

## Fact Sheet for International Partners

Institutional Details	
<b>Institution</b>	UNIVERSIDADE DA BEIRA INTERIOR
<b>Acronym</b>	UBI
<b>Erasmus Code</b>	P COVILHA01
<b>OID</b>	E10188828
<b>Website</b>	<a href="https://www.ubi.pt">https://www.ubi.pt</a>
<b>Website for incoming students</b>	<a href="https://www.ubi.pt/en/">https://www.ubi.pt/en/</a> <a href="https://www.ubi.pt/en/page/erasmus">https://www.ubi.pt/en/page/erasmus</a>
<b>Address</b>	Universidade da Beira Interior Rua Marquês d'Ávila e Bolama 6201-001 Covilhã Portugal
<b>Academic Community</b>	<p>The University of Beira Interior (UBI) is today a reference institution at national and international level, in the fields of teaching, research, innovation and entrepreneurship. It positioned itself among the first 201-250 best Young University Rankings in 2022 as per Times Higher Education.</p> <p>UBI currently has more than 30 1<sup>st</sup> cycles/bachelor's degrees, about 45 2<sup>nd</sup> cycles/master's degrees, 29 3<sup>rd</sup> cycles doctorates and 31 post-doctorates distributed across five faculties: Faculty of Sciences, Faculty of Engineering, Faculty of Social Sciences and Humanities, Faculty of Arts and Letters and Faculty of Health Sciences.</p> <p>UBI has now more than 9000 students, 830 teachers and 298 employees.</p>

Internationalization and Cooperation Office Contacts	
<b>Institutional Coordinator</b>	Prof. José Carlos Páscoa Marques Vice-rector for the Internationalization and Interaction with Society
<b>Coordinator of the Internationalization and Cooperation Office</b>	Ms. Cristina Mota Tel.: +351 275242061 Email: <a href="mailto:cristina@ubi.pt">cristina@ubi.pt</a>

## Fact Sheet for International Partners

<p><b>Mobility Officers</b></p>	<p><b>Ms. Sofia Lemos</b>  <i>Incoming</i> Erasmus Student Mobility for Studies, Traineeships, Staff Mobility for Teaching and Training, and Institutional Cooperation (Student Mobility for Studies)            Email: <a href="mailto:inter@ubi.pt">inter@ubi.pt</a>            Tel: +351 275242056</p> <p><b>Ms. Gina Barata</b>  <i>Incoming and Outgoing</i> Erasmus International Credit Mobility (Student Mobility for Studies, Traineeships, Staff Mobility for Teaching and Training)            Email: <a href="mailto:icm@ubi.pt">icm@ubi.pt</a>            Tel.: +351 275242062</p> <p><b>Ms. Mariana Branquinho</b>  <i>Incoming and Outgoing</i> Erasmus Blended Intensive Programmes (BIP), and UNITA Virtual and Rural Mobilities for Students            Email: <a href="mailto:mobilidade.unita@ubi.pt">mobilidade.unita@ubi.pt</a>            Tel.: +351 275329138</p> <p><b>Ms. Inês Viegas</b>  <i>Outgoing</i> Erasmus Student Mobility for Studies and Inter-institutional Agreements            Email: <a href="mailto:erasmus.mobilidade@ubi.pt">erasmus.mobilidade@ubi.pt</a>            Tel.: +351 275329138</p> <p><b>Mr. António Afonso</b>  <i>Outgoing</i> Erasmus Student Mobility for Traineeships, Staff Mobility for Teaching and Training            Email: <a href="mailto:erasmus.estagios@ubi.pt">erasmus.estagios@ubi.pt</a>            Tel.: +351 275329138</p>
<p><b>Mobility Coordinators</b></p>	<p>Please access their contacts by clicking on the respective cycle of studies:  <a href="https://www.ubi.pt/en/courses#10_Ciclo">https://www.ubi.pt/en/courses#10_Ciclo</a>  <a href="https://www.ubi.pt/en/courses#20_Ciclo">https://www.ubi.pt/en/courses#20_Ciclo</a>  <a href="https://www.ubi.pt/en/courses#M_Integrado">https://www.ubi.pt/en/courses#M_Integrado</a></p>

