



INTERNATIONAL STUDENTS GUIDE

2014 - 2015



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2014 - 2015

**KNOWING HOW TO TAKE
RISKS IS A FACULTY**

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It is with great honour and satisfaction that I address you as the president of an institution which is amongst those at the forefront of economic and business thinking and decision-making in Portugal.

In the year that we celebrate our 103rd anniversary, there is no doubt that the success of a great number of our ex-students is an indication of the continuing quality of our educational model. In today's globalised and multicultural world, the only way forward is through learning appropriate ways to exchange goods, services and ideas, while at the same time giving an intelligent hearing to "others", however different they may be.

At ISEG, Lisboa School of Economics & Management, we teach people to think and to take decisions based on true individual choice rather than on any kind of pre-defined model. We pride ourselves on having a teaching and research staff whose achievements in international research publishing are on a par with the best Portuguese economics and management institutes.

We are equally proud of our faculty members and researchers, who are leaders amongst the top Portuguese business and economics schools in terms of international scientific publications. We are also proud to have a wide range of courses and modules lectured in English in all three study cycles: undergraduate, masters (four master degrees entirely in English) and doctorate (one doctoral programme). Our goal is to continue increasing our English offerings while maintaining the high quality of teaching that our students are used to receiving.

We are proud of our 103 years of existence, especially of the success of our students. In 103 years we have helped to realise childhood dreams and develop talent, always looking to the future. The influence of our school on Portuguese society is an aspect that differentiates us from other schools and is a motive for celebration!

With this responsibility and the certainty that ISEG will continue to be a reference in economic and management sciences in terms of teaching and research, we invite you to learn more about us through this brochure.

Enjoy your exchange experience at the school that creates leaders!

João Duque
Dean and Professor of Finance. ISEG



THE MISSION OF THE ERASMUS AND STUDENT EXCHANGE OFFICE IS TO SUPPORT THE UNIVERSITY'S INTERNATIONALISATION PROGRAMME AND TO FACILITATE THE INTEGRATION OF ERASMUS, OTHER FOREIGN STUDENTS AND SCHOLARS INTO THE ISEG COMMUNITY.

THIS OFFICE PROVIDES ADVISORY SERVICES IN TERMS OF ACADEMIC ORIENTATION, CULTURAL INTEGRATION AND PERSONAL ISSUES. ONGOING SUPPORT AND ASSISTANCE IS AVAILABLE TO ERASMUS STUDENTS THROUGHOUT THE WHOLE YEAR.

FEEL FREE TO COME TO THE ERASMUS AND STUDENT EXCHANGE OFFICE WHENEVER YOU HAVE DOUBTS OR PROBLEMS.

WE HOPE YOU FEEL HAPPY AT ISEG AND THAT YOUR MOBILITY PERIOD IS AN ENJOYABLE AND ENRICHING EXPERIENCE.

ONE OF THE TOP SCHOOLS OF ECONOMICS AND MANAGEMENT IN PORTUGAL

TOP LEVELS OF RESEARCH AND TEACHING

The Lisboa School of Economics & Management, whose origins date back beyond to 1759, is now part of the Universidade de Lisboa. ISEG strives to contribute to the modernisation and development of Portugal by training future economists and managers. The objectives of this school include the promotion of education, culture, research and consulting, as well as nurturing exchange and co-operation at both national and international levels. Many faculty members obtained PhDs and post-doc training in leading foreign universities. The quality of both teaching and research programmes is regularly assessed in order to guarantee students receive outstanding services in higher education. We are proud to be recognised as one of the leading universities in Portugal in terms of the quality of our teaching and research.

EMPLOYMENT PROSPECTS

ISEG is one of the top management and economic schools that companies target when they are looking for new employees. ISEG's graduates are highly recognised by employers across the nation and the globe due to the wide choice of courses, which enables students to follow their desired career path.

ATTRACTIVE LOCATION

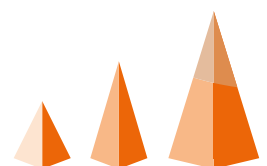
ISEG is located in Lisbon, near the Portuguese Parliament, in the centre of one of the most beautiful and historical cities of Europe. The city has excellent transport connections including an international airport located very close to the city centre.

MEET US

If you are interested in studying at our Lisboa School of Economics & Management but you prefer to get to know us before taking this important decision, there are at least two ways you can meet us and get information about studying here. You can:

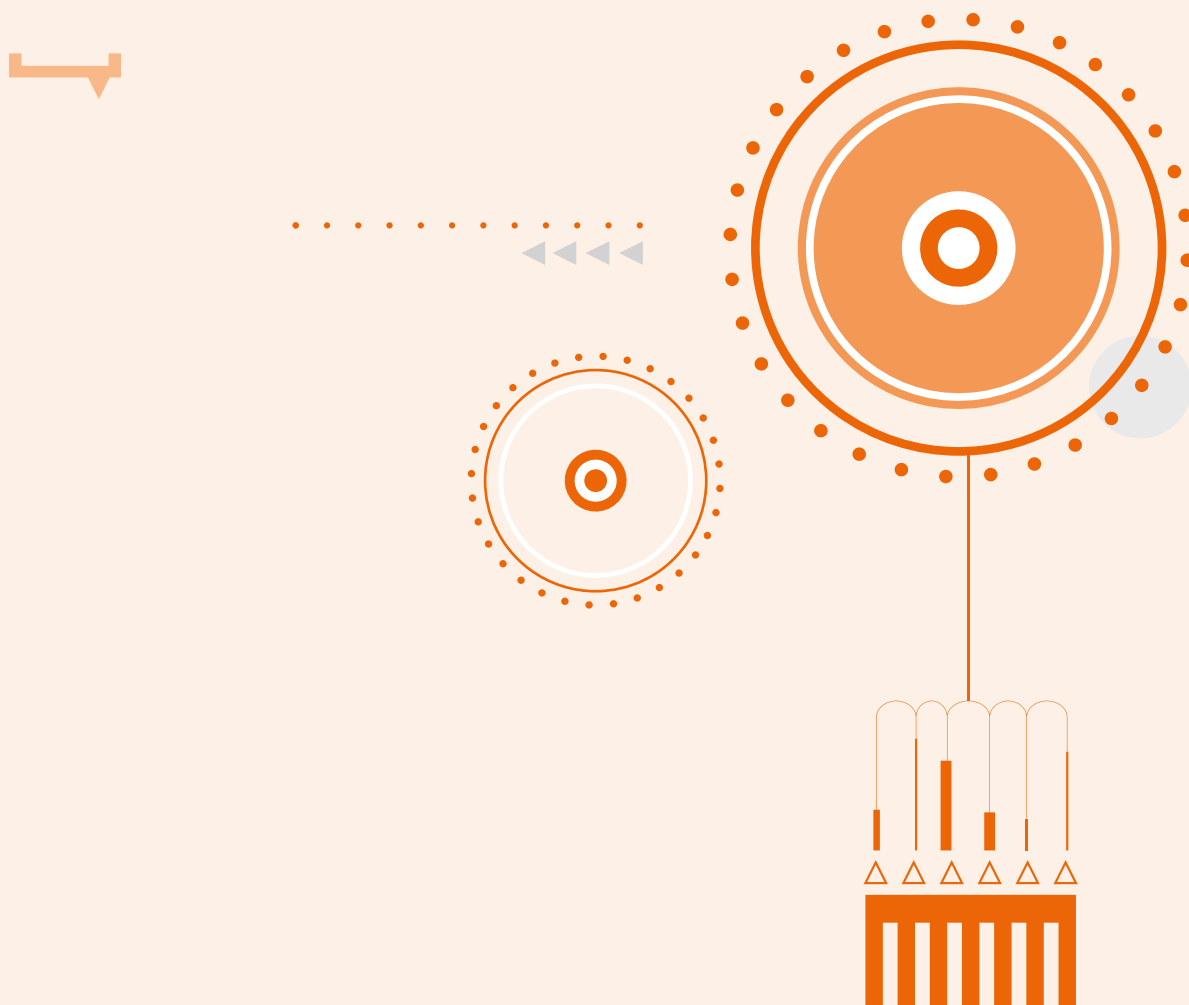
- Visit our campus;
- Meet our staff and clarify any doubts you might have.

If your family and friends would like to come along, we will be glad to arrange a joint meeting.



SUBJECTS TAUGHT IN ENGLISH

Incoming students at ISEG find a wide range of courses taught in English on offer, including undergraduate degrees in Economics and Management, four masters degrees, namely Economics, Monetary and Financial Economics, Finance and Actuarial Science, and one PhD in Development Studies, also lectured in English.



COURSE UNITS AVAILABLE IN ENGLISH

Course units	ECTS	Year	Semester
Accounting I	6	1	2
Accounting II	6	2	1
Business Law	6	2	1
Corporate Finance	6	2	1
Corporate Finance I	6	2	1/2
Corporate Finance II	6	3	1/2
Cost Accounting	6	2	2
Economic and Business History	6	1	1/2
Economics and Business Information	6	1	1/2
Economic and Financial Sociology	4	3	1
Economic Policy and Business Activity	6	3	2
Economics I	6	1	1
Economics II	6	1	2
European Law	4	3	1
Foundations of Law	6	1	2
Human Behaviour in Organisations	6	3	2
Human Resources Management	6	3	2
Industrial and Firm Economics	6	3	2
Information Technology	6	2	1
International Economics	6	3	1
International Organizations	4	3	2
Macroeconomics II	6	2	2
Macroeconomics I	6	2	1
Management Information Systems	6	2	2
Mathematics I	6	1	1/2
Mathematics II	6	1	2
Microeconomics I	6	2	1
Microeconomics II	6	2	2
Monetary and Financial Economics	6	2	2
Operational Marketing	6	2	1
Operational Research	6	3	1
Political Sociology	4	3	2
Principles of Management	6	1	1
Production and Operations Management	6	3	2
Project Evaluation	6	3	2
Public Economics and Finance	6	2	2
Quantitative Finance	6	1	1
Sociology	6	2	1
Sociology of Work and Workplace	6	3	1
Statistics I	6	2	1
Statistics II	6	2	2
Strategic Management	6	3	2
Strategic Marketing	6	2	2

ACADEMIC CALENDAR

The academic year is divided into two semesters. Generally, the winter semester starts in September and finishes at the end of December. The spring semester starts in February and finishes at the end of May. The exam period for the 1st semester occurs in January and for the 2nd semester in June.

