



**REGULATIONS FOR ACCESS AND ADMISSION TO THE INTEGRATED MASTER'S DEGREE PROGRAMME
IN MEDICINE AT THE SCHOOL OF MEDICINE AND BIOMEDICAL SCIENCES OF THE UNIVERSITY
FERNANDO PESSOA**

**Chapter I
General Provisions**

**Article 1.
Object**

These regulations govern the institutional candidacy and selection process, referred to in Article 20, Article 29 and Article 30 of Decree-Law 296-A/98, of 25 September, in its current wording, organized by the UFP School of Medicine and Biomedical Sciences (EMCB), for access and admission to the Integrated Master's Degree in Medicine.

**Article 2.
Scope**

In addition to the institutional candidacy and selection process for the general access regime, aimed at Portuguese secondary school graduates and holders of legally equivalent foreign secondary school qualifications, these regulations also define the rules for access and admission to the Integrated Master's Degree in Medicine at the EMCB via special candidacy and selection processes.

**Article 3.
Selection process for the general access and entrance regime**

1. The following individuals may apply to this candidacy and selection process, which shall be held within the time limits established in the annual administrative schedule:
 - (a) Applicants who have attended and, by the school year prior to that of submitting the application, completed secondary education in Portugal (12th grade), or legal equivalent, and who satisfy the general conditions stipulated in the following article;
 - (b) Applicants who have attended and, by the school year prior to that of submitting the application, concluded the respective secondary education abroad, and who satisfy the general conditions stipulated in the following article.
2. In the case of applicants holding a non-Portuguese secondary education diploma, pursuant to Decree-Law nr. 227/2005, of 28 of December, this diploma must be recognised by a Portuguese



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NIPC. 502 057 602 • Reg. Comercial nº.26 Conservatória do Registo Comercial do Porto

FACULDADE DE CIÊNCIAS HUMANAS E SOCIAIS
Praça 9 de Abril, 349 • 4249-004 Porto · Portugal
T. +351 22 507 1300* • <https://www.ufp.pt>
geral@fundacaofernandopessoa.pt

FACULDADE DE CIÊNCIAS DA SAÚDE
Rua Carlos da Maia, 296 • 4200-150 Porto · Portugal
T. +351 22 507 4630* • <https://www.ufp.pt>
geral@fundacaofernandopessoa.pt

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Praça 9 de Abril, 349 • 4249-004 Porto · Portugal
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geral@fundacaofernandopessoa.pt

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secondary school, either public or private, that has pedagogical autonomy for the level of education at which the equivalence to the 12th grade is requested.

3. Candidates encompassed within the international student status, regulated by Decree-Law nr. 36/2014, of March 10, and its amendments, cannot apply via this candidacy and selection process.

Article 4.

General conditions for candidacy to the general access regime

In addition to completion of Portuguese secondary education or legal equivalent, the candidate to the general access and admission regime must also meet, cumulatively, the following conditions:

- (a) Have taken national exams in those subjects defined as entrance examinations for medicine: Biology and Geology (02); Physics and Chemistry (07) and Mathematics A (19) or in subjects considered legally equivalent;
- (b) Have an average grade on these three entrance examinations of not less than 140 (one hundred and forty) points on a scale of 0-200;
- (c) Have satisfied the established prerequisites for entry;
- (d) Have obtained, in the application grade, the minimum classification of 150 (one hundred and fifty) points on a scale of 0-200.

Article 5.

Special candidacy and selection processes

1. UFP and EMCB, provided they have been allocated places for this purpose, may organize special candidacy and selection processes, regulated by Decree-Law nr. 113/2014, of July 16, for access and admission to the 1st year of the integrated master's degree in medicine, open to candidates who have passed the tests especially suited to assess the ability of those over 23 years of age to attend higher education (Decree-Law nr. 64/2006, of March 21) and to graduates of other higher education courses.
2. Under the provisions of Decree-Law nr. 36/2014, of March 10, the special candidacy and selection process for international students and, under the provisions of Decree-Law nr. 40/2007, of February 20, the special candidacy and selection process for access to medicine by graduates or appropriate higher education qualifications, especially in the scientific areas of health sciences and life sciences, may also be held.
3. The application for admission to the first year of the integrated master's degree in medicine may also be made through a special candidacy and selection process for changing institution/course pair, regulated by Ordinance nr. 181-D/2015, of July 19.



