



UNIVERSIDADE DE COIMBRA

ADMINISTRATION

## **NOTICE OF OPENING N.º 294\_A/GA/GAI**

**Faculty of Economics  
Academic Year 2020/2021  
3rd Cycle Course**

**3rd cycle  
Doctoral Programme in Business Management**

### **1. Number of places:**

1st call: 6 places

2nd call: 7 places

3rd call: 2 + remaining places

### **2. Minimum number of students for course opening: 5**

### **3. Application deadlines:**

1st call: 10th February to 31st March 2020

2nd call: 1st April to 15th July 2020

3rd call: 17th August to 30th September 2020

### **4. Admission requirements:**

1 - Applications for admission to the Doctoral Programme in Business Management must be:

a) Holders of a master's degree or legal equivalent, namely holders of the master's degree in Management and Economics;

b) By way of exception, holders of a degree of bachelor in the areas referred to in sub-paragraph a), holders of a particularly relevant academic or scientific curriculum that is recognized as attesting ability to carry out this cycle of studies by the Academic Board of the Faculty of Economics;

c) In duly justified cases, holders of a school, scientific or professional curriculum relevant for

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pursuing this cycle of studies as recognized by the Scientific Committee of FEUC. Applicants must obtain a curricular evaluation equal to or higher than 14 points.

2 - The recognition referred to in subparagraphs b) and c) of paragraph 1 only allows access to the cycle of studies leading to a PhD Degree and does not grant its holder the recognition or equivalence to a Bachelor's or Master's Degree.

**5. Selection criteria:**

1.1 Academic curriculum: Undergraduate degree (Weighting 15/100):

In this context, the average of the degree obtained in the scientific areas of Management and Economics is positively weighted;

1.2 Academic curriculum: Master's degree (Weighting 15/100):

In this context, the average of the master's degree obtained in the scientific areas of Management is positively weighted, as well as the development of the dissertation;

1.3 Academic Curriculum: Publications/Research (Weighting 25/100):

In this context, the participation in research projects is considered, as well as the number of articles published in congresses, national and international peer-reviewed journals, with positive consideration being given to activities in the main scientific areas of the study cycle under consideration;

2. Professional Curriculum: Professional Merit Assessment (Weighting 10/100):

The duration and nature of the professional functions exercised in the scientific area of study cycle are considered;

3. Motivation (includes, if necessary, an interview): Applicant's profile (Weighting 25/100):

Through the documents presented and an interview, the quality of the research project and the applicant's potential to respond effectively to the challenges of the doctoral program are considered;

4. English language skills (Weighting 10/100):

The presentation of a document certifying the level of knowledge of the applicant is positively considered.

Regarding the access referred to in sub-paragraph c) of paragraph 1 of the conditions of admission the application evaluator assesses the CV of applicants and rates it on a scale of 0 to 20 following the criteria i) to vi) and their respective weights:

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- i) School curriculum, considering the final classification of the course (s) taken by the applicant (10%);
- ii) Relevance of the course (s) taken to the scientific area of the study cycle to which you they are applying (15%);
- iii) Scientific Curriculum, considering the participation of applicants in research projects, number and scientific quality of publications (book chapters, articles in periodicals), prizes and similar elements, as long as these activities are developed in the scientific area of the study cycle in question (30%);
- iv) Professional curriculum, considering the duration and nature of the professional activity in the scientific area of the study cycle in question (10%).
- v) Motivation (includes, if necessary, an interview): Applicant's profile. Through the documents presented and an interview, the quality of the research project and the applicant's potential to respond effectively to the challenges of the doctoral program are considered (25%);
- vi) English language skills. The presentation of a document certifying the level of knowledge of the applicant is positively considered (10%).

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 - 1st Letter of Recommendation; (MANDATORY);
- 2 - 2nd Letter of Recommendation; (MANDATORY);
- 3 - Certificate from Master's degree with final course classification obtained (Master degree diploma); (MANDATORY except if the origin course is a course taught at the University of Coimbra);
- 4 - Certificate of Bachelor's degree with final classification (diploma); (MANDATORY except if the primary course is a course taught at the University of Coimbra);
- 5 - Curriculum vitae; (MANDATORY);
- 6 - Diploma proving the command of the English language (if any) or statement by the candidate concerning knowledge of the English language, classified on the scale of the Common European Framework of Reference for Languages (A1 to C2);
- 7 - Draft proposal of research project based on the literature (max. 1,000 words); (MANDATORY);
- 8 - Identity Document; (MANDATORY only for foreign applicants);
- 9 - Motivation Letter; (MANDATORY);
- 10 - Official declaration of course outlines and hourly course loads with classification of each course unit of courses previously taken (transcript), in case of equivalence credits request; (MANDATORY except in degrees awarded by the University of Coimbra under the Bologna

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Process – after 2007/2008.

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 until the 31st of December of the year of entry in order to complete their personal file.

Further information at: <https://www.uc.pt/en/academicos/percurso/PIAs>.

#### **7. Tuition fee:**

2,000€ (annual fee)

#### **8. Part-time registration:** Allowed (only for Doctoral thesis)

#### **9. Assessment committee:**

- Carlos Alberto Esteves Ferreira Gomes;
- Filipe Jorge Fernandes Coelho.

#### **10. Other information:**

- Application is subject to the payment of a 50EUR fee, which is non-refundable, even in case of invalidation of application and of 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>;
- 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, they can move their application into the following call without any additional charges. If they choose not to move their application within the mentioned deadline, their application will become “Not Admitted” in the final ranking list.
- After the last phase of applications, and if there are still places available, applicants may submit their application by means of a request 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/academicos>.
- Contacts: E-mail: <http://www.uc.pt/academicos/e-mail>; Telephone: (00351) 239 247 195; In person assistance: at one of the academic centres of the Academic Management Services of the University

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of Coimbra. Schedules for assistance may be consulted at:  
<https://www.uc.pt/en/academicos/contactos>.

University of Coimbra, on 31st January 2020.

The Vice-Rector,

Cristina Albuquerque

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