



# Instituto Superior de Agronomia Universidade de Lisboa

Welcome Guide  
2018/2019

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## Welcome Message from the President of the School of Agriculture



The 2018/2019 academic year is now open at the University of Lisbon. Therefore, I want to welcome all who start the undergraduate, master's and doctoral studies in the Instituto Superior de Agronomia (ISA). Moreover, I want to provide a particular reference to those who, not being from Lisbon or even from Portugal, are now with us. All of you bring your own experiences and have different expectations but now, for at least another year, we will share the challenge of being **members of the "Instituto Superior de Agronomia" community**. Together we will be imbued with the same tradition and history that makes the ISA an institution of reference in higher education and the *campus* of Tapada da Ajuda a great place to learn.

**The Instituto Superior de Agronomia exists to serve the students.** In this context, our vision is to provide the best national academia in all ISA learning areas, serving the community and capable of transforming the reality at local, national and international levels. To consolidate knowledge, to acquire specific methods, to have a systemic think and to be willing to innovate is our commitment in teaching. All problems contain opportunities and allow solutions that you can be part of, these are key vectors of **education@ISA**. As you know, the Institute has a teaching model structured in independent cycles following the basic model defined by the Bologna Declaration, combining licentiate, master and doctoral courses in Agronomy, Food, Environment, Biosystems and Forestry engineering areas, as well as Landscape Architecture and Biology Sciences. We aim a teaching that inspires in all of them.

The Instituto Superior de Agronomia is engaged towards sustainable development goals and strives to add social value from research. Indeed, we are fully committed to address the challenges that our society is now facing. We are involved in technological advances in many areas, without neglecting the risks and threats. Therefore, I invite you to get acquainted with your teachers about the research that is currently being developed at ISA and get involved whenever possible. Finally, I encourage you to participate in extracurricular activities, whose offer by the academy and throughout the city of Lisbon is very diversified. Between sports, culture and social volunteering, there is no shortage of excellent possibilities. Besides, we are open to your proposals and initiatives conveyed by AEISA, the Association of Students.

Endeavor to do better today than yesterday and continue to progress to enlarge your professional horizons, as well as your personal ones. Each one of you has his own role, but we know that the success of one will be the success of others and failure will have the same meaning for everyone.

**You can rely on the Instituto Superior de Agronomia to make your talent evolve and to achieve your goals. We rely on you also!**

António Guerreiro de Brito

President of Instituto Superior de Agronomia

## About the School



**The Instituto Superior de Agronomia (ISA), School of Agriculture**, is the largest and most qualified school of graduate and post-graduate degrees in the Agricultural Sciences, in Portugal, and its know-how is recognized nationally and internationally.

With over 160 years of experience, it has been adjusting its teaching to both the technological evolution and the reality of the country, focusing both on quality and modernization.

ISA was integrated in the Technical University of Lisbon in 1930. Since 2013 it became part of the University of Lisbon, resulting from the merger of the Technical University of Lisbon and the former University of Lisbon. It has about 1700 students in graduate and undergraduate programmes, a faculty of 127 teachers and 44 Researchers, including 161 PhDs.

Located in the heart of Lisbon, Tapada da Ajuda – an Environmental and Botanical Park with about 100 ha, of recognized interest – it is also a pleasant place for events, recreational activities and the discovery of sites, such as the interesting Amphitheatre of Stone, the Belvedere, the Garden of the Parada, the Rugby field, the Astronomical Observatory, the Exhibition Pavilion, the Auditorium of Lagoa Branca, among others.

## About the campus

The School's location is unique: situated in the heart of Lisbon, Tapada da Ajuda spreads over a pleasant green wooded area of 100 hectares with various agronomic and forestry experimental sites and sports complexes nearby. There is the possibility of studying and working in the open air, in direct contact with nature. In the neighborhood of the ULisboa campus of Alto da Ajuda, Tapada da Ajuda is an Environmental and Botanical Park of considerable historical interest, providing an outstanding range of cultural, recreational, educational and scientific activities.





