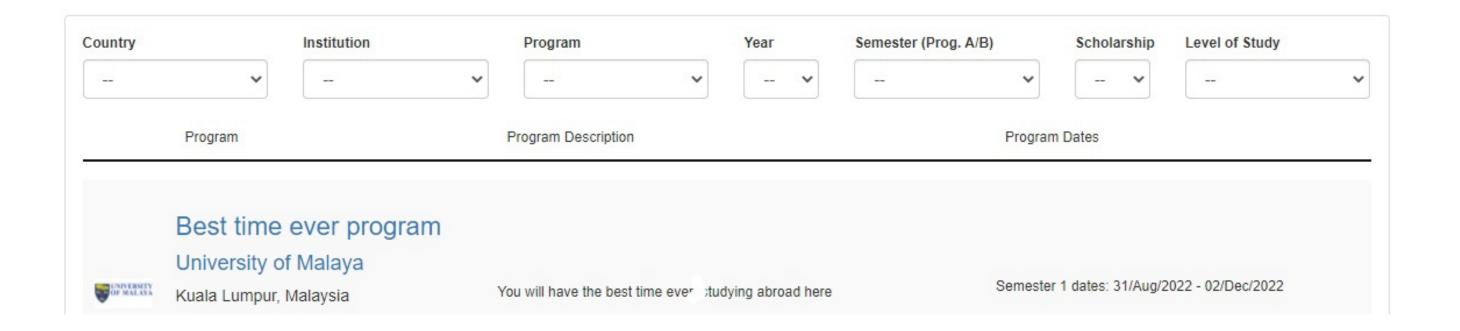


UMAP Student Connection Online 2.0 usco2.umap.org



Programs



Quick Start Guide for Students



Things to do:

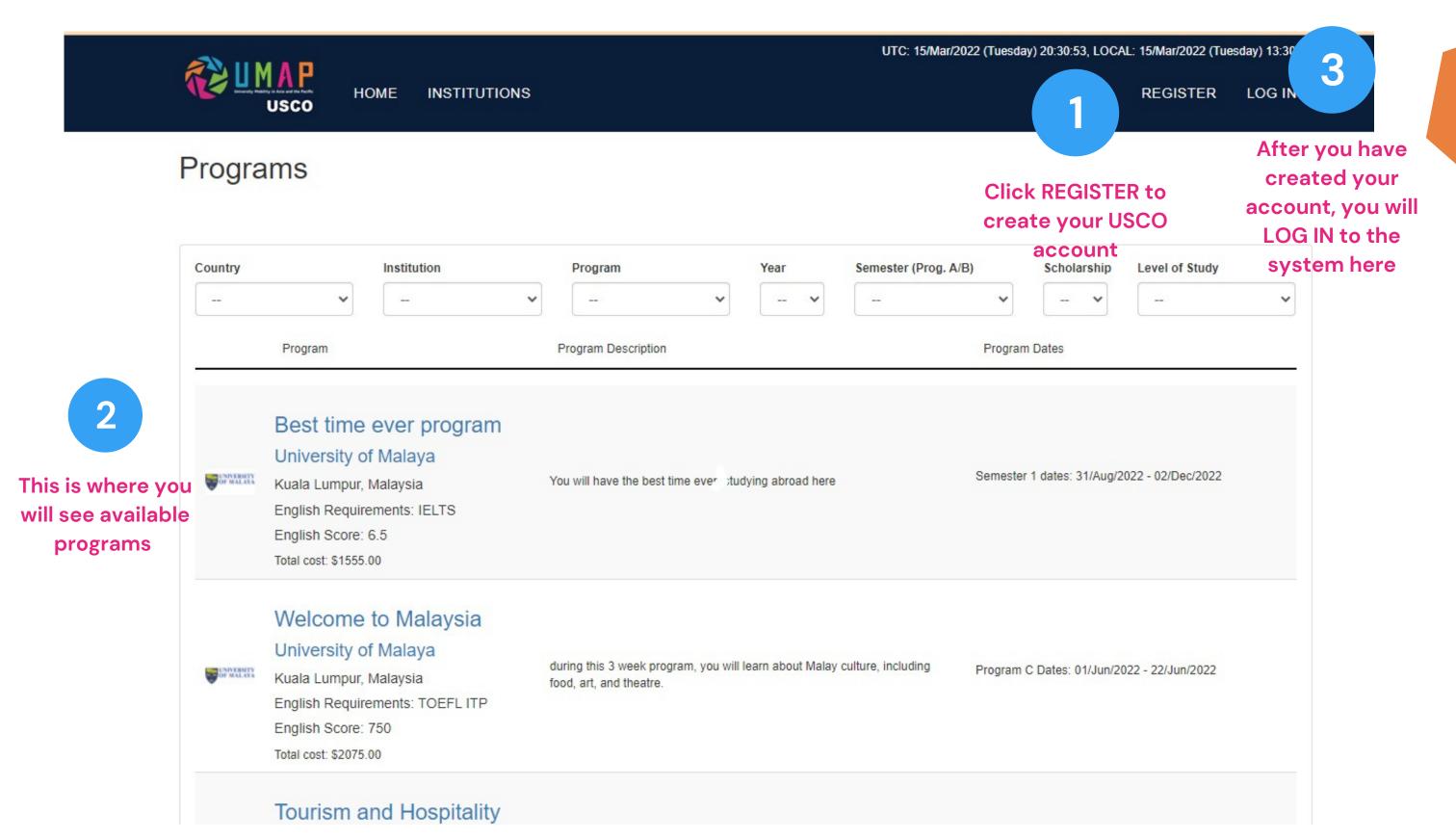
- Register/create an account
- 2 Create or edit your Profile
- 3 Search for Programs
- 4 Apply for programs
- 5 Monitor your applications

