

Erfahrungsbericht

Erasmus+ Programm
Sommersemester /2021

LISSABON - PORTUGAL
Universidade Nova de Lisboa
Kulturwissenschaften

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1. Einleitung

Dieser Erfahrungsbericht bezieht sich auf das Sommersemester 2021 welches ich in Lissabon, Portugal verbracht habe. In meiner normalen akademischen Laufbahn studiere ich Betriebswirtschaftslehre im Master of Science mit den Schwerpunkten Logistik und Innovationsökonomie. Da der Fachbereich 07 zum Zeitpunkt der Bewerbung und Durchführung des Auslandssemesters keinen Kooperationsvertrag mit einer Universität in Portugal hatte, ich jedoch nach Portugal für das Erasmus-Semester wollte, wurde mir angeboten mich fachfremd zu bewerben. Daher an dieser Stelle ein großes Dankeschön an Frau Dr. Grimmig (FB 09) und Frau Hartstock (FB 07) welche mir diesen Auslandsaufenthalt möglich gemacht haben. Aufgrund dieser Konstellation ist es mir nicht im Detail möglich zu bestimmen wie gut oder schlecht das Kursangebot an der Partneruniversität ist.

Am Ende dieses Dokuments sind ist das Student Handbook aus dem Jahr 2021 angehängt.

2. Vorbereitung

Die Vorbereitungszeit sah aufgrund der ungewöhnlichen Konstellation auch anders aus. Ich habe mich an drei verschiedenen Fachbereichen für einen Erasmus Platz an der Universidade Nova de Lisboa beworben. Alle Fachbereiche waren hier sehr hilfsbereit. Mit der Universidade Nova de Lisboa hatte ich jedoch erst Kontakt, als ich einen Platz über den Fachbereich 09 bekommen hatte. Die Fristen, um alle Unterlagen einzureichen waren einfach auf den Websites der Gasthochschule zu finden. Man sollte sich rechtzeitig mit der Inforestudante Plattform bekannt machen, sobald man den Zugang erhält, da über diese auch viele Lehrinhalte vermittelt und Informationen weitergegeben werden. Inforestudante ist im Grunde eine andere Version des Stud.IP Systems das die Universität Bremen nutzt.

Informationen können gut auf der Website gefunden werden, jedoch häufig nur in portugiesischer Sprache. Die meisten gängigen Browser sind allerdings fähig diese Websites zu übersetzen, sodass ein Lesen der Website möglich ist. Hilfreich

Lissabon, Kulturwissenschaften

ist es hier ins Englische und nicht ins Deutsche zu übersetzen, da die Übersetzungen dann besser gelingen.

3. Formalitäten im Gastland

Da Portugal als Mitglied der EU kein Visum bei der Einreise verlangt war dies einfach. Auch weitere Dokumente wie Führerschein, Personalausweis oder Krankenkassenkarte funktionieren ohne Probleme.

Die einzige Besonderheit ist hier das Multibanco System. Ein Bezahlungssystem das nur in Portugal existiert und von den lokalen Banken betreut wird. Einige Restaurants und Einkaufsläden akzeptieren nur Bargeld oder eine Multibanco-Karte. Für alle größeren Läden gibt es dieses Problem jedoch nicht.

Auch ein extra Mobilfunkvertrag muss nicht abgeschlossen werden. Die deutschen Verträge behalten ihre Gültigkeit auch in Portugal.

4. Allgemeine Informationen zur Partnerhochschule

Die Universidade Nova de Lisboa ist keine Campus Universität, daher sind die verschiedenen Gebäude im Raum Lissabon verteilt. Die Faculdade de Ciências Sociais e Humanas ist im Norden des Zentrums von Lissabon gelegen und leicht mit der Metro zu erreichen. In der näheren Umgebung sind mehrere Parks zu finden. Supermärkte und eine Cafeteria sind auch vorhanden.

Aufgrund der Covid-19 Pandemie ist eine etwaige Orientierungswoche ausgefallen, normalerweise finden jedoch einige Angebote statt. Informationsveranstaltungen für die Studierenden gab es dennoch. Diese waren ausgesprochen hilfreich und sollten und dürfen nicht verpasst werden. Darüber hinaus hat die Studierendenvertretung mehrere Quizabende vorbereitet.

Die Ansprechpartner des International-Office waren bei Fragen sehr offen und immer erreichbar. Im Laufe der Informationsveranstaltungen stellen sich die zuständigen Personen vor. Für die vollständige Immatrikulation ist es notwendig die hinterlegten Dokumente in der Universität abzuholen und eine Zahlung in Höhe von 35€ zu tätigen. Hinzu kommt eine Versicherung in Höhe von 2,50€.