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4. The specific conditions stipulated in the previous Article shall apply to candidates for admission through special candidacy and selection processes.

Article 6.

Expiration of candidacy and selection processes

Institutional and special candidacy and selection processes are valid only for the academic year to which they refer.

Chapter II

Application rules for the general regime

Article 7.

Submission of application

1. Application via the general regime of access to the Integrated Master's Degree in Medicine at EMCB is a document-based process, submitted exclusively online, on the digital platform of the Admissions Office, which presupposes compliance by the candidate with the conditions established in Article 4 and observance of the general conditions of attendance for the study cycle as stipulated in Article 26 of these regulations.
2. Completion of the application form and the authenticity and legality of the documents submitted are the sole responsibility of the applicant.
3. The application package can be submitted by the candidate or by a direct relative or through a student proxy agency, recognized by UFP, or through a representative that has been legally authorized for that purpose.
4. Authentication of school certificates or diplomas, which have not been issued by official Portuguese institutions or organizations, must be done through the Hague Apostille or the consular services of the Portuguese embassies in the country where the qualifications to which they relate were obtained.
5. Only official foreign documents issued in English, Spanish and French do not need to be translated into Portuguese; official documents issued in other languages must be translated into Portuguese by a sworn translator, otherwise they will not be accepted.
6. Validation and the consequent processing of the application presuppose that the form has been correctly filled out, that all the required documentation has been submitted and that the established fee has been paid.
7. The application fee is not refundable.





Article 8.

Entrance exams

1. The entrance exams are administered by means of the national final exams of secondary education, under the terms established by deliberation of the National Commission for Access to Higher Education (CNAES), published in the 2nd series of the Diário da República (DR) and published on the website of the Directorate General of Higher Education (DGES).
2. Candidates who have completed non-Portuguese courses that are legally equivalent to Portuguese secondary education may, in accordance with the provisions of Article 20-A of Decree-Law 296-A/98, of September 25, as amended by Decree-Law 90/2008, of May 30, request that the entrance exams be substituted by the final exams of subjects from said non-Portuguese courses that are considered to be homologous.
3. Information about the request for substitution of entrance exams is available on the DGES and CNAES websites.
4. The national entrance exams or respective homologous exams of foreign secondary education are valid for the presentation of the candidacy in the year in which they were taken and in the four following years, according to the terms of CNAES Deliberation nr. 1043/2021, published in Diário da República - 2nd series - nr. 199, of 13 October 2021.
5. The validity referred to in the previous number applies to the national final exams held in the years 2022 onwards; in the case of exams held before 2022, the provisions of CNAES Deliberation Nr. 1233/2014, published in the Diário da República - 2nd series - Nr. 110, of 9 June 2014, shall apply, where the maximum validity for their use as entrance examinations is established as being the two years following the year in which they were held.
6. Ordinance nr. 224/2006, of March 8, and Ordinance nr. 699/2006, of July 12, approved the comparative tables between the Portuguese education system and certain foreign education systems, as well as the conversion tables for the corresponding grading systems. Candidates applying to the institutional candidacy and selection process for access and admission to the Integrated Master of Medicine of the EMCB, referred to in the second part of Article 3. 1 of these regulations, should find these tables useful.

Article 9.

Vacancies

Vacancies for the institutional and special candidacy and selection processes are established by UFP's legally and statutorily competent bodies, in accordance with Article 4 of Decree-Law 296-



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A/98, of 25 September, in its current wording, and are published on the DGES website and UFP website.

