



## PUBLIC NOTICE

### SPECIAL ADMISSIONS PROCEDURE FOR INTERNATIONAL STUDENTS

#### ACADEMIC YEAR 2026/2027

Natércia Maria Ferreira dos Santos, Vice-President of Instituto Politécnico de Tomar (IPT), hereby announces that, under the terms of IPT's International Student Regulations, a special admissions procedure for international students (CEEI) is now open for applications to the undergraduate programmes offered by IPT Schools for the 2026/2027 academic year.

#### 1. Scope and Admission Requirements

##### 1.1. Scope of Application

***Concept of International Student (article 3 of DL 36/2014 as amended by DL 62/2018)***

An International Student is a student who does not have Portuguese nationality, except in the case of:

- a) Nationals of a Member State of the European Union;
- b) Family members of Portuguese nationals or nationals of a Member State of the European Union, regardless of their nationality.
- c) Individuals who are not nationals of a member state of the European Union and are not covered by the previous item, but who have been legally residing in Portugal for more than two years continuously on 1st January of the year in which they intend to enrol in higher education, as well as their children who are legally residing with them (the time of residence with a residence permit for study is not relevant);
- d) Individuals who, on January 1st of the year they are applying for, benefit from the equal status of rights and duties granted under an international treaty between the Portuguese State and the State of which they are nationals;
- e) People who apply for entry into higher education through the special application calls regulated by Decree-Law 393-A/99 of 2 October as amended by Decree-Law 272/2009, of 1 October;

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Quinta do Contador  
Estrada da Serra  
2300 - 313 Tomar  
Telf: 249 328 100  
sec-presidencia@ipt.pt  
www.ipt.pt

#### Pólo · Abrantes

Rua 17 de Agosto  
de 1808, n.º 26  
2200 - 370 Abrantes  
Telf: 241 379 500

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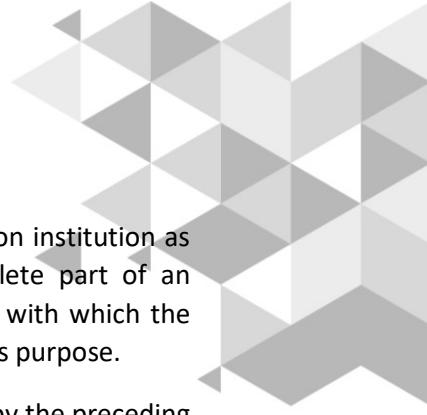
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- f) Foreign students attending a Portuguese higher education institution as part of an international mobility programme to complete part of an academic cycle at a foreign higher education institution with which the Portuguese institution has an exchange agreement for this purpose.
- g) Entry to IPT's degree programmes by applicants covered by the preceding paragraphs (a) to (d) can only take place under the same terms as students with Portuguese nationality.

### 1.2. Admission requirements

The following international students are eligible to apply for the undergraduate programmes leading to an undergraduate degree (*licenciado*) offered by IPT schools.

- a) Holders of a qualification providing access to higher education, that is any diploma or certificate issued by a competent authority attesting to successful completion of an education programme and conferring on them the right to apply and be able to enter higher education in the country in which it was awarded;
- b) Holders of a Portuguese secondary education diploma or legally equivalent qualification.

### 1.3. Entry Requirements

In order to be admitted to a degree programme at IPT Schools, international students must meet all of the following requirements:

- a) Have an academic qualification in the fields of knowledge required for the programme for which they are applying as laid down in Appendix II and IPT's regulations concerning international student admission (*Regulamento de Aplicação do Regime Legal do Estudante Internacional*) available from the IPT's website at:  
[http://portal2.ipt.pt/pt/candidaturas/Estudante\\_Internacional/](http://portal2.ipt.pt/pt/candidaturas/Estudante_Internacional/) ou  
[https://portal2.ipt.pt/pt/ipt/servicos\\_centrais/servicos\\_academicos/aluno/](https://portal2.ipt.pt/pt/ipt/servicos_centrais/servicos_academicos/aluno/);
- b) Have a level of proficiency of the Portuguese language required to attend this course of studies or undertake to reach it at the IPT before starting attendance as defined in Article 6 of IPT's regulations concerning the admission of international students (*Regulamento de Aplicação do Regime Legal do Estudante Internacional*).

