

# STUDYING AT OUR UNIVERSITY



UNIVERSIDADE  
CATÓLICA  
PORTUGUESA

PORTO





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# UNIVERSIDADE CATÓLICA PORTUGUESA - PORTO

The Universidade Católica Portuguesa in Porto began its activities in 1978 with the College of Law and comprises, at present, eight Schools/Colleges, distributed among the two campuses situated in the city of Porto: The Asprela and the Foz Campus.

The “Asprela Campus”, located in the eastern part of the city, at this time comprises the “Faculty of Biotechnology”, which will soon relocate the Foz Campus to the scientific building, presently under construction.

Located by the “Foz Velha”, the “Foz Campus”, encompasses seven Schools: the “Law School”; the “Católica Porto Business School”, the “College of Theology”, the “School of Arts”, the “Faculty of Education and Psychology” and the Institute of Health Sciences, as well as the Institute of Bioethics and offers numerous degree and post-degree programs.

## ACADEMIC LIFE AT UNIVERSIDADE CATÓLICA PORTUGUESA - PORTO

### CAMPI SCHEDULE

Both campi are open 24/7, nearly 365 days a year (exceptions are Christmas and New Year’s Day as Well as Easter Day).

You may thus, come and stay in the University at any time. Although, be aware that, as of 11PM the Student Card Id is required in order to access Campi.

University services are closed on the 2<sup>nd</sup> and 3<sup>rd</sup> week of August as well as for a few days during Christmas and Easter season. (Please check these dates upon arrival.)

### CAMPUS ONLINE

Campus Online is the academic platform where you can access:

- **e-SCA**
  - Grades
  - Virtual Academic Affairs
  - Virtual Cashiers’ Office
- **Blackboard**
  - Information on each course
  - Bibliography
  - Work/Papers Submission
  - Notifications
  - Create and integrate communities
- **General Information**
  - Calendar
  - News
  - Services
  - Job Portal

### Blackboard Access

- Go to [www.porto.ucp.pt](http://www.porto.ucp.pt) or to your School webpage
- In the grey menu, choose “online campus”
- Enter your **username** (number of student@ucpcrp.pt) and **password** (you will receive this information on the day after your registration).



Iniciar Sessão Aqui

Alterar tamanho do texto | Configurações de Contraste alto

Não está Autenticado  
Insira as suas credenciais e clique no botão Logon abaixo.

NOME DE UTILIZADOR:

SENHA:

Logon

studentnumber@ucpcrp.pt

Password received the day after matriculation.

Save it!

## STUDENT CARD

The student card is the student's ID document. This document allows you to:

- Identify yourself whenever you come to campus after 11 pm.
- Access Católica Print (self-service printing) (see additional information below in "Printing and Self-Service Copying System")
- Identify yourself outside the university and enjoy special benefits (theaters, museums, etc.)

The student card must be renewed every year.

## STUDY AREAS

In addition to the Study Room, located on the 1<sup>st</sup> floor of the Central Building (Foz Campus), in each campus you will find several study areas distributed throughout the hallways.

Please Notice: It is important that you use these areas in a responsible manner and by keeping in mind that there are other people studying and working or even attending classes in the surrounding areas.

## PRINTING AND COPYING SELF-SERVICE SYSTEM

The Printing and copying self-service system is available in both campuses. To use this equipment students should preload the student card using the coin validator located on the main halls of both campuses.



You can print and copy in black and white as well as in color by using multifunctional devices that work on self-service mode. You can order printing using wireless devices, wherever you are (on Campus or from home). If you have any questions or doubts, please contact: [catolicaprint@porto.ucp.pt](mailto:catolicaprint@porto.ucp.pt).

Watch how to access this facility near any machine or in [www.porto.ucp.pt/catolicaprint](http://www.porto.ucp.pt/catolicaprint)

## SIGNAGE

### On campus, signage is simple:

#### Asprela Campus

The campus has mobility zones **A, B, C, D,** and **E**. Each location will have displayed information according to the type (**Classroom, Laboratory, Office**), floor and number.

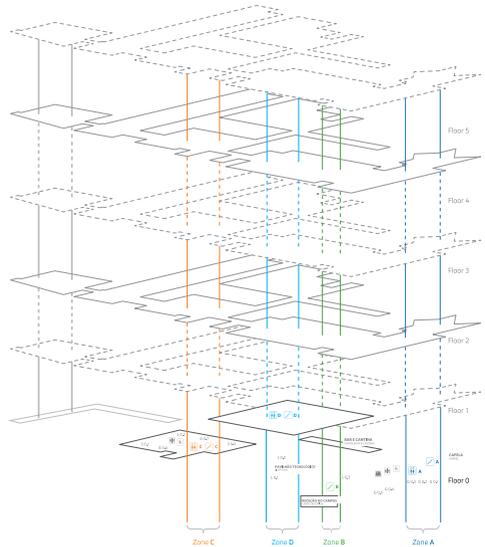
Considering this, if you have classes at **L 3.4**, I know that it is a laboratory that is located on the 3<sup>rd</sup> floor.

