



Universidade do Minho
Serviço de Gestão Académica

Mission

The Academic Management Services is responsible for managing the administrative processes related to the access, enrollment, path and school performance of the University's students, namely proceeding with the administrative organization of the registrations and the issuing of certificates and diplomas, as well as providing assistance to students on the campuses of Gualtar (Braga) and Azurém (Guimarães).

Values

- Customer Orientation
- Reliance
- Communication and Information
- Cooperation
- Respect for People and the Environment
- Innovation
- Excellence

Vision

To be a Service of added value for the institutional strategy recognized by its excellence.

Policy

In response to the commitments defined and assumed in the establishment of its mission, and oriented by the values that guide its activity, the Academic Services of the University of Minho intend to:

Position itself at the level of **excellence** among the Academic Services of Higher Education Institutions, distinguishing itself by the **administrative effectiveness**, of **communication and information** of its stakeholders, by the **efficient management of its budgetary, technological, human and organizational resources**, by a **consensual culture of social and environmental sustainability**, for its commitment to the **continuous improvement** of the organization and the rigorous **fulfillment of specified and legal requirements**.

Braga, on 16 of February of 2022