Fulfilment of the criteria laid down in the previous paragraphs will be verified as provided for in article 5 et seq. of IPT's regulations concerning the admission of international students (*Regulamento de Aplicação do Regime Legal do Estudante Internacional*).

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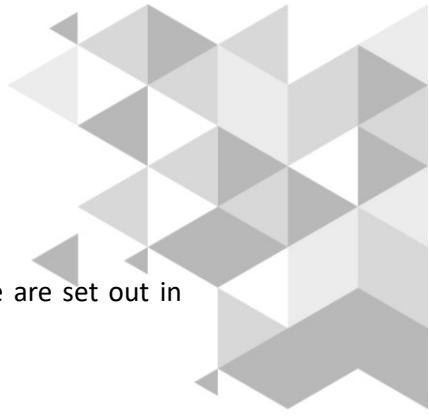
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## 2. Timelines for actions to be undertaken

The timelines for the actions to be undertaken as part of this procedure are set out in Annex I to this Notice.

## 3. Degree programmes/degree places for which applications are accepted

- 3.1. Applications to the special admission procedure for international students are accepted for undergraduate degrees (*licenciatura*) offered at IPT Schools as outlined in Annex IV.
- 3.2. Places will be divided up into quotas according to the nationality of the applicants, with any remaining places after placements in one or more of these quotas being redistributed among the other quotas.
- 3.3. A third round of applications may be offered within deadlines to be set later for each Institution/Programme where there are available places from the previous round(s).

## 4. Instructions on the preparation of applications

- 4.1. Applications are submitted exclusively in electronic format by accessing the IPT website within the deadlines specified in Appendix I to this Notice.

[http://portal2.ipt.pt/pt/candidaturas/Estudante\\_Internacional/](http://portal2.ipt.pt/pt/candidaturas/Estudante_Internacional/)

- 4.2. The application must be accompanied by the following documents:

a) Application form completed online;

b) Upload of the following documents to the online system:

- i. Copy of civil identification document, preferably passport;
- ii. Copy of document(s) proving personal details and academic qualifications in accordance with Annex II to this Notice;
- iii. Proof of payment of the application fee of €200 (two hundred euros), made via account deposit or bank transfer to the following IPT bank account:

IBAN: PT50078101120000000127917

SWIFT: IGCPPPTL

ADDRESS: Quinta do Contador, 2300 Tomar

BENEFICIARY: Instituto Politécnico de Tomar

VAT Number: 503767549

- 4.3. Failure to submit any of the documents referred to in 4.2 will result in the application being rejected.

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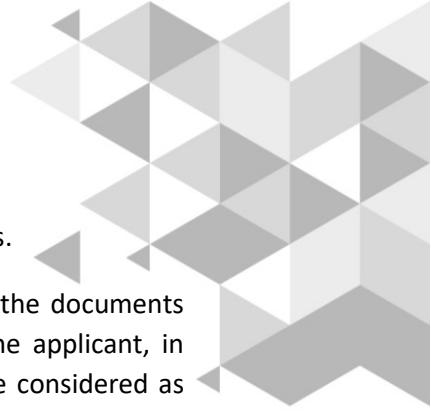
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- 4.4. The application fee will not be refunded under any circumstances.
- 4.5. Any errors or omissions on the online application form, or on the documents accompanying the application, are the sole responsibility of the applicant, in particular the submission of ineligible documents, which will be considered as not submitted.