If a teacher tells you to go to his office **G 5.12**, you know his/her office is located on the 5<sup>th</sup> floor.

#### Foz Campus

Each site will display information regarding the building where it is located, as well as its floor and its number.

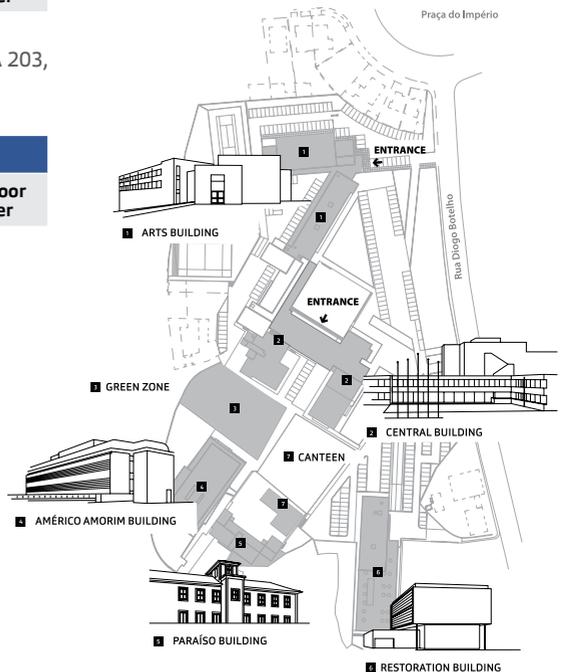
Considering this, if you have classes in room **EC105**, you know that the room is located in the Central Building, on the 1<sup>st</sup> floor.



EC	1	05
Central Building	1 <sup>st</sup> floor	Room number

If a teacher tells you to go to his office EA 203, you know his/her office is located on:

EA	2	03
Arts Building	2 <sup>nd</sup> floor	Office door number



## STUDENTS' SERVICES

### INTERNATIONAL RELATIONS OFFICE

Aiming to promote and to ease students' international exchange, the International Relations Office offers information and guidance regarding exchange programs and opportunities. For the international students at Universidade Católica Portuguesa – Porto, it offers assistance regarding their integration and continuous stay in Porto. For a more convenient service experience, please book an appointment through e-mail or phone.

#### ASPRELA CAMPUS

✉ international@porto.ucp.pt

☎ 22 558 00 63

🕒 **Monday, Wednesday and Thursday:**  
9:30am - 12:15pm | 2:30pm - 3:30pm  
**Tuesday:** 2:30pm - 3:30pm

📍 Ground Floor

#### FOZ CAMPUS

✉ international@porto.ucp.pt

☎ 22 619 62 86

🕒 **Monday, Wednesday and Thursday:**  
9:30am - 12:15pm | 2:30pm - 3:30pm  
**Tuesday:** 2:30pm - 3:30pm

📍 Restoration Building - Ground Floor

### ACADEMIC SERVICES

Academic Services manage the student's academic processes and front office service, as well as information on the scheduled academic activities.

Foz and Asprela Asprela Campuses

Academic Services are located in the ground floor of the main building.

You can also access these services on-line at: <http://secretaria.porto.ucp.pt/e-sca/Esca.aspx>, by selecting e-SCA-EN. (see Campus on-line, page 4, for further information).

#### ASPRELA CAMPUS

✉ s.academicos@porto.ucp.pt

☎ 22 558 00 55/98

9:00am - 1:00pm | 2:00pm - 6:00pm

🕒 **Monday to Friday:**  
9:30am - 12:30pm | 2:00pm - 5:15pm  
**Saturday:** 9:45am - 11:45am

📍 Ground floor

#### FOZ CAMPUS

✉ s.academicos@porto.ucp.pt

☎ 22 619 62 06

🕒 **Monday to Friday:**  
9:45am - 11:45am | 2:15pm - 4:15pm  
6:00pm - 8:00pm

📍 Central Building - Ground Floor

### LIBRARY

The Library's mission is to provide all the information resources needed to, the study, teaching and research of the University Community as well as to its relations with its public.

