



UNIVERSIDADE
CATOLICA
PORTUGUESA

REITORIA

DESPACHO NR/REG/0212/2024

ASSUNTO: **Regulamento do Master in Psychology in Business and Economics da Faculdade de Ciências Humanas - 2024**

Aprovo, ao abrigo do artigo 24º, alínea n), dos Estatutos da Universidade Católica Portuguesa o anexo Regulamento do **Master in Psychology in Business and Economia da Faculdade de Ciências Humanas**, anexo a este despacho.

Lisboa, 24 de abril de 2024

A Reitora



UNIVERSIDADE CATÓLICA PORTUGUESA
FACULTY FOR HUMAN SCIENCES
MASTER PSYCHOLOGY IN BUSINESS AND ECONOMICS

REGULATIONS

PREAMBLE

1. A fundamental concern of Universidade Católica Portuguesa (UCP) is to graduate students for society and accomplish excellence in research, always seeking the advancement of knowledge in the many areas in which it offers education and training.
2. Along with providing bachelor's degrees, life/long training and specialization in coordination with the job market have assumed greater importance for Portuguese universities. For many people, enhancing their knowledge, widening their cultural perspective, or obtaining specific scientific skills is an important and natural life project, which can in some cases also have professional relevance. In addition, a qualified body of teachers must have attended and completed higher degrees of education, in order to advance in an academic career.
3. Therefore, the Faculty for Human Sciences (FCH), as a multidisciplinary unit of Universidade Católica Portuguesa, should provide, for the knowledge areas that its work is devoted to, a possibility for advanced studies leading to the academic degree of Master, not only for its own students, but also for any students that may be interested.
4. Providing this degree makes sense in the context of the overarching goals that have been set for higher education in the coming years: guaranteeing that the Portuguese are qualified in the European context, improving the quality and relevance of the educational offer, and promoting mobility for students and graduates and the internationalization of study programs, towards the creation of international synergy-generating partnerships that may help optimize the use of existing human and material resources.
5. In face of the above and in keeping with Decree-Law 74/2006 dated March 24th, republished in Decree-Law 65/2018 dated August 16th, which transposes the application of the Bologna Process into Portuguese higher education, the present Regulation states

the rules that oversee the functioning of the degree Master in Psychology in Business and Economics, which will be taught at FCH in cooperation with CLSBE.

6. For the purposes of these regulations, is it understood that:
- a. A “course unit” is a teaching unit with its own training goals (a seminar, a course, a personal guidance session in the style of a tutorial, a conference or other), which requires an administrative process of registration and an evaluation expressed in the form of a final grade;
 - b. A “Program study plan” is the organized set of course units in which a student must obtain a positive grade in order to satisfy the conditions to obtain the academic degree they are applying for;
 - c. The “Normal program duration” is the number of years or semesters in which the student is expected to complete the degree;
 - d. “Credit” is the unit of measurement for the student's work in all its shapes forms (collective sessions, individual guidance sessions, field work, research and study time), which is attributed and counted in order to ensure that the students have similar conditions of training and professional integration, in duration and content, as do students in other nations in the European area. The ECTS system assumes that for each area of study there must be a specified number of credits and a duration limit, which must not differ from those applied in top institutions of higher learning in the European area, and in similar areas of studies;
 - e. The “conditions for access” are the general conditions that must be completed to apply to be accepted to a program;
 - f. The “conditions for registration” are the specific conditions that must be completed in order to apply for a specific program at a particular institution.

TITLE I
OVERALL PRECEPTS
Article 1
(Master's Degree)

1. Universidade Católica Portuguesa, through the Faculty for Human Sciences (FCH) grants the degree of Master in the scientific area that it oversees, according to the rules set out in this document.
2. The degree of Master is granted, at the end of a specialization of academic nature which includes the development of individual scientific activities, to those who demonstrate:



- a. That they possess knowledge and understanding at a level that goes beyond and deepens the knowledge obtained in the 1st cycle (bachelor's degree) and which allows for original investigations and/or applications in an independent research and professional context.
- b. That they are able to apply the knowledge and understanding that they have acquired in a wide range of multidisciplinary contexts which may be outside of their specific field of study;
- c. That they are able to put knowledge together and develop solutions in a context of limited or incomplete information, considering the implications and ethical and social responsibilities that may result from those solutions or affect their implementation;
- d. That they have a grasp of the scientific community's language regarding their area of knowledge, and are able to communicate their conclusions, as well as the knowledge and thinking that underpins them, to specialists and non/specialists, in a clear and unambiguous way.

