

Universidade Lusófona de Humanidades e Tecnologias's Regulation of the Special Competition Regimes

*(Approved by the Scientific
and Pedagogical Councils of
April 14 and 28, respectively.)*

Chapter I

General Provisions

Article 1

(Object)

The present regulation governs the Special Competitions Regimes provided for in Decree-Law 113/2014, of 16 July, in its current wording, concerning:

- a) Students approved in the tests especially appropriate aimed at assessing the capacity for attending higher education by candidates over 23 years of age;
- b) Holders of a diploma of technological specialization;
- c) Holders of a diploma of professional superior technician;
- d) Holders of other higher education programmes;
- e) Holders of double certification courses of secondary level and specialized artistic courses.

Article 2

(Scope)

The special competition regimes covered by this regulation apply to access and admission to Universidade Lusófona de Humanidades e Tecnologias for attendance of 1st study cycles or integrated master's degrees.

Article 3

(Validity)

Special competitions are held for registration and enrolment in one academic year and are valid only for the academic year to which they refer.





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Chapter II

Special Provisions

Section I

Students over 23 years old

Article 4

(Over 23-year-olds)

Students who have been approved in the examinations especially suited to evaluate the capacity for attending higher education of applicants over 23 years old may apply for registration and enrolment in the 1st study cycles and integrated master's degrees taught at Universidade Lusófona de Humanidades e Tecnologias, taking into account the examinations taken, under the provisions laid down in Regulation 313/2015 (regulation of examinations) published in *Diário da República*, 2nd series nº 109, of 5 June.

Section II

Holders of a diploma of technological specialisation

Article 5

(Study cycles that holders of a technological specialisation diploma can apply to)

- 1 - Universidade Lusófona de Humanidades e Tecnologias, through the legally and statutorily competent body, determines by the education and training areas which technological specialisation diplomas provide access to the study cycles that it teaches, under the terms of paragraph two.
- 2 - With regard to the determination of the training and education areas of the technological specialization diplomas that provide access to the 1st study cycles or integrated master's programmes taught at ULHT, the following criteria apply:
 - a) Candidates who have a qualification in the same scientific training and education, to a single digit, according to Ministerial Order 256/2005 of March 16, of the programme of the 1st study cycle or integrated master's degree to which they apply area are admitted to the competition;
 - b) In those cases where the condition provided for in the previous item is not met, admission to the application is decided by the Director of the programme being applied, upon appraisal of the applicant's motivations and curriculum vitae.



Article 6

(Sitting for national exams)

Application to a 1st study cycle or integrated master's programme taught at Universidade Lusófona de Humanidades e Tecnologias requires:

- a) Sitting for the national exams of secondary education corresponding to the entrance exams required for admission into the study cycle in question via the general access and admission regime regulated by Decree-Law 296-A/98 of 25 September;
- b) Obtaining in these exams a score not lower than the minimum score set by Universidade Lusófona de Humanidades e Tecnologias, under the terms of to Article 25 of Decree-Law 296-A/98, of 25 September.

Section III

Holders of a professional higher technician diploma

Article 7

(Cycle of studies that holders of a professional higher technician diploma can apply to)

- 3 - Universidade Lusófona de Humanidades e Tecnologias, through the legally and statutorily competent body, determines by the areas of education and training which professional higher technician diplomas provide access to the study cycles that it teaches, under the terms of paragraph two.
- 4 - With regard to the determination of the training and education areas of the higher professional technician diplomas that provide access to the 1st study cycle or integrated master's programmes taught at ULHT, the following criteria apply:
 - a) Candidates who hold a qualification in the same scientific area of training and education, to a single digit, according to Ministerial Order 256/2005 of 16 March, of the 1st study cycle or integrated master's programme to which they apply are admitted to the competition;
 - b) In those cases where the condition provided for in the previous item is not met, admission to the application is decided by the Director of the programme being applied to, upon appraisal of the applicant's motivations and curriculum vitae.

Article 8

(Sitting for national exams)

Items a) and b) of Article 6 of this Regulation shall apply to the application to a 1st study cycle or an integrated master's programme taught at Universidade Lusófona de Humanidades e Tecnologias.



Section IV

Holders of other higher education degrees

Article 9

(Holders covered)

The holders of the degrees of *bacharel*, bachelor, master or PhD are covered.

Article 10

(Study cycles which they can apply to)

Holders of other higher education degrees may apply to any 1st study cycle or integrated master's programme taught at Universidade Lusófona de Humanidades e Tecnologias.

