



## ERAMUS FACTSHEET

<b>HEI's Full Legal</b>	Miguel Torga Institute of Higher Education (in Portuguese: <i>Instituto Superior Miguel Torga</i> )
<b>Eramus Code</b>	P COIMBRA05
<b>ECHE</b>	Ares(2021)1530693 - 27/02/2021
<b>PIC</b>	949309028
<b>CONTACT INFORMATION</b>	
<b>Office name</b>	GRI – Office for International Relations
<b>Address</b>	Instituto Superior Miguel Torga Largo da Cruz de Celas, 1 3000-132 Coimbra
<b>Phone</b>	(+351) 239 48 80 37
<b>Schedule</b>	From Monday to Friday, from 9:30 a.m. to 12:30 a.m.
<b>E-mail</b>	<a href="mailto:gri@ismt.pt">gri@ismt.pt</a>
<b>GRI's website</b>	<a href="https://www.ismt.pt/en/internacional">https://www.ismt.pt/en/internacional</a>
<b>ISMT's website</b>	<a href="https://www.ismt.pt/en">https://www.ismt.pt/en</a>
<b>Coordinator</b>	Maria João Barata, PhD: <a href="mailto:gri@ismt.pt">gri@ismt.pt</a>
<b>Contact Person</b>	Ms. Raquel Palma: <a href="mailto:gri@ismt.pt">gri@ismt.pt</a>
<b>Degree's Erasmus Coordinators</b>	<ul style="list-style-type: none"> <li>▪ <b>Graduation in Social Work</b> Prof. Dulce Simões: <a href="mailto:dulce_simoes@ismt.pt">dulce_simoes@ismt.pt</a></li> <li>▪ <b>Graduation in Psychology</b> Prof. Henrique Testa Vicente: <a href="mailto:henrique.t.vicente@ismt.pt">henrique.t.vicente@ismt.pt</a></li> <li>▪ <b>Graduation in Business Communication</b> Prof. Filipe Silva: <a href="mailto:filipersilva@ismt.pt">filipersilva@ismt.pt</a></li> <li>▪ <b>Graduation in Journalism</b> Prof. Sofia Figueiredo: <a href="mailto:sofia@ismt.pt">sofia@ismt.pt</a></li> <li>▪ <b>Graduation in Multimedia</b> Prof. Frederico Fonseca: <a href="mailto:ffonseca@gmail.com">ffonseca@gmail.com</a></li> <li>▪ <b>Graduation in Computer Sciences</b> Prof. Luís Cunha: <a href="mailto:luisacunha@ismt.pt">luisacunha@ismt.pt</a></li> <li>▪ <b>Graduation in Communication Design</b> Prof. Luísa Costa: <a href="mailto:luisacosta@ismt.pt">luisacosta@ismt.pt</a></li> <li>▪ <b>Graduation in Human Resources Management</b> Prof. Fátima Ney Matos: <a href="mailto:fneymatos@ismt.pt">fneymatos@ismt.pt</a></li> <li>▪ <b>Graduation in Management</b> Prof. Vasco Almeida: <a href="mailto:vascoalmeida@ismt.pt">vascoalmeida@ismt.pt</a></li> <li>▪ <b>Master in Social Work</b></li> </ul>

	<p>Prof. Rosa Tomé: <a href="mailto:rosa_tome@hotmail.com">rosa_tome@hotmail.com</a></p> <ul style="list-style-type: none"> <li>▪ <b>Master in Psychology</b></li> </ul> <p>Prof. Henrique Testa Vicente: <a href="mailto:henrique.t.vicente@ismt.pt">henrique.t.vicente@ismt.pt</a></p>
<b>EXCHANGE PROGRAMME INFORMATION</b>	
<b>Course catalogue</b>	<a href="https://ismt.pt/en/oferta-educativa">https://ismt.pt/en/oferta-educativa</a>
<b>Language of instruction</b>	<ul style="list-style-type: none"> <li>▪ Portuguese.</li> <li>▪ In the most of the curricular units, students can do their evaluations in English and/or Spanish. Also, most of the teachers do follow up Erasmus students in those languages, either in classes, individual meetings or by e-mail. However, it should be noticed that there is always the risk that in some curricular units it is not possible to be supported and do the evaluations in other language than the Portuguese.</li> <li>▪ Students are highly encouraged to do an OLS Portuguese course before arriving and to enrol in our Portuguese course to begin after arriving.</li> </ul>
<b>Language requirements</b>	<ul style="list-style-type: none"> <li>▪ Student Mobility for Studies: B1 in Portuguese <b>or</b> B2 in English or Spanish. A Certificate (OLS or other) will be asked.</li> <li>▪ Staff Mobility for Teaching: C1 in Portuguese, English or Spanish.</li> </ul>
<b>Portuguese Language Intensive Course</b>	<ul style="list-style-type: none"> <li>▪ In each semester, GRI organises 2 or 3 Portuguese Language Intensive Courses (70 hours) for different levels (A1, A2 and/or B1).</li> <li>▪ In the first class, students are assessed to determine in which level each one will be placed.</li> <li>▪ This is an extra-curricular unit. It has a fee of 85 €.</li> <li>▪ It can be in the Learning Agreement or not. In any case, it will be in the Transcript of Records. If student requires it, it can be issued a Certificate.</li> </ul>
<b>Academic Year Structure</b>	<ul style="list-style-type: none"> <li>▪ <b>1st Term</b> <i>Classes:</i> Beginning of September – End of January <i>Exams:</i> End of January – Mid February</li> <li>▪ <b>2nd Term</b> <i>Classes:</i> Mid February – End of June <i>Exams:</i> Mid-June – Mid July</li> <li>▪ Continuous evaluation takes place in at least three moments during the classes' terms. Students have to attend exams only when they do not obtain approval in continuous evaluation during classes.</li> <li>▪ It is highly recommended that students organise in order to be here until the Exams period.</li> <li>▪ <b>Vacations</b> <ul style="list-style-type: none"> <li>○ Latada: usually in end of October</li> <li>○ Christmas: 2 weeks</li> <li>○ Carnival: 2 days</li> <li>○ Easter: 1 week</li> <li>○ Queima das Fitas (an academic traditional festival): usually in the 2nd week of May</li> <li>○ Summer: August</li> </ul> </li> </ul>