## 5. Minimum grade required for the academic qualifications relevant to this application

A minimum overall score of 9.5 out of 20 as specific academic qualification is required for admission purposes.

## 6. Sorting Criteria

Applicants will be sorted in descending order of the final score of the specific academic qualification according to IPT's regulations concerning the admission of international students (*Regulamento de Aplicação do Regime Legal do Estudante Internacional*).

## 7. Publication of Results

The results of the calls will be made public through a Notice which will be made available on the IPT website within the deadlines set out in Appendix I to this Notice.  
[http://portal2.ipt.pt/pt/candidaturas/Estudante\\_Internacional/](http://portal2.ipt.pt/pt/candidaturas/Estudante_Internacional/)

## 8. Information on appeal procedures

- 8.1. Applicants may lodge a duly substantiated appeal against the results of the admissions procedure.
- 8.2. According to the regulations, appeals are submitted by request to the Evaluation and Ranking Committee (*Comissão de Avaliação e Seriação*) within the deadlines set out in Annex I of this Notice. Unsubstantiated appeals whose requests are unintelligible as well as those that have not been lodged by the end of the deadline shall be automatically rejected.

## 9. Rejection of Applicants

Applicants who do not submit the required documents, make false declarations or fail to meet the criteria laid down for application will be excluded from the application process at any time.

## 10. Information and explanations

- 10.1. The assessments referred to in 1.3(a) must be in person.
- 10.2. Further information and clarifications are provided at: [balcaounico@ipt.pt](mailto:balcaounico@ipt.pt).

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## 11. Registration | Enrolment, Administration Fees and Charges and Tuition Fees

11.1. Registration and enrolment of placed applicants are made within the time limits set out in Annex I to this Notice at the **Balcão Único in Tomar (ESTT and ESGT) and Abrantes (ESTA)**.

Registration is completed in person once the study visa has been obtained. To finalise the enrolment process, students must present the original documents submitted at the time of application. These documents must be duly authenticated by the local Portuguese consular representative and/or legalised by the Apostille system in accordance with the Hague Convention (Convention abolishing the requirement of legalisation for foreign public documents).

**Important Note:** The required legalisation or the affixing of the Hague Apostille must be carried out on the original documents in the country of origin, prior to departure for Portugal. This procedure cannot be completed after arrival in Portuguese territory. Failure to present the original documents legalised in the country of origin will prevent the completion of registration/enrolment.

11.2. Registration/enrolment is subject to payment of the school insurance fee of €2.00 and the first instalment of the tuition fee, which is 40% of the annual tuition fee.

11.3. The tuition fees for the school year 2026/2027 are listed in Annex III.

IPT, 21/01/2026

IPT Vice-President

(Natércia Santos, PhD)



## ANNEX I

**INSTITUTO POLITÉCNICO DE TOMAR**  
**SPECIAL ADMISSIONS PROCEDURE FOR INTERNATIONAL STUDENTS**  
**2026/2027 EDITION**  
**TIMELINES**

<b>FIRST ROUND</b>	
Publication of available places	until 22/01/2026
Applications	22/01/2026 to 19/02/2026
Publication of Provisional Notice and of the applicants eligible for the selection examinations	09/03/2026
Submission of appeals	until 20/03/2026
Administration of the examinations (*)	24/03/2026 to 26/03/2026*
Publication of assessment results	30/03/2026
Publication of Final Notice of Placed Applicants	31/03/2026
Registrations	06/04/2026 to 08/04/2026
<b>SECOND ROUND</b>	
Publication of the places that remained from the 1st Round	until 13/04/2026
Applications	13/04/2026 to 20/04/2026
Publication of the Provisional Notice and of the applicants eligible for the selection examinations	04/05/2026
Submission of appeals	until 18/05/2026
Administration of examinations (*)	20/05/2026 a 22/05/2026
Publication of assessment results	26/05/2026
Publication of Final Notice of Placed Applicants	27/05/2026
Registrations	08/06/2026 to 11/06/2026

