

# MASTER IN LAW AND MANAGEMENT

**ACADEMIC YEAR 2019/2020**  
**LENGTH 3 SEMESTERS**  
**100 ECTS**

## **ENTRIES**

40 places

## **APPLICATIONS**

### **DEADLINES**

- o Submission of applications ..... from 28 February to 30 april;
- o Placement results ..... until 24 may;
- o Submission of complaints over results ..... from 24 to 31 may;
- o Enrolment..... 3 to 7 June;

## **REQUIREMENTS**

Holders of a bachelor's degree (licenciatura) or legal equivalent.

## **SELECTION CRITERIA**

Applicants will be selected on the following parameters:

- o Final grade of the degree with which the applicant is applying (50%);
- o Relevance and suitability of prior background for the master's degree course (50%) (the jury assigns each applicant a grade of 0 to 20, based on an analysis of the letter of motivation and curriculum vitae. If necessary, the members of the jury may decide to conduct an interview with all or some of the applicants. (i) a degree in Law; (ii) for post-Bologna graduates in Law, a bachelor degree corresponding to, at least, 240 ECTS.
- o Applicants with a rating lower than 9,5 will be automatically excluded.

## SUBMISSION OF APPLICATIONS (ONLINE):

- o Fill the application form (online);
- o Payment of the application fee, using the ATM or Paypal reference given during the submission (51,00€).
- o Online submission of the following documents: motivation letter, curriculum vitae (European model), copy of the course(s) certificate(s); copy of the tax number identification card; copy of the identification card.
- o Applicants conditioned upon the conclusion of the bachelor's degree must send a school record with the subjects already completed and the final grade. Also, send a declaration stating the degree, the school, the expected average and the conclusion date.  
They must also send a statement from the institution of higher education where they attend the degree, proving their academic situation.
- o Applicants with foreign qualifications must send a school record or a declaration with the final average of the degree.
- o Candidates who do not report the final grade average, expected or completed, will be graded with a minimum score of 10 on the 0-20 scale.

***Applications that are not complete with all documents or whose application fee has not been paid will be dismissed.***

### FEES\*

o Application fee .....	51,00€
o Administrative cost per enrolment (each year) .....	35,00€
o School Insurance (each year) .....	3,00€
o Annual fee of the taught part .....	4600,00€
(annual amount paid in 8 instalments (1st x 1450 € + 7 x 450€))	
o Non-taught part (dissertation), one year .....	1600,00€
(annual amount paid in 2 instalments)	
o Extension of the non-taught part (90 days) .....	800,00€

\*Tuition fees are subject to approval of the General Council of NOVA University, Lisbon.

\*Reading this information does not exempt applicants from consulting tuition fees and the table of emoluments for the academic year in question

The application fee is paid by ATM or Paypal. The reference will be given online, upon submission of the application form.

***Mandatory courses will be taught in English. Some elective courses will be available in English, others will be taught in Portuguese.***

## MERIT SCHOLARSHIP

### NOVA LAW OFFERS DISCOUNTS ON 2ND CYCLE FEES FOR THE BEST APPLICANTS

Discount of 50%, if the final average classification is equal to or greater than 17 (on a scale 17/20) or 8,5 (on a scale 5/10).

In the non-taught semesters (dissertation) three merit scholarships will be granted: one that corresponds to the total of the tuition fee, which will be awarded to the best grade in the curricular phase, and two to the second and third best classifications, who will have a reduction of half of the amount of the tuition fee.

NOVA Law alumni have 10% discount on the total amount of the tuition fee.

Discount of 5% over the total amount of the tuition fee of the taught or of the non-taught part, if paid upon the registration or enrolment period.

Discount of 25% for members of the Association of Portuguese Judges and the Trade Union Association of Public Prosecution Service Magistrates.

\* Discount on the annual amount of the fee, during the regular time of the course.

Discounts are applied upon request of the interested parties and will be applied on the date of payment of the last instalment of the tuition fees.



### INFORMAÇÕES ADICIONAIS

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