Section V

Holders of dual certification courses of secondary level and specialised artistic courses

Article 11

(Holders of dual certification courses of secondary level and specialized artistic courses)

- 1 - The holders of the following educational and training offers of dual certification secondary level, conferring level 4 of the qualification of the National Qualifications Framework, are covered by the special competition laid down in item e) of Article 1:
 - a) Professional Courses;
 - b) Learning Courses;
 - c) Education and training courses for young people;
 - d) Sector-specific courses of the school network of Turismo de Portugal I.P.;
 - e) Specialised artistic courses;
 - f) Vocational training courses within the scope of the Training Program for the Integration of Young People of the Autonomous Region of the Azores.
- 2 - Students holding one of the following qualifications are also covered by the special competition provided for in item e) of Article 1:
 - a) Specialised artistic courses of secondary level in the field of music;
 - b) Courses of a member state of the European Union, legally equivalent to the Portuguese secondary education, conferring dual academic and vocational certification, and conferring level 4 qualification of the European Qualifications Framework;





- c) Other non-Portuguese courses, legally equivalent to the Portuguese secondary education, conferring dual academic and professional certification, in situations where the candidates concerned hold Portuguese nationality.

Article 12

(Study cycles which they can apply to)

Universidade Lusófona de Humanidade e Tecnologias admits to the competition those candidates who hold dual certification and specialized artistic courses that fall in the education and training areas (CNAEF) with correspondence to the areas of the 1st study cycles and Integrated Master's programmes to which they apply that integrate the list set by CNAES.

Article 13

(Specific conditions)

- 1 - The appraisal of the application to a bachelor's or integrated master's study cycle implies appraising the capacity for attending them, in the following terms:
 - a) With a weighting of 50%, the final grade of the course received by the student;
 - b) With a weighting of 20%, the grade received:
 - i) in the professional aptitude test, in the case of holders of professional courses;
 - ii) In the final aptitude test, in the case of the holder of learning courses;
 - iii) In the final test, in the case of holders of education and training courses for young people;
 - iv) In the final tests of the modules contained in the curricular plans of the courses organized according to Ministerial Order 57/2009, of 21 January, in its current wording, in the case of the holders of these courses;
 - v) In the final skills evaluation tests in tourism of the courses organized according to the ministerial order of the members of government responsible for the areas of tourism, education and vocational training, in the case of holders of the sector-specific courses of the school network of Turismo de Portugal I.P.;
 - vi) in the artistic aptitude test, in the case of holders of specialised artistic courses;
 - vii) In the final test, in the case of holders of the vocational training courses within the scope of the Training Program for the Integration of Young People of the Autonomous Region of the Azores.
 - c) With a weighting of 30% the grades of theoretical or practical tests taken at ULHT to evaluation knowledge and competencies considered indispensable for admission and progression in the study cycle which students are applying to.





- 2 - Access and admission under the special competition this Article refers to depends on the applicant obtaining grades equal to or higher than 95 points, on a scale of 0 to 200 points, in each of the evaluation elements referred to in the previous paragraph.
- 3 - The information on the grades mentioned in items (a) and (b) of paragraph 1 of this Article shall be communicated by the central and regional education administration services, by Instituto de Turismo de Portugal, I.P. or by Instituto de Emprego e da Formação I.P., depending on the course the applicant holds.
- 4 - The conditions laid down by the legally and statutorily competent body responsible for access and admission under the special competition referred to in item e) of Article 1 are homologated by CNAES.
- 5 - ULHT formally informs the Directorate-General for Higher Education for each study cycle:
 - a) Number of places available;
 - b) the identification of the theoretical or practical examinations;
 - c) The formula of the application score resulting from the application of the terms of this Article.

Article 14

(Sitting for examinations at ULHT)

- 1 - The theoretical or practical examinations referred to in item c) of paragraph 1 of Article 13 shall be organised by ULHT or by a network of higher education institutions which agree amongst themselves to articulate this activity at regional or national level.
- 2 - The classifications received in the theoretical and/or practical examinations to assess knowledge, which are referred to in the previous paragraph, are only valid for the application submitted to ULHT or to the institutions that are part of the network that organized them.
- 3 - The grade provided for in paragraph 2 may be used for application to ULHT or to the institutions that are part of the network in the year they are taken and in the subsequent two years.
- 4 - The nature of the examinations provided for in the previous paragraph (theoretical and/or practical), as well as the distribution of the total percentage of 30% by them, is determined by the Scientific Council of each Organic Unit.
- 5 - The examinations are prepared by an Evaluation Jury appointed by the Rector and composed of at least three PhD-holders who are responsible for approving the models of the examinations, defining the evaluation criteria, as well as supervising the resulting service to administer the examinations.
- 6 - The examinations can be carried out through technological platforms or by teleconference ensuring the due reliability of the evaluation undertaken.