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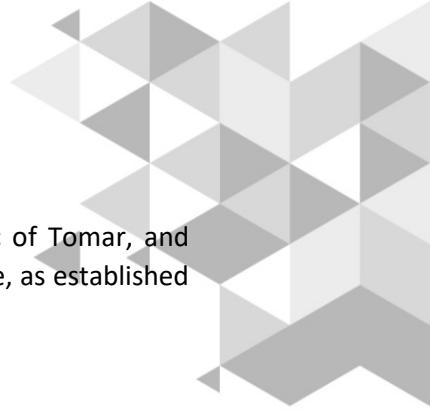
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(\*) The examinations must be in person on the campus of the Polytechnic of Tomar, and participation is subject to prior registration and payment of the applicable fee, as established in the current Schedule of Fees: [balcaounico@ipt.pt](mailto:balcaounico@ipt.pt).



## ANNEX II

 INSTITUTO POLITÉCNICO DE TOMAR  
 SPECIAL ADMISSIONS PROCEDURE FOR INTERNATIONAL STUDENTS  
 SUPPORTING DOCUMENTATION

No.	Document
1	Certificate(s) with detailed subjects and final average grade from a secondary education course or legally equivalent qualification (PALOP candidates and all candidates).
2	If applicable: <ul style="list-style-type: none"> <li>Proof of successful completion of the Portuguese entrance examination(s) required for admission to the degree programme to which the applicant is applying under the general access and admission regime (ENES Form for the year of application).</li> <li>Proof of having passed the corresponding nationwide examinations required, in the year of application, to be qualified for admission to the degree programme you are applying for;</li> <li>Proof of having passed the National High School Examinations (ENEM) (Applicants from the Brazilian system who have completed the ENEM);</li> <li>Document issued in the application year by the competent authority of the country in which the qualification was earned, confirming that the applicant fulfils the conditions required to apply for and be admitted, in that country, to a programme in the same scientific area as the intended degree. This document must detail the admission and entry requirements as well as the grades obtained.</li> </ul>
3	One of the following documents proving language proficiency (compulsory if the mother tongue is other than Portuguese): <ul style="list-style-type: none"> <li>Certificate of B2 level proficiency, according to the Common European Framework of Reference for Languages (CEFR) in Portuguese or English; If you do not have the B2 level proficiency certificate at the time of application, you must include in the application process a document in which you declare that you have the required language proficiency level, and commit to presenting it within the period set for enrolment/registration or a document in which you commit to achieving the language level according to the IPT regulation (declaration must be made in accordance with the template that can be downloaded)                 <a href="http://portal2.ipt.pt/pt/candidaturas/Estudante_Internacional/">http://portal2.ipt.pt/pt/candidaturas/Estudante_Internacional/</a> </li> <li>Proof of having passed the national secondary education exam corresponding to admission exam 18 - Portuguese.</li> </ul>
4	Declaration of Nationality (declaration must be made using the template available for download from <a href="http://portal2.ipt.pt/pt/candidaturas/Estudante_Internacional/">http://portal2.ipt.pt/pt/candidaturas/Estudante_Internacional/</a> ).



**ANNEX III**  
**INSTITUTO POLITÉCNICO DE TOMAR**  
**SPECIAL ADMISSIONS PROCEDURE FOR INTERNATIONAL STUDENTS**  
**2026/2027 EDITION**

