



# Guide for Doctoral Students

## Pedagogical Monitoring Unit (UAP)

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# Presentation

The Centre for Social Studies (CES) is a partner institution in a diverse set of **PhD Programmes** at the University of Coimbra that enhance the synergies created by the excellent research it develops. In the context of applications for PhD scholarships funded by the **Foundation for Science and Technology** (FCT), CES has been recognised as a host institution of excellence.

The **following programmes** are currently being offered, most accepting new applications every two years:

- [Cities and Urban Cultures](#) (CES/FEUC)
- [Democracy in the Twenty-first Century](#) (CES/FEUC)
- [Discourses: Culture, History and Society](#) (CES/FEUC/FLUC)
- [Political Economy: Interdisciplinary Ph.D.](#) (CES/FEUC, ISCTE-IUL/DINAMIA'CET/CIES, ISEG-UL/CSG/UECE)
- [Feminist Studies](#) (CES/FLUC)
- [Governance, Knowledge and Innovation](#) (CES/FEUC)
- [Human Rights in Contemporary Societies](#) (CES/IIIUC)
- [International Politics and Conflict Resolution](#) (CES/FEUC)
- [Post-Colonialisms and Global Citizenship](#) (CES/FEUC)
- [Labour Relations, Social Inequalities and Trade Unionism](#) (CES/FEUC)
- [Sociology of the State, Law and Justice](#) (CES/FEUC)
- [Territory, Risk and Public Policies](#) (CES/IIIUC, UA, UL/IGOT/CEG)

Students accepted to attend PhD programmes in which CES is a partner institution are students with dual affiliations. On the one hand, they are affiliated with the university that awards the academic degree (for example, the University of Coimbra, Lisbon or Aveiro). It is the **university** to which the student enrolls that has responsibilities related to the awarding of the degree, the academic management of the courses and the individual processes of the students (including matters such as academic calendar, enrolment, payment of tuition fees and documents related to obtaining visas). On the other hand, students are scientifically hosted at CES, which promotes the articulation between teaching and research. At **CES**, students benefit from an interdisciplinary, dynamic, and internationalised academic environment combining advanced training with excellent social sciences, humanities, and arts research. This research is based on innovative methodologies, political epistemologies, critical thinking, and the analysis of North|South and South|North relations and the development of solid relationships between science and society.

Students also benefit from a range of resources to support their activities, including the [North | South Library](#), the electronic publication for the doctoral programmes [Cabo dos Trabalhos](#), the [Pedagogical Monitoring Unit \(UAP\)](#), and events organised by the student community.

# 1

## **1. Support Services** **for Doctoral Students**

The [UC Student Hub](#) welcomes national and international students at the University of Coimbra (UC). As the UC's focal point for contact with students, it brings together several services (academic affairs, international relations, social action, accommodation and transport – see [here](#)) that provide information and support to the UC student community. You can obtain more information and schedule an appointment through the UC Hub app or [here](#). The University provides its community with a health care service organised and managed by the Social Action Services (SASUC). More information [here](#).

In Faculties, there are also some specialised support services for students. At the **Faculty of Economics (FEUC)**, the [School of Advanced Studies \(EEA\)](#) offers further information on assessment, regulations, academic deadlines, calendars and timetables.

**CES** is the scientific host institution for doctoral students in the scholarship application processes in the context of attending doctoral programmes, offering a **Technical Support Office for Doctoral Students** in Portuguese and English. The office offers support in the application, contracting and monitoring processes for grants, particularly those awarded by the Foundation for Science and Technology (FCT). This office also supports doctoral students by promoting institutional integration and the use of available spaces and resources. This service may be contacted via the **e-mail:** [doutoramentos@ces.uc.pt](mailto:doutoramentos@ces.uc.pt)

For other matters and concerns, you can also contact the [President of the Pedagogical Monitoring Unit](#), the [Board of Directors](#) or the [Presidency of the Scientific Council](#).