1st Semester (Winter term)	Time Period
Lectures	22/09/2014 to 19/12/2014
Christmas Holidays	20/12/2014 to 01/01/2015
Break	02/01/2015 to 04/01/2015
Regular assessment period	05/01/2015 to 16/01/2015
Break	17/01/2015 to 25/01/2015
Repeat assessment period	26/01/2015 to 30/01/2015

2nd Semester (Summer term)	Time Period
Lectures	18/02/2015 to 27/05/2015
Carnival Holidays	14/02/2015 to 17/02/2015
Easter Holidays	28/03/2015 to 06/04/2015
Break	28/05/2015 to 01/06/2015
Regular assessment period	02/06/2015 to 16/06/2015
Break	17/06/2015 to 23/06/2015
Repeat assessment period	24/06/2015 to 30/06/2015

NATIONAL HOLIDAYS

1st January: New Year's Day
 25th April: Revolution – Liberty
 (Revolution) Day
 1st May: Labour Day (International)
 10th June: Portugal's National Day
 15th August: The Assumption
 8th December: Immaculate Conception
 25th December: Christmas Day

VARYING HOLIDAYS:

3rd April: Good Friday
 5th April: Easter Sunday
 13th June: St. Anthony's Day
 (Lisbon Only)

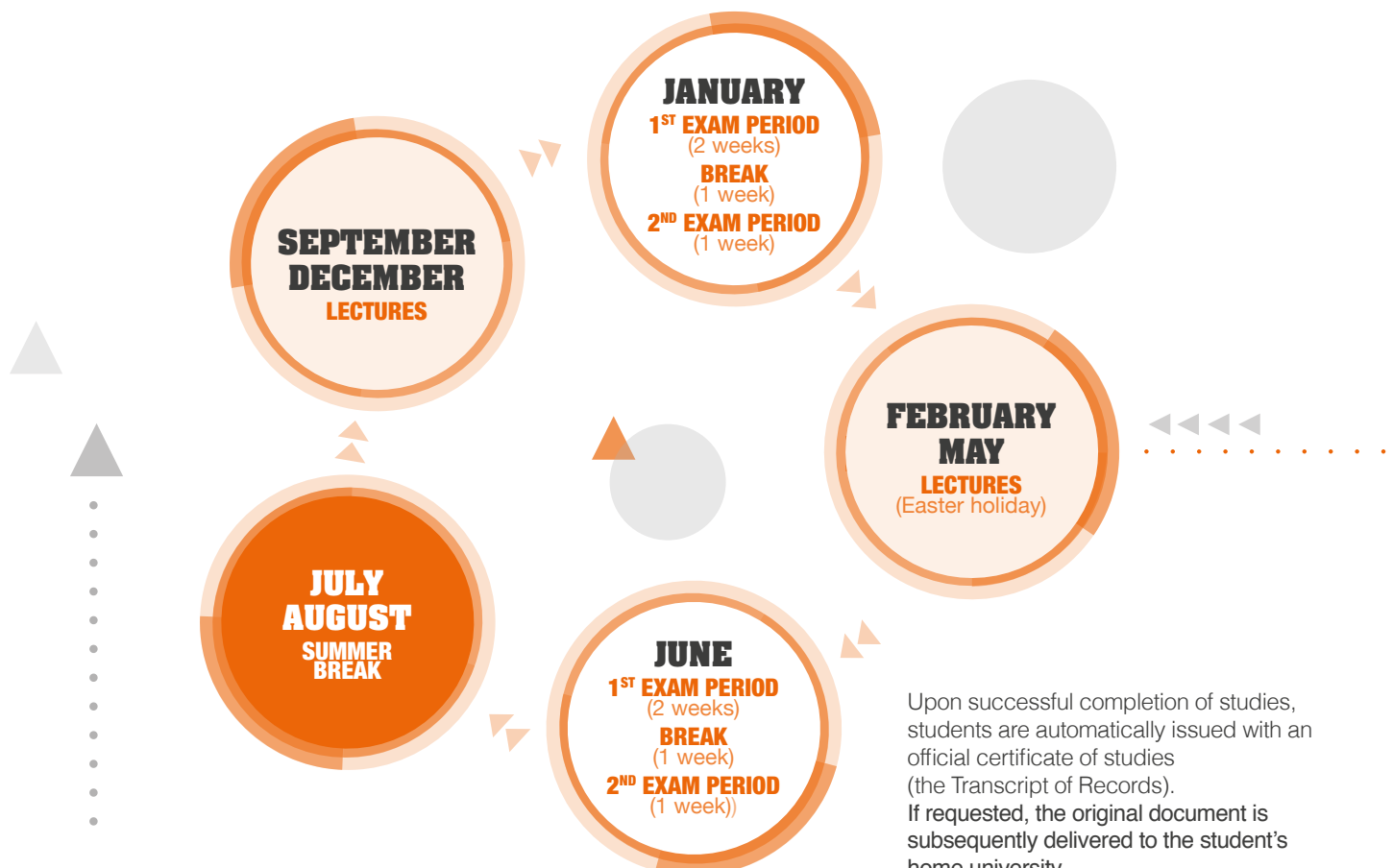
LANGUAGE REQUIREMENTS

You can choose classes that are lectured in English or in Portuguese. However, although language certification is not an entrance requirement, a reasonable knowledge is essential. A B1 minimum level of English (on the Europass scale) is required in order for you to be able to follow classes, as well as deal with any issues that might arise while living in a foreign country. For students who opt to attend classes in Portuguese, the recommended language level is at least B2.

ASSESSMENT

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. The exam period takes place at the end of each semester. In the winter semester, the exam period is held in January, and in the spring semester it is in June. The exam period is subdivided into two periods (each period is two weeks long, between the two periods there is a one week break). The first period (called the regular assessment period) is the normal time to pass the exams. Students who fail in the first period or who wish to improve their grade will have another opportunity to do the exam in the second period (called the repeat assessment period). However, if you wish to improve your grade in the second exam period, you must inform the Erasmus Office and pay a fifteen Euro fee. The other exams are totally free of charge.

The grades are published first on the course webpage and then they will appear on the student's academic record on Aquila (ISEG's internal information system).



HOW TO APPLY

All students wishing to attend lectures at ISEG should fill in the following forms and send them to the International Office of their home institution or directly to the Erasmus and Student Exchange Office of ISEG, within the deadlines below. The forms must be signed and stamped by their home University and may be sent by e-mail. We do not request the original documents. The forms are available online.

- 1. EXCHANGE STUDENT APPLICATION FORMS**
- 2. ECTS LEARNING AGREEMENT**
- 3. ATTENDANCE ON PORTUGUESE COURSE FOR FOREIGNERS (OPTIONAL)**

With the application documents, the students should also send the following documents:

- 1. IDENTIFICATION (ID CARD OR PASSPORT)**
- 2. LETTER OF PRESENTATION FROM YOUR HOME UNIVERSITY OR DOCUMENT CONFIRMING YOU ARE AN ERASMUS STUDENT**
- 3. EUROPEAN HEALTH INSURANCE CARD (MEDICAL ASSISTANCE)**
- 4. ONE RECENT PASSPORT-SIZE PHOTOGRAPH**
- 5. ACADEMIC TRANSCRIPT OF RECORDS FROM THE YOUR HOME UNIVERSITY**

The Erasmus Application deadline is the 30th June for the winter term and the 30th November for the summer term.

Successful applicants will receive the Student Application Form and the Learning Agreement, signed by the Erasmus and Student Exchange Office.

If requested, the Erasmus and Student Exchange Office will send a formal letter of acceptance.



Once you are enrolled, you can begin attending classes. You will be given a student identification number which will entitle you to use the library, the canteen and other school facilities.

1ST STEP **WHILE YOU ARE STILL AT HOME**

1. Student Application Form
2. ECTS Learning Agreement
3. Attendance on Portuguese Course (optional)
4. Identification - ID card or Passport
5. European Health Insurance Card
6. Academic Transcript of Records
Until: 30th of June or 30th of November
You get the Letter of Acceptance from ISEG

2ND STEP **ARRIVING IN LISBON**

Bring along upon arrival to the Erasmus Office:

1. Identification - ID card or Passport
2. Confirm your enrollment
3. The Erasmus Office will issue a Letter of Acceptance, in Portuguese language

ENTRY PROCEDURES/VISAS

To live in Portugal all students must have a travel document, such as a valid passport or a national ID card.

Nationals of non-EU or non-EEA countries 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 bases.

Family members may accompany you for the duration of your stay by requesting a temporary visa at the Embassy or Consulate of their country of residence, before coming to Portugal.

ACTUARIAL SCIENCE

The Master in Actuarial Science was designed for students with a first cycle degree in Mathematics, Statistics, Economics, Finance or Management, who are seeking to enter the actuarial profession and pursuing a path towards this rewarding career.

