

# MINISTRY OF SCIENCE, TECHNOLOGY AND HIGHER EDUCATION

## Minister's Office

### Order No. 13531/2009

The awarding of merit scholarships to students in higher education that attain exceptional academic success in the degree they are attending has been introduced in 1998, and it is only aimed at students of first-cycle degrees of higher education institutions.

Through the present order, the awarding of merit scholarships is also extended to students in private higher education institutions, including those that attend master's degrees and technological specialisation courses.

Therefore:

Pursuant to Law No. 37/2003 of 22 August (which establishes the basis for financing higher education), amended by Law No. 49/2005 of 30 August: I hereby determine:

1.

#### Approval

1 — The approval of the Regulation for Awarding Merit Scholarships to Students in Higher Education, whose text is annexed to this order.

2 — The text referred to in previous paragraph is considered, for all intents and purposes, as part of this order.

2.

#### Application

This order shall apply to the academic year from 2008 - 2009 onwards (inclusive).

3.

#### Amendments

All amendments to this Regulation will be incorporated through new wording of the articles or insertion of new articles.

4.

#### Repeal

The General Regulation for Awarding Merit Scholarships to Students in Higher Education is repealed, approved by order No. 2331/98 (2nd series) of 6 February, and amended by orders No. 16 472/2000 (2nd series) of 11 August, and No. 20 591/2002 (2nd series) of 20 September.

16 May 2009. — the Minister of Science, Technology and Higher Education, *José Mariano Rebelo Pires Gago*.

### Regulation for Awarding Merit Scholarships to Students in Higher Education

#### Article 1

##### Object

This Regulation aims to award merit scholarships to students that have registered and enrolled in a higher education institution.

#### Article 2

##### Institutional scope

1 — This Regulation covers:

- a) Public higher education institutions exclusively governed by the Ministry of Science, Technology and Higher Education;
- b) Private higher education institutions.

2 — Higher education institutions are defined as:

- a) A University;
- b) A University Institute;
- c) A School of Higher Education not integrated in a university;
- d) A Polytechnic Institute;

e) A higher polytechnic school not integrated in a polytechnic institute or university.

#### Article 3

##### Personal scope

1 — This Regulation covers all students enrolled in a higher education institution in:

- a) An undergraduate cycle of studies;
- b) An integrated master's cycle of studies;
- c) A master's cycle of studies;
- d) A technological specialisation course.

2 — The cycle of studies and degrees referred to in the previous paragraph are hereinafter designated as Degrees.

#### Article 4

##### Merit scholarships

A merit scholarship is a cash allowance, with a fixed value, aimed at students that have attained exceptional academic success.

#### Article 5

##### Exceptional academic attainment

For the purpose of this Regulation, a student with an exceptional academic success has cumulatively met the following conditions:

- a) Successfully completed all the course units of the study plan of the curricular year in the academic year prior to the awarding of the merit scholarships;
- b) The average grade of the course units referred to in paragraph a) is not below *Very Good* (16).

#### Article 6

##### Value of the scholarship

1 — The merit scholarship has an annual value equal to or five times greater than the minimum monthly wage in force at the beginning of the academic year in which it is granted.

2 — The merit scholarship is totally financed by the Ministry of Science, Technology and Higher Education.

#### Article 7

##### Number of scholarships to be awarded

The maximum number of merit scholarships to be awarded to each higher education institution, in each academic year, is equal to the result of dividing 500 (rounded up) by the number of enrolled students in the immediately previous academic year, within the set of degrees referred to in Article 3.

#### Article 8

##### Communication of the number of scholarships to be awarded

1 — Within the given time limit pursuant to Article 16, the Directorate General of Higher Education communicates to every higher education institution the maximum number of merit scholarships that can be awarded in that institution, based on official statistical information provided by the Planning, Strategy, Evaluation and International Relations Office of the Ministry of Science, Technology and Higher Education.

2 — The information mentioned in the previous paragraph is also published in the website of the Directorate General of Higher Education.

#### Article 9

##### Awarding of scholarships

The merit scholarships are annually awarded to students of each higher education institution that in the previous academic year achieved exceptional academic success, up to the limit established in Article 7.

#### Article 10

##### Procedure for awarding scholarships

1 — It is the responsibility of the officially authorised body of each higher education institution to select the students that will receive the scholarship, according to objective criteria and complying with the requirements established by this Regulation, namely in Article 5.

2 — Before the selection process begins, the criteria referred to in previous paragraph must be public, through the publication on the institution's website and communicated to the Directorate General of Higher Education.

3 — In case the number of students that meet the criteria is lower than the maximum number of scholarships established in Article 8, only that number of scholarships will be delivered.

#### Article 11

##### **Communication of awarded scholarships**

Within the given time limit pursuant to Article 16, each higher education institution sends the Directorate General of Higher Education:

*a)* A list with all the students that were awarded with a merit scholarship, including:

- i)* Name;
- ii)* Teaching and Research Unit (where applicable), degree and academic year in which the student has enrolled, and the average grade referred to in paragraph *b)* of Article 5;
- iii)* Email address;

*b)* A brief report on the awarding process.

#### Article 12

##### **Dissemination**

The Directorate General of Higher Education and the higher education institutions will announce on their websites the list of the students that have been awarded with the merit scholarship and the information laid down in subparagraphs *i)* and *ii)* of paragraph *a)* of previous article.

#### Article 13

##### **Transfer of amount**

Within the given time limit pursuant to Article 16, the Directorate General of Higher Education will transfer to the corresponding higher education institute the necessary amount for the payment of the awarded scholarships.

#### Article 14

##### **Scholarship payment**

The scholarship is paid to the student by the higher education institution in one instalment.

#### Article 15

##### **Merit scholarship certificate**

The higher education institution will also issue a certificate to all students that have received a merit scholarship.

#### Article 16

##### **Calendar**

The calendar for the application of this order will be published by decision of the Directorate General of Higher Education.

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