### Academic Information for **Incoming Students**

<p><b>Academic Calendar 2023-2024</b></p>	<p>The academic year has two semesters. Please see the Academic Calendar attached to the factsheet.</p> <p><b>First semester:</b> September-January (classes between 18/09/2023 till 12/01/2024 and period of exams: 22/01/2024 till 09/02/2024)  <b>Second Semester:</b> February – July (classes between 19/02/2024 until 07/06/2024 and period of exams: 17/06/2024 till 05/07/2024)</p>
<p><b>Nomination Deadlines</b></p>	<p>Students and staff must be nominated by their Home Higher Education Institution (HEI) following the deadlines. The nominations must be sent by email and must contain the full name, gender, email, Home HEI course (or Office/Service pertaining if staff), cycle of studies (if students) and the period of the stay.</p> <ul style="list-style-type: none"> <li>• <b>April 30<sup>th</sup></b> (mobilities during the 1<sup>st</sup> semester/full academic of the following year)</li> <li>• <b>October 31<sup>st</sup></b> (mobilities during the 2<sup>nd</sup> semester of the following year)</li> </ul>

## Fact Sheet for International Partners

<p><b>Application Deadlines</b></p>	<p>Students and staff nominated must submit the documentation concerning their application (*please see application procedures below) until:</p> <ul style="list-style-type: none"> <li>• <b>May 31<sup>st</sup></b> (mobilities during the 1<sup>st</sup> semester/full academic of the following year)</li> <li>• <b>November 30<sup>th</sup></b> (mobilities during the 2<sup>nd</sup> semester of the following year)</li> </ul> <p>Note: we will not accept applications after these deadlines.</p>
<p><b>Application Procedures</b></p>	<p><b>*Incoming students from EU and associated countries (Erasmus+)</b> please connect with Ms. Sofia Lemos at <a href="mailto:inter@ubi.pt">inter@ubi.pt</a> and review the procedures below:</p> <p><b>Step 1</b> – Nomination sent by the home HEI IRO  <b>Step 2</b> – UBI will be sending the student that has been nominated an e-mail to apply online  <b>Step 3</b> - After the submission, please print the Learning Agreement and send it filled out by email to <a href="mailto:inter@ubi.pt">inter@ubi.pt</a>  <b>Step 4</b> - For students who meet the required criteria UBI's IRO will be sending an Acceptance Letter  <b>Step 5</b> - Once at UBI, students will be able to change their Learning Agreements until October 31<sup>st</sup>, if they are attending the 1<sup>st</sup> semester or until March 31<sup>st</sup> if they are attending the 2<sup>nd</sup> semester.</p> <p><b>Incoming students from Latin America (Institutional Cooperation),</b> please connect with Ms. Sofia Lemos at <a href="mailto:inter@ubi.pt">inter@ubi.pt</a> and review the procedures below:</p> <p><b>Step 1</b> – Nomination sent by email by the home HEI IRO  <b>Step 2</b> – UBI's IRO will send the application forms to the respective sending institution through email  <b>Step 3</b> - The participant's home HEI must send the Application form and Learning Agreement, including the following documents of the participant:</p> <ul style="list-style-type: none"> <li>- One passport size picture;</li> <li>- The information page in the Passport/ID;</li> <li>- Health insurance card or PB4</li> <li>- Declaration of means of subsistence at the destination country</li> </ul> <p><b>Step 4</b> - Students who meet the required criteria will be receiving the Acceptance Letter from UBI's IRO. In the same email, participant's home HEI will be, as well, notified.  <b>Step 5</b> - Once at UBI, students will be able to change their Learning agreements until October 31<sup>st</sup>, if they are attending the 1<sup>st</sup> semester or until March 31<sup>st</sup> if they are attending the 2<sup>nd</sup> semester.</p> <p><b>Incoming students from Third countries not associated to the Programme (Erasmus+ ICM),</b> please connect with Ms. Gina Barata at <a href="mailto:icm@ubi.pt">icm@ubi.pt</a> and review the procedures below:</p> <p><b>Step 1</b> – Nomination sent by email by the home HEI IRO  <b>Step 2</b> – UBI will send the student that has been nominated an e-mail to apply online  <b>Step 3</b> - After the submission, student needs to print the Learning Agreement and send it, duly signed, by email to <a href="mailto:icm@ubi.pt">icm@ubi.pt</a>  <b>Step 4</b> - For students who meet the required criteria, UBI's IRO will be emailing an Acceptance Letter  <b>Step 5</b> – Participant must contact the closest Portuguese Embassy to request a Visa to entry Portugal</p>

