



NOTICE: CALL FOR APPLICATIONS no. 07/2024

Católica Medical School

- Lisbon -

Academic year 2024/2025

3rd Cycle

(PhD in Medical Sciences)

- (Competition) -

The PhD in Medical Sciences, in association with the Universidade Católica Portuguesa Faculty of Dental Medicine and Faculty of Health Sciences and Nursing, governed by the principles of the Regulation of Study Cycles of the Católica Medical School, approved by Order NR/REG/0244/2023 of 25th May 2023 and the General Regulation of Doctorates of Universidade Católica Portuguesa, approved by Order NR/REG/0049/2024 of 24th January 2024.

1. Conditions for admission of applicants

Applicants may apply to the PhD in Medical Sciences:

- a) if they hold a master's degree or legal equivalent in the areas of Medicine, Dental Medicine, Biomedical Sciences or Health and Life Sciences.
- b) exceptionally, if they hold an undergraduate degree with a minimum grade of 16 and, cumulatively, hold a particularly relevant academic or scientific curriculum that is recognised as attesting to their ability to complete this cycle of studies by the Scientific Council of the unit that oversees the speciality of the degree.

2. Number of Vacancies

There are **15** available vacancies.

3. Deadlines

Applications (online)	25 th March to 31 st May 2024
Results (online)	25 th June 2024
Registration (online)	26 th June to 3 rd July 2024
First Day of Classes (online)	14 th October 2024



Note: The last day of applications and registrations coincides with the deadline of the respective payments.

4. Necessary documentation

During the application process, all applicants must complete an online form and attach the requested documents:

- Passport-type photo;
- Identification Document;
- Academic Degree Certificate(s);
- Detailed Curriculum Vitae, including reference to published or other duly documented work;
- Motivation letter, may include the aim of the project to be developed (maximum 2 pages);
- Other documents containing elements that the applicant considers relevant to the assessment of their application.

Notas:

- Applicants must indicate the branch of knowledge and speciality in which they intend to complete their doctorate.
- Original documents / certificates are not required during the application.
- Original documents issued abroad in accordance with the legislation of the respective country, and documents issued outside Portugal legalized by a foreign civil servant, are considered legalized under Portuguese Law if the signature of the public servant is certified by a Portuguese diplomatic agent or consular officer in the respective State and the signature of that agent is authenticated with the respective consular seal. In cases of documents issued by signatories of the Hague convention of 5th October 1961, the documents will be legalized by apostille, under the terms of article 3 of the convention.
- Documents are only accepted if they are in Portuguese, English, French, Spanish or Italian. Documents in other languages must be presented as an official translation in English or Portuguese, duly certified and issued within the terms of notarial law.

5. Submission of the application

The application to the PhD in Medical Sciences is submitted via the online system, on the websites of [Católica Medical School](#), [Universidade Católica Portuguesa Faculty of Dental Medicine](#) and [Universidade Católica Portuguesa Faculty of Health Sciences and Nursing](#).

After submitting all the documents and information requested during the application process, the applicant will have access to the payment information (Multibanco reference for applicants residing in Portugal or IBAN for applicants residing abroad). The application will only be completed once payment has been made.

All notifications regarding this procedure will be sent to the email address indicated on the application form.

6. Assessment of applications and publication of results

The selection and ranking of candidates will be carried out by the jury, which is made up of the Course Coordinator:



- **Professor António Medina de Almeida**, Dean of Católica Medical School;
- **Professor Marlene Maria Tourais de Barros**, Universidade Católica Portuguesa Faculty of Dental Medicine;
- **Professor Ana Margarida Mineiro Rodrigues Zaky**, Dean of Universidade Católica Portuguesa Faculty of Health Sciences and Nursing;
- **Professor Pedro Manuel Torres Rio Dias Mateus**;
- **Professor João Pedro Monteiro e Louro Machado de Simas**;
- **Professor Paulo Oom Ferreira de Sousa**;
- **Professor Francisca Maria Pais Horta Leite**;
- **Professor André Ricardo Maia Correia**;
- **Professor Manuel Luís Vila Capelas**.