Article 10.

Prerequisites

1. Pursuant to nr. 2 of Article 22 of Decree-Law 296-A/98, of 25 September, the prerequisites are made by each higher education institution; they are assessed in an objective and technically rigorous manner; they may, depending on their nature, be aimed at the selection and ranking or only at the ranking of candidates; they are carried out annually.
2. Regulation of the prerequisites for admission to the Integrated Master's Degree in Medicine at the EMCB of UFP is presented in the following Article.

Article 11.

Regulation of prerequisites

1. The selection prerequisites, referred to in Article 4(c) of these regulations, are those of Group A: Absence of mental, sensory or motor impairment that seriously interferes with functional ability, to the point of impeding one's own or others' learning and interpersonal communication skills.
2. Assessment of these selection prerequisites, expressed by the formulas "suitable" or "not suitable", does not affect the calculation of the application grade, and is performed using the form provided on the DGES website, in accordance with the respective CNAES decision.

Article 12.

Supplementary documentation for the application process for the general regime

1. Applications by national students must include:
 - (a) UFP model application form;
 - (b) ENES file for the year in which the application is submitted;
 - (c) Group A selection prerequisites form, signed by a physician with a valid license tag from the Portuguese Medical Association;
 - (d) Declaration of commitment to complying with the general conditions of attendance for the study cycle, referred to in Article 26 of these regulations.
2. Applications by foreign students must include:
 - (a) UFP model application form;



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- (b) Diploma of completing foreign secondary education and document of the respective equivalency granted by a competent Portuguese secondary school, accompanied with the corresponding descriptive certificate of the school curriculum with the grades obtained in the various subjects and with the final classification of secondary education;
 - (c) Proof of having filled out the electronic form available on the DGES website to request, under Article 20-A of Decree-Law 296-A/98, of September 25, substitution of the Portuguese entrance exams by the marks in the corresponding or similar disciplines of non-Portuguese courses;
 - (d) Documentary evidence of the prerequisites for Group A selection, in accordance with paragraph 1(c);
 - (e) Declaration of commitment to complying with the general conditions of attendance for the study cycle, as per Article 26 of these regulations.
3. In addition to the documentation indicated in the previous numbers, applicants must also submit, in digital format, a photograph and a copy of their citizen's card or equivalent foreign document.
 4. The entire application process shall be carried out exclusively *online* in English and submitted to the UFP Admissions Office in the *Infoestudante* section of the academic information system's digital platform.
 5. Initiation of the application process is subject to the payment of the amount indicated annually in the EMCB tuition fee regulations.
 6. The application is valid only for the academic year in which it is submitted.

Chapter III

Application rules for the special candidacy and selection processes

Article 13.

Supplementary documentation for the application process for international students

1. UFP makes available on its website the regulation for access and admission of international students to its study cycles. The specific rules of the following numbers do not preclude consultation of the aforementioned regulation.
2. Application for access and admission to the EMCB Integrated Master's Degree in Medicine by an international student who is a national of a country outside the European Union and educated there, shall be subject to the existence of specific vacancies for this purpose, and shall be submitted annually, within the deadlines set out in the administrative schedule of UFP, made available on its website. The application must be accompanied with:

- (a) UFP model application form;