**INSTITUTO  
SUPERIOR DE  
AGRONOMIA**  
Universidade de Lisboa

- |   |   |  |
|---|---|--|
| <ul style="list-style-type: none"> <li>1 ISA - Edifício Principal<br/>ISA - Main Building</li> <li>2 Campo Polidesportivo<br/>Sport's Field</li> <li>3 Biblioteca<br/>Library</li> <li>4 Edifício Azevedo Gomes<br/>Azevedo Gomes Building</li> <li>5 DGAV - Edifício 1<br/>DGAV - Building 1</li> <li>6 Almotivo<br/>Almotivo</li> <li>7 DGAV - Edifício 2<br/>DGAV - Building 2</li> <li>8 Edifício Ferreira Lapa<br/>Ferreira Lapa building</li> </ul> | <ul style="list-style-type: none"> <li>9 Laboratório Bioenergética Microbiana<br/>Microbial Bioenergetics Laboratory</li> <li>10 Horto Químico Agrícola<br/>"Prof. Boaventura de Azevedo"<br/>Chemical Agricultural Plant Nursery<br/>"Prof. Boaventura de Azevedo"</li> <li>11 Bloco de Aulas<br/>Classroom Block</li> <li>12 Herbário "João de Carvalho e Vasconcelos"<br/>"João de Carvalho e Vasconcelos" Herbarium</li> <li>13 INIAV - Lab. "Rebello da Silva"<br/>INIAV - "Rebello da Silva" Lab</li> <li>14 Pavilhão Anexo<br/>Annex Building</li> <li>15 Cantina<br/>Canteen</li> <li>16 Vinha Nova<br/>New Vineyard</li> <li>17 Pomar da Meia Encosta<br/>Hillside Orchard</li> <li>18 Casa da Vinha<br/>Vine House</li> <li>19 Estufas de Melhoramentos de Plantas<br/>Greenhouses (Plants Breeding)</li> <li>20 Residência da Ponte<br/>Bridge Hostel</li> <li>21 Jardim do Anfiteatro de Pedra<br/>Rock Amphitheatre Garden</li> <li>22 Anfiteatro de Pedra<br/>Rock Amphitheatre</li> <li>23 Horto de Agricultura Geral<br/>Agricultural Fields</li> <li>24 Terra Grande<br/>Big Land</li> <li>25 Observatório Astronómico de Lisboa<br/>Lisbon Astronomic Observation</li> <li>26 Jardim da Rainha<br/>Queen's Garden</li> <li>27 Casa da Parada<br/>Home Parade</li> <li>28 Jardim da Parada / Parque de Merendas<br/>Parada's Garden / Picnic Parking</li> <li>29 DGADR - Mecanização<br/>DGADR - Mechanization</li> <li>30 Centro de Ecologia Aplicada<br/>"Prof. Baeta Neves"<br/>Centre for Applied Ecology</li> <li>31 Banco de Junot<br/>Junot's Bench</li> <li>32 Lago<br/>Lake</li> <li>33 Tanque de Stº António<br/>St. António's Reservoir</li> <li>34 Viveiro Florestal<br/>Tree-Nursery</li> <li>35 Tanque da Geradora<br/>Geradora's Reservoir</li> <li>36 Geradora - Mecanização Agrícola<br/>Geradora - Agricultural Mechanization</li> </ul> | <ul style="list-style-type: none"> <li>37 Reserva Botânica<br/>"D. António Xavier Pereira Coutinho"<br/>Natural Botanical Reserve<br/>"D. António Xavier Pereira Coutinho"</li> <li>38 Abegoaria<br/>Abegoaria</li> <li>39 Pavilhão de Exposições<br/>Exhibition Pavilion</li> <li>40 Antiga Vacaria - Produção Animal<br/>Animal Production Building</li> <li>41 Laboratório Pais de Azevedo<br/>"Pais de Azevedo" Laboratory</li> <li>42 Antiga Cocheira<br/>Old Stable</li> <li>43 Chalet "Rainha D. Amélia"<br/>Chalet "Rainha D. Amélia"</li> <li>44 Lagoa Branca<br/>Lagoa Branca</li> <li>45 Auditório da Lagoa Branca<br/>Lagoa Branca Auditorium</li> <li>46 Mata do Chafariz<br/>Fountain Woods</li> <li>47 Terra do Chafariz<br/>Land of Fountain</li> <li>48 Miradouro<br/>Belvedere</li> <li>49 INIAV - Posto Apícola<br/>INIAV - Beekeeping Station</li> <li>50 Rotunda do Pinheiro Manso<br/>Pinheiro Manso's Roundabout</li> <li>51 Restaurante "A Pateira"<br/>"A Pateira" Restaurant</li> <li>52 Eira Velha<br/>Eira Velha</li> <li>53 Olival Novo<br/>New Olive Grove</li> <li>54 Complexo Desportivo<br/>Sport's Complex</li> <li>55 Terra das Minas<br/>Land of Mines</li> <li>56 Mesa de Piquenique<br/>Picnic Table</li> <li>57 Terra dos Pegões<br/>Land of Pegões</li> <li>58 INOVISA<br/>Innovation Centre</li> <li>59 Carrascal<br/>Carrascal</li> <li>60 Terra do Malhó<br/>Land of Malhó</li> <li>61 Mata do Carrascal<br/>Carrascal Woods</li> <li>62 Alto da Casa Branca<br/>White House's Hill</li> <li>63 Cova do Sobreiro<br/>Cork Oak Valley</li> <li>64 Mata do Malhó<br/>Malhó Woods</li> <li>65 Pomar<br/>Orchard</li> </ul> |
|---|---|--|

## The School of Agriculture - Instituto Superior de Agronomia (ISA)

### Undergraduate Degrees (1<sup>st</sup> Cycle) - <http://www.isa.ulisboa.pt/en/education/bachelor-programmes>

- Agriculture Engineering
- Animal Production Engineering
- Biology
- Environmental Engineering
- Food Science and Engineering
- Forestry and Natural Resources Engineering
- Landscape Architecture



### Master Degrees (2nd Cycle) - <http://www.isa.ulisboa.pt/en/education/master-programmes>

Please note that some courses are taught in partnership with other Schools/Faculties of the ULisboa and other Universities. In this sense, some disciplines may be taught elsewhere in addition to the ISA's campus.

- Agriculture Engineering
- Animal Production Engineering
- Environmental Engineering
- Food Science and Engineering
- Forestry and Natural Resources Engineering
- Gastronomical Sciences
- Landscape Architecture
- Natural Resources Management and Conservation
- Plant Sciences
- Tropical Agrarian Systems: Production, Society and Policies
- Viticulture and Oenology Engineering
- MEDfOR – Mediterranean Forestry and Natural Resources Management (Erasmus Mundus)
- Vinifera EuroMaster – European Master of Sciences of Viticulture and Enology (Erasmus Mundus)

**Doctoral Degrees (3rd Cycle) - <http://www.isa.ulisboa.pt/en/education/doctoral-programmes>**

- Agriculture Engineering
- Biology
- Biosystems Engineering
- Climate Change and Sustainable Development Policies
- Development Studies
- Environmental Engineering
- Food Science and Engineering
- Forestry and Natural Resources Engineering
- Interdisciplinary Landscape Management
- Landscape Architecture
- Landscape Architecture and Urban Ecology
- River Restoration and Management



**Research Units**

High quality research is very much praised and supported at ISA and has six main research centers, which are the following:

- Centre for Applied Ecology "Prof. Baeta Neves" - <http://www.isa.utl.pt/ceabn/>
- Forest Research Centre - <http://www.isa.ulisboa.pt/en/cef/about>
- Linking Landscape, Environment, Agriculture and Food (LEAF) - <http://www.isa.ulisboa.pt/en/leaf/presentation>

## Applications for Student Mobility/Erasmus

### Application

The Instituto Superior de Agronomia (ISA) – School of Agriculture of the Universidade de Lisboa welcomes applications from foreign students who are already registered at a Higher Education Institution outside Portugal and who wish to take some course units from our wide range of undergraduate and postgraduate programmes.

