

Accreditation of admission criteria

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- **Accreditation of WORKING status:**
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- **ACADEMIC QUALIFICATIONS**
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Accreditation of UNEMPLOYED status:

1. A person will be considered unemployed when he or she is not engaged in any paid activity, either freelancing or working for others, and is registered as a job seeker with the Andalusian Employment Service (SAE).

2. The applicant must provide the corresponding certificate issued by the Andalusian Employment Service stating explicitly the initial date of job demand and confirming the continuation of the same situation at the time of issuance.

3. Applicants must check the appropriate boxes in the application form.

However, note that individuals who, at the time of applying for a spot, do not possess at least the certificate of completion of compulsory secondary education (ESO), or its equivalent, will automatically be assigned to Group 5 as described in the 'Admission criteria'.

Accreditation of WORKING status:

1. A person is considered to be working when he or she is performing paid work, self-employed or employed by others.

2. This person must hand in a photocopy of the certificate of being registered with the Social Security, as well as a copy of the employment contract or tax licence. On the copy, they may add "It is faithful to the original", with ID, date and signature.

3. Applicants must check the corresponding box in the application form.

Notwithstanding the above, please note that those people who, at the time of applying for a place, do not have at least the secondary education certificate (or

its equivalent), will be automatically assigned to Group 5 as described in the 'Admission criteria.'

Accreditation of OFFICIAL STUDIES IN ANDALUSIA:

1. A person will be considered enrolled in official studies in the Andalusian educational system when they are enrolled in a center located in Andalusia offering any of the courses regulated in these laws: Ley Orgánica 2/2006, of May 3, of Education, or in the Ley Orgánica 6/2001, of December 21, of Universities.
2. Applicants must provide a certification issued by the Secretary of the center, institution or university in which they are enrolled or, failing that, a photocopy of the registration certificate. On the copy, they may add "It is faithful to the original", with ID, date and signature.

Notwithstanding the above, please note that those who, at the time of applying for a place, do not have at least the ESO certificate (or its equivalent), will be automatically assigned to group 5 as described in the 'Admission criteria'.

ACADEMIC QUALIFICATIONS

1. Only the qualification corresponding to the highest level of education that the applicant has completed will be considered. Please note:
 - a) Higher education corresponds to the university degrees of doctor's, master's, bachelor, engineer, architect and the higher level of vocational training cycles, art and design or sports education, and other equivalent qualifications.
 - b) Post-secondary school diplomas, intermediate vocational training cycles, intermediate art and design or sports education, as well as equivalent qualifications, correspond to post-compulsory secondary education.
 - c) The diploma in Compulsory Secondary Education, as well as those declared equivalent, correspond to basic education.

2. The applicant who holds a university degree must provide a copy of the degree or proof of having paid the fees for issuing it. On the copy, they may add “It is faithful to the original”, with ID, date and signature.

3. The applicant who has a post-compulsory secondary education diploma, or the Compulsory Secondary Education one, must provide a copy of it, adding “It is faithful to the original”, with ID, date and signature.

4. Applicants must check the corresponding box in the application form.

ACADEMIC RECORD

1. The academic record of an applicant is based on the average score of the marks obtained in each of the subjects in the degree or diploma which has been presented for access to this school.

2. Applicants who have a university degree must provide a copy of the degree, if it includes the average score, or a certificate that shows that average score or the marks obtained in each of the subjects. On the copy, they may add “It is faithful to the original”, with ID, date and signature.

3. Applicants who provide the diploma for cases b) or c) as described above must provide a copy of it, if it includes the average score, or a school certificate showing it or the marks obtained in each of the subjects. On the copy, they may add “It is faithful to the original”, with ID, date and signature.

3. When it is necessary to calculate the average score, it will be done using the arithmetic average of the marks obtained in each of the subjects of the different courses, after transforming, when necessary, the qualitative grade into a quantitative score. The scale we use is: insufficient (3), sufficient (5.5), good (6.5), notable (7.5), outstanding (9) and honors (10). In the case of the secondary education diploma, the grades obtained in the last year will be taken as reference. When calculating the average score, the grade obtained in the subject of Religion

will not be counted. In other qualifications, the grades obtained in all courses will be taken as reference.

4. Applicants must check the corresponding box in the application form.

ANNUAL INCOME OF THE FAMILY UNIT

1. The family unit to be taken into account will be the one to which the student belonged as of December 31, 2023.

2. The annual income will be obtained by aggregating the income of each of the members of the family unit who obtain income of any nature corresponding to the fiscal year referred to in the previous section. The annual per capita income of the family unit will be obtained by dividing the annual income of the family unit by the number of members that comprise it.

3. With prior authorization from the interested party, the tax information required for the accreditation of the annual income of the family unit will be provided directly to the education authorities by the Tax Administration. There is a collaborative framework between Administrations in the provision of information for non-tax purposes. When through the indicated collaboration, the Autonomous Community can have said information, then the interested party will not be required to individually provide certifications issued by the Tax Administration, nor the presentation of the original, copy or certification of their tax declarations, and must present instead, a responsible declaration that they comply with the indicated obligations, as well as express authorization for the Tax Administration to provide the information.

4. In the event that the Tax Administration does not have the tax information required for the accreditation of the family annual income, the applicant must provide a certification of assets, a responsible declaration or a similar document.

5. Applicants must check the corresponding box in section 5 of the application form. Likewise, they must necessarily complete section 3.5. where the number of members of the family unit will be recorded.

DISABILITY

1. Places for disabled students can only be accessed when the applicant has a recognized degree of disability equal to or greater than 33%.

2. The applicant must provide the corresponding official certificate of the degree of disability issued by the competent body of the Administration of the Junta de Andalucía or, where appropriate, other Public Administrations.

4. Applicants must check the corresponding box in the application form.