

NOTICE
COMPETITION FOR ACCESS AND ADMISSION TO THE
MASTER'S DEGREE STUDY CYCLE IN
International Business – Evening classes
2026/2027

The Polytechnic Institute of Leiria (IPLeiria) announces that applications are open for the cycle of studies leading to the master's degree in International Business, for national and international students, under the conditions specified below:

1. Numerus clausus

Total	1st Phase	2nd Phase	3rd Phase
35	15	20	Remaining places

2. Conditions of access and admission

2.1. The following may apply:

- a) Holders of a bachelor's degree or legal equivalent in any scientific area;
- b) Holders of a foreign higher academic degree, conferred following a 1st cycle of studies organized according to the principles of the Bologna Process by a State adhering to this Process in any scientific area;
- c) Holders of a foreign higher academic degree in any scientific area that it is recognized as meeting the objectives of the bachelor's degree by the Technical-Scientific Council of the School;
- d) Holders of an academic, scientific or professional curriculum, which is recognized as attesting to the ability to carry out this cycle of studies by the Technical-Scientific Council of the School;
- e) Students who are in the process of completing the degree course in the areas of training whose possession is required for admission to the course and who declare this fact in the application.¹

2.2. The recognition referred to in points b) to d) of point 2.1 has the effect only of access to the cycle of studies leading to the master's degree and does not confer on its holder the equivalence to the bachelor's degree or the recognition of that degree.

3. International Applicants:

3.1 For the purposes of the provisions of this notice, an international student is a student who does not have Portuguese nationality, without prejudice to the provisions of the following numbers. Anyone who is in any of the following situations is not considered an international student:

- a) Is a national of a Member State of the European Union (EU) or of a State Party to the Agreement on the European Economic Area (EEA);
- b) Is a family member of a Portuguese national or a national of another EU Member State or of a State Party to the EEA Agreement, regardless of their nationality;
- c) Not being covered by the previous paragraphs, he has been legally residing in Portugal for more than two years, uninterruptedly, on 1 January 2026, as well as the respective children who legally reside with him. The time of residence with a residence permit for study is only relevant during the period in which the student is attending secondary education in Portugal;
- d) Is the beneficiary, on 1 January 2026, of a status of equal rights and duties granted under an international treaty or agreement entered into between the Portuguese State and the State of which it is a national.

¹ IPLeiria students are exempt from presenting this proof, as provided for in no. 5.3 of this Notice.

3.2. International applicants must submit their application within the scope of the 1st and 2nd phase of application, except if they apply for the 3rd phase under paragraphs a) and b) of paragraph 2.1, or hold a residence permit in Portugal.

4. Selection criteria

4.1. Regarding the applications submitted under paragraphs a), b), c) and e) of number 2.1:

The classification to be attributed to the candidates, for the purposes of ranking, is translated into an entire numerical scale of 0 to 200, according to the following expression:

$$\text{Classification} = [0.3 \times \text{affinity} + 0.4 \times \text{nature} + 0.3 \times (\text{final degree grade} + \text{bonus}) / 200] \times 200.$$

Where:

Affinity is a coefficient in the range [0.1], which assesses the affinity of the undergraduate degree to the Master's degree candidates are applying;

Nature is a coefficient in the range [0.1], which assesses the nature of the degree and the teaching institution where the candidate completed their undergraduate degree;

Final degree grade represents the final grade of the undergraduate degree, in a numerical scale ranging from 0 to 200;

Bonus reflects a relevant scientific or professional curriculum, in a numerical scale ranging from 0 to 50.

4.2. Regarding the applications submitted under paragraph d) of number 2.1:

The classification to be attributed to the candidates, for the purposes of ranking, is translated into an entire numerical scale of The classification will be given in a numerical scale ranging from 0 to 200, and shall assess the academic, scientific and/or professional curriculum of the candidate, applying the following formula: and evaluates the candidate's academic, scientific and/or professional curriculum, according to the following expression:

$$\text{Classification} = 0.2 \times \text{academic curriculum} + 0.4 \times \text{scientific curriculum} + 0.4 \times \text{professional curriculum}$$

Where:

Academic curriculum assesses the academic journey of the candidate (academic qualifications);

Scientific curriculum assesses the participation of the candidate in congresses, seminars, projects, and technical studies, as well as their technical and scientific production (articles, books...), awards and similar elements, in a relevant scientific area for the Master's degree;

Professional curriculum assesses the candidate's training and professional activity in a relevant scientific area for the Master's degree.

In the event that the selection board determines that an interview should be conducted with the candidates, the classification to be awarded, for ranking purposes, is translated into an entire numerical scale of 0 to 200, assesses the candidate's academic, scientific and/or professional curriculum vitae and the respective interview and is calculated on the basis of the following formula:

$$\text{Classification} = 0.12 \times \text{academic curriculum} + 0.24 \times \text{scientific curriculum} + 0.24 \times \text{professional curriculum} + 0.40 \times \text{interview}$$

Where:

Academic curriculum, scientific curriculum, and professional curriculum assess what is established above.

