



UNIVERSIDADE DE COIMBRA

ADMINISTRATION

## **NOTICE OF OPENING N.º 320/GA/GAI**

**Faculty of Arts and Humanities**

**Academic Year 2022/2023**

**2nd Cycle Course**

**2nd cycle**

**Master in Creative Writing**

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

1st call: 7 places

2nd call: 7 places

3rd call: 1 place + remaining places

### **2. Minimum number of students for course opening: 6**

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

1st call: 1st to 31st March 2022

2nd call: 1st June to 15th July 2022

3rd call: 1st to 13th September 2022

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

1. Applicants to this 2nd cycle course must be:

a) Hold a bachelor's degree or its equivalent;

b) Hold a higher education degree awarded by a foreign institution after a 1st cycle of studies structured according to the principles of the Bologna Process by a participating country in the scientific fields mentioned under a);

c) Hold a higher education degree by a foreign institution in the above-mentioned fields recognized as fulfilling the objectives of a bachelor's degree;

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d) Holders of an academic, scientific or professional CV recognized as adequate for pursuing this cycle of studies by the Scientific Committee of the Faculty of Arts of the University of Coimbra, in which applicants must obtain an evaluation of 9.5 points or higher.

2. The recognition referred to in sub-paragraphs b) to d) of paragraph 1 only provides access to the study cycle leading to the degree of master and does not confer the equivalence to the degree of bachelor or the recognition of that degree.

3. If applicants are not native Portuguese speakers, a level of Portuguese equivalent to C2 of the Common European Framework of Reference for Languages is a requirement for access. All applicants are required to have a level of the English language at least equivalent to B2 of the Common European Framework of Reference for Languages.

**NOTE:** Applicants may be called for an interview whenever those responsible for the ranking deem additional elements necessary. The interview is carried out by videoconference, on a date to be scheduled, in the period between the end of the application period and the date foreseen for the publication of the provisional ranking list, according to a timetable to be communicated to applicants by email. Whenever it takes place, the interview will complement criterion 3 and will be evaluated with identical sub-criteria.

Jury: Manuel José de Freitas Portela (Chairman), Graça Maria Constantino Nunes de Oliveira Capinha and John Henry Havelda (members).

## **5. Selection criteria:**

1. Classification in the degree presented (4/10 Weighting);

a) Classification in the bachelor's degree or in the highest degree held relevant to the study cycle;

2. Sample of written production, unpublished or published (fiction, theater, poetry or cinematographic text, up to a maximum of 3,000 words), scored on a scale of 1 to 20, (4/10 Weighting);

3. Motivation letter, scored on a scale of 1 to 20, according to the following criteria (2/10 Weighting):

3.1) Motivation of the applicant to practice writing;

3.2) Ability to critically reflect on writing.

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Regarding the access referred to in sub-paragraph d) of paragraph 1 of the conditions of admission:

1. Classification in the degree presented (4/10 Weighting);
  - i) Academic curriculum, considering the final classification of the degree(s) held, (1/10 Weighting);
  - ii) Relevance of the degree(s) held for the scientific area of the study cycle, (1/10 Weighting);
  - iii) Scientific curriculum, considering participation in congresses, seminars, research projects, number and scientific quality of publications (monographs, book chapters, articles in periodicals), prizes and similar awards, provided these activities are in the scientific area of the study cycle in question, (1/10 Weighting);
  - iv) Professional curriculum, considering the duration and nature of the professional activities performed in the scientific area of the study cycle in question, (1/10 Weighting);
2. Sample of written production, unpublished or published (fiction, theater, poetry or cinematographic text, up to a maximum of 3,000 words), scored on a scale of 1 to 20, (4/10 Weighting);
3. Motivation letter, scored on a scale of 1 to 20, according to the following criteria (2/10 Weighting):
  - 3.1) Motivation of the applicant to practice writing;
  - 3.2) Ability to critically reflect on writing.

**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:**

- Certificate of Bachelor Degree with final grade average (diploma). If the certificate does not indicate the average of completion, a certificate proving approval in the curricular units carried out must be included, with respective classifications (school transcript) (MANDATORY, unless the course of origin is taught at the University of Coimbra);
- Curriculum Vitae; (MANDATORY);
- Document proving linguistic competence: English B2 for all applicants; Portuguese C2 for non-native Portuguese speakers only; (MANDATORY);
- Identification document (MANDATORY only for foreign applicants);
- Motivation Letter; (MANDATORY);
- 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 Process – after 2007/2008);

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- Official document, issued by the Institution awarding the degree, indicating the weighted average (MANDATORY only for foreign applicants that present a diploma that does not specify weighted average);
- Sample of written production, unpublished or published (fiction, theater, poetry or cinematographic text, up to a maximum of 3,000 words); (MANDATORY).

**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:**

- National Student or equivalent: 1,250 EUR (annual fee);
- International student: 7,000 EUR (annual fee).

**8. Part-time registration:** Admits.

**9. Assessment committee:**

- Graça Maria Constantino Nunes de Oliveira Capinha;
- Manuel José de Freitas Portela.

**10. Other information:**

- Application is subject to the payment of a 50.00 € 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 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

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list.

- In applications definitively considered valid, and after the evaluation period has started, it is not possible to add or replace the documents presented. To add new documentation, a new application must be submitted in the next phase, if any.
- 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 28th February 2022.

The Vice-Rector,

Cristina Albuquerque

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