



UNIVERSIDADE DE COIMBRA

ADMINISTRATION

NOTICE OF OPENING N.º 565/GA/GAI

Institute for Interdisciplinary Research

Academic Year 2019/2020

Postgraduate Course /Course not awarding degree

Postgraduation

Science Managment

1. Number of places:

1st call: 35 places

2. Minimum number of students for course opening: 16

3. Application deadlines:

1st call: 12th to 13th November 2019

4. Admission requirements:

Target: Researchers, PhD students abd graduates, technicians, managers or other collaborators identified by the UC Group R&D Units, the Organic Units or Administration Services of the University of Coimbra (supporting elements will be requested: CV and Motivation Letter and Letter of Head / Coordinator / Director of R&D or UC Group structure to show relevance to home institution.

5. Selection criteria:

- a) Letter of motivation (1/10 Weighting)
- b) Level of importance acknowledged by the participant's source organic unit or R&D unit (4/10 Weighting);

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- c) Academic, scientific and professional curriculum (5/10 Weighting).

6. Required documentation:

- Copy of Identity Document (MANDATORY only for foreign applicants);
- Curriculum Vitae (Europass format); (MANDATORY);
- Motivation Letter; (MANDATORY);
- letter of recommendation - Level of importance acknowledged by the participant's source organic unit or R&D unit.; (MANDATORY).
- 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);
- Recommendation letter - Level of importance acknowledged by the participant's source organic unit or R&D unit (MANDATORY);
- Curriculum Vitae (Europass format) (MANDATORY);
- Copy of identification document (MANDATORY only for foreign 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 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.

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:

- 150 €

8. Part-time registration: Not allowed.

9. Assessment committee:

- Cláudia Margarida Gonçalves Cavadas.

10. Other information:

- Applications are submitted online at: <https://inforestudante.uc.pt/nonio/security/candidaturas.do>;
- More information at <https://www.uc.pt/academicos>;

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- 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. Please see the contact schedule at <http://www.uc.pt/en/academicos/contactos/atendimento>.

University of Coimbra, on 11th November 2019.

The Vice-Rector,

Cristina Albuquerque

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