Interview, in a numerical scale ranging from 0 to 200, assesses verbal expression, critical thinking, motivation, and responsibility, where:

Verbal expression – measures the current of thought the candidates show through their verbal/written language, fluency, transparency of ideas, and logical reasoning;

Critical thinking – measures the innovation of the presented choices and their justifications, as well as argumentative skills in theoretical or real scenarios;

Motivation and responsibility – assesses the nature, intensity and durability of the motivations, interests, and tastes.

4.3. Tiebreaker: Older age.

4.4. After applying the formula in points 4.1 and 4.2.:

Candidates who obtain a classification lower than 95 points, in the numerical scale ranging from 0 to 200, will be automatically excluded., will be automatically deleted.

5. Application

5.1. The application must be submitted in <https://inforestudante.ipleiria.pt> and is only considered valid after uploading the mandatory documentation and paying the application fee provided for in the table of fees, made within the established deadline.

5.2. Documents to be submitted²:

The documents necessary for the instruction of the application process are submitted exclusively *online*, and those indicated in paragraphs b), c) and d) are considered mandatory, under penalty of exclusion:

- a) *Detailed Curriculum Vitae* and other documents that the candidate considers relevant for the assessment of his/her curricular merit. All the information indicated in the application relevant to the assessment of curricular merit must be proven by the presentation of the respective certificates, otherwise it will not be considered in the evaluation of the respective application;
- b) Valid civil identification document. Foreign applicants may present another civil identification document indicating their nationality. If the candidate expresses opposition to the reproduction of the document, he/she must request assistance from the Academic Management Services, within the application deadline, for face-to-face exhibition of the document;
- c) Certificate of qualifications indicating the degree with which the applicant is applying and the respective final classification. In the case of holding a foreign qualification, the candidate must instruct the application with an official statement issued by the higher education institution where he/she completed the academic degree, which includes the academic degree, the respective final classification and the evaluation scale used. Failure to prove the final classification of the academic degree, under the terms referred to, determines the attribution of the final classification of 100 points on a scale of 0 to 200. In the case of training carried out at IPEiria, students are exempt from presenting the document referred to in this paragraph.
- d) International students must present a certificate, issued by a competent authority, proving knowledge of the language in which the course is taught, or similar, at a level equal to or higher than level B2, of the Common European Framework of Reference for Languages;
- e) Other documents, for foreign candidates, related to proof of equivalence to a national student, when applicable.

5.3. Candidates who submit their application under paragraph e) of paragraph 2.1 and do not submit, until the day 09.04.2026 (1st phase), until the day 28.07.2026 (2nd phase) or until the day 07.09.2026 (3rd phase), proof of the required qualifications, are excluded at the stage to which they apply. They can, however, on the application platform, request the transition of their application to the next phase, if any, at no additional cost.

5.4. Candidates who are not placed due to lack of vacancy may, through the application platform, request the transition of their application to the next phase, if any, at no additional cost, as long as it remains unchanged.

5.5. Candidates who are not placed due to lack of vacancy may be called to enrol, at the stage in which they apply, if there is a vacancy later.

6. Calendar and Enrollment

² You may be asked to submit the original documents at any time. When the documents presented do not include an electronic authentication code that allows their confirmation, and in the case of qualifications obtained abroad, they must be duly authenticated by the official education services of the respective country and recognized by a Portuguese consular authority or apostilled under the Hague Convention. The same procedure applies to translations of documents whose original language is not Spanish, French or English, and a translation into one of these languages is mandatory.

6.1. Calendar

Period	1st Phase	2nd Phase	3rd Phase
Application deadline	26.02.2026 -31.03.2026	09.06.2026 - 14.07.2026	17.08.2026 - 02.09.2026
Publication of Results	23.04.2026	30.07.2026	10.09.2026
Enrollment and registration	29.04.2026 - 07.05.2026	31.07.2026- 11.08.2026	11.09.2026- 16.09.2026

6.2. Placed candidates who do not enroll within the established deadlines lose the right to the respective vacancy, however, they may reapply for the study cycle at a later stage if it occurs.

6.3. The student's enrolment and/or enrolment are only confirmed after the payment of the first instalment of the tuition fee, including enrolment or registration fee, except for those who are candidates for scholarships under the social support system for the attendance of courses taught in higher education institutions, in which case the payment of the tuition fee can be deferred until the decision of the process and the payment of the first installment of the scholarship. In the case of International Students, in the year of enrollment the amount due corresponds to 30% of the total base tuition fee, plus the registration fee.

7. Crediting

Candidates may, under the terms provided for by law and in the institution's regulations, request the accreditation of training and professional experience, with a view to continuing studies, and should, for the purposes of better organization of the academic path, submit this request preferably at the time of application.

8. Start of the course: Setembro de 2026.

9. Place where face-to-face teaching activities take place: Leiria.

10. Regime and days of operation: Regime Evening classes.; Days of operation: Usually, weekdays. May be subjected to alteration.

11. Pre-requirements: Not applicable.

12. Language used in the teaching of education: English.

13. Minimum number of students for the course to operate: 16

14. Detailed information on objectives, study plan, access and admission conditions, selection and ranking criteria, operating conditions and tuition fees can be consulted in www.ipleiria.pt.

15. In the event that there are still vacancies after the completion of all application phases, late applications may still be accepted, upon request, provided that there are conditions for academic integration in the course.

Polytechnic Institute of Leiria,
The President,
Carlos Manuel da Silva Rabadão