

Unidade de Relações Externas e Cooperação Internacional Office of External Relations and International Cooperation



## **Key Data**

Name Universidade de Lisboa – Faculdade de Letras

ERASMUS ID code P LISBOA 02

Address Alameda da Universidade

1600-214 Lisboa PORTUGAL

Website <a href="http://www.fl.ul.pt">http://www.fl.ul.pt</a>

Dean and ERASMUS Institutional Coordinator Prof. Doutor António M. Feijó

## **External Relations and International Cooperation Office**

Homepage <a href="http://www.fl.ul.pt/estudantes/ure">http://www.fl.ul.pt/estudantes/ure</a>

Address Alameda da Universidade – 1600-214 Lisboa

E-mail ure@fl.ul.pt

Phone number + 351 21 792 00 61 Fax + 351 21 792 00 30

Head of Office Denise **Matos Moura** 

(Outgoing students and Bilateral Agreements)

E-mail <u>denise@fl.ul.pt</u>; <u>agreementflul@fl.ul.pt</u>

Outgoing students Raquel **Moreira**E-mail outgoingflul@fl.ul.pt

Incoming Students

E-mail

Cláudia Ferreira

incomingflul@fl.ul.pt

External Communication & Publicity Eugénia Balsas
E-mail divulgaflul@fl.ul.pt



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Application Procedures	
Nominations	It's mandatory to send the nominations to the following e-mail:  incomingflul@fl.ul.pt  By:  31 <sup>st</sup> May for the Winter Semester for entire Academic Year  31 <sup>st</sup> October for the Summer Semester
	Once students have been nominated, they will receive an e-mail with application procedures, deadlines and a link to apply online. The online Application Form must be submitted until <b>15</b> <sup>st</sup> <b>June</b> (Winter Semester or Academic Year) or until <b>15</b> <sup>st</sup> <b>November</b> (Summer Semester). The sooner the Application Form is submitted, the sooner the student will receive a copy in pdf format in to the e-mail address provided on the online Application Form. The Application Form – in pdf format - must be printed and signed by the student after received.
Application Procedure	<ol> <li>1. The printed Application Form must be returned to the post address of Unidade de Relações Externas e Cooperação Internacional, along with the following documents:</li> <li>2. Learning Agreement (completed filled, signed by the coordinator at home University or the Erasmus Office, signed by the student and officially stamped)</li> <li>3. Officially University Transcript, detailing all the exams taken in higher education</li> <li>4. Copy of ID or Passport</li> <li>5. Copy of European health card or of its request</li> </ol>
	6. 2 passport sized photographs
Deadline for completed application	30 <sup>th</sup> June (Winter Semester or Academic Year) 30 <sup>th</sup> November (Summer Semester)
Online Application Form	https://docs.google.com/spreadsheet/viewform?fromEmail=true&formkey=dFpPTXF6R201dnMyYktaM1dHbnNxY3c6MQ
Erasmus detailed application procedures	http://www.fl.ul.pt/ure-proginter-erasmus/ure-estudantes-incoming
List of courses	http://www.fl.ul.pt/component/content/article/698-cursos-da-flulhttp://www.fl.ul.pt/ure-catalogo-de-disciplinas
Language used in courses	Portuguese Language The Faculty of Letters recommends language level B1 in Portuguese in order to take full advantage of the mobility.



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Academic Calendar	http://www.fl.ul.pt/ure-proginter-erasmus/ure-estudantes-	
	incoming/ure-calendario-escolar	
Winter Semester	September to January	
Summer Semester	February to June	
Special Exams	July	
Additional Information		
	The External Relations' Office acts only as an intermediary, between	
Accommodation	exchange students and the residences, rooms or apartments,	
	providing the contacts. No responsibility whatsoever is taken with	
	respect to accommodation contracts between these parties.	
	http://www.fl.ul.pt/ure-proginter-erasmus/ure-estudantes-	
	incoming/ure-alojamento	
	http://www.sas.ul.pt/index.php?opt=5;02	
Language Classes	At the Faculty of Letters, lessons are taught in Portuguese language.	
Instituto de Cultura e Língua	The courses of Portuguese for academic purposes are organised by	
Portuguesa - Faculdade de Letras da	the Portuguese Culture and Language Institute.	
Universidade de Lisboa		
Tel. +351 21 7816 150	Intensive language classes in Portuguese are available prior to the	
Fax: +351 21 7937 625	start of the academic year. Further language classes are offered each	
	semester.	
E-mail: iclp@fl.ul.pt or gablcp@fl.ul.pt	All courses are optional:	
	Intensive course for Erasmus students during September	
Website: http://www.fl.ul.pt/iclp	(50,00 €);	
Courses for Erasmus (none is EILC):	Regular courses for Erasmus students at various levels through the	
http://www.fl.ul.pt/dlcp-cursos-de-	whole academic year (50,00 €);	
portugues-para-estrangeiros/dlcp-cursos-	Summer courses or private courses (payment required).	
<u>de-ple-erasmus</u>		