ADMINISTRATION

NOTICE OF OPENING N.º 485/GA/GAI

Faculty of Arts and Humanities

Academic Year 2021/2022

Course/institution transfer

1st cycle

Bachelor´s Degree in Information Science

1. Number of places:
1st call:
1st year: 2 places
Remaining years: no limit
NOTE: The approval of the number of places depends on the guiding order regarding the establishment of places, for the academic year 2021/2022, which will be published by the Ministry of Science, Technology and Higher Education (MCTES) and which may, consequently, imply changes.

2. Minimum number of students for course opening: Not applicable.

3. Application deadlines:
1st call: 1st July to 13th August 2021

4. Admission requirements:
1 - Students that request institution / course transfer must meet the following conditions:
a) To have been enrolled and registered in another institution / course, not having completed that course;
b) To have taken, in any previous school year, the national secondary education exams established for the course of application for the 2021/2022 academic year under the national higher education call (one of the following subjects: (06) Philosophy or (18) Portuguese or (17) Mathematics applied to Social Sciences);
c) To have obtained in these exams the minimum classification required by the University of

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Coimbra, in the academic year 2021/2022, under the general access regime (Entry exams: 95 points out of 200).

2 - The institution / course transfer applies equally to students who have been enrolled and registered in a foreign higher education institution in a course defined as a higher education course by the legislation of the country of the higher education institution, and who have not completed it.

3 - For students who hold non-Portuguese courses legally equivalent to Portuguese secondary education, the condition established by paragraph 1 may be fulfilled through the application of article 20-A of Decree-Law No. 296-A / 98, of September 25, in its updated form.

4 - For students who have enrolled in higher education through specially adapted tests to students over 23 years of age, the condition of admission laid down in paragraph 1 (b) and (c) may be replaced by the exams established for the course of application, for the 2021/2022 academic year, within the scope of the National Higher Education Call, as long as authorized by the Scientific Committee of the Faculty of of Arts and Humanities of the University of Coimbra. In order to submit the authorization request applicants must:
- file a request to the President of the Scientific Committee of the Faculty of of Arts and Humanities before the end of the application deadline explaining the reasons for the request for ccfluc@fl.uc.pt (preferably manually signed);

5 - For international students, the condition established by paragraph 1 (b) and (c) may be replaced by the exams established for the course of application, for the 2021/2022 academic year, within the scope of the National Higher Education Call.

6- The exams referred to in paragraph 1 (b) and 3 may have been taken in any school year.

5. Selection criteria:
a) Average of classifications of the national access competition exams set for access to the desired degree/institution, for the year 2021/2022, under the general access regime or the average of classifications of the exams used in the cases mentioned under 3, 4 and 5 of point 4 of this notice, (90/100 Weighting);
b) Motivation for the new academic course, considering the vocational aptitude shown by the consonance between the training goals and the goals of the degree to which the applicant aspires to. The motivation letter is the deciding factor in the cases when two or more applicants are competing for the last place available, (10/100 Weighting).

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6. Required documentation:

- Declaration on honour (download), signed by the applicant, stating that he/she has not the Portuguese nationality, nor falls under any of the conditions that prevent him/her from applying to this competition, and that he/she has the necessary degree programme pre-requisites (when applicable). Self-declaration should be manually signed as identity document;
- Document that proves that the applicant sat for the exams and obtained the minimum grades required in the national access call exams/specific exams set for the degree to which he/she is applying (known as "Ficha ENES") or the document that replaces it, in accordance with 3, 4 and 5 of number 4 of the present notice of opening; (MANDATORY);
- Document that proves that the candidate stills hold the right to enroll at University in the academic year to which he/she is applying, in the case of a candidate that was enrolled, in the previous academic year, in a Portuguese higher institution other than the University of Coimbra; (MANDATORY, except for students of the UC and candidates from foreign universities);
- Document that proves that the candidate was/is enrolled in a higher education institution and did not complete the degree at the basis of this application; (MANDATORY, except for students and ex-students of the UC);
- Identification document (MANDATORY only for foreign applicants);
- Motivation Letter; (MANDATORY);
- Transcript detailing subjects studied (ECTS or hours) and grade per subject (MANDATORY, except in degrees obtained at the University of Coimbra);
- Workload and programmes of curricular units if credits are to be requested (MANDATORY, except in degrees awarded by the University of Coimbra under the Bologna 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/Inscricoes/PIAs.

7. Tuition fee:

- National Student or equivalent: 697 EUR (annual fee);
- International student: 7,000 EUR (annual fee).

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8. Part-time registration: Allowed.

9. Assessment committee:
- António Fernando Tavares Lopes;
- Maria Manuel Lopes de Figueiredo Costa Marques Borges.

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.
- Registration and enrollment of International Students is only confirmed after a single payment corresponding to 30% of the total tuition fee (payment of 3 months of tuition), plus the application fee.
- 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 (except for FICHA ENES) until the end of the deadline for applications may apply conditionally. If they do not submit the required documents until the new deadline provided, their application will become "Not Admitted" in the final ranking list.
- In applications definitively considered valid, and after the evaluation period has started, it is not possible to add or replace the documents presented.
- After the last phase of applications, and if there are still places available, applicants may submit their application by means of a request, beyond the deadline, 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/en/academicos.
- Contacts: E-mail: https://apps.uc.pt/forms/view/sga/en; Telephone:(00351) 239 247 195; In person assistance: at one of the academic centres of the Academic Management Services of the University of Coimbra. Schedules for assistance may be consulted at: https://www.uc.pt/en/academicos/contactos.

University of Coimbra, on 12th May 2021.

The Vice-Rector,

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ADMINISTRATION

Cristina Albuquerque

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