

## **MOBILITY OF FOREIGN STUDENTS** *(From abroad to FEUP)* **INFORMATION FOR THE ACADEMIC YEAR 2019/2020**

### **VACANCIES:**

At the time of the student's internal selection process, the Home Schools (U.Porto/FEUP Partners) must take into account:

- The **bilateral agreement(s)** in force with FEUP and/or U.Porto
- **FEUP's Programmes** covered by the agreement(s);
- The number of **vacancies**;
- **Duration** of the mobilities.

With exception for the agreements in which the number of places and FEUP's Programmes are specified (eg: Erasmus+ Bilateral Agreements), FEUP has established a maximum number of places for mobility applications/students from Partner Universities:

- For each academic year of FEUP, between September and July, which includes both semesters, each Partner Institution with a Cooperation Agreement in force for the period in question, may submit a **maximum of 2 applications** of students to each FEUP Programme with a joint study area.
- Applications under the framework '**Santander Universities Programme**' should consider as a mandatory document, at the moment of the application online, a document stating the earning of a scholarship from the mentioned programme.
- FEUP **does not accept exceptional vacancies** under the existent cooperation agreements, due to the significant amount of foreign mobility students in FEUP each academic year; it is intended to balance the numbers of mobility (IN & OUT) and guarantee the proper conditions of the student's integration and academic achievement.
- The framework for exceptional vacancies that, after a pre-analysis, may be formally accepted by FEUP, will be as "**Visiting Student - Freemover**" and subject to the payment of academic fees (see topic 'Visiting Student – Freemover').

### **STUDY PERIODS AT FEUP:**

- **Duration:** a student mobility at FEUP under a Cooperation Agreement (eg: Erasmus+ Bilateral Agreements) can only be made for a **maximum of two semesters** (consecutive or not). A mobility at FEUP beyond two semesters will have to be carried out as a '**Visiting Student – Freemover**' and subject to the payment of academic fees (see topic students 'Visiting Students – Freemovers').
- **Academic Calendar in Portugal:** starts in September and ends in July; the 1st semester goes from September to February and the 2nd semester goes from February to the beginning of July.
- **Extension of the period of study:** only students who are attending the 1st semester and wish to stay for the 2<sup>nd</sup> semester can formalize a request to **extend the study period**. This procedure does not apply to students who are already registered for the whole academic year. Students who are performing a mobility only during the 2<sup>nd</sup> semester cannot propose an extension, since they are already attending the 2<sup>nd</sup>/last part of the academic year.
- **Information:** the requirements and deadline to formalize an **extension** request can be consulted in [FEUP's Admissions Portal](#).

## **LANGUAGES – LECTURES AND COURSES:**

- On FEUP's website, by clicking on each unit course of your interest, relevant information will be displayed concerning lectures, language of instruction, subject programme, number of theoretical and practical classes, etc.
- **International students are advised to learn some Portuguese** before coming to Porto (if possible), although we have no language prerequisite for undertaking studies at FEUP. But please note that if you wish to attend unit courses lectured in Portuguese you need to have prior formal knowledge of the language, otherwise you cannot propose or attend those unit courses!
- Most of the 1st cycle lectures (undergraduate level) are given in Portuguese, while a number of 2nd Cycle (Masters or 4<sup>th</sup> and 5<sup>th</sup> year of a graduate programme) subjects are taught in English. Specially at a graduate level, provision can be made in some subjects for foreign students to be able to have guidance (contents and bibliography) in English and also do their reports and written examinations in English. However, this will have to be arranged with Teachers on a case-by-case basis, and usually on FEUP's website, these unit courses are refereed as being Suitable for English Speaking Students.
- There are some classes completely taught in English. You may request to FEUP's Incoming Mobility Team ([incoming@fe.up.pt](mailto:incoming@fe.up.pt)) the updated **list of English taught subjects**. We safeguard that in each academic year and whenever needed, the list may always suffer changes.
- Intensive Portuguese Language Course for Foreigners:

Mobility students are welcome to apply online for one of the following beginner's level courses in Portuguese, offered by the U.Porto Faculty of Arts (FLUP) and taught at FEUP: [Portuguese for Foreigners \(A1.1\) - Intensive Course Faculty of Engineering of the UP](#)  
[Portuguese for Foreigners \(A1.2\) - Intensive Course at Faculty of Engineering of the UP](#)

We highlight that **the Intensive Portuguese Language Course is not a unit course, it is an independent and complete course, so it is not included in the mobility Learning Agreement/Study Plan**. If students attend at least 75% of classes and get a positive mark in the final exam, they will get a certificate, at the end, granting them **4 ECTS credits**.

- For more information about these language courses, including fees, location, application procedures, etc., please check the webpage of the [Faculty of Arts](#).

## **LEARNING AGREEMENTS/STUDY PLANS:**

1. Students applying under a Cooperation Agreement (eg. Erasmus+) must be aware that at least **60% of the global amount of ECTS credits** in the study plan proposal **must belong to FEUP's Main Programme covered by the bilateral agreement**, correspondent to the student Main Programme in the Home School. FEUP allows a student to propose and attend unit courses from the different Engineering studies areas – of course taking into account the student academic background and cycle of studies – but never superior to 40% of the global amount of ECTS credits (60% must belong to the Main Programme covered by the agreement).
2. The student should also bear in mind that a semester corresponds to 30 ECTS and a whole year of studies to 60 ECTS. The maximum workload allowed for all students at FEUP is 37,5 ECTS per semester, and the recommended workload for mobility students is 30 ECTS per semester, 20 ECTS being the minimum required.