**TUITION FEES AND PAYMENT PLANS**

	<b>Licenciaturas (1.º ciclo)</b> das áreas de engenharias e gestão		<b>Licenciaturas (1.º ciclo)</b> das áreas de artes e património (1)	
	<b>Tempo Integral</b>	<b>Tempo Parcial</b>	<b>Tempo Integral</b>	<b>Tempo Parcial</b>
<b>Valor anual de propina</b>	<b>1 400,00 €</b>	<b>910,00 €</b>	<b>1 600,00 €</b>	<b>1 040,00 €</b>
<b>Pagamento integral na inscrição (redução 2%)</b>	<b>1 372,00 €</b>	<b>891,80 €</b>	<b>1 568,00 €</b>	<b>1 019,20 €</b>
<b>Pagamento em prestações</b>				
<b>Prestações</b>	<b>Data de Vencimento</b>	<b>Valor a Pagar</b>	<b>Valor a Pagar</b>	<b>Valor a Pagar</b>
1.º	Data da inscrição/matricula (2)	560,00 €	364,00 €	640,00 €
2.º	até 24 de outubro	98,00 €	63,70 €	112,00 €
3.º	até 24 de novembro	98,00 €	63,70 €	112,00 €
4.º	até 24 de dezembro	98,00 €	63,70 €	112,00 €
5.º	até 24 de janeiro	98,00 €	63,70 €	112,00 €
6.º	até 24 de fevereiro	98,00 €	63,70 €	112,00 €
7.º	até 24 de março	98,00 €	63,70 €	112,00 €
8.º	até 24 de abril	98,00 €	63,70 €	112,00 €
9.º	até 24 de maio	98,00 €	63,70 €	112,00 €
10.º	até 24 de junho	56,00 €	36,40 €	64,00 €

**Notes:**

(1) Degree programmes in Conservation and Restoration, Design and Graphic Arts Technology, Photography, and Cinema and Digital Media  
 (2) tuition fee is increased by €2.00 for School Insurance

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## ANNEX IV

## INSTITUTO POLITÉCNICO DE TOMAR

## SPECIAL ADMISSIONS PROCEDURE FOR INTERNATIONAL STUDENTS

2026/2027 EDITION

## PLACES AVAILABLE Round 1

SCHOOL   UNDERGRADUATE DEGREES	Total places available	Groups					
		Angola	Brazil	Cape Verde	Guinea- Bissau	Mozambique	Other Countries
<b>ESCOLA SUPERIOR DE TECNOLOGIA DE TOMAR</b>							
Conservation and Restoration	(*)						
Design and Graphic Arts Technology	(*)						
Civil Engineering	10 + (*)	5	1	2	1	1	
Electrical and Computer Engineering	10 + (*)	5	1	2	1	1	
Computer Engineering	(*)						
Photography	5 + (*)	1	2	1			1
Building and Construction Management	10 + (*)	5	1	2	1	1	
Chemical Technology	10 + (*)	5	1	2	1	1	
Accounting	3 + (*)	1			1	1	
Business Administration	5 + (*)	1	1	1	1	1	
Human Resources Management and Organisational Behaviour	2 + (*)	1			1		
Tourism and Cultural Heritage Management	10 + (*)	2	2	2	1	2	1
Computation and Logistics (in the process of curriculum change)	12 + (*)	4	2	2	2	1	1

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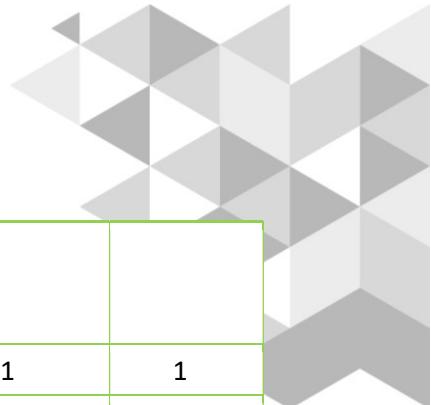
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Media Studies: Journalism and Corporate Communication	5 + (*)	1	1	2	1		
Mechanical Engineering	10 + (*)	4	1	2	1	1	1
Computer Systems and Multimedia Technologies (in the process of curriculum change)	5 + (*)	3	1	1			
Cinema and Digital Media	(*)						

(\*) Degree places may become available following the second and third rounds of the National Call for Higher Education (CNA).

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