The Library offers a varied and comprehensive range of services, which we invite you all to meet through the website: [www.biblioteca.porto.ucp.pt](http://www.biblioteca.porto.ucp.pt)

#### ASPRELA CAMPUS

✉ biblioteca@porto.ucp.pt

☎ 22 558 00 03

🕒 **Monday-Friday:**  
8:30am - 7:00pm | Saturday: 9:00am - 1:00pm

📍 Cideb Building - Level 1

#### FOZ CAMPUS

✉ biblioteca@porto.ucp.pt

☎ 22 619 62 41

🕒 **Monday-Friday:**  
8:30am - 8:30pm

📍 Central Building - Entrance: Level 2

## STI (COMPUTING SERVICES)

The Computing Services offer you the following services:

- Free access to computer labs in order to do your works
- Free access to the Internet
- E-mail account
- Personal area in the network for data archive
- Document Printing
- Digital Scanning

In order to access these services please ask, at the Computing Services Department, for an application form.

### ASPRELA CAMPUS

✉ sti@porto.ucp.pt

☎ 22 558 00 92

🕒 Helpdesk: **Monday-Friday:**  
9:00am - 1:00pm | 2:00pm - 6:00pm

📍 Level 4 - Lift/Stairs C

### FOZ CAMPUS

✉ sti@porto.ucp.pt

☎ 22 619 62 96

🕒 Helpdesk: **Monday-Friday:**  
9:00am - 1:00pm | 2:00pm - 6:00pm

📍 Central Building - EC 006

## STUDENTS AND EMPLOYABILITY OFFICE

The Students and Employability Office aims to support students at a personal, social and psychological level as well as the University's relation with the labour market.

### ASPRELA CAMPUS

✉ ee.geral@porto.ucp.pt

☎ 22 558 00 41

🕒 **Monday-Friday:**  
9:00am - 6:30pm

📍 Ground floor. Academic Area

### FOZ CAMPUS

✉ ee.geral@porto.ucp.pt

☎ 22 619 62 26

🕒 **Monday-Friday:**  
9:00am - 6:30pm

📍 Arts Building: EA 113

## BOOKSTORE

The bookstore is located in the Arts Building (EA), near the Ilídio Pinho Auditorium.

In addition to the publications on different themes and the recommended books for each course, you can also find stationery for sale.

We offer discounts on all books.

To make suggestions, orders or ask for information, you can visit us or contact us via the following contacts:

✉ livraria@porto.ucp.pt

☎ 22 619 62 57

🕒 **Monday-Friday:**  
10:00am - 1:30pm | 2:30pm - 7:00pm

## CAMPUS LIFE

### RESTAURANTS AND BARS

#### ASPRELA CAMPUS

##### BAR & CANTEEN

###### ☉ Monday-Friday:

8:00am - 9:00pm | Saturday: 8:30am - 1:00pm

There are also several vending machines spread throughout campus.

#### FOZ CAMPUS

##### BAR @ CENTRAL BUILDING

###### ☉ Monday-Friday:

8:00am - 9:00pm | Saturday: 8:30am - 1:00pm  
(coffee shop and light meals)

##### BAR @ ARTS BUILDING

###### ☉ Monday-Friday:

9:00am - 6:00pm (coffee shop and light meals)

##### CANTEEN

###### ☉ Monday-Friday: 12:00pm - 2:30pm

There are also several vending machines spread throughout campus.

## ABOUT PORTUGAL AND PORTO...

### ABOUT PORTUGAL... FAST FACTS

Capital City	Lisbon (pop 720,000)
Area	92,391 sq km / 35,672 sq miles
Population	10.400.000
Time Zone	GMT/UTC 0 ()
Daylight Saving Start	last Sunday in March
Daylight Saving End	last Sunday in October
Language	Portuguese (official)
Religion	97% Roman Catholic, 2% others
Currency	Euro (€)
Electricity	220V 50Hz



### ABOUT PORTO...

#### LIVING COSTS

A foreign student in Porto should take into account the following average living costs:

Accommodation in a private house	300€ / 350€ month
Loaf of bread	1,5€
Coffee (expresso)	0,65€
Beer	1€
One course meal	7,5€
Fast food/Salads	6€
Pizza	5€
Bus ticket 0,90€ (bought in advance)	1,45€ (at the bus)
Still water (small)	0,50€

#### PUBLIC TRANSPORTATION

##### • Buses

There are several buses that can get you directly to both Campuses. The bus fare is 1.20 Euros (if you buy the ticket in advance) or 1.85 Euros (if you buy it at the bus). A daily ticket is also available for 7 Euros and can be used for an unlimited number of bus trips, during the same day. If you use the bus or metro daily, a monthly pass is recommended.

