

NOTICE OF OPENING N.º 131/SGA/DOFAE

Faculty of Arts and Humanities

Academic Year 2024/2025

2nd Cycle Course

2nd cycle

Master's degree in Teaching Portuguese (7-12) and Latin (10-12)

1. Number of places:

2nd call: 5 places

3rd call: 1 place 1 place + remaining places

Notes:

- If the traineeship places in a given field are not occupied, the number of places in that same field may be changed.
- In the 2nd and 3rd calls for applications, 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

3rd call: 2nd to 13th September 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 in that degree or in other cycles of studies of higher education a minimum of 80 to 100 credits (ECTS) in the scientific field of Portuguese and 40 to 60 credits (ECTS) in the

scientific field of Classical Languages, with 160 credits in both areas.

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 who, meeting the requirements of 1a) and 1c) but not 1b), may also apply if they have obtained 75% of the necessary credits in the teaching areas (in this case, enrolment in the curricular units of the specific didactics and initiation components to professional practice will be conditioned to obtaining the missing credits).

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:

Language(s) of Learning:

- Evaluation: Portuguese Language
- Internship: European variant of Portuguese

Access to Teaching Masters requires a Portuguese test.

2nd Phase of Applications

Written test - July 15th, at 10:00 am (Mainland Portugal Time)

Location - Faculty of Arts, rooms to be defined

Oral test/interview - July 18th, starting at 9:00 am (Mainland Portugal Time)

Local - online

3rd Phase of Applications

Written test - September 17th, at 10:00 am (Mainland Portugal Time)

Location: Faculty of Arts, rooms to be defined

Oral test/interview - September 18th, starting at 2pm (Mainland Portugal Time)

Local - online

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 (and/or access ECTS credits) (weighted 4/10);

- if part of the access ECTS credits has been obtained outside the Bachelor's Degree Course, the

average grade of the Bachelor's Degree Course (MedL) will be weighted along with the average of the curricular units for access ECTS credits that are completed outside the Bachelor's Degree Course (MedF), according to the number of the ECTS credits that correspond to these curricular units (ECTSF). This is done by means of the formula $(MedL * (180 - ECTSF) + MedF * ECTSF) / 180$.
- if there are two Bachelor's Degree Courses, MedL is the average grade of the Bachelor's Degree Course with more access ECTS credits; if the Bachelor's Degree Course does not comprise curricular units for access ECTS credits, only the grade of MedF will be taken into consideration.

2 - Specific assessment of writing competencies in Portuguese (further information on a specific webpage regarding the Proficiency Portuguese Test), (weighted 2/10);

3 - Curriculum appraisal, (weighted 2/10);

a) Priority and eliminatory criterion: Obtaining the access ECTS credits considered to be minimum training requirements (0 to 18 points);

b) Appropriateness of the prior training: ECTS credits in the fields of language, literature and linguistics (0 to 2 points);

c) Correction and coherence problems in the motivation letter and Curriculum Vitae that are submitted (0 to 2 negative points).

4 - Interview (includes assessment of oral competencies in Portuguese), (weighted 2/10);

2nd Phase: 18th July, as from 09:00 a.m.;

3rd Phase: 18th September, as from 09:00 a.m.

Location: online (the access link and the specific timetable of the interview will be sent after the results of the Portuguese Proficiency written test are communicated).

Appraisal criteria:

a) correction and fluency in Portuguese;

b) appropriateness of speech to the communicational situation;

c) knowledge of the Portuguese education system and the reality concerning the teaching of Portuguese in the 3rd cycle of Basic Education, and Portuguese and Latin in the Secondary Education;

d) substantiation/motivation for choosing this Master's Degree Course;

e) reflexion on the appropriateness of the personal profile to the characteristics of the teaching profession.

Examination Board/Jury: Isabel Pereira (Chairperson), Carlota Miranda Urbano, Ana Maria Machado (Examination Board's/Jury's members)

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:

ADMINISTRATION

- 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:

- Carlota Maria Lopes de Miranda Urbano;
- Maria Isabel Pires Pereira.

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,