



INCOMING ERASMUS+ STUDENTS HANDBOOK

Last update – June 2019

INDEX

WELCOME!	3
ERASMUS+ AND NOVA FCSH	3
ABOUT NOVA FCSH	4
WHERE	4
HOW TO GET TO <i>CAMPUS</i>	4
FOLLOW US	4
WHO IS WHO	4
BEFORE LEAVING HOME	5
MANDATORY REGISTRATION ON INFORESTUDANTE NOVA FCSH	5
STUDY IN PORTUGAL	5
STUDY IN LISBON	5
ERASMUS ASSOCIATIONS	5
STUDENTS FROM EU COUNTRIES	5
STUDENTS FROM NON-EU COUNTRIES – GETTING THE STUDY VISA	5
PORTUGUESE AS A FOREIGN LANGUAGE SUMMER COURSE	6
ACCOMMODATION	6
NOVA’S HALLS OF RESIDENCE	6
ALTERNATIVE ACCOMMODATION	6
HEALTH AND INSURANCE	6
LIVING IN LISBON	7
TRAVELING BY AIR	7
TRAVELING BY TRAIN	7
TRAVELING INSIDE LISBON	7
CURRENCY	7
ELECTRICITY	7
LIFE COSTS	8
SCHEDULES – WORKING HOURS	8
CLIMATE	8
WINTER AND SUMMER TIME FOR PORTUGAL	8
AT NOVA FCSH	9
LANGUAGE(S) OF INSTRUCTION & RECOMMENDED LANGUAGE SKILLS	9
DEPARTMENTAL MOBILITY COORDINATORS	9

PORTUGUESE LANGUAGE AND CULTURE COURSES	10
SEMESTER COURSE	10
ACADEMIC CALENDAR	10
2019/2020	10
ACADEMIC INFORMATION	11
COURSE CATALOGUE	11
TIMETABLES	12
REQUIREMENTS WHILE CHOOSING THE STUDY PLAN	12
EVALUATION & CLASSIFICATION SYSTEM (GRADES)	13
ENROLMENT AT NOVA FCSH	13
FEES	13
PRACTICAL INFORMATION	13
FREE INTERNET ACCESS	13
STUDENT CARD	13
STUDENTS' UNION	14
COMPUTER ROOM	14
PHOTOCOPIES	14
LIBRARIES	14
SOCIAL SERVICES	14
MEALS	14
HEALTH CARE	15
CULTURE AND SPORTS	15
BEFORE RETURNING	15

WELCOME!

Welcome to NOVA School of Social Sciences and Humanities (*Faculdade de Ciências Sociais e Humanas – Universidade Nova de Lisboa*), also known as NOVA FCSH.

Every year, NOVA FCSH has a new lease of life with the arrival and integration of our Erasmus+ students. We want you to feel part of our academic community, to contribute and become leading roles in this spirit of innovation and dynamism that defines us.

We are proud of your choice and we will do everything to deserve it. We want you to learn from us and we wish to learn from you, in this sharing experience.

In this booklet, you will find a summary sheet on NOVA FCSH, an Institution that welcomes you and is yours too. You will also find some guidelines on your first steps in this journey, which we wish to be very positive, fruitful and memorable.

The Erasmus+ Institutional Coordinator at NOVA FCSH
Professora Doutora Antónia Coutinho

[Meet NOVA FCSH](#)

ERASMUS+ AND NOVA FCSH

Erasmus+ is the European Union programme for Education, Training, Youth and Sport for 2014-2020. Erasmus+ aims to boost skills and employability, as well as modernizing Education, Training, and Youth work. The seven-year programme will provide opportunities for over 4 million Europeans to study, train, gain work experience and volunteer abroad.

Accounting for Higher Education, Erasmus+ student mobility allocates exchanges for the duration of one semester or one academic year between European universities. Students receive immediate recognition for their achieved credits and the opportunity to access a grant from the European Commission, calculated according to the destination and duration of stay.