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- (b) Sworn declaration that the candidate meets the legal requirements to be granted international student status, regulated by Decree-Law nr. 36/2014, of March 10, and its amendments;
 - (c) Certificate of equivalency, issued by the Directorate-General for Education or by a Portuguese secondary school, with authority for this purpose, of the diploma or certificate attesting to approval in an education program that, in the country of origin or in the country where they were educated, entitles them to apply for and be eligible to enter higher education; or that they hold a Portuguese secondary education diploma or legally equivalent qualification;
 - (d) Document proving that they have taken the final exams of the closing disciplines in the respective foreign secondary education course, which are homologous to the Portuguese disciplines of the entrance exams in medicine and can substitute them for the purposes of Article 20-A of Decree-Law nr. 296-A/98, of September 25;
 - (e) If they have not taken these final exams, a certificate that they have passed with a minimum classification of 140 (one hundred and forty) points on a scale of 0-200, resulting from the average of the classifications of the three in-person tests with identical content, held at UFP, to certify their ability to attend higher education.
 - (f) Document proving that they meet Group A selection prerequisites, pursuant to Article 12(1)(c).
 - (g) Declaration of commitment to complying with the general conditions of attendance for the study cycle, referred to in Article 26 of these regulations.
3. The in-person tests, referred to in paragraph (e) of the previous number, have their own regulations, available on the EMCB website.
 4. In addition to the documentation indicated, international student applicants must also submit, in digital format, a copy of their identification document and a photograph.
 5. The entire application process shall be carried out exclusively *online* in English and submitted to the UFP Admissions Office in the *Inforestudante* section of the academic information system's digital platform.
 6. Initiation of the application process is subject to the payment of the amount indicated annually in the EMCB tuition fee regulations.
 7. The application is valid only for the academic year in which it is submitted.



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Article 14.

Supplementary documentation for the application process for graduates of other higher education courses

1. Graduates of a non-health sciences or life sciences course, (bachelor, licentiate, master or doctor), obtained at a legally recognized national or foreign higher education institution are eligible to apply for admission, enrolment and registration in the first year of the Integrated Master's Degree in Medicine at EMCB.
2. Applicants who are covered by the international student status and who hold a degree in the scientific area of health sciences or life sciences are not eligible to apply.
3. Application for admission and enrolment in the first year of the Integrated Master's Degree in Medicine at the EMCB by holders of undergraduate degrees in scientific areas other than those indicated in the previous number shall be made within the deadlines set out in the administrative schedule made available on the UFP website, and is subject to the existence of specific vacancies for this special candidacy and selection process.
4. Applications must include:
 - (a) UFP model application form;
 - (b) Document proving that the candidate has completed a higher education course and has the respective academic degree, with the final classification expressed on a scale of 0-20;
 - (c) Documentary evidence of the prerequisites for Group A selection, in accordance with paragraph 1(c) of Article 12;
 - (c) Declaration of commitment to complying with the general conditions of attendance for the study cycle, as per Article 26 of these regulations.
5. In addition to the indicated documentation, international student applicants must also submit, in digital format, the copy of their identification document and a photograph.
6. The entire application process shall be carried out exclusively *online* in English and submitted to the UFP Admissions Office in the *Infoestudante* section of the academic information system's digital platform.
7. Initiation of the application process is subject to the payment of the amount indicated annually in the EMCB tuition fee regulations.
8. The application is valid only for the academic year in which it is submitted.

Article 15.

Supplementary documentation for the application process for candidates over the age of 23

1. UFP has published on its website the regulations of the special candidacy and selection process for access and admission to higher education, which can be applied for by those who have passed





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the specific tests aimed at assessing the eligibility of those over 23 years of age to attend higher education (Decree-Law nr. 64/2006, of 21 March).

2. If vacancies have been attributed for this special candidacy and selection process, for application and admission to the 1st year of the integrated master's degree in medicine at the EMCB, only those tests, referred to in the previous number, which have been organized and carried out at UFP, within the deadlines established in the administrative schedule annually established by the statutorily competent bodies of the university, shall be valid.
3. Applications by candidates aged over 23 must be accompanied with:
 - (a) UFP model application form;
 - (b) A descriptive certificate of accreditation in the assessment tests attesting to the candidate's capacity to attend and progress in the Integrated Master's Degree in Medicine at EMCB, which, besides the assessment of the candidate's school and professional curriculum, shall consist of theoretical and/or practical exams on the areas of knowledge directly relevant to fulfilling the course study plan;
 - (c) Document proving that they meet Group A selection prerequisites, pursuant to Article 12(1)(c).
 - (d) Declaration of commitment to complying with the general conditions of attendance for the study cycle, referred to in Article 26 of these regulations.
4. In addition to the indicated documentation, international student applicants must also submit, in digital format, a copy of their identification document and a photograph.
5. The entire application process shall be carried out exclusively *online* in English and submitted to the UFP Admissions Office in the *Inforestudante* section of the academic information system's digital platform.
6. Initiation of the application process is subject to the payment of the amount indicated annually in the EMCB tuition fee regulations.
7. The application is valid only for the academic year in which it is submitted.