5. Kursangebot

Das Kursangebot besteht vor allem aus Kursen in portugiesischer Sprache. Daher fielen für mich alle Kurse weg, die ich vor Beginn des Auslandssemesters in mein Learning Agreement eingetragen habe. An der Faculdade de Ciências Sociais e Humanas ist es möglich die Kurse frei zu wählen, solange die Studierenden einen Kurs aus ihrem Studienfach belegen. Dies war in meinem Fall der Master in Anthropologie. Die restlichen Kurse konnte ich an der gesamten Fakultät frei wählen. Jedoch war es nicht möglich, Kurse an anderen Fakultäten zu belegen.

Die Frist für die Kurswechsel ist ein abhängig vom Start des Semesters, aber ca. eine Woche vor Kursbeginn. Dies gilt jedoch nur für das Sommersemester, für weitere Informationen, lohnt sich ein Blick in das Handbook am Ende dieses Dokuments. Außerdem kann das englischsprachige Kursangebot unter folgendem Link abgerufen werden: <https://www.fcsh.unl.pt/english-curricula/>

Sprachkurse werden angeboten und kosten die Studierenden 60€.

6. Unterkunft

Unterkünfte in Lissabon sind im Verhältnis zu Bremen teurer. Man sollte damit rechnen, dass die Erasmus Förderung die Miete decken kann, aber dann keine weiteren Kosten decken kann. Es lohnt sich auf der folgenden Seite (<http://www.studyinlisbon.pt/en/alojamento/>) zu schauen, einen recht kurzfristigen Mietvertrag abzuschließen und dann in Lissabon nach einer anderen, günstigeren Wohnung zu schauen.

7. Sonstiges

Die Stadt Lissabon ist eine riesige Attraktion, dennoch empfehle ich allen Studierenden sich die anderen weniger touristischen Orte in Portugal anzuschauen. Diese geben deutlich eher das portugiesische Leben wieder als die Hauptstadt. Ein paar Ideen hier sind: Ericeira und Peniche für alle Liebhaber des Surfsports oder Sagres im Süden Portugals. Wer gerne in die Natur geht kommt in der Douro Region auf seine Kosten.

8. Nach der Rückkehr

Mit der Ausstellung des Transcript of Records oder der Confirmation of Study Period gab es keine Probleme. Die Kurse wurden wie erwartet bewertet und die Dokumente an mich übersendet.

9. Fazit

Ich wollte unbedingt nach Portugal, da dies meine zweite Heimat geworden ist. Dies geschah schon lange vor dem Auslandsaufenthalt. Ich habe viel über mich selbst gelernt. Besonders interessant war es für mich etwas Fachfremdes zu studieren und meinen Horizont zu erweitern und neue Denkmuster zu erlernen. Gerade durch dieses konnte ich viele interessante Personen kennenlernen und neue Freunde gewinnen.



