

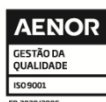


CESPU INFORMATION GUIDE



CESPU
COOPERATIVA DE ENSINO
SUPERIOR POLITÉCNICO
E UNIVERSITÁRIO, CRL.

TEACHING HEALTH SINCE 1982.



→ ÍNDICE

→ CESPU PRESENTATION.....	3
→ CAMPUSES, SCHOOLS AND COURSES CATALOGUE	4
CAMPUS UNIVERSITÁRIO DE GANDRA UNIVERSITY CAMPUS OF GANDRA	4
IUCS - INSTITUTO UNIVERSITÁRIO DE CIÊNCIAS DA SAÚDE - COURSES CATALOGUE.....	4
IPSN – ESTeSTS - ESCOLA SUPERIOR DE TECNOLOGIAS DA SAÚDE DO TÂMEGA E SOUSA – COURSES CATALOGUE.....	4
ADDRESS OF THE CAMPUS.....	5
HOW TO GET TO THE CAMPUS.....	5
CAMPUS ACADÉMICO DE PENAFIEL ACADEMIC CAMPUS OF PENAFIEL	5
IPSN – ESEnSTS – INSTITUTO POLITÉCNICO DE SAÚDE DO NORTE - ESCOLA SUPERIOR DE ENFERMAGEM DO TÂMEGA E SOUSA – COURSES CATALOGUE.....	5
ADDRESS OF THE CAMPUS.....	5
HOW TO GET TO THE CAMPUS.....	5
CAMPUS ACADÉMICO DE V. N. FAMALICÃO ACADEMIC CAMPUS OF V. N. FAMALICÃO	6
IPSN – ESSVA - ESCOLA SUPERIOR DE SAÚDE DE VALE DO AVE – COURSES CATALOGUE.....	6
ADDRESS OF THE CAMPUS.....	6
HOW TO GET TO THE CAMPUS.....	6
→ PORTUGUESE HIGHER EDUCATION SYSTEM, DEGREES AND DIPLOMAS	8
“TÉCNICO SUPERIOR PROFISSIONAL - CTeSP” (HIGHER EDUCATION SHORT CYCLE PROGRAMME).....	8
“LICENCIADO” DEGREE (1ST CYCLE STUDIES) – EQF Level 6.....	8
“MESTRE” DEGREE (2ND CYCLE STUDIES) – EQF Level 7.....	8
“MESTRADO INTEGRADO” (INTEGRATED MASTERS).....	9
“DOUTOR” DEGREE (3RD CYCLE STUDIES) - EQF Level 8.....	9
OTHER DIPLOMAS.....	9
→ ASSESSMENT METHODS AND GRADING SYSTEM	10
→ ECTS CREDITS	11
→ LANGUAGE REQUIREMENTS AND COURSES	12
LANGUAGE REQUIREMENTS.....	12
LEARNING PORTUGUESE.....	12
CESPU PORTUGUESE INTENSIVE COURSE.....	12
OTHER COURSES.....	12
→ STUDYING SUPPORT SERVICES	13
LIBRARIES.....	13
STUDY CLASSROOMS.....	13
INFORESTUDANTE ACADEMIC PORTAL.....	13
E-LEARNING PORTAL.....	13
STUDENTS ASSOCIATIONS AND “TUNAS”.....	13
STUDENTS WITH SPECIAL NEEDS.....	14
→ ACADEMIC CALENDAR	15
INTEGRATION WEEK.....	15
→ MOBILITY	16
ERASMUS TEAM AND CONTACTS.....	16
APPLICATION PROCEDURES, DEADLINES AND DOCUMENTS.....	17
→ PRACTICAL INFORMATION	20
BRIEF DESCRIPTION OF PORTUGAL.....	20
LEGAL REQUIREMENTS TO STUDY IN PORTUGAL.....	20
LIVING IN PORTUGAL.....	21



Erasmus+



CESPU
COOPERATIVA DE ENSINO
SUPERIOR POLITÉCNICO
E UNIVERSITÁRIO, CRL.



MONEY	22
COMMUNICATIONS	22
DRIVING IN PORTUGAL	23
TRANSPORTS	23
GENERAL SERVICES.....	25
INSURANCES.....	26
FOOD AND RESTAURANTS.....	27
SPORTS, CULTURE AND LEISURE.....	27
ACCOMODATION.....	28
→ ERASMUS STUDENT NETWORK - PORTO.....	31

→ CESPU PRESENTATION

CESPU, CRL. – COOPERATIVA DE ENSINO SUPERIOR POLITÉCNICO E UNIVERSITÁRIO, CRL. is a private, non-profit institution founded in Porto in 1982.

CESPU's mission is to promote higher education in the health field, scientific research and to provide health services to the community.

CESPU's history can be characterized by its pioneering spirit, innovation, sustained growth, by its loyalty to the specialization principle, internationalization of European vocation, by its strong component of social and humanitarian assistance in providing health care services to the communities where it is located and for the pursuit of global quality.

CESPU, CRL., is the entity that established the **Instituto Universitário de Ciências da Saúde (IUCS)** and the **Instituto Politécnico de Saúde do Norte (IPSN)**, which includes **Escola Superior de Saúde do Vale do Ave (ESSVA)**, **Escola Superior de Tecnologias da Saúde do Tâmega e Sousa (ESTeSTS)** and **Escola Superior de Enfermagem do Tâmega e Sousa (ESEnFTS)**, with a population around 3700 students. Currently, through its educational establishments, CESPU offers more than 40 higher education cycles, between degrees, masters and two PhDs, as well as nearly 40 post-graduations (non-degree). All these courses are adapted to the Bologna process, being recognized in any country of Europe. These are currently distributed by 3 Academic Campus in the cities of Gandra (IUCS and ESTeSTS), Penafiel (ESEnFTS) and Vila Nova de Famalicão (ESSVA), having excellent facilities for higher education in health.



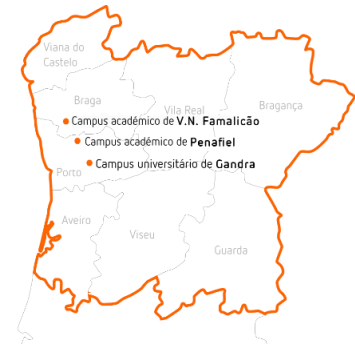
Higher Education in CESPU is essentially characterized by its high quality, rigor and level of demand. CESPU has implemented an innovative educational project, with active teaching methodologies so that students can take advantage of the best training possible. CESPU is particularly concerned with the practical training in a real work of their students, enabling quite early a direct contact with the hospital environment and the reality that one day they will face in their professional practice. This concern is evident in the growing number of health facilities, both owned and in partnership, which the institution currently has.

The internationalization strategy has marked, since its origin, the life of the Institution. CESPU has chosen as principal markets Portuguese-speaking countries, including Angola. More recently, it has been working in Morocco, Senegal and Brazil, where it intends to develop specialized training and higher education. At the same time, CESPU has strengthened its presence in the Iberian market through CESPU Europa S.A., based in Spain, and with the historic partnership with the University of Barcelona translated in the integration of CESPU in the Health Universitat Barcelona Campus (HUBc) project, and the development of IINFACTS, an institute dedicated to the research and advanced training in health sciences and technologies.

The institution has also sought to develop internationalization strategies in Europe, using the Erasmus+ programme - for the mobility of students and staff (teaching and non-teaching) within the European space.

→ **CAMPUSES, SCHOOLS AND COURSES CATALOGUE**

CESPU has 3 Campus, one in Gandra city (about 25km from Porto center), other in Vila Nova de Famalicão city (about 45Km from Porto center) and other in Penafiel (about 40km from Porto center).



CAMPUS UNIVERSITÁRIO DE GANDRA | UNIVERSITY CAMPUS OF GANDRA

IUCS - INSTITUTO UNIVERSITÁRIO DE CIÊNCIAS DA SAÚDE

IPSN - ESTeSTS - INSTITUTO POLITÉCNICO DE SAÚDE DO NORTE - ESCOLA SUPERIOR DE TECNOLOGIAS DA SAÚDE DO TÂMEGA E SOUSA

At the **UNIVERSITY CAMPUS OF GANDRA**, you can find the following programs:

IUCS - INSTITUTO UNIVERSITÁRIO DE CIÊNCIAS DA SAÚDE - COURSES CATALOGUE

- DOCTORAL PROGRAMME IN BIOMEDICAL SCIENCES (240 ECTS - 4 YEARS)
- DOCTORAL PROGRAMME IN TOXICOLOGY (240 ECTS - 4 YEARS)
- MASTER'S DEGREE IN ORTHODONTICS (120 ECTS - 2 YEARS)
- MASTER'S DEGREE IN ORAL REHABILITATION (120 ECTS - 2 YEARS)
- MASTER'S DEGREE IN HEALTH PSYCHOLOGY & NEUROPSYCHOLOGY (120 ECTS - 2 YEARS)
- MASTER'S DEGREE IN FORENSIC SCIENCES (120 ECTS - 2 YEARS)
- INTEGRATED MASTER'S DEGREE IN DENTISTRY (300 ECTS - 5 YEARS)
- INTEGRATED MASTER'S DEGREE IN PHARMACEUTICAL SCIENCES (300 ECTS - 5 YEARS)
- INTEGRATED MASTER'S DEGREE IN VETERINARY MEDICINE (360 ECTS – 6 YEARS)
- BACHELOR'S DEGREE IN BIOMEDICAL SCIENCES (180 ECTS - 3 YEARS)
- BACHELOR'S DEGREE IN FORENSIC SCIENCES (180 ECTS - 3 YEARS)
- BACHELOR'S DEGREE IN NUTRITION SCIENCES (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN PSYCHOLOGY (180 ECTS - 3 YEARS)
- BACHELOR'S DEGREE IN PUBLIC HEALTH (180 ECTS – 3 YEARS)

