UNIVERSIDADE D COIMBRA

ADMINISTRATION

NOTICE OF OPENING N.º 585/SGA/DOFAE

Faculty of Economics

Academic Year 2026/2027

Postgraduate Course /Course not awarding degree

Non Degree Course
MBA for Executives

1. Number of places:
1st call: 10 places
2nd call: 24 places
3rd call: 1+ remaining places

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

3. Application deadlines:
1st call: 10th to 31st March 2026
2nd call: 1st June to 15th July 2026
3rd call: 1st to 11th September 2026

4. Admission requirements:
May apply for access to MBA for Executives:
a) Holders of university degree or legal equivalent;
b) More than three years of relevant professional experience.

5. Selection criteria:
1.1 Academic Curriculum: Bachelor's Degree [3/12 Weighting]:
(Final classification of course)
1.2 Curriculum Academic: Further academic training [2/12 Weighting]:
- 20 points - PhD
- 18 points - Masters

- 16 points - long term postgraduate studies
- 14 points - other courses
- 10 points - no other training

2.1 Professional Curriculum: Merit Assessment [3/12 Weighting]:
- 16 points - more than 10 years professional experience
- 14 points - between 6 and 10 years professional experience
- 12 points - between 3 and 6 years professional experience
- 10 points - at least 1 year professional experience
- 2 points - bonus for adequacy of functions
- 2 points - more than one year of international professional experience.

3.1 Interview: Applicant's Profile [2/12 Weighting]:
- 18 points - profile level 3
- 15 points - profile level 2
- 12 points - profile level 1

Jury:
Pedro Marcelo Amado Garcia da Rocha Torres (President of the Jury)
Daniel Martins Geraldo Taborda
Isabel Cristina Dórdio Dimas

4.1 Motivation and Availability [2/12 Weighting]:
- 18 points - level 3
- 15 points - level 2
- 12 points - level 1

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, explaining the reasons that lead the candidate to apply, where relevant in accordance with the criteria established by the UO [MANDATORY];
2- Certificate of Bachelor's degree with final course classification (diploma) [MANDATORY, except if the primary course is a course taught at the University of Coimbra];
3- The workload hours and syllabi of the curricular units already completed in the course attended if you want to request the awarding of ECTS credits [MANDATORY, unless the course you have completed was delivered at the University of Coimbra within the scope of the Bologna Process (after 2007/2008)].
4- If ECTS credits are request, must include the certificate that attests the completion of the

curricular units you attended, with their grades (student's academic record) [MANDATORY, unless the course you have completed was delivered at the University of Coimbra];
5- Certificate of other post-graduate courses completed, if any;
6- Curriculum Vitae [MANDATORY];
7- Identification 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:
- 10,000€ (1300€ upon registration, 1,450 € per trimester of the 1st year and 1,450 € per trimester of the 2nd year)

8. Part-time registration: Not allowed

9. Assessment committee:
- Pedro Marcelo Amado Garcia da Rocha Torres.

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.
- After the last phase of applications, and if there are still places available, applicants may submit their application by means of a request, beyond the deadline, which will be duly appraised by the coordination of the Course /Organisational Unit.

- 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 10th March 2026.

Head of Division,