Every year NOVA FCSH receives over 300 Erasmus+ students and offers more than 100 of its students the opportunity to study or work in any EU country or countries of the European non-EU members.

+ Info: [European Commission](#) | [Erasmus+ App](#)

ABOUT NOVA FCSH

| WHERE

Avenida de Berna, 26-C
1069-061 Lisboa

[View NOVA FCSH's location on Google Maps](#)

| HOW TO GET TO CAMPUS

Metro:

Campo Pequeno Station (Yellow Line) | *São Sebastião* Station (Blue Line and Red Line) | *Praça de Espanha* Station (Blue Line)

Bus

Carris: 716, 726, 756

TST: 160, 161, 190

Train

CP: Train line of *Sintra*, *Azambuja*, *Fertagus* and *Alfa Pendular* service - **Entrecampos** station

| FOLLOW US

[Website](#) | [Facebook](#) | [Twitter](#) | [YouTube](#) | [Instagram](#)

| WHO IS WHO

Erasmus+ Institutional Coordinator and Vice-Dean for Students

- Prof. Doutora Antónia Coutinho

Student Support Division (DAA)

- Ana Costa (Coordinator)

International Students & Exchange Office (NEIMA)

- Guilherme Núncio

- Berta Sousa

- Marta Spínola Aguiar

Location: Tower B, 1st floor | +351 217 908 332 | mobilidade@fcs.unl.pt | [Working Hours](#)
Service Ticket "Divisão de Apoio ao Aluno -> International/Erasmus"

BEFORE LEAVING HOME

| MANDATORY REGISTRATION ON INFORESTUDANTE NOVA FCSH

Please read carefully our “Manual for online application 2019/20” and complete all the steps.

It is mandatory to register at [Infoforestudante](#) and filled in the Incoming Exchange Requirement in order to have your mobility approved!

| STUDY IN PORTUGAL

+ Info: <http://www.studyinportugal.edu.pt/>

| STUDY IN LISBON

Study in Lisbon is the official platform for all those who want to be informed about studying and living in Lisbon.

The website is promoted by the City of Lisbon in partnership with higher education institutions (including NOVA University), students’ representative associations and foundations. It provides interactive information about events, initiatives and courses and practical ideas about studying, living and working in Lisbon. Try now their brand new app for smartphones.

+ Info: www.studyinlisbon.pt

| ERASMUS ASSOCIATIONS

+ Info:

- [Erasmus Lisboa](#)
- [Erasmus Student Network Lisboa](#)
- [Erasmus Life Lisboa](#)

| STUDENTS FROM EU COUNTRIES

The right to entrance, permanency, and residence in Portugal encompasses citizens of member countries of the European Union (EU), the European Economic Space (EEE), and Switzerland, as well as their family members.

However, if you will be staying in the country for more than 3 months, you may have to go (for specific cases) to the *Câmara Municipal* (City Council) of your residential area, no later than 30 days before the end of your period of 3 months of entrance in the national territory.

+ Info@[SEF](#)

| STUDENTS FROM NON-EU COUNTRIES – GETTING THE STUDY VISA

Foreign students from outside the EU must bring their passport. For citizens of some countries, an entrance visa may also be required.

The study visa may be obtained in a diplomatic mission or consular post abroad Portugal.

For more information, check the website of Foreigners and Borders Service (SEF – “Serviço de Estrangeiros e Fronteiras”) or contact the nearest Portuguese Embassy.

+ Info@[SEF](#)

- NOVA FCSH Exchange Office may issue **acceptance letters** for Non-European citizens, upon request and after receiving all application documents.
- Students should try to arrive at Portugal during the day and preferably, during the week, it will be easier to contact someone should you need help, especially at NOVA FCSH.

| PORTUGUESE AS A FOREIGN LANGUAGE SUMMER COURSE

For those wishing to learn or to improve their knowledge of Portuguese before the beginning of the semester, **summer courses** (July) are usually organized. These courses are paid separately and registration is made directly with the course office beforehand.