Abbildung 1: Hafen von Baleal bei Peniche



Abbildung 2: typische Lissaboner Straßenbahn

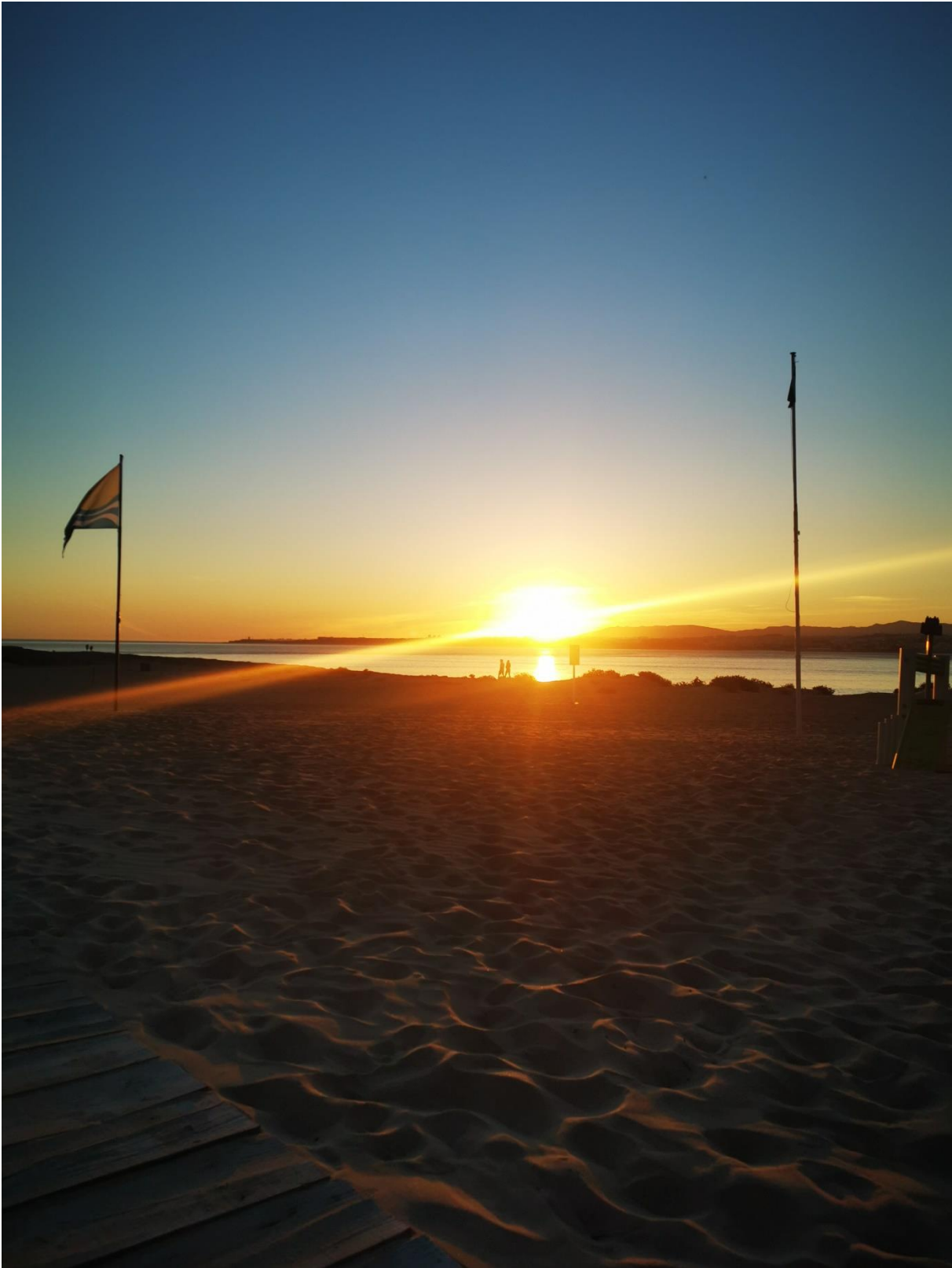
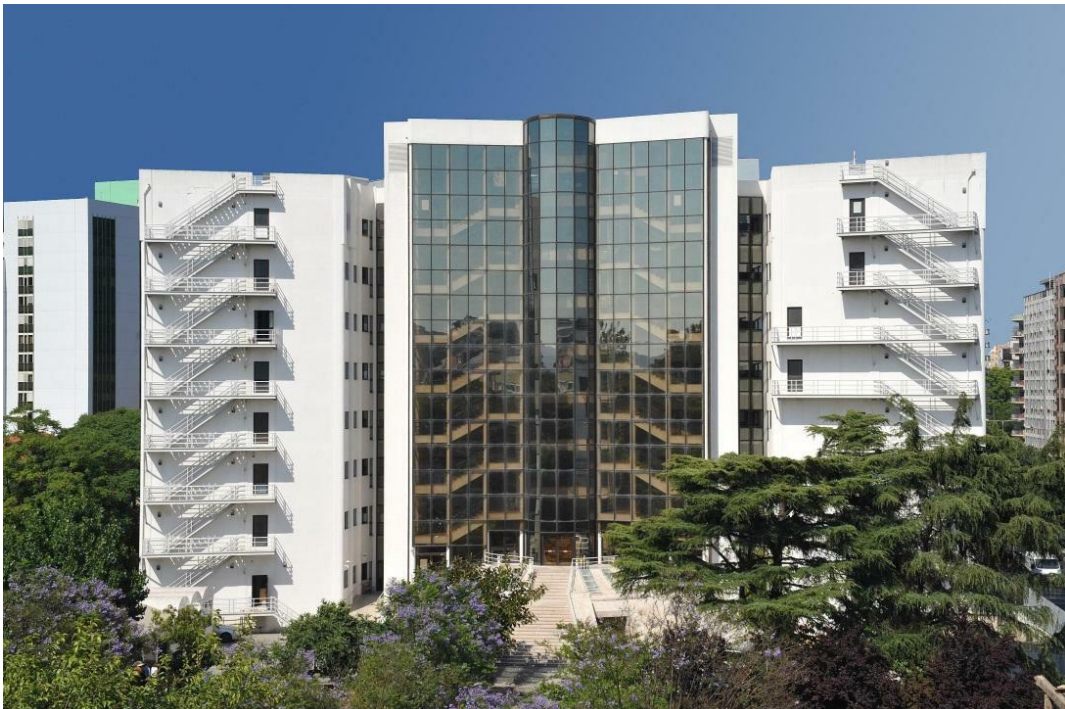


Abbildung 3: Lissaboner Stadtstrand Caparica



INCOMING EXCHANGE STUDENTS HANDBOOK

Last update – Jan' 2021

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WELCOME!

Welcome to NOVA School of Social Sciences and Humanities (*Faculdade de Ciências Sociais e Humanas – Universidade Nova de Lisboa*), also known as NOVA FCSH.

