STUDENT GUIDE

General information for foreign students in international mobility programs

This project has been funded with support from the European Commission. This publication reflects the views only of the author, and the Commission cannot be held responsible for any use which may be made of the information contained therein.
It is a distinct privilege to welcome you, on behalf of the whole university community, to Portucalense University, a private dynamic university, with high quality teaching, tailored to respond to the needs of high quality students.

Our mission is to prepare a new kind of professionals, with the intellectual abilities, cross cultural versatility, practical skills and ethics needed to be successful in today’s competitive business world. Our main asset has to be the people and we invite you to join us in our project.

Studying in Portucalense and staying in Porto is a great experience. Students can benefit from the atmosphere of a fantastic town, enjoying a magnificent repository of artistic and architectural values.

Welcome to Portucalense and enjoy your stay.

The Rector
The Institution

Portucalense University Infante D. Henrique, UPT, is a private higher education institution, created in June of 1986, located in Porto.

UPT is organized in four Departments: 1) Law, 2) Psychology and Education, 3) Tourism, heritage and culture and 4) Economy, management and computing.

UPT aims to be a model in higher education, taking the advantages of the different department’s synergies. More than acquiring theoretical knowledge, the students have the chance to develop practical work and research projects, developing different kinds of skills that prepare them for jobs in future career and for living in a competitive global society.

It is our mission to ensure quality education at the highest standards of excellence in the relevant disciplines, in order to educate fully competent professionals and socially responsible citizens.

Students are our priority and the formation we provide aims to equip all our graduates with a first-rate professional education and to enhance the development of individual potentialities and both personal and professional competences.

In order to achieve these objectives, courses are structured so as to respond flexibly to changing labor market needs, through various teaching methods empirically based on significant case studies whenever applicable. UPT also makes
available to students forms of personalized tutorial assistance intended to complement and support purely class-based instruction. UPT has its own dedicated staff, fully qualified, research-active and highly motivated by a spirit of constant self-improvement. We also count on the input of practicing professionals from different industrial and commercial sectors, promoting the relationship with the real world with the goal of preparing students for future professional demands.

It is also our priority to promote and maintain relationships with overseas universities with which we have partnerships, and to extend further our network both in Europe and in other countries. UPT is enthusiastically committed to a system of educational visits and exchanges, every year hosting professors of European universities that are in turn reciprocated by departmental faculty. It has thriving Erasmus links and receives numbers of students through this scheme as well as from other non-European countries.

UPT has a wide and modern campus in the Asprela university zone. It is well-known for high technological innovation level. The several computation laboratories are available 24h a day with wireless net over the campus which makes access to information easier, contributing to the personal and scientific development of the students.

There are different areas in the campus: not only the Library that invites the students to study and reflection, but also the bookshop, forum, canteen, bars, in and outdoor cafes and parks for leisure and social contact.
HIGHER EDUCATION SYSTEM DIAGRAM

POLYTECHNIC EDUCATION

SECONDARY EDUCATION

EDUCATION

UNIVERSITY EDUCATION

Licenciatura 180 ECTS

Licenciatura 180 ECTS

Licenciatura 180 ECTS

Doutoramento

Level 5

Level 4

Level 5

Level 6

Level 6

Level 7

Level 6

ACADEMIC AUTHORITIES

RECTOR: Prof. Alfredo Marques
VICE-RECTOR: Prof. Paula Morais
VICE-RECTOR: Prof. José Caramelo Gomes

INTERNATIONAL INSTITUTIONAL COORDINATOR
Prof. Paula Morais • pmorais@upt.pt

INTERNATIONAL RELATIONS OFFICE (IRO)

Responsible in mobility:
Susana Correia da Silva • susanas@upt.pt; +351 225 572 134

Responsible out mobility:
Susana Carvalho • susanac@upt.pt; +351 225 572 130

IRO:  ico@upt.pt

INTERNATIONAL RELATIONS

DEPARTMENTAL COORDINATORS

COORDINATOR OF ECONOMY, MANAGEMENT
AND COMPUTING DEPARTMENT: erasmusdeg@upt.pt

COORDINATOR OF PSYCHOLOGY
AND EDUCATION DEPARTMENT: erasmusdep@upt.pt

COORDINATOR OF LAW DEPARTMENT: erasmusddl@upt.pt

(*) Except when in order to exercise a certain professional activity requiring education and training rating between 210 and 240 ECTS.