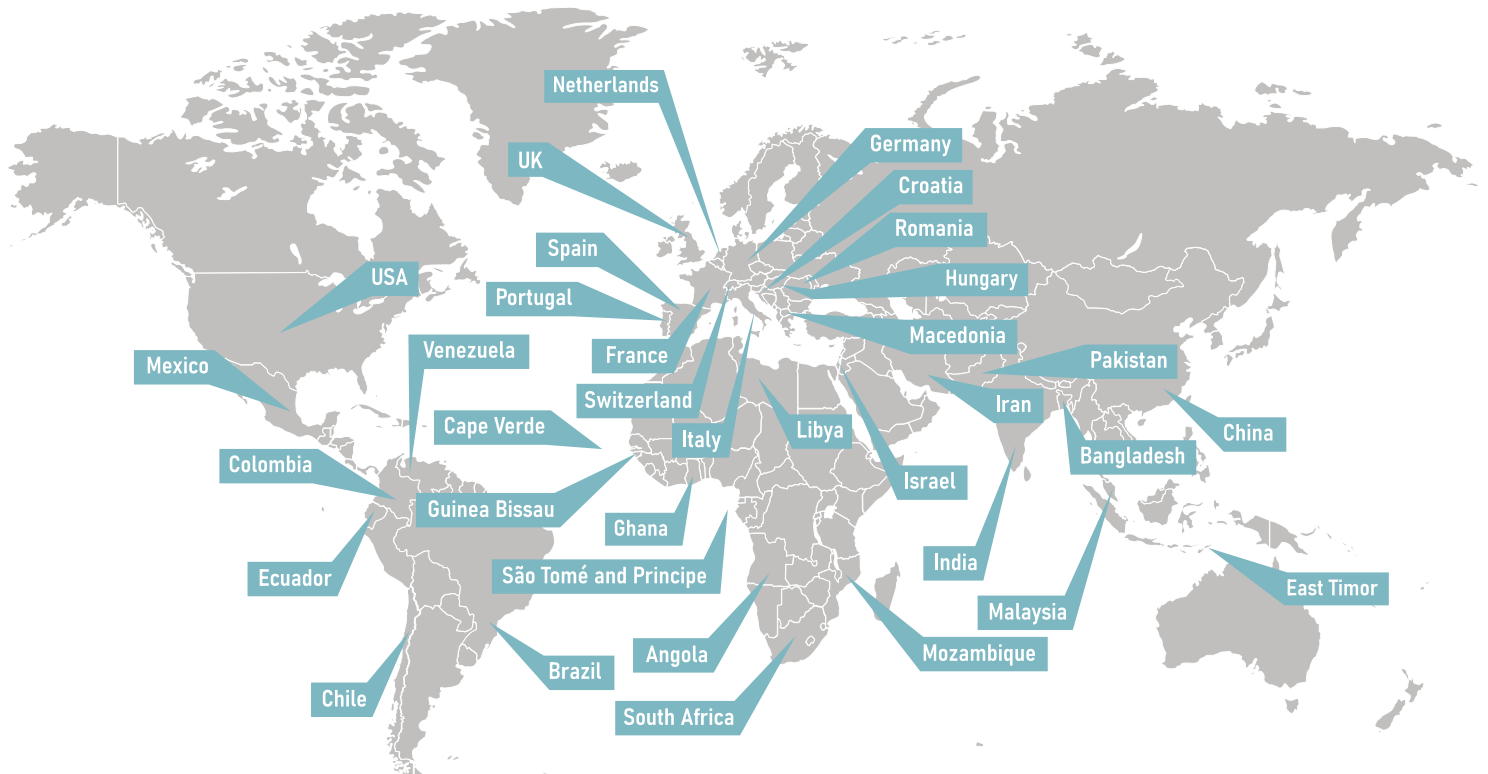
# 2

## **2. Curriculum Structure,** **Lecturers and PhD Advisers**

All programmes offered are **thematic and interdisciplinary**. They include a first year with seminars, the monitoring of students' scientific development through research seminars, and privileged access to nationally and internationally renowned guests in their respective thematic areas.