Every year, NOVA FCSH has a new lease of life with the arrival and integration of our Erasmus+ students. We want you to feel part of our academic community, to contribute and become leading roles in this spirit of innovation and dynamism that defines us.

We are proud of your choice and we will do everything to deserve it. We want you to learn from us and we wish to learn from you, in this sharing experience.

In this booklet, you will find a summary sheet on NOVA FCSH, an Institution that welcomes you and is yours too. You will also find some guidelines on your first steps in this journey, which we wish to be very positive, fruitful and memorable.

The Institutional Coordinator for Exchange Programs at NOVA FCSH
Professora Doutora Maria Antónia Coutinho

[Meet NOVA FCSH](#)

ERASMUS+ AND NOVA FCSH

Erasmus+ is the European Union programme for Education, Training, Youth and Sport for 2014-2020. Erasmus+ aims to boost skills and employability, as well as modernizing Education, Training, and Youth work. The seven-year programme will provide opportunities for over 4 million Europeans to study, train, gain work experience and volunteer abroad.

Accounting for Higher Education, Erasmus+ student mobility allocates exchanges for the duration of one semester or one academic year between European universities. Students receive immediate recognition for their achieved credits and the opportunity to access a grant from the European Commission, calculated according to the destination and duration of stay.

Every year NOVA FCSH receives over 300 Erasmus+ students and offers more than 100 of its students the opportunity to study or work in any EU country or countries of the European non-EU members.

+ Info: [European Commission](#) | [Erasmus+ App](#)

ABOUT NOVA FCSH

| WHERE

Avenida de Berna, 26-C

1069-061 Lisboa

[View NOVA FCSH's location on Google Maps](#)

| HOW TO GET TO CAMPUS

Metro:

Campo Pequeno Station (Yellow Line) | *São Sebastião* Station (Blue Line and Red Line) | *Praça de Espanha* Station (Blue Line)

Bus

Carris: 716, 726, 756

TST: 160, 161, 190

Train

CP: Train line of *Sintra*, *Azambuja*, *Fertagus* and *Alfa Pendular* service - **Entrecampos** station

| FOLLOW US

[Website](#) | [Facebook](#) | [Twitter](#) | [YouTube](#) | [Instagram](#)

| WHO IS WHO

Erasmus+ Institutional Coordinator and Vice-Dean for Students

- Prof. Doutora Antónia Coutinho

Student Support Division (DAA)

- Ana Costa (Coordinator)

International Students & Exchange Office (NEIMA)

- Berta Sousa

- Graça Santos

- Marta Spínola Aguiar

Location: Tower B, 1st floor | +351 217 908 332 | mobilidade@fcs.unl.pt | [Working Hours](#)

Service Ticket "Divisão de Apoio ao Aluno -> International/Erasmus"

BEFORE LEAVING HOME

| MANDATORY REGISTRATION ON INFORESTUDANTE NOVA FCSH

Please read carefully our “Manual for incoming students’ application 2020/21” and complete all the steps.
Their completion is mandatory to have your mobility approved!

| STUDY IN PORTUGAL

+ Info: <http://www.studyinportugal.edu.pt/>

| STUDY IN LISBON

Study in Lisbon is the official platform for all those who want to be informed about studying and living in Lisbon.

The website is promoted by the City of Lisbon in partnership with higher education institutions (including NOVA University), students’ representative associations and foundations. It provides interactive information about events, initiatives and courses and practical ideas about studying, living and working in Lisbon. Try now their brand new app for smartphones.

+ Info: <http://www.studyinlisbon.pt/en/>

| ERASMUS ASSOCIATIONS - NOVA FCSH’s PARTNER

+ Info:

[Erasmus Student Network Lisboa](#)

| STUDENTS FROM EU COUNTRIES

The right to entrance, permanency, and residence in Portugal encompasses citizens of member countries of the European Union (EU), the European Economic Space (EEE), and Switzerland, as well as their family members.

However, if you will be staying in the country for more than 3 months, you may have to go (for specific cases) to the *Câmara Municipal* (City Council) of your residential area, no later than 30 days before the end of your period of 3 months of entrance in the national territory.

+ Info@[SEF](#)

| STUDENTS FROM NON-EU COUNTRIES – GETTING THE STUDY VISA

Foreign students from outside the EU must bring their passport. For citizens of some countries, an entrance visa may also be required.

The study visa may be obtained in a diplomatic mission or consular post abroad Portugal.

For more information, check the website of Foreigners and Borders Service (SEF – “Serviço de Estrangeiros e Fronteiras”) or contact the nearest Portuguese Embassy.

+ Info@[SEF](#)

→ NOVA FCSH Exchange Office may issue **acceptance letters** for Non-European citizens, upon request and after the completion of the mobility application at [Infoforestudante](#).

