



UNIVERSIDADE DE COIMBRA

ADMINISTRATION

NOTICE OF OPENING N.º 540_A/GA/GAI

Faculty of Arts and Humanities

Academic Year 2019/2020

Postgraduate Course /Course not awarding degree

Postgraduation

Training Course Academic Writing in Portuguese

1. Number of places:

1st call: 12 places

2. Minimum number of students for course opening: 8

3. Application deadlines:

1st call: July 2 to November 13, 2019

4. Admission requirements:

Secondary education diploma or equivalent.

Knowledge of Portuguese at C1 level. Knowledge of English at B2 level in reading-comprehension (to read bibliography) [Cf. Common European Framework of Reference for Languages]

5. Selection criteria:

- CV assessment (20/20 Weighting).

Considering the target audience of the course, the admission of the candidates will be made in the following order of preference:

- level of degree to be obtained (preference will be given to the most advanced degree);
- the mark/grade of the last degree obtained.

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6. Required documentation:

- Motivation letter (MANDATORY);
- Certificate of qualifications that meet the admission requirements (MANDATORY except for UC students and former students);
- Curriculum vitae (MANDATORY);
- Declaration on oath that all documents and information provided to the University of Coimbra are authentic (this declaration is available for download and must be filled out, scanned and attached to the application form) MANDATORY;
- Copy of identification document (MANDATORY for international applicants).

NOTE: Admitted applicants 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:

- 250€ (full amount paid on registration)

8. Part-time registration: Not allowed.

9. Assessment committee:

- Maria Joana de Almeida Vieira dos Santos.

10. Other information:

- Submission of applications: online on the website <https://inforestudiante.uc.pt/nonio/security/candidaturas.do>;
- More information through the form <http://www.ed.uc.pt/educ/contactos?action=add>, or by e-mail at info.uc_d@uc.pt;

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- Course dates: December 4, 2019 to February 24, 2020

University of Coimbra, on 2nd July 2019.

The Vice-Rector,

Cristina Albuquerque

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