March 2022

1. Login



This is the new home page -- https://usco2.umap.org



Pro tip: you will need to

pro tip: you will need to

create a new account, even

create a new account, even

to before.

see next page for rest of form



Choose your country and institution from the drop-down menu. If your institution is not listed, it is not a UMAP member. You must be enrolled at UMAP member institution to be eligible to apply for programs.

Choose a password with at least 10 characters, Upper and lower case letters, a number, and a symbol (!@#\$% etc).

Student number is from your home institution. If you don't have one, use 0

You will receive notifications at the Preferred email address. You can use the address above or add a new one.



Register.

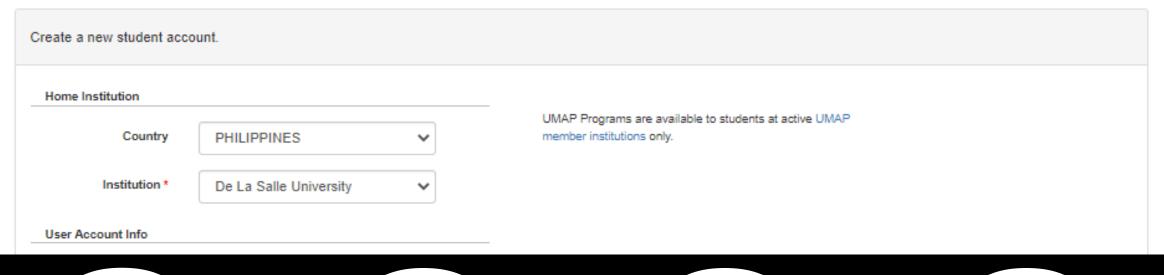
Fill in every box that has a red asterisk *

•		
Create a new student acco	ount.	
Home Institution Country Institution *	PHILIPPINES De La Salle University	UMAP Programs are available to students at active UMAP member institutions only.
User Account Info Email *	r @gmail.com	
Password *	**********	
Confirm password	••••••	
Personal Info		

Personal Info					
Student Number *	12345	Native English *	○ Yes		
3 First Name *	Phil	English Language Proficiency	IELTS 🗸		
Last Name *	Studento	Score (English)	6.0	List your GPA and sca	ale,
Date of Birth *	10/Mar/1992	If Other, specify		for example 85 100	
Preferred Email *	umapiscanada@gmail.com	Score (Other)		if 85 is your GPA and	
4 Gender *	Male	Other Language Certification		is the maximum poss	sible GPA
Nationality *	PHILIPPINES	My GPA *	Scale * E.g. GPA: "3.6" out of Scale: "4.0"	5	

Attachment:

Register.



You can add attachments later by updating the "personal information" link in your new account!

- Upload a copy of your transcripts. File can not be larger than 4 mb
- Upload a copy of your English language test scores (if applicable)
- If you have another language test score, for example Spanish or Japanese, upload it here

Transcript Choose File No file chosen Maximum file size 4 MB. Certification of Choose File | No file chosen English Lanaguage Maximum file size 4 MB. Exams Certification of Other Choose File | No file chosen Lanaguage Exams

Maximum file size 4 MB.

Click Register to create your account!



