



# Internal Regulation for the Awarding of Merit Scholarships



SGQ-REG-05 R2 - 05/20

## **Internal Regulation for the Awarding of Merit Scholarships**

### **Article 1**

#### **Object**

The purpose of this Regulation is to regulate the award of merit-based scholarships to students enrolled and registered at ISTECS - Instituto Superior de Tecnologias Avançadas, hereinafter referred to as ISTECS, as established in paragraph 1 of art. 10 of Order No. 13531/2009 published in the Official Gazette, 2nd series, No. 111, June 9, amended by Order No. 7761/2017 published in the Official Gazette, 2nd series, No. 170, September 4.

### **Article 2**

#### **Scope**

1. The internal regulations for the award of Merit Grants apply to all students of ISTECS - Instituto Superior de Tecnologias Avançadas who, cumulatively, meet the following requirements:
  - a. Have been regularly enrolled at ISTECS in the year to which the scholarship relates;
  - b. In the academic year to which the scholarship refers, have passed all the curricular units that integrate the study plan of the curricular year;
  - c. Have an average mark of the curricular units referred to in paragraph a), of not less than Very Good (16 points) and has not been obtained by credit.
2. Students enrolled in one of the following courses are covered by the present Regulations:
  - a. CTeSP's - Professional Higher Technical Courses;
  - b. Undergraduate Degrees;
  - c. Masters Degrees.
3. The study cycles and courses referred to in the previous number are hereinafter referred to as courses.

### **Article 3**

#### **Merit Scholarship**

The merit-based scholarship is a fixed-amount cash benefit awarded annually to ISTECS students who have shown exceptional academic performance.

### **Article 4**

#### **Scholarship Amount**

1. The merit-based scholarship has an annual value equal to five times the value of the minimum monthly salary guaranteed at the beginning of each academic year in which it is awarded;
2. This scholarship is fully supported by the budget of the Ministry of Science, Technology and Higher Education.

### **Article 5**

#### **Number of Scholarships**

1. The maximum number of merit-based scholarships to be awarded in each higher education institution in each academic year is equal to the result of dividing by 500, rounded up, the number of students enrolled in the immediately preceding academic year in all courses; The number of scholarships will be announced annually after written communication from the General Directorate of Higher Education (DGES).

### **Article 6**

#### **Procedures and Selection Criteria**

1. It is the Academic Services' responsibility to indicate which students meet the conditions established in art. 3 of the present Regulation;
2. Applicants will be ordered by descending order of average marks (rounded to thousandths) obtained in the course units of their study plan, corresponding to the credits of the academic year to which the scholarship refers;
3. In case of a tie, the candidates in this situation will perform an extracurricular work that has a direct relation with the course and the academic recognition that will be evaluated by a jury appointed by the Scientific-Technical Council.

### **Article 7**

#### **Non-assignment**

If the number of students meeting the requirements set forth in art. 3 is less than the maximum number of scholarships, only those who meet them in full will be awarded the scholarships.

### **Article 8**

#### **Disclosure**

1. A Notice will be published annually on ISTECS website ([www.istec.pt](http://www.istec.pt)) announcing the number of scholarships to be awarded;
2. The list of students who have been awarded a scholarship will also be published on ISTECS website ([www.istec.pt](http://www.istec.pt));
3. After the publication of the list of students to whom the merit scholarship was awarded, the students have 5 (five) working days to complain, using the appropriate form, to the Academic Services;
4. The decision on the complaint is the responsibility of ISTECS Director and must be taken within 10 (ten) working days.

### **Article 9**

#### **Payment**

The General Directorate of Higher Education (DGES) is responsible for paying the merit grant directly to the students by bank transfer to the account with the international bank account number (IBAN) indicated by them.

### **Article 10**

#### **Diploma**

ISTEC gives students who are awarded a merit scholarship a certificate.

### **Article 11**

#### **Interpretation and Omissions**

Any doubts that may exist in the application of the present Regulation will be solved by deliberation of ISTECS Scientific-Technical Council.

**Article 12**  
Entry into force

This regulation comes into force the day after its publication on ISTECS website (www.istec.pt) and in the other usual places.

Approved at the Scientific-Technical Council meeting on may 27<sup>th</sup>, 2020



(STC President: Pedro Ramos dos Santos Brandão)

Homologated by the Director of the Instituto Superior de Tecnologias Avançadas de Lisboa on may 28<sup>th</sup>, 2020



(Director of ISTECS Lisbon: José António da Silva Carriço)