## Fact Sheet for International Partners

	<p><b>Step 6</b> - Once at UBI, students will be able to change their Learning Agreements until October 31<sup>st</sup> if they are attending the 1<sup>st</sup> semester or until March 31<sup>st</sup> if they are attending the 2<sup>nd</sup> semester.</p> <p>Incoming students that are enrolled in <b>other programs</b>, please email the respective Program Officer using the contacts above.</p>
<p><b>Building your Learning Agreement</b></p>	<p>While building your <b>Learning Agreement</b>, please note that the maximum number of credits per full academic year is 60, and per semester 30 credits. 1 credit ECTS = 28 hours of work.</p> <p>To build your Learning Agreement please check the full list of courses available at UBI <a href="#">here</a>. To review the codes, select the level of your program (1<sup>st</sup> cycle, 2<sup>nd</sup> cycle, etc.). They are taught in Portuguese language but the students will have Tutorial Support in English. Don't forget to review the course units that are entirely taught in English. For that, please select the tab <i>International options</i>. Please note that you can contact your Mobility Coordinator at UBI to better decide. Please check the contacts above.</p> <p>Note: the courses' catalogue is usually updated by the end of June.</p>
<p><b>Recognition of Credits</b></p>	<p>UBI commits to ensure recognition for activities satisfactorily completed by students using the <a href="#">European Credit Transfer and Accumulation System (ECTS)</a>. The institutional grading system is based on a scale from "0" to "20". The grades range between "10" and "20".</p> <p>An ECTS grade of 19 or 20 is considered Excellent (outstanding performance with only minor errors), 14 to 16 is Good (generally sound work with a number of notable errors), 10 or 11 is Sufficient (performance meets the minimum criteria) and below 9 is Fail (considerable further work is required).</p> <p>At the end of the student's mobility, no later than 4 weeks after the assessment period has finished at the University of Beira Interior, UBI's IRO will be emailing the Transcript of Records to the student and Home HEI.</p> <p>Students on traineeships and staff will be receiving a Certificate in English for the activities completed.</p>
<p><b>Visa Requirements</b></p>	<p>Citizens who are not nationals of a European Union country and who wish to undertake study/traineeships mobility must obtain a visa from the Portuguese Consulate/Embassy.</p> <p>Please review general information about the nationalities that need a visa to enter Portugal or are exempt at the <a href="#">Portuguese Ministry of Foreign Affairs Diplomatic Portal</a> and by connecting with the Portuguese consulate nearest to your area of residence.</p> <p>The visa application must be done well in advance. Visa issues demand some time. Check with the <a href="#">Embassy/Consulate closest to your area of residence</a> for the necessary documents to obtain a visa.</p>
<p><b>Insurance requirements</b></p>	<p><b>Students and staff</b> shall have adequate insurance coverage. It's recommended to obtain insurance that covers trip cancellation, death and disability, civil responsibility, and medical expenses. A copy of the insurance policy must be sent to the Internationalization and Cooperation officer.</p> <p>Additional notes:  <b>Exchange students from Latin America</b> must carry the documents which will allows them to access the Portuguese public health system (the PB4 form, for Brazil, for example).</p>