In order to make the necessary arrangements, there must be a written agreement between ISA and the home Institution of the applicant, which describes the terms and conditions of the “mobility period” (sometimes called the “exchange period”).

### How to Apply

All Erasmus students must be nominated by their home university to ISA in the first instance. Students on the Erasmus Program should choose approximately five subjects per semester (approximately 10 subjects per academic year) so they are able to fulfill the requirements of 30 ECTS credits per semester (60 ECTS credits per academic year) and **you can't exceed the maximum of 42 ECTS per Semester**.

You will obtain academic credits from the 'European Credit Transfer System' (ECTS), which you can use for recognition at your Home University. These schemes promote the mobility of students between institutions and countries and, thus, allow students to transfer their credits to home.



### Thesis

- To get ECTS in the Thesis project, you should enroll in our Dissertation course but is mandatory that you write the Thesis and make the presentation to a jury in our School.
- The Thesis Research doesn't recognize ECTS. Only the courses offered by our School can give ECTS (<http://www.isa.ulisboa.pt/en/students/academic-life/course-web-pages>).

However, at the end of the period, the Professor of our School responsible to you can issue a statement with information about the number of hours that you have done, if requested. Then, if your Home University agrees, it can be recognized if your University do the equivalent of hours to ECTS.

- In both situations, you need to find an ISA's Professor that accepts to be your Tutor and inform us. We also need to know the subject of your Thesis.



- You can consult a list of Thesis Subjects (Temas para Dissertação) at <http://www.isa.ulisboa.pt/en/students/academic-life/dissertation-and-report>.

### Stage Period

- Only the courses offered by our School (<http://www.isa.ulisboa.pt/en/students/academic-life/course-web-pages>) can give ECTS. Thus, the Stage Period doesn't recognize ECTS.
- However, at the end of the period, the Professor of our School responsible to you can issue a statement with information about the number of hours that you have done, if requested.
- You should inform us the period, duration and the field of study you want to do your Stage. However, your acceptance will depend if we can find an available person, in our School, according to your request.

### You should follow the application procedure as detailed below:

- Print and complete the [Application Form](#);
- Attach an academic transcript which details all your University results prior to applying for study abroad. Your application will not be considered without this transcript;
- Print and complete the [Learning Agreement](#) based on subjects chosen from the course information pack, available [here](#) and get it signed by a representative from your University;
- Photocopy of your ID Card/Passport.



### Notes:

- Make sure that all your forms are **SIGNED** by you and the responsible of your University.
- We prefer that you **send the application documents by e-mail** (scanned version of the forms can be accepted, we don't need the originals). However, if you cannot send the forms by e-mail, you can also use post or fax.
- Erasmus applications **will not be processed without** all the documents needed (Application Form, Learning Agreement and Transcript of Records).
- The procedure will take **4 – 6 weeks**. However, during holiday periods it can take longer time.

**The closing dates for completed application forms are:**

- 30 May for students wanting to come for the Winter Semester or for a full academic year;
- 30 October for students wanting to come for the Spring Semester.

The Home University, including a contact person, must be indicated on the application form and the Learning Agreement should be signed and stamped by your International Exchange Coordinator.

Successful applicants will receive an email of acceptance and a scanned version of the forms (both to you and to your University).

**When arrive at ISA**

**Upon arrival**, you should come to the International Relations Office **to formalize the enrolment at ISA** and confirm your study programme, bringing along the following documents:

1. Letter of presentation from the University of origin or document confirming you are an Erasmus student;
2. European Health Insurance Card (medical assistance);
3. Photocopy of Vaccines Bulletin (with tetanus vaccine on day);
4. And pay the School insurance.

Once you have enrolled, you can begin attending classes.

## Academic Information

All the lectures are taught in Portuguese. However, a minimum of English is also needed, because some of the materials and information is available in this language.

Remember that you are free to choose courses from all different curricula, but make sure that you fulfill the specific requirements of the course.

If necessary you can change your learning agreement upon arrival, **until the 4th week of the starting day of classes**. During the first 2 weeks, the changes are free of payment; but, after this day and until the 4<sup>th</sup>



week, you should make the changes at our Academic Division<sup>1</sup> after doing the payment. The Changes are allowed without exceeding the enrolment limits.

Only one Project course is accepted per Semester and some of the optional subjects may have limited places. We cannot guarantee its availability for all students.

**Please note that you have to register for all the courses!**

As the classes will start on **17<sup>th</sup> September 2018 (1<sup>st</sup> Semester)** and on **18<sup>th</sup> February 2019 (2<sup>nd</sup> Semester)** we highly advise that you **arrive at ISA during the week before in order to do your registration and other academic procedures**.

**After the 2nd week of classes (September, 28<sup>th</sup> / March, 1<sup>st</sup>), we will not be able to ensure the enrolment on the selected courses.**

## Academic Calendar

The academic year is divided into two semesters.

Generally, the 1<sup>st</sup>/winter semester starts in September and finishes at the end of December. The 2<sup>nd</sup>/spring semester starts in February and finishes at the end of May. The exam period for the 1<sup>st</sup> semester occurs in January and for the 2<sup>nd</sup> semester in June.

## National Holidays

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<sup>1</sup> Academic Division (Divisão Académica) – Main Building

Open Hours: Monday and Tuesday - from 14:00 to 17:00 | Wednesday – from 10:00 to 17:00 | Thursday and Friday – from 09:30 to 13:00

**2018:**

5<sup>th</sup> October: Implantação da República

1<sup>st</sup> November: All Saints Day

1<sup>st</sup> December: Restauração da Independência

8<sup>th</sup> December: Immaculate Conception

25<sup>th</sup> December: Christmas Day

**2019:**

1<sup>st</sup> January: New Year Day

19<sup>th</sup> April – Easter Sunday

21<sup>st</sup> April - Easter

25<sup>th</sup> April: Liberation Day

1<sup>st</sup> May: Labor Day

10<sup>th</sup> June: Portugal's Day

13<sup>rd</sup> June: St. Antony's Day, Patron Saint of Lisbon (Lisbon Only)

20<sup>th</sup> June: Corpo de Deus



**Varying Holidays:**

Christmas

Carnival

Easter

More information at <http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/calendar>

**Language Requirements**

**All the classes are taught in Portuguese.** In this sense, a reasonable knowledge of the language is essential. However, language competence is not an entrance requirement.

