

F. Pinto

Setúbal Polytechnic

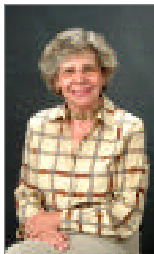
College of Education

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Title ECTS Guide | College of Education, Setúbal Polytechnic · **Publisher** Setúbal Polytechnic · **Edited by** Setúbal Polytechnic
Desktop Publisher Printing Center · **Printed by** Printing Center · **Photographes** Fernando Pinho and ICEP Portugal · **Date** September 2003
Copies 300 · **ISBN** 972-8431-18-X · **Legal Deposit** 199532/03

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Introduction

Welcome letter

The SOCRATES/ERASMUS Programme is probably the most popular of all the international initiatives that Setúbal Polytechnic is involved in.

That is demonstrated by the growing number of students who, year after year, wish to take advantage of mobility actions sponsored by European Union Programme to spend part of their academic life in other European countries. Besides gaining academic and professional experience, exchanges of this nature are personally enriching and allow students to feel that they really are part of Europe.

I believe that the constant growth in the number of students attending Setúbal Polytechnic is a very good reflection of the efforts that we have made to ensure that young people feel welcome and integrated in the Polytechnic's environment. It is also a good reflection of the quality standards of the Polytechnic's five Colleges and the courses they offer.

After drawing the attention of the academic community and arousing the desire to participate, Setúbal Polytechnic is now taking stakes in the European Credit Transfer System (ECTS). That way it hopes to encourage more exchanges and, above all, to promote mobility actions that are more effective and visible, while assuring full recognition of the academic efforts students make and the work they do.

Setúbal Polytechnic's ECTS Guide, which I have the honour of presenting to you, is the end-result of two years of hard work behind the scenes involving all the institutional organisations, lecturers, non-teaching staff and even former ERASMUS students. Accounts of those students' experiences invariably reminded us of the fact that the only aspect of this initiative that was not quite so positive was, at times, the difficulty involved with getting recognition for the work they had done. First and foremost, however, the Guide intends to be Setúbal Polytechnic's very first visiting card for all our partner institutions and a source of wide-ranging information for all their students, including a distinct view of our hospitable country, our beautiful region and the quality of our Colleges and courses.

It is, therefore, with great joy that I would personally like to greet every student of this Europe of Knowledge who decides to spend a few months of his or her academic career with us at this Higher Education Institution, which I am proud to preside over.

My very warmest WELCOME to you all!

Prof. Cristina Figueira (President)

The European Credit Transfer System

The European Union encourages inter-university cooperation in order to improve the quality of education for students and higher education establishments. Student mobility is an essential component of such cooperation.

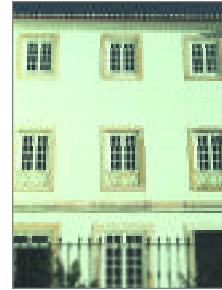
The ERASMUS chapter of the SOCRATES Programme has clearly demonstrated that studying abroad is a particularly enriching experience. Not only is it the best way to discover other countries, ideas, languages and cultures, but it also is a major advantage in terms of future career development.

Recognition of studies and qualifications is a prerequisite for the creation of a European area that is more open in terms of education and training, designed to offer students and teachers a high degree of mobility. That is why the European Credit Transfer System (ECTS) was created as a pilot project within the former ERASMUS Programme. The aim of the system was to promote academic recognition of studies abroad. After an external assessment of the ECTS had conclusively demonstrated the system's potential, the European Union decided to include the ECTS in the SOCRATES Programme and in particular in Chapter I referring to higher education (ERASMUS). After an experimental phase of restricted application, the ECTS began to be used extensively as a fully-fledged component of higher education on a European scale.

Above all, the ECTS is a means of creating transparency, of establishing the right conditions for bringing establishments together and of expanding the range of options available to students. Its application by education establishments facilitates the recognition of academic performance and marks by using standards that everyone understands - credits and marks - and provides a guide to the interpretation of national higher education systems.

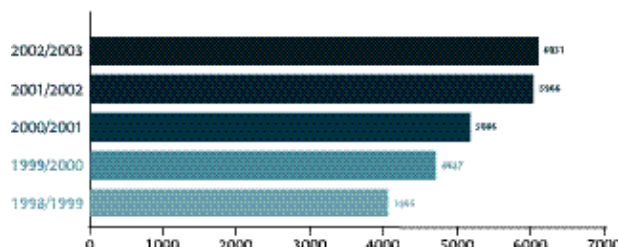
In the 2001/2002 academic year, Setúbal Polytechnic (SP) joined the network of over 1,000 European universities using the ECTS as an instrument for automatic recognition of the academic work a student does in any of the partner institutions.

Setúbal Polytechnic Presentation

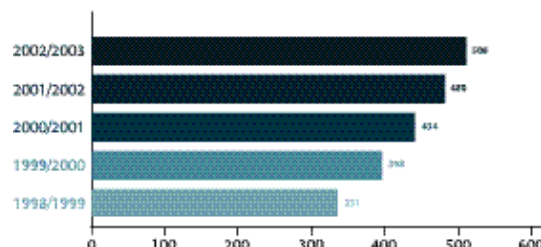


The Instituto Politécnico de Setúbal (Setúbal Polytechnic - SP) was created in 1979. The main feature of SP is that of stimulating "professional knowledge" – without overlooking "scientific knowledge" of course - as a sound basis for the education of professionals capable of using their skills to the community's benefit. That link with the community, through the provision of services to the network of education establishments and business in the region, has led to the recognition of the importance of this type of higher education subsystem by various academic, scientific and professional sectors in Portugal.

Increase in the number of students at SP



Increase in the number of lectures at SP



Besides education and training, SP's objectives include activities such as research, applied research and experimental development, cooperation in national and foreign projects, and cultural initiatives.

The promotion of research and technical, scientific and cultural exchanges between SP and peer international institutions is one of SP's main objectives, as set out when SP was created in 1979 and subsequently embodied in its statutes.

Some of the European programmes that SP is involved in are SOCRATES-ERASMUS, Tempus, Comenius, Leonardo da Vinci and Grundvig, all of which are subsidised by the European Union.

In terms of SP's internationalisation policy, the existing cooperation relations, the admission of students from Portuguese-speaking African countries and Timor Loro'Sae, and the preparation and training of Portuguese language teachers in Timor Loro'Sae take on an even greater degree of importance.

This Polytechnic's cooperation with peer national institutions is equally as important. In the 2000/2001 academic year, SP set up the Vasco da Gama programme in order to promote student mobility between Polytechnic Higher Education institutions on Portuguese territory.

SP's Organisational Units and Support Structures



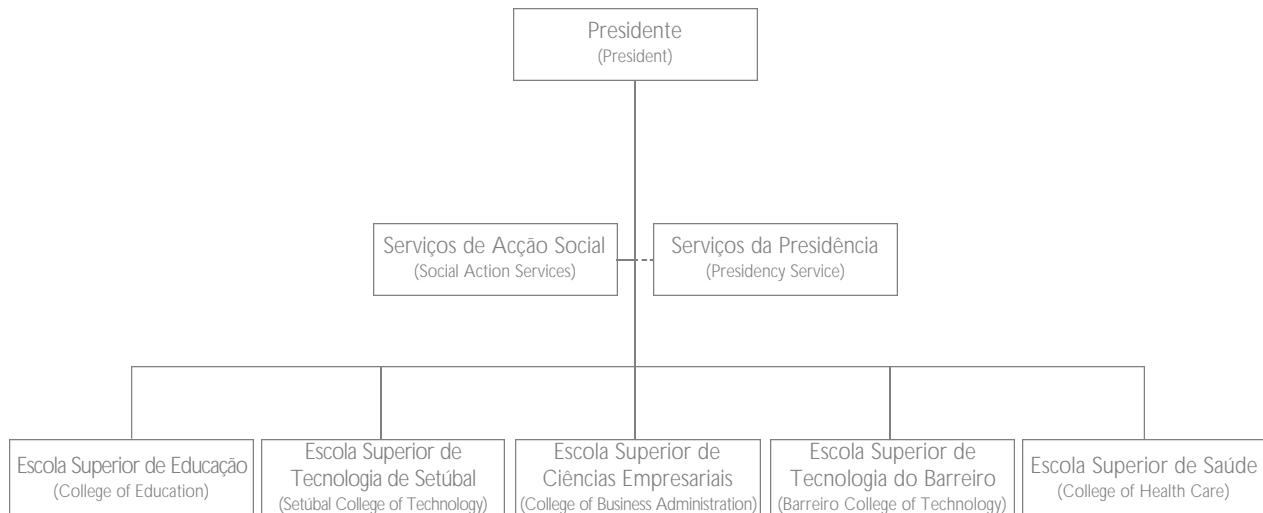
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Besides the Presidency Service, since the beginning of the year 2000 SP has been formed by five Colleges (three with facilities on the Campus, one with temporary facilities on the Campus, and one for Technology and Engineering located in Barreiro, a town some 30 kilometres from Setúbal) and the Social Action Service (SAS).

SP ORGANIZATION CHART



Presidency Service

The Presidency Service is located in a central area of Setúbal and is responsible for administration and management. In addition, it acts as the link between SP's organisational units and the various departments of the Ministry of Education. The aim of the Service is to ensure that the whole academic community is properly run.

The Image and Public Relations Office is part of the Presidency Service. Since 1999, it has been divided into two sections, one dealing with image and the other with public relations. The Public Relations section is, among other things, responsible for coordinating and implementing the SOCRATES-ERASMUS Programme (including the ECTS), managing students' and lecturers' mobility grants, organising Candidatures and Final Reports, and acting as the link between the National Agency and the Colleges.