IPSN – ESTeSTS - ESCOLA SUPERIOR DE TECNOLOGIAS DA SAÚDE DO TÂMEGA E SOUSA – COURSES CATALOGUE

- MASTER'S DEGREE IN PHYSIOTHERAPY (120 ECTS - 2 YEARS)
- BACHELOR'S DEGREE IN PHYSIOTHERAPY (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN DENTAL PROSTHETICS (180 ECTS - 3 YEARS)
- BACHELOR'S DEGREE IN VETERINARY NURSING (180 ECTS – 3 YEARS)
- SHORT CYCLE PROGRAMME IN MEDICAL & DENTAL OFFICE SUPPORT (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN HEALTHY EATING (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN CLINICAL SECRETARIAT (120 ECTS - 2 YEARS)

ADDRESS OF THE CAMPUS

Avenida Central de Gandra, 1317 | 4585-116 Gandra PRD | Portugal

HOW TO GET TO THE CAMPUS

BY CAR: The Campus of Gandra is located about 20km from Porto, very close to the junction of the Highway No. 4 (A4) to the National Road No. 15 (exit Campo, Gandra). After this exit, follow the 1st right in the first roundabout, then the 2nd right in the second roundabout. About 50 meters ahead, turn 1st right. The Campus is about 200 meters after.

BY BUS: Each trip takes about 35 minutes. There are some buses lines from Porto city to Gandra operated by **UNIR** company. The best one is **line 7305**: Porto (Polo Universitário - close to Hospital S. João) »» Paredes (Modelos). You can take the bus, pay the ticket to the driver and get out in "**Gandra-CESPU**". Walk about 50m to your left and you will be right in front of our Campus. You can get an "**Andante**" monthly card, which is cheaper, and it can be used in Porto metro or bus.

CAMPUS ACADÉMICO DE PENAFIEL | ACADEMIC CAMPUS OF PENAFIEL

IPSN - ESEnFTS - INSTITUTO POLITÉCNICO DE SAÚDE DO NORTE - ESCOLA SUPERIOR DE ENFERMAGEM DO TÂMEGA E SOUSA

At the [ACADEMIC CAMPUS OF PENAFIEL](#), you can find the following programs:

IPSN – ESEnFTS – INSTITUTO POLITÉCNICO DE SAÚDE DO NORTE - ESCOLA SUPERIOR DE ENFERMAGEM DO TÂMEGA E SOUSA – COURSES CATALOGUE

- MASTER'S DEGREE IN MEDICAL-SURGICAL NURSING - IN THE AREA OF NURSING FOR PEOPLE IN PERIOPERATIVE SITUATIONS (90 ECTS – 2 YEARS)
- MASTER'S DEGREE IN REHABILITATION NURSING (90 ECTS – 2 YEARS)
- BACHELOR'S DEGREE IN NURSING (240 ECTS - 4 YEARS)
- SHORT CYCLE PROGRAMME IN GERONTOLOGY (120 ECTS - 2 YEARS)

ADDRESS OF THE CAMPUS

Rua Direita, 5 - Edifício IINFACTS | 4560-485 Penafiel | Portugal

HOW TO GET TO THE CAMPUS

BY CAR: The Campus of Penafiel is located about 40km from Porto. If want to use your own car, you can take the Highway No. 4 (A4) and get out in Penafiel exit. Then, follow the instructions to the city center. The Campus is located quite near Câmara Municipal de Penafiel (City Hall).

BY BUS: Each trip takes about 50 minutes. There is a bus line from Porto city to Penafiel operated by **UNIR** company: **line 7007**: Porto (Polo Universitário - close to Hosp. S. João) »» Penafiel (Esc. Secundária). You can take the bus, pay the ticket to the driver and get out in "**Penafiel-Câmara Municipal**". Walk about 50m to your left and you will be right in front of our Campus. You can get an "**Andante**" monthly card, which is cheaper and can be used in Porto metro or bus.

CAMPUS ACADÉMICO DE V. N. FAMALICÃO | ACADEMIC CAMPUS OF V. N. FAMALICÃO

IPSN – ESSVA – INSTITUTO POLITÉCNICO DE SAÚDE DO NORTE - ESCOLA SUPERIOR DE SAÚDE DO VALE DO AVE

At the [ACADEMIC CAMPUS OF V. N. FAMALICÃO](#), you can find the following programs:

IPSN – ESSVA - ESCOLA SUPERIOR DE SAÚDE DO VALE DO AVE – COURSES CATALOGUE

- MASTER'S DEGREE IN PHYSICAL EXERCISE & SPORTS PODIATRY (120 ECTS - 2 YEARS)
- MASTER'S DEGREE IN MENTAL HEALTH & PSYCHIATRIC NURSING (120 ECTS - 2 YEARS)
- MASTER'S DEGREE IN MEDICAL-SURGICAL NURSING - IN THE AREA OF NURSING FOR PEOPLE IN CRITICAL SITUATIONS (90 ECTS - 2 YEARS)
- BACHELOR'S DEGREE IN PHYSIOTHERAPY (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN NURSING (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN OSTEOPATHY (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN PODIATRY (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN MEDICAL IMAGING & RADIOTHERAPY (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN CLINICAL PHYSIOLOGY (240 ECTS - 4 YEARS)
- BACHELOR'S DEGREE IN PHARMACY (240 ECTS - 4 YEARS)
- SHORT CYCLE PROGRAMME IN THERMALISM & WELLNESS (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN GERONTOLOGY (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN BIOANALYSIS AND CONTROL (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN AESTHETICS, COSMETOLOGY & WELLNESS (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN CLINICAL SECRETARIAT (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN HEALTH & EXERCISE (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN FAMILY & COMMUNITY SERVICE (120 ECTS - 2 YEARS)
- SHORT CYCLE PROGRAMME IN DIETARY SUPPLEMENTATION, HEALTH & WELLBEING (120 ECTS - 2 YEARS)

ADDRESS OF THE CAMPUS

Rua José António Vidal, 81 | 4760-409 Vila Nova de Famalicão | Portugal

HOW TO GET TO THE CAMPUS

BY CAR: The Academic Campus of V. N. Famalicão campus is located about 38 km from Sá Carneiro Airport (Porto), which makes it very easy and fast to get to it through several means of transport.

If you use your own car and follow the Highway No. 3 (A3):

1. Take exit 6 to merge onto Highway No.7 (A7) towards "Vila do Conde / Famalicão";
2. Take exit 4 for National Road No.14 towards "Trofa" (2.5 km);
3. Merge onto East Famalicão Variant (1 km);
4. At the roundabout take the 1st exit onto "Avenida Afonso Henriques / National Road No.14" towards "Famalicão Sul," pass one roundabout (2.7 Km);
5. Turn right towards "Rua José Antonio Vidal" (100 m);
6. Take the 1st right in the direction of "Rua José António Vidal" - Campus is on the left.

The Campus is located about 100 meters from the city transport station, it is served by a wide range of fast buses from all cities in the north of the country. In addition, the city has also a railway station which enables quick connections to the cities of Porto, Braga, Barcelos and Viana do Castelo.

BY BUS: Each trip takes about 1h15 minutes. There is a bus line from Porto city to V. N. Famalicão perated by **UNIR** company: **line 6313:** Porto (Polo Universitário - close to Hosp. S. João) »» Famacliãol (CCT). You can take the bus, pay the ticket to the driver and get out in "**Famalicão (CTT)**". The bus stop is right behind the Campus. You can get an "**Andante**" monthly card, which is cheaper and can be used in Porto metro or bus.

BY TRAIN: You can also take a train to V. N. Famalicão city at São Bento Railway Station or Campanhã Railway Station, both located in Porto city. You must buy to a ticket to V. N. Famalicão and catch an "Urbano" train that goes to Braga (you have one every 30 or 45 minutes). From the railway station of V. N. Famalicão to our school is about 15 minutes walking. You can also take a monthly card.



→ PORTUGUESE HIGHER EDUCATION SYSTEM, DEGREES AND DIPLOMAS

There are two systems of higher education in Portugal: universities and polytechnics. Institutions can be public or private. The university system provides the necessary academic education to develop professional activity and encourage research and critical analysis. The polytechnic system provides technical training to develop practical skills.

In Portugal, the access to higher education is always subject to the Numerus Clausus system, whereby a limited number of places are fixed by each individual institution. In addition, each institution determines their selection criteria and the minimum entry grades for applicants. This selection process considers grades obtained in national and specific exams from Secondary school and other Faculties (depending on the field of study).

The degrees/diplomas offered by the Portuguese higher education system are described in the text below and schematized in the Diagram 1 you will find at the end.

“TÉCNICO SUPERIOR PROFISSIONAL - CTeSP” (HIGHER EDUCATION SHORT CYCLE PROGRAMME): the “técnico superior professional” diploma is awarded upon completion of a non-degree higher education cycle of studies entitled “curso técnico superior profissional (CTeSP)”. It corresponds to a short cycle of studies within the cycle of the “licenciado” degree. The CTeSPs are provided by polytechnic higher education institutions as well as polytechnic organic units integrated in universities. The CTeSPs have 120 ECTS credits and normally last 4 curricular semesters including general, scientific, and technical subjects, as well as a training period at the workplace.