There are different Portuguese language courses to which you may apply in Lisbon.

In recent years, the Universidade de Lisboa has provided students with a Portuguese language course. It is aimed at providing the fundamental tools of the Portuguese language in order to facilitate your studies and your daily life in Portugal.

The total duration of this beginner's course is 56 hours and will cost you 75,00 EUR.

However, the Portuguese language course is organized by the ULisboa's Rectorate and is taught at Faculdade de Letras placed at Cidade Universitária.

If you are interest in attending the Portuguese Language Course, please let us know.

Upon arrival at ISA, you will receive more information and you will be requested to confirm your participation.



## Assessment

The academic year is divided into two semesters.

Foreign students take the same type of examination as Portuguese students, who are continuously assessed in a number of different ways. These may include formal examinations at the end of each semester, tests, participation and class attendance, group projects and the presentation of case studies or essays. You will also be asked to work with other students to illustrate your ability to work as part of a team.



Most of the courses also have rules according to the assiduity, which will allow the exams frequency. Thus, we highly suggest you arrive in our School to the first day of classes. In this sense, you must pay attention in the first days of classes and also in the website to know information about each discipline.

In some courses, foreign students will be allowed to do their reports and written examinations in English or another foreign language but this must be agreed upon by Professors on a case-by-case basis.

A final mark is given at the end of each exam period. Grades are given on a scale with a maximum score of 20 and the minimum passing grade is 10.

Examination dates and results are to be found online at the [Fénix – Academic Portal](#) and also informed by the Professors during the classes.

The calendar of all the exams (before the ending of each Semester), will be available at <http://www.isa.ulisboa.pt/alunos/vida-academica/calendario-de-exames>.

## Timetables

Schedules will be available at <http://www.isa.ulisboa.pt/alunos/vida-academica/turmas-e-horarios>

First of all you must know which Cycle, Course, Year and Semester your selected course belongs.

You can have more than one Class Timetable. Then, you should select one and see the timetable.

## DESCRIPTION

ISA &gt; Education &gt; LAP &gt; Classes

## ADMISSION REQUIREMENTS

**Degree (BSc) in Arquitetura Paisagista**

## PROFESSIONAL STATUS

**Classes**

## CURRICULAR PLAN

2013/2014, Semester 2

**CLASS TIMETABLE**

Year 1	Year 2	Year 3
<a href="#">LAP(1a)_11</a>	<a href="#">LAP(2a)_11</a>	<a href="#">LAP(3a)_11</a>
<a href="#">TEMAT(1a)_12</a>	<a href="#">LAP(2a)_12</a>	<a href="#">LAP(3a)_12</a>

## COURSE WEB PAGES

2013/2014, Semester 1

Year 1	Year 2	Year 3
<a href="#">LAP(1a)_11</a>	<a href="#">LAP(2a)_11</a>	<a href="#">LAP(3a)_11</a>
	<a href="#">LAP(2a)_12</a>	<a href="#">LAP(3a)_12</a>

**"Turmas"/ Class Timetable**

As you're an Erasmus student, is given some flexibility, thus you can select the *Turmas/Class* to better organize the disciplines you have chosen.

After choosing the *Turma/Class* for one discipline, you must follow all the classes per week in that discipline in the same *Turma/ Class*. But, you can choose different *Turmas/Class* for different disciplines.

▪ **How to read the timetable?**

Hours/Days	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:00-8:15						
8:15-8:30						
8:30-8:45						
8:45-9:00		Geoma-0 (T) A2				
9:00-9:15						
9:15-9:30			Geoma-0 (L) P11			
9:30-9:45						
9:45-10:00					Ecol-1 (TP) S2	
10:00-10:15						
10:15-10:30						
10:30-10:45						
10:45-11:00						
11:00-11:15						
11:15-11:30		PAPais-II (TP) S6				
11:30-11:45						
11:45-12:00					Ecol-1 (T) A2	
12:00-12:15						
12:15-12:30						
12:30-12:45					Geoma-0 (T) A2	
12:45-13:00						
13:00-13:15						
13:15-13:30						
13:30-13:45			Geoci (TP) Lab 30			
13:45-14:00						
14:00-14:15	Ecol-1 (T) A2					
14:15-14:30						
14:30-14:45				PAPais-II (T) A2		
14:45-15:00						
15:00-15:15						
15:15-15:30						
15:30-15:45						
15:45-16:00						
16:00-16:15						
16:15-16:30						

Label:

- Ecol-1 -Ecology
- Geoci -Geosciences
- [Q] -Indicates the lesson only occurs every other week
- Geoma-0 -Geomatics
- PAPais-II -Project of Landscape Architecture II

**Types of Shift:**

(T) – theoretical / Lectures | (L) – Laboratory | (P) – Practical | (TP) - Theoretical and practical

First letters correspond to the Course and the last figure to the classroom

Example: Geoma A2 – corresponds: Geomatics in classroom A2

### LOCATION OF SCHOOL PLACES

<b>EDIFÍCIO PRINCIPAL – MAIN BUILDING (1)</b>	<b>EDIFÍCIO ANEXO – ANNEX BUILDING (14)</b>	<b>AAs – Classroom Block (11)</b>	<b>Pavilhão de Agro-Indústrias – Agro-Industries Building (8)</b>	<b>Pavilhão de Florestal - Forestry Building (4)</b>
12	P10	A1	0.8	PF 1.6
24	P11	A2	0.9 lab	PF 1.7
27	P12	A3	0.10 lab	PF 1.8
33	P14	S1	0.13	PF 1.21
40	P21	S2	1.28	PF 2.11
47	P22	S3	2.24	PF 2.12
48	P23	S4	2.28	
Lab 11	P31	S5		<b>BISA</b> (3)
Lab 13	P41	S6		Sala cartografia
Lab 14		S7		
Lab 18	<b>HERBÁRIO</b> (12)	<b>CHALE</b> (42)	<b>Vacaria – Cow-shed</b> (40)	<b>Cocheira – Stable</b> (41)
Lab 30	Herb Lab	Chale 1	VAC1	Sala-coch
Lab 34	Hber	Chale 2	VAC2	
Lab 46			VAC3	
Lab Ped				
		<b>FMV – Faculdade de Medicina Veterinária</b>		<b>Estufas de Melhoramento de Plantas - Greenhouses of Plant Breeding</b> (19)
		(is another School – in Pólo da Ajuda)		Estufa - Greenhouse

With this list of classrooms (by building) you can find where the class is. The (number) is the location of the building in the campus (map on the first pages of this welcome guide).