The building that SP's Presidency Service now operates from – the former Palácio Fryxell – is part of a monumental ensemble that probably dates back to the 16th century. Until the end of the 18th century, it was the seat of several important religious institutions such as the São Domingos Convent and the Jesuits' School, of which the São Francisco Xavier chapel and cloisters still remain, as does a considerable portion of the mediaeval wall.

The building was converted into a bourgeois residence in the 19th century after being sporadically occupied by the Bernarda Nuns of Lisboa. Before being bought by the Portuguese State, it was the residence of a wealthy English family (the Fryxell family) and housed the English Consulate.

On 3 December every year, the São Francisco Xavier chapel opens its doors to the general public for the worship of the Santo Padroeiro de Setúbal icon. Since 2002 the cloisters and the Caminho de Ronda (mediaeval wall) are open to the general public in the medium term.

Being one of the most beautiful and emblematic monumental ensembles in Setúbal, the Palácio Fryxell and annexed structures are priceless. It is a privilege for SP to have its Presidency Service located there.



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SP's Colleges

As shown in the organisation chart on page 7, SP comprises five Colleges. The first three to be opened were the College of Education (1985), the College of Technology (1988), and the College of Business Administration (1994). The Barreiro College of Technology was created in 1999 and, finally, the College of Health Care opened in the year 2000.

The creation of those Colleges, which cover disciplines like Engineering, Technology, Education, Sports, Business Administration and Health Care, filled an enormous gap in the Setúbal region for the training of qualified professionals, and especially the practical component of the mentioned subjects.

Social Action Service (SAS)

SP's Social Action Service was created in 1993 in order to promote the financial implementation of the social action policy in Higher Education. It provides students with the best study conditions by awarding financial assistance to those most in need (studentships and emergency grants) and generally providing students with a range of services, such as accommodation, food, health care, and sporting and cultural activities.

Besides the Students' Residence, the SAS is responsible for managing SP's refectory, which is located in the College of Technology facilities. There, students are entitled to subsidised meals. The refectory has a capacity for 500 students.

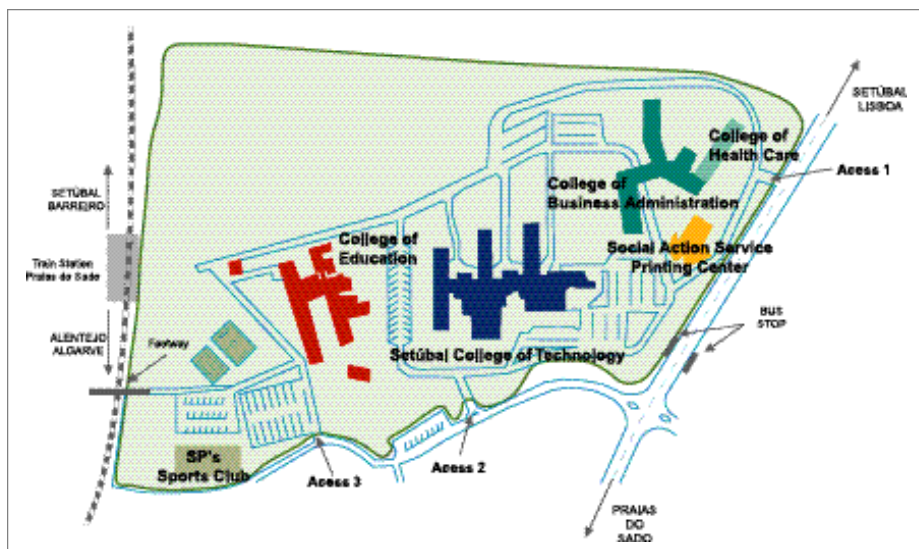
Some of the other services that the SAS offers include psychological assistance in order to promote the psychological wellbeing of SP's students, through individual psychotherapy and counselling, for example.

The Campus

SP's Campus is located 7 kilometres from the centre of Setúbal, in the Estefanilha area. It is a very quiet area surrounded by parkland near Praias do Sado.

SP's three Colleges located on the Campus (Setúbal College of Technology, College of Education and College of Business Administration) were built from scratch. The facilities are very well designed and benefit from the very latest technological and scientific equipment. The Sports Club also has its own facilities on the campus. SP's Sports Club offers a whole host of sporting activities intended to improve the quality of life, wellbeing and physical fitness of anyone wishing to do sport. Besides the Colleges and the Sports Club, the SAS (see page 9), the Careers Service and the Printing Center operate from their own facilities on the Campus, too.

The College of Health Care (CHC) is temporarily located on the Campus but will have its own facilities near the District Hospital in the centre of Setúbal in the short term.



Support Structures for the College's International Relations



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Partnerships with peer European institutions that the Colleges have formed, the number of educational projects they are involved in and the submission of the first formal candidature to the SOCRATES-ERASMUS Programme in 1997/98 led to a need to create support structures organised into International Relations Sections or European Exchange Offices employing staff to organise and develop the process. The Sections and Offices are responsible for admitting, preparing, selecting and integrating students involved in mobility actions from Portugal and overseas. For more information, see the contacts on page 53 .

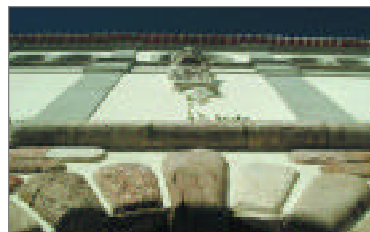
Students' Unions

Each of SP's Colleges has a Students' Union. The Unions organise a range of activities such as cultural events, tournaments and sports, and even provide stationery and copying services. The Students' Unions can play a very important role in terms of job-finding, since they often act as a bridge between students and companies, providing information about placements, training opportunities and even job vacancies.

The Students' Unions can also be very important for ERASMUS students, since they are excellent sources of information about the College and the city. In addition, they can help newcomers to integrate and adapt to the academic life of each College.



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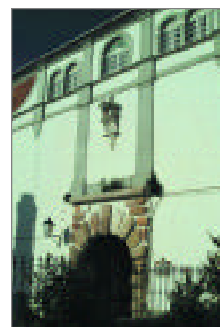
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College of Education Presentation



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When it began operating in 1985, the Escola Superior de Educação (College of Education – CE) was part of a nation-wide network of institutions for the initial education and continuing education of teachers.

The need to meet the education expectations of young people in the Setúbal region and to develop the expertise of its academic staff led to the creation of new courses in other subjects (Social Communication and Translating and Interpreting).

In the 2002/2003 academic year, there were 1071 students enrolled on a range of courses at the College.

Internal Organisations

The College is organised into democratically elected management bodies on which representatives of lecturers, administrative staff and students sit.

The day-to-day management of the College is the responsibility of the Board of Directors, which consists of three lecturers, one administrative staff representative and one student representative.

The College is organised into Departments that bring together lecturers in scientifically similar subject areas. Each of the College's courses is managed by a Coordinator.

The College's various services (Administration and Support) are directly managed by the College Secretary.

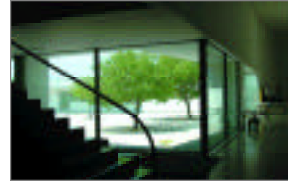
Course Organisation and Teaching

In the process of the College's development, the desire to create a new, human and people-orientated teaching reality was asserted, through student appraisal attitudes and practices and through the creation of an educational environment that was favourable to personal development and learning.

The reconciliation of demand attitudes, the development of new practices at student support level and the creation of learning conditions constitute a constant concern for the CE. Therefore, innovative teaching strategies have been created over the years to turn those objectives into a reality, particularly in terms of the organisation of the course syllabuses.

The syllabus structure of the courses aims to develop essential skills for studying, organising information, communicating, scientific improvement and understanding the world we live in. Those objectives became the common core of all courses that began in the 1998/99 academic year.

The aim of the common core is to promote student autonomy and to encourage their integration into higher education by developing skills considered to be applicable to a range of courses. Attempts are made to stimulate learning and study methods by associating research, debate, individual effort, cooperation and creativity with them.



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Placements/Teaching Practice

Students on all courses have practical training, which is done by exposure to new information technologies and the working environment, and areas in which they might be employed in the future. Attempts are made to organise training periods in professional contexts that are best suited to the courses. Placements are alternated and their length and level of responsibility increases throughout the course.

Research and Education

The CE has attempted to assume a philosophy of lifelong education by aiming to combine the activities of initial education with supplementary continuing education, and promoting educational development projects.


That concern has been reflected internally by a major effort to train lecturers to Master's degree and Doctorate level, or to encourage research and support for educational innovation. In the 2002/2003 academic year, almost 50% of the 106 serving lecturers have a Master's degree or a Ph.D.

The training of non-teaching staff has also been a priority. It is part of the process of improving the service we provide.

Thanks to the exchange activities and the projects undertaken in different European and African countries, the College now has a multicultural environment where students and lecturers of different cultural origins live and work together, thus generating positive attitudes of openness to the world, of cooperation and of tolerance of social and cultural differences.

Educational and Cultural Animation

The promotion of education for the general public through the development of the capacity of intervention in the College and in society, in media education and in the understanding of today's world is a constant concern for the CE.



Besides the syllabus activities, there are weekly debates and conferences about different areas of knowledge, music and theatrical performances, film viewings, multimedia production presentations, exhibitions of painting, sculptures, teaching materials, etc., which aim to encourage debate and participation, and signify an extension of the times and the places for learning.

