iscte

UNIVERSITY
INSTITUTE
OF LISBON

INFORMATION DATASHEET

INFORMATION AND CONTACTS

General Information

Name
Iscte – Instituto Universitário de Lisboa

Erasmus+ Code
P LISBOA07

PIC / OID
PIC 998622567 ; OID E10204863

Address
Av. das Forças Armadas
1649 – 026 Lisbon
Portugal

Website
http://www.iscte-iul.pt/

Schools
Lisbon Campus
School of Social Sciences
Business School
School of Sociology and Public Policy
School of Technology and Architecture

Sintra Campus
Iscte Sintra – Digital Technologies, Economy and Society

International Relations Office

Name
International Relations Office

Address
Av. das Forças Armadas; Building I,
Room 1S7 to 1S13
1649 – 026 Lisbon
Portugal

Phone Number
+351 217 903 000

Website
http://iscte-iul.pt >international

E-mail
iro@iscte-iul.pt

Attendance Hours
Monday to Friday
10:30 am – 12:30 pm
and 2:30 pm – 4:30 pm

Contact For...

VICE-RECTOR FOR INTERNATIONALIZATION
Erasmus+ Institutional Coordinator
Prof. Maria das Dores Guerreiro (Mrs.)
Vice.Reitora.Int@iscte-iul.pt

INTERNATIONAL RELATIONS OFFICE
Coordinator
Alejandra Ortiz (Mrs.)
iro.coordinator@iscte-iul.pt

OUTGOING/ INCOMING MOBILITY
(ERASMUS+ KA 131 AND BILATERAL AGREEMENTS)
Coordinator
Joana Jordão (Mrs.)
+351 210 464 264
joana.jordao@iscte-iul.pt

Outgoing Students Mobility
Vanessa Fernandes (Ms.)
+351 210 464 258
outgoing.iro@iscte-iul.pt

Incoming Student Mobility (nomination)
Janine Ferreira (Ms.)
+351 210 464 260
iro@iscte-iul.pt

Incoming Students Support (only for students)
Business School (IBS)
international.ibs@iscte-iul.pt (Nuno Nunes/ Cristina Sobreira)
School of Social Sciences (ECSH)
international.ecsh@iscte-iul.pt (Paola Amore)
School of Sociology and Public Policy (ESPP)
international.espp@iscte-iul.pt (Joana Duarte)
School of Technology and Architecture (ISTA)
international.ista@iscte-iul.pt (Ana Rita Fonseca, Diogo Santos, Sofia Magalhães)
Outgoing and Incoming Staff Mobility
iro@iscte-iul.pt

INTERNATIONAL JOINT PROGRAMMES
ERASMUS MUNDUS AND ERASMUS+ KA 171
Coordinator
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Erasmus Mundus and Erasmus+ KA171
Eduardo Rodrigues (Mr.)
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Erasmus+ KA2
Sofia Antunes (Mrs.)
Sofia.Alexandra.Antunes@iscte-iul.pt

Cooperation with China
Wang Liwen (Ms.) Lesley
+351 217 903 049
Wang_Liwen@iscte-iul.pt

UNIVERSITIES PORTUGAL and Cooperation with USA
Fernando Mora (Mr.)
Fernando_Tiago_Mora@iscte-iul.pt

ADMISSIONS

Nomination and Application Process

Iscte only accepts exchange students nominated by partner Universities at Fénix system https://siic.iscte-iul.pt/gestao-academica/portal-uri/universidades-estrangeiras-en/.
Partner Universities should nominate their students according to the places and subject areas established in the agreement.
E-mail nominations are no longer accepted.
Username and password can be requested by e-mail to iro@iscte-iul.pt

After nomination, each student will receive an e-mail with the username and password to access Fénix System.
Students should update their personal details and upload the following documents:

› Passport photo
› ID card/ Passport
› Copy of insurance card/ European Health Insurance Card (EHIC)

No paper documents and forms are requested.

