Frequently Asked Questions (FAQ)

Before the mobility

How do I know if there is an agreement between my University and FCM|NMS? Please check our list of partner universities in Useful Documents.

Is it possible to choose parts of SMS I, II or III? No. By choosing one block, you will have to attend all specialties to get a grade and ECTS.

Can I choose an optional subject? Yes, but all our optional subjects take place in the 2nd semester, so they will only be eligible for annual or 2nd semester students. Please choose only one optional, since they all take place on Thursday afternoons and schedules will not be compatible. The exception is our 6th year optional subjects, which take place in the last 2 weeks of May. Please be aware that optional subjects may not open due to insufficient number of registrations.

When do I need to send my B1 Portuguese Language Certificate? It must be sent by email until the 1st of September (applicable for 1st semester and annual students) and the 1st of February (applicable for 2nd semester students)

Is it an Erasmus+ Online Language Support (OLS) test result enough? No, we no longer accept OLS test results as a certificate of language proficiency.

What kind of Portuguese Language Certificate do I need to send? We request for an official language course certificate of B1 level. It can be assigned by your University or by any credited language school.

I am Portuguese/Brazilian, do I need to send you a Portuguese Language Certificate? No.

Does FCM|NMS provide accommodation to incoming students? No. However, Universidade Nova de Lisboa (through SASNOVA – welfare services) has limited vacancies in a student residence: https://sas.unl.pt/en/accommodation/lumiar-halls-of-residence/. Considering that vacancies are limited, places will be assigned on a first come first served basis. If you are interested, please send us your request.

What documents should be sent to FCM|NMS? National ID or Passport copy; Transcript of Records; Learning Agreement/Study Plan proposal.
What is the deadline for submitting the form and send the necessary documents to FCM|NMS? The deadline is June 15th, 2019. Nevertheless, we advise students to send us these documents as soon as possible so we can analyze them sooner and thus giving them the chance to reformulate it before the deadline. We will answer within a maximum of 4 weeks, approving it or requesting a new proposal based on our feedback/considerations.

When do classes/internships start? Considering the courses/subjects/internships you have chosen, please check the schedules available on “Useful documents”.

Where can I find information about the contents of a course/subject/internship? Summarized contents can be found here: [https://guia.unl.pt/pt/2019/fcm/program/9813#structure](https://guia.unl.pt/pt/2019/fcm/program/9813#structure)

Where can I find information about my placements and tutors? All information will be sent by the students’ commissions. Please notice that this information may only be sent a few weeks before the semester starts.

I will attend a Portuguese Language Course in Lisbon: can I add it in my Learning Agreement (LA)? Yes, as long as the course is provided by NOVA FCSH (another Faculty of Universidade Nova de Lisboa) and as long as you mention it in the LA (“Provided by NOVA FCSH”). Additionally, please notice that if ECTS are given by completing this course, they will not be included in your final Transcript of Records, as it is not part of Nova Medical School’s academic offer.

**During the mobility**

I just arrived at FCM|NMS, what should I do? You must come to our office (Section of International Mobility) - located on the ground floor (ask in the entrance hall reception) – to fill some paperwork, to collect your student card and pay the school’s insurance.

What are Section of International Mobility opening hours? We are open from Monday to Friday, from 2pm to 4pm. If it is not possible for you to come during this period, please ask us for an alternative time by email (mobilidade-in@nms.unl.pt). Please notice that during September and February, we are open from 10am to 12am and from 2pm to 4pm.
Where can I find detailed information on the contents of a course/subject/internship? All information is available in Moodle. It is only possible to access it after being registered at Nova Medical School. Each course has a Syllabus which contains all the necessary information.

When and how can I change my Learning Agreement/Study Plan? Students can always delete courses in their Learning Agreement. On the other hand, the deadline for students to add courses to their Learning Agreement is August 30th, 2019. After this date, students must send a request by e-mail to mobilidade-in@nms.unl.pt clearly specifying the reason for the change. This request will be analyzed by our Mobility Programmes Coordinator and may or may not be approved. Moreover, it will also be dependent on the vacancies available. Requests to add courses that have already started will not be approved. If the change is approved, student must send us the document Changes to the Learning Agreement, duly filled and signed by him/her and by his/her Home Institution.

Is there any document I can request to certify the number of working/clinical hours of a clinical rotation or theoretical-practical course? Yes, our School has a specific document for these cases, which we can send you by e-mail, upon request. Then, you must ask the course secretary to fill it and to be signed by the responsible Professor. Please notice that this document will only be valid after being stamped by our office (SIM) at the end. For that, student must complete the course/clinical rotation and take the final exam. If the student does not fulfil these conditions, the certificate will not be validated.

Is there any document I can request to certify the number of working/clinical hours of each specialty inside the Surgical and Medical Specialties (I, II or III)? Yes, you can request a form to the Section of International Mobility. Then, you must request each tutor to fill it and then you must send it to that course´s secretary to be signed by the responsible Professor as well. This document will only be valid after being stamped by our office (SIM) at the end. For that, student must attend all specialties of that block (I, II or III) and take the final exam. If the student does not fulfil these conditions, the certificate will not be validated.

Does this Declaration assign any evaluation or credits? No. This document only certifies the number of theoretical-practical/clinical hours and it never contains any
evaluation or credits. We remind you that the document will only be validated by our office if the student attends all specialties and the final exam.

Do I need to have a clinical training form to all internships? No. We do not ask for that document. We only provide this template in case you need to present it to your home University. If so, you must ask for it individually to your tutor to fill it. Then, it must be stamped by the course/subject’s secretary and validated/stamped by our office.

**After the mobility**

I will leave FCM|NMS soon, what should I do? You must pass by our office one day before your departure. We will assign you a Certificate of Attendance attesting your arrival and departure dates.

Will FCM|NMS assign any document with my final grades? Yes, we will send a Transcript of Records to your University as soon as all your grades are available. This document will certificate your grades and ECTS given.

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