

FAQ'S – EXCHANGE STUDENTS INCOMING

After receiving my signed Learning Agreement - LA, does that mean I am enrolled?

No.

You should enroll at the Academic Services, upon arrival and pay the school insurance. Personal information is required.

After official registration/enrollment what should I do?

Finalize enrollment in the [Student Portal](#) (Portal do Estudante).

After the registration, the Login and Password are sent to your email to access several platforms (email; moodle; printers; Wi-Fi...).

It is mandatory to finalize the registration in the portal. Make the first registration, logout and then login again to enter for the first time.

Can I change my LA?

Yes.

Between the 1st and the 3rd week from the beginning of the semester.

Where can I get UC – Curricular Unit material for study?

[Moodle](#).

Moodle is a platform to exchange information about UC between students and teachers. To be able to access, follow the link [moodle](#) and enter with your credentials, provided by email from the Academic Services.

In agreement with the teacher, the material can be sent to personal or class email. You always should check with the teacher of each UC the preferred way to communicate.

I am an exchange student. Is it mandatory to attend classes?

Students who follow classes in EN - have a mandatory presence.

Students who follow classes in PT with support in EN - have mandatory presence upon indication of the teacher.

Students who follow classes in PT - according to information in the curriculum program.

In which language are the assessments performed?

Students who follow classes in EN - all assessments in English.

Students who follow classes in PT with support in EN - all evaluations in English (except prior agreement between student and teacher).

Students who follow classes in PT - depending upon information in the curriculum program about teaching language.

As an Exchange student can I change evaluation moments/dates, both final and exams?

No.
The exam calendar cannot be change. Final assessments should follow the teacher's instructions.

Where can I see the dates of the final evaluations and exams?

On the school's website in [Calendário de Avaliações](#). You can also check in moodle. In case of doubt, confirm with the teacher.
Note: Final evaluations (15.^a week of the semester) have their own calendar, dates and hours should be confirm with the teacher.

If my written assessment is positive, thus that means I have approved the UC?

No.
Unless specific indication from the teacher, all UC are evaluated in their theoretical and practical component, in each you must obtain the minimum positive score.

How can I communicate with teachers outside classes?

Officially through the institutional email of each of the teachers, available on the webpage [ESTM](#)

I do not have a student card, is it mandatory?

No.
Student cards are made by a bank (Caixa Geral de Depósitos), you can order them through the bank with or without a bank account. However, we do not guarantee the delivery in time.

Can I use the services of Bar and Canteen of the Leiria Polytechnic?

Yes.
For this, you must always inform the staff about your student number on the 1st use and you must purchase a barcode identification plate that will be associated with your student number. The plate is rechargeable for future use.

Can I use discounts as a student from the Leiria Polytechnic?

Sim.
In the participating entities (transport, etc,...). To do so, after completing the registration on the Student Portal, print and present to them the registration certificate.

Can I use an UBike?

Yes.
After registration, with your student number you can apply to the program to an [UBike](#)