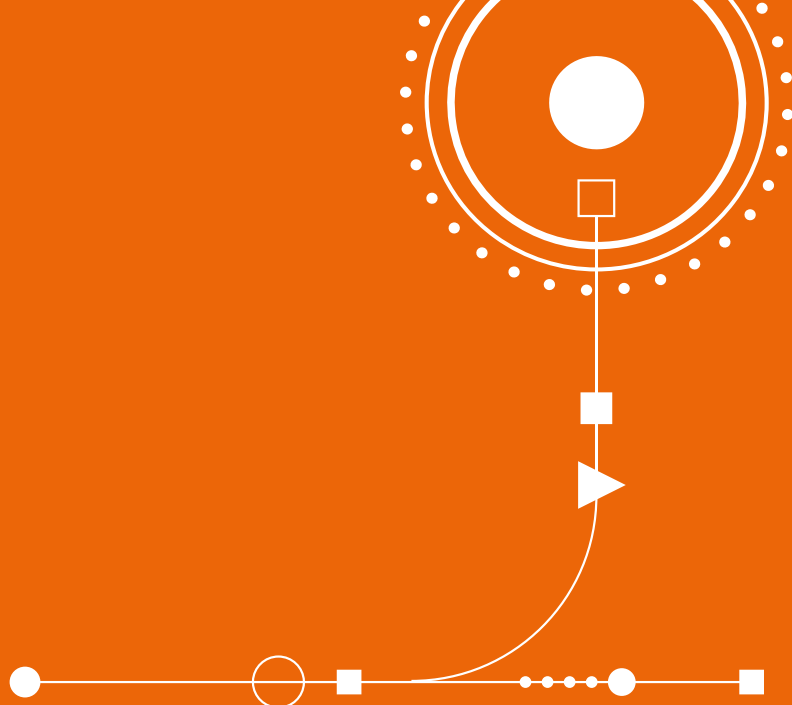
The main objective of the Master in Actuarial Science is to train students for the actuarial profession, in its multiple components: life, non-life, financial and pension funds. The programme offers a solid academic foundation in actuarial science, statistics and finance. The Master was conceived according to the international requirements for the actuarial profession. It is meant to cover most of the course materials indispensable for the accreditation of an actuary in the European Union, in accordance with The Actuarial Association of Europe, as well as the course materials of exams FM, C, MFE and MLC of the Society of Actuaries in North America.

The Master in Actuarial Science at ISEG was evaluated by The Institute and Faculty of Actuaries, in the UK, and an Exemption Recognition Agreement has been awarded. Any student doing well enough in the programme, as determined by an examiner appointed by the IFoA, will be exempt from some of the UK professional actuarial examinations.

The present study programme was accredited by the Portuguese Agency for Assessment and Accreditation of Higher Education - A3ES.

DETAILS

- **Schedule:** Daytime
- **Starting Date:** 22nd September 2014
- **Places Available:** 25
- **Fees:** 5000€ (3000€ in the 1st year and 2000€ in the 2nd year)



STUDY PROGRAMME

1st year • 1st semester

Credits	Course Unit
6	Financial Markets and Investments
8	Financial Mathematics
8	Probability and Stochastic Processes
8	Risk Models

1st year • 2nd semester

Credits	Course Unit
6	Time Series
4	Generalized Linear Models
4	Loss Reserving
8	Risk Theory
8	Survival Models and Life Contingencies

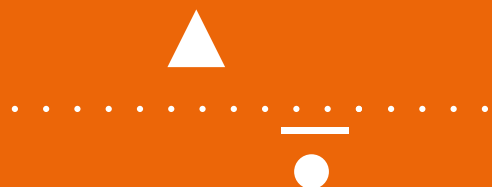
2nd year • 1st semester

Credits	Course Unit
6	Actuarial Topics
4	Asset-Liability Management
8	Models in Finance
4	Pension Funds
4	Ratemaking and Experience Rating
4	Solvency Models

2nd year • 2nd semester

Credits	Course Unit
30	MFW (Dissertation/Internship/Project)

MFW (Master's Final Work)



ECONOMICS

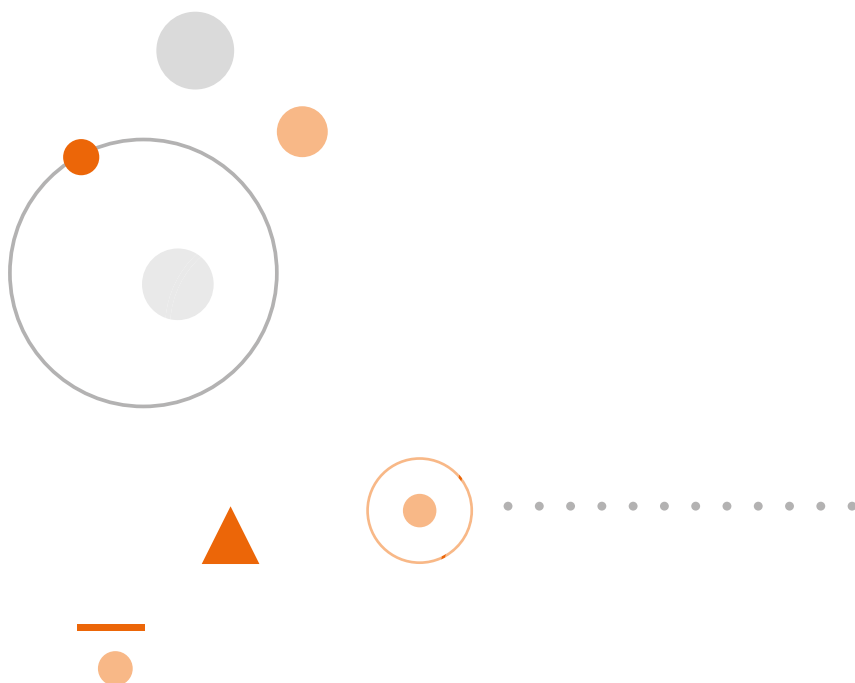
The MSc in Economics is intended to complement and to deepen first-cycle education provided by a first cycle degree in Economics. The main objectives are that the students reach advanced knowledge in economic theory and in the methods and empirical techniques useful to analyse economic reality. This MSc prepares the students to pursue their careers as economists, researchers and teachers, high ranking staff in firms, banks, international organizations and public institutions.

This MSc aims to provide:

- advanced knowledge in the field of economic theory;
- methodologies and techniques needed to the analysis and research in the fields of theoretical and applied economics;
- adequate instruments to pursuing the study of economics at the PhD level (this MSc gives direct access to the doctoral programme in Economics at ISEG).

DETAILS

- **Schedule:** All the course units with origin in this MSc are taught after 6 p.m.
- **Starting Date:** 22nd September 2014
- **Places Available:** 25
- **Fees:** 5000€ (3000€ in the 1st year and 2000€ in the 2nd year)



STUDY PROGRAMME

1st year • 1st semester

Credits	Course Unit
6	Econometrics
6	History of Economic Thought
6	Macroeconomics
6	Mathematical Economics
6	Microeconomics

1st year • 2nd semester

Credits	Course Unit
6	Advanced Topics of Microeconomics
6	Economic Growth
6	Labour Economics
6	Macroeconomics and Monetary Theory
6	Free Option 1

2nd year • 1st semester

Credits	Course Unit
6	Free Option 2
6	Free Option 3
6	Free Option 4
12	Dissertation (Seminar)

2nd year • 2nd semester

Credits	Course Unit
30	Dissertation

Free Options 1-4

Course unit chosen from another master in the Economics' field.

FINANCE

The Lisboa School of Economics and Management has a long tradition and experience in teaching Finance, having graduated many business leaders and well known political and economic decision-makers. Since 1911, ISEG has accompanied the evolution of markets, the economy, and scientific knowledge in the field of Finance.

ISEG is a unique school not only in its breathtaking location and views, but also in the diversity of its faculty, in terms of gender, nationality, and background.

In this MSc we put together the professional experience of some of the instructors with the scientific rigor of many others who hold PhDs from prestigious institutions (such as the London Business School, Manchester Business School, Carnegie-Mellon University, London School of Economics, Stockholm School of Economics, or the Imperial College).

The Master in Finance at ISEG offers a solid education in the three pillars of the discipline: Corporate Finance, Financial Investments, and Derivatives. Students enrolled in the program also have the opportunity to choose from a wide list of electives, with genuine variety. The coordinating team closely follows the student's needs and progress.

Keeping pace with the complexities of today's world and the nature of the discipline, the Master in Finance is offered exclusively in English, for an international audience. We target students who hold an undergraduate degree in management, economics or other subjects with a quantitative background, and who are eager to learn more about finance and become successful professionals in the financial community, either in financial institutions or in the corporate sector, anywhere in the world. Another sign of the times is the field trip to Frankfurt during the 1st year of the course (included in the fees). Students will be exposed to the professional reality of the most influential financial center of Europe, including a visit to the European Central Bank, the Deutsche Borse, and much more.

