

REGISTRO CIVIL OFFICE

This process is required by the *Policía de Investigaciones* (Investigative Police Force), for all foreigners who want to study as exchange students in Chile.

Once you arrive to Chile, you have to go the **Registro Civil Office** to obtain your *Cédula Nacional de Identidad* (Chilean ID). You must bring the following documents:

- Passport
- Photocopy of the following pages of your passport:
 - Page of identification (personalization sheet, in which the photograph, personal data and signature are displayed)
 - Student Visa (in Passport)
 - Entry Date (in Passport)
 - Copy of the electronic stamp (EE) delivered by Immigration to your email once the student enters Chile

Important:

This step is a requirement for your exchange at UDD, so we ask you to do it as soon as possible. Those students who do not complete this process will not receive their transcript at the end of the semester.