(**) In exceptional circumstances, and subject to the fulfillment of every requirement relating to the definition of the objectives of the degree and the conditions for acquiring the latter, a cycle of studies leading to a Mestre degree in a specialised field may be amount 60 credits resulting from a stable and consolidated practice in that specific field at international level.

(**) A Mestre degree may also be granted following an integrated cycle of studies of which the duration, for the purposes of obtaining access to a professional activity, is established by European Union regulations; and it results from a regular and consolidated practice within the European Union. In such cases, a Licenciado degree is granted to students having obtained 180 ECTS (3 years, 6 semesters).
HOW TO GET TO UPT

INSTITUTION NAME: Universidade Portucalense Infante d. Henrique

ADDRESS: R. Dr. António Bernardino de Almeida, 541-619, 4200-072 Porto / Portugal

WEB SITE: www.upt.pt

GPS COORDINATES: 41° 10´ 49.16" N 8º 36´ 18.17" W

At the front door of UPT you will find buses and metro. Further information may be consulted at the website of STCP or the website of Metro do Porto.

BUS LINES:
(38) Campanhã
(54) Av. Aliados
(54) Padrão Moreira
(300) Pr. Liberdade
(301) Pr. Liberdade

METRO LINES:
(D) Hospital de S. João (IPO metro station)

TRANSPORTS:
Metro • www.metrodoporto.pt
Bus • www.stcp.pt
Train • www.cp.pt

USEFUL UPT CONTACTS

STUDENTS OMBUDSMAN:
José Manuel Tedim
provedor@estudante@upt.pt
+ 351 225 572 682
Make an appointment by e-mail

COUNSELING SERVICE:
Sofia Andrade • gsa@upt.pt
Make an appointment by e-mail

ACADEMIC OFFICE:
secretaria@upt.pt
+351 225 572 126
Opening hours:
Monday, Wednesday and Thursday,
09:30 to 12:30 / 14 to 17:30
Tuesday and Friday
09:30 to 12:30 / 14 to 19

HELPDESK SERVICE:
helpdesk@upt.pt
+ 351 225 572 241

LIBRARY:
biblioteca@upt.pt
+ 351 225 572 176
Opening hours:
Monday to Thursday, 09 to 20
Friday, 09 to 20
Saturday, 09 to 13
Porto is the second largest city in the country and the economic and industrial centre in the north of Portugal, the west coast country of Europe. More than a giant museum, Porto offers the discovery of a magnificent repository of scenic, urban, architectural and artistic values where references to a city with memory persist.

The Douro River is the longest in northern Portugal. It winds its sinuous way past mountains and cliffs until it reaches the Atlantic in the city of Porto. Many dams have been built to make the river navigable, which for the visitor means that plenty of pleasure and cruise boats depart from Porto to the Douro region. Between Mesão Frio and Pinhão lies the stretch where the valley sides are lined with terraced vineyards that produce the famous Porto Wine. But this region is famous for other things besides the wine that is made nowhere else in the world. Signs of prehistoric men are seen in the ancient cave paintings in Vila Nova de Foz Coa.

In June the Saint John celebrations take place in Porto. The peak of the celebrations is the night of 23rd to 24th of June. Its origins date back to the pagan celebrations of summer solstice, but it has subsequently been transferred into Christian religion, associated to the date when supposedly Saint John the Baptist was born, the 24th June. Saint John’s Festival is a joyful and lively celebration gathering locals and visitors, in a spirit of happiness and equality. In Saint John’s night, people
go out to the streets to celebrate. Coloured play plastic hammers are a recent invention of Saint John and are employed to hit the heads of passers, making a characteristic noise. The leek and other aromatic herbs like rosemary and citron are given to smell as a sign of fraternity. People meet at midnight in Douro’s banks to see fireworks. Another typical custom is to launch small hot air balloons made with paper of several colours.

