



UNIVERSIDADE DE COIMBRA

ADMINISTRATION

NOTICE OF OPENING N.º 231/GA/GAI

Faculty of Sciences and Technology

Academic Year 2019/2020

Postgraduate Course /Course not awarding degree

Postgraduation

Applied statistics with SPSS

1. Number of places:

1st call: 0 places

2nd call: 15 places

3rd call: 1 + remaining places

2. Minimum number of students for course opening: 5

3. Application deadlines:

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

3rd call: 19th August to 6th September 2019

4. Admission requirements:

Applicants for admission to this course must be:

- a) Holders of the degree of bachelor or legal equivalent;
- b) Students of the University of Coimbra;
- c) Qualified professionals with secondary education completed.

5. Selection criteria:

- A. Quality of the academic and professional background (4/6 Weighting);
- B. Commitment to the new course (1/6 Weighting);
- C. Duration of studies at the University of Coimbra (1/6 Weighting).

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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. Course outlines and hourly course loads of previous courses, in case of equivalence credits request (MANDATORY, except in degrees awarded by a foreign institution according to the principles of the Bologna Process by a State compliant with this process (after 2007/2008);
2. Motivation letter (MANDATORY);
3. Diploma of bachelor's degree or equivalent with overall grade. In case of equivalence credits request, a transcript detailing subjects studied (ECTS or hours) and grade per subject is required (MANDATORY, except in degrees obtained at the University of Coimbra);
4. Curriculum vitae, EuroPass format (<http://europass.cedefop.europa.eu/>) (MANDATORY);
5. Official document, issued by the Institution awarding the degree, with the certified note indicating the general efficiency coefficient or weighted average (MANDATORY only for foreign applicants);
6. Copy of identification document (MANDATORY for international applicants only).

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 countries of the European Union. However, in case of doubt about the documentation presented, the aforementioned certification or submission of additional documentation may be requested to any applicant.

If the abovementioned documents are in a foreign language other than Spanish, French or English, a translation is required. Translations must be duly certified by the competent authorities.

7. Tuition fee:

- 200€ (annual fee)

8. Part-time registration: Not allowed.

9. Assessment committee:

- Ana Cristina Martins Rosa.

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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 4th February 2019.

The Vice-Rector,

Madalena Alarcão

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