## ECTS – European Credit Transfer System

### What are ECTS credits?

ECTS credits are a numerical value (between 1 and 60) allocated to course units to describe the student workload required to complete them. They reflect the quantity of work each course unit requires in relation to the total quantity of work necessary to complete a full year of academic study at the institution, which is, lectures, practical work, seminars, tutorials, field work, private study - in the library or at home - and examinations or other assessment activities. ECTS is thus based on a full student workload and not limited to contact hours only.

ECTS credits are a relative rather than an absolute measure of student workload. They only specify how much of a year's workload a course unit represents at the institution or department allocating credits.

In ECTS, 60 credits represent the workload of an academic year of study and normally 30 credits for a semester.

ECTS credits ensure that the program will be reasonable in terms of workload for the period of study abroad.

### The National Grading System

Credits in ECTS can only be obtained after successful completion of the work required and appropriate assessment of the learning outcomes achieved.

In the national grading system, the results are represented in a scale from 0 to 20, and the minimum mark required to approval is 10.

Classification Class notes	Definition
10 - 13	Satisfactory
14 - 15	Good
16 - 17	Very Good
18 – 20	Excellent

### Before Leaving

On successful completion of studies, students **must go** to the International Relations Office in order to sign the request to issue an official certificate of studies. Please note that the Transcript of Records **only include** the **approved disciplines**; if you and/or Home University want the list of all the disciplines enrolled (approved or not) you should inform us when request the Transcript of Records.

This document is subsequently delivered to the student's Home University more and less two months later and a scanned sent by email to the student.

Also a Certificate of Attendance is issued in this time. You should check if your Home University doesn't have a form to this.

## Accommodation

The International Relations Office is not responsible for settling students in accommodation but tries to do its best providing all the necessary orientation and information for all incoming students. Accommodation in Halls of Residence is extremely scarce and only 1% of foreign students manage to get a place there. To overcome this problem, renting a room in an apartment, shared with other students looking for an extra flat mate to share bills, is the best solution and a less expensive option.

Remember that finding lodgings in Lisbon can be difficult, especially if you are staying for less than a year. While seeking for permanent accommodation the best option for first nights is to stay at a Youth Hostel. Make sure you have a reservation.

Please see <http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/accommodation>

## University Residence

The halls of residence have no single rooms; each room is shared by two or three students, and has wash-basin facilities. There are also shared living room, kitchen and bathroom facilities. Though crockery and cutlery is not provided, you can purchase whatever you need on the spot. The neighboring area has many low-price shops where such items can be bought inexpensively. If such accommodation appeals to you, please state this in your accommodation request so we make arrangements.



## Entry Procedures/VISA

To live in Portugal all students must be bearers of a travel document, such as a valid passport or a national ID card. This is the document usually presented by citizens of the European Union and EEA (European Economic Area), who have the right to move to another Member State to live, study and work. Even so, if they want to apply for a residence permit within 90 days of entry into Portugal is needed to go to the Department of Immigration and Border Control. Confirmation of enrolment in a recognized school or college is required, as well as proof of health insurance coverage.

Nationals of non-EU or non-EEA countries (Iceland, Liechtenstein and Norway) must apply for a Study Visa. This is a special permit issued for foreign students coming to Portugal (unless the country and Portugal have an agreement which provides exemption from visas). In this case, you can obtain the study visa from the Portuguese diplomatic representative of your country (i.e. the Portuguese Embassy or Consulate). This document may be granted on various entry basis and is valid for a maximum period of one year.

Family members may accompany you for the period of staying, by requesting a temporary visa at the Embassy or consulate of the country where they reside before coming to Portugal.

More information at [www.sef.pt](http://www.sef.pt)

## Facilities and Services at ISA

### Library - <http://www.isa.ulisboa.pt/bisa/apresentacao>

The school has a modern central library and computer center, offering a high number of specialized books and periodicals.

Any student wishing to borrow books from the library must request a loan card, which will cost 5,00€.

**Timetable:** Monday-Friday 8:30 to 20:00



### Bookshop – ISA STORE

ISA has a bookshop (Main building) selling school books, literature and stationery.

**Timetable:** Monday-Friday 9:00 to 13:00 and 14:00 to 17:00.

## Computing Facilities

All students have access to computer rooms, which can be an invaluable asset in obtaining information and preparing class assignments and projects. A few classrooms - <http://www.isa.ulisboa.pt/di/instalacoes>- are available with computers and internet access, and the most common software.

Users who have a portable computer with a wireless network board can read their e-mail or access the web from numerous locations around the Campus of ISA without having to hook up their modems.

**A username and password is provided in the act of registration:** To log into [portal Fénix](#), to log into the classroom or to access other network resources, including documents that are privately accessible to the ISA's community.

- **How to have an ISA e-mail**

To have an ISA e-mail account you must go to CIISA (Informatics Division) at Annex Building (nr. 14 on the map).

- **How to change the password**

Do login at <https://www.isa.ulisboa.pt/di/servicos/online/credenciais> with the username and password that was given.

The password should have 8 characters at minimum, with uppercase, lowercase and numbers.

**Timetable:** <https://www.isa.ulisboa.pt/di/horario>

### **Bars and Canteens**

ISA boasts three snack bars, a canteen and a restaurant.

