

NOTICE OF OPENING N.º 383_A/GA/GAI

**Faculty of Economics
Academic Year 2023/2024
2nd Cycle Course**

**2nd cycle
Master degree in Sociology**

1. Number of places:

Global places 35

1st call: 10 places

2nd call: 15 places

3rd call: 5 places + remaining places

- 5 places reserved exclusively for students who are under the Coimbra-Bordeaux Protocol.

2. Minimum number of students for course opening: 8

3. Application deadlines:

1st call: 1st to 31st March 2023

2nd call: 1st June to 14th July 2023

3rd call: 1st to 13th September 2023

4. Admission requirements:

1. As defined in Article 42 of the Academic Regulation of the University of Coimbra:

- a) Holders of a Bachelor degree or legal equivalent;
- b) Holders of a foreign higher education degree awarded after a first study cycle organized according to the principles of the Bologna Process by an acceding State;
- c) Holders of a foreign higher education degree recognized as complying with the objectives of the Bachelor degree by the Scientific Council responsible for the Master's study cycle;
- d) Holders of a school, scientific or professional curriculum recognized as attesting the capacity to

pursue this cycle of studies by the Scientific Committee of the Organizational Unit.

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

5. Selection criteria:

1.1 Academic curriculum: Undergraduate degree, and privileged degrees in the fields of arts, humanities, social sciences and behavior, information and journalism, business sciences, law and social services (3/10 Weighting);

1.2 Academic curriculum: Other academic training, (2/10 Weighting);

1.3 Academic curriculum: Publications/Research, (2/10 Weighting);

2.1 Motivation: Candidate's profile, (2/10 Weighting);

3.1 Professional curriculum: Professional Merit assessment, (1/10 Weighting).

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 from other post-graduate courses completed, if any, including time and program;
- Certificate of Bachelor's degree with final course classification (diploma). A certificate proving approval in the curricular units carried out must be included, with respective classifications (school transcript). (MANDATORY, except if the primary course is a course taught at the University of Coimbra);
- Curriculum Vitae; (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);
- Official document certifying qualifications, issued by the institution awarding the degree, indicating the weighted average and the grading scale. (MANDATORY only for holders of a degree obtained abroad that does not contain the average).

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 as soon as possible 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: 1,063,47 EUR (annual fee);
- International student: 7,000 EUR (annual fee).

8. Part-time registration: Allowed.

9. Assessment committee:

- Rosa Filomena Brás Lopes Monteiro.

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.
- 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, their application will become "Not Admitted". Then, they can move their application onto the following call for applications without any additional charges.
- 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 the Student Hub of the University of Coimbra. Schedules for assistance may be consulted at: <https://www.uc.pt/en/academicos/contactos/presencial>.



ADMINISTRATION

University of Coimbra, on 19th April 2023.

The Vice-Rector,

Cristina Albuquerque