A **similar programme structure** allows for curricular flexibility in the academic trajectories of students and the sharing of seminars between different doctoral programmes, encouraging discussion between programmes. Thematic and disciplinary seminars in Year 1 are complemented by training in social science methodologies and thesis proposal writing in Year 2. CES offers advanced training through research, integrating doctoral students in collaborative projects to acquire critical skills and benefit from academic exchanges with established international partnerships and networks.

An **in-person learning environment** fosters engaged learning communities, complemented with online teaching to sustainably engage guest teachers from wider geographic regions and flexibly engage the student community in exceptional circumstances (e.g. while awaiting visas). CES is the scientific host institution for **more than 450 students from different regions of the world and diverse national contexts, including Brazil, Cape Verde, China, Egypt, Ghana, India, Italy, Mexico, Mozambique, Portugal, Spain, and the United States**. Most programmes are taught in Portuguese and four are, wholly or partially, offered in English, attracting non-Portuguese speaking students.



Students benefit from a **highly internationalised faculty, actively involved in research**, offering quality training and imparting critical skills. The stability of the leading teaching staff guarantees coherence in the objectives, strategies, and contents of each doctoral programme. CES has a scientific community of **over 150 researchers** integrated into the institution who are **qualified to supervising doctoral theses**. They are researchers with very relevant advanced research experience in the most diverse themes and disciplines in the Social Sciences, Humanities and Arts (for example, Architecture, Anthropology, Biology, Economics, Education, History, Legal Studies, Literary Studies, Psychology, Science Studies, Sociology and Urban Studies). The CES Scientific Council recommends that a maximum of seven doctoral theses be supervised by each researcher, with the aim of maintaining the quality of scientific advice.

The **selection of an adviser** is a process that involves the student and the PhD programme coordination. It must always be coordinated between both parties. It is formally designated by the relevant faculty's Scientific Council after approval of the thesis project. In cases where there is a grant, the academic adviser is recognised by the funding entity and by CES until its formal approval by the faculty's Scientific Council.



# 3

## **3. Activities for** **Doctoral Programmes**

CES has developed several activities aimed at doctoral students. At the beginning of each academic year, generally during October, the Doctoral Programmes **Welcome Week** takes place, in which an institutional session with relevant information for better integration is offered. Students also contribute to the Welcome Week, either through the **Presentation of Posters selected annually for the Science Meeting** promoted by Foundation for Science and Technology, or through participation by invitation in the debate 'How to Survive a PhD and beyond?'.

Combining activities in Portuguese and English, the **programme for 2023-2024** is illustratively reproduced below:

