

**International Students
(Holders of Higher Foreign Courses)
Charges 2020/2021 2nd Cycle
Service Order N.º 12/2020
BOARD OF DIRECTORS**

	Euros
	Within the time limits stipulated
Admission Application	515,00 €
Re-entry application	91,00 €
External Student Registration Fee (according to subparagraph a) of point 4 of article 46-A of Decree Law n.74/2006)	320,00 €
External Student Renewal Fee	320,00 €
Matriculation for 1st time admission students	240,00 €
Enrolment in Academic year	320,00 €
Academic Insurance	42,00 €
Enrolment for Supplementary Exam per Curricular Unit	55,00 €
Enrolment for Improvement Exam per Curricular Unit	82,00 €
Enrolment for Special Exam Period per Curricular Unit	82,00 €
Processes of Accreditation of Academic Skills	180,00 €
Processes of Accreditation of Professional Skills	310,00 €
Review of Written Examination	
Administrative charges	43,00 €
Guarantee (refundable) *	95,00 €
Subject Transcript	
By Curricular Unit	20,00 €
Request for Deferment	
Postponement / Suspension to delivery Master Dissertation / 2nd cycle - 1st Semester	390,00 €
Postponement / Suspension to delivery Master Dissertation / 2nd cycle - 2st Semester	650,00 €
Declarations / Certificates of Registration	15,00 €
Course Certificate (duplicate or intermediate)	160,00 €
Certificate of Conclusion Master / 2nd Cycle	250,00 €
Course Diploma	250,00 €
Curricular Unit Certificate External Student (according to subparagraph a) of point 4 of article 46-A of Decree Law n.74/2006)	160,00 €
Course Diploma + Final Course Certificate of Master / 2nd Cycle	400,00 €
Duplicate Supplement Diploma	150,00 €
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

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

If students wish to enrol in one of the Special, Improvement or Supplementary Examination, 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.

* to return in case of worthiness

Lisbon, 22th July 2020

The Board

T. do Reg. A. do Reg. A.
Acad. Univ.
ENSINUS - Estudos Superiores, S.A.
Conselho de Administração
Soeiro