→ Students should try to arrive at Portugal during the day and preferably, during the week, it will be easier to contact someone should you need help, especially at NOVA FCSH.

| ACCOMMODATION

Exceptionally, due to the ongoing health crisis, NOVA Halls of Residence won't be available next academic year for exchange students. The following partners may eventually help, but it is under your responsibility to find accommodation in Lisbon.

+ info:

- [Study in Lisbon](#)
- [Collegiate](#) (promocode: NOVA FCSH)
- [Uniplaces](#) (promocode: NOVAFCSH10)

HEALTH AND INSURANCE

In Portugal, the provision of healthcare is undertaken by the *SNS – Serviço Nacional de Saúde*, including health centres and public hospitals. Emergency services in hospitals should only be used in serious situations.

National emergency number: 112

Permanent Medical Assistance (24h per day): 808 24 24 24

European Union (EU) and Swiss students can be included in the “SNS” system, through the **European Health Insurance Card**. It is very important to obtain this card in your home country, since without it you may be subjected to high prices for medical assistance. In order to obtain this card before coming to Portugal, foreign students should contact their local Social Service Centre. Students from countries outside the EU, should make sure they have a health insurance before departure, which covers their stay in Portugal. In the case of an emergency, go to the nearest public **Hospital**, or **Centro de Saúde**, with your European Health Insurance Card (EHIC), and you can be treated as a Portuguese citizen.

Upon registration, NOVA FCSH provides **school insurance** for all Erasmus+ students, which covers accidents occurred in and outside the Faculty's facilities (outdoor classes, excursions, etc.) and in the normal and direct route between school and the student residence.

NOVA students are also entitled to **medical care** through **NOVA's Social Services (SASNOVA)** or through **SAMS (private)** at reduced prices, by appointment - as our student you have the right to medical assistance (general practice) at a reduced price, provided by SAMS (Social Assistance Medical services).

+ Info: [SAMS](#)

See page 15!

LIVING IN LISBON

| TRAVELING BY AIR

Lisbon is just a few hours (2 to 3 hours) away from most European cities and 6 to 8 hours away from North America. Lisbon's international airport is only 7 km away from the city centre.

To get from the airport to the city centre, there are several options:

- **AeroBus**: departs from the airport every 20 minutes (from 7am to 9pm) and every 30 minutes (from 9pm to 11pm); journey time is around 20 minutes.
- **Metro**: *Aeroporto* station is about 15 minutes away.
- **Local buses**: buses number 705, 708, 722, 731, 744, 783 (from 6am to 9.30pm) and bus number 208 (from 11pm to 4am).
- **Taxis**: available 24h a day; journey time is 15-30 minutes and costs 10-15€.

| TRAVELING BY TRAIN

Students who arrive by train will get off at *Oriente* station or at *Santa Apolónia* station, just a few minutes away from the old centre of Lisbon. Both stations are connected to the Lisbon metro and local buses.

| TRAVELING INSIDE LISBON

There is a vast network of public transport in Lisbon and you can choose from the bus, the subway, the elevator, the electric or the train, in the city or the suburbs.

The electric and bus tickets can be purchased at any sales outlet or inside buses, directly from the driver, at a higher rate. The metro tickets must be purchased at the respective stations. There are [monthly passes](#) for bus travel / electric / metro valid and rechargeable prepaid travel cards.

The Zapping card can be used as a multimodal ticket in the different city transport networks and suburbs. This rechargeable card can be purchased in retail outlets of the different transport operators, CTT and Payshop agents, charged with a minimum of €3, and the accumulated balance on the card cannot exceed 40€.

Carris, a public transport company (bus and electric), covers the area of the entire city of Lisbon. Most buses and electrics circulate between 6am and 11pm, while a night service that runs from 11pm to 4am. On the weekend services are substantially reduced.

Metropolitano de Lisboa is the easiest means of transport and the fastest for circulating in the city and runs between 6am and 1am.

| CURRENCY

The Euro is the official currency of Portugal and [eighteen other EU countries](#). Coins have eight denominations: 1, 2, 5, 10, 20 and 50 cents and 1 and 2 euros. The bank notes have the following values: 5, 10, 20, 50, 100 and 200.