+ **Info (on all types of courses):** [Portuguese as Foreign Language](#)

E-mail: cursoportugues@fcsb.unl.pt

Location of Course Office at NOVA FCSH: Tower B – 4th Floor – Office 403

ACCOMMODATION

| NOVA'S HALLS OF RESIDENCE

NOVA FCSH benefits from two Halls of Residence operated by NOVA's Social Services (SASNOVA):

→ [Lumiar](#) - Twin with shared bathroom – 212€/month

→ [Alfredo de Sousa](#) - Single with shared bathroom - 270€/month

Places are limited for mobility students, so the applications received through our platform "[Inforestudante](#)" will be handled in a first come, first served basis. The type of room will be chosen by the student at a later stage.

| ALTERNATIVE ACCOMMODATION

Since the number of available places at the Halls of Residence is limited, students can always resort to the private rental market, widely spread in Lisbon.

+ **Info:**

→ [Collegiate](#) (discount for NOVA FCSH students)

→ [Uniplaces](#) (discount for NOVA FCSH students)

HEALTH AND INSURANCE

In Portugal, the provision of healthcare is undertaken by the *SNS – Serviço Nacional de Saúde*, including health centres and public hospitals. Emergency services in hospitals should only be used in serious situations.

National emergency number: 112

Permanent Medical Assistance (24h per day): 808 24 24 24

European Union (EU) and Swiss students can be included in the "SNS" system, through the **European Health Insurance Card**. It is very important to obtain this card in your home country, since without it you may be subjected to high prices for medical assistance. In order to obtain this card before coming to Portugal, foreign students should contact their local Social Service Centre. Students from countries outside the EU, should make sure they have a health insurance before departure, which covers their stay in Portugal. In the case of an emergency, go to the nearest public **Hospital**, or **Centro de Saúde**, with your European Health Insurance Card (EHIC), and you can be treated, as a Portuguese citizen.

Upon registration, NOVA FCSH provides **school insurance** for all Erasmus+ students, which covers accidents occurred in and outside the Faculty's facilities (outdoor classes, excursions, etc.) and in the normal and direct route between school and the student residence.

NOVA students are also entitled to **medical care** through **NOVA's Social Services (SASNOVA)** or through **SAMS (private)** at reduced prices, by appointment - as our student you have the right to medical assistance (general practice) at a reduced price, provided by SAMS (Social Assistance Medical services).

+ **Info:** [SAMS](#)

See page 15!

LIVING IN LISBON

| TRAVELING BY AIR

Lisbon is just a few hours (2 to 3 hours) away from most European cities and 6 to 8 hours away from North America. Lisbon's international airport is only 7 km away from the city centre.

To get from the airport to the city centre, there are several options:

- AeroBus: departs from the airport every 20 minutes (from 7am to 9pm) and every 30 minutes (from 9pm to 11pm); journey time is around 20 minutes.
- Metro: *Aeroporto* station is about 15 minutes away.
- Local buses: buses number 705, 708, 722, 731, 744, 783 (from 6am to 9.30pm) and bus number 208 (from 11pm to 4am).
- Taxis: available 24h a day; journey time is 15-30 minutes and costs 10-15€.

| TRAVELING BY TRAIN

Students who arrive by train will get off at *Oriente* station or at *Santa Apolónia* station, just a few minutes away from the old centre of Lisbon. Both stations are connected to the Lisbon metro and local buses.

| TRAVELING INSIDE LISBON

There is a vast network of public transport in Lisbon and you can choose from the bus, the subway, the elevator, the electric or the train, in the city or the suburbs.

The electric and bus tickets can be purchased at any sales outlet or inside buses, directly from the driver, at a higher rate. The metro tickets must be purchased at the respective stations. There are [monthly passes](#) for bus travel / electric / metro valid and rechargeable prepaid travel cards.

The Zapping card can be used as a multimodal ticket in the different city transport networks and suburbs. This rechargeable card can be purchased in retail outlets of the different transport operators, CTT and Payshop agents, charged with a minimum of €3, and the accumulated balance on the card cannot exceed 40€.