DETAILS

- **Schedule:** Daytime (1st year)
Evening Classes (2nd year)
- **Starting Date:** 22nd September 2014
- **Places Available:** 40
- **Fees:** 6000€ (4000€ in the 1st year and 2000€ in the 2nd year)
- **Trip to Frankfurt, Spring 2015** (flight and accommodation already included in the fees)



STUDY PROGRAMME

1st year • 1st semester

Credits	Course Unit
6	Financial Markets and Investments
6	Forwards, Futures and Swaps
6	Corporate Investment Appraisal
6	Taxation
6	Elective Option 1

1st year • 2nd semester

Credits	Course Unit
6	Financial Options
6	Fixed Income Products and Markets
6	Mergers, Acquisitions and Restructuring
6	Corporate Financing and Planning
6	Elective Option 2

2nd year • 1st semester

Credits	Course Unit
6	Case Studies in Financial Engineering
6	Data Analysis in Finance
6	Financial Forecasting
12	MFW (Dissertation/Internship/Project) (Seminar)

2nd year • 2nd semester

Credits	Course Unit
30	MFW (Dissertation/Internship/Project)

MFW (Master's Final Work)

Elective Options 1

Credits	Course Unit
6	Banking Insurance
6	Behavioural Finance
6	Pension Funds
6	Public Finance in the Economic and Monetary Union

Elective Options 2

Credits	Course Unit
6	Corporate Governance
6	Institutional Finance
6	International Financial Markets
6	Monetary and Financial History
6	Real Options

MONETARY AND FINANCIAL ECONOMICS

The MSc in Monetary and Financial Economics (MEMF) is intended to complement and to deepen first cycle education provided by a degree in Economics, Finance, Quantitative Methods, or Management. The MEMF is an international-level programme that follows the best European practices in the area. As such, the selection criteria of applicants are demanding and this exigency level is kept along the course. Thus, the MEMF is not compatible with a weak background and with a low-effort profile, as we expect students to be prepared to spend a minimum of 3200 effort hours in 2 years. The effort required from MEMF students is strongly valued in the labour market.

The aims of the MSc are: (i) providing advanced knowledge in the monetary and financial fields, based upon the most relevant results achieved by the scientific community; (ii) initiating its students in scientific research, by practicing the appropriate techniques and methodologies; and (iii) preparing the senior staff in monetary and financial institutions linked to financing the economy and the monetary policy issues. This MSc gives direct access to the doctoral programme in Economics at ISEG. Employers especially recognize to MEMF graduates a strong background in econometrics and quantitative methods, competence in macroeconomics and monetary economics, and a large capacity to face new challenges.

All the compulsory and elective option course units with origin in this MSc use English as their work language. Course units originated in other MSc will use the work language chosen for that particular programme.

The “Training Positions MEMF – Bank of Portugal” programme provides the opportunity to work as a trainee in the Economic Research Bank of Portugal to the best students in the MSc. Its main goal is to produce a dissertation supervised by a doctor in the department.

DETAILS

- **Schedule:** All the course units with origin in this MSc are taught after 6 p.m.
- **Starting Date:** 22nd September 2014
- **Places Available:** 25
- **Fees:** 5000€ (3000€ in the 1st year and 2000€ in the 2nd year)



STUDY PROGRAMME

1st year • 1st semester

Credits	Course Unit
6	Econometrics
6	History of Economic Thought
6	Macroeconomics
6	Mathematical Economics
6	Microeconomics

1st year • 2nd semester

Credits	Course Unit
6	Foundations of Financial Economics
6	Monetary Policy
6	Elective Option 1
6	Elective Option 2
6	Free Option 1*

2nd year • 1st semester

Credits	Course Unit
6	Elective Option 3
6	Elective Option 4
6	Free Option 2*
12	Dissertation (Seminar)

2nd year • 2nd semester

Credits	Course Unit
30	Dissertation

Elective Options 1 and 2

Credits	Course Unit
6	Corporate Finance*
6	Financial Econometrics*
6	Financial Options
6	International Financial Markets
6	Macroeconomics and Monetary Theory
6	Monetary and Financial History
6	Numerical Methods in Finance*

*Course unit originated in other MSc that may not be available in English.

Elective Options 3 and 4

Credits	Course Unit
6	Banking and Insurance
6	Behavioural Finance
6	Financial Mathematics
6	Forwards, Futures and Swaps
6	Public Finance in the Economic and Monetary Union

Free Options 1 and 2

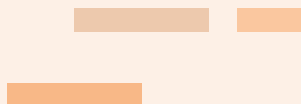
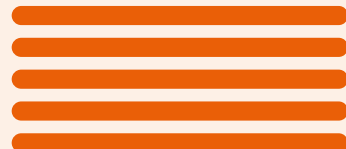
Course unit chosen from any MSc in ISEG as long as the number of common topics in the syllabi with other course units in MEMF or in current compulsory undergraduate course units in Economics at ISEG is not significant.

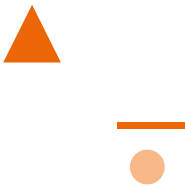
THE ECTS GRADING SCALE

GRADING SCALES VARY ACCORDING TO HOST COUNTRIES AND INSTITUTIONS, ACCOUNTING FOR THE DIFFICULTY AND COMPLEXITY OF THE EQUIVALENCE PROCESS.

THE ECTS GRADING SYSTEM WAS THEREFORE DEVELOPED TO PROVIDE A UNIVERSALLY-APPLICABLE AND TRANSFERABLE GRADE THAT WOULD SOLVE THE PROBLEMS CAUSED BY HAVING SUCH DIVERSE AND COMPLEX NATIONAL GRADING SYSTEMS THROUGHOUT EUROPE.

IT IS OFTEN USED ALONGSIDE THE EXISTING NATIONAL GRADING SYSTEM.





ECTS Grade	% of successful students normally achieving the grade	Definition
A	10	Excellent: outstanding performance, with only minor errors.
B	25	Very Good: above the average standard but with some errors.
C	30	Good: generally sound work with a number of notable errors.
D	25	Satisfactory: fair but with significant shortcomings.
E	10	Sufficient: performance meets the minimum criteria.
F	-	Fail: some more work required before credit can be awarded.

HOW ARE ECTS CREDITS TRANSFERRED BETWEEN HIGHER EDUCATION INSTITUTIONS?

Home and host institutions have to prepare and exchange transcripts of records for each student participating in ECTS.

The ECTS credit system provides transparency through the following means:

- ECTS credits, which are a numerical value allocated to course units in order to describe the student workload required to complete them;
- The transcript of records, in which the students' learning achievements are fully displayed, so as to be understood and easily transferable from one institution to another;
- The learning agreement, which covers the programme of study to be followed by the student, as well as the ECTS credits to be awarded in the case of satisfactory completion. This involves the commitment of both home and host institutions, as well as of the student;
- The information package, which supplies written information to students and staff on institutions, departments/faculties, the organisation and structure of studies and course units;

Full academic recognition is a fundamental condition for student mobility in the framework of the Erasmus programme. The study period abroad replaces the equivalent period of study undertaken at the home university (including examinations or other forms of assessment), within the framework of the study programme agreed between partner institutions.

THE NATIONAL GRADING SYSTEM

10-13 Satisfactory

14-15 Good

16-17 Very Good

18-20 Excellent





BUDDY PROGRAMME

THE FIRST DAYS IN A NEW ENVIRONMENT MAY NOT BE EASY. IN ORDER TO FACILITATE STUDENTS INTEGRATION AND CONTACT WITH LOCAL STUDENTS, ISEG HAS SET UP A BUDDY PROGRAMME, BY WHICH LOCAL STUDENTS VOLUNTEER THEIR HELP AND SUPPORT TO NEWCOMERS.

Those that wish to be allocated a Buddy, should inform the Erasmus and Student Exchange Office well ahead of time. Your Buddy is there to help you with your social and academic integration, and when allocating your Buddy, the Erasmus and Student Exchange Office takes into consideration your fields of study, in order to maximise the effect of the Erasmus Buddy.



PORTUGUESE LANGUAGE COURSE

**IF YOU WANT TO LEARN ABOUT THE PORTUGUESE LANGUAGE AND
SOCIETY, WHY NOT ENROL IN A PORTUGUESE AS A FOREIGN LANGUAGE
COURSE?**

If you are interested in attending this course, please fill in the Attendance on Portuguese Course for Foreigners form and send it back to the ISEG Erasmus Office. You can send this document before or after your arrival in Lisbon.

The total duration of the course is 40 hours (usually 3 times a week, 2 hours each day). The registration at the course has a total cost of 50 Euros for incoming students and 100 Euros for master students. At that time, upon your confirmation, you will be allocated a place on the course. If you withdraw from the course, the fee cannot be refunded.

FACILITIES AND SERVICES AT ISEG

LIBRARY

The school has a modern central library and computer centre, offering over 80,000 specialised books, journals and periodicals. In fact, its economic documentation is the most complete of its kind in the country. As well as hosting all the modern information services necessary for study and research, the library provides very comfortable reading facilities.

Any student wishing to borrow books from the library must request a loan card.

TIMETABLE:

Monday to Friday: 9.30am to 11.00pm

Saturday: 9.30am to 5.00pm

STUDY ROOMS

There are several study rooms if you need to study at ISEG. You will find them in the Library (on the Ground Floor):

TIMETABLE:

Monday to Friday: 9.30am to 11.00pm

BOOKSHOP

ISEG has a bookshop selling textbooks, literature and stationery.

TIMETABLE:

Monday and Friday: 9.00am to 1.00pm and from 2.00pm to 4.45pm

Tuesday, Wednesday and Thursday: 9.00am to 1.00pm and from 2.00pm to 7.30pm

Saturday: 10.00am to 12.30am

COMPUTING FACILITIES

All students have access to computer rooms, which can be an invaluable asset in obtaining information and preparing class assignments and projects. About two hundred computers are available with internet access, and the most common software.

Remember, you are also entitled to your personal ISEG e-mail address. 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 ISEG without having to hook up their modems.

Virtual Secretariat - Academic Service for Students – AQUILA System Standing around in queues to register for courses is a thing of the past. At ISEG, students register on-line through the web. They can view their exam results and check their credit accumulation. Upon first registration, new students receive their username and password for future use of the AQUILA platform that is the “virtual” face of the university’s Academic Services.

