

Fact Sheet 2015-2016

CATÓLICA-LISBON



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Universidade Católica Portuguesa
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1649-023 Lisbon – Portugal

Phone +351 21 727 02 50

Website <http://www.clsbe.lisboa.ucp.pt/>

Website for Exchange Students:

<http://www.clsbe.lisboa.ucp.pt/about/services/student-affairs/incoming-students>

INTERNATIONAL STUDENT AFFAIRS | CATÓLICA LISBON

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Sofia Rocha master.affairs.clsbe@ucp.pt
Double Degree and Triangle Students

GENERAL INFORMATION

Name of Institution:
CATÓLICA-LISBON School of Business & Economics
Universidade Católica Portuguesa

Erasmus Code: P LISBOA 01

Rector of UCP: Prof. Maria da Glória Garcia

Dean of CATÓLICA-LISBON : Prof. Francisco Veloso

NOMINATION & APPLICATION PROCEDURES

Partner Universities Nomination

Please fill in the on-line **Nomination Form**:

https://ucplbusiness.col.qualtrics.com/SE/?SID=SV_b7p4FJKUklynKHX

Fall Semester: **1st - 30th April**

Spring Semester: **1st - 31st October**

Students Registration

Documentation required:

- On-line Application Form (sent to the students by e-mail)
- On-line Course Proposal Form (sent to the students by e-mail)

Fall Semester: **1st - 31st May**

Spring Semester: **1st - 30th November**

ACADEMIC CALENDAR

Bachelor Program

Fall Semester

1st of September 2015 - 23rd of January 2016

Welcome Week

During the first week of classes (compulsory)

Spring Semester

1st of February 2016 - 21rd of June 2016

Welcome Week

One week before the start of classes (compulsory)

Undergraduate Academic Calendar 2015/16:

http://www.clsbe.lisboa.ucp.pt/system/files/assets/files/calendaracademic_u2015.pdf

Master Program

Fall Semester

1st of September 2015 – 12th of January 2016

Welcome Week

During the first week of classes (compulsory)

Spring Semester

1st of February 2016 – 4th of June 2016

Welcome Week

During the first week of classes (compulsory)

Master Academic Calendar 2015/16:

http://www.clsbe.lisboa.ucp.pt/system/files/assets/files/academiccalendar_m2015.pdf

ACADEMIC INFORMATION

Language of Instruction

- At the *Undergraduate level*, elective courses are mainly taught in English and most of the core courses are taught in Portuguese. A full English-taught program started in September 2014.
- At the *Master of Science level* all courses are taught in English.

Language Requirements

In order to participate in our courses and pass the exams it is necessary for your students to have a high level of English proficiency. Therefore we ask you to guarantee that your students have the required level of spoken and written English equivalent to B1 level, according to the [Common European Framework of Reference for Languages](#).

Portuguese Language Course

A Portuguese language course for exchange students is provided in collaboration with the Faculty of Human Sciences. The course is offered every semester, starting at the beginning of September and February. There is an intensive and an extensive course, and full details on costs is sent by email to all students.

Course Availability and Course Descriptions

Undergraduate courses (1st cycle):

- The List of Courses lectured in English is sent to the nominated students every semester
- The **Syllabus** of all the undergraduate courses offered (Portuguese and English language) can be consulted here: <http://www.clsbe.lisboa.ucp.pt/courses-offered-undergraduate>

Master of Science courses (2nd cycle):

<http://www.clsbe.lisboa.ucp.pt/courses-offered-0>

Expected Workload

Undergraduate level

30 ECTS is the normal semester workload for a CATÓLICA-LISBON's student; exchange students, however, should follow their home university guidelines. 1 ECTS-Credit Point stands for an estimated workload around 25 to 30 hours. The maximum advised workload per semester is **33 ECTS** (including Portuguese Language course).

Master of Science Level

The normal semester course workload for a CATÓLICA LISBON's MSc student is **27 to 28 ECTS**. Exchange students, however, should follow their home university guidelines. At the MSc Programs, 1 ECTS-credit point stands for close to 6 contact hours and an estimated workload of around 25 to 30 hours.

The Maximum workload per semester is **33 ECTS** (including Portuguese Language course), corresponding to a maximum of **8 courses per semester** and an **average of 4 courses per trimester**.

Grading

Students grading is based on their semester work. It may include questionnaires, mid-term tests, group assignments, etc. There is also a final exam at the end of the semester.

Grading Scale

CATÓLICA-LISBON grading scale is 0-20, 10 being the passing mark.

Exams Abroad

In case of overlapping academic calendars, CATÓLICA-LISBON may allow exams abroad:

Supervision of exams from Partner Universities

Sending CATÓLICA-LISBON exams to be supervised at Partner Universities

IMPORTANT: subject to the **approval of the Academic Direction and Partner University**

STUDENTS' LIFE

Welcome Week Activities

Our primary goal is to help students get to know our school and other Exchange Students in a short timescale. We believe the special activities organized during the welcome week hasten the **integration of the exchange students**, facilitating contact with the other students and providing all the necessary information about the school and life in Lisbon.

Attendance is **mandatory**. Detailed information about the Welcome Week dates and activities is sent to the nominated students by e-mail.

Accommodation

CATÓLICA-LISBON does not have on campus housing.

International Student Affairs provides help to all exchange students to find permanent accommodation in Lisbon: useful accommodation search links (sent by e-mail).

A short list of provisional and permanent accommodation search links can be downloaded from our website. Personal help upon arrival. During the welcome week, Student Affairs staff will help find suitable accommodation offers and will help schedule visits.

Expected living expenses

Academic expenses (e.g. books, stationary): €90 - €120

Room: €250-€400 / Apartment: €450 - €850

Insurance: €25 - €40 monthly

Groceries: €80 - €150

Transportation: €35 - €50

Others: €100

Visa & Health Insurance

EU Students

Need to travel with a valid national ID card or a valid Passport and the European Health Card.

Non EU-Students

Non-EU students must apply for a student visa before entry into Portugal and need a valid international Insurance.

More information on: <http://www.sef.pt/portal/VIO/EN/asp/page.aspx>.