More information:

[Currency converter Bank of Portugal](#)

| ELECTRICITY

Voltage: 230/400 volts at a frequency of 50 Hertz. All sockets follow European standards. To use American-type plugs, a 230-volt transformer should be used together with an adapter plug.

| LIFE COSTS

Below you will find the prices of some everyday articles, to give you an idea of how much things cost in Portugal:

Articles	Price
Daily newspaper	1,50 €
Cinema Ticket (student)	6,20 €
Metro Ticket	1,50 €
Bus Ticket	2,00 €
Electric Trams Ticket	2,85 €
Full dinner in a middle class restaurant	15,00 €
1 coffee	0,70 €
1 pack of milk	0,60 €
1 bottle of water (supermarket)	0,50 €
1 bread (400gr)	0,75€
1 Pack of rice (1Kg)	1,00 €
1 Coke (33cl)	1,00 €

| SCHEDULES – WORKING HOURS

Shopping Centers: Every day 10am - 12 midnight

Shops: Weekdays - 9am to 1pm and 3pm to 7pm

Saturdays - 9am to 1pm

Banks: Weekdays - 8.30am to 3pm

Pharmacies: Pharmacies keep the same working hours as the rest of the shops, but in order to guarantee 24-hour service some stay open after 7 p.m. All of them have information indicating the nearest 24 hours pharmacy.

Post Offices: Weekdays - 8.30am to 6pm

| CLIMATE

Lisbon has one of the mildest climates in Europe. It has a climate similar to Mediterranean countries, while the moderating effect of the Atlantic Ocean prevents it from being neither too hot in summer nor too cold in winter.

Lisbon is also very sunny, with around 260 days of sunshine per year and almost 9 hours a day.

Average temperature values		JAN/MAR	APR/JUN	JUL/SEP	OCT/DEC
Air	°C	17.1	21.8	27.3	17.2
	°F	62.8	71.2	79.3	53.0
Sea	°C	14.9	17.5	19.5	16.1
	°F	58.8	63.5	67.1	60.0

| WINTER AND SUMMER TIME FOR PORTUGAL

A time change happens in Portugal twice a year, the first on the last Sunday of March and the second on the last Sunday of October.

AT NOVA FCSH

| LANGUAGE(S) OF INSTRUCTION & RECOMMENDED LANGUAGE SKILLS

At NOVA FCSH, the 1st language of instruction is Portuguese and the 2nd is English. Classes are usually taught in Portuguese, although bibliography may be available in other languages. In some cases, students are allowed to complete their work and exams in English (or even other languages), but this possibility is subject to each teacher's approval at the beginning of the semester. For courses taught in Portuguese (according to the course catalogue), it is not possible to guarantee this possibility in advance, only upon arrival when discussing the evaluation methods with the teachers of each course.

At NOVA FCSH, we do not have language level requirements; therefore, students are not required to present a specific language certificate during the application.

However, **in order to communicate adequately and to attend classes successfully during your study period at NOVA FCSH, we highly recommend having the following language skills** (according to the CEFR) at the start of the exchange:

- **Portuguese – level A2**
- **English – level B2**

Please be aware that NOVA FCSH does not take responsibility for eventual academic failure due to the absence of proper language skills.

| DEPARTMENTAL MOBILITY COORDINATORS

DEPARTMENT	MOBILITY COORDINATOR	CONTACT
ANTHROPOLOGY	Margarida Fernandes	m.fernandes@fcs.unl.pt
COMMUNICATION SCIENCES	Ivone Ferreira	ivoneferreira@fcs.unl.pt
MUSICOLOGY	Maria de São José Côrte-Real	saojose@fcs.unl.pt
POLITICAL STUDIES	Carmen Fonseca	carmen.fonseca@fcs.unl.pt
PORTUGUESE STUDIES	Maria do Rosário Laureano Santos	mrls@fcs.unl.pt
PHILOSOPHY	Luís Bernardo	lm.bernardo@fcs.unl.pt
GEOGRAPHY AND REGIONAL PLANNING	Rossana Estanqueiro	rossana.estanqueiro@fcs.unl.pt
HISTORY	Pedro Cardim	pedro.cardim@fcs.unl.pt
HISTORY OF ART	Joana Cunha Leal	j.cunhaleal@fcs.unl.pt
LINGUISTICS	Helena Valentim	ht.valentim@fcs.unl.pt
LANGUAGES, CULTURES AND MODERN LITERATURES – GERMAN STUDIES	Gabriela Fragoso	mg.fragoso@fcs.unl.pt
LANGUAGES, CULTURES AND MODERN LITERATURES – FRENCH, SPANISH AND ITALIAN STUDIES	Margarida Esperança Pina	mepreffoios@fcs.unl.pt
LANGUAGES, CULTURES AND MODERN LITERATURES – ENGLISH AND NORTH-AMERICAN STUDIES	Isabel Oliveira Martins	io.martins@fcs.unl.pt
SOCIOLOGY	José Alberto Simões	joseav.simoies@fcs.unl.pt

| PORTUGUESE LANGUAGE AND CULTURE COURSES
|| SEMESTER COURSE

NOVA FCSH organizes [Portuguese Language and Culture courses](#) for incoming students during the academic year (1st and 2nd semester), which helps improve knowledge of our language and therefore helps students attend classes taught in Portuguese.

Registration is completed at the beginning of the semester, in person at the course office, subject to a diagnostic test. After successfully completing this course, the student gets **6 ECTS/semester** which may be included in their Learning Agreement. The course is subject to a fee of 60€.

