

NOTICE OF OPENING N.º 1/SGA/DOFAE

Faculty of Law

Academic Year 2024/2025

Special Contest for International Students (Bachelor's Degree and Integrated Master's Degree Courses)

1st cycle

Bachelor's Degree in Public and Private Administration

1. Number of places:

1st call: 11 places

2nd call: remaining places

3rd call: remaining places

Extra call: remaining places

Note: A special quota of up to 30% of the places in the general contingent is reserved for applicants from schools in Brazil with which the University of Coimbra has a protocol or cooperation agreement and for applicants who have participated in activities or courses aimed at international students, namely, Universidade de Inverno, UC Diáspora and INSpire (see the list here: https://www.uc.pt/brasil/uc-visita-brasil/acordo_escolas). If the places reserved for this special quota are not taken, they will revert to the general quota.

2. Minimum number of students for course opening: Not applicable.

3. Application deadlines:

1st call: 13 December 2023 to 29 February 2024

2nd call: 18 March to 7 May 2024

3rd call: 15 May to 30 June 2024

Extra call: 8 July to 8 August 2024

4. Admission requirements:

To hold a Portuguese secondary education diploma or equivalent or a foreign education diploma that provides access to higher education in the country of origin.

To meet the requirements stated on the following page: <https://www.uc.pt/international-applicants/opportunidades/1ciclo>.

5. Selection criteria:

The final score is obtained according to the information on the following page:

<http://www.uc.pt/international-applicants/opportunidades/1ciclo/elegibilidade>.

6. Required documentation:

The required documents for application are referred to in the regulation of the special contest for access and admission of international students and indicated in the application form of UC academic management computer system (<https://inforestudante.uc.pt/nonio/security/candidatures.do>), Inforestudante.

The application is submitted at Inforestudante in accordance with the instructions published annually on the UC website (<http://www.uc.pt/candidatos-internacionais/opportunidades/1ciclo>).

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:

7,000 euros/year.

8. Part-time registration: Allowed.

9. Assessment committee:

Cristina Maria Pinto Albuquerque.

10. Other information:

- The application fee is reimbursed to applicants who completed high school in the academic year prior to the year of application and come from schools with a protocol with UC (see the list here: https://www.uc.pt/brasil/uc-visita-brasil/acordo_escolas).

ADMINISTRATION

- At the end of each application phase, the remaining places will be filled using the list of substitutes, if any, in accordance with the provisions of paragraph 2 of article 201 of the Academic Regulation of the University of Coimbra.
- Enrolment and registration of International Students is only confirmed after a single payment corresponding to 25% of the total amount of the tuition fee, plus the registration fee, as provided for in paragraph 6 of article 201 of the Academic Regulation of the University of Coimbra.
- Application is subject to the payment of a fee in the amount of 50.00 €, non-refundable, including in cases of invalidation of application and non-placement.
- Applications are submitted online at <https://inforestudante.uc.pt/nonio/security/candidaturas.do>.
- More information at <https://www.uc.pt/academicos>.
- Contacts: e-mail: <http://www.uc.pt/academicos/e-mail>; phone (00351) 239 24 71 95; in person at the support centres of the Academic Management Service, in the hours available at <http://www.uc.pt/en/academicos/contactos/atendimento>.

University of Coimbra, on 12th December 2023.

Head of Division,