The student’s festival in May is celebrated for a whole week, beginning on the first Saturday of the month. It is currently the Queima das Fitas, or Burning of the Ribbons, the biggest student festival of the year. The Queima is basically a celebration of the end of the year, a final hurrah for graduating students, and a full welcoming of the poor freshmen who have been getting hazed all year as full members of the university.

SITES OF INTEREST

ABOUT THE CITY:
www.portoturismo.pt
oportocool.wordpress.com
www.europeanconsumerschoice.org/travel/visit-porto-travel-guide

CULTURE:
Coliseu • www.coliseudoporto.pt
Casa da música • www.casadamusica.com
Teatro Nacional São João • www.tnsj.pt
Serralves • www.serralves.pt
Museu Soares dos Reis • mnsr.imc-ip.pt
STUDYING AT UPT

ADMISSION/ENROLMENT PROCEDURES

Prior to their arriving to UPT, Incoming Students should send to the International Relations Office (IRO), by e-mail, the following documents: one scanned photo, the copy of the transcript of records, a copy of the identification card or passport and the application form duly signed and stamped.

APPLICATIONS DEADLINES:
1st June for first semester
2nd December for second semester

Upon arrival: The student should contact the relevant departmental coordinator by email or during their posted office hours to discuss topics related to the choice of subjects in order to complete the Learning Agreement. This choice should have been discussed prior to arrival with the departmental coordinator. The student should also give the International Relations Office a copy of the European health card and the learning agreement duly signed and stamped.
ACADEMIC CALENDAR

1ST SEMESTER:
From 2nd week of September to 3rd week of December
January: Examinations
February: Examinations re-sits

2ND SEMESTER
From 2nd week of February to 1st week of June
June: Examinations
July: Examinations re-sits

1ST AND 2ND CYCLE DEGREES OFFERED

1ST CYCLE COURSES
Law
Law for Solicitors
Psychology
Social Education
Tourism
Conservation and Restoration
Culture and Creative Economy
Economics
Management
Management and Information Systems - BS_MIS
Hospitality Management
Computation

2ND CYCLE COURSES
Law
Finance
Management
Informatics, Specialization in Software Engineering and Specialization in Information Systems
Artistic Heritage, Conservation and Restoration
Clinical and Health Psychology
Education Sciences
Special Education Needs
Education Administration and Management
Cultural Heritage and Territory Development
Tourism and Hospitality

LAW DEPARTMENT
HEAD OF DEPARTMENT:
Maria Manuela Magalhães Silva
Chair Global Constitutional Law (PhD)

ECONOMY, MANAGEMENT AND COMPUTING
HEAD OF DEPARTMENT:
Filomena Castro Lopes (PhD)

TOURISM HERITAGE AND CULTURE DEPARTMENT
HEAD OF DEPARTMENT:
Isabel Vaz de Freitas (PhD)

PSYCHOLOGY AND EDUCATION DEPARTMENT
HEAD OF DEPARTMENT:
Cristina Costa Lobo (PhD)
uPT does not provide housing for foreign students. Before and upon students’ arrival, the IRO gives advice and helps in the search for accommodation. For the first days in Porto, it is recommended to book a room in a youth hostel:

• www.hostelworld.com/hostels/Porto/Portugal
• microsites.juventude.gov.pt/Portal/en/Porto.htm

Useful links for finding accommodation:
• erasmusu.com/pt/erasmus-porto
• porto.olx.pt/quartos-para-aluguer-cat-301
• portugal.gabinohome.com/pt/quartos/porto
• www.spru.pt/
• www.uniplaces.com

MEALS
UPT has got a canteen opened from 12 am to 2 pm. You may choose one meat or a fish dish. The whole meal (including soup, fruit, bread and water) costs approximately 4€.

Just opposite UPT’s building you will find the shopping center Campus S. João which has a large food court, opened from 10:00 am to 10:00 pm.

COST OF LIVING
• Accommodation: between 150 eur and 250 eur;
• Transports: 22 to 30 eur (for a 22 Andante monthly pass);
• Bus: 1.50 eur (1.22 ticket);
• Metro: 1.40 eur (1.23 ticket);
• Carton of milk: 0.60 eur;
• Bottle of water (1.5 l): 0.30 eur;
• Roll of bread: 0.17 eur;
• 1 kg of rice: 1.00 eur;
• Coffee (Expresso): 0.65 eur;
• Newspapers: 1.00 eur (daily) and 3 eur (weekly);
• Cinema: 5.00 eur (student ticket).

