

This Diploma Supplement follows the model developed by the European Commission of Europe and UNESCO/CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international 'transparency' and fair academic and professional recognition of qualifications (diplomas, degrees, certificates, etc.). It is designed to provide a description of nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value, judgments, equivalences statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

## 1. Information on the qualification holder

### 1.1 Last Name

«Apelido»

### 1.2 First Name(s)

«Nome próprio»

### 1.3 Date of Birth (day/month/year)

«Data nascimento»

### 1.4 Student identification number or code

«Cód. aluno»

### Identity card number

«Identificação»

## 2. Information on the qualification

### 2.1 Name of qualification and title conferred

«Desc. grau que curso confere» - «Desc. grau conf. grau que curso confere»

### 2.2 Main field(s) of study for the qualification

«Áreas estudo (2.2)»

### 2.3 Name and status of awarding institution

Universidade Aberta - Public Higher Education Institution

### 2.4 Name and status of institution(s) administering studies

Universidade Aberta - Public Higher Education Institution

### 2.5 Languages(s) of instruction and assessment

Portuguese

## 3. Information on the qualification level

### 3.1 Qualification level

«Nível qualificação (3.1)»

### 3.2 Degree official length

«Duração programa estudos (3.2)»

### 3.3 Entry requirements

«Requisitos acesso (3.3)»

## 4. Information on contents and obtained results

### 4.1 Teaching methods

This programme of studies is taught in distance learning mode.

#### **4.2 Programme requirements**

«Requisitos programa estudos (4.2)»

#### **4.3 Programme details, including grades and credits obtained per course unit.**

Course units successfully passed, their grades and credits are listed in Annex I.

#### **4.4 Grading system and grading distribution guidance (if available)**

To obtain approval it is required a minimum grade of 10 on a 0-20 scale per course unit.

The fixation of final grades within each class of the ECTS scale took in consideration the distribution of the final grades obtained over the last 3 years in this Degree within at least a total of 30 graduates.

«Nome curso»

[EECC da nota fim de curso]

#### **4.5 Final classification or qualification, including qualitative mentions (if applicable).**

Grade: «Nota final (arredondada)» - («Nota final (arred/ext)» values) - «EECC final»

### **5. Information on qualification function**

#### **5.1 Access to further studies**

«Acesso estudos superiores (5.1)»

#### **5.2 Acquisition of professional status (if applicable)**

«Estatuto profissional (5.2)»

### **6. Additional information**

#### **6.1 Additional information**

«Informações complementares (6.1)»

#### **6.2 Other information sources**

«Outras fontes informação (6.2)»

### **7. Certification of the Diploma Supplement**

#### **7.1 Date**

«Data dia»

#### **7.2 Signature**

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Paulo Maria Bastos da Silva Dias

#### **7.3 Position**

Rector of Universidade Aberta

#### **7.4 Official stamp or seal**

This document is sealed with the university official stamp.

### **8. Information on the Portuguese Higher Education System (Annex II)**





**Course units successfully  
passed at Universidade Aberta**

[Campos disciplinas]



## Information on the Portuguese Higher Education System

The Framework Law on the Education System (Law no. 46/86 of 14 October, amended by Law no. 115/97, dated 19 September and Law no. 49/2005, dated 30 August, republished and renumbered in annex to the latter) establishes the general legal framework of the Education System. The educational system comprises three levels: basic, secondary and higher education. Pre-school education is for children aged between 3 and the age of entering basic education, and is universal for children from the age of 5. Basic education is universal, compulsory and free and comprises three sequential cycles, the 1st lasting four years, the 2nd lasting two years, and the 3rd lasting three years. Secondary education comprises a three-year cycle (corresponding to the 10th, 11th and 12th years of schooling) and must be completed by school-aged young people, an obligation that ceases at the age of 18.

### National Qualifications Framework

The National Qualifications Framework (NQF) was adopted in 2009. It comprises the formal qualifications of all education and training subsystems as well as the non-formal qualifications derived from professional experience within the framework of the National Qualifications System. It includes eight levels of qualification, following the levels and descriptors of the European Qualifications Framework (EQF). The NQF is referenced to the EQF.