The following criteria will be considered when ranking candidates:

1. Curricular Analysis - graded from 0 to 20 and presented to the nearest decimal place - which will consider:
 - a) Research experience, including scientific communications and publications;
 - b) Professional activity, courses, internships or other relevant experience.
2. Individual Interview - graded from 0 to 20 and presented to the nearest decimal place - which will include a brief presentation of the candidate's personal and scientific background and will focus on two criteria:
 - a) Scientific knowledge, research experience and professional experience;
 - b) Motivation, availability, communication skills and interpersonal abilities.
3. Analysis of the Motivation Letter - graded from 0 to 20 and presented to the nearest decimal place - which should include, where applicable, the intention of the project to be developed.

The final application grade will consider the score obtained in the Curricular Analysis, Individual Interview and Motivation Letter, with the following weighting:

Criterion (expressed on a scale from 0 to 200)	Weighting
Curricular Analysis	50%
Individual Interview	40%
Motivation Letter	10%

After the application grades have been calculated, candidates will be ranked according to their final classification (on a numerical scale from 0 to 20) until all available vacancies have been filled.

The selection will result in the jury awarding a final mark expressed qualitatively (Admitted/Not Admitted/Excluded). In the case of Admitted or Not Admitted candidates, the final mark will be accompanied by an integer scale from 0 to 20.



NOTES:

- Whenever the Jury deems it necessary, it may ask one or more specialists with a doctorate in the field of application to analyze the application and issue an opinion.
- The call for the interview, indicating the date and time, will be sent to the candidates at the email address indicated on the application form.
- In the event of a tie in the final ranking of the last candidate, an additional number of vacancies will be created equal to the number of tied candidates with the same application grade as the last candidate.
- The results will be communicated to applicants through the application platform and by email. The ranked and anonymized list can be consulted at the Academic and Administrative Services of Católica Medical School, in Sintra, and at the UCP Information Office, in Lisbon (Library building, 1st floor).

7. Operation

The PhD in Medical Sciences has a duration of 4 years (240 ECTS) and operates on a hybrid basis. The 1st curricular year consists of a doctoral course, in which classes will mostly be taught after working hours. The preferred language is Portuguese, although some classes may be taught in English.

The 2nd, 3rd and 4th years of the PhD in Medical Sciences correspond to the development of the Thesis.

8. Tuition fees, payments and other fees

The value of tuition fees, payments and other fees are determined annually, and published in a separate document (*Tabela de propinas, taxas e emolumentos*).

Tuition Fees and Payments

Application Fee	195 €
Annual Registration Fee	425 €
Monthly Tuition Fee (10 monthly fees per year) – students who are nationals of the European Union or the Community of Portuguese Language Countries	500 €
Monthly Tuition Fee (10 monthly fees per year) – international students	650 €

The updated values can be consulted on the [Católica Medical School website](#).

The application fee is non-refundable in situations of cancellation, withdrawal or exclusion of the application.

9. Registration

Applicants admitted to the PhD in Medical Sciences must register within the deadline established in paragraph 3 of this notice. To complete the registration, the payment of the annual registration fee and the tuition fee will be required, in accordance with the table of tuition fees and payments. If the applicant does not register within the established deadline, their application will be considered to be withdrawn.

The original documents submitted during the application process must be presented **until 31st October 2024**, under penalty of cancellation of enrollment, and without any refund for payments made until that date. The submitted documents must be originals or authenticated copies. For the purpose of archiving in the student's individual record, the Academic Services may make a copy of the original document, which will be returned to the student, without any additional costs.



10. Other Information

The PhD in Medical Sciences will take place mainly at the Faculty of Medicine.

Some teaching and research project components may also take place at the Universidade Católica Portuguesa Faculty of Dental Medicine or Faculty of Health Sciences and Nursing

Further information about the program is available on the [Católica Medical School](#) website.

11. Contacts

<u>Emails</u>	<u>Telephone Numbers</u>
Academic Services at Católica Medical School: medicina.fm@ucp.pt	Academic Services at Católica Medical School: (+351) 21 872 42 00
Treasury Office: tesouraria.sede@ucp.pt	Treasury Office: (+351) 21 721 40 79

Office hours (in person and via telephone) at the Academic and Administrative Services of Católica Medical School: Monday to Friday, from 9:30 a.m. to 1:00 p.m. and from 2:30 p.m. to 5:30 p.m.

Online office hours: by appointment, scheduled by e-mail

Location:

Área Académica e Administrativa

Faculdade de Medicina da Universidade Católica Portuguesa

Estrada Octávio Pato

2635-631 Rio de Mouro

Lisbon, 25th March 2024

Dean of Católica Medical School
Professor António Medina de Almeida