## Atividades de acolhimento dos Programas Doutorais CES-UC

2023 / 2024



**CES** Centro de Estudos Sociais  
Universidade de Coimbra

Quinta-feira 19/10/2023	Sexta-feira 27/10/2023		
<p>» 10:00 - 10:45 » CES Alta, Sala 1</p> <p><b>Acolhimento CES   Recepção institucional</b> Ana Cordeiro Santos, Presidente do Conselho Científico CES Rita Pais, Directora-Executiva do CES</p> <p>» 11:00 - 12:30 » CES Alta, Sala 2</p> <p><b>Café com Ciência   Exposição de Posters de Estudantes</b> Marta Araújo, Vice-Presidente do Conselho Científico CES, Pelouro Doutoramentos</p> <p>Eliane Godinho, Estudos Feministas <i>O anticiganismo pela perspectiva de género de mulheres romani: vivências e reflexões pedagógicas entre Brasil e Portugal</i> Fábio Reis, Política Internacional e Resolução de Conflitos <i>The Role of Environmental Peacebuilding in the Creation of a Sustainable Peace in Post-Conflict Contexts</i> Fátima Cristina da Silva, Território, Risco e Políticas Públicas <i>Pedagogia da Floresta: entre o passado e o futuro da Amazônia Brasileira</i> Vitor Schettino Tresse, Governação, Conhecimento e Inovação <i>Doenças negligenciadas e a garantia do direito à saúde: Qual é a negligência a ser erradicada?</i></p> <p>» 14:30 - 15:30 » CES Alta</p> <p><b>Visita ao CES   Investigação em 60 minutos</b> Fernando Fontes, Vice-Presidente do Conselho Científico CES, Pelouro Investigação</p> <p>Giovanni Allegretti, InovaJuntos - Cooperação Urbana Triangular para Inovação e Sustentabilidade Tatiana Moura, EMINC - Envolvimento Masculino em Iniciativas de Cuidado Luciane Lucas dos Santos, BIOTraCes - Biodiversity and Transformative Change for Plural and Nature-Positive Societies</p> <p>» 16:00 - 17:30 » CES Alta, Sala 1</p> <p><b>Como sobreviver a um Doutoramento e para além dele?</b> Conversa informal com doutorandas/os e recém-doutoradas/os. Ana Lúcia Santos, Estudos Feministas Etienne Figueiredo Franca, Política Internacional e Resolução de Conflitos Gustavo Mariano, Human Rights in Contemporary Societies Verónica Ferreira, Discursos: História, Cultura e Sociedade</p>	<p>» 10:00 - 11:00 » Biblioteca Norte Sul</p> <p><b>Visita à Biblioteca Norte Sul e Pesquisa no catálogo</b></p> <p>» 11:00 - 12:30 » CES Alta, Sala 2</p> <p><b>Apoio aos Doutoramentos</b> Catarina Fernandes, Apoio Técnico aos Doutoramentos</p> <p>» 15:00 » Auditório FEUC</p> <p><b>Aula Inaugural</b> Behrouz Boochani, UNSW, jornalista, ativista, académico e autor premiado pelo livro 'Sozinho nas Montanhas' <b>"Writing as an act of resistance to colonial violence: from Iran to Australia"</b></p> <p>Madalena Duarte, Subdiretora da FEUC Tiago Santos Pereira, Diretor do CES Marisa Gonçalves, Coordenadora do Colégio de Estudos Globais/CES</p> <tr style="background-color: #e0f2f1;"> <th style="text-align: left; padding: 5px;">Sábado 28/10/2023</th> </tr> <td style="vertical-align: top; padding: 5px;"> <p>» 10:00 » Sala Keynes, FEUC</p> <p><b>Oficina</b> <b>"Creative Resistance against the Border-Industrial Complex: Representing and Translating the Manus/Nauru Prison Narratives"</b> Behrouz Boochani, UNSW Omid Tofighian, UNSW (a confirmar)</p> <p>Silvia Maeso, CES <i>Revolt 4, freedom in the prisons and the streets</i> Júlia Garraio, CES <i>Titillating commodities? Rape stories in mainstream media</i></p> </td>	Sábado 28/10/2023	<p>» 10:00 » Sala Keynes, FEUC</p> <p><b>Oficina</b> <b>"Creative Resistance against the Border-Industrial Complex: Representing and Translating the Manus/Nauru Prison Narratives"</b> Behrouz Boochani, UNSW Omid Tofighian, UNSW (a confirmar)</p> <p>Silvia Maeso, CES <i>Revolt 4, freedom in the prisons and the streets</i> Júlia Garraio, CES <i>Titillating commodities? Rape stories in mainstream media</i></p>
Sábado 28/10/2023			







A highlight of the reception activities is the [Inaugural Lecture](#). This is an initiative centred on the work of a globally renowned social scientist, who presents a public lecture open to all doctoral students and researchers. The Inaugural Lecture is a truly exciting moment in the life of CES, and in recent years we have organised lectures with the following guests:

- *Writing as an act of resistance to colonial violence: from Iran to Australia*, Behrouz Boochani (University of New South Wales)
- *Change Everything! Racial Capitalism, Abolition, and the Case for Militant Scholarship*, Ruth Wilson Gilmore (City University of New York Graduate Center)
- *After Disenchantment: Science, Education, and la Vita Activa*, Sheila Jasanoff (Harvard University)

**Student initiatives** have also been encouraged in conjunction with the coordination of Doctoral Programmes, namely through the organisation of **Student Colloquia**. In recent years, these colloquia have been thematic. Aiming to promote the articulation of different programmes, the colloquia are open to the CES student community who wish to present their doctoral work on the topic.