Article 16.

Special candidacy and selection process for admission to medicine by holders of a degree in health sciences or life sciences

1. This special candidacy and selection process is regulated by Decree-Law 40/2007, of 20 February, and covers candidates who, cumulatively:
 - (a) Hold a bachelor's degree in the scientific area of health sciences or life sciences;
 - (b) Have taken the entrance examinations to higher education in Biology and Geology, Physics and Chemistry and Mathematics A or the national examinations in Biology and Geology,



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- Physics and Chemistry and Mathematics together or separately so as to total the three entrance examinations required for access to medicine;
- (c) Meet the Group A selection criteria;
 - (d) Present a declaration of commitment to complying with the general conditions of attendance for the study cycle, referred to in Article 26 of these regulations.
2. The application must be accompanied with:
- (a) A digital copy of their identification document and a photograph;
 - (b) Certificate of completion of the bachelor's degree indicating the final classification;
 - (c) Official document with the marks of the entrance exams or the national exams in biology and geology, physics and chemistry, and mathematics;
 - (d) Certificate confirming the completion of a master's and/or doctoral degree, whenever applicable;
 - (e) Declaration of length of service and professional experience in health institutions and/or clinical areas and/or teaching in health courses and/or research institutions in the scientific areas of health and/or life sciences;
 - (f) Document proving that they meet Group A selection prerequisites, pursuant to Article 12(1)(c);
 - (g) Having met the specific eligibility conditions for application referred to in Article 5 of these Regulations.
3. The documents indicated in items (b) and (d) of the previous number, if issued by a foreign higher education institution, must be authenticated either with the Hague Apostille or by a Portuguese consular authority from the Portuguese Embassy in the country where the documents originate.
4. Applicants who are covered by the international student status and who hold a degree in the scientific area of health sciences or life sciences are not eligible to apply via the special candidacy and selection process.
5. The entire application process shall be carried out exclusively *online* in English and submitted to the UFP Admissions Office in the *Inforestudante* section of the academic information system's digital platform.
6. Initiation of the application process is subject to the payment of the amount indicated annually in the EMCB tuition fee regulations.
7. The application is valid only for the academic year in which it is submitted.



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Chapter IV
Ranking

Article 17.

Ranking of candidates to the general access regime

1. The ranking of candidates for the Integrated Master's Degree in Medicine at the EMCB via the institutional candidacy and selection process for the general regime of access and admission shall be carried out in descending order of the respective application grades: final classification of secondary education and average grades of the entrance exams subjects or their legal counterparts, under the terms of Article 20-A of Decree-Law 296-A/98, of 25 September.
2. The application grade is a classification on a scale of 0 to 200, calculated using the following formula, rounded to the nearest decimal place, where 0.05 or more is considered as one decimal place:

$$(S \times 50\%) + [(P1 + P2 + P3) / 3 \times 50\%],$$

in which:

S = final grade of secondary education;

P1, P2, P3 = grade in each of the three entrance exams or legally homologous foreign subjects.

3. All intermediate calculations are performed without rounding.

Article 18.

Tied ranking

1. For candidates coming from Portuguese secondary education, the tie-breaker shall be decided by successive application of the following classifications:
 - (a) P1 + P2 + P3;
 - (b) S or Sb;
 - (c) Where applicable, S or Sa;in which:

P1, P2, P3 = grade in each of the three entrance exams or legally homologous foreign subjects;
S = final grade of secondary education;
Sb = grade for year 12 or equivalent terminal year;
Sa = final grade in years 10 + 11 of schooling.
2. To break a tie in the ranking of foreign candidates, the same criteria shall apply, adapted to the structure of the foreign secondary education from which they come.
3. Consultation of the ranked lists resulting from the application of the rules contained in the previous numbers shall be available to all those interested at UFP Admission Office.



