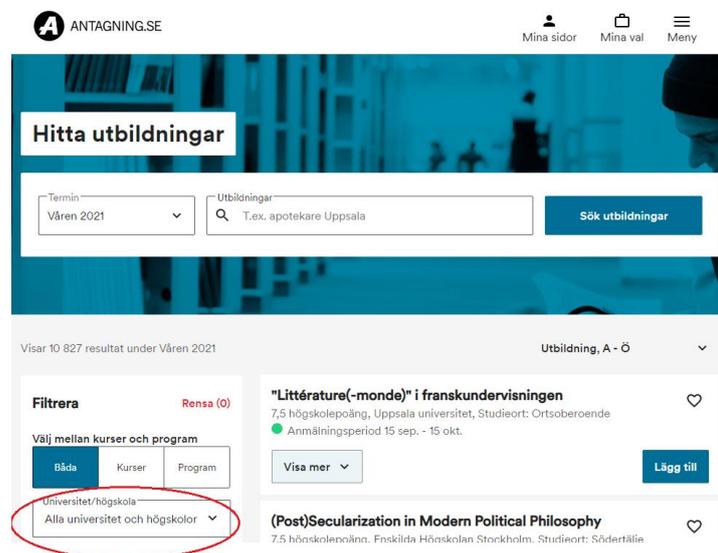
6. Click the button *Lägg till* to the right of your chosen course/programme and your course/programme will be added to your application in the box for *Mina val* which means my choices. Important! Make sure that you do not add courses or programmes that are being taught/may be taught in Swedish if you do not meet the Swedish language requirements.
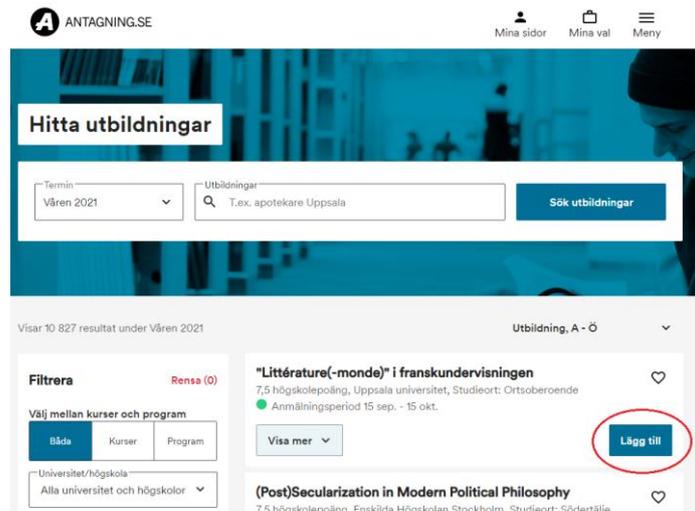
7. When you have added your courses/programmes and are ready to proceed click *Mina val* and then *Påbörja anmälan.*
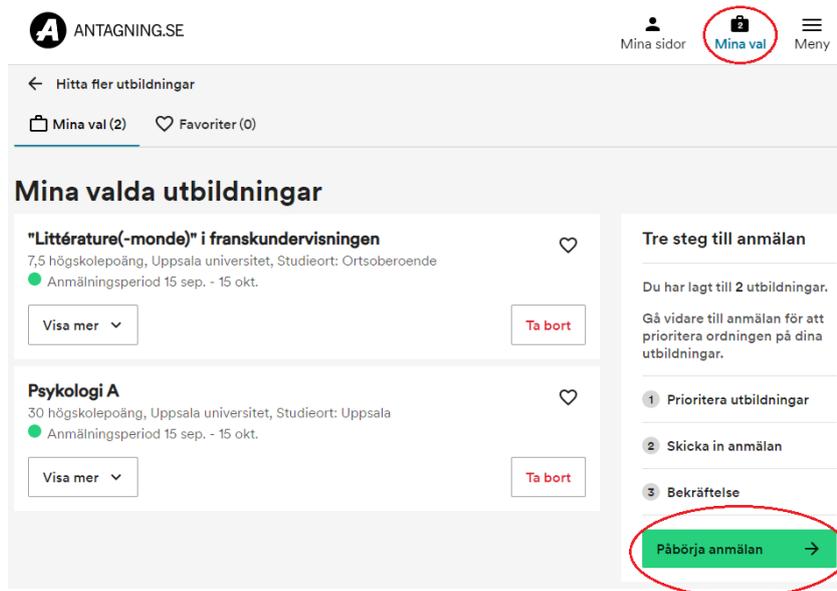
8. Prioritize your chosen courses/programmes. Use the blue arrows up and down in your application. Click the blue button *Fortsätt* when you are ready to proceed.
    Go over your application again and check that everything is correct.