“LICENCIADO” DEGREE (1ST CYCLE STUDIES) – EQF Level 6: both university and polytechnic education institutions award the degree of “licenciado”. In polytechnic education, the cycle of studies leading to the degree of “licenciado” normally lasts 6 curricular semesters corresponding to 180 ECTS credits. In exceptional cases covered by national or European Union legislation, it may last up to 7 or 8 curricular semesters with up to 240 ECTS credits of student work. In university education, the cycle of studies leading to the degree of “licenciado” ranges from 180 to 240 ECTS credits, and normally lasts from 6 to 8 curricular semesters. In the 1st cycle of studies, the “degree” of licenciado is awarded to those who pass all the course units of the licenciatura study program, therefore obtaining the required number of credits.

“MESTRE” DEGREE (2ND CYCLE STUDIES) – EQF Level 7: both university and polytechnic education institutions award the degree of “mestre”. The cycle of studies leading to the degree of “mestre” ranges from 90 to 120 credits, and normally lasts from 3 to 4 curricular semesters. In exceptional circumstances resulting from a stable and consolidated practice in that specific field at international level, it may amount to 60 ECTS credits and last 2 semesters. In polytechnic education, the cycle of studies leading to the “mestre” degree must ensure predominantly that the student acquires a professional specialization. In university education, the cycle of studies leading to the “mestre” degree must ensure mainly that the student acquires an academic specialization through research, innovation, or development of professional competences.

“MESTRADO INTEGRADO” (INTEGRATED MASTERS): in university education, the “mestre” degree may also be awarded upon completion of an integrated cycle of studies, ranging from 300 to 360 ECTS credits, usually lasting 10 to 12 curricular semesters, in cases where the access to the practice of a certain professional activity depends on that length of time in accordance with European Union legal standards or results from a regular practice consolidated within the European Union. Within this cycle of studies, the degree of “licenciado” is awarded to those who have obtained 180 ECTS credits corresponding to the first 6 curricular semesters. In the 2nd cycle of studies, the degree of “mestre” is awarded to those who have passed all the course units of the “mestrado” study program, and who have publicly defended an original dissertation, project work or traineeship report, therefore obtaining the required number of credits.

“DOUTOR” DEGREE (3RD CYCLE STUDIES) - EQF Level 8: the “doutor” degree is awarded by universities and university institutes to those who have passed all the course units of the “doutoramento” study program, when applicable, and who have publicly defended an original thesis. It may also be awarded on account of a coherent and relevant set of research works or, in the field of the arts, on a work or a set of works or achievements.

OTHER DIPLOMAS: Higher education diplomas may also be awarded following the partial completion of a cycle of studies. In such cases, the chosen title must differ from the title of the final award of the applicable degree. Diplomas may also be awarded for non-degree courses, some of which are regulated, e.g., postgraduate specialization courses in Nursing or Teaching. For more information about the Portuguese higher education system, visit the website of the Portuguese **General Directorate of Higher Education (DGES)** <http://www.dges.gov.pt/pt>.

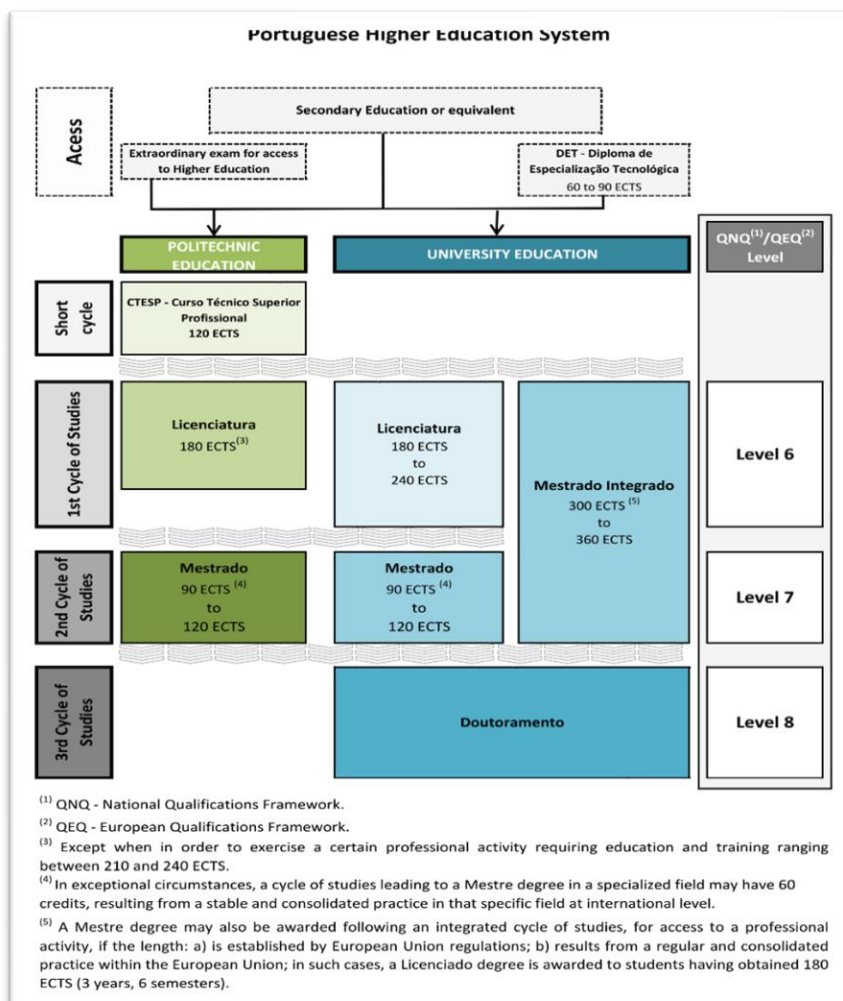


Diagram 1. Portuguese Higher Education System.

→ ASSESSMENT METHODS AND GRADING SYSTEM

Assessment comprises written, oral and practical tests/examinations, papers, theses, projects, reports, or portfolios. All these modes of assessment may take place during and/or at the end of each semester. More detailed information about assessment methods can be found in the content description of different curricular units of the study programs.

1. The **final assessment of a curricular unit** is expressed in a numerical grading from 0 to 20, with 10 as the minimum passing grade, as well as in its equivalent ECTS grading scale (from A to E).
2. The **final classification of a degree program** is expressed in a numerical grading from 10 to 20 within the whole numerical scale from 0 to 20, as well as in its equivalent ECTS grading scale (from A to E). The final classification is calculated using the weighted average number of ECTS credits earned in each approved coursed unit, which is eligible for the completion of the degree program.
3. The **ECTS grading scale** is based on a percentile statistical distribution, which splits into five percentage segments also called A, B, C, D, E according to the following table:

ECTS GRADE	% OF SUCCESSFUL STUDENTS NORMALLY ACHIEVING THE PASS GRADE
A	10
B	25
C	30
D	25
E	10

The classification obtained in the ECTS grading scale at CESPU Schools is based on the distribution of the grades in the range of 10 to 20 obtained by all students in a course unit or in a degree's final classification corresponding to the three academic years prior to those grades considering a minimum cohort of 50 approved or graduated students.

According to the Portuguese legislation (DL 42/2005 of 22 February), the grades below 10, in the 0-20 numerical scale, are failing grades and do not have a corresponding ECTS grade.

→ ECTS CREDITS

EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM (ECTS): is a learner-centered system for credit accumulation and transfer, based on the principle of transparency of the learning, teaching and assessment processes. Its aims to facilitate the planning, delivery and evaluation of study programs and student mobility by recognizing learning achievements and qualifications and periods of learning.

ECTS CREDITS: express the volume of learning based on the defined learning outcomes and their associated workload. 60 ECTS credits are allocated to the learning outcomes and associated workload of a full-time academic year or its equivalent, which normally comprises several educational components to which credits (on the basis of the learning outcomes and workload) are allocated.

WORKLOAD: is an estimation of the time the individual typically needs to complete all learning activities such as lectures, seminars, projects, practical work, work placements/traineeships/internships and individual study required to achieve the defined learning outcomes in formal learning environments. The correspondence of the full-time workload of an academic year to 60 credits is often formalized by national legal provisions. In most cases, workload ranges from 1,500 to 1,680 hours for an academic year, which means that one credit corresponds to 25 to 30 hours of work. It should be recognized that this represents the typical workload and that for individual students the actual time to achieve the learning outcomes will vary.

ALLOCATION OF CREDITS: in ECTS is the process of assigning several credits to qualifications, degree programs or single educational components. Credits are allocated to entire qualifications or programs according to national legislation or practice, where appropriate, and with reference to national and/or European qualifications frameworks. They are allocated to educational components, such as course units, dissertations, work-based learning, and work placements, taking as a basis the allocation of 60 credits per full-time academic year, according to the estimated workload required to achieve the defined learning outcomes for each component.

TRANSFER OF CREDITS: is the process of having credits awarded in one context (program, institution) recognized in another formal context for the purpose of obtaining a qualification. Credits awarded to students in one program may be transferred from an institution to be accumulated in another program offered by the same or another institution. Credit transfer is the key to successful study mobility. Institutions, faculties, departments may make agreements which guarantee automatic recognition and transfer of credits. All credits gained during the period of study abroad or during the virtual mobility – as agreed in the Learning Agreement and confirmed by the Transcript of Records – should be transferred immediately and counted towards the student's degree without any additional work by or assessment of the student.

FULL ACADEMIC RECOGNITION: means that the period of study abroad (including examinations and other forms of assessment) replaces a comparable period of study at the home university (including examinations and other forms of assessment), although the content of the curriculum can vary.

ECTS DOCUMENTATION: The use of ECTS credits is facilitated and quality enhanced by the supporting documents (Course Catalogue, Learning Agreement, Transcript of Records, and Work Placement Certificate). ECTS also contributes to transparency in other documents such as the Diploma Supplement.

How does ECTS work in the context of student mobility?

