

Regulation for Award of Merit Scholarship

Master in Management

Article 1

General information

This Regulation establishes the requirements for awarding a Merit Scholarship to students who start the Master's program in Management, taught at the Faculty of Economics - University of Algarve (FEUAlg).

Article 2

Merit Scholarship

In order to apply for a Merit Scholarship, students must cumulatively meet the following requirements:

- a) Hold a Bachelor's degree;
- b) Have not been awarded a similar scholarship by the University of Algarve;
- c) Have completed the application form for the Merit Scholarship award and submitted the Final Bachelor's Results Transcripts, as well as two recommendation letters;
- d) Have paid in full the tuition fees, and other sums due to the University of Algarve, when filing their application for a merit scholarship;

Article 3

Selection criteria

1. Students who meet the requirements set in Article 2 are ranked at the end of the fourth phase of the application calendar set by the University of Algarve. Ranking draws on the Bachelor' degree final grade, the curriculum vitae and the letters of recommendation.
2. Eventual ties will be sorted using the Bachelor's degree final grade.

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Article 4

The Scholarship

1. The first student ranked according to the rules set in Article 3 will be exempt from paying the full tuition fee of the Master in Management (i.e., 18 months).
2. The scholarship can be awarded to another candidate who meets the requirements set in Article 2, whenever the first student ranked according to the rules set in Article 3 is unable to make use of the scholarship.

Article 5

Special Scholarship – DISSERTATION / APPLIED PROJECT / INTERNSHIP REPORT

1. Students enrolled in the Master in Management may also benefit from a special Scholarship that covers the tuition fees related to the third semester (DISSERTATION / APPLIED PROJECT / INTERNSHIP REPORT).
2. The Special Scholarship - Dissertation /Applied Project/Internship Report is awarded to the student with the best academic performance in the first year of the Master. Academic performance is given by the student's final classification in the taught part of the course (i.e., first year) computed once the grade of the last appeal exam is available/communicated.
3. After the first taught-year, students are automatically eligible for the Special Scholarship - Dissertation/Applied Project/Internship Report. Students are not required to submit an application for this specific scholarship.
4. The Special Scholarship can be awarded to students who wish to graduate by presenting a Dissertation, Applied Project work or an Internship Report.
5. In order to be considered for this scholarship, students must cumulatively comply with the following requirements:
 - a) Have completed all the credits of the first year of the Master's in Management in the previous academic year;
 - b) Have a final classification in the taught part of the course (i.e., first year) of at least 15.5 points;

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- c) Have not been awarded the Master in Management's Scholarship and have not enjoyed a similar Special Scholarship at the University of Algarve.
6. The student awarded with the merit scholarship for the dissertation must confirm his/her wish to benefit from the scholarship to the Course Director via e-mail. This is a mandatory requirement which should be met within 5 (five) working days from the official date of the award notification. Failure to comply with this requirement will result in attributing the scholarship to the second candidate with the highest classification who meets all the requirements in article 5, n. 5.

Article 6 Certificates

1. Certificates of the Merit Scholarship and the Special Scholarship will be presented in a public ceremony organized by the Faculty of Economics – University of Algarve.
2. Students are required to attend the ceremony. If they are unable to do so, they must nominate a representative.
3. The University of Algarve does not pay for any travelling and related expenses that may arise from the need of the student to participate in the public ceremony mentioned in point 1 above.

Article 7 Process

1. The Course Direction of the Master's in Management is responsible for awarding the Merit Scholarship and the Special Scholarship with the assistance of the School's Postgraduate Secretariat.
2. The final decision on the award of scholarships is, however, an exclusive prerogative of the Director of the Faculty of Economics.

Article 8 Complaints

1. Complaints about the results are addressed to the Director of the Faculty of Economics by email, within a maximum period of 3 working days after the publication of the results.

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2. The decision on complaints is made within 3 working days and the interested parties are notified by email.

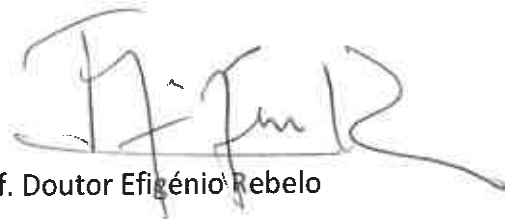
Article 9 **Doubts and omitted cases**

Queries and omitted cases are resolved by the Director of the Faculty of Economics.

Article 10 **Enforcement**

This document is enforced after approval by the Rector of the University of Algarve (13/01/2020).

The Dean of the School of Economics



Prof. Doutor Efigénio Rebelo