



List of fees for Academic documents and other academic procedures 2013/2014

ITQB/UNL

A – Academic documents

1 Certificate: Bachelor degree, MSc degree, PhD degree and requests for equivalence of degrees:

1.1 – First issue – €142,00;

1.2 – Second and following issues – €33,00;

1.3 – Fee for urgency:

In 3 working days – 50% over the normal value

In 24 hours – 100% over the normal value

1.5 Certificate of registration, enrollment or examination (approval):

1.5.1 In one curricular unit, work or training period – €6,00

1.5.2 For each additional curricular unit, work or training period – €0,70

1.5.3 Any other information- €6,00

2 Authentication of copies

2.1 First page - €3,50

2.2 For each additional page – €0,70

4 Application fees

4.1 To post-graduation courses, MSc degrees, PhD degrees and post-docs - €51,00

4.2. Any other courses - €25,00

8. Administrative costs for evaluation of the annual renewal registrations in the 2nd and 3rd cycles of higher education, and post-docs - €31,00

9. Application for grade improvement of curricular units - €15,00



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10. Application for public examination:

10.1 PhD degree by:

10.1.1 A candidate enrolled as UNL student, or Teaching Staff from UNL - €110,00

10.1.2 An external candidate - €547,00

10.2 Agregação:

10.2.1 Teaching Staff from UNL - €110,00

10.2.2 An external candidate - €547,00

12. Diplomas:

12.1 Curricular part of the PhD course - €110,00

12.2 Curricular part of the MSc course - €110,00

12.3 Courses without degree - €54,00

18 Fees for missing deadlines:

18.1 Up to 5 working days - €15,00

18.2 From the 6th until the 15th working day - €48,50

18.3 From the 16th until the 30th working day - €96,00

18.4 Exceeding 30th working days and for each month delayed - €98,00

Note: The deadlines with respect to the following academic procedures are:

- Submission of the Thesis Committee proposal: 6 months after being accepted as ITQB PhD student;
- Submission of all documents for the final registration as a PhD student: 30 working days after the acceptance of the application;
- Submission of the annual renewal documents as a PhD student: 60 working days after the annual starting date of the fellowship or registration.



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All payments can (and should) be done through ATM machines or online. The banking information for the transfers:

Banking data:

Caixa Geral de Depósitos
Rua Prior do Crato
70 A 1300 Lisboa

National Transfers

NIB: 0035 0027 0006 5234 53033

International Transfers

IBAN: PT50 0035 0027 0006 5234 53033
BIC/Swift: CGDIPTPL