For more information, visit the website <http://ec.europa.eu/education/ects/users-guide>.



→ LANGUAGE REQUIREMENTS AND COURSES

The official language of CESPU is Portuguese: most classes are taught in Portuguese and students are expected to be fluent enough to be able to follow them and to complete the final exams. However, there are some programs where the 1st year units are taught in French (Dentistry, Physiotherapy), and we have some teaching and non-teaching staff with enough English, French and/or Spanish language proficiency to help students who do not speak Portuguese fluently. There is also the possibility of developing research works or traineeships with supervision in a foreign language common to the supervisor and the student.

LANGUAGE REQUIREMENTS

The required language(s) proficiency is previously agreed with our partners and it is used as one of mobility programs selection criteria, which implies previously preparation before being selected to go abroad.

STUDENT MOBILITY FOR STUDIES (SMS): we highly recommend proficiency levels of **B1/B2 in Portuguese**.

STUDENT MOBILITY FOR TRAINEESHIPS (SMP): we highly recommend proficiency levels of **B2 in Portuguese** or **B2 in English + A1 in Portuguese** – students are only placed in traineeships with mentors who speak English if previously requested and authorized. Students cannot forget that traineeships are made in Hospitals or Clinics where most of the patients do not speak English or other language. Students must be able to communicate with patients.

LEARNING PORTUGUESE

Some students think that Portuguese Language is not important... ? *Did you know that...*

... the Portuguese language is the 4th most widely spoken language in the world, the 3rd European language spoken globally and the 1st in the South hemisphere.

... Portuguese language is used as an official language of work and documentation in more than two dozen of multilateral and regional organizations, including the United Nations.

... the Portuguese language is spoken by 250 million people who represent about 3,7% of the world population.

... the CPLP countries represent 4,3% of the world GDP and are responsible for 2% of the international trade.

CESPU PORTUGUESE INTENSIVE COURSE

During the Integration Week CESPU organizes a short intensive Portuguese language course to help mobility students in their first steps in the Portuguese language. This course does not give the students ECTS credits nor any official certificate. It will not be included in the Transcript of Records/Traineeship Certificate.

OTHER COURSES

Universidade do Porto offers several courses in the Faculdade de Letras and in Faculdade de Engenharia.

You don't need to be a student at the University of Porto to apply for the course. Please google it!

→ STUDYING SUPPORT SERVICES

LIBRARIES

Libraries of the schools managed by CESPU are intended to collect, preserve, process, and disseminate all documentation and information on scientific, technical, and technological about health, that are necessary for the implementation of policies on training, education and research. The library's collection is available for presence reading of free access and open to the public. In addition to the numerous titles printed for consultation, it also has a wide range of web databases and even different scientific journals.

STUDY CLASSROOMS

The 3 Campuses of CESPU have several spaces designed specifically on the needs of study and research of their students. In addition to several classrooms with computers and data shows, the institution is equipped with a Wireless system that allows free internet access in all buildings. To access this system, students and staff should go to the Information Systems Department with their institutional credentials and request the installation of the access software on their laptop.

INFORESTUDANTE ACADEMIC PORTAL

INFORESTUDANTE is the student information online platform where it is possible to:

- Apply to study programs;
- Enroll and register in classes and exams;
- Consult their grades;
- Consult schedules, course unit summaries and support materials;
- Consult information about study programs and course units and minors;
- Consult regulations, instruction manuals and other documents;
- Check general and individual notices.

CESPU is constantly looking for ways to simplify students' lives minimizing personal visits to Academic Services. For this reason, new services are constantly being planned for this communication and information platform.

ACCESS TO INFORESTUDANTE: inforestudante.cespu.pt

E-LEARNING PORTAL

The e-learning portal increases the chances of spreading knowledge and information for students and has become a way of democratizing knowledge to the layers of the population with access to new technologies, allowing knowledge to be available anytime and anywhere.

STUDENTS ASSOCIATIONS AND "TUNAS"

The Students Associations (Student Unions) of CESPU schools have the purpose of representing students and safeguarding of their interests. They distinguish themselves by organizing academic activities aimed to civic, physical, cultural, and scientific development of student's community. In addition, they offer a wide range of leisure

infrastructures and other advantages in several services. These associations also comprise the Nucleus of the respective student's programs that aim to promote activities adapted to each area of intervention.

The cultural and recreational activities of CESPU students also finds expression in their tunas, particularly: Oportuna - Men's Tuna of IUCS, ESTeSTS and ESEnFTS; Tuninas - Women's Tuna of IUCS, ESTeSTS and ESEnFTS; Incognituna - Men's Tuna of ESSVA and Magistuna - Women's Tuna of ESSVA. More than for its prizes and musical quality, the prestige of CESPU Tunas comes from the joy and playfulness applied in their performances and from the fellowship and friendship between its members.

UNIVERSITY CAMPUS OF GANDRA

STUDENTS ASSOCIATION OF THE INSTITUTO UNIVERSITÁRIO DE CIÊNCIAS DA SAÚDE (IUCS)

General Contacts - TLF: (+351) 224 157 140 | E-mail: geral@aeiucs.cespu.pt

ACADEMIC CAMPUS OF V. N. FAMALICÃO

STUDENTS ASSOCIATION OF THE ESCOLA SUPERIOR DE SAÚDE DO VALE DO AVE (ESSVA)

General Contacts - TLF: (+351) 252 303 605 | E-mail: aa.essva@hotmail.com

STUDENTS WITH SPECIAL NEEDS

This is a segment of the student population particularly vulnerable to a range of problem-situations that are reflected in their physical, social, and psychological well-being, as a result of possible disturbing constraints of their educational path. In this sense, the possibility of continuing their studies at higher education level, as well as a legal right, provides to these citizens a way to achieve better social integration, promoting their personal fulfillment and participation, as fullest as possible, in social and economic life.

CESPU has sought to adapt its infrastructure to the special needs of these individuals; however, they all must expose their case to the Students Support Department, to verify that the conditions necessary for their integration really exist into the institution.

→ ACADEMIC CALENDAR

INTEGRATION WEEK: BEGINNING OF SEPTEMBER

1ST SEMESTER

BEGINNING OF CLASSES: beginning of September

END OF CLASSES: beginning of January

EXAMS - 1ST CALL: beginning/middle of January
until beginning of February

EXAMS - 2ND CALL: beginning of February

2ND SEMESTER

BEGINNING OF CLASSES: middle of February

END OF CLASSES: beginning/middle of June

EXAMS - 1ST CALL: beginning/middle of June until
the beginning of July

EXAMS - 2ND CALL: beginning/middle of Jul

INTEGRATION WEEK

CESPU's Erasmus Integration Week is an event organized by the International Mobility and Cooperation Office to promote a better and more pleasant integration of the exchange students who will attend our institution. It aims to welcome our incoming exchange students and give them essential information on CESPU Schools main features. The program comprises a main welcome session, visits to the campuses, orientation sessions, and some cultural, social, and academic activities. Sometimes we can organize an intensive Portuguese language course depending on the number of students.

→ MOBILITY

ERASMUS TEAM AND CONTACTS

INTERNATIONAL MOBILITY AND COOPERATION OFFICE - ERASMUS@CESPU.PT

MAIN OFFICE LOCATION AND SCHEDULE:

UNIVERSITY CAMPUS OF GANDRA (ROOM 3039)

Avenida Central de Gandra, 1317 | 4585-116 Gandra PRD - Portugal | +351 224 157 200

Tuesdays and Thursdays – 10 a.m. to 12.30 p.m. | 2.30 p.m. to 4.30 p.m.

ERASMUS INSTITUTIONAL COORDINATOR

Sara Gama, sara.gama@cespu.pt

ERASMUS PEDAGOGICAL COORDINATORS (PERSON WHO SIGNS THE LA)

IUCS - INSTITUTO UNIVERSITÁRIO DE CIÊNCIAS DA SAÚDE

PROGRAMME	ISCED CODE	ERASMUS PEDAGOGICAL COORDINATOR	E-MAIL
MESTRADO INTEGRADO EM MEDICINA DENTÁRIA <i>INTEGRATED MASTER'S DEGREE IN DENTISTRY</i>	0911	CRISTINA TRIGO CABRAL	CRISTINA.CABRAL@IUCS.CESPU.PT
MESTRADO EM ORTODONTIA <i>MASTER'S DEGREE IN ORTHODONTICS</i>	0911		
MESTRADO EM REABILITAÇÃO ORAL <i>MASTER'S DEGREE IN ORAL REHABILITATION</i>	0911		
MESTRADO INTEGRADO EM CIÊNCIAS FARMACÊUTICAS <i>INTEGRATED MASTER'S DEGREE IN PHARMACEUTICAL SCIENCES</i>	0916	CARMEN MARIBEL TEIXEIRA	MARIBEL.TEIXEIRA@IUCS.CESPU.PT
LICENCIATURA EM PSICOLOGIA <i>BACHELOR'S DEGREE IN PSYCHOLOGY</i>	0313	MANUELA LEITE	MANUELA.LEITE@IUCS.CESPU.PT
MESTRADO EM PSICOLOGIA DA SAÚDE E NEUROPSICOLOGIA <i>MASTER'S DEGREE IN HEALTH PSYCHOLOGY AND NEUROPSYCHOLOGY</i>	0313		
LICENCIATURA EM CIÊNCIAS BIOMÉDICAS <i>BACHELOR'S DEGREE IN BIOMEDICAL SCIENCES</i>	091 0914	ALBINA DOLORES RESENDE	ALBINA.RESENDE@IUCS.CESPU.PT
LICENCIATURA EM CIÊNCIAS DA NUTRIÇÃO <i>BACHELOR'S DEGREE IN NUTRITION SCIENCES</i>	091 0915	JOSÉ CARLOS ANDRADE	JOSE.ANDRADE@IUCS.CESPU.PT
LICENCIATURA EM CIÊNCIAS FORENSES <i>BACHELOR'S DEGREE IN FORENSIC SCIENCES</i>	051 0512	DANIEL MONGIOVI	DANIEL.MONGIOVI@IUCS.CESPU.PT
MESTRADO EM CIÊNCIAS FORENSES <i>MASTER'S DEGREE IN FORENSIC SCIENCES</i>	051 0512	ÁUREA CARVALHO	AUREA.CARVALHO@IUCS.CESPU.PT
DOUTORAMENTO EM CIÊNCIAS BIOMÉDICAS <i>DOCTORAL PROGRAMME IN BIOMEDICAL SCIENCES</i>	091 0914	BRUNO SARMENTO	BRUNO.SARMENTO@IUCS.CESPU.PT
MESTRADO INTEGRADO EM MEDICINA VETERINÁRIA <i>INTEGRATED MASTER'S DEGREE IN VETERINARY MEDICINE</i>	0841	CARLA MIRANDA	CARLA.MIRANDA@IUCS.CESPU.PT
DOUTORAMENTO EM TOXICOLOGIA <i>DOCTORAL PROGRAMME IN TOXICOLOGY</i>	0916	VÍTOR SEABRA	VITOR.SEABRA@IUCS.CESPU.PT

