



ERAMUS FACTSHEET

HEI's Full Legal	Miguel Torga Institute of Higher Education (in Portuguese: <i>Instituto Superior Miguel Torga</i>)
Eramus Code	P COIMBRA05
ECHE	227407-EPP-1-2014-1-PT-EPPKA3-ECHE
PIC	949309028
CONTACT INFORMATION	
Office name	GRI – Office for International Relations
Address	Instituto Superior Miguel Torga Largo da Cruz de Celas, 1 3000-132 Coimbra
Phone	(+351) 239 48 80 37
Schedule	From Monday to Friday, from 9:00 a.m. to 12:30 a.m.
E-mail	gri@ismt.pt
GRI's website	http://gri.ismt.pt
ISMT's website	http://www.ismt.pt
Coordinator	Maria João Barata, PhD: gri@ismt.pt
Contact Person	Ms. Raquel Palma: gri@ismt.pt
Degree's Erasmus Coordinators	<ul style="list-style-type: none"> ▪ Graduation in Social Work Prof. Dulce Simões: dulce_simoes@ismt.pt ▪ Graduation in Psychology Prof. Henrique Testa Vicente: henrique.t.vicente@ismt.pt ▪ Graduation in Business Communication Prof. Filipe Silva: filipersilva@ismt.pt ▪ Graduation in Journalism Prof. Sofia Figueiredo: sofia@ismt.pt ▪ Graduation in Multimedia Prof. Frederico Fonseca: ffonseca@gmail.com ▪ Graduation in Computer Sciences Prof. Luís Cunha: luisacunha@ismt.pt ▪ Graduation in Communication Design Prof. Luísa Costa: luisacosta@ismt.pt ▪ Graduation in Human Resources Management Prof. Fátima Ney Matos: fneymatos@ismt.pt ▪ Graduation in Management

	<p>Prof. Vasco Almeida: vascoalmeida@ismt.pt</p> <ul style="list-style-type: none"> ▪ Master in Social Work Prof. Rosa Tomé: rosa_tome@hotmail.com ▪ Master in Psychology Prof. Henrique Testa Vicente: henrique.t.vicente@ismt.pt
EXCHANGE PROGRAMME INFORMATION	
Course catalogue	https://ismt.pt/ensino/oferta-educativa/
Language of instruction	<ul style="list-style-type: none"> ▪ Portuguese. ▪ In the most of the curricular units, students can do their evaluations in English and/or Spanish. Also, most of the teachers do follow up Erasmus students in those languages, either in classes, individual meetings or by e-mail. However, it should be noticed that there is always the risk that in some curricular units it is not possible to be supported and do the evaluations in other language than the Portuguese. ▪ Students are highly encouraged to do an OLS Portuguese course before arriving and to enrol in our Portuguese course do begin after arriving.
Language requirements	<ul style="list-style-type: none"> ▪ Student Mobility for Studies: B1 in Portuguese or B2 in English or Spanish. A Certificate (OLS or other) will be asked. ▪ Staff Mobility for Teaching: C1 in Portuguese, English or Spanish.
Portuguese Language Intensive Course	<ul style="list-style-type: none"> ▪ In each semester, GRI organises 2 or 3 Portuguese Language Intensive Courses (70 hours) for different levels (A1, A2 and/or B1). ▪ In the first class, students are assessed to determine in which level each one will be placed. ▪ The course has a fee. ▪ At its end, students receive a certificate.
Academic Year Structure	<ul style="list-style-type: none"> ▪ 1st Term <i>Classes:</i> Beginning of September – End of January <i>Exams:</i> End of January – Mid February ▪ 2nd Term <i>Classes:</i> Mid February – End of June <i>Exams:</i> Mid-June – Mid July ▪ Continuous evaluation takes place in at least three moments during the classes' terms. Students have to attend exams only when they do not obtain approval in continuous evaluation during classes. ▪ It is highly recommended that students organise in order to be here until the Exams period. ▪ Vacations <ul style="list-style-type: none"> ○ Latada: usually in end of October ○ Christmas: 2 weeks ○ Carnival: 2 days ○ Easter: 1 week ○ Queima das Fitas (an academic traditional festival): usually in the 2nd week of May ○ Summer: August

ERAMUS STUDENTS APPLICATIONS			
Application Process	<ol style="list-style-type: none"> 1. The International Relations Office of the sending HEI nominates the students. 2. Students fill in and send us the documents required. 3. We send back those documents and the Letter of Acceptance signed by Coordinators. 		
Deadlines for nominations	<ul style="list-style-type: none"> ▪ 1st Term: 15th June ▪ 2nd Term 15th December 		
Documents Required	<ul style="list-style-type: none"> ▪ Erasmus+ Incoming Students Apform ▪ Erasmus+ Learning Agreement Apform ▪ Language Certificate (OLS or other) ▪ Please find the Apforms at http://gri.ismt.pt/index.php/en/forms 		
Grading System	<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> ▪ Portuguese Scale 18-20 Excelente 16-17 Muito Bom 14-15 Bom 12-13 Satisfaz 10-11 Suficiente 0-9 Reprovado </td> <td style="width: 50%; vertical-align: top;"> <ul style="list-style-type: none"> ▪ ECTS Scale A Excellent B Very Good C Good D Satisfactory E Sufficient F Fall </td> </tr> </table>	<ul style="list-style-type: none"> ▪ Portuguese Scale 18-20 Excelente 16-17 Muito Bom 14-15 Bom 12-13 Satisfaz 10-11 Suficiente 0-9 Reprovado 	<ul style="list-style-type: none"> ▪ ECTS Scale A Excellent B Very Good C Good D Satisfactory E Sufficient F Fall
<ul style="list-style-type: none"> ▪ Portuguese Scale 18-20 Excelente 16-17 Muito Bom 14-15 Bom 12-13 Satisfaz 10-11 Suficiente 0-9 Reprovado 	<ul style="list-style-type: none"> ▪ ECTS Scale A Excellent B Very Good C Good D Satisfactory E Sufficient F Fall 		
USEFUL INFORMATION			
Average living costs	Accommodation: 300 € Food: 200 € Social Life: 200 €		
City Bus	Lines 4, 6, 7, 27 and 29		
Accommodation	<p>We do not have dormitories for students. However, it is easy in Coimbra for students to rent rooms.</p> <ul style="list-style-type: none"> ▪ Uniplaces (our partner): https://www.uniplaces.com/ ▪ BeCoimbra (our partner): http://becoimbra.pt ▪ Gabinohome: http://gabinohome.com/pt/quartos ▪ Imovirtual: http://www.imovirtual.com/imoveis/quartos/arrendar 		
Other Useful Links	<ul style="list-style-type: none"> ▪ Lots of useful information about the country for foreign students and researchers: https://www.study-research.pt/ ▪ CP (Portuguese Trains): www.cp.pt ▪ RNE (Intercity Bus): www.rede-expressos.pt/ ▪ SMTUC (City Bus): www.smtuc.pt/ ▪ Turismo Centro de Portugal (Tourism): www.turismodocentro.pt/ ▪ Saúde 24 (health care): 808 24 24 24 ▪ Emergencies: 112 		
Covid-19	<ul style="list-style-type: none"> ▪ We continue receiving students, as long as they comply with circumstances in ISMT and Portugal, including short term decisions concerning classes and/or evaluations being on site, on-line or on a blended way. 		