



# STUDYING AT THE PORTO REGIONAL CENTRE OF THE CATHOLIC UNIVERSITY OF PORTUGAL



UNIVERSIDADE  
CATÓLICA  
PORTUGUESA

PORTO





## STUDYING AT THE PORTO REGIONAL CENTRE OF THE CATHOLIC UNIVERSITY OF PORTUGAL

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## 1. THE CATHOLIC UNIVERSITY OF PORTUGAL IN PORTO

The Catholic University of Portugal in Porto began its activities in 1978 with the College of Law and comprises, at present, 13 degree programs, 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, comprises the “Faculty of Biotechnology” and the “Institute of Health Sciences”, which offers several programs concerning these fields of study.

Located by the “*Foz Velha*”, the “*Foz Campus*”, encompasses six Schools: the “Law School”; the “School of Economics and Management”, the “College of Theology”, the “School of Arts” and the “Faculty of Education and Psychology” as well as the Institute of Bioethics and offers numerous degree and post-degree programs.

### 1.1. Academic Life at Catholic University of Portugal in Porto

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#### 1.1.1. *Campuses* Schedule

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Both *campuses* 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 11:00 pm the Student Card ID is required in order to access each *campus*.

You may bring a friend to *campus*, even if that friend is not a student at our University. In such cases your friend will have to identify him/herself and leave an ID document at the door. You will be responsible for him/her.

University services are closed on the 2<sup>nd</sup> and 3<sup>rd</sup> week of August as well as few days during Christmas and Easter holidays.

#### 1.1.2 *Campus* Online

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*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

### 1.1.3. 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).



### 1.1.4. Student Card

The student card is the student’s ID document. This document enables you to:

- Identify yourself whenever you come studying at the University after 11:00 pm.
- Access Católica Print (self-service printing) (see additional information under “1.1.6 - Printing and Self-Service Copying System”)
- Identify yourself outside the university and enjoy special benefits (theatres, museums, etc.)

The student card must be annually renewed.

### 1.1.5. Study areas

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

Please Notice: It is important that the use of these areas is done responsibly and having taken into consideration that there are other people studying, working or even attending classes nearby.

### 1.1.6. Printing and copying Self-service System

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



You can print and copy in black and white as well as in color using multifunctional devices that will work on self-service mode. The print order can be given via wireless, on *Campus*, from home, from your computer or from the computer labs.

Any question or doubt that you may have on this topic please send an email to: [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)