IPSN – ESTeSTS - ESCOLA SUPERIOR DE TECNOLOGIAS DA SAÚDE DO TÂMEGA E SOUSA

PROGRAMME	ISCED CODE	ERASMUS PEDAGOGICAL COORDINATOR	E-MAIL
LICENCIATURA EM FISIOTERAPIA <i>BACHELOR'S DEGREE IN PHYSIOTHERAPY</i>	0915	RAQUEL CARVALHO	RAQUEL.CARVALHO@IPSN.CESPU.PT
LICENCIATURA EM PRÓTESE DENTÁRIA <i>BACHELOR'S DEGREE IN DENTAL PROSTHETICS</i>	0911	JORGE SOUTO	JORGE.SOUTO@IPSN.CESPU.PT
LICENCIATURA EM ENFERMAGEM VETERINÁRIA <i>BACHELOR'S DEGREE IN VETERINARY NURSING</i>	0841	CARLA MIRANDA	CARLA.MIRANDA@IUCS.CESPU.PT

IPSN – ESEnFTS - ESCOLA SUPERIOR DE ENFERMAGEM DO TÂMÉGA E SOUSA

PROGRAMME	ISCED CODE	ERASMUS PEDAGOGICAL COORDINATOR	E-MAIL
LICENCIATURA EM ENFERMAGEM <i>BACHELOR'S DEGREE IN NURSING</i>	0913	FRANCISCA PINTO	FRANCISCA.PINTO@IPSN.CESPU.PT
MESTRADO EM ENFERMAGEM DE REABILITAÇÃO <i>MASTER'S DEGREE IN REHABILITATION NURSING</i>	0913		
MESTRADO EM ENFERMAGEM MÉDICO-CIRÚRGICA NA ÁREA DA ENFERMAGEM À PESSOA EM SITUAÇÃO PERIOPERATÓRIA <i>MASTER'S DEGREE IN MEDICAL-SURGICAL NURSING IN THE AREA OF NURSING PEOPLE IN PERIOPERATIVE SITUATIONS</i>	0913		

IPSN – ESSVA - ESCOLA SUPERIOR DE SAÚDE DE VALE DO AVE

PROGRAMMES	ISCED CODE	ERASMUS PEDAGOGICAL COORDINATOR	E-MAIL
LICENCIATURA EM FISIOTERAPIA <i>BACHELOR'S DEGREE IN PHYSIOTHERAPY</i>	0915	VÂNIA FIGUEIRA	VANIA.FIGUEIRA@IPSN.CESPU.PT
LICENCIATURA EM OSTEOPATIA <i>BACHELOR'S DEGREE IN OSTEOPATHY</i>	0917	VICTOR CASTRO	VICTOR.CASTRO@IPSN.CESPU.PT
LICENCIATURA EM ENFERMAGEM <i>BACHELOR'S DEGREE IN NURSING</i>	0913	NUNO ARAÚJO	NUNO.ARAUJO@IPSN.CESPU.PT
LICENCIATURA EM PODOLOGIA <i>BACHELOR'S DEGREE IN PODIATRY</i>	0914	LILIANA AVIDOS	LILIANA.AVIDOS@IPSN.CESPU.PT
LICENCIATURA EM IMAGEM MÉDICA E RADIOTERAPIA <i>BACHELOR'S DEGREE IN MEDICAL IMAGING AND RADIOTHERAPY</i>	0914	RICARDO RIBEIRO	RICARDO.OLIVEIRA@IPSN.CESPU.PT
LICENCIATURA EM FISIOLOGIA CLÍNICA <i>BACHELOR'S DEGREE IN CLINICAL PHYSIOLOGY</i>	0914	CARLOS FARIA	CARLOS.FARIA@CESPU.PT
CURSO TÉCNICO SUPERIOR PROFISSIONAL EM SAÚDE E EXERCÍCIO <i>SHORT CYCLE PROGRAMME IN HEALTH AND EXERCISE</i>	0915		
LICENCIATURA EM FARMÁCIA <i>BACHELOR'S DEGREE IN PHARMACY</i>	0916	SÓNIA MACHADO	SONIA.MARISA@IPSN.CESPU.PT
CURSO TÉCNICO SUPERIOR PROFISSIONAL EM ESTÉTICA, COSMÉTICA E BEM-ESTAR <i>SHORT CYCLE PROGRAMME IN AESTHETIC, COSMETICS AND WELLNESS</i>	1012	SUSANA OLIVEIRA	SUSANA.OLIVEIRA@IPSN.CESPU.PT
CURSO TÉCNICO SUPERIOR PROFISSIONAL EM GERONTOLOGIA <i>SHORT CYCLE PROGRAMME IN GERONTOLOGY</i>	0921	MARIA DE LURDES TEIXEIRA	MLURDES.TEIXEIRA@IPSN.CESPU.PT
CURSO TÉCNICO SUPERIOR PROFISSIONAL EM BIoANÁLISES E CONTROLO <i>SHORT CYCLE PROGRAMME IN BIOANALYSIS AND CONTROL</i>	0914	CARLA COIMBRA	CARLA.COIMBRA@IPSN.CESPU.PT
CURSO TÉCNICO SUPERIOR PROFISSIONAL EM SECRETARIADO CLÍNICO <i>SHORT CYCLE PROGRAMME IN CLINICAL SECRETARIAT</i>	0415	CARLA GUERREIRO	CARLA.GUERREIRO@CESPU.PT

APPLICATION PROCEDURES, DEADLINES AND DOCUMENTS

Students who wish to undertake an Erasmus period of studies (SMS) / traineeship (SMP) at CESPU must confirm at their institution the existence of a bilateral agreement between the two institutions of higher education. After confirming the existence of the agreement, they must make an application to the Erasmus program at the home institution.

STEP 1. OFFICIAL NOMINATION BY THE HOME INSTITUTION

Home institutions must send to CESPU Erasmus Office the **official list of the nominated students** (full name, field of study, period of study, type of mobility and electronic contact) by email to erasmus@cespu.pt.

DEADLINE FOR NOMINATIONS

 Mobility for the 1st Semester/Full Year: **MAY 30TH**

 Mobility for the 2nd Semester: **OCTOBER 15TH**



STEP 2. APPLICATION TO CESPU

CESPU Erasmus Office sends to students and their respective coordinators information about CESPU and about the required documents to submit the official application.

DEADLINE OF APPLICATIONS

Mobility for the 1st Semester/Full Year: **JUNE 30TH**

Mobility for the 2nd Semester: **NOVEMBER 15TH**

APPLICATION FORM AND REQUIRED DOCUMENTS

The **APPLICATION FORM** is online. The link will be sent to each student after receiving the official nomination.

At the end of the application students must upload the following mandatory documents:

1. **Photo in passport size for the student's card** (.jpg.);
2. **Copy of Learning / Training Agreement** (.pdf or by OLA) duly signed by the student and the home university;
3. **Copy of Transcript of Records / Academic Records History** (.pdf) - with all the courses / curricular units and corresponding grades you got until the date of the application to CESPU;
4. **Copy of Health European Insurance Card or Proof of Private Health Insurance** (.pdf);
5. **Proof of Personal Accidents and Liability Insurance Policy** (.pdf), if you already have it by the time of this application - valid for the activities which will be undertaken during the mobility in Portugal.

After acceptance, Non-European students will also have to send a copy of VISA for studies.

IMPORTANT NOTES:

To prepare your Learning Agreement you must discuss your options with your academic coordinator.

Our classes are mostly in Portuguese, although the 1st years of Dentistry, Pharmacy, Veterinary, Physiotherapy & Osteopathy have classes in French.

You can select the curricular units you need to complete by consulting the **courses catalogue** at our webpage.

You can only course annual units if you stay for the entire year. If you are going to stay for just one semester, you can only choose units from that correspondent semester. If you select units from different years, you take the risk of timetable overlapping. Our schedules are only available at the beginning of each semester. But we can advise students considering the schedules of the previous year.

Also, be aware that you must stay for the entire semester and perform the exams at the end to successfully complete a curricular unit. We cannot change the dates of the exams. We do not send exams by mail.

To be accepted the LA must be filled, have the correct name, semester and ECTS of CESPU curricular units and must be signed by the student and by the home coordinator.