You will receive a confirmation message in your email. Check your spam/junk folders. Click the link in the message to complete the registration process

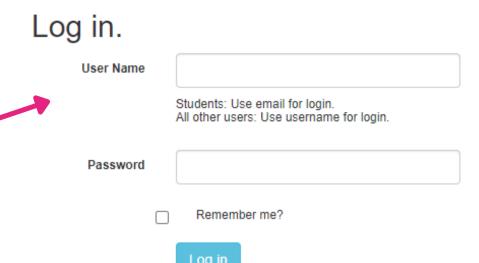
Attachment:



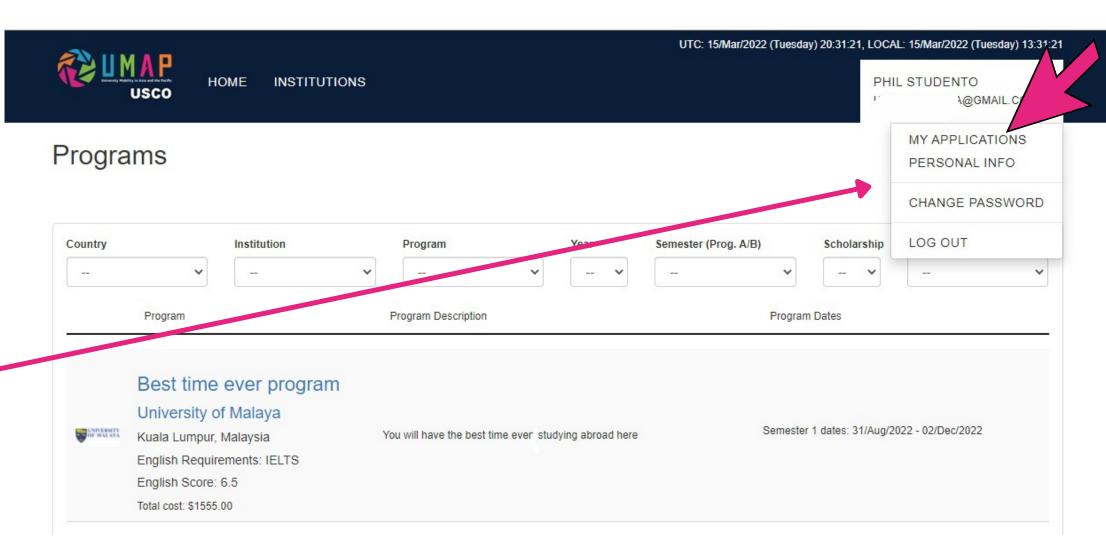
- Log in using the email address and password you used to create your account
- Once logged in, hover your mouse over the box on the upper right corner that confirms your log-in details.
- This will show the menu of actions you can take:
- 1. Go to My Applications list
- 2. Edit Personal Info
- 3. Change Password