<b>ERAMUS STUDENTS APPLICATIONS</b>			
<b>Application Process</b>	<ol style="list-style-type: none"> <li>1. The International Relations Office of the sending HEI nominates the students.</li> <li>2. Students fill in and send us the documents required.</li> <li>3. We send back those documents and the Letter of Acceptance signed by Coordinators.</li> </ol>		
<b>Deadlines for nominations</b>	<ul style="list-style-type: none"> <li>▪ 1<sup>st</sup> Term: 1<sup>st</sup> June</li> <li>▪ 2<sup>nd</sup> Term 15<sup>th</sup> November</li> </ul>		
<b>Documents Required</b>	<p>Please find the AppForm &amp; other useful files at:  <a href="https://ismt.pt/en/erasmus">https://ismt.pt/en/erasmus</a></p> <ul style="list-style-type: none"> <li>▪ Language Certificate (OLS or other)</li> <li>▪ Learning Agreement</li> <li>▪ Erasmus + Appform</li> <li>▪ Language Course at ISMT Appform (optional)</li> </ul>		
<b>Grading System</b>	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>▪ <b>Portuguese Scale</b></li> <li>18-20 Excelente</li> <li>16-17 Muito Bom</li> <li>14-15 Bom</li> <li>12-13 Satisfaz</li> <li>10-11 Suficiente</li> <li>0-9 Reprovado</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> <li>▪ <b>ECTS Scale</b></li> <li>A Excellent</li> <li>B Very Good</li> <li>C Good</li> <li>D Satisfactory</li> <li>E Sufficient</li> <li>F Fall</li> </ul> </td> </tr> </table>	<ul style="list-style-type: none"> <li>▪ <b>Portuguese Scale</b></li> <li>18-20 Excelente</li> <li>16-17 Muito Bom</li> <li>14-15 Bom</li> <li>12-13 Satisfaz</li> <li>10-11 Suficiente</li> <li>0-9 Reprovado</li> </ul>	<ul style="list-style-type: none"> <li>▪ <b>ECTS Scale</b></li> <li>A Excellent</li> <li>B Very Good</li> <li>C Good</li> <li>D Satisfactory</li> <li>E Sufficient</li> <li>F Fall</li> </ul>
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<b>USEFUL INFORMATION</b>			
<b>Average living costs</b>	<p>Accommodation: 300 €  Food: 200 €  Social Life: 200 €</p>		
<b>City Bus</b>	Lines 4, 6, 7, 27 and 29		
<b>Accommodation</b>	<p>We do not have dormitories for students. However, it is easy in Coimbra for students to rent rooms.</p> <ul style="list-style-type: none"> <li>▪ Uniplaces (our partner): <a href="https://www.uniplaces.com/">https://www.uniplaces.com/</a> (ask us the promo code)</li> <li>▪ BeCoimbra (our partner): <a href="http://becoimbra.pt">http://becoimbra.pt</a></li> <li>▪ Yellow Seventeen Studios &amp; Suites: <a href="https://www.facebook.com/yellowseventeen17/">https://www.facebook.com/yellowseventeen17/</a></li> <li>▪ Gabinohome: <a href="http://gabinohome.com/pt/quartos">http://gabinohome.com/pt/quartos</a></li> <li>▪ Imovirtual: <a href="http://www.imovirtual.com/imoveis/quartos/arrendar">http://www.imovirtual.com/imoveis/quartos/arrendar</a></li> </ul>		
<b>Other Useful Links</b>	<ul style="list-style-type: none"> <li>▪ Lots of useful information for foreign students and researchers: <a href="https://www.study-research.pt/">https://www.study-research.pt/</a></li> <li>▪ CP (Portuguese Trains): <a href="http://www.cp.pt">www.cp.pt</a></li> <li>▪ RNE (Intercity Bus): <a href="http://www.rede-expressos.pt/">www.rede-expressos.pt/</a></li> <li>▪ SMTUC (City Bus): <a href="http://www.smtuc.pt/">www.smtuc.pt/</a></li> <li>▪ Turismo Centro de Portugal (Tourism): <a href="http://www.turismodocentro.pt/">www.turismodocentro.pt/</a></li> <li>▪ Saúde 24 (health care): 808 24 24 24</li> <li>▪ SEF (Portuguese Immigration and Borders Service): <a href="http://www.sef.pt/portal/v10/PT.aspx/page.aspx">http://www.sef.pt/portal/v10/PT.aspx/page.aspx</a></li> </ul>		

	<ul style="list-style-type: none"><li>▪ Emergencies: 112</li></ul>
<b>Covid-19</b>	<ul style="list-style-type: none"><li>▪ We continue receiving students, as long as they comply with circumstances in ISMT and Portugal, including short term decisions concerning classes and/or evaluations being on site, on-line or on a blended way.</li></ul>
<b>Health Insurance</b>	<ul style="list-style-type: none"><li>▪ ISMT does not provide automatic insurance coverage to incoming students.</li></ul>

Last Update: September 2021