The canteen serves lunch and the price of a standard meal is around 3,00€ and includes soup, the dish of the day, juice and dessert. The snack bars serve a variety of hot and cold light meals and refreshments.

**Timetable:**

Bar: Monday-Friday: 8:00 to 20:00

Canteen: Monday-Friday: 12:00 to 14:30



### **Study Rooms**

There are several study rooms, if you need to study at ISA.

More information at <http://www.isa.ulisboa.pt/alunos/vida-academica/salas-de-estudo>

### **Bank (Santander Totta)**

During the week, banks are open from 8:30 to 15:00. On weekends and on public holidays these services are closed.

However Lisbon abounds in cash point dispensers (ATMs), which can be identified by an MB sign.

Within the ISA building there is a branch of one bank, the Santander Totta.

Your pin number enables you to withdraw cash from any of the Multibanco automatic cash-dispensing machines.

You may also apply for a University Card authorizing you to open a bank account.



**Timetable:**

This Santander branch has special opening hours:  
 Monday, Wednesday, Thursday and Friday from 9:30 to 12:30  
 and from 13:30 to 16:00  
 Tuesday from 11:00 to 12:30 and from 13:30 to 18:30

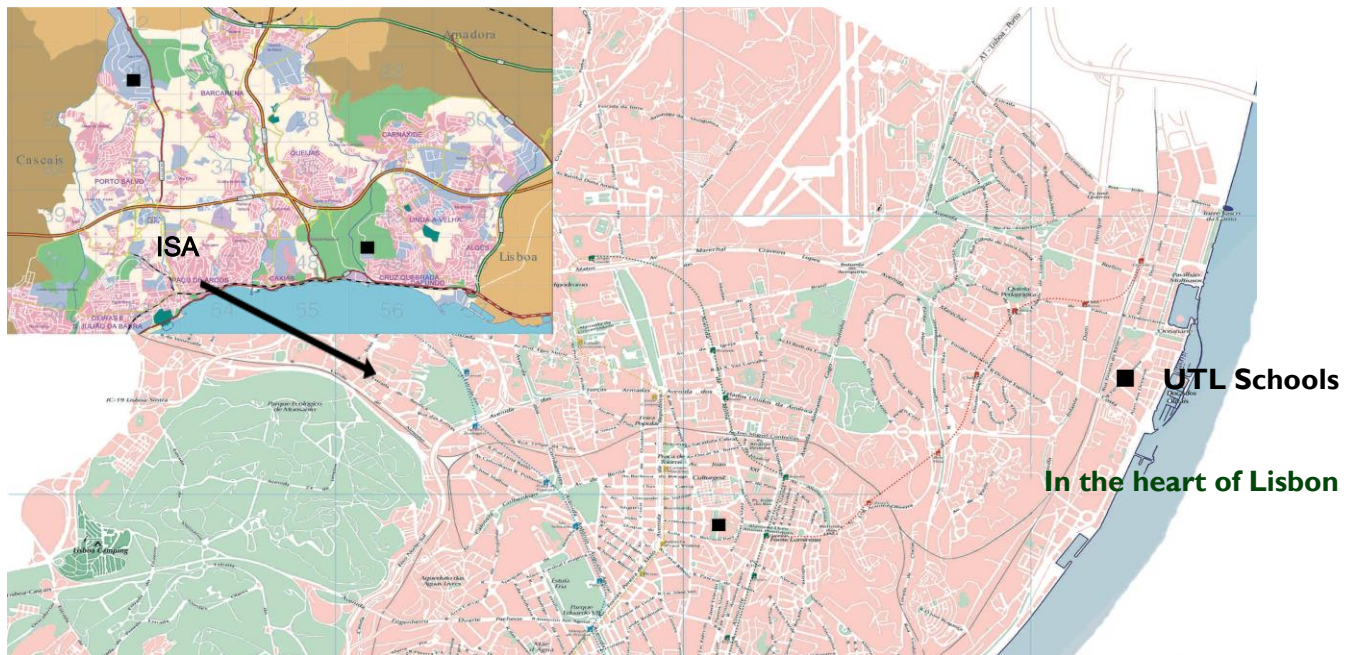


**AEISA**

It is not easy to move to a new country and make new friends. But friends are never far away. There are many opportunities to make contact with students here in ISA, whether it is through the Students Union or with other international students.

The students union (**AEISA**), located on the Main Building, is responsible for cultural activities such as organizing conferences, exhibitions, festivals and concerts as well as athletic activities at different sports' tournaments. More information at <http://ae.isa.ulisboa.pt/>

**Where is ISA**



## How to Get to ISA

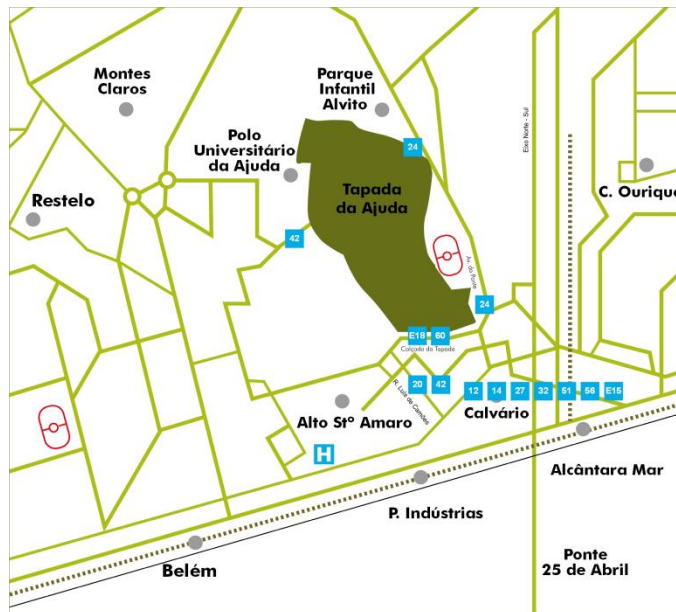
### From the Airport

The nearest airport is at Humberto Delgado (Lisbon). From the airport you can reach the Bus station (Aeroporto Carris). By boarding the bus n° 791 (heading for Cais do Sodré) you can reach the railway station Cais do Sodré.

