



UNIVERSIDADE DE COIMBRA

ADMINISTRATION

NOTICE OF OPENING N.º 243/GA/GAI

Faculty of Medicine

Academic Year 2019/2020

Postgraduate Course /Course not awarding degree

Postgraduation

Post Graduate Course in Orthodontics

1. Number of places:

1st call: 0 places

2nd call: 3 places

2. Minimum number of students for course opening: 2

3. Application deadlines:

2nd call: 1st April to 15th July 2019

4. Admission requirements:

Applicants for admission to the Post Graduate Course in Orthodontics must be:

a) Holders of bachelor's, integrated master's degree, or legal equivalent, in the fields of Dentistry or Medicine with a specialization in Stomatology.

5. Selection criteria:

a) CV Assessment (5/10 Weighting);

b) Interview (5/10 Weighting).

As a tie-breaking criterion, the final average of the degree in Dentistry, rounded to the hundredths, should be considered.

6. Required documentation:

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- 1 – Motivation letter, explaining the reasons that lead the applicant to apply, if relevant according to the criteria established by the organic unit of the desired course (MANDATORY);
- 2 – Workload and programmes of curricular units if credits are to be requested (MANDATORY, unless the course of origin is taught at the University of Coimbra under the Bologna Process - after 2007/2008);
- 3 - Certificate of Bachelor's degree with final course classification (diploma). If credits are to be requested, a certificate indicating all curricular units completed and classification obtained on each of the curricular units is required (MANDATORY, except if the primary course is a course taught at the University of Coimbra);
- 4 - Curriculum Vitae (Europass format) (MANDATORY);
- 5 - Copy of identification document (MANDATORY only for foreign applicants);
- 6 - Certificate of secondary education (or equivalent) with indication of the final mark for access to higher education (ENES sheet); (MANDATORY);
- 7 - Approval to apply by the Scientific Council of the Faculty of Medicine of the University of Coimbra (MANDATORY only for candidates with courses from countries non-compliant with the Bologna Process).

Note: To obtain this declaration applicants will need to:

- submit a request to the President of the Scientific Board of FMUC - 15 days before the end of the application deadline - indicating personal data, academic qualifications and other elements deemed necessary, for a better assessment of the application, to the e-mail: ccientifico@fmed.uc.pt (preferably signed);
- indicate the course to be applied for;
- send proof of the elements mentioned in the application (e.g.: copy of identification document, diploma of degree, school history and curriculum vitae) all duly authenticated by the consulate or embassy;
- send a document, school history, with the subjects broken down and indication of the classifications obtained in the Higher Education Course held.

NOTE: Admitted candidates who register and enroll in the course are required to present the original documents until the 31st of December in order to complete their individual student file.

The documents mentioned above must be certified by the local Portuguese consulate and / or legalized by the Apostille system under the Convention on Abolishing the Requirement of Legalization for Foreign Public Documents (better known as the Hague Convention), signed at The Hague, October 5, 1961, with the exception of documents issued by European Union Member-States. However, in case of doubt about the documentation presented, the aforementioned certification or submission of additional documentation may be requested to any applicant.

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If the above-mentioned documents are in a foreign language other than Spanish, French or English, a translation must be presented. Translations must be duly certified by the competent authorities.

7. Tuition fee:

- 3,000€ (annual fee)

8. Part-time registration: Not allowed.

9. Assessment committee:

- Ana Luisa Novais Malo Abreu;
- Francisco José Fernandes Vale;
- Sónia Margarida Alves Pereira.

10. Other information:

- Application is subject to the payment of a fee in the amount of 50.00 €, non-refundable, including in cases of invalidation of application, non-placement or when the study cycle does not open due to the lack of the minimum number of enrollees.
- Applications are submitted online at: <https://inforestudante.uc.pt/nonio/security/candidaturas.do>;
- More information at <https://www.uc.pt/academicos>;
- Contacts: e-mail: <http://www.uc.pt/academicos/e-mail>; phone (00351) 239 24 71 95; in person at the support centres of the Academic Management Service, in the hours available at <http://www.uc.pt/en/academicos/contactos/atendimento>.

University of Coimbra, on 24th January 2019.

The Vice-Rector,

Madalena Alarcão

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