UNIVERSIDADE D COIMBRA

ADMINISTRATION

NOTICE OF OPENING N.º 240/SGA/DOFAE

Faculty of Economics

Academic Year 2026/2027

2nd Cycle Course

2nd cycle
Masters degree in Accounting and Finance

1. Number of places:
1st call: 5 places
2nd call: 34 places + remaining places
3rd call: 1 place + remaining places

2. Minimum number of students for course opening: 8

3. Application deadlines:
1st call: 2nd to 31st March 2026
2nd call: 4th May to 30th June 2026
3rd call: 1st to 11th September 2026

4. Admission requirements:
1. Applicants to the cycle of studies leading to this Master's degree must be:
a) Holders of a bachelor’s degree or legal equivalent namely degree holders in Management or related areas, such as Accounting and / or Finance;
b) Holders of a foreign higher academic degree awarded following a 1st cycle of studies organized according to the principles of the Bologna Process by a State compliant with this Process;
c) Holders of a higher academic degree obtained abroad that is recognized as meeting the objectives of the degree of bachelor in one of the areas mentioned under the previous points by the competent Scientific Committee;
d) Holders of an academic, scientific or professional CV recognized as adequate for pursuing this cycle of studies by the Scientific Committee of the Faculty of Economics of the University of

Coimbra according to the following criteria, in which applicants must obtain an evaluation of 14 points or higher.
2. The recognition referred to in sub-paragraphs b) to d) of paragraph 1 merely provides access to the study cycle leading to the degree of master and does not confer on its holder the equivalence to the degree of bachelor or the recognition of that degree.

5. Selection criteria:
2nd Cycle Course
1. Academic curriculum: Undergraduate degree (in the case of multiple degrees, the highest GPA will be considered), [50/100 Weighting];
2. Professional Curriculum: Professional merit (includes internships, volunteering experience, associative manager experience, training courses, conferences and seminars), [25/100 Weighting];
2.1 Years of professional activity (10/100);
2.2 Field of professional activity (including traineeships and volunteering) (15/100).
3. Motivation: Motivation letter, signed, [25/100 Weighting].
3.1 Reasons for application (20/100);
3.2 Writing quality (5/100)

2nd Cycle - Application based on Subparagraph d)
i) Academic curriculum, considering Relevance of the degree(s) held for the scientific area of the study cycle, [25/100 Weighting];
ii) Professional curriculum, considering the duration and nature of the professional functions performed in the scientific area of the study cycle under consideration, including internships, volunteering experience and participation in conferences and seminars, [50/100 Weighting];
iii) Motivation for the application, explaining the personal and professional interest in the scientific area of the study cycle under consideration, as well as the interest in the institutionof application, [25/100 Weighting].

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:
Applicable to: 2nd Cycle Course; 2nd Cycle - Application based on Subparagraph d);
- 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)

Only applicable to: 2nd Cycle - Application based on Subparagraph d);
- Certificate from other post-graduate courses completed, if any, including time and program.

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/academic-services/submit-docs/.

7. Tuition fee:
- National Student or equivalent: 1,875 EUR (annual fee);
- International student: 7,000 EUR (annual fee).

8. Part-time registration: Allowed.

9. Assessment committee:
- Catarina Alexandra Neves Proença;
- Susana Margarida Faustino Jorge.

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.
- 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 64 of the Academic

Regulation of the University of Coimbra.

- 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/academic-services/
- 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/academic-services/location-contacts/in-person/

University of Coimbra, on 23rd February 2026.

Head of Division,