



Universidade do Minho

**Order
RT/C-16/2017**

In accordance with the provisions set forth under article 37 of the Statutes of the University of Minho, approved by Legislative Order No. 61/2008, published in the Official Gazette of the Portuguese Republic (Diário da República), no. 236, December 5 2008, aimed at regulating the entry into operation of the Preparatory Course for Access to Higher Education for International Students, the following principles were established:

1. Organization and Functioning of the Course
 - 1.1. The application will apply to the entire Course.
 - 1.2. In this school year, the course shall have the duration of forty weeks, from which thirty must be in the classroom, to be equally distributed between the two semesters, according to the Course's academic calendar.
 - 1.3. The course will be held in Braga or in Guimarães.
 - 1.4. The course will work in general education regime.
 - 1.5. The Course calendar is enclosed in Annex I of this Order.
 - 1.6. It is the Course's Directive Committee responsibility to establish the minimum number of sessions that must be attended by the students, as well as the corresponding evaluation criteria.
 - 1.7. Specific subjects necessary for application to courses of undergraduate and masters degrees of the University of Minho shall be indicated in Annex II.
2. Registration, Fees and Enrolment
 - 2.1. Registration shall be held at the Access Support Office, in Gualtar, and in the Academic Services, in Azurém.
 - 2.2. For the school year of 2017-2018, the values of the registration and tuition fees shall be, respectively, € 100.00 and € 5 000.00 €.
 - 2.3. The attendance fee can be paid only once, upon registration, or in six instalments of, respectively, 500.00€, 1 000.00€, 1 000.00€, 1 000.00€, 750.00 € and 750.00 €.
 - 2.4. The payment of the fee, when done in instalments, shall have to comply with the following timetable:
 - i. First instalment: at the act of registration;
 - ii. Second instalment: up to 31 October;
 - iii. Third instalment: up to 30 November;
 - iv. Fourth instalment: up to 31 January;
 - v. Fifth instalment: up to 28 February;
 - vi. Sixth instalment: up to 30 March;
 - 2.5. Students who fail to do make the payment of the second instalment of the frequency rate on the closing date indicated shall be considered drop-outs from that moment on, and their enrolment in the course shall be cancelled.

- 2.6. Students who choose to pursue attending the course from the day January 30 shall be required to pay the whole Course.
- 2.7. There will be no refund of registration fees and paid tuition fees.

9 June 2017

António M. Cunha

Rector