### Higher Education Structure

Portuguese higher education includes university and polytechnic education. University education is provided by public and private university institutions while polytechnic education is provided by public and private non-university institutions. Private higher education institutions are subject to prior recognition by the competent Ministry.

### Licenciado degree

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 six curricular semesters corresponding to 180 ECTS credits. In exceptional cases covered by national or European Union legislation, it may last up to seven or eight 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 six to eight 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 programme, therefore obtaining the required number of credits. The degree of *licenciado* corresponds to the level 6 of the NQF and EQF.

### Mestre degree

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 three to four 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 two 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. 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 and 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 six 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 programme, and who have publicly defended an original dissertation, project work or traineeship report, therefore obtaining the required number of credits. The *mestre* degree corresponds to the level 7 of the NQF and EQF.

### Doutor degree

The *Doutor* degree is awarded by universities and university institutes to those who have passed all the course units of the *Doutoramento* study programme, 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. The *doutor* degree corresponds to the level 8 of the NQF and EQF.

### Cursos Técnicos Superiores Profissionais

The *técnico superior profissional* 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 studies leading to the *licenciado* degree. The CTeSP are provided by polytechnic higher education institutions as well as polytechnic organic units integrated in universities. The CTeSP have 120 ECTS credits and normally last four curricular semesters including general, scientific and technical subjects, as well as a training period at the workplace.

### 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 supplementary courses in Nursing or Teaching.

### Access conditions

Admission to higher education institutions is subject to *numerus clausus*.

### Admission to the first cycle of studies

#### General regime

National and foreign students wishing to apply to the 1st cycle of studies leading to the *licenciado* degree through the general regime must fulfil the following conditions: - Have successfully completed a secondary education course or a national or foreign qualification legally equivalent; - Have taken the entrance exams required for the programme the student wishes to attend with a mark equal or higher than the minimum required (there are higher education institutions that accept foreign tests or exams); - Have fulfilled the prerequisites (when applicable) of the programme the student wishes to attend. An annual competition is held by the Directorate-General for Higher Education for admission to public higher education through the general regime. Institutional competitions are held for admission to private higher education through the general regime.

#### Special conditions

Besides the *regime geral* (general regime), there are special conditions that apply to top-level athletes, Portuguese citizens on an official mission abroad, national or foreign diplomatic staff, permanent staff of the Portuguese Armed Forces, and scholarship holders within the framework of cooperation agreements agreed by Portugal. An annual competition is held by the Directorate-General for Higher Education for admission to public higher education through the special conditions.

#### Special competitions

Besides the general regime and the special conditions, there are special competitions for applicants holding specific qualifications, thus opening higher education to new publics in a lifelong learning perspective, namely: - Applicants over 23 years old who have passed special exams for assessing their capacity to accede to higher education; - Holders of other higher education courses, *técnico superior profissional* diplomas, and diploma de *especialização tecnológica* (a post-secondary course certificate); - Holders of the *licenciado* degree wishing to apply to Medicine; - International students. In addition, students who have been or are registered and enrolled in higher education are allowed to apply for readmission or to opt for another institution/programme pairing. The special competitions for applying to higher education are held by higher education institutions.

#### Admission to the second cycle of studies

Those who meet the following conditions may apply to the 2nd cycle of studies leading to the *mestre* degree: - Holders of the *licenciado* degree or legal equivalent; - Holders of a foreign academic degree duly recognised as satisfying the objectives identical to the *licenciado* degree by the relevant scientific body of the higher education institution they wish to be admitted to; - Holders of an academic, scientific or professional curriculum vitae that is recognised as attesting to the capacity to carry out this cycle of studies by the relevant scientific body of the higher education institution they wish to be admitted to. The relevant bodies of each higher education institution are responsible for the regulations, application requirements and selection criteria for admission to this cycle of studies. The access and admission to the integrated cycle of studies leading to the *mestre* degree are governed the norms applicable to the access and admission to the 1st cycle of studies leading to the *licenciado* degree.