Deadlines

1st semester / full academic year – 1st June
2nd semester – 1st November

* Nominations outside the EU should be announced at least two months before the mentioned dates due to visa procedures. Once the student is accepted, the student will receive all the relevant information by email.

Language Requirements

Depending on the language of instruction (Portuguese or English), students must have a B2 level or above (according to the Common European Framework of Reference for Languages, CEFR).
Iscte does not request official language certificates, as we trust our partners to only nominate students who fulfil the criteria.

Letter of Acceptance

Letters of acceptance for visa purposes will be issued to non-EU students. Other letters of acceptance will be issued, upon specific request.

Students With Special Needs

Nomination should be announced well in advance and information should be sent to iro@iscte-iul.pt.
Students should e-mail the service in charge as soon as the nomination is confirmed by Iscte to: sas.nee@iscte-iul.pt.

ACADEMIC INFORMATION

Course Enrolment

Course catalogue is available here https://www.iscte-iul.pt/conteudos/international/student-exchange/1892/courses. Students can choose curricular units from different courses, and courses from different degrees, but some restrictions can apply.

Enrolment is made on first come, first served basis and courses have limited places, so students are advised to enrol early.

Portuguese Language Courses

The Soft Skills Office (LCT) organises four levels of Portuguese Language Course for mobility students that want to improve their Portuguese: Intensive, Beginner, Elementary and Intermediate. The courses are not compulsory.
Each language course has a fee and the enrolment should be done through Fenix system.

More information
http://suporte-fenix.iscte.pt/home/erasmus/incoming/portuguese-courses
E-mail: lct@iscte-iul.pt Telephone: +351 210 46 40 20

ACADEMIC INFORMATION

Academic Calendar

The academic year is divided into two semesters:
1st Semester – from mid-September to end of January (including re-sitting)
2nd Semester – from beginning of February to end of June (including re-sitting)

Grading System

Grades are given on a scale of 0 (lowest) to 20 (highest) and the minimum passing grade is 10.
ECTS grading system from A to F is implemented.
The translation of the grades is made by the home University of the student.

Language of Instruction

Portuguese and English

Attendance

Students are required to attend at least 80% of the classes. They will receive a student card upon arrival at Iscte.

ACADEMIC INFORMATION

Exams and Evaluation

Most courses are evaluated through “continuous evaluation” which uses a combination of class attendance and participation, individual and group coursework and final tests. At the undergraduate level, students need to achieve the minimum passing grade in all evaluation elements; otherwise they must take the resitting exam that counts for 100% of the final grade.
All courses offer resits to students who have failed or wish to improve their grades. These count for 100% of the final grade.
Please check with your course coordinator regarding the Specific evaluation methods should be confirmed by the students before the start of each course.

Transcript of Records

Transcript of records are issued automatically. A copy is sent to the student by e-mail and the original to the IRO of home University.

ARRIVAL INFORMATION

Arrival And Registration

Students are advised to arrive at least one week before the Orientation Programme, to take care of all administrative matters, adapt to the new environment and be in time for the first classes.
It is compulsory for the students to register after arriving and check out before leaving Iscte, personally at their Iscte School. During registration, students receive the student card and the welcome package.
A Confirmation of Stay can only be filled for the period of the student's stay at Iscte, (e.g. arrival day: orientation programme, first day of classes; departure date: last day of classes, last exam).

Tax

Each student will be charged a 30€ tax, which includes the student card and school insurance.

Orientation Programme

Takes place a few days before the beginning of classes (highly recommended to attend):
1st semester – second week of September (date to be defined) 2nd semester – last week of January (date to be defined)

PRACTICAL INFORMATION

LIFE IN LISBON

Accommodation

Students are strongly recommended to book an accommodation before arrival. Necessary guidance and information will be sent to the students well in advance. Options include private accommodation and Iscte Hall of Residence.

The **Professor José Pinto Peixoto University Hall of Residence** at Iscte meets some of the accommodation needs of its exchange students and Professors.
It is situated off-campus.