→ **In order to fully benefit from your stay in Lisbon, it is strongly recommended that all incoming students enrol for this course.**

| ACADEMIC CALENDAR

The academic year at NOVA FCSH usually commences in **September until June**. Exact dates are available on NOVA FCSH's [website](#). The **period of student mobility** can only be testified **according to our academic calendar** – please consider this when establishing your grant with your home institution.

|| 2020/2021

1 st SEMESTER
WELCOME MEETINGS
September 23 rd and 24 th - Booking of arrival meetings available at your Inforestudante account
COURSE REGISTRATION AND CHANGE OF SUBJECTS
Until October 23 rd , on Inforestudante
CLASSES
6 th of October to 18 th of December 2020
APPEAL AND IMPROVEMENT EXAMINATION PERIOD
11 th to 22 nd of January 2021 (final grades out until 28 th of January 2021)

2 nd SEMESTER
WELCOME MEETING
Online – January 29 th
COURSE REGISTRATION AND CHANGE OF SUBJECTS
Until February 4th 2021
CLASSES
8th of February to 28th of May 2021
APPEAL AND IMPROVEMENT EXAMINATION PERIOD
17th to 25th of June 2021 (final grades out until 2nd of July 2021)

HOLIDAYS
<p>Christmas – 21st of December 2020 to 3rd of January 2021</p> <p>Carnival – 15th and 16th of February 2021</p> <p>Easter – 29th march to 5th April 2021</p>

| ACADEMIC INFORMATION

NOVA FCSH offers a diverse number of undergraduate, master and PhD degrees, in fields within the Social Sciences and Humanities, supported by quality research, and taught by highly qualified academic staff. All courses have been adapted in line with the Bologna reform and are measured in terms of ECTS credits.

|| COURSE CATALOGUE

STUDY CYCLE	COURSE CATALOGUE
1 st cycle / Undergraduate “Licenciaturas”	Courses Catalog 2020
2 nd cycle / Master “Mestrados”	
3 rd cycle / PhD “Doutoramentos”	

Our academic offer is divided into 3 different levels. The course catalogue is available online.

IMPORTANT: Not all subjects are available every year/semester, so whilst making your course selection, students must always check the available timetables. Changes to the Learning Agreement may be done every semester, upon arrival – the first version is just a draft.

|| TIMETABLES

Each year, updated timetables are usually disclosed from **July**. Until then, students must refer to the previous year timetables.

Timetables are also available online and can only be consulted on the Portuguese version of NOVA FCSH website:

STUDY CYCLE	TIMETABLES (PT version <u>only</u>)
1 st cycle / Undergraduate “Licenciaturas”	Info at each course’s page
2 nd cycle / Master “Mestrados”	Info at each course’s page
3 rd cycle / PhD “Doutoramentos”	Info at each course’s page

|| REQUIREMENTS WHILE CHOOSING THE STUDY PLAN

While choosing the study plan, Erasmus+ students at NOVA FCSH have to meet the following requirements:

- For regular students, a full-time workload amounts to 60 ECTS credits per academic year or 30 ECTS credits per semester. Erasmus+ students do not have a minimum required, only a maximum: they can sign up for a **maximum of 30 ECTS per semester, plus 6 ECTS from the Portuguese Language Course**;
- The **choice of subjects depends on the degree students are currently enrolled in at their home institution** – Bachelor or Undergraduate students can only take 1st cycle subjects; Master students can take both 1st and 2nd cycle subjects; Doctoral students can choose from any of the subjects (except from the English curricula);
- Students have to **attend at least one subject per semester from the department that has accepted them at NOVA FCSH (according to the existing Erasmus+ agreement)**. The remaining subjects can be chosen among our entire academic offer;
- All **questions concerning academic content, should be address to the respective Departmental Mobility Coordinator** (page 12), who will be the responsible person for signing the Learning Agreement;
- **The first course selection will be provisional**; some changes may occur upon arrival, subject to course availability, schedules etc..

|| EVALUATION & CLASSIFICATION SYSTEM (GRADES)

At NOVA FCSH, students are evaluated based on the work developed over the semester, considering class participation, presentation of written and oral tests and final examinations.

IMPORTANT: The evaluation elements, their weighting and scheduling are set in the first two weeks of the semester between teacher and students.

The result obtained either by continuous assessment or exams, is expressed on a scale between 0 to 20. The minimum passing grade is 10/20 and it gives access to the “Improvement Examination” (optional and subject to a 15€ fee per exam - enrolment necessary at Inforestudante).