Carris, a public transport company (bus and electric), covers the area of the entire city of Lisbon. Most buses and electrics circulate between 6am and 11pm, while a night service that runs from 11pm to 4am. On the weekend services are substantially reduced.

Metropolitano de Lisboa is the easiest means of transport and the fastest for circulating in the city and runs between 6am and 1am.

| CURRENCY

The Euro is the official currency of Portugal and [eighteen other EU countries](#). Coins have eight denominations: 1, 2, 5, 10, 20 and 50 cents and 1 and 2 euros. The bank notes have the following values: 5, 10, 20, 50, 100 and 200.

More information:

[Currency converter Bank of Portugal](#)

| ELECTRICITY

Voltage: 230/400 volts at a frequency of 50 Hertz. All sockets follow European standards. To use American-type plugs, a 230-volt transformer should be used together with an adapter plug.

| LIFE COSTS

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

Articles	Price
Daily newspaper	1,50 €
Cinema Ticket	6,50 €
Metro Ticket	1,50 €
Bus Ticket	2,00 €
Electric Trams Ticket	2,85 €
Full dinner in a middle class restaurant	15,00 €
1 coffee	0,70 €
1 pack of milk	0,60 €
1 bottle of water (supermarket)	0,50 €
1 bread (400gr)	0,75€
1 Pack of rice (1Kg)	1,00 €
1 Coke (33cl)	1,00 €

| SCHEDULES – WORKING HOURS

Shopping Centers: Every day 10am - 12 midnight

Shops: Weekdays - 9am to 1pm and 3pm to 7pm

Saturdays - 9am to 1pm

Banks: Weekdays - 8.30am to 3pm

Pharmacies: Pharmacies keep the same working hours as the rest of the shops, but in order to guarantee 24-hour service some stay open after 7 p.m. All of them have information indicating the nearest 24 hours pharmacy.

Post Offices: Weekdays - 8.30am to 6pm

| CLIMATE

Lisbon has one of the mildest climates in Europe. It has a climate similar to Mediterranean countries, while the moderating effect of the Atlantic Ocean prevents it from being neither too hot in summer nor too cold in winter.

Lisbon is also very sunny, with around 260 days of sunshine per year and almost 9 hours a day.

Average temperature values		JAN/MAR	APR/JUN	JUL/SEP	OCT/DEC
Air	°C	17.1	21.8	27.3	17.2
	°F	62.8	71.2	79.3	53.0
Sea	°C	14.9	17.5	19.5	16.1
	°F	58.8	63.5	67.1	60.0

| WINTER AND SUMMER TIME FOR PORTUGAL

A time change happens in Portugal twice a year, the first on the last Sunday of March and the second on the last Sunday of October.

AT NOVA FCSH

| LANGUAGE(S) OF INSTRUCTION & RECOMMENDED LANGUAGE SKILLS

At NOVA FCSH, the 1st language of instruction is Portuguese and the 2nd is English. Classes are usually taught in Portuguese, although bibliography may be available in other languages. In some cases, students are allowed to complete their work and exams in English (or even other languages), but this possibility is subject to each teacher's approval at the beginning of the semester. For courses taught in Portuguese (according to the course catalogue), it is not possible to guarantee this possibility in advance, only upon arrival when discussing the evaluation methods with the teachers of each course.

At NOVA FCSH, we do not have language level requirements; therefore, students are not required to present a specific language certificate during the application.