The Building

The CE was designed by the architect Siza Vieira and was awarded the National Architecture Prize in 1993. It is considered to be one of his most impressive works. Siza Vieira also designed most of the CE's furniture. The College is an aesthetically pleasing and harmonious place surrounded by parkland designed by the architect Gomes da Silva.

The conservation of the building and the surrounding areas, which involves lecturers, students and administrative staff, is an essential objective to pursue. This is included in the educational views assumed by the College.

Education Resources

Within the constraint of available space, the CE aims to operate like a workplace where students and lecturers study and produce their work. The Education Resources Centre (ERC) was organised with that in mind. It comprises the Teaching Office, the Multimedia Office, the Documentation and Information Centre (with a médiathèque), and radio, video and photography studios. Students can use the IT systems to produce their work and have free Internet access in the Library, the Multimedia Office and the Gallery.

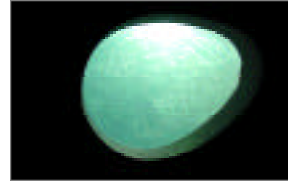
The CE also has a bar service where unsubsidised meals are available to students, lecturers and administrative staff.

Taught Courses (2003/2004 Academic Year)

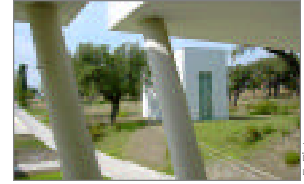
Degree Courses

Pre-school Educators

This course is designed to train professionals who are committed to infant education from a global viewpoint that integrates work, the family and the community.



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Primary School Teachers

This course is aimed at training primary school teachers, who are also prepared for adult education and animation tasks.

Primary School Music Teachers

This course is aimed at training primary school music teachers, who are also prepared for animation tasks.

Primary School Teachers – Variants of:

. Visual Education and Technology . Mathematics and Natural Science

These courses are aimed at training primary school teachers in visual education and technology, and mathematics and natural science.

Two-stage Undergraduate Courses

Social Communication

This course is designed to educate students to become professional journalists (radio and press) and media technicians, while attempting to meet regional needs, in a context where these subjects have a major impact on development and innovation.

Translation and Interpreting in Portuguese Sign Language

This course prepares students to become communication mediators between the deaf community (which has its own language, Portuguese sign language) and the hearing community in all institutional contexts, and particularly in schools and situations in which their presence is required to assure freedom of speech, unrestricted access to information and equal opportunities for the deaf.

Sport and Recreation

The aim of this course is to educate students to become technicians with the right technical and teaching skills to

intervene in Sports Animation, as agents of social and cultural development in the field of Sports Animation Management in public and private sector institutions, such as Authorities, Associations, Community Centres, Clubs, Natural and Leisure Parks and Companies, particularly those connected with the tourist industry.

Other Courses

Complementary to scientific and teacher training:

Pre-school Educators

Primary School Teachers

These courses are aimed at pre-school educators and primary school teachers holding diplomas who wish to obtain a degree qualification. These courses are offered from the viewpoint of the education system's development and the construction of quality autonomous schools

Qualifications for Other Educational Duties – Education Resource Centres

These courses are aimed at pre-school educators, primary and secondary school teachers holding diplomas who wish to obtain a degree qualification so that they can perform other educational duties, like the development of Education Resource Centres.

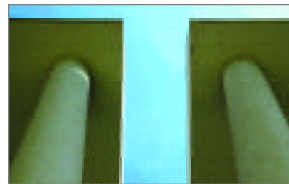
Programmes and Projects

The CE also works constantly in the field of research and international cooperation from a viewpoint of contributing to the improvement of education quality in the CE, in the Setúbal District and the country, or anywhere its services might be required. In that context, its lecturers are currently involved in various research and education projects in the field of formal and non-formal education in the Portugal, in several European countries and in Portuguese-speaking African countries.

Some of those projects fall within the scope of two Centres for the development of research, materials production and dissemination activities, and technical advice: the Education Development Studies Centre (EDSC) and the Equal Opportunities in Education Centre (EOEC).

MODERN ART (PAINTING) TEACHING IN PRIMARY SCHOOLS (EII - Educational Innovation Institute in conjunction with the Universities of Évora and Barcelona)

How to incorporate modern art in the education system as a form of individual knowledge and worldly knowledge.



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À BOLINA

Production of teaching materials for teachers and pupils that are available on the Internet.

SUPPORT FOR THE PROFESSIONAL ADAPTATION OF TEACHERS AT THE BEGINNING OF THEIR CAREERS (ARIPESE in conjunction with other Colleges of Education)

Examining and understanding the initial stages of a teacher's career and suggesting adaptation and support systems for young teachers.

PERFORMANCE ASSESSMENT OF HIGHER EDUCATION LECTURERS (Ministry of Education – Higher Education Department in conjunction with Setúbal College of Business Administration and the Lisboa Faculty of Sciences). Undertaking studies and constructing instruments to assess the performance of Higher Education lecturers.

EXTERNAL ASSESSMENT OF THE TRAINING PLAN FOR LECTURERS IN THE ECONOMIC AND MONETARY UNION ZONE (Jacques Delors European Information Centre).

CICE – CHILDREN'S IDENTITY AND CITIZENSHIP IN EUROPE (SOCRATES Programme)

A network thematic project: how are Social, Economic and Political issues understood in Europe?

LIVING SCIENCE

The aim of this project is to promote scientific education through experimental teaching of the sciences, especially in primary schools.

FLEXIBLE SYLLABUS MANAGEMENT (Ministry of Education - Primary Education Department)

Understanding the process of syllabus flexibility experienced by some primary schools and identifying relevant aspects that need to be taken into account in the initial training of teachers.

HIFLEX II (Évora University in conjunction with Beja CE, Madrid Polytechnic University, Wales University – Lampeter, Vector XXI)

The production of materials and experimentation with distance-teaching methodologies in order to make higher education more available to working students. Experimentation with the subject of environmental education and primary school teacher training.

NÓNIO – 21st CENTURY / Setúbal CE's Skills Centre

The aim of this project is to integrate new information technologies into various domains of primary and secondary education knowledge.

TRAINER TRAINING SYSTEM (EPTI / OEFP)

The characterisation of the system and a needs analysis for trainer training in the job market.

SOCRATES – ERASMUS (EU)

Student exchanges between European Union countries.

STTAR (Epral, Beja CE, Évora University, Beja Agricultural College and other partners in Denmark, Italy, France and the United Kingdom).

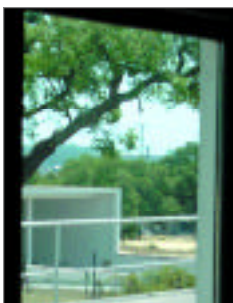
The creation of post-secondary technology training programmes and syllabuses in various professional areas.

VITRINE – VIRTUAL TRAINING IN THE INFORMATION SOCIETY (Leonardo da Vinci Programme – EU)

The adaptation of Teletrainer project distance training modules to national reality and the dissemination thereof.



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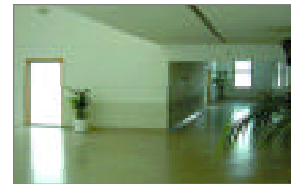


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Practical Information



European Exchange Office

Supporting the mobility of students and lecturers in the European area. Open on Monday, Wednesday and Friday from 10:00 p.m. to 1:00 p.m. and Tuesday and Thursday from 2:00 p.m. to 5:00 p.m.

Academic Service

Open on Monday, Wednesday and Friday from 9:30 a.m. to 12:00 a.m., 2:30 p.m. to 4:30 p.m..

Placement and Careers Office

SP's Placement and Careers Office (PCO) undertakes a range of activities to encourage and help newly qualified students to find jobs. For more information, contact the College of Education's Students' Union.

Library

The library has over 20,000 titles available and is open Monday and Wednesday from 8:30 a.m. to 6:00 p.m.. On Tuesday, Thursday and Friday it closes at 7:00 p.m. There is also a study room.

IT Support

Students have access to 10 computers in the Multimedia Office and 6 in the Gallery with free Internet access. There are 25 computers in the two IT Laboratories, but Internet access is limited.

Document Copying

Students can make copies of all sorts of documents in the CE's facilities. The price per copy is 0.03 Euro (as a guide and with a card).

Bar

The CE has a bar that serves snacks (2.40 Euros), sandwiches (0.85 Euros) and drinks (0.75 Euros). All prices are given as a guide. It is open from 8:30 a.m. to 7:00 p.m. It has a capacity for 200 people.

Others

There is an Education Resource Centre (documentation and information sector, a teaching office, a print sector, an audio-visual sector, a photography sector, multimedia office), a stationer's and an internal TV system. The EDSC – Education Development Studies Centre – is a centre associated with the CE that encourages research and training projects, with special emphasis on European and African projects.

Students' Union

The College of Education's Students' Union came into being in 1988. It was formed by students on the pre-school educator and primary school teacher courses.

Since then, with more courses being offered, the Students' Union has become consolidated, and is now a strong and very cohesive Students' Union.

The wellbeing and defence of the interests of students at the College of Education were, are and always will be major concerns for the Students' Union. To that end, it actively participates in the College's management bodies and maintains strong links with the Board of Directors.

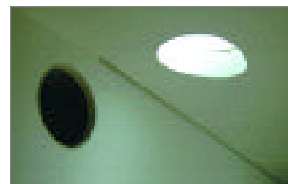
Various services for the students have been created over the years, including photo developing, pigeon holes, a mini-bar, terrace, games and others.