The CES Doctoral Programmes have their **electronic publication, [Cabo dos Trabalhos](#)**, which allows students to acquire publishing experience with free access. This publication exclusively publishes essays by students enrolled in the Programmes, conferences given by invited professors, interviews, information, and other notes of interest. Under the responsibility of the PhD coordinators, 28 issues have already been published, and image renewal of this publication is underway.

**Summer and Winter Schools** continue to be highlighted within the scope of advanced training promoted by CES, benefiting from advanced research projects coordinated by the Centre, and its national and international networks. Their main objectives are to encourage the debate on topics of great relevance from a scientific, social, and political perspective, to promote epistemological pluralism and the deepening of knowledge around the methodology of research in social sciences, to provide moments of inter- and transdisciplinary discussion, as well as building bridges between theory and practice. Updated information can be found [here](#).

As an example, we highlight the three Summer Schools and the Winter School scheduled for 2024:

- *Images in Freedom - April's visual cultures*, 17 a 21 de junho, CES
- *Artistic Practices as action-research methodology in contexts of human rights violations*, 24 to 28 June 2024, CES
- *Media and Sexual Violence*, 7 to 11 October, CES

Other CES activities are of particular interest to doctoral students. This is the case of the workshops organised by **North|South Library 'Publish, do not Perish'**. These workshops aim to share good practices in accessing scientific knowledge and using information science systems. Offering practical sessions, participants learn research and information management techniques, and academic writing, reviewing and editing scientific texts, while learning about publishing market practices. More information [here](#).



# 4

## **4. Scholarships for Doctoral Students**

In Portugal, PhD Research Scholarships granted by the [Foundation for Science and Technology \(FCT\)](#) guarantee an opportunity for students to dedicate themselves exclusively to doctoral studies. The opening of applications for Doctoral Scholarships by FCT takes place annually, generally in March, and is widely publicised by the CES Doctoral Support Service among the student community.

**Students enrolled in doctoral programmes where CES is a partner institution can apply.** In cases where the adviser of the work plan is a CES researcher, the Centre also considers scientifically hosting doctoral students who enrolled in other doctoral programmes at the UC. CES provides **support to FCT applications**, develops an **internal assessment process** and promotes a **Q&A session**. When applying for FCT scholarships, students interested in having CES as a scientific host institution need to obtain an institutional statement from the Centre. To do so, students must present an intention to apply within the deadline instructed by email and on the CES page, consisting of the identification of the candidate and the doctoral programme in which s/he is enrolled, the presentation of an updated CV, the work plan, and a declaration of acceptance of guidance from the adviser at CES.

The **process** for receiving and accepting applications by CES services is as follows: i) Publication of the opening notice by FCT and dissemination by CES; ii) Definition of the period for submitting applications to CES, previously validated by the thesis adviser; iii) Communication of the decision to accept/refuse support for the proposal to the candidates. This process aims to offer guarantees of valid and scientifically competitive applications. Illustratively, in 2023, a high success rate was registered (54%); 19 students out of 35 applicants received scholarships. The **FCT** also offers **scholarships in non-academic institutions** within the scope of the Competition for the Awarding of PhD Research Scholarships in all Scientific Domains. The list of entities that have expressed interest in welcoming doctoral students is constantly updated and can be consulted [here](#).

There are also other opportunities for grants or contracts in research within the framework of ongoing projects at CES, which are published [here](#).