## Fact Sheet for International Partners

	<p><b>EU mobility students</b> should obtain the European Health Insurance Card in their country. The European Health Insurance Card provides access to the Portuguese public health system.</p>
Other Information	
<p><b>Portuguese Language Course</b></p>	<p>The Department of Letters of the University of Beira Interior provides Courses of Portuguese as a Foreign Language (Beginner and Intermediate) directed to non-native speakers who want to learn the language in an immersion and authentic setting. The course is taught during the first semester or second semester. You can find more information <a href="#">here</a>.</p>
<p><b>Other Languages courses</b></p>	<p>In addition to formal courses, the University of Beira Interior has available through its Language Lab, courses of English, Spanish, French, Italian and German. Please access the prices and deadlines <a href="#">here</a>.</p>
<p><b>Recommended Language Skills</b></p>	<p>Students and Non-teaching Staff: B1 English Teaching Staff and Researchers: B2 English</p> <p>In general, the classes will be taught in Portuguese. During all the academic year, the students will have tutorial classes in English. The full list of English taught classes is available here, under the tab <i>International Options</i>.</p>
<p><b>Accommodation</b></p>	<p><b>UBI administered accommodation</b> The University of Beira Interior <a href="#">has seven residences for students</a> and other <a href="#">accommodation options for teachers</a>. In the accommodation section of SASUBI, there is detailed information on each space/building, regulations, how to apply and prices. Please inquire about open vacancies through <a href="mailto:aloja@ubi.pt">aloja@ubi.pt</a>.</p> <p><b>Private Accommodation</b> <b>Temporary lodging:</b> you can research information at Booking.com, Tripadvisor or AirBnB websites. <b>Longer periods of time</b> (semester or academic year): In Covilhã, there are <a href="#">several real estate agencies</a> with a wide range of all sorts of apartments in the city. Please visit <a href="https://www.ubi.pt/en/page/living_covilha">https://www.ubi.pt/en/page/living_covilha</a>. Private investment is also contributing with options like <a href="#">Andy Living</a>, <a href="#">Royal Prime</a>, <a href="#">2 Live Coliving</a> or <a href="#">Sineiro Apartamentos</a>.</p>
<p><b>Mentor ESN (Erasmus Student Network)</b></p>	<p>The <a href="#">Erasmus Student Network</a> is formed by volunteers whose primary purpose is to help exchange students into the academic and local communities.</p> <p>Before starting the mobility, students will be contacted by his/her/their mentor. More information about ESN Covilhã is available at <a href="http://www.esn-covilha.org/">http://www.esn-covilha.org/</a>. ESN can also be reached through <a href="mailto:info@esn-covilha.org">info@esn-covilha.org</a>.</p>
<p><b>Living in Covilhã</b></p>	<p>Covilhã is a city located in inland Portugal and the cost of living is <a href="#">significantly lower</a> than that of the bigger cities of the coastline, which is reflected in the prices of food and housing, for example.</p> <p>Because Covilhã, “the mountain-city”, is in the Serra da Estrela Mountain range, participants can enjoy Winter and Summer sports, hiking, climbing and other exciting activities.</p> <p>Safety is another factor that distinguishes the city. Covilhã is a small/medium-sized city that is growing around the University, creating an atmosphere of closeness.</p>
<p><b>How to get to Covilhã</b></p>	<p>The main airports of mainland Portugal are located in the cities of Lisbon and Porto, both at about 250 km from Covilhã. The connection of these cities to Covilhã can be made by car, train or bus. <a href="#">Learn more</a></p>

## Anexo I

### Ano Letivo 2024/2025

#### Calendário Geral [2024/25]

Ano letivo 2024/25

	D	S	T	Q	Q	S	S	D	S	T	Q	Q	S	S	D	S	T	Q	Q	S	S	D	S	T	Q	Q	S	S	D	S	T	Q	Q	S	S	D	S				
Setembro	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30											
Outubro		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31									
Novembro						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
Dezembro	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31										
Janeiro			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
Fevereiro						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
Março						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
Abril			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
Maior				1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
Junho	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31										
Julho			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								
Agosto						1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
Setembro	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30											
Outubro			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31								

#### Legenda

Período de Aulas de 2024-09-09 até 2025-06-07

Período de Aulas - 1.º Semestre de 2024-09-09 até 2024-12-20

Período de Aulas - 2.º Semestre de 2025-02-17 até 2025-06-07

Exames Época Normal - 1.º Semestre de 2025-01-20 até 2025-01-25

Exames Época Normal - 2.º Semestre de 2025-06-16 até 2025-06-21

Exames Época Recurso - 1.º Semestre de 2025-02-03 até 2025-02-08

Exame Época Recurso - 2.º Semestre de 2025-06-30 até 2025-07-05

Exames Época Especial de 2025-07-14 até 2025-07-19

Interrupção letiva do Natal de 2024-12-21 até 2025-01-03

Interrupção letiva da Páscoa de 2025-04-21 até 2025-04-24

Interrupção à realização de atividades de avaliação de 2025-01-13 até 2025-01-17 de 2025-01-27 até 2025-01-31 de 2025-06-09 até 2025-06-13 de 2025-06-23 até 2025-06-27 de 2025-07-07 até 2025-07-11

Interrupção letiva de 2025-02-10 até 2025-02-14 de 2025-01-04 até 2025-01-12

Dissertação/relatório de 2.º ciclo - 1.º semestre de 2025-01-31 até 2025-01-31

Dissertação/relatório de 2.º ciclo - anual de 2025-06-11 até 2025-06-11

Época especial de entrega de dissertação de 2025-09-01 até 2025-10-13

Tese de 3.º ciclo - Época especial de 2025-10-30 até 2025-10-30

Dissertação/relatório de 2.º ciclo - Ensino/2C Psicologia Clínica e da Saúde de 2025-06-27 até 2025-06-27

Tese de 3.º ciclo de 2025-07-07 até 2025-07-07