### 1.1.7. Sinaletic

**On campus, sinaletic is very simple:**

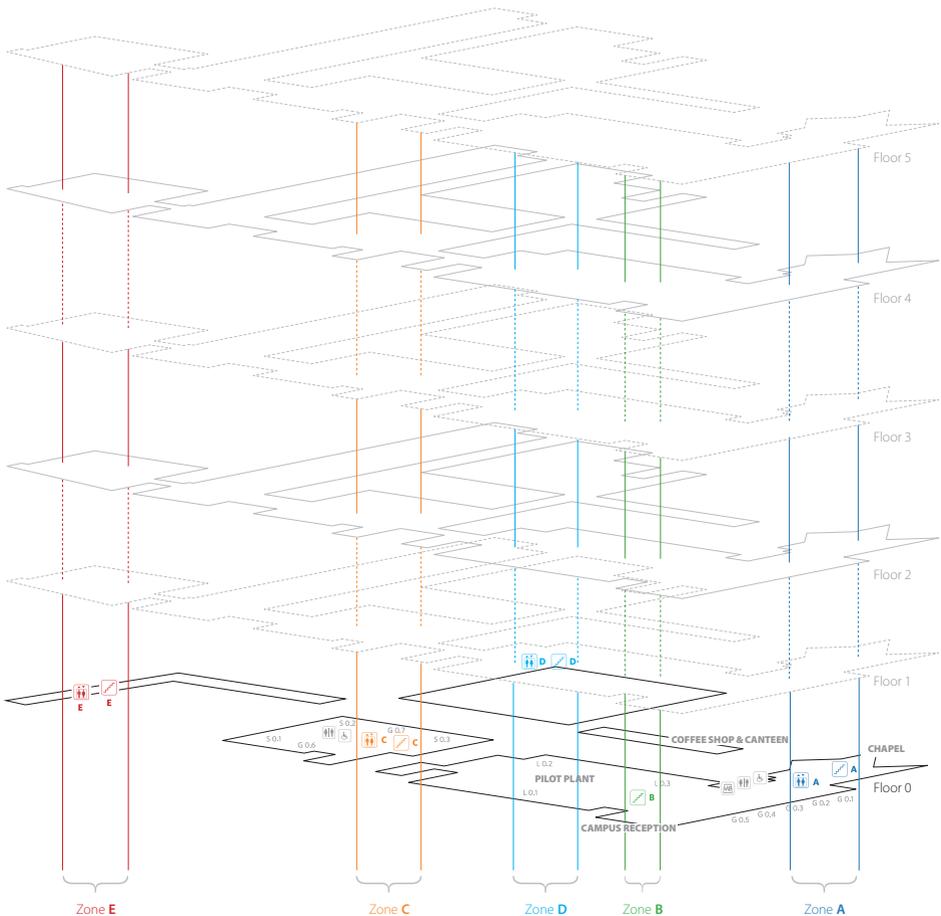
#### *Asprela Campus*

The *campus* has five mobility zones: A, B, C, D, and E.

Each location will display information regarding its type (Classroom, Laboratory, Office), floor and number.

Considering this, if you have classes at L 3.4, this means 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<sup>1</sup> 5.12, this means his/her office is located on the 5th floor.



<sup>1</sup> Office = Gabinete (PT)

**Foz campus**

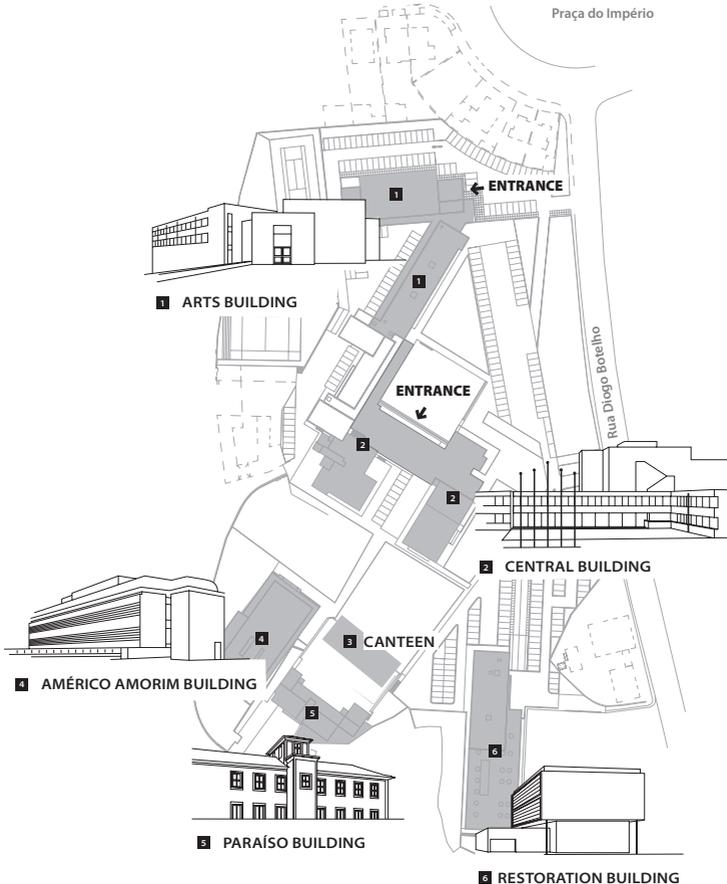
Each site will display information regarding the building where it is located, as well as its floor and its number.

Considering this, if you have classes in room EC105, this means that the room is located in the Central Building<sup>2</sup>, 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



<sup>2</sup> Central Building = Edifício Central - EC (PT)

## 1.2. Proximity Services

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### 1.2.1. International Relations Office

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Aiming to promote and to ease students' international exchange, the International Relations Office provides an information and guidance service regarding exchange programs and opportunities, as well as a support service for international students.