# 5

## **5. Involvement in Research and Outreach Activities at CES**

Investing in **research** that combines innovation, internationalisation, interculturality and transformative impact on social reality, CES is committed to promoting the participation of the doctoral student community in research and university outreach projects.

On our webpage, you may identify the ongoing **national and international Research Projects** at CES. You can also find out more about the different Working Groups you may wish to participate [here](#).

Doctoral students can also undertake a **UC Summer Internship**. Every year, the UC offers summer internships in partnership with various entities (centres such as CES, public and private organisations). The page is accessible [here](#) and, through Inforestudante (Academic Desk > Summer Internships), students can apply for the offer defined by each UC partner (including CES) between March 1st and 15th (dates are adjusted annually). Alternatively, you can propose a summer internship. In this case, you must start by establishing contact with the Researcher responsible for an ongoing project at CES who, expressing interest and availability, will define a work plan for the student. Once accepted by the UC, the internship takes place similarly to other UC internships (maximum three months, between May and October). This research collaboration experience is recognised in the Supplement to the Diploma awarded by UC.

Regarding **outreach activities**, CES develops a varied set of **scientific-cultural activities for broad audiences**, seeking to disseminate the results of its research and promote scientific culture, actively engaging in constructing spaces for contact and intercultural dialogue between its researchers and the community.

Among the outreach activities promoted by CES, we highlight the initiatives dedicated to younger audiences that aim to promote the dissemination and debate around the knowledge produced at the institution in different areas of social sciences, humanities and the arts. [CES Goes to School](#) promotes this debate, stimulating its discussion in primary and secondary schools.

Finally, in collaboration with the [Ciência Viva agency](#), secondary school students are invited to discuss research work in internships at CES. These activities, among the many that are promoted annually, benefit from the cross-interaction between research, doctoral programmes, publications, and activities to disseminate and promote scientific culture, constituting an excellent example of integrated and shared affirmation of different knowledge.



# 6

## **6. Jobs, Grants and Internships**

CES invests in **advanced training through, among others, the involvement of Doctoral students in research**. In this sense, there are opportunities to apply for a Scholarship or a Research Work Contract. CES provides information about **employment, scholarships, and internships**, which regularly updated on the webpage ([here](#)).

Students of Doctoral Programmes offered in partnership with **FEUC** can contact the [School of Advanced Studies](#) and inquire about opportunities to get involved in teaching activities at the Bachelor's and Master's level.

The University of Coimbra also offers a [Professional Careers Office at the University of Coimbra | Employability Promotion Center](#), which informs and advises on professional opportunities and job offers. On the UC page above, you can find out how to visit the office and talk to technicians to discuss the different offers.

# 7

## **7. Promoting Ethics in Advanced Training and in Research**

The Center for Social Studies is committed to promoting and guaranteeing a research and training environment free from any forms of violence, discrimination, and moral or sexual harassment. Over the last few years, it has developed a set of documents and procedures that seek to establish and operationalize the **principles of responsible investigation**. **These guiding documents are available [here](#), on the respective CES page.**

We highlight the importance of the **Code of Conduct** - which, based on the mission, guiding principles and values that govern the CES, defines a set of standards of conduct concerning research practices and the relationship between all people and institutions involved -, and the **Plan for Gender Equality**.

To monitor the implementation of these and other procedures of good research, training and extension practices, CES also has a set of institutional bodies that, in the case of doctoral training, complement the primary interaction between students and their advisers or with the Coordination of the doctoral programmes:

- **[Pedagogical Monitoring Unit](#)**, with representatives from each doctoral programme;
- **[CES Ethics Committee](#)**, on matters relating to the validation of good research practices;
- **[CES Ombudsperson](#)**, receiving complaints, denunciations or presentations with the possibility of anonymity and total guarantee of discretion and confidentiality, with total independence, exemption and freedom concerning decision-making bodies.

At the level of the University of Coimbra, it is also worth highlighting the role of the **UC Student Ombudsperson**, whenever other ways of resolving problems are exhausted, or this is considered most appropriate. It provides, as at CES, an internal reporting channel of the University to report any situation involving people who are members of the UC Community, and it allows anonymous reports (more information [here](#)).