STEP 3. OFFICIAL ACCEPTANCE BY CESPU

CESPU will send the **Acceptance/Declining** of the mobility proposed to the applicant students by email within **5 weeks after closing the respective applications period**. As sooner you send the required documents as soon you receive the result of your application. **We do not recommend students to book flights or accommodation before having the official acceptance.**



Erasmus+



CESPU
COOPERATIVA DE ENSINO
SUPERIOR POLITÉCNICO
E UNIVERSITÁRIO, CRL.

AENOR
CENTRO DA
QUALIDADE



STEP 4. VISA FOR STUDIES (ONLY NON-EUROPEAN STUDENTS NEED IT)

Non-European Students will receive the official acceptance letter to start the request of VISA for studies at the Portuguese consulate in their country of residence. This process is the entire responsibility of the applicant students.

Students are required to send a copy of the VISA as soon as they get it to erasmus@cespu.pt and present the original upon their arrival at the CESPU Erasmus Office.

Students who do not have a valid student visa will not be registered at CESPU and their condition will be reported to [SEF](#) (Serviço de Estrangeiros e Fronteiras / Portuguese Immigration and Borders Service).

More information on Portuguese consular posts worldwide and obtaining student visa can be found in the following websites:

- [Portal das Comunidades Portuguesas](#)
- [Portuguese Immigration and Borders Service](#)



→ PRACTICAL INFORMATION

BRIEF DESCRIPTION OF PORTUGAL

Portugal lies along the Atlantic coast of the Iberian Peninsula in southwestern Europe. It shares a border with Spain in the east and north, while the Atlantic dominates the coastline in the west and south. Occupying about 16 percent of the Iberian Peninsula, Portugal (including Madeira and Azores) has a population of over 10 million people.

Despite its relatively small size, the country boasts a great diversity of geographical features, from golden plains to mountainous zones. Moreover, its location allows quick access not only to several European countries, but also to the east coast of the American and African continents.

Portuguese is spoken by more than 200 million people in several continents, including Europe, Africa and America. This diversity has contributed to the deepening of historical and cultural ties between Portugal and the world.

The state form is a pluralistic democracy. Under the Constitution, the organs of sovereignty are the President, the Parliament, the Government, and the Courts.

As a member of the European Union and NATO, Portugal plays a greater role in both European and world affairs than its size would suggest.

Portugal is part of the group of EU countries, where the Euro is the official currency and common to all.

TOTAL AREA: 92,090 sq. km (including Madeira and Azores archipelagos)

LAND: 91,470 sq. km

WATER: 620 sq. km

AGRICULTURAL LAND: 17% arable land; 8% permanent crops; 75% other

WEATHER: Maritime temperate; cold and rainy on the north coast, warm and dry on the south coast

TERRAIN: Mountainous north of the Tagus (Tejo) river, rolling plains in the south

LEGAL REQUIREMENTS TO STUDY IN PORTUGAL

Students from European Union (EU) countries do not need a visa to enter in Portugal. However, they need to obtain a residence permit if their stay exceeds 90 days. In this case, they must present the ID / Passport, a statement of financial support and a guarantee of medical care at Foreigners and Borders Service.

Students from countries outside the EU must obtain a visa before leaving their country. To do this, they should contact the Portuguese Embassy or Consulate in their own country.

Upon arriving in Portugal, foreign students, except those from EU countries, should contact the Foreigners and Borders Service to inform about their study period at CESPU.

The entrance in Portugal does not require any vaccination unless the students come from a geographical area of risk.

EU citizens should bring the European Health Insurance Card (EHIC), which provides medical assistance through the National Health Service. They also should have insurance to cover liability for personal injury and legal damage to property.



LIVING IN PORTUGAL

COST OF LIVING

LOCAIS E PRODUTOS <i>PLACES AND PRODUCTS</i>	VARIAÇÃO DE PREÇO (€) <i>RANGE OF PRICES (€)</i>
RESTAURANTES E CAFÉS <i>RESTAURANTS AND COFFEE SHOPS</i>	
Refeição, Restaurante Barato <i>Meal, Inexpensive Restaurant</i>	7.00 - 10.00
Refeição para 2, Restaurante Média Qualidade <i>Meal for 2, Mid-range Restaurant</i>	25.00 - 45.00
Combinado no McDonalds ou Similar <i>Combo Meal at McDonalds or Similar</i>	6.00 - 9.00
Sanduíche Queijo / Fiambre / Mista <i>Cheese / Ham / or Both Sandwich</i>	1.50 - 3.00
Torrada <i>Toasted bread with butter</i>	1.50 - 2.50
Bolo <i>Small Cake</i>	0.85 - 1.80
Cerveja (0.5L) <i>Domestic Beer (0.5 liter draught)</i>	1.00 - 2.00
Café <i>Express Coffee</i>	0.75 - 1.20
"Galão" Copo de Café com Leite <i>Glass with Coffee and Milk</i>	0.90 - 1.75
Chá <i>Tea</i>	0.90 - 1.50
Coca-Cola / Pepsi (0.33L) <i>Coke / Pepsi (0.33 liter bottle)</i>	1.50 - 2.50
Sumo de Laranja Natural <i>Orange Natural Juice</i>	2.00 - 3.00
Água (garrafa de Litro) <i>Water (1 liter bottle)</i>	1.50 - 2.00
SUPERMERCADOS <i>SUPERMARKETS</i>	
Leite (normal), 1L <i>Milk (regular), 1 liter</i>	0.80 - 1.00
Saco de Pão Normal (500kg) <i>Loaf of Fresh White Bread (500g)</i>	0.85 - 1.80
Ovos (12) <i>Eggs (12)</i>	2.45 - 3.50
Queijo Fresco (1kg) <i>Fresh Cheese (1kg)</i>	5.00 - 9.50
Peito de Frango <i>Chicken Breasts (1kg)</i>	3.90 - 7.50
Maçãs (1kg) <i>Apples (1kg)</i>	1.00 - 1.70
Laranjas (1kg) <i>Oranges (1kg)</i>	0.70 - 1.50
Batatas (1kg) <i>Potato (1kg)</i>	0.40 - 1.00
1 Alface <i>Lettuce (1 head)</i>	0.50 - 1.50
Água (garrafa de 1.5L) <i>Water (1.5 liter bottle)</i>	0.30 - 1.00
Garrafa de Vinho de Média Qualidade <i>Bottle of Wine (Mid-Range)</i>	2.50 - 5.99
Cerveja (0.5L) <i>Domestic Beer (0.5 liter bottle)</i>	0.70 - 1.50
Cerveja Importada (0.33L) <i>Imported Beer (0.33 liter bottle)</i>	0.82 - 1.50
TRANSPORTES <i>TRANSPORTS</i>	
Bilhete Local – Só Ida <i>One-way Ticket (local transport)</i>	1.50 - 2.10
Passe Mensal Comboio / Autocarro <i>Monthly Pass (Railway / Bus)</i>	30.00 - 50.00
Táxi - Tarifa Inicial <i>Taxi Start (Normal Tariff)</i>	2.40 - 3.25
Táxi - Tarifa Normal por Km <i>Taxi 1km (Normal Tariff)</i>	0.30 - 0.90
Táxi – Tarifa para 1h de espera <i>Taxi 1h Waiting (Normal Tariff)</i>	11.99 - 30.00
CULTURA, DESPORTO E LAZER <i>CULTURE, SPORTS AND LEISURE</i>	
Bilhete para Museu, Monumento Nacional ou Exposição <i>Museum, National Monument or Exposition Ticket</i>	1.50 - 8.50
Bilhete para Teatro <i>Theatre Ticket</i>	10.00 - 30.00
Bilhete para Cinema, 1 lugar <i>Cinema Ticket, 1 Seat</i>	5.00 - 6.50
Bilhete para Ópera ou Ballet <i>Opera or Ballet Ticket</i>	10.00 - 75.00
Ginásio, mensalidade para 1 adulto <i>Fitness Club, Monthly Fee for 1 Adult</i>	25.00 - 65.00
Aluguer Campo de Ténis (1h, fim-de-semana) <i>Tennis Court Rent (1h, Weekend)</i>	4.00 - 20.00



MONEY

Currency

The currency of Portugal is Euro (€). 1 Euro is divided into 100 cents. For the new coins, it was defined eight denominations: 1, 2, 5, 10, 20, 50 cents, 1, and 2 Euros. The notes are distinguished by their size and color and have the following values: 5, 10, 20, 50, 100 and 200 Euros.

Money Exchange

The currency exchange is conducted at banks, which are open to the public from 8h30 to 15h, during the 5 days of the week, in exchange offices and vending machines (only available for sale of foreign currency transactions).

ATMs

There is a national network of automatic boxes, identified by MB/ATM, where you can withdraw cash 24 hours a day.

Credit Cards

In Portugal, the most used credit cards are Visa, American Express, Diners Club, Europay/ Mastercard, JCB, Maestro. In case of loss or theft of your Visa or Mastercard, you can ask for help to the following telephone numbers: Visa: 800 811 107 | Mastercard: 800 811 272

COMMUNICATIONS

Telephones

In public telephone booths, you can use coins and special cards that are sold in Portugal Telecom shops, post offices and at some kiosks and tobacconists (duly identified). Nine digits compose all phone numbers in Portugal. To call from a foreign country to Portugal, it is necessary to dial the international country code 00351. To call from Portugal to other country, dial 00, country code and city code, followed by the number.

Mobile Phones

Portugal is one of the countries with the largest number of mobile phone users. The network services providers have roaming agreements with most of international companies and provide a good nationwide coverage. The Portuguese Driving Code forbids the use of mobile phones while driving, unless speakerphone or headset devices are used, with penalties for perpetrators.