Location

Iscte is located in the centre of Lisbon, within the *Cidade Universitária* and easily accessed by public transportation.

Arriving In Lisbon

By plane: the Iscte campus is located approx. 15 minutes by taxi from Lisbon's International Airport.
Average price: 10-15 Euros
More info on how to arrive: **Campus**

PRACTICAL INFORMATION

LIFE IN LISBON

How to Find Us

Metro: Yellow line, *Entrecampos* station
When leaving the underground station *Entrecampos*, walk up the Avenida Forças Armadas about 150 metres. On the right hand side is the entrance of Iscte campus More information at:
Campus

Study Rooms

Iscte has several study rooms and places available, one of them is open 24h/7 days a week.

Canteens

Iscte campus offers a number of bars, cafeterias and restaurants serving a variety of food and drinks. All Iscte students benefit from discounts in most of these on campus facilities. A typical meal costs between 2,70€ and 4,80€. There are also a number of off campus cafeterias, shops and supermarkets within a walking distance.

LIFE IN LISBON

Sporting Facilities

The Iscte University Sports Unit (UniSport) aims to promote the wellbeing of the entire academic community, creating conditions that allow for the integration of high-caliber athletic performance into academic life, the inclusion of new students and employees in sports activities, and the incorporation of sports values in the education of all our students. More info at: **Sporting Activities**

Also located within 1Km of the Iscte campus, the University Stadium provides a number of indoor and outdoor sports and fitness activities including football campus, tennis courts, gymnasiums and running tracks.

Medical Facilities

There is a private clinic located in the campus – SAMS that has general practice as well as other specialities. One of the largest hospitals is just a 5-minute walk from Iscte.

Visa

National students from European Union (EU) countries, European Economic Area/EEA (Iceland, Liechtenstein and Norway) and Switzerland do not need a visa to enter Portugal.
Other foreign students must obtain a residence study visa before departure from their home country, at the nearest Portuguese Embassy or Consulate. For enrolment at Iscte, it is compulsory to present a student visa. Please consider that a 'tourist' visa will not be accepted. Be aware that in some cases it may take up to 60 days.

PRACTICAL INFORMATION

LIFE IN LISBON

Health Insurance and Life Insurance

Students from the European Union (EU) countries and the European Economic Area (EEA) must obtain a European Health Insurance Card in their home country.
Students coming from outside the EU or EEA should make sure that they are properly insured for the whole semester/ academic year before arrival.

In all cases, a life insurance is highly recommended. This insurance should include accident, illness (international medical evacuation as well) and repatriation in case of death.
It is the responsibility of each student to ensure they have sufficient insurance coverage for the full duration of their entire stay.

Cost of Living

Basic costs per month of approximately **€800-€1000**:
Housing from €300 to €500;
Bus and underground monthly pass within the city of Lisbon €30 or with discount if under 24 years old;
Meal in a student budget canteen €2,70;
Meal in a budget restaurant €10.

PRACTICAL INFORMATION

LIFE IN LISBON

Study In Lisbon Lounge

The Study in Lisbon Lounge was created by the Lisbon City Council and the main aim is helping exchange and international students and researchers on their arrival in Lisbon.: visa information, bank account opening, transportation, etc. The location is very convenient: it is just in front of Iscte facilities.

Website: http://www.studyinlisbon.pt/en/lounge/
Address: Praça Carlos Fabião 3, Escritório 3
Email: studyinlisbon@cm-lisboa.pt
Phone: (+351) 21 8172995

Climate

Lisbon has a Subtropical-Mediterranean climate with mild winters and warm to hot summers. The average annual temperature is 21 °C during the day and 13 °C at night.

Among all metropolises in Europe continent, Lisbon has one of the warmest winters. Rain occurs mainly in winter, the summers being generally dry.

Touristic Information

https://www.visitlisboa.com/en ;
https://www.visitportugal.com/en

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Building I, Room 1S7 to 1S13
1649 – 026 Lisbon
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