Article 15

(Substitution of the examinations)

For the purposes of application by holders of the course referred to in items b) and c) of paragraph 1 of Article 11: the examinations referred to in item b) of paragraph 1 of Article 13 may be replaced by the homologous final exams of their respective education systems, by decision of the legally and statutorily competent body, under the terms and conditions laid down by resolution of the CNAES.

Chapter III

Common Provisions

Section I

Submission of application

Article 16

(Form and place)

The application is submitted, preferably, electronically through the website of Universidade Lusófona de Humanidades e Tecnologias.

Section II

Serialization Criteria

Article 17

(Serialization)

- 1 - Serialization is carried out, per special competition, in descending order, taking into account the following criteria:
 - a) In the case of applicants over 23 years of age, the score obtained in the application of the special competition, converted on a scale from 0 to 200 points;
 - b) In the case of holders of a technological specialisation diploma or holders of a higher professional superior technician diploma, the final score received in the courses respectively of technological specialisation or of professional superior technician, converted on a scale from 0 to 200 points.
 - c) In the case of holders of other higher education courses, the final grade received in the higher education course which it holds, converted on the scale of 0 to 200 points.





- d) In the case of holders of dual certification courses of secondary level and specialised artistic courses, the score obtained in the application to the special competition, after the weightings provided for in items a), b) and c) of paragraph 1 of Article 13, converted on the scale of 0 to 200 points.
- 2 - In the event of a tie, regardless of the special competition, the younger candidate has priority.

Section III

Application Process

Article 18

(Documents to be submitted)

The application process must be prepared with a duly filled-out application form, copy of an ID document valid in Portugal and taxpayer card or citizen card and the following documents:

- a) In the case of candidates over 23 years of age: *curriculum vitae* and proof of the score obtained in the application and of prerequisites, if applicable;
- b) In the case of holders of a technological specialisation diploma: diploma of technological specialisation, final certificate of the technological specialisation course (CET), ENES file or proof of sitting for the national secondary education examinations corresponding to the entrance exams required for admission to the study cycle in question, through the general access and admission regime regulated by Decree-Law 296 – A/98, of 25 September, and proof of prerequisites, if applicable;
- c) In the case of holders of a professional higher technician diploma: diploma of professional higher technician (CTeSP), ENES file or proof of sitting for the national secondary education exams corresponding to the entrance exams required for admission to the study cycle in question, through the general access and admission regime regulated by Decree-Law 296 – A/98, of 25 September and proof of prerequisites, if applicable;
- d) In the case of holders of other higher education courses: document proving the academic degree with its final grade, and proof of prerequisites, if applicable;
- e) In the case of holders of dual certification courses of secondary level and specialised artistic courses: diploma/final certificate of completion of the previous qualification course and document proving the grade of the final examination of the previous qualification course referred to in item b) of paragraph 1 of Article 13.



Article 19
(Prerequisites)

Application to registration and enrolment in study cycles for which prerequisites are required is conditional upon their satisfaction.

Article 20
(Final Result)

The placement lists, per special competition, are posted with the results expressed as follows:

- a) Admitted;
- b) Not admitted;
- c) Excluded.

Article 21
(Dissemination and communication of the decision)

Decisions shall be posted in a notice which includes the serialization lists, per special competition, and they communicated to the interested parties expeditiously, namely by means of e-mail.

Article 22
(Places)

In compliance with the applicable legislation, the number of places is set annually by the legally and statutorily competent body and are posted on the website of Universidade Lusófona de Humanidades e Tecnologias, and are communicated to the General Directorate of Higher Education, under the terms and within the deadlines set by it.

Article 23
(Deadlines)

In compliance with the applicable legislation, the deadlines are set annually by the legally and statutorily competent body and are posted on the website of Universidade Lusófona de Humanidades e Tecnologias and communicated to the General Directorate of Higher Education, under the terms and within the deadlines set by it.





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Chapter IV

Final Provisions

Article 24

(Doubts and omitted cases)

The doubts and omitted cases resulting from the application of this regulation are resolved by joint order of the Rector and the Administrator of Universidade Lusófona de Humanidades e Tecnologias.

Article 25

(International Students)

The special regimes provided for in this Regulation do not apply to international students covered by Decree-Law 36/2014 of 10 March, as amended by Decree-Law 113/2014 of 16 July, in its current wording.

Article 26

(Repeal provision)

The Regulation of the Special Competition Regimes of Universidade Lusófona de Humanidades e Tecnologias, homologated by Joint Order 24/2017 of 4 September, which republishes Joint Order 21/2016 of 13 July, is hereby repealed.

Article 27

(Entry into force)

This Regulation shall enter into force after approval by the Scientific Council and publication of the joint order of homologation by the Rector and Administrator of Universidade Lusófona de Humanidades e Tecnologias and applies to applications for the 2020/2021 academic year.

*(Homologated by Joint Order
nº 18/2020, of April 30).*

