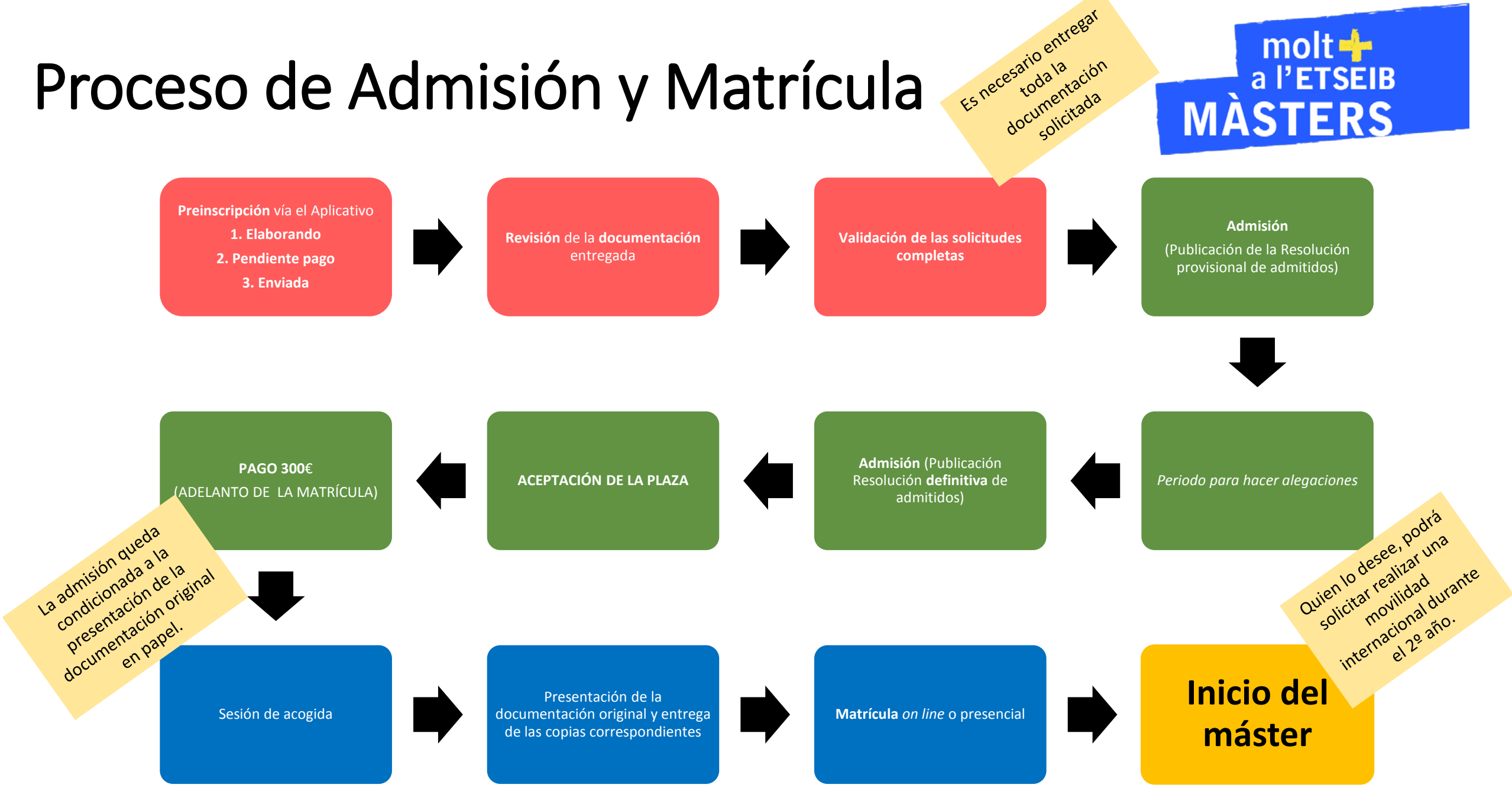Proceso de Admisión y Matrícula