However, **in order to communicate adequately and to attend classes successfully during your study period at NOVA FCSH, we highly recommend having the following language skills** (according to the CEFR) at the start of the exchange:

- **Portuguese – level A2**
- **English – level B2**

Please be aware that NOVA FCSH does not take responsibility for eventual academic failure due to the absence of proper language skills.

| DEPARTMENTAL MOBILITY COORDINATORS

DEPARTMENT	MOBILITY COORDINATOR	CONTACT
ANTHROPOLOGY	Rui M. Pereira	rmpereira@fcsch.unl.pt
COMMUNICATION SCIENCES	Carla Baptista	carla.baptista@fcsch.unl.pt
MUSICOLOGY	Maria de São José Côrte-Real	saojose@fcsch.unl.pt
POLITICAL STUDIES	Madalena Resende	madalena.resende@fcsch.unl.pt
PORTUGUESE STUDIES	Maria do Rosário Laureano Santos	mrls@fcsch.unl.pt
PHILOSOPHY	Luís Bernardo	lm.bernardo@fcsch.unl.pt
GEOGRAPHY AND REGIONAL PLANNING	Rossana Estanqueiro	rossana.estanqueiro@fcsch.unl.pt
HISTORY	Pedro Cardim	pedro.cardim@fcsch.unl.pt
HISTORY OF ART	Joana Cunha Leal	j.cunhaleal@fcsch.unl.pt
LINGUISTICS	Helena Valentim	ht.valentim@fcsch.unl.pt
LANGUAGES, CULTURES AND MODERN LITERATURES – GERMAN STUDIES	Gabriela Fragoso	mg.fragoso@fcsch.unl.pt
LANGUAGES, CULTURES AND MODERN LITERATURES – FRENCH, SPANISH AND ITALIAN STUDIES	Margarida Esperança Pina	mepreffoios@fcsch.unl.pt
LANGUAGES, CULTURES AND MODERN LITERATURES – ENGLISH AND NORTH-AMERICAN STUDIES	Isabel Oliveira Martins	io.martins@fcsch.unl.pt
SOCIOLOGY	José Alberto Simões	joseav.simoies@fcsch.unl.pt

| PORTUGUESE LANGUAGE AND CULTURE COURSES
|| SEMESTER COURSE

NOVA FCSH organizes [Portuguese Language and Culture courses](#) for incoming students during the academic year (1st and 2nd semester), which helps improve knowledge of our language and therefore helps students attend classes taught in Portuguese.

Registration is completed at the beginning of the semester, in person at the course office, subject to a diagnostic test. After successfully completing this course, the student gets **6 ECTS/semester** which may be included in their Learning Agreement. The course is subject to a fee of 60€.

→ **In order to fully benefit from your stay in Lisbon, it is strongly recommended that all incoming students enrol for this course.**

| ACADEMIC CALENDAR

The academic year at NOVA FCSH usually commences in **September until June**. Exact dates are available on NOVA FCSH's [website](#). The **period of student mobility** can only be testified **according to our academic calendar** – please take this into consideration when establishing your grant with your home institution.

|| 2019/2020

1 st SEMESTER
WELCOME MEETING
<p>9th September 2019 Auditorium 1, 1st floor, Tower B <u>Attendance to these meeting is compulsory!</u></p>
COURSE REGISTRATION AND CHANGE OF SUBJECTS
<p>More info soon, as we are changing our academic management system</p>
CLASSES
<p>16th September – 20th December 2019</p>
APPEAL AND IMPROVEMENT EXAMINATION PERIOD
<p>13th January – 24th January 2020 (final grades to be out until February 3rd)</p>

2nd SEMESTER
WELCOME MEETING
February 3 rd 2020
COURSE REGISTRATION AND CHANGE OF SUBJECTS
More info soon, as we are changing our academic management system
CLASSES
10 th February – 29 th May 2020
APPEAL AND IMPROVEMENT EXAMINATION PERIOD
19 th June – 26 th June 2020 (final grades to be out until July 3 rd)

HOLIDAYS
Christmas – 21 st December 2019 until 6 th January 2020 Carnival – 24 th & 25 th February 2020 Easter – 3 rd – 13 th April 2020

| ACADEMIC INFORMATION

NOVA FCSH offers a diverse number of undergraduate, master and PhD degrees, in fields within the Social Sciences and Humanities, supported by quality research, and taught by highly qualified academic staff. All courses have been adapted in line with the Bologna reform and are measured in terms of ECTS credits.

|| COURSE CATALOGUE

Our academic offer is divided into 3 different levels. The course catalogue is available online.

