

Students with qualifications from [universities within the European Higher Education Area \(EHEA\)](#) which enable holders to access official master's programmes in EHEA countries, must submit the following documents (**documents may be submitted in Spanish or English**):

- **National identity card, tax identification document, foreigner identity card or passport.**
- **Official degree certificate** of the studies that provide access the master's programme, or official proof that it has been requested. The pre-registration process can be completed when studies have not been finalised (**conditional admission**), by attaching a [signed Student Pledge for Completion of Studies](#). However, the official degree certificate must be submitted before 31 October 2021, **otherwise admission will be cancelled**. In the case of double degree students, please consult the **document** "[Student manual for pre-registration in University Master's Degrees 2021/2022](#)". In the case of certain master's degrees, it is not possible to apply for pre-registration unless previous studies have been completed (please visit the master's website).
- **Official Academic Transcript or Diploma Supplement (DS)** issued by the previous centre of studies, recording all subjects completed, credits/hours, the grades obtained, the final average grade, and, if relevant, the issue date of the degree certificate. **If the official academic transcript does not include the final average grade**, students must complete the Ministry of Education and Vocational Training's statement of average grade equivalence of university academic records for studies carried out in foreign centres (please visit the following [link](#)).
- **Certificate stating that the studies conducted provide access to official postgraduate studies** in the country of origin, issued, stamped, and signed by the university of origin.
- **Curriculum vitae** with information on academic qualifications and professional experience.
Certain master's degrees require a specific format of curriculum vitae, which can be found in the pre-registration application when the master's degree is selected.
- **Applicants who are non-native speakers of Spanish** and apply for admission in a master's degree taught in Spanish, must prove their **written and spoken level of Spanish**. These applicants must submit, together with the rest of admission documents required, an official **B2 Level Certificate – DELE Intermediate diploma or equivalent certificate**. If this Spanish language accreditation is not provided, the Office of Graduate Admissions may require prospective students to pass a Spanish level test to confirm their written and spoken skills in the language.
- Each master's degree may require **specific documents** (please visit the master's webpage). In addition, the Graduate School and/or director of the master's degree may also make specific requirements regarding documentation.
- **Declaration of authenticity** of the documents attached in digital format. In this document, students take responsibility for the authenticity of the official degree certificate and other documents uploaded to the application. However,

the Graduate School reserves the right to request submission of original documents, as it considers appropriate.

Documents may be submitted in Spanish or English. Documents not in these languages must be duly [translated into Spanish](#). However, **both the original and the translation must be submitted for verification.**

Before completing the pre-registration process please consult the document [“Student manual for pre-registration in University Master’s Degrees 2021/2022”](#).

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The applicant is responsible for the veracity and correction of the data provided, exonerating Rey Juan Carlos University from any kind of responsibility, and guaranteeing and responding for their accuracy, validity, and authenticity.