At this point you can take the tramway n° 18 (Ajuda) or the bus 760 (Cemitério da Ajuda) and go to Calçada da Tapada.

Airport  $\Rightarrow$  Bus n° 91 (Cais do Sodré)  $\Rightarrow$  Cais do Sodré  
 Cais do Sodré  $\Rightarrow$  Tramway n° 18 or bus 760 (Ajuda)  $\Rightarrow$   
 Calçada da Tapada

Calçada da Tapada  $\Rightarrow$  Instituto Superior de Agronomia



### By Train

All international trains stop in Santa Apolónia Station. From there you can take the following public transports to reach the institute:

By boarding the Bus n° 706, you can reach the Bus station Cais do Sodré. From there you can board the tramway n° 18 or the Bus 760 and go to Calçada da Tapada.

More information at <http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/where-is-isa>

### If you bring a vehicle

All the vehicles need to pay a fee to enter in ISA's campus.

You can pay a fee each time you enter in the gate of the "Rua Jau" – 1,50€ - or you can pay a pass for a Semester or a full Academic Year.

To have a pass, you need do to the following steps:

- Go to "Santander" in our School with one photo and your Identity Card and ask the "Student card"
- Go to "Tesouraria" (open hours: Monday to Friday, from 9:30 to 12:00 and from 14:00 to 16:00. Main Building) and make the payment. You will get the receipt that you should keep it and makes proof of your payment close to the gate.
- After more and less 3 weeks, you should check the webpage <http://www.isa.ulisboa.pt/gpre/servicos/comunicacao-institucional/cartoes-de-identificacao-acesso-a-tapada> and if your name is on the list, please go to the GPRE - Gabinete de Planeamento e Relações

Externas (Main Building, in the same place as the International Relations Office) to get your card. Then, together with the receipt of the payment, your card will be activated.

More information at <http://www.isa.ulisboa.pt/gpre/servicos/comunicacao-institucional/cartoes-de-identificacao-acesso-a-tapada> (only available in Portuguese).



### **Our Mission**

The mission of the International Relations Office is to support the University's internationalization and to facilitate the integration of ERASMUS, other foreign students and scholars into the ISA community. Ongoing support and assistance is available to ERASMUS students throughout the whole year.

We hope you feel happy at ISA and that your mobility period is an enjoyable and enriching experience!

Never hesitate to contact us whenever you have any doubts or problems.

The International Relations Office is located on the Main Building, in the entrance on the left side (main door of this Building).

The **International Relations Office** will be available: **Monday and Tuesday**, from **14:00 to 16:00**; **Wednesday** from **10:00 to 12:00** and from **14:00 to 16:00**; **Thursday and Friday** **10:00 to 12:00**.

### Summary of Useful Information for International Students

<b>Official Name of Partner Institution</b>	<b>Instituto Superior de Agronomia</b> (School of Agriculture) Universidade de Lisboa (ULisboa)
<b>Erasmus Code</b>	<b>P LISBOA I09</b>
Street Address	Tapada da Ajuda, 1349-017 Lisbon
<b>President of Institution</b>	Prof. Dr. António Guerreiro de Brito
<b>International Relations Office Coordinator</b>	Prof. Dra. Cristina Cunha Queda
<b>Erasmus Contact Person</b> <i>phone</i> <i>fax</i> <i>e-mail</i>	Paula Malveiro +351 213 653 401 +351 213 653 195 <a href="mailto:ri@isa.ulisboa.pt">ri@isa.ulisboa.pt</a>
<b>Office of International Relations</b> <i>official name of office,</i> <i>address</i> <i>phone</i> <i>fax</i> <i>email</i>	International Relations Office Instituto Superior de Agronomia, Tapada da Ajuda, 1349-017 Lisbon  +351 213 653 401 +351 213 653 195 <a href="mailto:ri@isa.ulisboa.pt">ri@isa.ulisboa.pt</a>
<b>Internet Address/www</b>	<a href="http://www.isa.ulisboa.pt">www.isa.ulisboa.pt</a>
<b>Homepage for Incoming Students</b>	<a href="http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility">http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility</a>
<b>Nomination of Erasmus Students should be sent to</b>  <i>fax</i> <i>email</i>	International Relations Office  +351 213 653 195 <a href="mailto:ri@isa.ulisboa.pt">ri@isa.ulisboa.pt</a>
<b>Forms necessary for acceptance</b>	Application Form, Learning Agreement and an academic transcript (official examination results).  Application form is available online at: <a href="http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/how-to-apply">http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/how-to-apply</a>
<b>Deadlines for applicants</b>	30 May (1 <sup>st</sup> semester or full academic year) and 30 October (2 <sup>nd</sup> semester)
<b>Academic Calendar</b>	<a href="http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/calendar">http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/calendar</a>