CES has also been **producing internal reflection** and research on gender equality and harassment in academia, seeking to deepen the intersectional perspective on these topics. This ongoing reflection was made even more pressing by the harassment allegations made public in 2023 concerning CES and some of its researchers. Faced with these complaints, the CES set up an **Independent Commission** to clarify possible harassment situations. This Commission produced recommendations to review existing documents and mechanisms at the CES. In this review process, **the Board of Directors and the Presidency of the Scientific Council at CES are committed to the involvement of student representatives and regular and transparent dialogue and communication.**



## **8. Evaluation of Doctoral Training and Student Representatives**

All doctoral programmes are recognised by the **Higher Education Assessment and Accreditation Agency (A3ES)**, which promotes regular external evaluations to ensure the quality of higher education.

The **University of Coimbra** and other **higher education institutions (HEIs)** involved also carry out annual assessments of scientific relevance, training efficiency, content quality, teaching staff and institutional support. Student representatives participate in the yearly assessment exercise at the relevant Higher Education Institution. They are also part of the Pedagogical Council of the Faculty or Institute that awards the Degree (e.g. FEUC, FLUC, IIIUC). CES also develops its monitoring processes for ongoing doctoral training, identifying challenges and designing effective strategies. Following these various processes, the provisions of doctoral training were revised in structure and content.

In 2019, a **Pedagogical Monitoring Unit (UAP)** was created as an advisory body at CES. Composed by student representatives and coordinators from each programme, it is **presided** over by the person responsible for coordinating Doctoral Training in the Presidency of CES's Scientific Council. The current regulations provide for two ordinary meetings per year; extraordinary meetings may be called whenever necessary by either party. Students are elected every two years, and the representatives for the 2023-2025 term are:

Doctoral Programme	Representatives		
	Coordinators	Students	
Cities and Urban Cultures (CES-FEUC)	Claudino Ferreira	Effective	Ana Louback Lopes
		Substitute	Mónica Guerra da Rocha
Democracy in the Twenty-first Century (CES-FEUC)	Andrés Spognardi	Effective	Roberto Santos
		Substitute	Igor Unica Grego
Discourses: Culture, History and Society (CES-FEUC-FLUC)	Graça Capinha	Effective	Bernardo Antonio Costa
		Substitute	Graziela Ares
Political Economy (CES-FEUC)	João Rodrigues	Effective	Felipe Sousa
		Substitute	Daniela Miranda Prado
Feminist Studies (CES-FLUC)	Adriana Bebiano	Effective	Fabrina Souza
		Substitute	Iuri Garcia Lopes
Governance, Knowledge and Innovation (CES-FEUC)	Tiago Santos Pereira	Effective	Diana Guardado
		Substitute	Tatiana Mota

<b>Human Rights in Contemporary Societies (CES-IIIUC)</b>	Silvia Rodríguez Maeso	Effective	Sofia Caseiro
		Substitute	Leah Durst-Lee
<b>International Politics and Conflict Resolution (CES-FEUC)</b>	Teresa Cravo	Effective	Anna Lucia Di Franco
		Substitute	Theo Valois Souza Ferreira
<b>Labour Relations, Social Inequalities and Trade Unionism (CES-FEUC)</b>	José Manuel Mendes	Effective	Fábio Sorrentino
		Substitute	Joana Simões Piedade
<b>Post-Colonialisms and Global Citizenship (CES-FEUC)</b>	Hermes Costa	Effective	Renata Coutinho
		Substitute	Robson Thomaz
<b>Sociology of the State, Law and Justice (CES-FEUC)</b>	João Pedroso	Effective	Bruno Aguiar Santos
		Substitute	Laís Rodrigues
<b>Territory, Risk and Public Policies (CES-IIIUC)</b>	José Manuel Mendes	Effective	Rita Almeida da Costa
		Substitute	Mariluz Valente
<b>Other Doctoral Programmes</b>	NA	Effective	Daniela Sofia Neto
		Substitute	Vitória Lourenço