With the aim of involving students in the spirit of academic life, it organises academic weeks, academic talks, parties in bars and discos, freshers' weeks and various cultural activities.

Over the next few years the College of Education's Students' Union intends to live up to its "Serving students!" motto.



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Information about Portugal



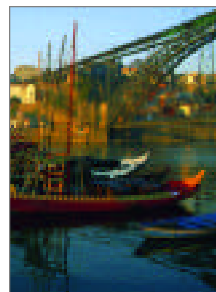
Praia da Barra. Aveiro
Barra Beach. Aveiro

© Mauricio de Abreu



Torre de Belém. Lisboa
Belém Tower. Lisboa

© António Sacchetti



Barco "rabelo" com vista
da Ribeira. Porto
Typical boat on Ribeira. Porto

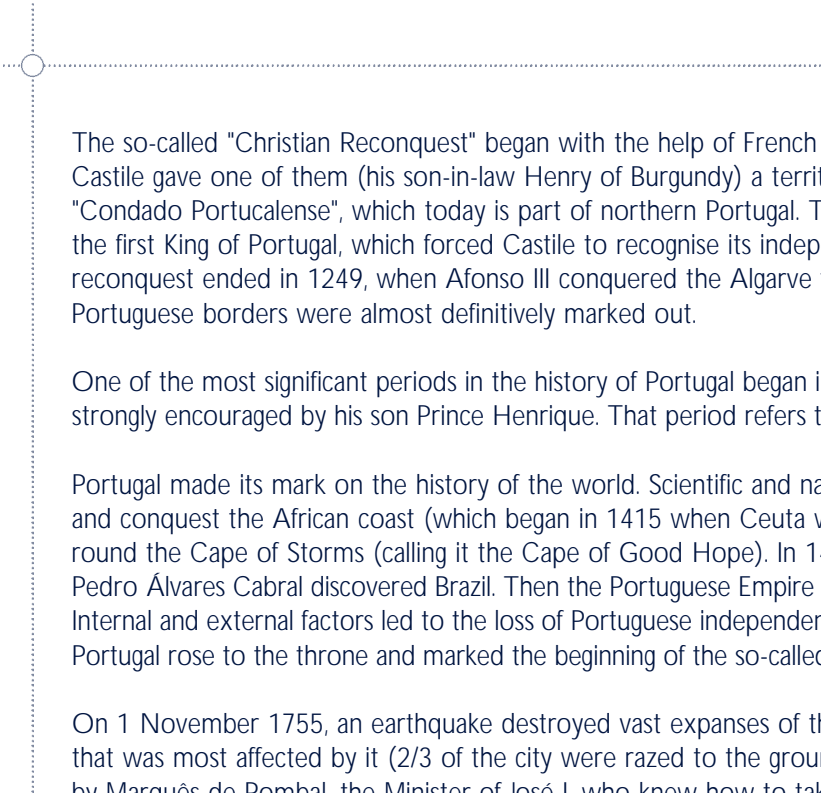
© João Paulo

Geographical Location

Portugal is the most westerly country in Europe. It borders on Spain and the Atlantic ocean. It covers approximately 92,000km² and includes the archipelagos of Madeira and the Açores. It has a total stable population of around 10 million inhabitants. Lisboa is the capital of Portugal.

History

Portuguese territory has been inhabited since very remote times, and remains of links with the Greeks and Phoenicians since the 6th century B.C. can be found. However, the first major influence on the territory came with the arrival of the Romans, who controlled the Iberian Peninsula from the year 218 B.C. The Roman influence can still be found today in the Portuguese language (of Latin origin). In 711 AD, the Moors invaded the whole of the Iberian Peninsula and remained there for several centuries.



The so-called "Christian Reconquest" began with the help of French noblemen, and Alfonso VI of León and Castile gave one of them (his son-in-law Henry of Burgundy) a territory that at that time was called the "Condado Portucalense", which today is part of northern Portugal. The son of Henry, Afonso Henriques, became the first King of Portugal, which forced Castile to recognise its independence from it in 1143. The Portuguese reconquest ended in 1249, when Afonso III conquered the Algarve from the Moors. That was when the Portuguese borders were almost definitively marked out.

One of the most significant periods in the history of Portugal began in the 15th century during João I's reign, strongly encouraged by his son Prince Henrique. That period refers to the Discoveries.

Portugal made its mark on the history of the world. Scientific and nautical advances made it possible to explore and conquest the African coast (which began in 1415 when Ceuta was taken). In 1488, Bartolomeu Dias sailed round the Cape of Storms (calling it the Cape of Good Hope). In 1498, Vasco da Gama reached India. In 1500, Pedro Álvares Cabral discovered Brazil. Then the Portuguese Empire of the Indies was constituted. Internal and external factors led to the loss of Portuguese independence. In fact, in 1580, Philip II of Spain and I of Portugal rose to the throne and marked the beginning of the so-called Philippine Rule, which only ended in 1640.

On 1 November 1755, an earthquake destroyed vast expanses of the country, and Lisboa was one of the cities that was most affected by it (2/3 of the city were razed to the ground). The city's reconstruction was promoted by Marquês de Pombal, the Minister of José I, who knew how to take advantage of the favourable situation brought about by the discovery and intensive mining of gold in Brazil.

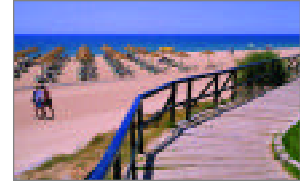
The French invasions, Brazilian Independence (and consequently the loss of a vital source of income) the Liberal Revolution and the Civil War (that put an end to the Absolute Monarchy forced it to become a Constitutional Monarchy), and the first attempt to create a Republic all marked the 19th century.

Portugal has been a Republic since 5 October 1910. The military coup in 1926 led to a dictatorship. In 1933, António de Oliveira Salazar rose to power. The dictatorship, which was called the "New State" in the 1933 Constitution, was founded on two basic principles: extreme nationalism and major international isolation. Colonialism in India and the wars that Portugal fought in its former African colonies between 1961 and 1974 definitively aggravated overseas relations. Portugal was strongly condemned at that time by the United Nations. With 30% of the population being illiterate and severe economic backwardness separating Portugal from the rest of the world in the early 70s, more than a million people - mostly young - were forced to emigrate, mainly to other European countries (now there are 4 million Portuguese emigrants all over the world).



Praia da Barra. Aveiro
Barra Beach. Aveiro

© Maurício de Abreu



Praia Quinta do Lago. Algarve
Quinta do Lago Beach. Algarve

© João Paulo

Marcelo Caetano took over from António de Oliveira Salazar in 1968. He remained in power until the morning of 25 April 1974, when the Portuguese army (fully supported by the people) overthrew the dictatorship and brought democracy to Portugal. The 25 of April is known nationally and internationally as the Revolution of Carnations, and since then has been commemorated every year by the Portuguese.

After a somewhat turbulent start (marked by the independence of the colonies and the nationalisation of practically the whole economy), Portugal approved the first democratic and fairly forward-thinking constitution (1976).

A semi-presidential system was established, and the Assembly of the Republic – elected by direct universal suffrage – had a great deal of power.

After Portugal joined the European Economic Community (EEC) in 1986 (at the same time as Spain) the political situation finally became stable.

The Economy

Today, Portugal has economic relations with the whole world. It is an important partner in European trade and its presence in world trade is growing. Considering itself to be a modern country open to the outside, 21st-century Portugal is a country that instils trust among its international peers, as demonstrated by the organisation of EXPO 98, Oporto-Culture Capital in 2001 and the European Cup (football) in 2004, among others.

Now, 52% of the working population (around 5 million people) are employed in service industries (with tourism being very important), whereas 45% are employed in manufacturing industries (mainly traditional ones like textiles, footwear, cork, heavy industry, etc.). Only 3% of the working population is employed in agriculture. The unemployment rate is around 4% (2001) and is the third lowest in the Europe Union. The inflation rate in 2002 was 4.3%.

Higher Education in Portugal

Students intending to go to a public or private Higher Education institution must have completed 12 years of schooling, 9 of which are compulsory (called primary education) and 3 of which are optional (secondary education). They also need to pass a national exam to gain access to higher education. Portuguese higher education, which is provided by public and private institutions, is divided into 2 subsystems: universities and polytechnics.

There are 4 levels of qualification awarded by the Portuguese higher education system: Diploma, First Degree, Master's Degree and Ph.D.

The Diploma and the Degree are the first academic qualifications awarded. The degree course is longer – a minimum of 4 years – and the diploma course is shorter – a maximum of 3 years.

Even though both subsystems can award diplomas and degrees, diploma courses at universities are rare. Most of the fields of learning are shared by universities and polytechnics, though some subjects are only available at universities and others only at polytechnics. The latter generally have more work-orientated objectives. Many of the undergraduate courses at polytechnics involve two stages. In other words, a diploma is awarded after the first stage (lasting for 6 semesters), which can then be supplemented by a second stage (between 2 and 4 semesters) to get a degree.

Post-graduate courses are also available. They complement academic education and specialise in particular areas. As a general rule, they allow students to build on their first degrees.

Master's degrees, which generally last for 4 semesters, include studying and passing a number of syllabus units and a final dissertation. A minimum mark of 14 in the first degree is required to do a Master's degree course. Finally, the Master's degree is awarded. To do a Ph.D., a minimum mark of 16 in the first degree – or a Master's degree – is required. Since these are not first degrees, the cost of post-graduate courses must be met by the student, who may apply for studentships offered by several public and private institutions.