Internet

Upon payment, Internet access is available at some cafes and numerous post offices that have the Netpost service. In several hotels and public spaces like Airports, Conference Rooms, Restaurants, Service Areas and Malls, there are wireless or "Wi-Fi" areas clearly marked, where you can access free internet.



DRIVING IN PORTUGAL

In Portugal, the transit is made by the right side. In the squares, intersections and junctions, unless signaled otherwise, the vehicles that appear on the right have priority. At intersections with roundabouts, the vehicles that are already circulating in the interior have priority.

Traffic signs comply with international standards.

Wearing a seat belt is always compulsory.

The use of mobile phones is prohibited unless speakerphone or headset devices are used.

Blood alcohol level equal or greater than 0.5 grams / liter implies driving ban.

Legal penalties must be paid on the place.

DOCUMENTS REQUIRED:

- Personal identification document;
- Driving license;
- Certificate of insurance;
- Evidence of ownership of the vehicle registration or equivalent document;
- Document of vehicle identification (registration) or equivalent documents.

MAXIMUM SPEED FOR PASSENGER VEHICLES WITHOUT TRAILERS AND MOTORCYCLES:

- 50 km/hour - in towns;
- 90 km/hour - normal roads;
- 100 km/hour - on roads reserved for cars;
- 120 km/hour - on highways.

TRANSPORTS

Airplane

Portugal's excellent geographical position makes it a stopover point for many foreign airlines at airports (even for low coast air companies) all over the country:

- Lisbon - Portela Airport - Phone: (+351) 218 413 500;
- Porto - Dr. Francisco Sá Carneiro Airport - Phone: (+351) 229 432 400;
- Faro - Faro Airport – Phone: (+351) 289 800 800;
- Funchal, Madeira - Funchal Airport - Phone: (+351) 291 520 700;
- Ponta Delgada, Azores - João Paulo II Airport - Phone: (+351) 296 205 406;

ANA is the Portuguese airport authority and provides departure and arrival information on www.ana.pt

Train - Rail

CP - Comboios de Portugal (www.cp.pt), the Portuguese railway company, offers a vast rail network covering the whole of mainland Portugal and offers international train services to Vigo, Madrid and Paris.

There are several options to meet your needs:



- The top-of-the-range "Alfa Pendular" trains offer the fastest and most comfortable rail link between Lisbon and the Algarve and, in the north, Porto or Braga, with stops in Coimbra.
- The "Intercidades" or Intercity service covers the Lisbon-Porto-Guimarães, Lisbon-Guarda, Lisbon-Covilhã, Lisbon-Évora-Beja and Lisbon-Faro routes.
- The international Sud-Express train and Lusitânia hotel-train leave from Lisbon.
- There is a vast network of regional, inter-regional and suburban trains covering the whole of the country.

Road

Portugal has a good road network composed of Highways (AE), Main Trunk Routes (IP), Complementary Trunk Routes (IC), Main (National) Roads (EN) and Secondary (Municipal) Roads.

There are two types of Highways:

- The traditional Highways with tollbooths, where payment is made either in cash or by bank card. These motorways also have a Via Verde (green channel), which is an electronic toll system that allows drivers to make the payment by bank debit and is intended for use solely by those who have an electronic device identifying their vehicle, previously acquired at one of the respective sales outlets (www.viaverde.pt);
- Highways that have an exclusively electronic toll system, where tolls are collected by exclusively electronic means. The electronic identification of the vehicle is made at the moment of crossing the point of collection, dispensing the physical barrier of the toll, which ensures greater speed of circulation, improved road safety and reduction of environmental impacts in terms of CO2 emissions and noise. Circulation on these roads is subject to a system of toll collection using an exclusively electronic system without the possibility of manual payment on site. All lanes with "electronic toll only" are properly identified in advance, through a signpost.

Metro in Porto

Porto's Metro covers most of the city both under and over ground, all the way to the surrounding suburbs. Trains run from 6AM to 1AM, and stations are marked with a wavy blue "M".

Tickets (or in Porto's case, cards) are bought at vending machines and must be validated before you board the train, even every time you switch lines. The very first time you use the metro when you arrive in Oporto you must purchase the metro card called "Cartão Andante" at those vending machines. That card is your ticket that is recharged at those same vending machines in future journeys.

Visit www.metro-porto.pt for the map of the network and additional information.

Bus in Porto

Porto has an excellent and extensive bus service (called STCP) that operates from 6AM to 9PM. After 9PM the service is less frequent and after 1AM it is reduced to the principal routes. You may purchase tickets from the driver, which must then be validated on the machine behind him or her.

Buses show their number and destination on the front, as do the bus stops, where there are also details of the routes.

www.stcp.pt is the website for Porto bus information.



Trams in Porto

The tram system of Porto, Portugal is operated by the Sociedade de Transportes Colectivos do Porto (STCP) and currently has three regular routes and one tourist route. All are heritage tram routes, as they use vintage tramcars exclusively. The No.1, for example, offers a pleasant ride, as it goes through the river front all the way to Foz. To travel on the tram lines, you must have a card or must purchase your ticket on board that has a cost of 5€ per trip. The monthly signatures for STCP and Andante Gold are also valid.

Taxi

Taxis in Portugal are inexpensive when compared to the rest of Europe. Most are beige, but there are also some older black and green ones. There are taxi stands by most of the main squares in Porto, or you may call them.

GENERAL SERVICES

Renting a Car

At airports, transport terminals of international railways, and in the main towns, there are rent-a-car services without a driver. To rent a car you must:

- Have between 21 and 25 years depending on the conditions of each rental company;
- Present an ID (identity card for EU citizens or valid passport for other nationalities);
- Valid driving license for over a year.

Banks

Banks are open to the public between 8h30 and 15h, within the five working days of the week. There is a national network of ATMs, identified by MB (ATM), where you can withdraw cash 24 hours a day.

Mail Post Office

In general, the post offices are open from Monday to Friday, from 9h to 17h. The central stations and airports have extended opening hours and may be open on Saturdays and Sundays. Many post offices offer the service Netpost that, after paying a fee, allows access to personal email and Internet.

You can get more detailed information on schedules and services available at each station on www.ctt.pt.

Pharmacies

Most of the pharmacies are open to the public on weekdays between 9h and 19h (some of them close for lunch between 13h and 15h), and Saturdays from 9h to 13h, being marked by an illuminated green cross, when are on duty during the night. All of them have posted information about the closer pharmacies that are open at night.

Shops

Grocery shops usually work from Monday to Friday, between 9h and 19h, and on Saturdays until 13h. Some of them make a break for lunch. In the months leading up to Christmas, this kind of trade can work on Saturday afternoon and even Sunday. The numerous shopping centers that exist within and outside the cities have wider opening hours - usually from 10h to 23h every day of the week. There are stores of major international brands, but more traditional trade with Portuguese products, is spread through the streets of the towns, especially in older neighborhoods.



HEALTH SERVICES

The Portuguese health system is characterized by three coexisting systems: the National Health Service (SNS), special social health insurance schemes for certain professions (health subsystems) and voluntary private health insurance.

Health facilities have been modernized with the years, especially in through new equipment and services humanization. They can be divided into three types:

HOSPITALS - located in major cities and towns with largest Portuguese population, ensuring top health care, like surgeries, consultations, and several specialties.

HEALTH CENTERS AND FHU (FAMILY HEALTH UNITS) - ensure some specialties consultations to their patients, consultations with the family physician, nursing treatments and small surgeries.

MEDICAL CENTERS - located mainly in small localities, ensuring consultations with the family physician and nursing treatments of primary grade.

Apart from the public sector, there are also private hospitals and clinics.

PORTUGAL HAS A MEDICAL EMERGENCY NUMBER - 112.

Beyond the line of medical emergency, users still have a Health Phone line, open 24 hours a day (Saúde 24) - 808 24 24 24, where users can ask questions or ask for help. The purpose of this line is to connect the Portuguese people to health and reduce unnecessary emergency service demand.

SOME HOSPITALS IN PORTO AND NEAR CESPU CAMPUSES

- Centro Hospitalar of Porto (Hospital de Santo António, Hospital Maria Pia, Maternidade Júlio Dinis)
- Hospital Pedro Hispano - Matosinhos
- Hospital de S. João - Porto
- Instituto Português de Oncologia (Portuguese Institute of Oncology) - Porto
- Hospital of Misericórdia of Paredes (CESPU) – Paredes, Sousa Valey
- Hospital Padre Américo – Penafiel, Vale do Sousa
- Centro Hospitalar Médio Ave – V. N. Famalicão
- Centro Hospitalar of Alto Ave – Fafe and Guimarães

INSURANCES

Students from third countries who are not covered by any scheme of Scholarships, with insurance included, should inform themselves on the agreements under the Social Security between your country and Portugal, prior to departure. If there is no special agreement, in this context, students should sign up a particular insurance and enroll in the school insurance of CESPU, upon registration. This school insurance covers accidents on the Academic Campus of CESPU and on the routes CESPU/residence and residence/CESPU.

Students from countries of the European Union and from the European Economic Area (EEA) are covered by the Health European Insurance Card and must apply for it on the respective systems of Social Security before departure.



FOOD AND RESTAURANTS

Portuguese Cuisine

Portuguese cuisine is versatile, rich, and tasty. It is based on a Mediterranean healthy diet, however with a touch of spice. Sometimes, especially in the north, traditional Portuguese food can be more elaborated and somewhat heavy.