Students who fail with a final grade of 8/20 or 9/20, have access to “Appeal Examination” – **enrolment is necessary at Inforestudante, at no cost.**

|| ENROLMENT AT NOVA FCSH

Procedures will be explained at the welcome meetings.

| FEES

According to the [emolument table](#) in force at NOVA FCSH

→ School insurance – Mandatory for all students upon registration	2,50€
→ Administrative costs – Mandatory for all students upon registration	35,00€
→ Certificate / Declaration for several purposes	6,00€
→ Improvement examination	15,00€
Certified copy:	
→ 1 st sheet	3,50€
→ Additional sheet	0,70€
Course syllabus and workload:	
→ 1 st sheet	6,00€
→ Additional sheet	0,70€
Penalty for not meeting deadlines:	
→ 1 st level of increased fees – until 5 working days	15,00€
→ 2 nd level of increased fees – from 6 th to 15 th working day	48,50€
→ 3 rd level of increased fees – from 16 th to 30 th working day	96,00€
→ 4 th level of increased fees – beyond the 30 th working day and for each month of delay	98,00€

| PRACTICAL INFORMATION

|| FREE INTERNET ACCESS

Free internet access through a wireless network is available to all NOVA FCSH’s students, through *Eduroam*. You can use the password given by your University or the one we will provide you.

|| STUDENT CARD

The NOVA FCSH Student Card is your official NOVA FCSH identification, resulting from the partnership with Santander Bank. It allows discounts on various services (restaurants, cinema, sports...). The issuing of the card is automatic once you have your photo approved, your enrolment finished (with the necessary payments) and the “name on the student card” filled in on Inforestudante. You can then pick up your card at the [Santander](#) desk in our *campus* in about 2 or 3 weeks.

+ Info: lisboa.fcsch@santander.pt

|| STUDENTS' UNION

The aim of the Students' Union (AEFCSH) is the global representation of the students of NOVA FCSH and the defense of their interests all along the school year. It also organizes a set of initiatives and activities of cultural, sporting and pedagogical scope, all students may join.

+ Info: [Official website](#) | ae@fcs.unl.pt | Tower B – lobby, on the left

|| COMPUTER ROOM

The student card gives you free access to the computer room, equipped with 20 computers, 10 individual sits for laptops (with either ethernet or wi-fi connection), printing (payed) and scanning services.

Location at NOVA FCSH: Building B2 – ground floor, next to Colibri bookstore

Working Hours: Monday to Friday, from 9am to 11pm, Saturday 9am to 6pm.

|| PHOTOCOPIES

NOVA FCSH has 3 copiers for student use on **Tower B – 1st floor** (2 inside of the Library). In order to use the photocopier you will have to purchase copy credit at the Treasury – you can use these copiers with your NOVA FCSH id's user and password. There is also the copy center "Novacópia", located next to AEFCSH (**lobby of Tower B, to the left**).

|| LIBRARIES

To access the library you need [to register online \(using your student number\)](#). The library can be used to request books in several languages, to consult in the reading room or for home loan. It is also possible to perform inter-library loan with libraries worldwide. The library also has scanners for student use, using USB flash drive.

+ Info:

bibliotecamsc@fcs.unl.pt | Tower B – 1st floor

Working Hours Library	
Mon - Fri	8.30am – 8pm
Saturday	9.30am – 1.30pm
During school holidays: Mon - Fri 9.30am – 5pm	

|| SOCIAL SERVICES

[Social Welfare Services of the Universidade Nova de Lisboa](#)

(Serviços de Ação Social da Universidade Nova de Lisboa – SASNOVA)

||| MEALS

As a student at this Faculty, you receive daily social benefits such as meals. At NOVA FCSH's canteen (**Tower B – ground floor**), you'll find meals at fair prices (complete meal at lunch and/or dinner for 2,75€, including vegetarian options).

You also have the option to eat elsewhere at NOVA FCSH (self-service microwaves, self-service bar, esplanade) or at any NOVA or Lisbon Universities canteen.

Location at NOVA FCSH: Tower B – ground floor

Working Hours Bar – Canteen	
Opening	7.30am
Lunch	11.30am – 2.30pm
Dinner	6.30pm – 8.30pm

||| HEALTH CARE

Psychological support is available at NOVA FCSH, by appointment, free of charge.

+ Info: psii@fcs.unl.pt

As our student you have the right to medical assistance (**Psychology, Psychiatry and Nutrition**) at reduced prices, by appointment, provided by [SASNOVA at Alfredo de Sousa Halls of Residence](#) (NOVA – *Campolide Campus*).

+351 213 715 600 | saude@unl.pt

See also [page 6!](#)

||| CULTURE AND SPORTS

[SASNOVA](#) promotes and publicizes culture and sports to the academic community, by supporting student initiatives or organizing their own activities.

+ Info: desporto@unl.pt

BEFORE RETURNING

At the end of the exchange, students must go to NOVA FCSH International Office (NEIMA) to close their mobility record.

This is mandatory – please do not leave Lisbon without closing your mobility record!