HOME INSTITUTIONS

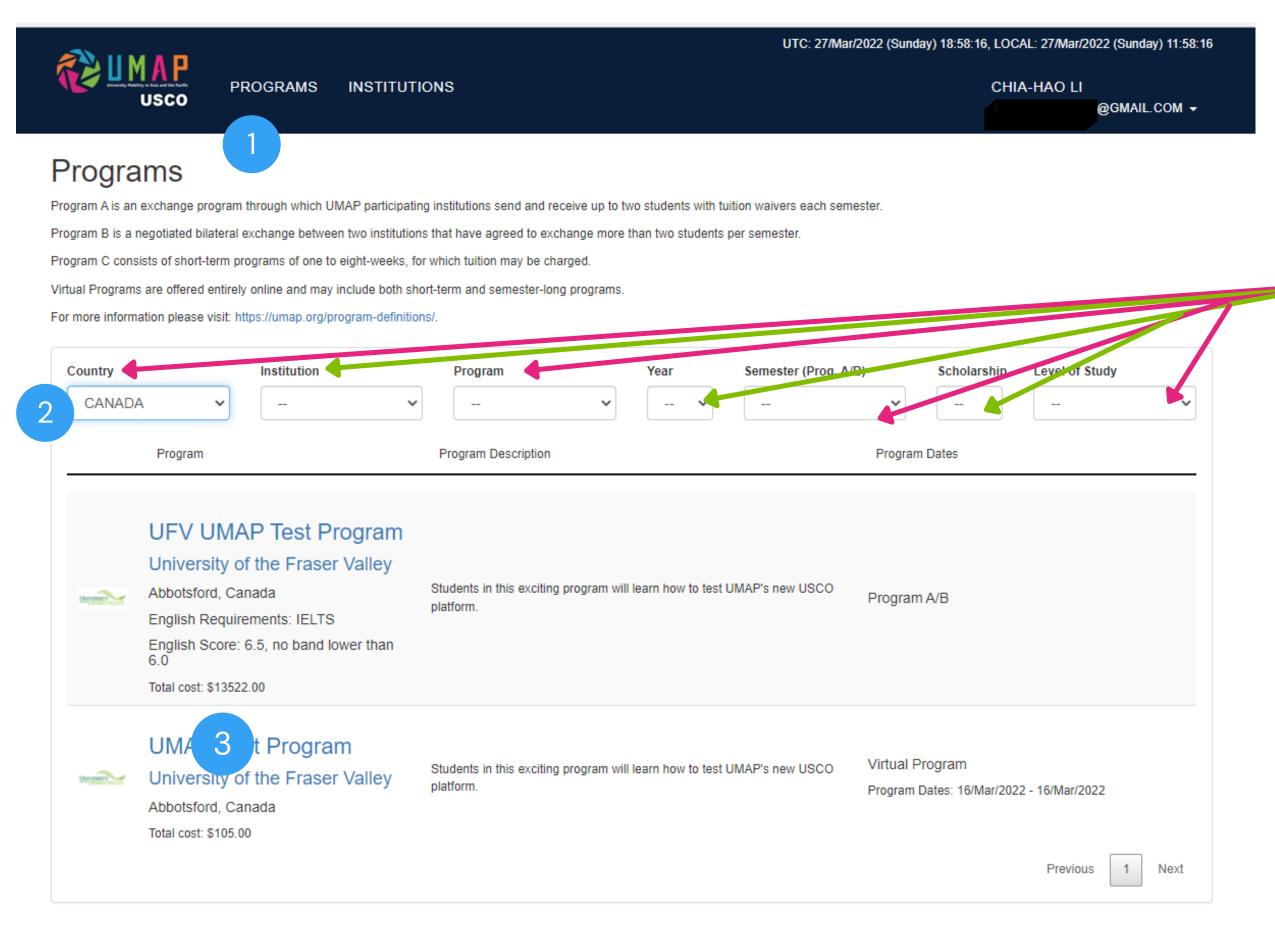


Forgot your password?



3. Search for Programs





When you log in, you will see the Programs menu



Use the drop-down menus to filter your program options. You can search by any of the listed Categories.

Review the program definitions in the Program menu if you are not sure which program type to apply to.

Year is the year in which the exchange will start

Level of study may be: Undergraduate, Graduate, or both.



Click on a program name to read the details



⚠Nagoya University of the Arts - Program Details

General Information	Institution	Nagoya University of the Arts	
	Program C and Virtual Program Status	Open	
Program Information	Program Name	Nagoya University of the Arts	
	Program Type	Program C	
	Program Description	Arts and Crafts	
	Contact Information	Kumi Matsuzaki, exchange@nua.ac.jp	
	Teaching Language	Japanese	
	Degree Level	Undergraduate or Graduate	
Language Proficiency Requirements	Accept Native English	N/A	
	English Language Requirements:	None	
	Other English Language Requirements	None	
	Other Language Requirements	None	
	Academic Field	Visual and Performing Arts	
	Facilities and Resources	None	
	Scholarships Available:	No	
	Scholarship Information	N/A	
Program Fees	Tuition or Program Fee	\$600.00	
	Average Housing Cost	\$400.00 average per month.	
	Local Transportation	\$100.00 average per month. This can include cost of buses, trains, and other forms of public transportation.	
	Other Program Fees	\$0.00 excluding tuition. These may include activity, lab/materials, or other fees.	
	Cost of Living	\$400.00 average per month. This can include meals, pocket money, and entertainment.	
	Medical Insurance	\$0.00 per month.	
	Visa	\$0.00	
	Total Cost	\$1500.00	

Click on the Institution Name to see the Institutional Profile

Carefully read the Program Description to learn about the program.

Look for language proficiency and grade requirements to make sure you are eligible to apply.