For first degrees (at universities and polytechnics) there is a numeric assessment scale with marks from 0 to 20 (10 is the minimum pass mark). Marks between 0 and 9 only serve to indicate the degree of a student's lack of knowledge in a subject. However, there are cases when a mark below 10 but above a certain value (6, 7, 8 or 9, depending on the regulations) allows a student to take an oral or written retake test (besides exams in first, second or special sittings).

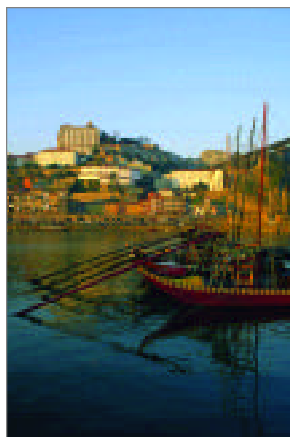
DURATION YEARS

		Higher Education		
		UNIVERSITIES		POLYTECHNICS
		Ph. D.		
		Master's Degree		
2				
1				
6	Degree <i>(some courses)</i>		Degree <i>(some courses)</i>	
5	Degree		Degree	Second Stage of Two-Stage Degree
4				
3	Diploma		Diploma	First Stage of Two-Stage Degree
2				
1				
		Secondary Education		
12	General		Technological	Profissional
11				
10				
		Primary Education		
9	Third Stage			
8				
7				
6	Second Stage			
5				
4	First Stage			
3				
2				
1				



© José Manuel

Praça Bocage, Setúbal



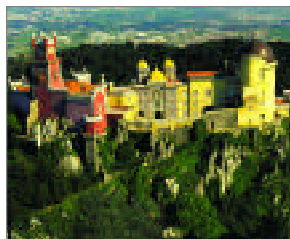
© João Paulo

Barcos "rabelo" com vista sobre a Ribeira, Porto
Typical boat on Ribeira, Porto



© José Manuel

Ponte Vasco da Gama, Lisboa
Vasco da Gama Bridge, Lisboa



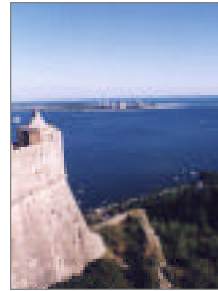
© José Manuel

Palácio da Pena, Sintra
Pena Palace, Sintra

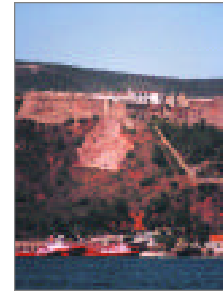
The City of Setúbal



Setúbal



Tróia



Castelo de S. Filipe
São Filipe Castle

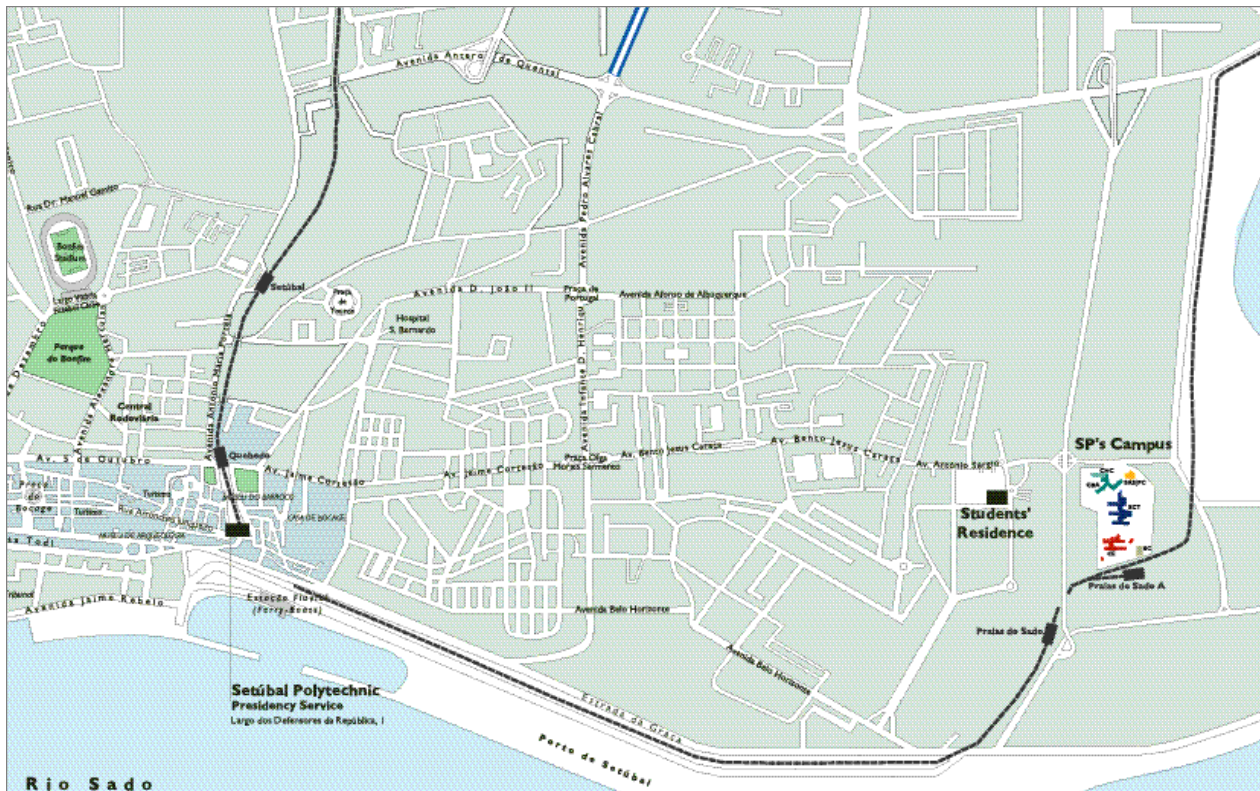
Setúbal is located to the south of the Rio Tejo (River Tagus) on the Blue Coast. It is a port city, has over 100,000 inhabitants and is the fourth district on a national scale in terms of total resident population figures. It is one of the most important Districts in the country, not only because of the size of its population, but also because of its geographic location. It is approximately 45 kilometres from Lisboa, the capital of Portugal.

Besides the numerous monuments, historic places, museums and art galleries, Setúbal has a fairly busy cultural life, and its FesTróia film festival and Seixal Jazz music festival are already known internationally. As the city's population is young, there are a considerable number of bars, discos and cafés to suit all tastes and, mainly at the weekend, nightlife on the streets of Setúbal is very lively.

The coastline, with over 13 kilometres of excellent wide sandy beaches and quiet zones, provides very pleasant locations for a range of water sports, such as sailing, windsurfing, water-skiing, canoeing, rowing, bodyboarding, jet-skiing, diving and underwater fishing. There are several sailing clubs, scuba-diving centres and leisure companies

that organise a range of activities, such as trips to see the dolphin community living in the Rio Sado (River Sado), which are an emblematic symbol of the city of Setúbal.

But Setúbal has even more to offer: the Arrábida range, a protected area integrated into the Arrábida Natural Park, is considered to be one of the most beautiful places in Portugal. Excursions on foot or by 4-wheel drive vehicles, bicycle rides, hang-glider flights and parachuting are some of the options available to adventure lovers in the Arrábida range. It is also an excellent place for rest and contact with nature. The inhabitants of Setúbal are proud of this imposing natural monument and considers it to be one of the city's bookplates. Walks along its magnificent hillsides are very common.



A Brief History



Setúbal



Arrábida

The origins of Setúbal are very remote, and there are signs of human occupation since Palaeolithic times. Between the 1st and 4th centuries more people began to settle there because of the presence of the Romans, who established an important urban and industrial centre. That industry was basically connected with fish salting, an activity that definitively marked the whole economic life of the region until 1930. With the invasions of the Visigoths and the Suevians, and the Moorish occupation, Cetóbriga – the name given to Setúbal by the Romans – fell into decline.

In 1249, the Order of Santiago e Espada (with its seat in Palmela) gave the city its first charter, thereby granting it administrative autonomy and encouraging the repopulation of it.

The 16th century was marked by major growth in the population, with fishing, salt production and export to the rest of Europe, and shipbuilding making a decisive contribution to that growth. In 1755, however, Setúbal was heavily affected by a great earthquake, which destroyed several Portuguese cities (including Lisboa).

In 1860, the status of Setúbal was raised to a city because of its growing social and economic development stemming from the preserving industry, thus turning the town into one of the country's most important commercial and industrial centres. In 1926, the status of Setúbal was raised to a district and, as from 1960, social diversification rapidly marked the life of the city because of the population boom.

Today, Setúbal is a modern city, where the service industry employs about 55% of the working population. Manufacturing industry is also one of the pillars of the local economy and employs 43% of the working population. In industrial terms, the region is one of the densest in Portugal.

Living in Setúbal

The Climate

Setúbal has a Mediterranean climate with temperatures between 8°C and 13°C in winter, and 20°C and 24°C in summer (though temperatures can easily reach 30°C in July and August). The highest monthly humidity is recorded in December (89%) and the lowest in July (55%). With regard to rainfall, the monthly average is between 120mm in January and 4mm in August.

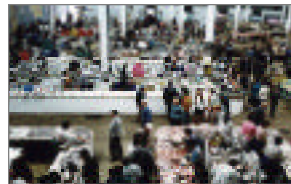
Cost of Living

In comparison to other European cities, Setúbal can be considered cheap: to live in Setúbal, a foreign student's expenses (including all items) should not be estimated at less than 450 Euros per month.

