

**NOTICE OF OPENING N.º 125/SGA/DOFAE**

**Faculty of Arts and Humanities**

**Academic Year 2024/2025**

**2nd Cycle Course**

**2nd cycle**

**Master's degree in Teaching Geography (7-12)**

**1. Number of places:**

2nd call: 12 places

**Note:** In the 2nd and 3rd calls, admission of candidates that meet the conditions to move immediately to the 2nd year of the course will be conditioned to the existence of places in the previously established traineeship groups.

**2. Minimum number of students for course opening: 6**

**3. Application deadlines:**

2nd call: 3rd June to 10th July 2024

**4. Admission requirements:**

1. In accordance with Decree-Law No. 79/2014, applicants must meet all of the following requirements:

1a) Have a bachelor's degree or one of the qualifications referred to in points a) to c) of no. 1 of art. 17 of Decree-Law No. 65/2018;

1b) Have obtained 120 credits (ECTS) in the field of Geography in the bachelor degree they hold or in other higher education study cycles.

1c) Obtain approval in a written and oral exam aimed at verifying the level of the Portuguese language and the capacity for logical and critical argumentation.

2 - Applicants are also accepted who meet the requirements of 1a) and 1c) but not 1b), and have obtained in the teaching areas 75% of the credits required.

3 - Applicants are also accepted who meet the requirements of 1b) and 1c) but not of 1a) and hold a

school, scientific or professional curriculum that is recognized as attesting to the capacity to fulfil this cycle of studies.

**NOTES:** Access to Teaching Masters requires a Portuguese test.

2nd Phase of Applications

Written test - July 15th, 10 am (Mainland Portugal Time)

Location - Faculty of Arts of the University of Coimbra

Oral test/interview - July 18th and 19th, at a time to be indicated (Mainland Portugal Time)

Location - online (the link and precise indication of the day and time of the interview will be sent by email or notification to candidates approved in the written Portuguese test)

The written test is eliminatory, that is, if applicants to the Master's Degrees in Teaching do not successfully accomplish the written part of the test (a grade of 10 out of 20), they will not attend the speaking test.

Applicants who successfully accomplished this Proficiency Test in the previous year at the Faculty of Arts and Humanities are exempt from sitting it again.

Tests accomplished at other Higher Education Institutions will not be accepted.

## 5. Selection criteria:

- 1 – Final average grade of the Bachelor's Degree Course in Geography; if part of, or the total number of ECTS credits has been obtained outside the Bachelor's Degree Course, an average grade will be calculated concerning the grades obtained in the relevant curricular units, (weighted 4/10);
- 2 – Interview (18th and 19th July 2024), (weighted 2/10).

Appraisal criteria:

- correction of the oral expression;
- smoothness and appropriateness of speech to the communicational situation;
- motivation for entering the course and the profession;
- knowledge of the Portuguese education system;
- appropriateness of the personal profile to the course and profession;
- other aspects that may be considered relevant within the context of an interview.

Examination Board/Jury: Maria de Fátima Grilo Velez de Castro (Chairperson), Adélia de Jesus Nobre Nunes, Albano Augusto Figueiredo Rodrigues e Susana Maria Pereira da Silva (Examination Board's/Jury's members).

- 3 – Grade of the Portuguese Proficiency written test (weighted 1/10)

- 4 – Curriculum appraisal, (weighted 3/10).

Appraisal criteria:

- initial scientific training (Bachelor's Degree) in Geography;
- additional scientific training (Master's and PhD Degree) in Geography, Education or other fields of relevance to the teaching of Geography;

- participation in academic and scientific activities;
- professional experience in teaching or similar fields;
- participation in cultural and social activities of relevance to the teaching activity;
- other activities that may be considered relevant to the context of the curriculum appraisal.

**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 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);
- Copy of identification document (MANDATORY only for foreign applicants);
- Curricular structure with ECTS distributed by scientific areas of the course that the candidate holds. COMPULSORY document, with the exception of the cases of courses taught on Faculty of Arts and Humanities of the University of Coimbra;
- Curriculum Vitae; (MANDATORY);
- 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: 697 EUR (annual fee);
- International student: 7000 EUR (annual fee).

**8. Part-time registration:** Allowed in the first year only.

**9. Assessment committee:**

- Maria de Fátima Grilo Velez de Castro.

**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 7th May 2024.

Head of Division,