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Article 19.

Ranking of applicants to the special candidacy and selection processes

Ranking of applicants to the special candidacy and selection processes shall be via application of a specific formula published in the opening announcement of the respective special candidacy and selection process.

Chapter V

Allocation rules

Article 20.

Allocation

Candidates will be allocated to the established vacancies in decreasing order according to the list resulting from the application of the ranking criteria.

Article 21.

Tie-breaking

Whenever two or more candidates are tied as a result of the application of the ranking rules defined in Article 18, and are competing for the last vacancy, or the last set of available places, on the course, as many additional places will be opened as are necessary to admit them.

Article 22.

Competence

1. Decisions regarding applications to the EMCB's Integrated Master of Medicine are the responsibility of the Admissions Committee, consisting of three effective members and two substitute members.
2. The sitting members are the president of the scientific board of the EMCB or their representative, the integrated master's coordinator and the person in charge of the UFP admissions office.
3. The two alternate members shall be appointed annually by the Director of the EMCB.





Article 23.

Final result

1. The final result of each phase of the institutional candidacy and selection process and of the special candidacy and selection processes is indicated by one of the following situations: (a) Admitted; (b) Alternate; (c) Not admitted; (d) Excluded from candidacy.
2. The situation of "alternate", in which are the candidates with an application score lower than the last "admitted", provided it is not less than 150 points on a scale of 0-200, may see their situation changed to "admitted", following the decreasing order of the ranking list, if there are still vacancies at the end of the term established for the "admitted" candidates to register and enrol on the course.
3. Reasons shall be stated for decisions of "non-admission" and "exclusion".

Article 24.

Announcement of the decision

1. The final result shall be made public by means of a notice posted at UFP and EMCB and on the respective Internet site, within the deadline defined in the respective administrative schedule of the institutional candidacy and selection process or of the special candidacy and selection processes.
2. For each candidate who has applied to the candidacy and selection process, the posted announcements shall contain the following information:
 - (a) Name;
 - (b) Final result.
3. The decision of "not admitted" or "excluded" shall be accompanied by a statement of reasons.

Article 25.

Appeals

1. Candidates may appeal the final result within 5 (five) working days of the publication of the results, with due justification.
2. The appeal must be submitted to the admissions office in a digital form available in the *Infoestudante* space of UFP's academic information system platform or sent by mail, by the appropriate means to comply with the deadline mentioned in the previous number.
3. Appeals that are not identified and those whose object is unintelligible, as well as those that have not been delivered in accordance with the required time limit and place as per the previous numbers shall be summarily rejected.





4. The decisions of the Admissions Committee on appeals that have not been summarily rejected under the terms of the previous number, shall be made known to the claimants within a maximum period of 20 (twenty) working days following the end of the time limit for the appeal, either by means of a registered letter with acknowledgement of receipt, or by e-mail, as long as the claimant has registered their consent to this on the application form.

Chapter VI

Attendance, registration and enrolment

Article 26.