IMPORTANT: Not all subjects are available every year/semester, so whilst making your course selection, students must always check the available timetables. Changes to the Learning Agreement may be done every semester, upon arrival – the first version is just a draft.

STUDY CYCLE	COURSE CATALOGUE
1 st cycle / Undergraduate “Licenciaturas”	Courses Catalog 2019
2 nd cycle / Master “Mestrados”	
3 rd cycle / PhD “Doutoramentos”	

STUDY CYCLE	ENGLISH CURRICULA
1 st cycle / Undergraduate “Licenciaturas”	Courses in English
2 nd cycle / Master “Mestrados”	
3 rd cycle / PhD “Doutoramentos”	

|| TIMETABLES

Each year, updated timetables are usually disclosed from **July**. Until then, students must refer to the previous year timetables.

Timetables are also available online and can only be consulted on the Portuguese version of NOVA FCSH website:

STUDY CYCLE	TIMETABLES (PT version <u>only</u>)
1 st cycle / Undergraduate “Licenciaturas”	http://fcsch.unl.pt/ensino/licenciaturas/horarios
2 nd cycle / Master “Mestrados”	http://fcsch.unl.pt/ensino/mestrados/horarios
3 rd cycle / PhD “Doutoramentos”	http://fcsch.unl.pt/escola-doutoral/doutoramentos/horarios

|| REQUIREMENTS WHILE CHOOSING THE STUDY PLAN

While choosing the study plan, Erasmus+ students at NOVA FCSH have to meet the following requirements:

- For regular students, a full-time workload amounts to 60 ECTS credits per academic year or 30 ECTS credits per semester. Erasmus+ students do not have a minimum required, only a maximum: they can sign up for a **maximum of 30 ECTS per semester, plus 6 ECTS from the Portuguese Language Course**;
- The **choice of subjects depends on the degree students are currently enrolled in at their home institution** – Bachelor or Undergraduate students can only take 1st cycle subjects; Master students can take both 1st and 2nd cycle subjects; Doctoral students can choose from any of the subjects (except from the English curricula);
- Students have to **attend at least one subject per semester from the department that has accepted them at NOVA FCSH (according to the existing Erasmus+ agreement)**. The remaining subjects can be chosen among our entire academic offer;
- All **questions concerning academic content, should be address to the respective Departmental Mobility Coordinator** (page 12), who will be the responsible person for signing the Learning Agreement;
- For students starting their exchange **in September, the first course selection will be provisional**; some changes may occur upon arrival, subject to course availability.

|| EVALUATION & CLASSIFICATION SYSTEM (GRADES)

At NOVA FCSH, students are evaluated based on the work developed over the semester, considering class participation, presentation of written and oral tests and final examinations.

IMPORTANT: The evaluation elements, their weighting and scheduling are set in the first two weeks of the semester between teacher and students.

The result obtained either by continuous assessment or exams, is expressed on a scale between 0 to 20. The minimum passing grade is 10/20 and it gives access to the “Improvement Examination” (optional).

Students who fail with a final grade of 8/20 or 9/20, have access to “Appeal Examination” – automatic enrolment, at no cost.

|| ENROLMENT AT NOVA FCSH

As we are changing our academic management system, we will get back to you soon with more information.

| FEES

According to the emolument table in force at NOVA FCSH
(prices subject to update)

→ School insurance – Mandatory for all students upon registration	2,50€
→ Administrative costs – Mandatory for all students upon registration	35,00€
→ Certificate / Declaration for several purposes	6,00€
→ Improvement examination	15,00€
Certified copy:	
→ 1 st sheet	3,50€
→ Additional sheet	0,70€
Course syllabus and workload:	
→ 1 st sheet	6,00€
→ Additional sheet	0,70€
Penalty for not meeting deadlines:	
→ 1 st level of increased fees – until 5 working days	15,00€
→ 2 nd level of increased fees – from 6 th to 15 th working day	48,50€
→ 3 rd level of increased fees – from 16 th to 30 th working day	96,00€
→ 4 th level of increased fees – beyond the 30 th working day and for each month of delay	98,00€

| PRACTICAL INFORMATION

|| FREE INTERNET ACCESS

Free internet access through a wireless network is available to all NOVA FCSH’s students, through *Eduroam*. You can use the password given by your University or the one we will provide you.

|| STUDENT CARD

The NOVA FCSH Student Card is your official NOVA FCSH identification, resulting from the partnership with Bank Santander Totta. It allows discounts on various services (restaurants, cinema, sports...).