SPORTS AND LEISURE FACILITIES

Fitness program at Porto University (Faculty of Sports)

The premises are just opposite the UPT’s building, 5 minutes walking, http://www.gogym.pt/

GO GYM
Mobile: +351 915 167 300 | +351915 167 328
R. do Mestre Guilherme Camarinha, 7
4200-537 Porto (opposite Hospital de S. João)

STUDENT ASSOCIATIONS
PORTUCALENSE UNIVERSITY STUDENT ASSOCIATION • aeportucalense.org
The Portucalense University Student Association is the legitimate representative of all students of this university and also the main catalyst of students’ life. Its main aims are the intransigent defense of students’ interests and desires at pedagogical level, the offer of multiple cultural and recreation activities and the international cooperation.

EUROPEAN LAW STUDENTS ASSOCIATION (ELSA) • elsa.org
It is a non-profit organization of Law students and young graduates which is independent, impartial and without any political or ideological connotations. It has local and national nuclei distributed through more than 40 countries in a universe of more than 35 thousand members. The aim of this organization is to promote the cooperation between Law students, jurists and teachers, especially in the areas of teaching, law professional activities and academic research.

THE CHOIR • coro.upt.pt
It was created by a group of students in 1987. The Choir is solicited to participate in meetings of choirs, festivals, solemn ceremonies and other activities promoted by academic or other type of institutions.

TUNAS (ACADEMIC MUSICAL GROUP):
THE MALE TUNA • tuna.upt.pt
Founded in 1990, the Portucalense University Tuna has performed throughout the country in academic and popular festivities and in Belgium, France, Germany, Luxembourg, Netherlands and Brazil. It has organized fourteen editions of the Portucalense University International Festival of Tunas (FITuP) and published three CDs.

THE FEMALE TUNA • fsuapitdh.blogspot.com
Founded in 1992, the female Tuna has had its first performance in 1993. It has owned some prizes and participated in several festivals and meetings in Portugal and abroad.

CHESS GROUP • sites.google.com/site/gxadrezuportucalense
It was founded in 2007 by an international player of chess who has studied Computing in Portucalense University and his brother who has studied Mathematics. The idea has started when the 1st Chess Competition of Portucalense University was held. After six years, they have gathered financial support to found this University Chess club.

THEATRE GROUP
ATUP is the group of Art and Theatre of University Portucalense, formed on 22nd October 2008. It presented pieces like
“The Madness” (2008), “Journey suitcase in her hand full of zapping, tags and other trinkets” (2009) and “Love and a couch” (2010). The activities are addressed mainly to the theatre of improvisation where characters come to life, surrounded by a crowd, filled with human diversity that shows no social, racial or religious divisions. It aims at people looking for amateur theatre.

Facilities for students with special needs

UPT is equipped to take in students with physical disabilities as it is required by law for all public and private education services in Portugal.

Health services

European Card of health assistance – This document allows students from countries of the European Economic Area (EEA) to be assisted in case of sickness or personal accident, thus taking advantage of a wider coverage in terms of health care. This card, to be requested to the social security service of home country, is a proof that the student is registered in that social security service and allows him/her to take advantage of health services in Portugal. In this case, students will be asked to pay as much as national citizens under the same circumstances.

Course of Portuguese as Foreign Language (A1)

Application: 1st semester course: May to September; 2nd semester course: October to February. The course is divided into two independent semesters lasting 60 hours each (2 x 2hrs per week):

• 1st Semester: September – January
  Levels: Breakthrough - A1.1 and Breakthrough - A1.2
• 2nd Semester: February – June
  Levels: Breakthrough - A1.1 and Breakthrough - A1.2

Levels according to the Common European Framework of Reference for Languages. Students who successfully conclude each semester course will be awarded 4 ECTS credits.

Course of Portuguese Culture

A course on Portuguese Culture (30h) is offered including lectures and visits to Porto’s heritage. Students will be awarded 2 ECTS.

