**Universidad Politécnico do Porto**

**P PORTO05**

>>> GRI-ISCAP| Incoming <gri3@iscap.ipp.pt> 5.5.2016 17:40 >>>

Dear students,

We are now preparing the winter semester/whole academic year exchange period.

All the necessary information can be found in our [website](http://www.iscap.ipp.pt/gri/).

**Application Procedures:**

**1. Deadline:**

Winter Semester/Whole Academic Year: 1st of June

**2. Procedures:**

All students must fill in the [e-application form](http://www.iscap.ipp.pt/gri/site/index.php/incoming-mobi-students/application) that can be found [here](http://www.iscap.ipp.pt/gri/site/index.php/component/rsform/form/6-application-form).

Before starting the e-application, please read the requirements and prepare all the necessary documents beforehand.

We look forward to receiving your applications!

Best regards,

*Andreia Oliveira*

**International Office | INcoming Mobility**

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**ISCAP** -***Porto Accounting and Business School***

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>>> GRI-ISCAP| Incoming <gri3@iscap.ipp.pt> 8.4.2013 17:39 >>>

Dear Partners,

We are now preparing the 2013/14 academic year and the winter semester exchange period.

Herewith, we are sending information you can also find in our website, here: <http://iscap.ipp.pt/gri/drupal/>

**Application Procedure:**

**1.    Application deadlines:**

Winter Semester/ Academic year: 1st June

Summer Semester: 1st November

**2.    Application Requirements:**

a) all nominated students should also send their transcript of records and have, at least, a mean average grade of 14/20, a C according to our ECTS Grading Scale:

17 a 20 - A

15-16 - B

13-14 - C

11-12 - D

10 - E

8 a 9 - FX

Under 8 - F

b) All nominated students must send us a proof of their English competence (minimum B2). In alternative, candidates should answer an online test, under your surveillance, in which they must get at least 70%. A copy of the result should be emailed to [us](mailto:gri3@iscap.ipp.pt) by the Erasmus Coordinator/International Office. The test is called TESTPODIUM - Test Level 2 and you can find it [here](http://www.testpodium.com/en/main/englischtest_02.asp).

Candidates just need to register in the website and do the test, which takes about 30 minutes. **No student will be accepted without us receiving their application forms duly filled and signed together with the transcript of records and the English Test result/ English Proficiency Proof.**

**3.    Application forms:**

Please download them [here](http://iscap.ipp.pt/gri/drupal/?q=mobility#overlay-context=node/164%3Fq%3Dnode/164http://www.iscap.ipp.pt/gri/exchange_programs.html) and send them to the indicated address.

**4.    Exchange Program:**

Before applying, nominated students should check our [Exchange Program](http://www.iscap.ipp.pt/gri/drupal/?q=courses) and choose the necessary credits from the available offer, paying attention to the specifications of each course.

Please note that:

a) students can ONLY enroll in these courses, if they don't have Portuguese Proficiency. Moreover, they can also follow other language classes apart from English: German, French, Russian, Spanish (the latter begins with intermediate level).

b) the course "Project" will be only available under very special conditions: The International Coordinator must send us a letter stating that the student needs to develop a project in a specific topic, not available at the "Exchange Program", together with a description of the project objectives. ISCAP will then check if there is an available supervisor for the required project and inform the host institution if the student is accepted.

c) if students have good command of Portuguese, they can pick courses from the regular [Portuguese Programs](http://www.iscap.ipp.pt/site/php/cursos.php?curs=4).

d) More information on the school, courses, procedures, the city and cost of living is available [here](http://www.iscap.ipp.pt/gri/drupal/handbook/hb_welcome.html).

**5.    Academic Calendar:**

Winter Semester: mid September (dates not yet available)

Summer Semester: mid February (dates not yet available)

Regarding your accommodation question, I inform you that we do not have dormitorys but, COMAP - The Buddies' Committee which manages the Accommodation Database for Exchange Students can also give you access to the Database, in due time so, COMAP helps students finding private accommodation, in case students ask to.

We appreciate your understanding on this and count with your cooperation.

We look forward to receiving your students here at ISCAP!

Best regards,

*Ana Monteiro*

**International Office**

**INcoming mobility**

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