General attendance conditions

1. Teaching of the integrated master's degree in medicine is bilingual - predominantly in English in the first cycle of studies (180 ECTS); predominantly in Portuguese in the second cycle of studies (180 ECTS), therefore proper command of the English language is indispensable for attendance of the entire cycle of studies, with fluency in the Portuguese language also being mandatory for the clinical rotations that take place from the fourth to the sixth years of the course.
2. The general attendance conditions are:
 - (a) Oral and written English language proficiency of at least level C1 of the Common European Framework of Reference for Languages;
 - (b)) At the time of admission to the study cycle: competence in Portuguese language of at least level A2 of the Common European Framework of Reference for Languages;
 - (c) In order to attend the 4th curricular year and above: competence in Portuguese language of at least level B2 of the Common European Framework of Reference for Languages.
3. Notwithstanding the provisions of paragraph 5, level C1 oral and written proficiency in English must be proven at the time of applying, by presenting one of the following documents:
 - (a) Documentary evidence that English is the applicant's native or habitual language of communication or that the applicant has received their schooling in English;
 - (b) Certificates of approval in Cambridge English: Advanced (CAE) or Cambridge English: Proficiency (CPE), the latter with a qualification equal to or higher than *Very Good* (≥ 160 points);
 - (c) International English Language Testing System (IELTS - Academic) certificate, with a minimum score of 7;
 - (d) Certificate of the Test of English as a Foreign Language, Internet -Based Test (TOELF iBT), with a minimum score of 85.





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4. Notwithstanding the provisions of the following number, level A2 knowledge of the Portuguese language must be proven at the time of application, by means of LPE certification issued by a centre for the evaluation of Portuguese as a foreign language.
5. Students who, at the time of their application, do not have proof of proficiency in English and/or knowledge of the Portuguese language, under the terms of the previous numbers, may submit themselves to a written and oral assessment exam at level C1 and level A2, respectively, to be held at the Faculty of Human and Social Sciences of UFP.
6. In cases where knowledge of the Portuguese language is below B2 level, and in order to comply with the provisions of number 1, non-Portuguese-speaking students are required to attend Portuguese Language for Foreigners (PLF) classes at the Faculty of Human and Social Sciences at UFP. Their knowledge will be gauged through a formative assessment of communication skills at the end of the 2nd year and confirmed through summative assessment at the end of the 3rd year. Students must have passed this assessment in order to attend the training stage and the clinical rotations.

Article 27.

Registration and enrolment

1. Within the period established in the administrative schedules of the institutional candidacy and selection process or in the special candidacy and selection processes for access and admission to the integrated master's degree in medicine, the accepted candidates have the right to enrol and register for the academic year in which they presented their candidacy.
2. Enrolment and registration require:
 - (a) Presentation of the originals, or legally certified copies, of all documents submitted in the application process;
 - (b) Provision of a document proving the validity of the tetanus vaccine;
 - (c) Simultaneous payment of the enrolment fee and the first of the monthly instalments by which the annual enrolment and attendance fee may be paid.
3. The remaining monthly instalments, should this be the method chosen by the student to pay the annual fees, must be paid by the 10th of each of the consecutive months from September to June.
 - (i). In case of cancellation of the enrolment, the amounts referred to in paragraph 2(c) are not refundable;
 - (ii). When and if a student is in the situation of requesting re-entry, this will not be granted without prior settlement of the debt existing at the time of suspension of attendance.



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NIPC. 502 057 602 • Reg. Comercial nº.26 Conservatória do Registo Comercial do Porto

FACULDADE DE CIÊNCIAS HUMANAS E SOCIAIS
Praça 9 de Abril, 349 • 4249-004 Porto · Portugal
T. +351 22 507 1300* • <https://www.ufp.pt>
geral@fundacaofernandopessoa.pt

FACULDADE DE CIÊNCIAS DA SAÚDE
Rua Carlos da Maia, 296 • 4200-150 Porto · Portugal
T. +351 22 507 4630* • <https://www.ufp.pt>
geral@fundacaofernandopessoa.pt

FACULDADE DE CIÊNCIA E TECNOLOGIA
Praça 9 de Abril, 349 • 4249-004 Porto · Portugal
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geral@fundacaofernandopessoa.pt

* (chamada para a rede fixa nacional)



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4. The allocation is only effective for the academic year to which it refers, and the right to registration and enrolment lapses if it is not exercised within the time limit set under the terms of number one.

Article 28.