Portuguese usually have three main meals: breakfast, lunch, and dinner, often with a little snack in between. Breakfast and snacks commonly consist of milk or yogurt, coffee, tea or juice, and cereals, bread, or toasts, sometimes accompanied by fruit. Lunch (usually from 12a.m. to 2p.m.) and dinner (usually between 8p.m. and 10p.m.) are usually composed of three courses, which include soup, the main dish and dessert. "Caldo verde", made of smashed potatoes, thinly chopped kale and spicy sausage slices is one of the most frequently found soups. The most popular and traditional dishes include "bacalhau" (codfish) – we have 1001 ways of cooking codfish – and olive oil but a wide variety of fishes and many kinds of meat, along with a good range of vegetables and spices are used to prepare delicious other dishes. The meal usually ends with fresh fruit or sweet desserts. Typical pastries contain a high quantity of eggs and sugar, sometimes with almonds, cinnamon, and other full-flavored ingredients.

Almost the entire Portuguese territory produces excellent wines, which are commonly drunk at the main meals. National beers are, as well, of high quality and very popular among the youngest. We usually drink black coffee, of the espresso type. If you wish to drink coffee with milk, you will have to ask for a "pingo".

University Canteens and Restaurants

All the Academic Campuses have bars and canteens where students can have lunch or dinner for lower prices. The dishes of the day offer three options: meat, fish, or diet. A complete meal with bread, soup, main dish and drink costs 4 EUR. For an additional 0.50 EUR you can include dessert. For snacks, you can use the bars, which run throughout the day, and the vending machines located in each of the buildings.

Near the campuses, there are several restaurants and cafes where you can have light meals, such as sandwiches and salads, and traditional dishes.

SPORTS, CULTURE AND LEISURE

Every student from CESPU has the opportunity to participate in several sport, cultural and recreational activities annually organized by the Students Associations: sports tournaments, academic parties, the student's week "Queima das Fitas", solidarity activities, cultural soirees, book fairs, among others.

We recommend reading the magazine TIME OUT PORTO, where you can find the best information about Porto City activities: culture, music, art, restaurants, shops, night, etc. You can also find information about the cities near Porto.

GANDRA

Gandra belongs to Paredes County, which offers wonderful landscapes as "Senhora do Salto" in Aguiar de Sousa village. It also has a heritage that deserves your interest and your visit. Especially for leisure, Paredes has appropriate spaces, in which people can enjoy tranquility and combine it, if desirable, with culture activities and sports, including more extreme activities.



Erasmus+



CESPU
COOPERATIVA DE ENSINO
SUPERIOR POLITÉCNICO
E UNIVERSITÁRIO, C.R.L.

AENOR
CENTRO DA
QUALIDADE



PENAFIEL

Penafiel is located in the north of Portugal. The area is known as a famous wine county but with its fine Romanesque churches and natural beauty it is also a good place for relaxing holiday.

V. N. FAMALICÃO

The city of V. N. de Famalicão is privileged by its excellent geographical location, being situated in the center of an intersection of roads, which put it at a distance of 20 minutes from the main urban centers of the North Country: Porto, Braga, Maia, Guimarães, Barcelos, Póvoa do Varzim, Vila do Conde, among others.

ACCOMODATION

CESPU does not have student's residences.

Please be aware that we do not look for or make reservations for accommodation.

If you are going to study in one of our programs of the UNIVERSITY CAMPUS OF GANDRA (about 20km from Porto city center), we recommend that you look for accommodation in Porto city and then, if you need to come for the classes, you can take a daily bus to Gandra. This is because Gandra is small and if you want to have a better academic and cultural experience, you will have more facilities in Porto city.

If you are going to study in one of our programs of the ACADEMIC CAMPUS OF V. N. FAMALICÃO (about 45km from Porto city center) or ACADEMIC CAMPUS OF PENAFIEL (about 40km from Porto city center), we recommend that you look for private accommodation there, but you can also stay in Porto city, and then take a bus or train to there. Normally, all the Erasmus students want to live in Porto to have a better experience, get to know other international students and because of the facilities of the city.

We recommend that you look for accommodation:

- In a private student's residence

- Residência Universitária de Gandra | *Gandra University Residence* | Gandra
- MEU STUDIO – Student Residence | Gandra
- World SPRU – Residências Universitárias | World SPRU University Residences | Porto, Campanhã

-In a flat (sharing it with other students)

Residência Universitária de Gandra | *Gandra University Residence*

Avenida Central de Gandra, 1304 | 4585 Gandra PRD - Portugal

Phone: +351 968 078 064

Website: <http://www.rug.pt> | FB: <https://www.facebook.com/rugandra/>

Email: residenciauniversitariagandra@gmail.com | info@rug.pt

Meu Studio - Student Residence

Rua Nova de Fontes, 43 | 4585-191 Gandra PRD - Portugal

Phone: +351 910 307 580

Website: <http://meustudio.pt/> | FB: <https://www.facebook.com/profile.php?id=100083161817573>

Email: geral@meustudio.pt

World SPRU – Residências Universitárias | *World SPRU University Residences*

Residência Universitária WorldSpru Porto Campanhã

Rua do Monte da Estação - Porta B - 4300-342 Porto

Tel: (+ 351) 225 198 700 | Fax: (+ 351) 225 104 504

Website: www.spru.pt | E-mail: porto@spru.pt

Private Flats/Rooms

Nowadays is more common to rent a flat and share it with other students. This is usually more comfortable, since it allows the students more freedom and flexibility, especially in terms of timetables.

A possible alternative is that you stay for a few days at a youth hostel or at a hotel and find suitable accommodation after your arrival. It is quite common to find flats for rent all over the city, and the prices vary according to the location or the conditions being offered.

TIPS TO FIND PRIVATE ACCOMMODATION IN PORTO:

Renting houses in downtown Porto becomes cheaper. Most Erasmus parties and bars are located there; generally, Erasmus students choose this area to live.

Prices vary depending on the place and conditions of the house: 200€-300€ are the "regular" prices for a room in Porto.

Usually, renting prices do not include gas, electricity, or internet. You should clarify with your landlord what exactly you are paying for.

It takes 2-3 days to find a house.

It is common for Portuguese landlords to ask for 2 months' rent in advance. The standard is one month, some will also ask you for a deposit that will be returned if you don't damage to the house.

You should not arrive without temporary accommodation (hotel or hostels).

Where should I rent a house if I want to live in the city center?

The city center of Porto is small, and you can easily walk in this area. The central areas are walkable, and you can go anywhere from there by bus, metro, or train.



Erasmus+



CESPU
COOPERATIVA DE ENSINO
SUPERIOR POLITÉCNICO
E UNIVERSITÁRIO, CRL.



In order to optimize your Erasmus experience, we recommend you book a flat at Avenida dos Aliados; Trindade Metro Station, Rua de Santa Catarina, S. Bento, Ribeira, Jardim da Cordoaria, ...

Where should I search for rooms or houses in Porto?

- http://www.bquarto.pt/porto/quarto_porto
- <https://www.olx.pt/imoveis/quartos-para-aluguer/porto/>
- <http://www.uniplaces.com/>
- <http://alojamentouniversitario.com/>
- <http://www.borgesmesquita.com/>
- <http://www.custojusto.pt/Porto/1120-Quartos>
- <http://www.easyquarto.com.pt/>
- <https://www.facebook.com/apsporto2>
- <https://studathome.com/>
- <https://erasmusu.com/en/erasmus-porto/student-housing>
- <https://esnporto.org/?q=acommodation>



Erasmus+



CESPU
COOPERATIVA DE ENSINO
SUPERIOR POLITÉCNICO
E UNIVERSITÁRIO, CRL.

AENOR
CENTRO DE
QUALIDADE

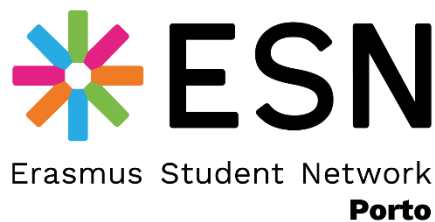


→ ERASMUS STUDENT NETWORK - PORTO

ESN (Erasmus Student Network) is a non-profit, apolitical association and is one of the biggest student organizations in Europe. It was during the Erasmus gathering in Ghent 1989 that the need for an organization that offered support to exchange students while abroad. On the 16th of October 1989, the first local association started. With an even developing and expanding network, ESN is now present in more than 800 Higher Education Institutions in 40 countries. More than 14000 active volunteers dedicate their free time all over Europe, often supported by buddies that are linked to an exchange student to offer advice on their host towns. ESN involved thus around 34000 young people and offer services to around 200000 international students every year, on a voluntary basis.

Erasmus Student Network Porto is 1 of the 13 ESN Portugal sections, and it's composed by a team of Portuguese and International volunteer students who share an interest in intercultural exchanges, travelling, and showing our city. Our motto is: Students Helping Students.

ESN organizes events of many different types, from Welcome Months to receive new students at their universities, to trips across the country.



ADDRESS

Rua de Santa Catarina, 722 - Room 201 - 202, 4000-446 Porto

OFFICE SCHEDULE

The office is open from Monday to Friday, between 2:30PM and 6:00PM

WEBSITE

<https://esnporto.org/>



Erasmus+



CESPU
COOPERATIVA DE ENSINO
SUPERIOR POLITÉCNICO
E UNIVERSITÁRIO, CRL.

INTERNATIONAL MOBILITY & COOPERATION OFFICE

erasmus@cespu.pt | +351 224 157 200

UNIVERSITY CAMPUS OF GANDRA (ROOM 3039)

Avenida Central de Gandra, 1317 | 4585-116 Gandra PRD - PT

ACADEMIC CAMPUS OF V. N. FAMALICÃO

Rua José António Vidal, 81 | 4760-409 Vila Nova de Famalicão - PT

ACADEMIC CAMPUS OF PENAFIEL

Rua Direita, 5 - Ed. IINFACTS | 4560-485 Penafiel - PT