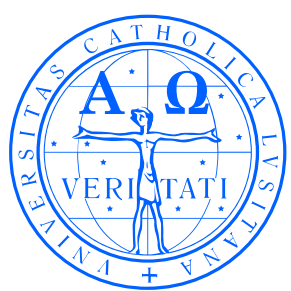




# CATÓLICA-LISBON - Factsheet

2023/2024



**CATÓLICA  
LISBON**  
BUSINESS & ECONOMICS



## > Nomination & Registration Procedures

### Partner Universities Nominations

All nominations should be submitted through our incoming platform [MyExchange](#). Nominations sent by e-mail will not be considered.

Fall Semester and Academic Year: **1<sup>st</sup> – 30<sup>th</sup> April**

Spring Semester: **1<sup>st</sup> – 31<sup>st</sup> October**

Nominations of students' replacements are only accepted when:

- > Replacement for the same semester: if the withdrawal occurs still during the nomination period;
- > Replacement for the next semester: the withdrawal must be communicated to our School until 15 days after the beginning of the Fall Semester. After this period, the slot cannot be replaced.

### Students Registration

Students will be contacted directly by e-mail after the nomination period is officially over. All applications should be submitted through our incoming platform [MyExchange](#).

Fall Semester and Academic Year: 1<sup>st</sup> – 31<sup>st</sup> May

Spring Semester: 1<sup>st</sup> – 30<sup>th</sup> November

Students must complete their:

- > Online Application Profile (link for [MyExchange](#) platform sent to students by e-mail)
- > Online Course Enrollment (instructions sent to students by e-mail)

## > Academic Calendar 2023/24

### Undergraduate Program Academic Calendar - TBC

#### Fall Semester:

- > Welcome Day (mandatory): August 30<sup>th</sup>, 2023
- > Beginning of the Semester: September 4<sup>th</sup>, 2023
- > End of the Semester: January 20<sup>th</sup>, 2024

#### Spring Semester:

- > Welcome Day (mandatory): January 26<sup>th</sup>, 2024
- > Beginning of the Semester: January 29<sup>th</sup>, 2024
- > End of the Semester: June 25<sup>th</sup>, 2024

### Master Program Academic Calendar ([ucp.pt](#))

#### Fall Semester:

- > Welcome Day (mandatory): August 30<sup>th</sup>, 2023
- > Beginning of the Semester: August 31<sup>st</sup>, 2023
- 1<sup>st</sup> Trimester: August 30<sup>th</sup> – October 15<sup>th</sup>, 2023
- 2<sup>nd</sup> Trimester: October 26<sup>th</sup> – December 21<sup>st</sup>, 2023
- > End of the Semester: December 21<sup>st</sup>, 2023

#### Spring Semester:

- > Welcome Day (mandatory): January 26<sup>th</sup>, 2024
- > Beginning of the Semester: January 29<sup>th</sup>, 2024
- 3<sup>rd</sup> Trimester: January 29<sup>th</sup> – March 22<sup>nd</sup>, 2024
- 4<sup>th</sup> Trimester: April 3<sup>rd</sup> – May 29<sup>th</sup>, 2024
- > End of the Semester: May 29<sup>th</sup>, 2024

## > Academic Information - I

### Language of Instruction and Language Requirements

At Undergraduate level elective courses are mainly taught in English and most of the core courses are taught in Portuguese. At Master of Science level all courses are taught in English.

We kindly ask you to guarantee that your students have the required level of spoken and written English equivalent to B1 level, according to the [Common European Framework of Reference for Languages](#).

### Portuguese Language Course

A Portuguese language course for exchange students is provided in collaboration with the Faculty of Human Sciences. The course is offered every semester, starting at the beginning of September and February. There is an intensive and an extensive course and full details on costs are sent by e-mail to all students.

### Course Availability and Course Descriptions

Our programs are full-time, and classes take place during working hours. The Course Catalogue for Exchange students can be accessed through CATÓLICA-LISBON's website.

Log-in on the tab **Access > Students** at the top right corner using the following credentials:

Username: **incomingstudent**

Password: **incomingstudent**

[Undergraduate Exchange Courses](#) – 1<sup>st</sup> Semester

[Undergraduate Exchange Courses](#) – 2<sup>nd</sup> Semester

[Master Exchange Courses](#)

Please be aware that these courses catalogs might suffer some changes

Course enrollment is made on a “*first-come, first-served*” basis, which means we cannot guarantee slots in courses.



### Accommodation

CATÓLICA-LISBON does not offer on-campus accommodation.

Room: 350€ - 600€ (monthly)

Useful accommodation search links and a list of our accommodation partners that offer special discounts is sent by e-mail to all students after the nomination period.



### Health Insurance

If you are **from the EU**, you can access the Portuguese National Health System by showing a valid European Health Insurance Card. If you are a **Non-EU citizen**, valid International Insurance is necessary. You should check with your healthcare service provider which health units you can use during your stay.



### Immigration

**EU Students** need to travel with a valid national ID card or a valid Passport.

**Non-EU students** must apply for a student visa before entry into Portugal

## > Academic Information - II

### Expected Workload

#### > Undergraduate level

**30 ECTS** is the regular semester workload for a CATÓLICA-LISBON's student. Exchange students, however, should follow their home universities guidelines.

1 ECTS-Credit Point stands for an estimated workload around 25 to 30 hours. The maximum advised workload per semester is 33 ECTS (including the Portuguese language course).

#### > Master of Science Level

The regular semester workload for a CATÓLICA LISBON's MSc student is **28 ECTS**. Exchange students, however, should follow their home universities guidelines. In the MSc Programs,

1 ECTS-credit point stands for close to 6 contact hours and an estimated workload of around 25 to 30 hours. The maximum workload per semester is 33 ECTS (including one language course), corresponding to a maximum of 8 courses per semester and an average of 4 courses per trimester.

### Grading

Students' grading is based on their semester work. It may include questionnaires, mid-term tests, group assignments, etc. There is also a final exam at the end of the semester.

> Grading Scale: CATÓLICA-LISBON grading scale is 0-20, 10 being the passing mark.

### Long-distance exams

In case of overlapping academic calendars or proven illness, CATÓLICA-LISBON may allow the performance of long-distance exams, either sending CATÓLICA-LISBON's exams to be supervised at the Partner Universities or invigilating exams from Partner Universities.

**IMPORTANT:** the performance of exams abroad is dependent on the approval of the Academic Direction, Professor of the course and Partner University.

### Transcripts of Records

The official Transcripts of Records will be sent by email directly to students and partner Universities at the end of February and at the end of July.

## > International Relations Office Team

Phone: (+351) 21 727 02 50

Inter-Institutional Agreements & Partnerships

[internationalaffairs.clsbe@ucp.pt](mailto:internationalaffairs.clsbe@ucp.pt)

Incoming Students

[incoming.clsbe@ucp.pt](mailto:incoming.clsbe@ucp.pt)

Outgoing Students

[outgoing.clsbe@ucp.pt](mailto:outgoing.clsbe@ucp.pt)

Life at CATÓLICA-LISBON

[we.are.clsbe@ucp.pt](mailto:we.are.clsbe@ucp.pt)

Summer Academy

[summer.academy.clsbe@ucp.pt](mailto:summer.academy.clsbe@ucp.pt)

PIC Code: **999907623**

Erasmus Code: **PLISBOA01**

**Católica Lisbon School of Business & Economics**

Universidade Católica Portuguesa

International Relations Office

Room 5206 – 2nd Floor

Palma de Cima

1649-023 Lisbon – Portugal