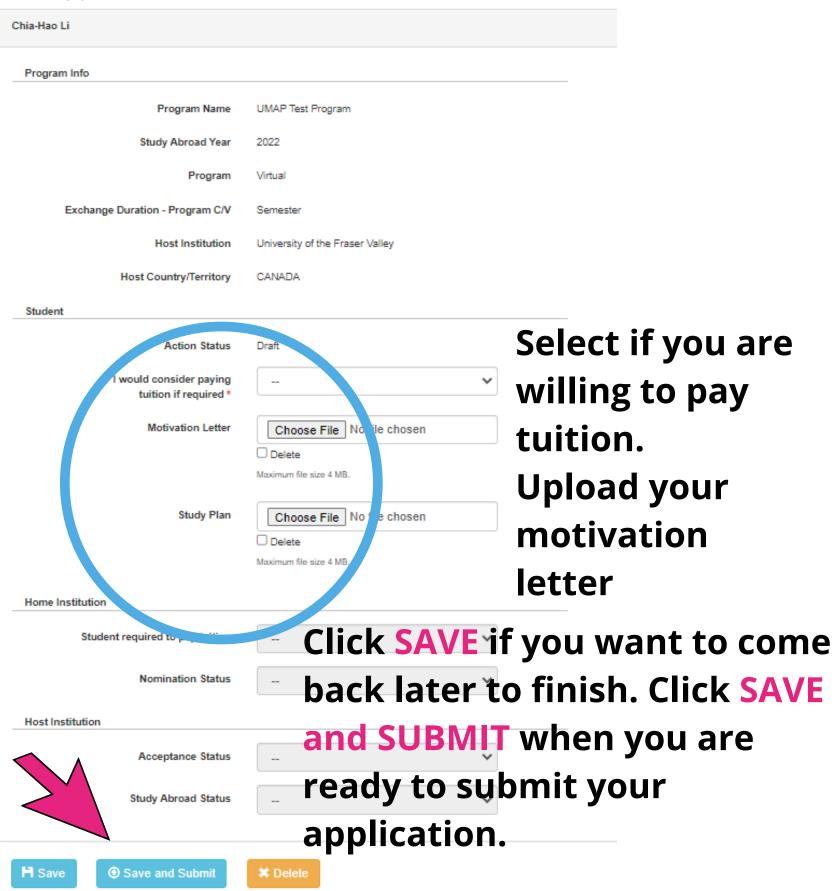
Program Fees will explain how much the program costs.

If you want to apply to this program, click on the blue "Add to My Application" button

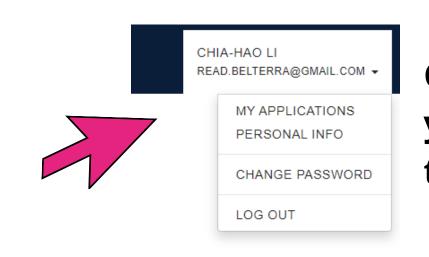
ram C Information	Notification of Acceptance Date	17/Jun/2022
	Application Opens	18/Mar/2022
	Application Closes	28/Mar/2022
	Program Start Date	12/Aug/2022
	Program End Date	26/Aug/2022
	Credit/No Credit	No Credit
	Other Credential Offered	N/A
	Number of Participants	10

4. Apply for Programs

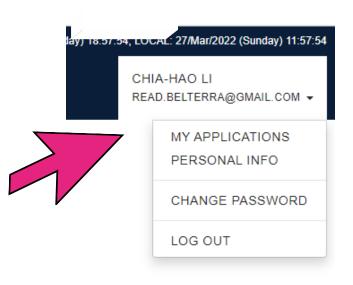
Edit Application.



Your application will now be reviewed by the coordinator at YOUR institution.

