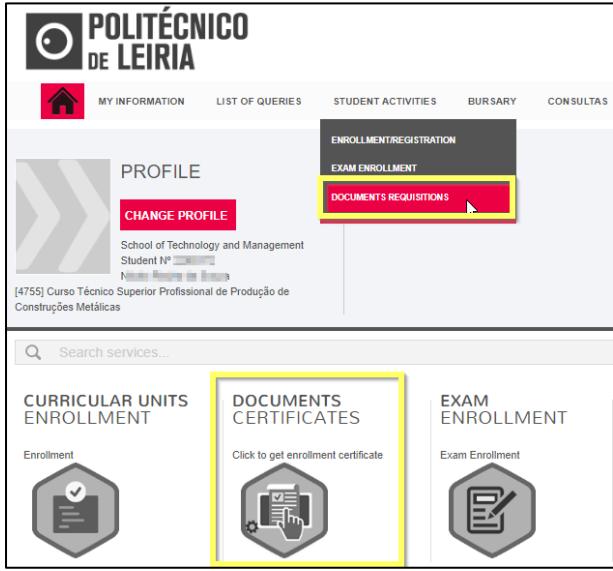


**Obtain documents on the Student Portal.**

In the [Student Portal](#) you can immediately obtain the Proof of Registration to Curricular Units

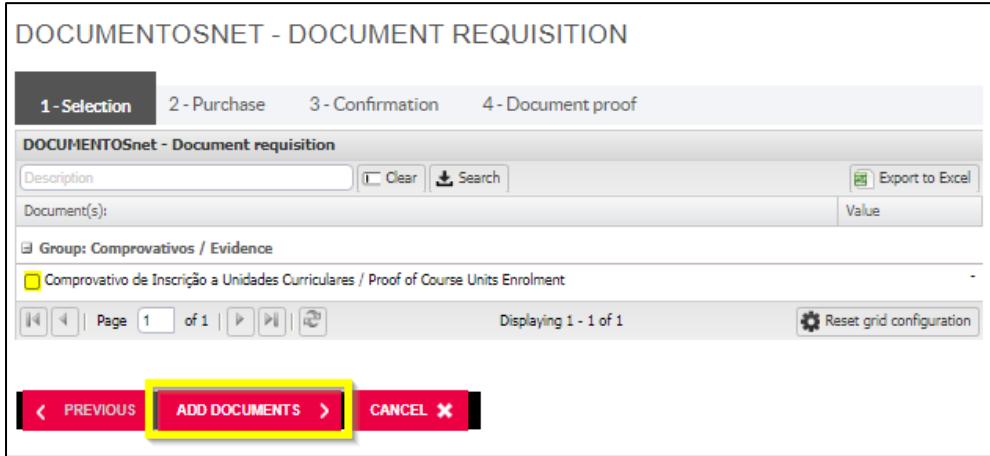
**Request a document**

- Click on [Documents]



The screenshot shows the main menu of the Student Portal. The 'DOCUMENTS REQUISITIONS' button is highlighted with a yellow box. Other visible buttons include 'PROFILE', 'CHANGE PROFILE', 'CURRICULAR UNITS ENROLLMENT', and 'EXAM ENROLLMENT'.

- Select the [document] and click on [Add Documents]



The screenshot shows the 'DOCUMENTOSNET - DOCUMENT REQUISITION' page. The 'ADD DOCUMENTS' button is highlighted with a yellow box. Other visible buttons include 'PREVIOUS', 'CANCEL', and 'NEXT'.

- Click [Save],[Purchase] and [Confirmation]

DOCUMENTOSNET - DOCUMENT REQUISITION

1 - Selection    2 - Purchase    3 - Confirmation    4 - Document proof

| Documents  | Value |
|--|-------|
| Comprovativo de Inscrição a Unidades Curriculares / Proof of Course Units Enrollment |       |
| Modo de entrega online / Online delivery mode  |       |
| Academic Year: 2020-21   |       |

Edit data of record:

**Document**  
Comprovativo de Inscrição a Unidades Curriculares

**Delivery method**  
Modo de entrega online / Online delivery mode

Without the delivery method selected it is not possible to make document available by email

Academic Year:  
2020-21

Observations

Save Cancel

Total Value: 0.00 Eur  
(The total does not include delivery fees. These will be included in the next step)

ADD DOCUMENTS PURCHASE > CANCEL X

## Download the document

- Click on [Consult]

DOCUMENTOSNET - DOCUMENT REQUISITION

1 - Selection    2 - Purchase    3 - Confirmation    4 - Document proof

**PURCHASE PROOF**

Your request has been submitted successfully!

Your request number: **15465**  
This number will allow you to identify your request by the services when needed.

The documents will become available after the payment of emoluments of the requests and the completion of the documents by the service.  
To check the status of the documents requested, access the service Search documents requisitions where you will find all the information download.

Online payments - Click to make the payment of the documents requested

Click to obtain the purchase proof

[Download PDF](#)

**Order Summary**

1º Cycle  
Document(s): 1  
TOTAL: 0.00 Eur

**Menu Contexto**

Documents

REQUISITIONS

CONSULT

**Quick Access**

PERSONAL DATA

- Click the button

DOCUMENTOSNET - CONSULT DOCUMENTS REQUISITIONS

Search

|   | Request No | Requisition No | Employee | Document                                      | Request date | Request status        |
|---|------------|----------------|----------|---|--------------|-----------------------|
|  | 15465      | 18361          |          | Comprovativo de Inscrição a Unidades Curri... | 07/05/2021   | Concluído / Concluded |

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