Surplus Vacancies

1. The announcement of the results of each institutional or special candidacy and selection process specified in these regulations may be followed by one or more application phases to fill any remaining vacancies.
2. In each of these phases the following are brought into the candidacy and selection process:
 - (a) Remaining vacancies from the previous phase;
 - (b) Vacancies filled in the previous stage, but where registration and enrolment did not take place;
 - (c) Vacancies filled in the previous stage where enrolment was cancelled, after deducting the additional vacancies created in accordance with Article 21 and those which, by the time of signing the notice referred to in Article 24, have been created or used in accordance with Article 31(1).
3. The decision about conducting this application phase or phases and the deadlines within which they take place is the responsibility of UFP's legally and statutorily competent body.
4. The vacancies made available for the candidacy and selection process and the deadlines for each phase will be publicly announced, through a notice posted at UFP and published on the respective website.
5. Vacancies left over from the last phase can only be used for admission to the 1st year of the establishment/cycle of study combination in question:
 - (a) Via the special candidacy and selection processes regulated by Decree-Law nr. 113/2014, of 16 July, as amended by Decree-Laws nr. 63/2016, of 13 September, and 11/2020, of 2 April;
 - (b) Via the candidacy and selection processes for changing the establishment/cycle of studies pair referred to in the Regulation for the Regimes of Re-entry and Change of Institution/Course Pair in Higher Education, approved by Ordinance nr. 181-D/2015, of 19 June, amended by Ordinances nr. 305/2016, of 6 December, 249-A/2019, of 5 August, and 150/2020, of 22 June.



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Chapter VII
Common provisions

Article 29.
Exclusion of candidates

1. In addition to the cases where candidates are excluded from the candidacy and selection processes under the terms of these regulations, they shall also be excluded at any time if:
 - (a) They have not filled in their application form correctly, either by omitting some element or by indicating others that do not correspond to those in the documents submitted;
 - (b) They do not meet the conditions to apply for the candidacy and selection process;
 - (c) They have not, without a duly justified reason being given to and accepted by the legally and statutorily competent organ of UFP, fulfilled all of the respective processes within the due time limits;
 - (d) They make false declarations.
2. The decision on the exclusion referred to in the previous number shall be taken by the Admissions Committee of the EMCB.
3. If registration has been effected and one of the situations provided for in number 1 is confirmed, the registration shall be cancelled, as well as all acts carried out under the terms thereof, by the legally and statutorily competent body of EMCB, and there shall be no refund of any amounts paid in the meantime.

Article 30.
Rectifications

1. When, for reasons not directly or indirectly attributable to the candidate, there has been no placement, or the placement was not in accordance with the result applicable to the specific case, the candidate shall be placed in the course in which he/she would have been placed, even if for this purpose it is necessary to create an additional vacancy.
2. Rectification can be triggered by:
 - (a) The candidate;
 - (b) The educational establishment;
 - (c) The DGES.
3. Rectification may take the form of allocating or changing the placement, moving to "not admitted" status or moving to "excluded" status.
4. Changes made under this Article shall be notified to the applicant by registered letter with acknowledgement of receipt or by email, provided that the applicant gives his or her consent to this effect.





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5. Rectification concerns only the candidate for whom the error was discovered and has no effect on other candidates.

Article 31.

Scope and caveat

1. The procedural rules established in these regulations for the institutional candidacy and selection process for access and admission to the Integrated Master's Degree in Medicine at the EMCB shall apply, with the necessary adaptations, to the special candidacy and selection processes herein established, at the time they are organized.
2. Inclusion in these regulations of the rules on special candidacy and selection processes should be regarded as a possibility and not as an obligation to organise them.

Article 32.

Duration and approval

1. These regulations shall be valid for applications relating to the academic year 2023-2024.
2. These regulations have been approved by the Rector of UFP, after hearing the Establishment Committee for the Integrated Master's Degree in Medicine, and ratified by the competent body of the instituting institution.

Approved by the Chairman of the Board of Directors of the Fernando Pessoa Foundation on 15th June 2023.



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