TIMETABLE:

Monday to Friday: 9.00am to 11.00pm.

Closed during the month of August.

BARS AND CANTEENS

ISEG boasts two snack bars, a canteen and a restaurant. The canteen serves lunch and dinner. The price of a standard meal is around 2.40€ and includes soup, the dish of the day, milk or fruit juice and dessert. The snack bars serve a variety of hot and cold light meals and refreshments.

TIMETABLE:

BAR

Monday to Friday: 8.30am to 10.00pm

Saturday: 8.30am to 2.00pm

CANTEEN

Monday to Friday: 12.00am to 2.30pm
6:00pm to 8:00pm

Saturday: 12.00am to 2.00pm

BANK (CGD)

During the **week**, banks are open from **8.30am to 3.00pm**. On weekends and on public holidays these services are closed. However Lisbon has many cash point dispensers (ATMs), which can be identified by the MB (Multibanco) sign. The maximum withdrawal per day is 400 Euros. Within the ISEG building there is a branch of one of the major Portuguese banks, the Caixa Geral de Depósitos (CGD).

This CGD branch has special opening hours, being open from 10.00am to 4.30pm. The widely accepted credit cards are VISA, American Express, Euro Card and MasterCard. 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 authorising you to open a bank account.

THE STUDENT ASSOCIATION

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 at ISEG, whether it is through the Student Association or with other international students.

AEISEG

The Student Association (AEISEG) is responsible for cultural activities such as publishing books, organising conferences, exhibitions, festivals and concerts as well as sports activities.

AIIESEG

The International Students' Association of ISEG performs a number of valuable services to the student community through its efforts in forging links between students and the business world.

ALUMNI

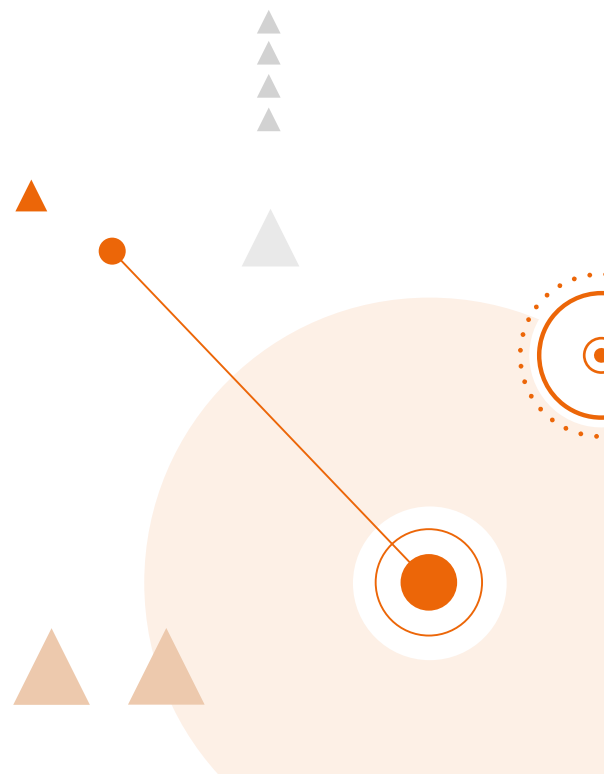
The liaison between the academic and the professional world is fostered through the Alumni Association. Besides upholding the reputation of ISEG as a nucleus for excellence in teaching and research, the aim of the Alumni Association is to strengthen the close cooperative ties among former students.

TUNA ECONÓMICAS

Any student who can sing, dance or play a musical instrument is invited to join the school band, interpreting traditional academic songs. Join Tuna Económicas and share in the country's culture.

THE UNIVERSITY CHOIR

If you have a melodious voice, feel free to come along for a rehearsal. You may well be selected to join this highly renowned choir.



HOW TO GET TO ISEG



ARRIVING

BY PLANE

Lisbon is just a few hours away from North America (about 6 to 8 hours) and 2 to 3 hours from most European cities. Lisbon's international airport (Aeroporto da Portela) is only 7 km away from the city centre. A complete public transport network is available in the main towns.

BY TRANSPORT NETWORK

	Numbers/Lines	Last stop
BUS	706-727	Av. D. Carlos I
	713-773	Rua Borges Carneiro
	706, 727, 728, 732, 760 e 774	Rua Conde Barão
TRAM	28-25	Calçada da Estrela
	15-18	Av. 24 de Julho
UNDERGROUND	Yellow Line	Rato
	Green Line	Cais do Sodré
TRAIN	Cascais Train Line	Santos Station
	From Santa Apolónia Station	Take bus 706 to Avenida D.Carlos I and then walk up to ISEG.

BY FOOT

Follow directions to the Parliament ("Assembleia da República"). ISEG is just across the Calçada da Estrela.

ISEG CAMPUS MAP

There are several buildings on ISEG's campus:

- **Bento Jesus Caraça Building**
Rua Miguel Lupi (Street), nº20.
- **Quelhas Building**
With an entrance in Rua Miguel Lupi (Parking Lot); an entrance in Rua do Quelhas nº 6, and through Rua das Francesinhas.
- **Francesinhas Buildings**
(Buildings 1 and 2), situated between Rua das Francesinhas and Rua Miguel Lupi, with entrances in Rua das Francesinhas and internal entrance through the Quelhas Building.

- 1. Quelhas Building (Convent)**
Classrooms (Postgraduate Studies)
- Mathematics Department Offices
- 2. Quelhas Building**
Administrative Services and Auditoriums
- 3. Bento Jesus Caraça Building**
Departments of Economics, Management, Social Sciences, Research Centres, and Computer Services
- 4. Pereira de Moura Library**
Information Centre and Documentation
- 5. Francesinhas I Building**
Erasmus Office and Classrooms (Undergraduate Degrees)
- 6. Francesinhas II Building**
Classrooms (Undergraduate, and Postgraduate Studies)
- Computer Centres - Canteen - AEISEG and AIESEC offices



ACCOMMODATION

The Erasmus and Student Exchange Office is not responsible for settling students into accommodation but tries to do its best to provide all the necessary orientation and information for incoming students.

Accommodation in Halls of Residence is extremely limited, so only few 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 flatmate 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 the first few nights is to stay at a Youth Hostel. Make sure you have a reservation.



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 plates, dishes and cutlery are not provided, you can purchase whatever you need easily. The neighbourhood has many low-price shops where such items can be bought inexpensively.

www.spru.pt

ANJAF RESIDENCE

With the purpose of offering a quality housing service to all the students, and a pleasant space to study, as well as housing, ANJAF also offers a resource centre and library, social integration support and professional training.

www.globalplaza.pt/flyer.php

PRIVATE HOUSING

It is also possible to rent a private room (living in with a family) or to rent an apartment. Such rooms cost about 300/350€ per month. Flats normally consist of two or three rooms. Students can also find a notice board with a variety of accommodation on offer next to the Student Association.

YOUTH HOSTEL

There are some youth hostels in Lisbon. They offer two kinds of rooms: double and dormitory rooms, designed to accommodate up to six people.

As this is normally a temporary solution, you are expected to pay for each night's stay (including breakfast).

The youth hostel also has a restaurant (self-service) with a take-away facility.

If you need accommodation urgently, contact:

LISBON YOUTH HOSTEL

Rua Andrade Corvo, 46
1050 - 009 Lisboa
Phone: +351 213 532 696
Underground/Subway - Picoas
E-mail: lisboa@movijovem.pt

LISBON YOUTH HOSTEL AT PARQUE DAS NAÇÕES

R. de Moscavide, 47
1011-998 Lisboa
Tel.: +351 218 920 890
Underground/Subway - Oriente
E-mail: lisboaparque@movijovem.pt

UNREAL YOUTH HOSTEL

Rua Pedro Nunes, nº10
1150-171 Lisboa
Tel.: +351 213 153 101
Underground/Subway - Picoas
E-mail: info@unrealhostel.com

IMPORTANT LINKS

For further information please consult the following Websites:

www.erasmate.com
www.lisbon4u.com
www.erasmuslisboa.com
www.housing.esn-lisboa.org/
www.quartos4you.com
www.uniplaces.com/
www.erasmuspalace.com/
www.facebook.com/iseg.pt

HEALTH CARE SERVICES

PUBLIC HEALTH CENTRES

In Portugal most people receive medical treatment through their local Health Centre ("Centro de Saúde"). These are run through the National Health Service in order to provide healthcare for the general public. In case of sudden illness you should go to their permanent attendance service ("SAP - Serviço de Atendimento Permanente").

HOSPITAL

The district of Lisbon has many hospitals that are also run through the National Health Service. 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 centre. In the event of an emergency, dial our national emergency number **112** (free call) and ask for the ambulance or police service.

STUDENT SOCIAL SERVICES

In order to have access to health care, E.U. citizens who do not reside in Portugal, must present either their passport, identity card or the European Health Insurance Card. As an ISEG student you are entitled to medical care at very low prices through the university's own Social Services:

Medical Facilities at ULISBOA

Av. da Universidade Técnica,
Pólo Universitário do Alto da Ajuda,
1349 – 055 Lisboa
Phone: +351 213 600 020
E-mail: centro.medico@reitoria.ulisboa.pt

Buses: 723 – 729 – 60 – 742

For further information about the timetable of the medical appointments at ULisboa Medical Center, please see the link below:
www.cedar.ulisboa.pt/horarios-centro/

PSYCHOLOGY SERVICE

At ISEG all students are entitled to a free appointment with our psychology service.