For a more customized service, 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 and Friday: 2:30 pm - 3:30pm
- 📍 Ground Floor – Academic area

#### **Foz Campus**

- ✉ international@porto.ucp.pt ☎ 22 619 62 86
- 🕒 Monday, Wednesday and Thursday: 9:30am - 12:15pm | 2:30pm - 3:30pm
- 🕒 Tuesday and Friday: 2:30 pm - 3:30pm

### 1.2.2. Academic Services

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Academic Services are in charge of managing the student's academic processes and front office service, as well as information on the scheduled academic activities.

You can also access these services on-line at:

<http://secretaria.porto.ucp.pt/e-sca/Esca.aspx>, by selecting e-SCA-EN. (see 1.1.2 Campus on-line for further information).

#### **Asprela Campus**

- ✉ s.academicos@porto.ucp.pt
- ☎ 9:00am - 1:00pm | 2:00pm - 6:00pm - 22 558 00 55/98
- 🕒 Monday to Wednesday: 9:30am - 12:30pm | 1:30pm - 5:15pm
- 🕒 Thursday-Friday: 9:30am - 12:30pm | 1:30pm - 5:45pm
- 🕒 Saturday: 9:45 am - 11:45 am
- 📍 Ground floor. Academic Area

#### **Foz Campus**

- ✉ s.academicos@porto.ucp.pt
- ☎ 9:00am -1:00pm | 2:00pm - 6:00pm - 22 619 62 06
- 🕒 Monday to Friday: 9:45am - 11:45am | 2:15pm - 4:15pm | 6:00pm - 8:00pm
- 📍 Central Building. Ground floor.

### 1.2.3. Library

The Library's mission is to provide all the information resources needed to, studying, teaching and researching of the University's community.

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

#### ***Foz Campus***

✉ biblioteca@porto.ucp.pt

☎ 22 619 62 41

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

📍 Central Building, Entrance - 2<sup>nd</sup> Floor

#### ***Asprela Campus***

✉ biblioteca@porto.ucp.pt

☎ 22 558 00 03

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

📍 Cideb Building - 1<sup>st</sup> Floor

### 1.2.4. 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 for an application form, at the Computing Services Department.

#### ***Foz Campus***

✉ sti@porto.ucp.pt ☎ 22 619 62 96

🕒 Helpdesk: Monday-Friday: 9:00am - 1:00pm | 4:00pm - 8:00pm

📍 Central Building - EC 006

#### ***Asprela Campus***

✉ sti@porto.ucp.pt ☎ 22 558 00 92

🕒 Helpdesk: Monday-Friday: 9:30am - 1:00pm | 2:00pm - 6:00pm

📍 4<sup>th</sup> Floor. Lift/Stairs C

### 1.2.5. Students and Employability Office

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Students and Employability Office aims to support students at a personal, social and psychological level as well as to assist 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

### 1.2.6. Bookstore

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

Here, you will find publications on diverse subjects, the recommended books for each course, and also stationery.

There are discounts offered 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

## 1.3. Campus Life

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### 1.3.1. Restaurants and Bars

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#### **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*.

## 2. About Portugal and Porto...

### 2.1. About Portugal...

#### 2.1.1. Fast Facts

<i>Full Name</i>	Portugal
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
Religion	97% Roman Catholic, 2% others
Currency	Euro (€)
Electricity	220V 50Hz
Country Dialling Code	351

### 2.2. About Porto...

#### 2.2.1. Living Costs

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

Accommodation in a private house	300€ / month
Loaf of bread	1,5€
Coffee (expresso)	0,65€
Beer	1€
One course meal	7,5€
Fast food/Salads	6€
Pizza slice	5€
Bus ticket	1,20€ (bought in advance) 1,85€ (at the bus)
Still water (small)	0,50€

#### 2.2.2. Public Transportation

- **Buses**

There are several buses that can get you directly to both *Campuses*:

The bus fare is 1,20€ (if you buy the ticket in advance) or 1,85€ (if you buy it at the bus). A daily ticket is also available for 7€ 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 18€.