Tips are not compulsory but are always welcome. It is usual to give tips in restaurants, hotels and taxis.

The following tables gives some average prices (in Euros) for basic items to give students some idea about estimating the budget they will need.

Espresso Coffee	0.50 ¤
Beer	0.75 ¤
Soft Drink	0.75 ¤
Sandwich	1.25 to 1.50 ¤
Daily Newspaper	0.70 ¤
Magazines	1.10 to 2.50 ¤
Cinema Ticket	5 ¤
Museum/Exhibition Ticket	1.50 to 2.50 ¤
Cigarettes	2 to 2.50 ¤
CD	15 to 20 ¤
Taxi Pick-up Charge	1.50 ¤
Litre of Petrol	0.94 ¤



Mercado do Livramento



Doca Pesca

Setubal's Pier

Food

Setúbal offers a very wide range of restaurants, and the locals generally have lunch or dinner out at the weekend (especially young people). There are several restaurants offering international cuisine (mainly Chinese and Italian), as well as vegetarian and macrobiotic ones. The best-known regional dishes are "Caldeirada de Peixe" and "Salmonetes à Setubalense". As Setúbal is a port city, there are numerous typical baked fish restaurants. Setúbal's typical desserts are based on oranges, though Azeitão egg cakes are very popular, too. The typical cheese also comes from Azeitão, and is considered to be one of the best in the country. Being a good wine-producing region, the fortified wine called Moscatel is one that is internationally famous.

Even though the average price of a normal meal in an inexpensive restaurant is between 8 and 10 Euros (with coffee and dessert), SP has a canteen where a meal costs 1.80 Euros (as a guide), including soup, a dish of the day (meat, fish or diet), a dessert (fruit, sweet or yoghurt), bread, a salad and a drink. Diet meals are also available. It is open from 12:00 p.m. to 3:00 p.m. and from 6.00 p.m. to 8.00 p.m. Monday to Friday.

As an alternative to the refectory, on the Campus there are several bars that serve snacks and coffee at prices that are generally affordable (see infrastructures and support services).

Getting around Setúbal

Setúbal is a relatively small city, so the most effective means of transport is the bus. Various routes serve the whole city and it is quite easy to get from one place to another.

SP's Campus is located 7 kilometres from Setúbal's main bus station in the city centre. From Monday to Friday, buses to the Colleges leave every 15 minutes (buses in the Morgada direction, Estefanilha stop). The times are exactly the same in the opposite direction. The journey time is usually 12 minutes.

Tickets can be bought individually from the driver or in 10-ticket modules at the station. A monthly pass is also available. The latter option is very economical and allows you to take the bus as many times as you like.

Prices (as a guide):

Individual Ticket: 1 Euro

10-Ticket Modules: 4.25 Euros

Monthly Pass: 14.1 Euros

Health

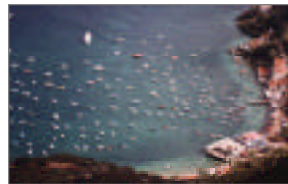
Setúbal has a District Hospital, several Health Centres and numerous Pharmacies. Private Health Care is a common solution and the Portuguese often use it. The price of a doctor's visit ranges between 40 Euros and 75 Euros, and it is very easy to find specialists in all fields. Students at SP can also benefit from psychological counselling, which is provided whenever necessary by specialists assigned to the Social Action Service. This service is available to all students wishing to use it. It operates from Monday to Thursday with the following opening times: Monday – 5:00 p.m. to 8:00 p.m.; Tuesday – 10:00 a.m. to 1:00 .; Wednesday – 5:00 p.m. to 7:00 p.m.; Thursday – 10:00 a.m. to 12:00 p.m. Each visits costs 3 Euros (as a guide).

Pharmacies have the same opening times as shops in general, that is, from 9:00 a.m. to 1:00 p.m. and from 3:00 p.m. to 7:00 p.m.. However, some pharmacies are open 24 hours a day. Information about which pharmacies are open all day or night is posted on the door of every pharmacy, or you can call 118.

Setúbal's Student Community

Setúbal has a small but dynamic student community. SP is the largest Higher Education institution in the county, with over five thousand students. Besides SP, there is a private university and, in total, Setúbal has over seven thousand Higher Education students. Traditionally, students organise two big parties a year: freshers' week, when older students welcome the new students, and academic week, a big student party held in May that ends with the Burning and Blessing of Briefcases (a ceremony commemorating students who are finishing their courses). At those times the city becomes very lively and numerous cultural activities (exhibitions, concerts, etc.) and fun activities (rallies, parties in discos, etc.) are organised.

Other Important Information



Portinho da Arrábida



Figueirinha

The Media

At this moment in time there are 4 TV channels in Portugal: 2 are public (RTP1 and Canal 2) and 2 are private (SIC and TVI). It is also possible to receive many international channels by aerial or cable. The national press is very varied and covers all fields (from general news to sport, general and specialist magazines, etc.). National radio stations are also very important, and there is a very wide range of frequencies. Setúbal has some local radio stations (Rádio Voz de Setúbal, Rádio Azul and Rádio Jornal de Setúbal), which are very popular with the city's inhabitants, some newspapers (Setubalense, O Correio de Setúbal, A Revista Sem Mais, etc.), which are very much appreciated by local people and are an excellent source of information about the social, economic, cultural and political life of the city. The main foreign newspapers and magazines can also be found without too much difficulty.

Libraries

Besides the Colleges' libraries and resource centres, Setúbal has a municipal library with nearly 26,000 titles available for consultation. It also has a wide range of audio-visual materials. To borrow books, you need to have a reader's card, which you can apply for in the library's administration service.

Municipal Services

Running drinking water is available throughout virtually all of Portuguese territory, and water quality is strictly controlled (by the city's Municipal Services in Setúbal). Rubbish is collected Monday to Friday by the Municipal Chamber's services and there are ECO-POINTS (solid urban waste recycling points) throughout the city.

Support for Young People

Travel and accommodation can work out cheaper for students and young people so long as they have proof of their status: the Youth Card (up to age 26) offers discounts for shows, sports, travel, shops, accommodation, museums, cinemas and cultural activities like the theatre. You can get information or apply for a card at any post office or the Setúbal delegation of the Portuguese Youth Institute.

Shopping

The busiest shopping area in Setúbal is located in the old town, which is better known as the "Baixa". The area is mostly pedestrianised and you can find almost every type of shop there. As in the rest of Portugal, traditional shops in Setúbal are open from 10:00 a.m. to 1:00 p.m. and from 3:00 p.m. to 7:00 p.m. Monday to Friday. At the weekend, they are only open in the morning. In addition, there are several Shopping Centres, the biggest of which is called "Jumbo". Besides dozens of shops, it houses the largest hypermarket in Setúbal (open every day until 11:00 p.m.). For shopping outside those times, the Convenience Shop in Av. Luísa Todi is open until 2:00 a.m. and reopens at 6:00 a.m.. Markets are a good option, too. Their hustle and bustle makes them an integral part of the city's commercial life. The most popular ones are the Mercado do Livramento (open from 7:00 a.m. to 1:00 p.m. Tuesday to Sunday) and the Mercado de Azeitão, the most popular open-air market in the region, which is held on the first Sunday of every month near Brejos de Azeitão. All sorts of products can be found there, including food, clothes, footwear, antiques, etc.

Sport and Leisure

Beaches

The most popular beaches are Portinho da Arrábida, Galapos, Figueirinha and Tróia (the last one is on the other side of the Rio Sado – River Sado).

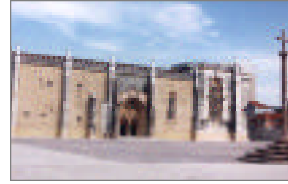
Sport

The city's largest sports complex is the Estádio do Bonfim (Bonfim Stadium). It has a football stadium with a capacity for 30 thousand people, and a sports centre. It belongs to the Vitória Football Club. In addition, there are several private gyms offering activities like aerobics, fitness, weight training, swimming, aquagym, cardio-fitness, etc. Also available are facilities for other sports such as tennis (Setúbal has a Tennis Club with several courts where you can play and learn), golf (there are at least 4 good golf courses in the region) and numerous water sports (benefiting from the 13 kilometres of coastline).

Parks and Gardens

Bonfim Park

Bonfim Park is the city's largest, and is located right in the centre.



Convento de Jesus
Jesus Monastery



Igreja de São Julião
São Julião Church

Comenda

Merendas Park near the Rio Sado (River Sado) and the Arrábida beach path.

São Paulo

São Paulo Park is one of the city's prettiest. It has a fitness track that is ideal for jogging. Besides the beautiful view over Setúbal, ruins of the São Paulo and Capuchos Convents can be visited.

Cinemas and Theatres

The Luísa Todi Municipal Forum is the largest theatre in Setúbal. It is an excellent place to see plays, concerts, ballet, etc. The theatre is occasionally used for Cinema Festivals and programmes devoted to a range of film-makers.

Setúbal has 4 movie theatres located in the Jumbo Shopping Centre. Most of the sessions start at 2:00 p.m. On Friday, Saturday and Public Holidays, there are midnight sessions, too. Going to the cinema on Monday is very popular among young people because the ticket price is slightly cheaper.

Setúbal's best known theatre group is called TAS – Teatro de Animação de Setúbal. It is considered to be one of the best amateur theatre groups in Portugal. There are many other amateur theatre groups in the city, some of which are in SP's Colleges (like the College of Education).



Things to Visit

Monuments

Church of Jesus

This is the city's main monument, and was built at the end of the 15th century. Setúbal Museum is annexed to the Church.

