UNIVERSIDADE D COIMBRA

ADMINISTRATION

NOTICE OF OPENING N.º 443/SGA/DOFAE

Faculty of Economics

Academic Year 2026/2027

Holders of Other Higher Education Degrees

1st cycle

Bachelor's Degree in Management

1. Number of places:
1st call: 4 places
2nd call: remaining places
Note: The ranking list is organized into two groups: 1st curricular year and other years.
The placement of each applicant in one of these groups depends on the number of credited ECTS:
Up to 35 credited ECTS → the applicant is considered for the 1st curricular year.
36 or more credited ECTS → the applicant is placed in the other years group.
The vacancies indicated are intended exclusively for the 1st curricular year.
For the other years contingent, vacancies may be released up to the limit of the places offered in the call, and only when there are applicants who meet the conditions to be included in this contingent.
The allocation of these vacancies is always carried out according to the applicants' ranking order.

2. Minimum number of students for course opening: Not applicable

3. Application deadlines:
1st call: 2nd March to 30th April 2026
2nd call: 8th June to 22nd July 2026

4. Admission requirements:
Applicants to the access and admission to the course may be:
- Individuals who hold a bachelor's, master's or doctor's degree;
- Individuals who hold the extinct courses of the Primary Magisterium, of Childhood Educators and of General Nursing and also a secondary education course, a complementary course to the

secondary education or the 10th / 11th grade of secondary school;
- Individuals who are not covered by the status of International Student that is ruled by Decree-Law no. 36/2014 of 10th March, in its current wording.

NOTE: Applicants of Portuguese nationality or equivalent, with a higher academic degree obtained abroad, can apply as long as they hold a degree and diploma recognition.

5. Selection criteria:
A - Assessment of the applicant's educational and professional curriculum [8/10 Weighting]:
a) Work experience (7/20);
b) Management-related work experience (7/20);
c) School CV (2/20);
d) Additional training (4/20);
B - Assessment of the applicant's motivations (through written text) [2/10 Weighting]:
a) Objectivity in explaining the reasons (6/20);
b) Objectivity in describing skills (6/20);
c) Size of the text on the motivations (2/20);
d) Grammatical correction in the written expression of motivations (3/20);
e) Text spelling correction (3/20).

NOTE: Assessed applications that have a grade lower than 9.5 in one of the evaluation criteria will automatically become non-approved.

6. Required documentation:
1- Motivation Letter [MANDATORY];
2- Certificate from higher education course completed with average classification obtained [MANDATORY, except in degrees obtained at the University of Coimbra];
3-Transcript detailing subjects studied (ECTS or hours) and grade per subject [MANDATORY, except in degrees obtained at the University of Coimbra];
4- Workload and programmes of curricular units if credits are to be requested [MANDATORY, except in degrees awarded by the University of Coimbra under the Bologna Process – after 2007/2008];
5- Curriculum Vitae [MANDATORY];
6- Identity Document [MANDATORY, only for foreign applicants].

NOTE: If the documents mentioned above are written in a foreign language other than Spanish, French, and English, it is mandatory to present a translation to Portuguese undertaken by a

translator recognised by the Portuguese diplomatic representation.
The submission of the authenticated original documents is mandatory to the applicants admitted who enrol and register and must be done as soon as possible in order to complete their personal file. Further information at:https://www.uc.pt/en/academic-services/submit-docs/.

7. Tuition fee:
- National Student or equivalent: 697 EUR (annual fee)

8. Part-time registration: Allowed

9. Assessment committee:
- Paulo Miguel Marques Gama Gonçalves.

10. Other information:
- Application is subject to the payment of a 50.00 € fee, which is non-refundable, even in case of invalidation of application and of non-placement.
- Applications are submitted online at: https://inforestudante.uc.pt/nonio/security/candidaturas.do.
- Applicants who do not have the documents attesting the required qualifications or other documents until the end of the deadline for applications may apply conditionally. If they do not submit the required documents until the new deadline provided, their application will become "Not Admitted". Then, they can move their application onto the following call for applications without any additional charges.
- In applications definitively considered valid, and after the evaluation period has started, it is not possible to add or replace the documents presented. To add new documentation, a new application must be submitted in the next phase, if any.
- Further information about academic issues, including the academic calendar, is available at:https://www.uc.pt/en/academic-services/
- Contacts:
E-mail: https://apps.uc.pt/forms/view/sga/en
Telephone:(00351) 239 247 195
In person assistance at the Student Hub. Schedules at:https://www.uc.pt/en/academic-services/location-contacts/

University of Coimbra, on 19th February 2026.

Head of Division,