#### Admission to the third cycle of studies

Those who meet the following conditions may apply to the 3rd cycle of studies leading to the *doutor* (doctor) degree: - Holders of a *mestre* (master) degree or legal equivalent; - Holders of a *licenciado* degree who have a particularly relevant academic or scientific *curriculum vitae* that is recognised as attesting to the capacity to carry out this cycle of studies by the relevant scientific body of the higher education institution they wish to be admitted to; - Holders of an academic, scientific or professional *curriculum vitae* that is recognised as attesting to the capacity to carry out this cycle of studies by the relevant scientific body of the higher education institution they wish to be admitted to. The relevant bodies of each higher university or university institute are responsible for the regulations, application requirements and selection criteria for admission to this cycle of studies.

#### Admission to CTeSP

Those who meet the following conditions may apply to a CTeSP: - Holders of a secondary education course or legal equivalent; - Applicants aged over 23 who have passed the special exams for assessing their capacity to attend higher education required for a particular course; - Holders of *especialização tecnológica* diploma, *técnico superior profissional* diploma or of a degree wishing to undergo reskilling. The specific conditions to apply for a *técnico superior profissional* course are set by higher education institutions, according to the field of the course. The competitions are held by higher education institutions.

#### Classification system

The *técnico superior profissional* diploma, as well as the *licenciado* and *mestre* degrees are assigned a 10-20 final classification on a numerical scale from 0 to 20, as well as its equivalent in the European scale of comparability of classifications. The academic degree of *doutor* is assigned a final classification pursuant to the regulating standards approved by the awarding university or university institute.