S. Filipe Fortress

Built by order of Philip II in 1590, it is a star-shaped military construction. Now it is a Pousada.

S. Julião Church

An originally very ancient church, it has been rebuilt twice, first in the 16th century and then after the 1755 earthquake.

Museums

Setúbal has several Museums of recognised cultural importance. The most important ones that are well worth a visit are Setúbal Museum, the Museum of Work, the House of Bocage / House of the Holy Body and the Museum of Oceanography.

The City's Festivals



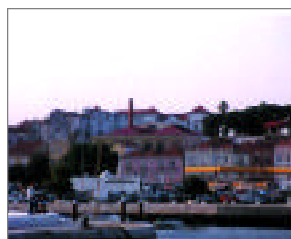
Celebrating Popular Saints



Roasted chestnuts

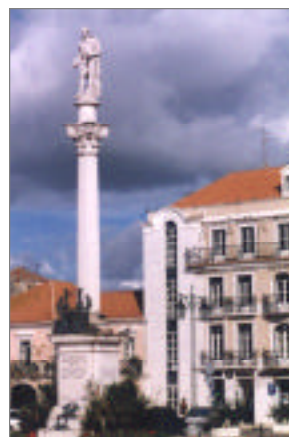
The city's festivals pay homage to Bocage, a poet from Setúbal. They are held in the week around 15 September, which is a municipal public holiday. Besides those festivities, there are other cultural events that contribute greatly to a very pleasant stay in Setúbal. The most important of them all is, undoubtedly, the Santiago Fair, which was created almost 400 years ago. The fair is held in the last week of July and the first week of August, and is the city's – and even the region's – biggest tourist attraction.

Neither does Setúbal forget the national tradition of celebrating the so-called Popular Saints. In June, street parties are organised – with a distinct Pagan flavour – to celebrate the feasts of Saint Anthony and Saint John.



Setúbal

F. Pinho



Largo do Bocage

F. Pinho



Bonfim Park

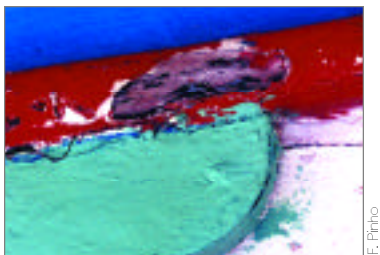
F. Pinho



Boats to Tróia

F. Pinho

Useful Infomation



Currency

The Portuguese currency is the Euro, in circulation since 2002. The Euro is the common currency of Euro-zone countries within the European Union.

Language

The official language of the whole country is Portuguese. Most of the population, and especially young people living in urban areas, also speaks English and/or French.

Portuguese Time

Continental Portugal is the same as Greenwich Mean Time (GMT). In other words it is one hour behind Continental European Time. The time changes in March and September: clocks go forward one hour in March and back one hour in September.

Phones

International calls are best made from public telephone booths or post offices. Telephone booths can be found all over the city and even in the Colleges. It is quite easy to find one available. Post offices are open from 9:00 a.m. to 6:00 p.m. and are closed on Saturday and Sunday.

For the convenience of its users, a few years ago Portugal Telecom launched the Credifone system. It is a phonecard that allows you to make calls from booths in the street. Phonecards can be purchased at post offices, kiosks and stationers'. They can have 50 or 120 units on them and cost 5 and 11 Euros, respectively (as a guide). The minimum cost of a local call is 0.10 Euros. Trunk calls cost 0.35 Euros and international calls vary between 0.60 and 0.90 Euros per minute (as a guide). On Saturday, Sunday and Public Holidays, there are cheap rates that make international calls less expensive.

For international calls from Setúbal, you have to dial 00 + country code + area code + subscriber number. To phone from abroad to Setúbal, dial the international access code + 351 + 265 + subscriber number.

At this moment in time there are 3 mobile phone companies: TMN, VODAFONE and OPTIMUS.

There are companies that hire mobile phones to foreigners.

Postal Service and Messages

Stamps can be purchased from post offices, shops with a CTT sign or automatic machines throughout the city. There are three types of postal service: normal, blue (faster) and express. You can receive mail at any post office by first showing your Identity Card or Passport and paying a fee of 0.30 Euros (as a guide). A normal letter sent to any country in Europe takes approximately 5 days to reach its destination.

National Holidays

On National Holidays, public services are usually closed. Public Holidays in Portugal are 1 January (New Year), 25 April (Day of Liberty), 1 May (Day of the Worker), 10 June (Day of Portugal, Camões and the Communities), 15 August (Assumption Day), 5 October (Day of the Republic), 1 November (All Saints' Day), 1 December (Day of the Restoration of Independence), 8 December (Immaculate Conception) and 25 December (Christmas). There are other variable Public Holidays like Carnival (Carnival Tuesday), Easter (Good Friday and Easter Sunday) and Corpus Christi. In addition, there are municipal Public Holidays: Setúbal's is on 15 September and dedicated to Bocage, the city's poet.

Driving

There are various speed limits in Portugal (50km per hour in cities; 90km per hour outside cities and 120km per hour on motorways). However, they are often exceeded despite the heavy fines and penalties applied to such violations (particularly on "Zero Tolerance" roads). The use of safety belts in cars and crash helmets on motorbikes is compulsory. The alcohol in the blood limit is 0.5g per litre and violations can be punished with a prison sentence.

Banks

Banks are open from 8:00 a.m. to 3:00 p.m. Monday to Friday. In Setúbal (and many other Portuguese cities and towns, and even the Colleges), there are numerous "Multibanco" cash dispensers where transactions, including withdrawals up to 200 Euros, can be made using VISA, Eurocheque, American Express, Mastercard, Maestro, Plus, Electron, Cirrus, Claus (Andorra), 48 (Spain), Banksys (Belgium) and other cards. If they so wish, students can open a personal account at one of the many Portuguese banks that all have branches in Setúbal.

Religion

Most of the Portuguese population is Catholic. However, there is complete religious freedom and the Portuguese State is non-confessional.

Before Arriving

ECTS Students

As mentioned in the ECTS section, ERASMUS students must complete some forms before leaving. Those documents allow information to be exchanged much more easily between the source and destination institutions and provide students with a greater degree of protection.

Therefore, a student getting ready to study at Setúbal Polytechnic must formalise his/her candidature using the Student Application Form, which includes questions about personal details, details of the institutions involved, language skills and others. At the same time, and being advised by his/her lecturers, he/she must complete a Formal Study Contract indicating the whole programme of studies he/she wishes to undertake at SP (and indicating the page(s) of the respective subject and the respective number of ECTS credits). That Study Contract must be signed by the lecturers at the source and destination universities (Institutional Coordinator and Local Coordinator) and by the student. The Contract foresees the possibility of altering a previously agreed study plan. In that case, the procedure must be repeated and the Contract must be signed once again by all the parties involved.

Finally, the Marks Transcription, which is the document allowing the transfer of ECTS credits, must be completed. It contains all the marks obtained by the student before, during and after his/her period of study abroad. It gives the number of ECTS credits for each subject and the marks obtained in accordance with the scale in force and

the ECTS scale. That information therefore translates the quantitative and qualitative assessment of the work a student does. The student should ideally attach the Marks Transcription to the documents mentioned above before arriving at SP, since that will allow the coordinators to easily ascertain whether or not his/her academic level in subjects included in the study programme is appropriate.

Prior contact with the Tutor-Lecturer designated by the College is equally as important. He/She will be responsible for a student's stay at SP. The Tutor-Lecturer must make a reservation in SP's Residence (see Living in Setúbal; Accommodation) and be available to answer any queries the student might have (about the College, Setúbal or other things).

Don't forget to bring...

- Health Care Form E11/E128 (citizens of the European Union are covered by a reciprocal agreement between Member States to use social security services in Portugal). If it is impossible to get one, make sure you have a private health insurance.
- Students from any European Union country can enter Portugal with an Identity Card or passport. Students from other countries should find out what they need from the Portuguese Embassy in their respective countries, since the formalities for entering and staying in Portugal depend on established agreements. A Vaccination Record is essential, and if you suffer from epilepsy or diabetes, for example, an indication of the illness and what to do in case of emergency must be carried in a visible place, either in your wallet or somewhere that is easily accessible on your person.
- Several passport type photographs, which may be required for certain cards (transport, etc.)
- A Student Card issued by the source university.

Handicapped Students

Setúbal is not a very convenient city for the physically handicapped, since there are numerous architectural barriers due to the age of its infrastructures. Pavements are generally made from cobblestones and many roads are steep, mainly in the older quarters. However, some effort has been made to reduce those obstacles and most of the new infrastructures have access ramps, etc.

If a student has any physical handicap, it is advisable to contact the Coordinator of the Public Relations Section beforehand so that some precautionary measures can be taken in the student's own interest, particularly with regard to accommodation in the Residence.

Language Preparation

Even though SP offers Portuguese courses for foreigners at the College of Education (generally one per semester, the dates of which are set annually), students must learn some Portuguese before leaving because the lectures will rarely be given in any other language but Portuguese. So, it is worth remembering that Portuguese is one of the 10 most widely spoken languages in the world (with nearly 200 million speakers) and, therefore, learning it is yet another advantage that deserves to be emphasised.