PHARMACIES

Most pharmacies in Lisbon are open during the week from **9.00am** to **1.00pm** and from **3.00pm** to **7.00pm**. On **Saturday** the opening hours are from **9.00am** to **1.00pm**. They are generally closed on **Saturday afternoon** and on **Sunday**. Special 24-hour services are made available by pharmacies on a rotation basis. The rota of pharmacies which are open is posted at the door of all pharmacies so that you can consult it even when that particular pharmacy is closed, and see where the closest open pharmacy is. Alternatively, you can call telephone number **118**.

VACCINATION

For the purposes of entering, residing and studying in the 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.

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. If you are accessing the National Health Service by means of one of the conventions detailed below, then these costs will be minimal.

SOCIAL SECURITY SYSTEMS

You should bring your European Health Insurance Card (this card replaced document E111) and you will be treated as if you 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.

At multilateral level, the Community Regulations on Social Security, no. 1408/71 and no. 574/72 include the member states of the European Union as well as Iceland, Lichtenstein, Norway, which are part of the European Economic Area, and Switzerland.

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

AROUND LISBON



PORTUGAL AND THE CITY OF LISBON

Portugal is located on the western side of the Iberian Peninsula, with 832 km of Atlantic coast and 1,215 km of land border with Spain. The country includes Madeira and the Azores, two groups of islands in the Atlantic. It is one of the twenty-seven European Union Member States. The country has a surface area of 92,100 km², being shaped like a rectangle of some 560 km in length and 220 km in breadth, with about 10 million inhabitants. The population is largely concentrated in the capital, Lisbon (about two million people including periphery) and in other coastal cities on the Atlantic, mainly Oporto.

Source: www.strawberryworld-lisbon.com/lisbon/essential/geography.html

Lisbon is located on the north bank of the Tagus River, in the centre of Portugal. It is the westernmost city in continental Europe and lies more or less in the centre of the country, approximately 300 km

from the Algarve in the south and 400 km from the northern border with Spain. It has an area of 84 km² and a population of 556,797 inhabitants. The area known as Greater Lisbon has a population of 2.1 million in an area of 2750 km². The capital city of Portugal is built on seven hills overlooking the Tagus, known in Portuguese as the River Tejo, the very soul of the city. This is the origin of Lisbon's nickname: "A cidade das sete colinas" - the city of the seven hills.

The memories of the golden age - a period when Lisbon became the capital city of the realm and one of the most famous and cosmopolitan centres of 16th century Europe - are etched in Torre de Belém, Mosteiro dos Jerónimos and Padrão dos Descobrimentos. To the east, the city shows a new face, so clearly expressed in the modern architecture of the site that housed Expo '98, the last world exhibition of the 20th century,

devoted to the theme of the Oceans, i.e. to Portugal's contribution to the voyages of discovery and seafaring in general. This new area is known as the Parque das Nações. In 2004, Lisbon hosted the European Football Championship. 21st century Lisbon is still a city of many contrasts, a combination of modern and ancient that fascinates those who visit it.

Either in or near Lisbon you will find beaches, countryside, mountains and many areas of historical interest.

THE GOVERNMENT

Portugal has been a Republic since the overthrow of the monarchy in 1910. After a long period of an authoritarian and corporative republic, which was institutionalised by António de Oliveira Salazar in 1933, a democratic state was established after the so-called Revolution of the Carnations on April 25th, 1974. According to the constitution enacted in 1976, Portugal's chief of state is the President of the Republic, who is directly elected for a five-year term.

The President represents the nation, is the chief of the Armed Forces, and appoints the Prime Minister. The elections to the Parliament in Lisbon happen every four years. The Parliament in Lisbon is right next to ISEG.

TOURISM, SIGHTSEEING AND ATTRACTIONS

TOURISM IN THE LISBON REGION

Tradition, romance, culture, entertainment, modernity and emotions are just a small taste of what you can find in the Lisbon region.

Just a few kilometres from the city of Lisbon, the horizon opens out into the sea and hills of the Estoril Coast, a traditional summer resort with fine sandy beaches and calm sea, ideal for nautical sports. The long and sunny river front of Oeiras links the Tejo and the Atlantic Ocean, with various interesting spots. The former fishing village of Cascais is nowadays a cosmopolitan suburb and one of the richest municipalities in Portugal, with several small sandy beaches in and around town. Among the shady woods of the hills rising above the Atlantic, nestles the World Heritage town of Sintra, where nature and architectural heritage exist in perfect harmony. When you need a break from the city, the nearby mountain village of Sintra makes for an excellent excursion, with its famous castles.

Lisbon is one of the most picturesque capitals of Europe. It has strong links to the past, reflected in the old buildings and narrow cobblestone streets. Alfama is the oldest district of Lisbon, with traces back to the Moors. It contains many important historical attractions, with many Fado (traditional Portuguese music) bars and restaurants. Castelo de São Jorge occupies an impressive location overlooking the city of Lisbon. Sé de Lisboa (Lisbon Cathedral), after surviving earthquakes and hardships, nowadays is a mix of different architectural styles.

Go to the commercial area of Baixa to see one of Europe's oldest examples of planned neighbourhoods. Baixa is the heart of Lisbon with a big variety of attractions: elegant squares, old tramcars, street performers, narrow streets, cafes, and shops all contributing to the Lisbon atmosphere. The Baixa's Rua Augusta leads from Rossio to Lisbon's famous square, Praça do Comércio, situated right next to the Tejo River. Bairro Alto is a perfect choice for nightlife with a personal touch. The area is a multicultural mix of people and entertainment and on its many small streets you can find a wide variety of specialised bars and clubs.

PLACES TO VISIT

TORRE DE BELÉM

www.torrebelem.pt/en/

PADRÃO DOS DESCOBRIMENTOS

www.padraodosdescobrimentos.egaeac.pt/

MOSTEIRO DOS JERÓNIMOS

www.mosteirojeronimos.pt/en/

CENTRO CULTURAL DE BELÉM

www.ccb.pt/sites/ccb/en-EN/Pages/default.aspx

SANTA JUSTA ELEVATOR

www.golisbon.com/sight-seeing/santa-justa.html

On the other side of the Tagus River, the Blue Coast is found along with the Sado estuary, with 50 thousand hectares of protected nature reserve and an extraordinarily rich flora and fauna, including dolphins.

ATTRACTIONS

BAIRRO ALTO

By day, this section of Lisbon is relatively quiet with children playing in the streets and people shopping; by night, it changes into a crowd of revellers crammed into the neighbourhoods' narrow streets to go clubbing and bar hopping until the small hours.

ST. GEORGE'S CASTLE

Located in the historic Alfama district, this Moorish castle dominates the city from its vantage point at the top of Lisbon's highest hill.

BAIXA-CHIADO (DOWNTOWN)

Located between Rossio and the Praça do Comércio, this section is a shopper's paradise with several pedestrian streets.

SANTOS

Lisbon's neighbourhood known for its lively nightspots, especially if you're looking for fun until the small hours.

CALOUSTE GULBENKIAN FOUNDATION

Portuguese private institution of public utility whose statutory aims are in the fields of arts, charity, education and science.
www.gulbenkian.pt

EXPO '98 / PARQUE DAS NAÇÕES

Amusement and theme park: visit the Oceanarium, the Lisbon Casino and the Knowledge Pavilion alongside the Tejo (Tagus) River.

TURISMO DE PORTUGAL - LISBOA

www.visitlisboa.com

STUDY IN LISBON

www.studyinlisbon.pt

LIBRARIES AND BOOKSHOPS

Apart from the library of the "Instituto Superior de Economia e Gestão" (ISEG), there is a wide variety of libraries in Lisbon where you can find books or other educational material in several different languages. If you are looking for the peace and quiet of a library to study in, there are several to choose from.

LIBRARIES

BIBLIOTECA NACIONAL

(National Library)

www.bnportugal.pt/index.php?lang=en

BIBLIOTECA DO INSTITUTO FRANCO-PORTUGUÊS

(French-Portuguese Institute)

www.ifp-lisboa.com/index.php/em_cartaz.html

(books in French)

BIBLIOTECA MUNICIPAL

www.blx.cmlisboa.pt/gca/?id=404

BIBLIOTECA DO INSTITUTO CERVANTES

www.lisboa.cervantes.es/es/biblioteca_espanol/biblioteca_espanol.htm
(books in Spanish)

BIBLIOTECA DA FUNDAÇÃO

Calouste Gulbenkian

www.biblar.te.gulbenkian.pt/

BIBLIOTECA DO INSTITUTO ITALIANO

(Italian Institute)

www.iiclisbona.esteri.it/IIC_Lisbona

Menu/La_Biblioteca/

(books in Italian)

BIBLIOTECA DO INSTITUTO ALEMÃO

(Goethe-Institute)

www.goethe.de/ins/pt/lis/wis/bib/deindex.htm

(books in German)

BIBLIOTECA DO INSTITUTO BRITÂNICO

(British Council)

www.britishcouncil.org/

(books in English)

BOOKSHOPS

LIVRARIA BARATA

Books on every subject, in various languages.

Open until 11.00pm

www.leya.com/gca/index.php?id=118

LIVRARIA BERTRAND

Dating back to the 18th century, the Bertrand Bookshop sells almost every book you can imagine.

www.bertrand.pt/

LIBRAIRIE FRANÇAISE

A wide range of books, in French only.

www.nlf-livraria.com/pt/

LIVRARIA FERIN

A variety of quality books.

www.ferin.pt/

FNAC

Colombo Shopping Centre and other shopping centres.

www.fnac.pt/Pre-Vendas-10/120142?bl=HGAC

LEISURE

Portuguese drama has always given great emphasis to the capital and the ancient Lisbon is still telling its stories. Lisbon's theatres are forever. There is a vast number of theatres, offering the most diverse range of plays, of which we list a selection of the most notable here.