Buddy UPT

Incoming Students will have a Portuguese buddy, i.e., someone studying at UPT who is willing to help around. He/she will get in touch by e-mail before the beginning of mobility.

ESN Porto • www.esnporto.org

The Exchange Students Network of Porto will be a great help during your stay in our city. Make yourself a member and you will have access to exclusive discounts in trips, bars, restaurants and many others for only 10.00 eur per year.

Testimonials

I found the languages classes (Portuguese and English) very useful. The Portuguese classes were fundamental to begin the learning of the language. All the lecturers have been really kind and available to help me solve my problems.

Alessandro Vanzelli,
University of Parma, Italy

A Portuguese course for foreigners was organized letting us integrate in the community with a better knowledge of a new language. On the other hand, Erasmus students could learn more about the host country, beyond the content of regular courses.

Andrés Medina,
University of Sevilla, Spain

The teachers are very helpful and fortunately most of them speak English. My classes were in Portuguese but teachers helped me very much.

Özge Karakaya,
University of Akdeniz, Turkey

In the host university we had a dinner where everybody took their national food. It was very interesting to see what typical dishes there are in different countries. I think I got a lot of acknowledge about other cultures and countries.

Liis Vanem,
University of Tallinn, Estonia

Receptions for the foreign students were made, dinners. Portuguese classes were especially made for the foreign students and were really helpful. The teachers also agreed to do the written exams in other language than Portuguese (French, English, Spanish ...).

Anne-Sophie Moreno,
University of Grenoble, France

I had a great time while I was in Porto; everybody was very helpful and nice. All the teachers were flexible and understood us, even if we don’t speak the same language! I really miss a lot the school and the atmosphere it provided me. I learned a lot about Portuguese people and their life, and through this, about myself. Thanks a lot!

Kinga Karacsonyi,
Kodolányi Janos Foisskola, Budapest, Hungary
The connection between students and teachers was not so formal that was something I really enjoyed. The time during classes wasn’t boring and actually was quite fun. I’m sure my Portuguese is now much better.

LINA SIMEONOVA,
VARNA FREE UNIVERSITY, BULGARIA

I really appreciated that at the University it was possible to attend International Semester. Classes were interesting and in small international group, we were given the opportunity to get to know a lot about different countries, their economy and culture. Working with people from abroad I could better see advantages and disadvantages of the system, which I obtain in the country I normally live. Teachers are open-minded and nice, what created favorable conditions for working and studying.

MARTA RAK,
UNIVERSITY OF WARSAW, POLAND

I really liked the international dinner. I learned about traditional meals and drinks of Portugal. I also enjoyed studying Portuguese language and the excursions of Portuguese art and culture.

VALENTAS MATUSEVICIUS,
VILNIUS UNIVERSITY OF APPLIED SCIENCES, LITHUANIA

The atmosphere in the international office was very friendly. Erasmus students were always welcome. I had lessons of Portuguese which made my life in Portugal easier and much more interesting – I found lots of friends thanks to that! The process of studies is very well organized here.

KATSIARYNA KUSHLEEYEVA,
EUROPEAN HUMANITIES UNIVERSITY,
VILNIUS, LITHUANIA

Time in Porto was really good, they were the most fulfilled 4 months that I ever had, I explored so many places in Porto and Portugal as well. Studies here were also interesting and Universidade Portucalense is really a great university. Obrigada!

SANTA SPERLINA,
BA SCHOOL OF BUSINESS AND FINANCE,
RIGA, LATVIA

I really enjoyed the way of studying in UPT! I liked our team work and doing project together with new students. I appreciated all staff who carried us during our stay, I never had any problem with my study either accommodation, they well organized everything. Professors are really helpful during the classes or if you have some questions afterwards.

IULIA KLIUSHNYK,
UNIVERSITY OF WROCLAW, POLAND

I took part in classes, parties, activities organized by UPT. I met a lot of people, improved my English, and learned basic Portuguese and Spanish. Muito obrigada for everything!

MARIA MAGDALENA FRACKOWIAK,
UNIVERSITY ADAM MICKIEWICZ, POZNAN, POLAND