- Issuing the NOVA FCSH Student Card:

1) Complete and submit the request [form](#);

2) Go to the Santander counter at NOVA FCSH’s *campus* to finish the request (take your student number and the request number).

+ Info: lisboa.fcsch@santander.pt

|| STUDENTS' UNION

The aim of the Students' Union (AEFCSH) is the global representation of the students of NOVA FCSH and the defense of their interests all along the school year. It also organizes a set of initiatives and activities of cultural, sporting and pedagogical scope, all students may join.

+ Info: [Official website](#) | ae@fcs.unl.pt | Tower B – lobby, on the left

|| COMPUTER ROOM

The student card gives you free access to the computer room, equipped with 22 computers, 15 individual sits for laptops (with either ethernet or wi-fi connection), printing (payed) and scanning services.

Location at NOVA FCSH: Building B2 – ground floor, next to Colibri bookstore

Working Hours: Monday to Friday, from 9am to 10pm, Saturday 9am to 6pm

|| PHOTOCOPIES

NOVA FCSH has 4 copiers for student use on **Tower B – 1st floor**. In order to use the photocopier you will have to purchase copy credit at the Treasury – you can use these copiers with your NOVA FCSH id's user and password. There is also the copy center "Novacópia", located next to AEFCSH (**lobby of Tower B, to the left**).

|| LIBRARIES

To access the library you need [to register online \(using your student number\)](#). The library can be used to request books in several languages, to consult in the reading room or for home loan. It is also possible to perform inter-library loan with libraries worldwide. The library also has scanners for student use, using USB flash drive.

+ Info: biblioteca@fcs.unl.pt | Tower B – 1st floor

Working Hours Library
Mon - Fri 8.30am – 8pm Saturday 9.30am – 1.30pm
During school holidays: Mon - Fri 9.30am – 5pm

|| SOCIAL SERVICES

[Social Welfare Services of the Universidade Nova de Lisboa](#) (Serviços de Ação Social da Universidade Nova de Lisboa – SASNOVA)

||| MEALS

As a student at this Faculty, you receive daily social benefits such as meals. At NOVA FCSH's canteen (**Tower B – ground floor**), you'll find meals at fair prices (complete meal at lunch and/or dinner for 2,70€, including vegetarian options).

You also have the option to eat elsewhere at NOVA FCSH (self-service microwaves, self-service bar, esplanade) or at any NOVA or Lisbon Universities canteen.

Location at NOVA FCSH: Tower B – ground floor

Working Hours Bar – Canteen	
Opening	7.30am
Lunch	11.30am – 2.30pm
Dinner	6.30pm – 8.30pm

||| HEALTH CARE

Psychological support is available at NOVA FCSH, by appointment

+ Info: spo@fcs.unl.pt

As our student you have the right to medical assistance (**Psychology, Psychiatry and Nutrition**) at reduced prices, by appointment, provided by [SASNOVA at Alfredo de Sousa Halls of Residence](#) (NOVA – *Campolide Campus*).

+351 213 715 600 | saude@unl.pt

See also [page 6!](#)

||| CULTURE AND SPORTS

[SASNOVA](#) promotes and publicizes culture and sports to the academic community, by supporting student initiatives or organizing their own activities.

+ Info: desporto@unl.pt

BEFORE RETURNING

At the end of the exchange, students must go to NOVA FCSH International Office (NEIMA) to close their mobility record.

This is mandatory – please do not leave Lisbon without closing your mobility record!