3. U.Porto allows a student to apply and perform a **shared mobility** in different Faculties but please take into account that:
  - ✓ Each UP Faculty has its own management so for particular issues concerning each Faculty unit courses, internal procedures or deadlines you **should make a direct contact with the Faculty**;
  - ✓ A student with FEUP as the Main Faculty, must consider that at least **60% of the global amount of ECTS credits in the learning agreement/study plan must belong to FEUP**.
4. The study programmes of FEUP's official Programmes may undergo changes before the start of the academic year (1<sup>o</sup> semester in September/2<sup>nd</sup> semester in February). The Learning Agreements approved by our Faculty may, therefore, be subject to adjustments and changes upon the student's arrival at FEUP. **Note:** the more diversified a Learning Agreement/study plan is (in Courses and/or in curricular years), the greater is the probability of occurring overlapping of schedules that involves possible changes and/or adjustments. Timetables for each unit course will be only available at the beginning of each semester.
5. A student must be sure that chooses only **unit courses** that will be available **in the semester** corresponding to the proposed study period. When planning the learning agreement proposal, the student must choose only the unit courses that he/she realistically intend to attend and complete, to avoid further unnecessary changes to the agreement.
6. In [FEUP's website](#) a student can **click on each unit course** name for relevant information, namely about lectures and the teaching language in which they are given, subject programmes, number of theoretical and practical classes, etc. **Note:** the information displayed is each unit course online is subject to possible changes and updates.
7. In [FEUP's Admissions Portal](#), students will also be able to obtain information about some **restrictions in the choice of curricular units (subjects)**, because there may be Programmes or only unit courses of some Programmes that are not available for mobility students.
8. If you choose to write your whole **Master's thesis** at FEUP and get an evaluation and ECTS credits for it, you will not be allowed to register for any other course subjects since the **Master's thesis course unit requires full-time attendance**. Furthermore, certain mandatory procedures apply, such as that students must submit a written Master's thesis and be prepared to defend it before a panel of referees at FEUP, who will assess the work and assign a grade to it.
9. If you choose to **partially develop and write your Master's thesis at FEUP** but defend and get the credits for it only at your Home Institution, you should **not** enroll in any course units at FEUP; no grade or ECTS credits will be given by FEUP. **Note:** You should, instead, contact your potential FEUP's Supervisor beforehand and agree on the specific work programme to be followed. Then, to formalize the mobility under these terms in the UPorto online system, the proper framework will be to apply for an internship/placement.

### **INTERNSHIP/PLACEMENT MOBILITIES:**

- If a student intends to apply to an "internship/placement" mobility period at FEUP, should choose the proper framework on the first page of the online application. **On page 3** of the UP Application Form should indicate the **Faculty of Engineering of the University of Porto** and **on page 5** must indicate a short **summary of the planned work programme**, in the "Work programme" field, along with a reference to **the name of the supervisor at FEUP**.

- In an “internship/placement” mobility, **no grade or ECTS credits will be given by FEUP**. A **Statement or an Assessment Report** can be issued and provided by FEUP's Supervisor.
- **The deadline** for an “internship/placement” application for FEUP is **until 2 months before the date of start**.
- Please note that an “internship/placement” mobility outside an existent Cooperation Agreement between both Institutions, will be only possible as a **“Visiting Student – Freemover”** and subject to the payment of **bench fees** (see next topic).

### **ESTUDANTES VISITANTES - FREEMOVERS:**

A “Visiting Student – Freemover” is a student that:

- a. is not covered by a bilateral agreement between the Home Institution and U.Porto/FEUP;
- b. exceeds the maximum amount of vacancies of the pre-established bilateral agreement(s).

A “Visiting Student – Freemover” for **studies** (unit courses attendance) has to pay a fee, reviewed each academic year, corresponding to 1/5 of the fee in force (EU student and International Student: CPLP and other - full-time column), per unit course, except Master's thesis course unit, which a “Visiting Student – Freemover” cannot attend at FEUP.

The more units courses a student selects, the higher the overall fee will be. You already can consult the 2019/2020 academic year tuition fees values [here](#)

A “Visiting Student – Freemover” for **traineeship** (development of a traineeship/investigation period), this means, without enrolling in any unit course, a bench fee will probably have to be paid (for further information on this issue, please contact [incoming@fe.up.pt](mailto:incoming@fe.up.pt)).

Applicants under the framework “**Visiting Student – Freemover**”, have to follow the standard procedures in terms of deadlines, required documents, forms, etc.. mentioned online and in FEUP's communications.

**Note:** There is no possibility of granting any type of financial support from FEUP.

**For additional information you can check [FEUP's Admissions Portal online](#) or get in contact with FEUP's Cooperation Unit *INcoming* mobility Team: [incoming@fe.up.pt](mailto:incoming@fe.up.pt)**