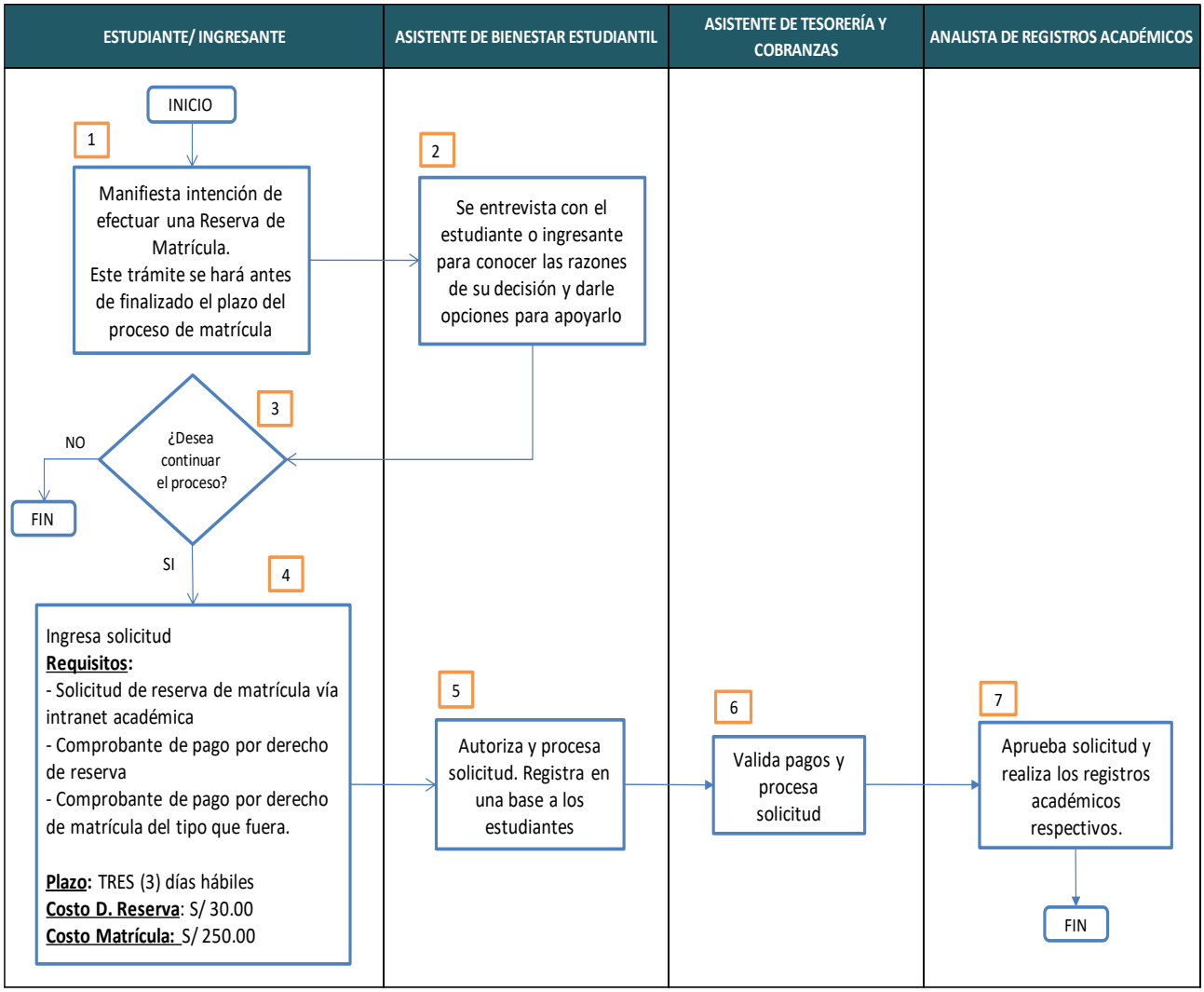Proceso de Reserva de Matrícula (ingresantes y regulares)