

ENSINUS - Estudos Superiores, SA
ISG - Instituto Superior de Gestão

International Students
Charges 2017/2018 - 1st Cycle
Normative Circular No. 03/2017

BOARD OF DIRECTORS

	Euros
	Within the time limits stipulated
Admission Application (1st year)	505,00 €
Matriculation for 1st time admission students	176,00 €
Enrolment in Academic Year	300,00 €
Academic Insurance	41,00 €
Enrolment for Supplementary Exam per Curricular Unit (*)	51,00 €
Enrolment for Improvement Exam per Curricular Unit (*)	79,00 €
Enrolment for Special Exam Period per Curricular Unit (*)	79,00 €
Review of Written Examination	
Administrative charges	41,00 €
Guarantee (refundable)	91,00 €
Subject Transcript	
By Curricular Unit	18,00 €
Matriculation Certificates / Declarations	11,00 €
Course Certificate (duplicate or intermediate)	66,00 €
Course Certificate (first application)	212,00 €
Course Diploma	212,00 €
Course Diploma + Course Certificate	364,00 €
Supplement Diploma (original / duplicate)	121,00 €
Surcharge for late monthly payment after the 8th day of the month of payment	5% of the amount in arrears
Surcharge for late monthly payment after the 15th day of the month of payment	10% of the amount in arrears

(*) Grading system is a continuous assessment system and there is no charge for this. However, there are 3 examination additional examination formats which have an additional charge.

If cheques are returned due to lack of coverage, the respective surcharges apply.

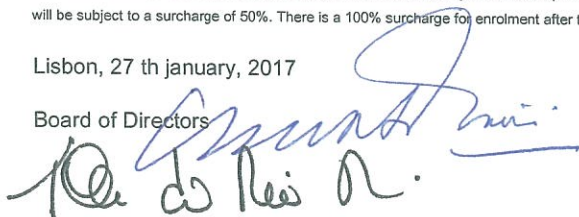
Annual fees are divided in installments to facilitate payment, but full payment at the beginning of the academic year can also be made.

To transfer to the following academic year students should enrol in that year, 7 working days after grades are officially posted.

If students wish to enrol in one of the Special Examinations, they can do this up to 24 hours before the Exam. However, the charge will be subject to a surcharge of 50%. There is a 100% surcharge for enrolment after the examination date.

Lisbon, 27 th january, 2017

Board of Directors





Instituto Superior de Gestão

ANNEX TO THE NORMATIVE CIRCULAR No. 03/2017

**TUITION FEES FOR INTERNATIONAL STUDENTS
1ST CYCLE**

COURSES TAUGHT IN ENGLISH

Fees for the 2016/2017 Academic Year, to be paid by the 8th of each month

There are 11 monthly payment from September 2017 to July 2018

Course	Monthly Fee for 30 ECTS	Quarterly fee for 30 ECTS	Annual Fee
Management	521,00€	1563,00€	5731,00€
Marketing	521,00€	1563,00€	5731,00€
Economy	521,00€	1563,00€	5731,00€
Human Resources Management	521,00€	1563,00€	5731,00€

Lisbon, 27th January 2017

Board of Directors

A handwritten signature in blue ink, appearing to be 'R. do Rio', is written over the text 'Board of Directors'.