Student representatives may be contacted via the e-mail:

[repestudantes@ces.uc.pt](mailto:repestudantes@ces.uc.pt)

# 9

## **9. Recognition of Degrees Obtained Abroad and Visa Requests**



In Portugal, **the recognition of degrees obtained abroad** is governed by the Legal Regime for the Recognition of Academic Degrees and Higher Education Diplomas Awarded by Foreign Higher Education Institutions.<sup>1</sup> There are three types of recognition: automatic, level-based and specific. Since 2018, diplomas and degrees from 32 countries have been automatically recognised in Portugal, with this expected to be extended to 48 countries by 2025.<sup>2</sup> The Directorate General for Higher Education provides more information on the diploma recognition process [here](#).

The automatic recognition process, taking up to 30 days, may be obtained from public higher education institutions or the Directorate-General for Higher Education. The level-based or specific recognition process must be obtained from Portuguese public universities and Portuguese public polytechnic institutes where a similar course curriculum is offered and takes between 3 and 6 months. It is important to note that the University of Coimbra, as the host institution, may reimburse tuition fees if the student is awarded the FCT research grant for which he/she followed the recognition process (more information, [here](#)).

Although the University of Coimbra may accept foreign degrees for application and enrolment purposes, the formal recognition of at least one of the degrees (Bachelor's or Master's) obtained abroad is **very important for applications for Doctoral Research Grants awarded directly by the FCT, since it is an assessment and scoring criterion in the competition**.

Regarding **obtaining a visa**, according to the information provided by the University of Coimbra (UC), citizens without nationality of a European Union country who wish to enrol at the UC must obtain a visa from the Portuguese Consulate/Embassy closest to their area of residence.

After completing **enrolment and registration**, and paying the corresponding amounts, you can download the **Acceptance Letter** from [inforestudante.uc.pt](http://inforestudante.uc.pt) for free following these steps:

***Login > Academic Service > Documents > Generate a new document request > Acceptance letter > Generate document > Confirm the requested data > Continue > Continue > Download***

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1 [Decreto-Lei n.º 66/2018](#), 16 August.

2 [Resolução do Conselho de Ministros 101/2021](#), 18 July.

The University of Coimbra provides the **Acceptance Letter with electronic validation** to Foreign Students (non-Portuguese nationality) admitted to and registered for a Bachelor's, Master's, PhD or Non-Degree Course. The validation (verification of authenticity) of the Acceptance Letter downloaded from *inforestudante* can be carried out by the Consulate/ Embassy [here](#).

To obtain a **residence permit**, students must make an appointment with the Agency for Integration, Migration and Asylum (AIMA) – this can be booked on the [UC Student Hub](#). We note that, with the extinction of the Foreigners and Borders Service (SEF) and the creation and entry into operation of the Agency for Integration, Migrations and Asylum (AIMA), which replaced it in 2023, significant delays have been recorded in obtaining visas.

The Pedagogical Councils of various Faculties and Institutes with which CES maintains partnerships for doctoral training have mechanisms in place to mitigate these situations, so the **Doctoral Programme Coordination** must be informed of these situations to activate the necessary UC response.

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3000-995 Coimbra, Portugal

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[ces.uc.pt](http://ces.uc.pt)



Centro de Estudos Sociais  
Universidade de Coimbra



UNIVERSIDADE DE  
COIMBRA



Organização  
das Nações Unidas  
para a Educação,  
a Ciência e a Cultura



Universidade de  
Coimbra - Alta e Sofia  
inscrita no Lista do Património  
Mundial em 2013



PROGRAMA OPERACIONAL COMPETE 2020 - CRESCIMENTO, EMPREGO E INOVAÇÃO



UNIÃO EUROPEIA

Fundo Europeu  
de Desenvolvimento Regional



Fundação  
para a Ciência  
e a Tecnologia