### • Subway

There is a direct subway line from the airport to the City Center. Although there is no direct subway line to the University's Foz campus, you can take the subway to "Casa da Música", and then take a bus to the Foz campus.

There is a subway line to the Asprela Campus. The station is Pólo Universitário, yellow line – D.

For further information: [www.metroporto.pt](http://www.metroporto.pt) and [www.itinerarium.pt](http://www.itinerarium.pt)

### • Taxi

The best way to get to Foz do Douro from the airport is by taxi. This will take approximately 20 minutes and it will cost about 20€.

You can call a taxi through the following phone numbers:

☎ 22 5073900 (Rádio Táxis), ☎ 22 5076400 (Táxis Invicta)

### • Trains

If you need to travel within the country, trains may be a good option. There are several daily trains connecting the major cities in Portugal. They can offer a good price, and are a comfortable option for most popular destinations. Discounts are available for students.

You can find further information at: [www.cp.pt](http://www.cp.pt)

## IMPORTANT ADDRESSES AND PHONE NUMBERS

National Emergency Number, **112**

### Hospitals

Hospital Geral de Santo António | Largo Prof. Abel Salazar ☎ (+351) 222077500

Hospital de S. João | Alameda Prof. Hernâni Monteiro - Paranhos ☎ (+351) 225512100

Hospital da Prelada ☎ (+351) 228330600

### Nearby Pharmacies:

#### Foz Campus

Farmácia Cristo Rei | ☎ (+351) 226181975

Farmácia da Foz | Rua Sr.ª da Luz, 382 ☎ (+351) 226 180 127

Farmácia de Gondarém | Rua de Gondarém, 360 ☎ (+351) 226 197 580

#### Asprela Campus

Farmácia Marques Mendonça | Rua Amial, 251 ☎ (+351) 228327118

### Police Stations

#### Foz Campus

R. Monsenhor Manuel Marinho, 15

4150-482 Porto

☎ (+351) 226108179

#### Asprela Campus

8ª Esquadra – Bom Pastor

Largo do Campo Lindo nº 1

4200-377 Porto

☎ (+351) 225574900

## USEFUL INFORMATION

### Opening a bank account

You can open a bank account as a Portuguese student. In order to do so, you will need:

1. A fiscal number, which is free and can be obtained at the fiscal office or at Loja do Cidadão;
2. Copy of your passport;
3. Declaration stating that you are studying in a Portuguese University;
4. Declaration stating that you have a Portuguese address obtained at the local "Junta de Freguesia".

Banks in Portugal are open between 8.30 am and 3 pm from Monday to Friday. Banks are closed on official holidays.

## STUDENT CARD DISCOUNT

This card will award you discount in theatre tickets, museums and public transportation.

## MOBILE PHONES

There are several mobile phones operators in Portugal. If you wish to use a Portuguese phone network, please contact their agencies, spread out through the city.

## MAJOR HOLIDAYS

1 <sup>st</sup> January	New Year Day
(March/April)	Good Friday
25 <sup>th</sup> April	Liberty day
1 <sup>st</sup> May	Labour Day
10 <sup>th</sup> June	Camões – National Day
24 <sup>th</sup> June	St. John's Day (Porto only)
15 <sup>th</sup> August	Assumption
5 <sup>th</sup> October	Republic Day
1 <sup>st</sup> November	All Saints Day
1 <sup>st</sup> December	Restoration of Independence
8 <sup>th</sup> December	Immaculate Conception Day
25 <sup>th</sup> December	Christmas Day

## TO START...IN PORTUGUESE

English	Portuguese
Hello!	Olá!
Goodbye	Adeus
Good morning	Bom dia
Good afternoon	Boa tarde
Good evening/Goodnight	Boa noite
Yes	Sim
No	Não
Thank you	Obrigada
Please	Por favor
Sorry	Desculpe
What time is it?	Que horas são?
Where is...?	Onde fica?
How much is it?	Quanto custa?
The bill, please.	A conta, por favor

UNIVERSIDADE CATÓLICA PORTUGUESA - PORTO

**Foz Campus**

Rua Diogo Botelho, 1327

4169-005 Porto

PORTUGAL

 (+351) 226 196 286

**Asprela Campus**

Rua Arquiteto Lobão Vital

4200-072 Porto

PORTUGAL

 (+351) 225 580 063

[www.porto.ucp.pt](http://www.porto.ucp.pt)