THEATRES

Teatro Nacional de São Carlos

www.saocarlos.pt

Chapitô

www.chapito.org

Teatro Municipal S. Luiz

www.teatrosaoluiz.pt/

Teatro da Trindade

Teatro Camões

www.cnb.pt

Teatro Politeama

www.teatro-politeama.com/

Maria Matos - Teatro Municipal

<http://mariamatos.bilheteiraonline.pt/>

Teatro Nacional D. Maria II

www.teatro-dmaria.pt

There are a lot of cinemas in Lisbon. If you are a film fan you will find a wide range of options available with all of the latest movies on show.

CINEMAS

Amoreiras

www.amoreiras.com/en/

Cinemas Vasco da Gama

www.lusomundo.pt/

Cinemas Monumental

www.medeiafilmes.pt

Cinemateca Portuguesa

www.cinemateca.pt

Cinemas El Corte Inglés

www.ucicinemas.pt

Lisbon has great museums, focused on science, history and the arts. If you have the opportunity, visit some of the museums mentioned below.

MUSEUMS

(Closed on Mondays and national holidays)

Museu Nacional de Arte Antiga

Museu Gulbenkian

Museu dos Coches

Museu Nacional do Traje

Museu da Música

Pavilhão do Conhecimento

- Ciência Viva

Museu da Ciência

Aquário Vasco da Gama

Museu Nacional do Azulejo

Museu da Cidade

SHOPPING

Downtown - the area frequently called Baixa comprises Rossio, Rua Augusta and its side streets, the recently renovated Chiado and the Avenida da Liberdade.

This is one of the oldest commercial areas in Lisbon. You will easily find streets named after the business or job that was once done there. Prata (Silver) Street, Ouro (Gold) Street, and Ferreiros (Blacksmiths) Street are just a few examples.

Shopping Centres - shopping centres are almost everywhere in the city. Bigger or smaller, they will do their best to suit your needs. The largest are: Colombo, Vasco da Gama, Amoreiras and El Corte Inglés. Each includes a huge range of shops and businesses, as well as restaurants and leisure facilities such as cinemas and children's play areas. Most business establishments in Portugal are open on weekdays from 9.30am to 1.00pm and between 3.00pm to 7.30pm, and on Saturdays from 9.30am to 1.00pm.

There are many shopping centres that are open from 10.00am to midnight every day, including weekends.

SPORTS



Eusébio, Cristiano Ronaldo, Luís Figo, José Mourinho. Who does not know these names, symbolizing what football means in Portugal? Sports are closely related to the culture of Portugal, and especially football. Football has a long history in the country, and Portugal has presented many talented football players and coaches to the world. The 3 UEFA 5 star stadia show the popularity of the sport in Portugal.

In Lisbon, choose from the wonderful international golf courses, the sandy beaches with a huge assortment of water sports or the many sports associations with well-equipped gyms, swimming pools, etc. The climate and the development of the golf industry in the country have turned Portugal into a “golfing heaven”. In the surrounding areas, you can find 18 golf courses just a few minutes away from the city centre. Fourteen of Portugal's golf courses are rated in the top 100 in Europe. Set in great landscapes and made for those who love golf (and even for beginners) and wish to combine it with outstanding quality of life, these golf courses are equipped with all the facilities that the most discerning players demand.

Surfing, body boarding, sailing, windsurfing and all sorts of water sports can be found at beaches like Guincho (which has some of the best conditions for surf and windsurf), Cascais and Costa de Caparica. This last one boasts a 15 kilometre stretch of golden, sandy shoreline. Also not to be missed are the surrounding areas of Setúbal and Sesimbra. Peniche is an excellent destination for surfers. The small town is known for its beaches, and is home to many surf championships and surf schools. Recently, Peniche has hosted the Association of Surfing Professionals World Tour.

Just an hour way by car to the north, you can find the town of Nazaré, with long, sunny beaches located on the Atlantic coast. The little city is famous for the enormous waves caused by the underwater Nazaré Canyon. In 2011 Garrett McNamara surfed a record breaking 23.8 m wave at Nazaré.

In addition to having good conditions for water sports, both these regions offer spectacular scenery and are definitely worth a visit. One of the best ways to explore the natural beauty of Lisbon's surrounding countryside is on horseback. The magnificent landscape of the Costa do Estoril, particularly the Sintra-Cascais Natural Park, is well appreciated on horseback, providing a truly memorable day out for visitor riders. The Natural Park not only includes the Serra de Sintra mountain range, but also extends all the way to the coast and Cabo da Roca, continental Europe's westernmost point. The cape has an amazing view over the Atlantic Ocean.

TIPS FOR NIGHT LIFE

There's a wide range of bars and pubs in Lisbon, and visitors should not leave the city without doing some bar-hopping in Bairro Alto, Docas, Parque das Nações and Terreiro do Paço. Whether you're looking for a traditional, down-to-earth tavern, a sleek bar, or a cosy chill-out atmosphere, there is always place for you.

When the sun goes down and the wonderful bright light fades, Lisbon gains a completely new life. The sunset in Lisbon brings never-ending opportunities to spend the night out. A typical evening may start in one of the cafes of Chiado. The narrow streets of the district boast many little coffee shops, including Lisbon's most emblematic café, A Brasileira. The café is famous for being a favoured meeting point for intellectuals and academics, including one of the most famous Portuguese poets, Fernando Pessoa. It has been said that Pessoa regularly enjoyed "a bica" (as the espresso is called in Lisbon) while he was reading or writing. There is a bronze statue of him on the café's terrace: the busy location of the café ensures the seated Pessoa is never alone, as the locals or tourists love to take pictures with him.

The walk from Chiado up to Bairro Alto (the area literally called the 'upper district') offers a wide range of restaurants in which to try traditional Portuguese cuisine. For some local flavour try a Fado House, a must for any first time visitor. Lisbon's soulful sound, Fado is always sung by a solo performer. It is mostly melancholic music about love or it expresses sadness or desire for something that was lost or could not be reached. The songs of the world renowned Amália Rodrigues or of Mariza, the new queen of Fado, are the best introduction to Fado. When visiting Lisbon, spending an evening at a Fado House (or 'casa de Fado', as the Portuguese call it) or a Fado restaurant is an essential cultural experience. There are many in Bairro Alto, but the most authentic can be found in the old part of Lisbon, Alfama, or in Lapa.

After a long, relaxed dinner, the night can continue in the bars of Bairro Alto. It is the epicentre of the city's bar scene, where you can find a multicultural mix of locals and foreigners. You can always find some bars open here (normally until 2.00am), sometimes with live music, and a big crowd of young people. The many streets and the belvedere of the bar quarter provide an open space to meet friends, and to walk around the variety of bars meeting every kind of taste. Lisbon has established a reputation as one of Europe's trendiest clubbing cities. At night, when the time comes to visit one of the nightclubs, the best choice is to move down by the river to Alcântara and the district of Santos. This area is the home of many fashionable, attractive and stylish clubs, and a pleasant place to watch the sun rise.

TRANSPORT

There is a wide, inexpensive network in all towns and cities. In Lisbon, the city of the seven hills, you can choose between bus, metro, elevators, electric trams or railway, within the city or to the suburbs.

Students can get around the city by bus or tram, both of which serve the entire city. Bus/tram tickets can be purchased from the driver, or at any ticket vendor. During rush hours the metro is recommended as a faster mode of transport. Metro tickets must be purchased in the metro stations. There are passes for bus/tram/metro trips valid for 30 days, as well as combined tourist cards that include museums and unlimited travel on the city's tramway, bus, elevator and metro transportation (1, 2 or 3 days).

The public bus and tram company CARRIS covers almost all of Lisbon. Generally, buses and trams run from 6.00am to 11.00pm. The metro is operated by a public company - Metropolitano de Lisboa - and runs from 6.00am to 1.00pm. The latter is definitely the fastest way to travel around in Lisbon. If you're travelling outside Lisbon, then you have the choice of the train or coach service, which enables you to reach any point in the country in a fairly efficient and inexpensive way.

GASTRONOMY

Portuguese cuisine is well-known for its flavour and variety. It has been said that the Portuguese know how to appreciate the pleasures of life, which explains why one can eat so well here.

Since Portugal was a country of fishermen and because of its location by the sea, fresh fish is always available, usually prepared in a simple style, normally grilled or fried, and served with boiled potatoes, vegetables or a simple salad. Lisbon and its surrounding areas are the ideal places to try delicious fish and seafood dishes. However, meat is also an excellent choice, as are the many cakes and typical desserts. The "pastéis de Belém", for instance, are a huge favourite. They are made according to a special recipe originally conceived by a nun from the Mosteiro dos Jerónimos, over 170 years ago.

The Lisbon area offers a wide range of dishes and excellent wines, which go very well with our excellent gastronomy. Visitors can choose from the best Portuguese wines: either red or white, or "vinho verde" (green wine). They all have different characteristics according to their specific region of origin.

COST OF LIVING

The cost of living in Portugal is lower than in most EU countries.

Expenses are usually the issue over which students worry about the most, but it is also the most difficult area to give detailed information about because people have different needs and circumstances vary. Some students find cheaper accommodation, others spend more money going out.

Below you can find an Average Monthly Budget.

Expenses	Price (Average)
Accommodation	300 € / 350 €
Meals	200 € / 250 €
Transports	35 € / 40 €
Leisure	100 € / 120 €
University (books, etc.)	50 €
Total	685 € / 810 €

Below you will find the prices of some everyday articles, to give you an idea of how much things cost in Portugal.