#### WHERE APPLICABLE

#### Former higher education structure

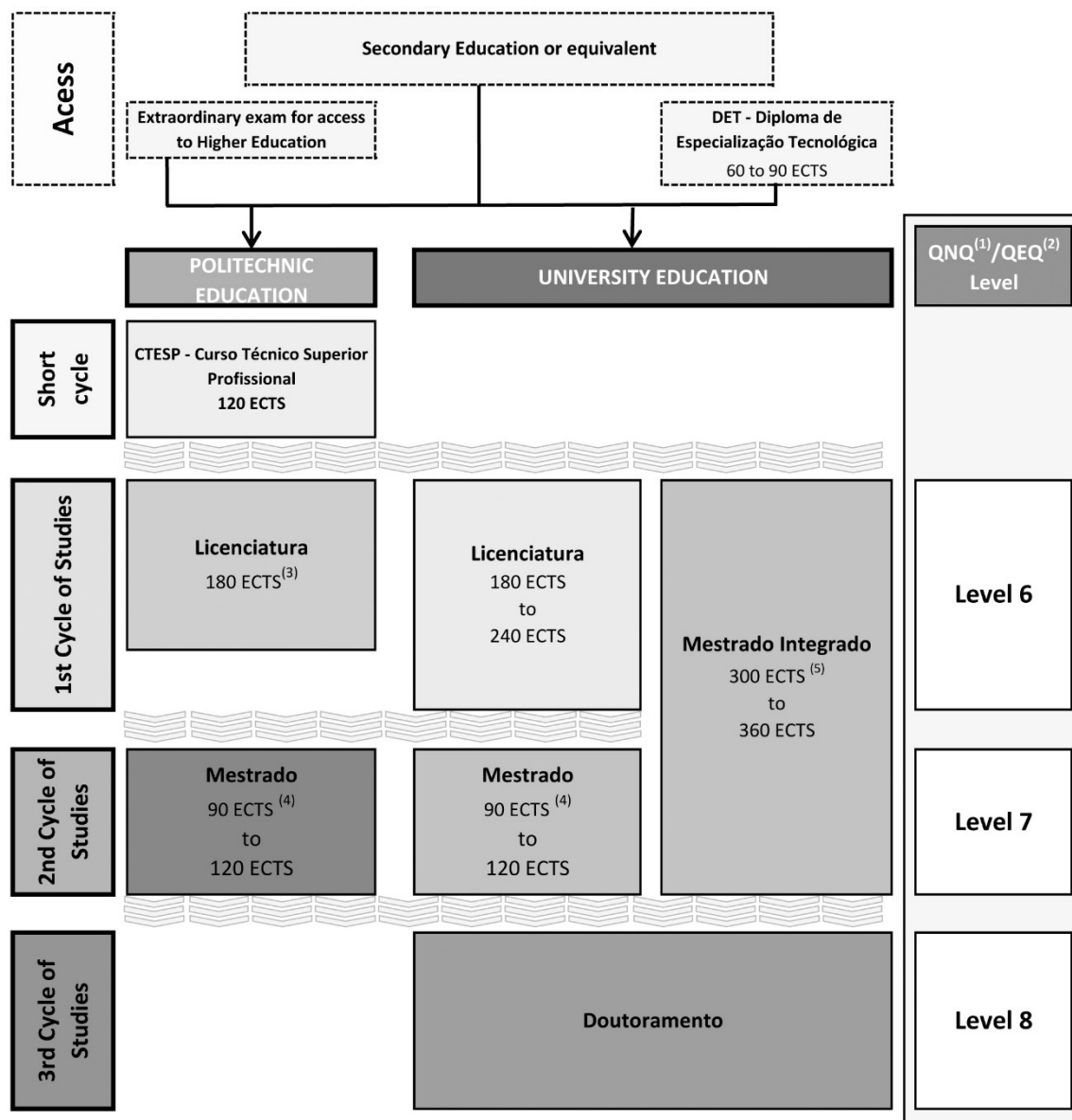
#### Degree programmes

Prior to Law n.º. 49/2005, dated 30 August, and ensuing adoption of the regulatory principles for the creation of the European Higher Education Area: - The degrees of *bacharel*, *licenciado*, *mestre* and *doutor* were awarded in university education; - The degrees of *bacharel* and *licenciado* were awarded in polytechnic education; - Diploma to *licenciatura* programmes, organised in two stages, the first leading to the *bacharel* degree and the second to the *licenciado* degree, could be provided in polytechnic education. The first stage lasted six semesters and the second lasted two to four semesters; - The programmes leading to the *bacharel* degree usually lasted three years, but under certain conditions could be one or two semesters shorter; - The programmes leading to the *licenciado* degree usually lasted four years, but under certain conditions could be one to four semesters longer; - The programmes leading to the *mestre* degree had a maximum length of four semesters; - Degree programmes were not assigned a given range of ECTS credits. The former degrees remain valid as there is no matching mechanism or automatic conversion from the former to the current degrees. The degrees and diplomas prior to the Bologna Process implementation were given the following correspondences within the framework of the NQF: - The *bacharel* and *licenciado* degrees correspond to level 6; - The *mestre* degree corresponds to level 7; - The *doutor* degree corresponds to level 8.

#### Cursos de Especialização Tecnológica

Higher education institutions were given the deadline of 31 December 2016 to conclude the provision of post-secondary courses aimed at specialized professional training, entitled *Cursos de Especialização Tecnológica* (CET). The CET range from 60 to 90 ECTS credits and include subjects in general, scientific and technical areas, as well as a training period at the workplace. The completion of a CET implies a technological specialization certificate providing a level 4 professional qualification, in accordance with Council Decision 85/368/CEE of 16 July, which corresponds to a level 5 qualification within the framework of the NQF.

## Portuguese Higher Education System



<sup>(1)</sup> QNQ - National Qualifications Framework.

<sup>(2)</sup> QEQ - European Qualifications Framework.

<sup>(3)</sup> Except when in order to exercise a certain professional activity requiring education and training ranging between 210 and 240 ECTS.

<sup>(4)</sup> In exceptional circumstances, a cycle of studies leading to a *Mestre* degree in a specialized field may have 60 credits, resulting from a stable and consolidated practice in that specific field at international level.

<sup>(5)</sup> A *Mestre* degree may also be awarded following an integrated cycle of studies, for access to a professional activity, if the length: a) is established by European Union regulations; b) results from a regular and consolidated practice with in the European Union; in such cases, a *Licenciado* degree is awarded to students having obtained 180 ECTS (3 years, 6 semesters).