<b>Courses and Study Plans</b>	<p><a href="http://www.isa.ulisboa.pt/ensino/ciclos-de-estudos">http://www.isa.ulisboa.pt/ensino/ciclos-de-estudos</a></p> <p>Courses for the 1<sup>st</sup> Cycle - <a href="http://www.isa.ulisboa.pt/ensino/licenciaturas">http://www.isa.ulisboa.pt/ensino/licenciaturas</a></p> <p>Courses for the 2<sup>nd</sup> Cycle - <a href="http://www.isa.ulisboa.pt/ensino/mestrados">http://www.isa.ulisboa.pt/ensino/mestrados</a></p>
<b>Enrolment Criteria for Exchange Students</b>	<ul style="list-style-type: none"> <li>• Maximum 42,0 ECTS per each Semester</li> <li>• Maximum 1 Project course per Semester</li> <li>• Submission of “Changes to Learning Agreement” only available until the 4<sup>th</sup> week of the starting day of classes (see page 10). Changes only allowed once, without exceeding the enrolment limits.</li> <li>• Some of the optional subjects may have limited places. We cannot guarantee its availability for all students.</li> </ul>
<b>Syllabus</b>	<a href="http://www.isa.ulisboa.pt/alunos/vida-academica/paginas-de-disciplinas">http://www.isa.ulisboa.pt/alunos/vida-academica/paginas-de-disciplinas</a>
<b>Language Requirements</b>	<p>All the lectures are taught in Portuguese.</p> <p>However, a minimum of English is also need, because some of the materials and information is available in this language.</p>
<b>Educational language for Exchange Students</b>	<p>Portuguese language Course</p> <p>For this beginner's course is need to pay 75 Euros, which must be done after arrival at School but before the beginning of the Portuguese Course, that will last 56 hours. However, since we have a limited number of places, we will only be able to accept the first 20 students that apply.</p>
<b>Accommodation</b>	<p>We have just limited number of rooms in the students' residences of the ULisboa.</p> <p>In that sense, most of the students will have to find their own private accommodation in the city of Lisbon.</p> <p><a href="http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/accommodation">http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/accommodation</a></p>
<b>How to get at ISA</b>	<a href="http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/where-is-isa">http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/where-is-isa</a>
<b>Useful Information</b>	<a href="http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/useful-info">http://www.isa.ulisboa.pt/en/gpre/services/international-mobility/incoming-mobility/useful-info</a>
<b>ULisboa Internet Address</b>	<a href="http://www.ulisboa.pt">www.ulisboa.pt</a>



## Other information

### Health Care Services

In order to have access to health care, E.U. citizens, who do not reside in Portugal, must be accompanied by either their passport, identity card or by the European Health Insurance Card.

#### Public Health Clinic

In Portugal most people receive medical treatment through the Public Health Clinic (“Centro de Saúde”). That is run through the National Health System in order to provide general healthcare for the general public. In case of sudden illness you should go to the permanent attendance service (SAP).

#### Hospital

The district of Lisbon has many hospitals that are also run through the National Health System. The emergency section of the hospital is open 24 hours a day. Only in cases of risk to life or real emergency should you go to the emergencies section (“urgências”).

Otherwise you should go to the “SAP” at the nearest public health clinic. In the event of an emergency, dial 112 (free call) and ask for the ambulance or police service.

#### Student Social Services

As an ISA student you are entitled to medical care at very low prices through our Social Services:

Social Services' Medical Care - ULisboa

Pólo Universitário do Alto da Ajuda

Tel.: +351 210 493 560

The medical center offers consultations in the following specialties: general practice, family planning and maternal health, ophthalmology and psychology. They are also provided, nursing services and vaccination.

The visits should be arranged, preferably, by email ([centro.medico.cedar@estadio.ulisboa.pt](mailto:centro.medico.cedar@estadio.ulisboa.pt)) or by phone, every weekday from 9:00 to 18:00.

#### Pharmacies

Most pharmacies in Lisbon are open during the week from 9:00 to 13:00 and from 15:00 to 19:00. On Saturday the opening hours are from 9:00 to 13:00. They are closed on Saturday afternoon and on Sunday.

Special 24-hour services are made available by pharmacies on a rotation basis. You can check their addresses at the door of any pharmacy (open or closed) or ask through the telephone number 118.

### **Vaccination**

For the purposes of entering, residing and studying in Portuguese territory, there are no statutory requirements with respect to vaccination. Nevertheless, the Portuguese Ministry of Health highly recommends that all citizens be vaccinated against tetanus, with a maximum lapse of ten years between doses.

In this sense, a Photocopy of Vaccines Bulletin (with tetanus vaccine on day) is requested when students make the registration in our School.

### **Payments and healthcare insurance**

Healthcare must always be paid for, either directly by the patient or by means of a health insurance policy. It is the student's responsibility to ensure that he/she has an adequate health insurance policy.

### **Social Security Systems**

You should bring your European Health Insurance Card and you will be treated as if they were a Portuguese citizen. Many students can benefit from the international agreements in which Portugal participates in order to gain access to the Portuguese Social Security System and through it to the National Health System.

For further information about these conventions and agreements, students should contact the social security services in their home country before traveling to Portugal.

If you are coming for a six months' study period or more, then you are entitled to use this service, as if you were a permanent resident.

### **Sports Facilities**

Life at ULisboa is not confined to academic activities. ULisboa encourages and supports the student's growth and development, promoting social and cultural interaction, creativity and community development. Leisure and culture activities are organized both by the University and by the different Schools and Student Associations, including bands and choirs, theatre groups, ballet, cinema, video, photography, soccer, swimming, athletics, rugby, motorcycling and adventure sports. ULisboa also has a Physical and Recreation Activity Centre, CEDAR, which provides facilities for several indoor and outdoor sports and health and fitness.

### **CEDAR / ULisboa - Keep moving at ULisboa!**

Sports and recreation play an important role in the fulfillment of ULisboa's mission. CEDAR promotes a wide range of physical activities aimed to keep you moving. To this end, CEDAR/ULisboa offers a wide range of options including aerobics, aero-local gymnastic, aikido, badminton, basketball, capoeira, cardio-fitness, korfbal, indoor football, GAP,

hip-hop, karate, weightlifting, Pilates, posture and stretch, salsa dancing, step, table-tennis, volleyball and adventure sports.

**CEDAR / ULisboa**

Pólo Universitário do Alto da Ajuda

1349-055 Lisboa

<http://www.ulisboa.pt/home-page/viver/desporto-e-saude/>

**Buses:** 42 - 60 - 723 – 729

**Estádio Universitário de Lisboa**

Av. Professor Egas Moniz

1600-190 Lisboa

<http://www.estadio.ulisboa.pt/>

**Buses:** 31 - 701 - 732 - 735 - 738 - 755 – 764 – 768

**Subway:** Cidade Universitária (yellow line)

**Electricity**

The local current is 220 AC and connection is made by a two-pin plug.

**Post-Office**

During the week, post offices are open from Monday to Friday between 9:00 and 18:00 and closed on weekends.

Stamps can also be purchased from several other places which generally display a stamp sign.

You can also send fax from Post-offices.

**Drugs**

All drug dealing is strictly forbidden. The use or possession of drugs is totally against the law and carries heavy penalties.

## Welcome to ISA!

