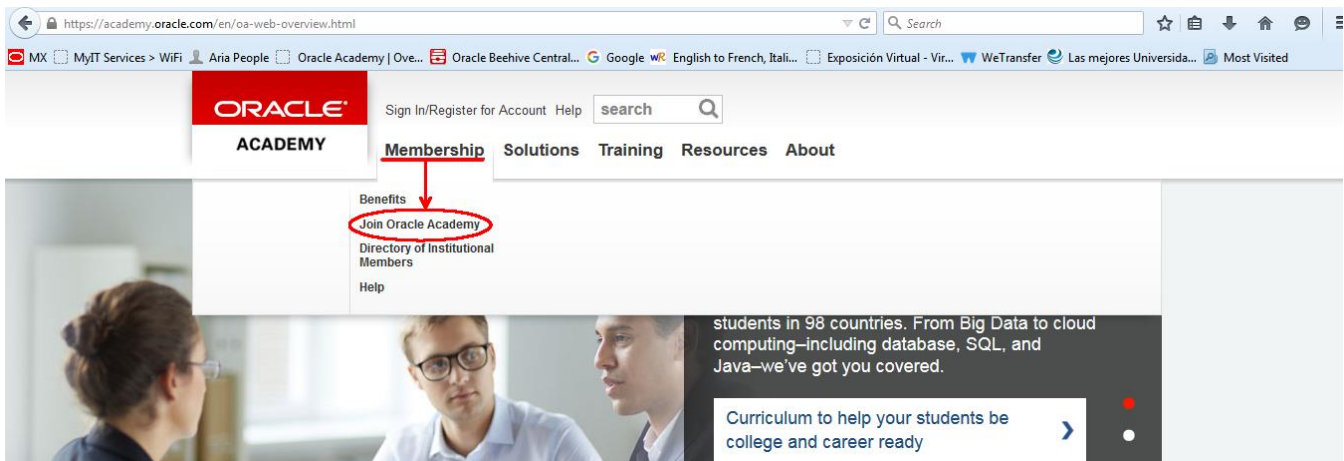


## How to create an institutional membership

1. Identify the "Primary Contact" inside the institution. The primary contact will be the person who coordinates the program inside the institution.
2. Go to <https://academy.oracle.com/en/oa-web-overview.html>
3. Select "Membership"; a menu will display, click "Join Oracle Academy"



4. Click on "Institutional member join here"

The screenshot shows the 'Join Oracle Academy' page. At the top, there is a navigation bar with 'Benefits', 'Join Oracle Academy', 'Directory', and 'Help'. Below the navigation bar, there is a heading 'Help us advance computer science around the world' and a paragraph about Oracle Academy's program. A section titled 'Register now and become an Oracle Academy Institutional member' contains a list of steps for institutional members. The 'Institutional members join here' button is highlighted with a red circle. Below the button, there is a link to 'See a full list of membership benefits'.

5. Enter the email that was used to create your account at Oracle Shop and password and click "Sign In"

6. You will see three options displayed, you must click on "Institutional Membership" to register your institution.

7. You will find a filter to select your country; In addition you will have a search box to look for your institution. (We suggest looking for the institution by its full name, by a word, by its acronym, with accents and without.)

Option to change the country and the language

Institución      Contacto      Contrato      Revisar      Completar

Para registrarse como miembro de Oracle Academy debe realizar los pasos siguientes:

1. Busque y seleccione su institución.
2. Introduzca sus datos de contacto.
3. Aceptar el contrato de afiliación a Academy.
4. Enviar.

**Afiliación de la institución:**

1. Las instituciones deben cumplir los requisitos siguientes para cumplir las condiciones de afiliación:
  - a. Acreditado o registrado en el departamento de educación u otro organismo oficial de su país; y
  - b. colegio de educación secundaria, o escuela o universidad que otorgue diplomas o títulos
2. Deberá conocer el nombre, el correo y la dirección de correo electrónico de la persona autorizada a firmar contratos legales en nombre de su institución.

Search by Country:

Search by Institution name, country, state, postal code

8. If you find your school and campus loc click there.  
If you cannot view their institution, at the bottom you have the "add your institution" option.

Institución      Contacto      Contrato      Revisar      Completar

Search by Country:

Universidad del Valle de Mexico

Institution Name	Address	Country
Universidad del Valle de Mexico, S.C.	Paseo de las Aves No. 1, Pdo. San Mateo Nopala, NAUCALPAN, ESTADO DE MEXICO	Mexico
Universidad del Valle de Mexico, S.C.	Carr. Torre - San Pedro No. 2155, Ejido La Union, TORREON, COAHUILA	Mexico
Universidad del Valle de Mexico, S.C.	Saci Camot No. 57, San Rafael, Cuauhtemoc, CIUDAD DE MEXICO, DISTRITO FEDERAL	Mexico
Universidad del Valle de Mexico, S.C.	Camino Real a San Andres Cholula No. 402, Emiliano Zapata, SAN ANDRES CHOLULA, PUEBLA	Mexico
Universidad del Valle de Mexico, S.C.	San Juan de Dios No. 6, El-Hacienda de San Juan, Tlalpan, CIUDAD DE MEXICO, DISTRITO FEDERAL	Mexico
Universidad del Valle de Mexico, S.C.	Av. Constituyentes No. 151, San Miguel Chapultepec, Miguel Hidalgo, CIUDAD DE MEXICO, DISTRITO FEDERAL	Mexico
Universidad del Valle de Mexico, S.C.	Agustin Melgar S/N, Zona Industrial, CHIHUAHUA, CHIHUAHUA	Mexico
Universidad del Valle de Mexico, S.C.	Juan Salvador Agraz No. 101, Santa Fe, Cuajimal de Morelos, CIUDAD DE MEXICO, DISTRITO FEDERAL	Mexico
Universidad del Valle de Mexico, S.C.	Morelos No. 38, Centro, Tlaxpan, VERACRUZ	Mexico

1 - 9

¿Su institución no figura arriba?

1. Repita la búsqueda. Revise la ortografía y otros errores.
2. Si aún no localiza su institución, envíe una petición **add your institution**. Enviaremos un mensaje electrónico cuando hayamos analizado su solicitud.

9. You must complete all fields and also "check" in the boxes at the bottom of screen, after click "Next" to continue.

10. You must state how many students will benefit from the program and also how did you know about Oracle Academy.

11. You have completed your registration, please go to your email and confirm your account.

Within 5 working days you will receive an email confirming your membership in our Oracle Academy 3.0.



The screenshot shows the Oracle Academy registration completion page. At the top, there is a red navigation bar with the Oracle logo on the left and links for "Inicio", "Ayuda", "Inicio", and "Salir" on the right. Below this is a progress bar with three steps: "Institución", "Contacto", and "Completado". The "Completado" step is highlighted in red. The main content area features a red box with the text "Registro finalizado" circled in red. Below this, there is a message: "Se ha actualizado su solicitud para incluir su institución en nuestra base de datos." followed by two bullet points: "• Su solicitud de afiliación se ha guardado." and "• El personal de Oracle Academy revisará su solicitud en un plazo de 5 días laborales y le proporcionará instrucciones por correo electrónico." At the bottom of the page, there is a footer with the "Integrated Cloud" logo and the text "Applications & Platform Services" on the left, and a "Volver a Academy" button on the right. The footer also contains small links for "About Oracle", "Subscribe", "Careers", "Site Map", "Legal Notices", "Terms of Use", "Your Privacy Rights", and "Feedback".