9. On this page you are asked to confirm if you intend to upload high school/ upper secondary school grades and university documents from abroad.

In this roll list choose country from which you have and will submit high school / upper secondary school grades.

In this roll list choose country from which you have and will submit university documents.

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There is also a box for Swedish citizens regarding intention to seek study allowance "studiemedel". International students are expected to finance their studies themselves.

If you want to change anything in your application click on *Avbryt,* the grey button at the bottom of the page. You will then be directed back to the previous page.

Click on *Skicka,* the blue button*,* when you are done.

10. You will receive a confirmation letter "bekräftelse" regarding your application via email from antagning.se. Save the letter as it works as your receipt.

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11. The messages from Antagning.se regarding your application will automatically be sent to your email in Swedish if you do not change language preference into English. To do so go to *Mina sidor*, click *profil* and then *Ändra kontaktuppgifter"*.
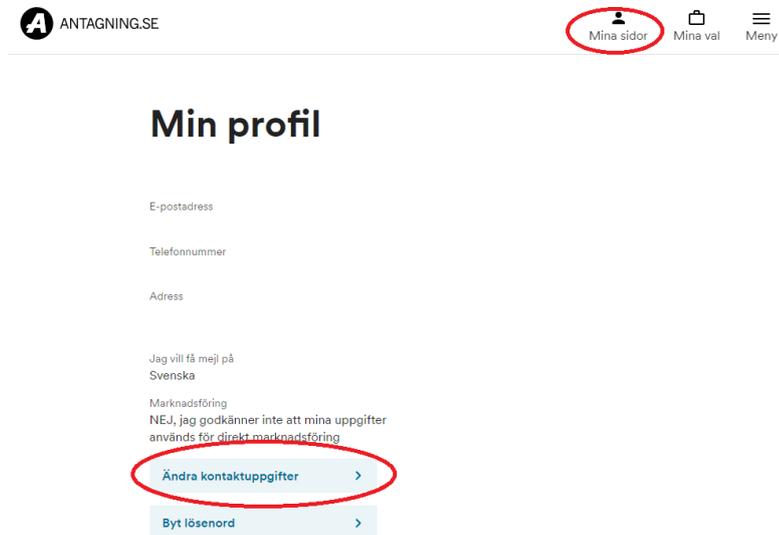
Choose *Engelska* (English) and then press the button *Spara* to save.

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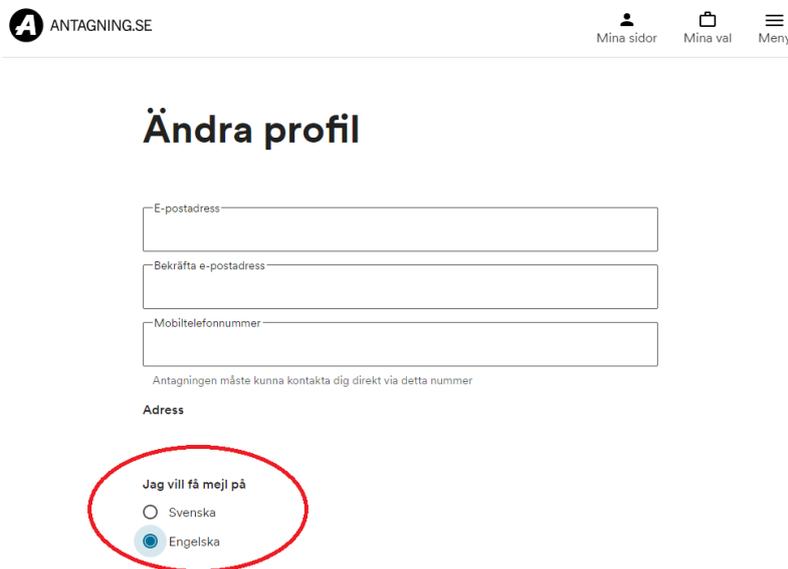
Om annan person eller företag kommer att ta emot och ta hand om din post.

Postnummer

Stad

Land
SVERIGE

Avbryt   Spara