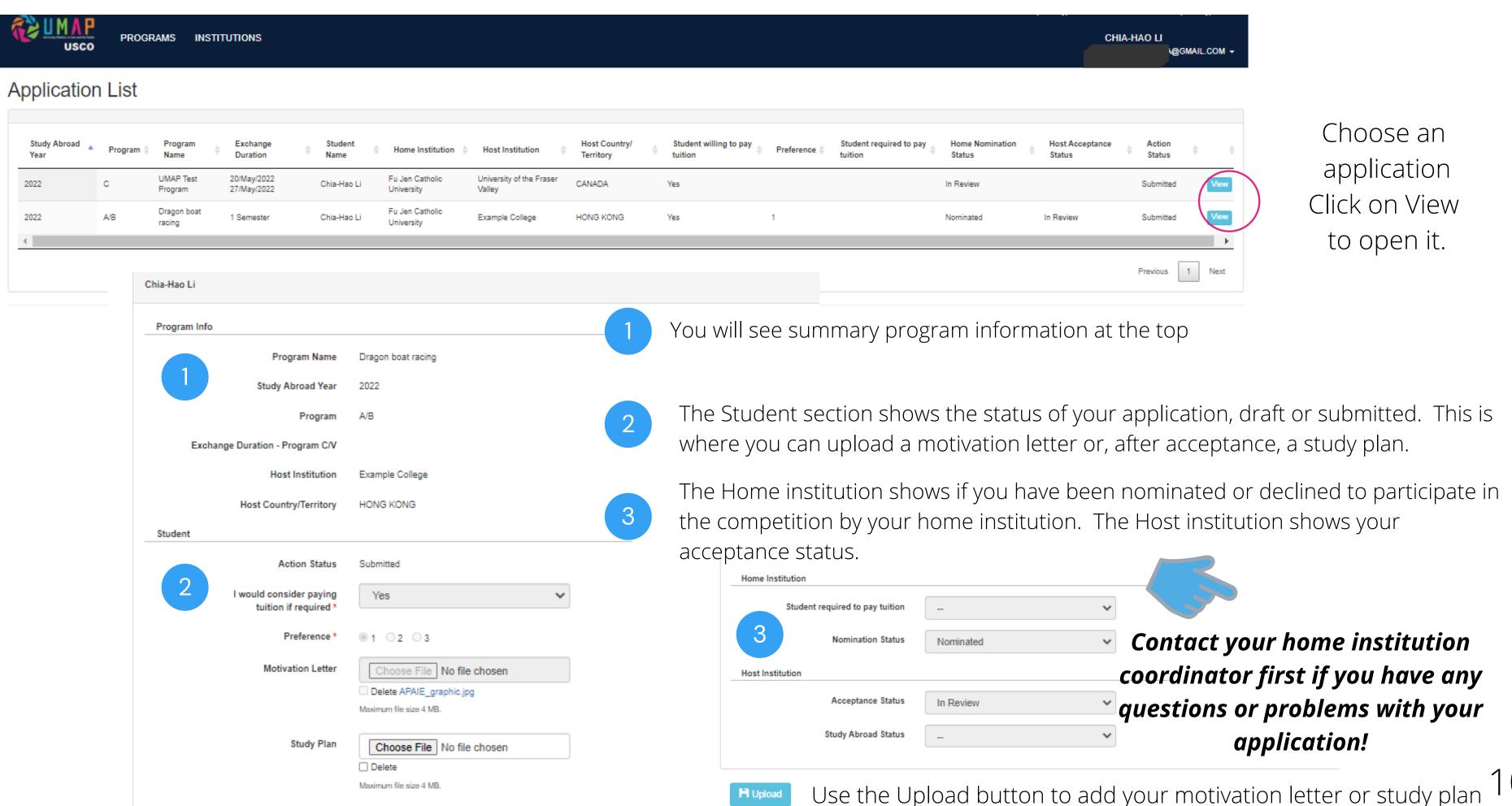


Go to My Applications to see your applications and check their status



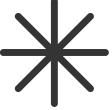
Go to Personal Info to add or replace your transcripts or language test scores

5. Monitor your Applications



Troubleshooting...

or what to try when it's not working.



I tried to upload my transcript/language certification, but when I clicked on Save, I got an error message.



Your attachment may be too big. Attachments may not exceed 4MB. Please reduce your file size and try again.



I forgot my password. What should I do?



Click on Log In. On the Log In page, find the "Forgot your password?" link. Enter the email address that you used to register the account. A link for re-setting your password will be sent to your email address.



I have not received my account registration confirmation email message. What should I do?

Please check your spam or junk mail folders for system notifications. try this! If you use Microsoft Outlook, you may also need to check the Microsoft Quarantine filters. If possible, please add the USCO system address to your list of safe contacts: usco-info@umap.org



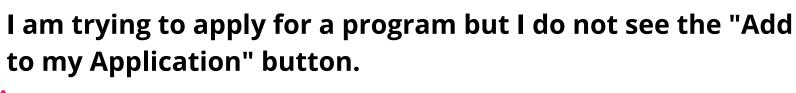
Chose "other" from the English proficiency drop-down menu. Enter the score that you have and list the name of the test in the "If Other, specify" field. If you have another language, for example Japanese or Spanish, enter the language and test name in the "Other Language" Certification" field.



I want to apply for a scholarship but I can not find the scholarship application. How do I apply?



For Scholarships for programs in Taiwan or to/from Canada, try this! start by submitting the applications for your preferred programs. If your application is selected, you will be invited to apply separately for funding.





The program may not be open for applications at this time. Programs are visible from before the application period starts until the end of the placement period. Check the application dates in the program description or the timeline to see when it should be open and try again then.