

NOTICE OF OPENING N.º 136/SGA/DOFAE

Faculty of Arts and Humanities

Academic Year 2024/2025

2nd Cycle Course

2nd cycle

Master in European Studies

1. Number of places:

1st call: 5 places

2nd call: 15 places

3rd call: 5 places + remaining places

2. Minimum number of students for course opening: 6

3. Application deadlines:

1st call: 1st March to 1st April 2024

2nd call: 3rd June to 15th July 2024

3rd call: 2nd to 13th September 2024

4. Admission requirements:

1. Applicants to the cycle of studies leading to a master's degree must be:

a) Holders of a Bachelor's degree or legal equivalent in the fields of European Studies, Political Science, International Relations, other Social and Human Sciences, and Legal Sciences.

b) Holders of a foreign higher education degree awarded in a 1st cycle of studies organized in accordance with the principles of the Bologna Process by a State adhering to this Process

c) Holders of a foreign higher education degree that is recognized as meeting the objectives of the Bachelor's degree by the Scientific Committee of FLUC.

d) Holders of an academic, scientific or professional curriculum recognized by the Scientific Committee of FLUC.

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.

5. Selection criteria:

1) Academic background: (Weighting 45/100)

- a. European Studies: 20 points;
- b. Political Science, International Relations and History: 18 points;
- c. Communication Sciences, Philosophy, Law and Economics: 16 points;
- d. Other areas of Social and Human Sciences: 14 points.

2) Bachelor's Degree Average, (Weighting 35/100)

3) Professional experience: (Weighting 10/100)

- a. Professional experience (and/or associative) in the area of the study cycle: 16 to 20 points;
- b. Professional experience (and/or associative) in an area related to the study cycle: 13 to 15 points;
- c. Professional experience (and/or associative) in other areas: 10 to 12 points.

4) Scientific curriculum: (Weighting 10/100)

- a. Publications, projects, organization (and/or participation in) of scientific events, advanced training in the area of European Studies: 15 to 20 points;
- b. Publications, projects, organization (and/or participation in) of scientific events, advanced training in other scientific areas: 10 to 14 points.

NOTE: Tiebreaker criteria:

- 1. Bachelor's Degree Average;
- 2. Qualitative assessment of the motivation letter.

6. Required documentation:

- 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: 1,100 EUR (annual fee);
- International student: 7,000 EUR (annual fee).

8. Part-time registration: Allowed.

9. Assessment committee:

- Dina Sofia Neves Sebastião;
- Isabel Anunciação Ferraz Camisão;
- Vanda Rafaela Amaro Dias.

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>.

University of Coimbra, on 26th February 2024.

Head of Division,

Ângela Mateus Ferreira