Accommodation

Accommodation in Setúbal is fairly scarce despite the fact that it is a region that many tourists come to, particularly in the summer. A room in a 3-star hotel can cost up to 50 Euros per night, and be even more expensive between June and September. So the best solution is to reserve a room in SP's Students' Residence. The residence welcomes foreign students so long as they are on a recognised Programme like ERASMUS. To make a reservation, you must contact the Tutor-Lecturer (who coordinates each student's stay). He/She will fill in the Application Form and request direct billing. You must contact the Tutor-Lecturer as soon as possible to ensure that a reservation is made before leaving. For 85 Euros a month (as a guide), students are accommodated in a twin room with a laundry service for bedclothes and towels, central heating and one bathroom for every two twin rooms. Shared facilities include a washing machine for clothes, a kitchen with a hob, oven, microwave oven and fridge, a study room and a lounge (with a television), a bar and a 24-hour security service. There are single rooms in the Residence with a private bathroom but they are mostly reserved for students that are physically handicapped.

Due to the Residence's limited capacity, students can count on SP's support (provided by each College's Students' Union) to find an alternative, such as rooms in private homes (with prices starting at 150 Euros per month) or flatshares with other students.

How to Get There

The nearest airport to Setúbal is Portela de Sacavém, which is 7 kilometres from Lisboa. There are several ways to get to the centre of Lisboa from the airport: the aerobus (that leaves every 20 minutes between 7:00 a.m. and 9:00 p.m., whose route ends at Cais do Sodré railway station (the ticket price is 2.14 Euros

or free for TAP Air Portugal passengers up to 9:00 p.m.); taxis (which are easy to find and fast, though quite expensive: about 10 Euros to the centre of Lisboa plus a charge of 1.50 Euros per piece of luggage); and buses (the airport is served by various bus routes of the CARRIS company: lines 5,8,22, 44, 45 and 91). (All prices given as a guide).

There are several ways to get to Setúbal: by bus it takes about 45 minutes and by car/taxi about 30 minutes to cover the 40 kilometres separating the two cities via the A2 motorway. The best option is the bus. Even though traffic is usually heavy, especially to get across the "25 April" Bridge that connects the two banks of the Rio Tejo (River Tagus), at a ticket price of 3 Euros (as a guide) the bus is worth it. The same journey would cost almost 40 Euros (as a guide) by taxi. Another option is the Fertagus train. The terminus is in Fogueteiro where you will need to get a bus to Setúbal, which is some 25 kilometres from there. That train goes across the "25 April" Bridge and is quite fast: the journey time between the first station (Roma/Areeiro) and the last (Fogueteiro) takes about 27 minutes. Opened in 1999, it is not a very practical means of transport for people living in Setúbal because it is expensive: the combined price of the train and bus tickets is 5 Euros (as a guide). However, it is considered to be very effective to avoid rush hour traffic.

On Arrival

First of all you must contact the Tutor-Lecturer assigned to you for your period of study at SP to let him/her know that you are in Portugal. The assignment of a Tutor-Lecturer to each student is quite important to academic life because it allows students to make the most of their time at SP without running into any problems. If you have decided to stay at the Students' Residence, you must go to the Social Action Service to complete the usual formalities, like registering as an incoming student at the Residence, etc. Academic integration of students is assured not only by the Tutor-Lecturer, but also by the Students' Unions and other students.

Within three days of arriving, students should go to the Foreigners and Borders Service in Setúbal (Rua Augusto Cardoso, 83, 4th floor, Tel.: +351.265.229581) to get a temporary residence permit. This procedure is not compulsory for people from countries that signed the Schengen Agreement, but it is highly recommended since it helps solve a number of potential problems, mainly of a bureaucratic nature.

Telephone Directory

Presidency Service

Palácio Fryxell
Largo Defensores da República, 1 · 2910 Setúbal
Tel.: 265 548 820 · Fax: 265 231 110
E-mail: ips@spr.ips.pt
URL: www.ips.pt

College of Education

Campus do IPS · Estefanilha · 2914-504 SETÚBAL
Tel.: 265 710 800 · Fax: 265 710 810
E-mail: secretaria@ese.ips.pt
url: www.es.e.ips.pt

Setúbal College of Technology

Campus do IPS · Estefanilha · 2910-761 SETÚBAL
Tel.: 265 790 000 · Fax: 265 721 869
E-mail: sec-cdir@est.ips.pt
url: www.est.ips.pt

College of Business Administration

Campus do IPS · Estefanilha · 2914-503 SETÚBAL
Tel.: 265 709 300 · Fax: 265 709 301
E-mail: info@esce.ips.pt
url: www.esce.ips.pt

Barreiro College of Technology

Rua Stinville, 14
Parque Empresarial do Barreiro · 2830-144 Barreiro
Tel.: 212 064 660 · Fax: 212 075 002
E-Mail: info@estbarreiro.ips.pt

College of Health Care

Campus do IPS · Estefanilha · 2914-503 SETÚBAL
Tel.: 265 709 395 · Fax: 265 709 392
E-mail: info.ess@ess.ips.pt

SAS/SP

Campus do IPS · Estefanilha · 2910-761 SETÚBAL
Tel.: 265 709 690 · Fax: 265 709 697
Opening times: 9:30 a.m. to 12:00 p.m. and 2:30 p.m.
to 4:30 p.m. Monday to Friday.

Students' Residence : Tel.: 265 790 330

SP's Sports Club: Tel.: 265 783 616 · Fax: 265 719 538
E-mail: msimoes@cdesp.ips.pt

Printing Center: Tel.: 265 709692/4 · Fax: 265 709 697
E-mail: cg@grafica.ips.pt

ERASMUS

Institutional Coordinator: Prof. Armando Pires
Image and Public Relations Office – Public Relations
Section Manager: Dr.^a Andreia Godinho Lopes
Tel.: + 351.265 548 820 · *E-mail:* gire.nre@spr.ips.pt

Setúbal College of Technology

ERASMUS/ECTS Coordinator: Prof. Filipe Didelet
Technical Adviser: Natanael Vinha
Tel.: + 351.265 790 000 · *E-mail:* gaime@est.ips.pt

College of Education

ERASMUS/ECTS Coordinator: Prof.^a Fernanda Botelho
Technical Adviser: Isabel Valente
Tel.: + 351.265 710 800 · *E-mail:* erasmus@ese.ips.pt

College of Business Administration

ERASMUS Coordinator: Prof.^a Isabel Mota de Castro
ECTS Coordinator: Prof.^a Leonilde Reis
Tel.: + 351.265 709 300 · *E-mail:* rel-ext@esce.ips.pt.

Barreiro College of Technology

ERASMUS Manager: Prof.^a Eugénia Santos
Tel.: + 351.212 064 660 · *E-mail:*
info@estbarreiro.ips.pt

College of Health Care

ERASMUS Manager: Prof.^a Fernanda Pestana
Tel.: + 351.265 709 395 · *E-mail:* info.ess@ess.ips.pt

Students' Unions

College of Education's Students' Union

Tel.: + 351.265 710 834

Setúbal College of Technology's Students' Union

Tel.: +351.265 751 929

College of Business Administration's Students' Union

Tel.: + 351. 265 709 458

Barreiro College of Technology's Students' Union

Tel.: + 351.212 076 126

College of Health Care's Students' Union

Tel.: + 351. 265 709 395

Information

Tourist board offices provide
all sorts of information and services

Setúbal Municipal Chamber

Praça do Bocage · Tel.: 265 522 105

Municipal Tourist Service

Praça do Quebedo – Casa do Corpo Santo
Tel.: 265 534 222

Costa Azul (Blue Coast) Tourist Region

Travessa Frei Gaspar,10 · Tel.: 265 524 284

For more information about Setúbal Library, contact:

Setúbal Municipal Library

Av. Luisa Todi, 188, 1st floor
Tel.: 265 537 240

**For information about some of these sports,
contact:**

Tennis

Setúbal Tennis Club · Tel.: 265 527 038

Water Sports

Setubalense Sailing Club · Tel.: 265 523 915

**For more information about Setúbal's theatres and
cinemas, contact:**

Lúisa Todi Municipal Forum

Av. Luisa Todi · Tel.: 265 522 127

TAS – Teatro de Animação de Setúbal (theatre group)

Largo da Misericórdia, 46, 1.º · Tel.: 265 532 402

Cinemas Jumbo (Movie Theatres)

Centro Comercial Jumbo · Tel.: 265 591 590

Setúbal Museum

Rua Balneário Dr. Paula Borba · Tel.: 265 524 772
Opening times: 9:00 a.m. to 12:30 p.m. and 2:00p.m.
to 5:30 p.m. Monday to Friday

Museums

Museum of Work

Largo Defensores da República

Opening times: 9:00 a.m. to 12:30 p.m. and 2:00p.m. to 5:30 p.m. Monday to Friday

House of Bocage/ House of the Holy Body

Rua Edmond Bartissol · Tel.: 265 229 255

Opening times: 9:00 a.m. to 12:00 p.m. and 1:30p.m. to 5:00 p.m. Monday to Friday

Museum of Oceanography

Forte de Santa Maria da Arrábida

Opening times: 10:00 a.m. to 4:00 p.m. Monday to Friday; 3:00 p.m. to 6:00 p.m. Saturday and Sunday

Useful Telephone Numbers

Emergencies: 112

(national freephone number for medical emergencies)

General Information: 118

Terroa Health Centre (the closest to the Residence)
265 771 023

Setúbal District Hospital 265 525 822

Outão Orthopaedic Hospital 265 525 822

Police 265 522 022

Fire Brigade 265 538 090

Portela Airport 218 413 700 (information)

Bus Station 265 525 051 (information)

Portuguese Railways 265 526 845 (information)

Taxis 265 233 334 / 265 236 939

Collect-calls 098/092