You can call a taxi through the following phone numbers:

+351 22 507 39 00 – (Rádio Táxis), +351 22 507 64 00 (Táxis Invicta)

- **Trains**

If you need to travel within the country, trains are 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)

### 2.2.3. Important Addresses and Phone Numbers

#### **National Emergency Number**

112

#### **Consulados e Embaixadas**

<p><b>France</b> Avenida da Boavista, nº 1681, 2º 4100-225 Porto Phone: (+351) 22 607 82 20</p>	<p><b>United Kingdom</b> R. São Bernardo, 33 1249-082 Lisboa Phone: (+351) 21 392 40 00</p>
<p><b>Germany</b> Rua Sidónio Pais, 379, 4100-468 Porto Phone: (+351) 22 610 81 22</p>	<p><b>Turkey</b> R. Calvário, 176, Gueifães 4470-028 Maia Phone: (+351) 22 902 26 94</p>
<p><b>Italy (Honorary Consul)</b> Rua da Restauração, 409 4050-506 Porto Phone: (+351) 22 600 65 46</p>	<p><b>Japan</b> Av. Vasco da Gama, 1410 4431-956 Vila Nova de Gaia Phone: (+351) 22 786 72 79</p>
<p><b>Poland</b> Av. República, 9 – 7º 1050-185 Lisboa Phone: (+351) 21 355 02 59</p>	<p><b>Republic of Korea</b> Rua Azevedo Coutinho, 177/191 4100-101 Porto Phone (+351) 22 609 14 63</p>
<p><b>Spain</b> Rua D. João IV, 341 4000-302 Porto Phone: (+351) 22 536 39 15</p>	<p><b>Brasil (Consulate)</b> Av. de França - nº 20 - 1º andar 4050-275 - Porto Phone: (+351) 22 608 40 70</p>

### Hospitals

**Hospital Geral de Santo António** | Largo Prof. Abel Salazar

Phone: (+351) 22 207 75 00

**Hospital de S. João** | Alameda Prof. Hernâni Monteiro – Paranhos

Phone: (+351) 22 551 21 00

**Hospital da Prelada** | Phone: (+351) 22 833 06 00

### Nearby Pharmacies:

#### *Foz Campus*

**Farmácia Nacional** | Rua Sr.ª da Luz, 156 | Phone: (+351) 22 615 56 00

**Farmácia Avenida** | R. João de Barros 313, 4150 Porto | Phone: (+351) 22 600 88 88

**Farmácia Pinhais da Foz** | Rua de Alfredo Keil 341 | Phone: (+351) 22 615 56 34

#### *Asprela Campus*

**Farmácia Marques Mendonça** | Rua Amial, 251 | Phone: (+351) 22 832 71 18

### Police Stations

#### *Foz Campus*

R. Monsenhor Manuel Marinho, 15 | 4150-482 Porto | Telephone: (+351) 22 610 81 79

#### *Asprela Campus*

**8ª Esquadra – Bom Pastor** | Largo do Campo Lindo nº 1 | 4200-377 Porto

Telephone: (+351) 22 557 49 00

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## 2.2.4. Useful Information

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### 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 8.30am and 3pm from Monday to Friday. Banks are closed on official holidays.

For your convenience, you should contact the University's nearest Desk of the "Novo Banco", located in the *Foz campus* near the Central Building hall.

### 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
8 <sup>th</sup> December	Immaculate Conception Day
25 <sup>th</sup> December	Christmas Day

### 2.2.5. To start...in Portuguese

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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**  
**Centro Regional do Porto**

***Foz Campus: Rua Diogo Botelho, 1327***  
**4169-005 Porto | PORTUGAL**  
**|T|+ 351 22 619 62 86**

***Asprela Campus: Rua Arquiteto Lobão Vital - Apartado 2511***  
**4202-401 Porto**  
**|T|+ 351 22 558 00 63**

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