Articles	Price
1 Coffee	0.65 €
1 Coke (33 cl)	1.20 €
Water Bottle 50 cl (Cafeteria)	1.00 €
Cinema admission	5.20 €
Daily newspaper	1.50 €
Disco admission	10.00 €
Full meal in a middle class restaurant	15.00 €
Meal at the school canteen (includes drink, soup, dish and dessert)	2.40 €
Subway ticket	1.40 €
Carris bus ticket	1.80 €
1 Beer (pub)	3.00 €
1 Beer (supermarket)	0.80 €
1 lt Petrol	1.70 €
Photocopy (A4 size)	0.10 €

CREDIT CARDS, ATM CASHPOINTS, BANKS

Most establishments accept credit cards: Visa, American Express, Euro card, MasterCard and others.

Cash points (ATM) are in great quantity throughout the country and can be identified by an MB sign. You are allowed to withdraw 400 Euros per day.

Banks are open Monday to Friday from 8.30am to 3.00pm.
The Caixa Geral de Depósitos Bank has an agency located at ISEG.

EMBASSIES

República Checa | Czech Republic

Rua Pero Alenquer, 14
P 1400-294 Lisboa
Tel.: +351 213 010 487

Itália | Italy

Largo Conde Pombeiro, 6
P 1169-189 Lisboa
Tel.: +351 213 515 320

Dinamarca | Denmark

Rua Castilho, 14 C - 3.º
P 1269-077 Lisboa
Tel.: +351 213 512 960

Noruega | Norway

Av. Vasco da Gama, 1
P 1400-127 Lisboa
Tel.: +351 213 015 344

Finlândia | Finland

Rua Miguel Lupi, 12 - 5.º
P 1249-080 Lisboa
Tel.: +351 213 933 040

Polónia | Poland

Av. das Descobertas, 2
P 1400-092 Lisboa
Tel.: +351 213 014 200

França | France

Rua Castilho, 50 - 2.º
P 1269-008 Lisboa
Tel.: +351 213 814 070

Roménia | Romania

Rua S. Caetano, 5
P 1200-828 Lisboa
Tel.: +351 213 960 866

Alemanha | Germany

Campo Mártires da Pátria, 38
P 1169-043 Lisboa
Tel.: +351 218 810 210

Espanha | Spain

Rua do Salitre, 1
P 1269-052 Lisboa
Tel.: +351 213 472 381

Grécia | Greece

Rua Alto Duque, 13
P 1449-026 Lisboa
Tel.: +351 213 031 260

Suécia | Sweden

Rua Miguel Lupi, 12 - 2.º D
P 1249-077 Lisboa
Tel.: +351 213 942 260

Holanda | The Netherlands

Av. Infante Santo, 43 - 5.º
P 1399-011 Lisboa
Tel.: +351 213 914 900

Suíça | Switzerland

Tv. do Patrocínio, 1 A
P 1399-044 Lisboa
Tel.: +351 213 944 090

Hungria | Hungary

Calçada de St. Amaro, 85
P 1349-042 Lisboa
Tel.: +351 213 630 395

Reino Unido | United Kingdom

Rua de S. Bernardo, 33
P 1249-082 Lisboa
Tel.: +351 213 924 000

USEFUL CONTACTS

International Country Code
SOS Number

+351
112

EMERGENCY SERVICES

Lisbon's Hospitals:

S. José	218 841 000
D. Estefânia Children's Hospital	213 126 600
Santa Maria	217 805 000
S. Francisco Xavier	213 000 300
Cruz Vermelha Red Cross	213 943 100
Hospital Inglês British Hospital	214 827 700
Garcia de Orta (in Almada)	212 727 100
Amadora-Sintra	214 348 200
Anti-Poisoning	217 950 143 / 808 250 143
Fire Department	213 422 222
Police	217 654 242
Immigration Services	808 202 653
Police Lost and Found	218 535 403

TÁXIS

Rádio Táxis de Lisboa	218 119 000
Autocoope	217 932 756
Teletáxis	218 111 100

Post Offices	www.ctt.pt
Airport	218 413 700
CNAD - Apoio a Deficientes (Facilities for Disabled People)	218 595 332

Tourist Information www.dgturismo.pt	
Help Line	800 781 212

TRANSPORTS

Carris Bus	213 613 054
www.carris.pt	
Metropolitano de Lisboa Metro	217 980 600
www.metrolisboa.pt	
CP Railroads - Train	808 208 208
www.cp.pt	

Parque de Campismo de Lisboa (Lisbon Campsite)	217 623 100
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SOME USEFUL PORTUGUESE WORDS AND PHRASES

Olá!
Bom dia!
Boa tarde!
Boa noite!
Como estás?
Estou bem, obrigado.
Até logo.
Até amanhã.
Desculpa.
Adeus.
Não percebo.
Estou perdido.
Quanto custa?
Onde é o ISEG?
Onde é a casa de banho?
Está lá? Quem Fala?
Daqui fala.
Não falo português.
O meu nome é...
Quanto é?
Não tem importância.
Que horas são?
Onde é a rua...?
À tua esquerda.
À tua direita.
Comboio.
Estação de comboios.
Bilhete.
Horário.
Autocarro.
Paragem de autocarro.
Centro da cidade.
Comida.
Cerveja.
Água.
Leite.
Pão.
Dinheiro.
Selo.
Aberto.
Fechado.
Sim.
Não.
Porquê?
Obrigado.
Hoje.
Amanhã.
Ontem.
Preciso de ajuda.

Hello!
Good morning!
Good afternoon!
Goodnight!
How are you?
I'm fine, thank you.
See you later.
See you tomorrow.
Excuse me.
Goodbye.
I don't understand.
I am lost.
How much is it?
Where is ISEG?
Where is the bathroom?
Hello? Who is speaking?
This is... speaking.
I don't speak Portuguese.
My name is...
How much is it?
Never mind.
What time is it?
Where is the street...?
On your left.
On your right.
Train.
Railway station.
Ticket.
Timetable.
Bus.
Bus stop.
City centre.
Food.
Beer.
Water.
Milk.
Bread.
Money.
Stamp.
Open.
Closed.
Yes.
No.
Why?
Thanks.
Today.
Tomorrow.
Yesterday.
I need help.

USEFUL WEBSITES

NATIONAL WEBSITES:

Instituto Superior de Economia e Gestão (ISEG)	www.iseg.ulisboa.pt
University of Lisbon	www.ulisboa.pt
Erasmus Lisboa	www.erasmuslisboa.com
Lisboa Tourism Official Site	www.atl-turismolisboa.pt/
Erasmus Student Network	www.esn-lisboa.org/index.php
Portugal Official Tourism Website	www.visitportugal.com
Portugal Virtual	www.portugalvirtual.pt
Lisbon Cultural Agenda	www.agendalx.pt/
Student Cards	www.juventude.pt
Study in Lisbon	www.studyinlisbon.pt
Youth Hostels	www.pousadasjuventude.pt
Transportes Sul do Tejo (buses in Almada)	www.tsuldotejo.pt
Railway Company	www.cp.pt
Carris (buses in Lisbon)	www.carris.pt
Metropolitano de Lisboa (subway)	www.metrolisboa.pt
Cinemas	www.cinema.sapo.pt
Lisbon Holiday Destination Guide	www.strawberryworld-lisbon.com/Lisboa
Newspapers	www.noticias.sapo.pt/
Portugal Institute of Museums	www.ipmuseus.pt
Cultural Centre of Belém	www.ccb.pt
Yellow Pages	www.pai.pt

INTERNATIONAL WEBSITES

European Youth Portal	www.europa.eu
European Commission	www.ec.europa.eu/
Eciu - European Consortium of Innovative Universities	www.eciu.org/
CE - Campus Europae	www.campuseuropae.org/en/
Erasmus Student Network	www.esn.org/
On Line Newspapers	www.onlinenewspapers.com/

CONTACTS

INSTITUTION

Name of Institution:
UNIVERSIDADE DE LISBOA INSTITUTO SUPERIOR DE ECONOMIA E GESTÃO
Erasmus Code of Institution: P LISBOA 109
Institution Website: www.iseg.ulisboa.pt

APPLICATION DATES:

1st Semester (Summer Semester) – 30th November
2nd Semester (Winter Semester) – 30th June
ISEG Dean: Professor João Duque – presidencia@iseg.ulisboa.pt

ERASMUS AND STUDENT EXCHANGE OFFICE

Head of the Academic Services Division
Sónia Domingues – sonia@iseg.ulisboa.pt

RESPONSIBLE FOR INCOMING STUDENTS

Rita Jordão – erasmus@iseg.ulisboa.pt; ritaj@iseg.ulisboa.pt

RESPONSIBLE FOR OUTGOING STUDENTS

Cláudia Sousa – erasmus@iseg.ulisboa.pt; claudias@iseg.ulisboa.pt

RESPONSIBLE FOR INTERNATIONAL STUDENTS OF MASTER DEGREES

(Postgraduate Office)
Luis Perez – masters@iseg.ulisboa.pt
Erasmus and Student Exchange Office Website:
<https://aquila.iseg.ulisboa.pt/aquila/unidade/erasmus>

ADDRESS AND OPENING HOURS

Erasmus and Student Exchange Office
Instituto Superior de Economia e Gestão
Rua do Quelhas, 6
1200 – 781 Lisboa – Portugal
Tel.: 00 351 213 922 737
E-mail: erasmus@iseg.ulisboa.pt

OPENING HOURS

Monday, Wednesday and Friday
9.30am to 12.00am
and from 2.00pm to 4.30pm

Tuesday and Thursday
9.30am to 12.00am

Month of August:

1st fortnight: closed
2nd fortnight: 9.30am to 12.00am

