

NOTICE OF OPENING N.º 341/SGA/DOFAE

Faculty of Economics
Academic Year 2024/2025
Postgraduate Course /Course not awarding degree

Non Degree Course
Specialization Course in Management and Health Economics

1. Number of places:

1st call: 0 places

2nd call: 5 places

3rd call: 12 + remaining places

2. Minimum number of students for course opening: 8

3. Application deadlines:

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

3rd call: 2nd to 13th September 2024

4. Admission requirements:

May apply:

- 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 of the Faculty. In duly justified cases, applicants showing a scientific and professional curriculum relevant for attending the current Course may access upon recognition by the Scientific Council of the Faculty.

5. Selection criteria:

- 1. Academic curriculum: Academic evolution of applicants (since the 1st cycle) and scientific area

of the bachelor's degree, [6/10 Weighting];

2. Professional and research curriculum: publications or participation in research projects and management and/or management roles that they eventually perform in their professional activity, [4/10 Weighting].

The situation of recent graduates is taken into account.

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- 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);

3- If ECTS credits are request, must include the certificate that attests the completion of the curricular units you attended, with their grades (student's academic record) (MANDATORY, unless the course you have completed was delivered at the University of Coimbra);

4- The workload hours and syllabi of the curricular units already completed in the course attended if you want to request the awarding of ECTS credits (MANDATORY, unless the course you have completed was delivered at the University of Coimbra within the scope of the Bologna Process (after 2007/2008)). Include also a clear indication of the curricular units for which you want to be awarded ECTS credits by listing the curricular units you have completed that justify the awarding of ECTS credits;

5- Certificate of other post-graduate courses completed, if any, including workload and programmes;

6- Curriculum vitae, available at <https://www.uc.pt/feuc/eea/pos-graduacoes/gestao-e-economia-da-saude/candidaturas/>; (MANDATORY);

7- Identification document (MANDATORY only for foreign applicants).

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:

1,650 € (annual fee).

8. Part-time registration: Not allowed.

9. Assessment committee:

- Vítor Manuel dos Reis Raposo.

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 1st March 2024.

Head of Division,