

NOTICE OF OPENING N.º 55/SGA/DOFAE

Faculty of Economics
Academic Year 2024/2025
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: 1st March to 26th April 2024

2nd call: 29th April to 28th June 2024

3rd call: 1st July to 30th August 2024

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

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, (15/100 Weighting);

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, (15/100 Weighting);

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, (25/100 Weighting);

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, (10/100 Weighting);

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

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

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
Jury:

Carlos Alberto Esteves Ferreira Gomes (President of the jury)

Filipe Jorge Fernandes Coelho

Mário António Gomes Augusto

4. English language skills, (10/100 Weighting);

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:

- i) School curriculum, considering the final classification of the course (s) taken by the applicant, (10/100 Weighting);
- ii) Relevance of the course (s) taken to the scientific area of the study cycle to which you they are applying, (15/100 Weighting);
- 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, (30/100 Weighting);
- iv) 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, (10/100 Weighting);
- 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, (25/100 Weighting);
- vi) English language skills. The presentation of a document certifying the level of knowledge of the applicant is positively considered, (10/100 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:

- 1- Motivation Letter; (MANDATORY);
- 2- 1st Letter of Recommendation; (MANDATORY);
- 3- 2nd Letter of Recommendation; (MANDATORY);
- 4- 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);
- 5- Certificate from Master's degree with final course classification (Master degree diploma). A certificate proving approval in the curricular units carried out must be included, with respective

classifications (school transcript). (MANDATORY, except if the origin course is a course taught at the University of Coimbra);

6- 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);

7- 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); (MANDATORY);

8- Curriculum vitae; (MANDATORY);

9- Identity Document; (MANDATORY only for foreign applicants);

10- Draft proposal of research project based on the literature (max. 1,000 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 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:

2,000€ (annual fee)

8. Part-time registration: Allowed, only for Doctoral thesis and Doctoral Seminars in Management

9. Assessment committee:

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

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

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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>.

University of Coimbra, on 21st February 2024.

Head of Division,

Ângela Mateus Ferreira