Article 2

(Curricular component and faculty)

1. The curricular component of the degree is made up of a study plan that is prepared by the Psychology Scientific Area of the university and approved by the Scientific Council.
2. The aforementioned curricular component includes course units for learning, as well as whatever seminars and conference cycles the course's coordinators find useful.
3. The course units are taught in English.
4. The degree is coordinated by two doctoral professors at FCH and one doctoral professor at CLSBE, named by the Deans of FCH and CLSBE respectively.
5. The degree coordinators are in charge of managing the study plan for the curricular component and supervising the functioning of the degree. It is also their job to present a proposal for each year's faculty.
6. The faculty, recruited to teach the course units, must as a rule be part of FCH and CLSBE, although some course units may be taught by faculty members that have been invited specifically for the role.

Article 3
(Attendance)

1. The curricular part of the Master in Psychology in Business and Economics follows attendance rules set out in the Universidade Católica Portuguesa regulations on classroom teaching.
2. The number of unjustified absences in each of the course units should not exceed a third of taught classes.
3. Student absences may be justified in the situations and ways defined by the Board of the Faculty for Human Sciences.

Article 4
(Evaluation)

1. The evaluation system for each course unit is set by the course coordinators and by the faculty members that teach it, and should be adequate for the contents that are taught.
2. The former notwithstanding, students should be evaluated orally and in writing. There should be at least one written element (an exam, essay, report, paper, or other) per course unit.
3. The final grades for the course units are expressed as whole numbers from 0 to 20, and those students who obtain a 10 or higher will pass the subject, in which case the corresponding credits will be attributed.
4. At the end of each school year, generally in the first two weeks of July, there will be a period for supplementary exams which will take place for each of the course units that were taught in the winter and summer semesters. Students may access these exams if:
 - a. They passed the subject but want to improve their grades;
 - b. They attended and were evaluated in the class but didn't pass the subject.
5. Each student may only take up to two supplementary exams per school year.
6. Final dissertations and curricular internships cannot be evaluated during the supplementary exam period.

7. Registration for supplementary exams entails the payment of a fee, in accordance with the FCH price chart, which is set annually by the UCP Rectory.

Article 5
(Deadline for the publication of final grades)

The faculty members that teach each course unit in the Master program should publish the results of continuous assessment up to 48 hours before the exam. Final marks (including exam grades) must be published by July 31st.

Article 6
(Emoluments and Tuition)

1. Attending the Master course entails the payment of fees stipulated for applications and registration, as well as a monthly tuition fee, both during the curricular period and during the period devoted to writing the final dissertation.
2. The amounts for these fees are set each year by the Rectory and approved by the Conselho Superior of UCP.
3. The monthly tuition fee must be paid ten times per school year, from September to June, regardless of the actual dates for the start and end of classes or for any methodological guidance seminars for the dissertation.
4. The annual registration fee and the monthly tuition must be paid throughout the whole period that a student attends the Master program, and up to the moment of submitting the final dissertation, whether or not this occurs within the normal deadline or through the use of the extensions described in articles 25 and 38.
5. The previous disposition does not apply if the dissertation is delivered before the end of the month of September, in which case it is considered that the candidate finished their work in the school year that ended in the previous month of July, and is therefore exempt from paying registration fees for the new school year.
6. If the dissertation is not turned in before the end of September, the candidate must pay, along with a fine, the registration fee for the new year, and pay a monthly tuition fee until the dissertation has been turned in.

Article 7

(Overall Conditions for Completing the Curricular Component)

1. Every student that obtains a minimum of 60 ECTS credits is considered to have passed the curricular part of the Master degree, having been approved in the course units.
2. Full coursework approval in the Master's program entitles the student with a Postgraduation certificate, and it is a requirement for admission to internship and dissertation preparation, leading to the Master's degree.

TITLE II

MASTER IN PSYCHOLOGY IN BUSINESS AND ECONOMICS

Article 8

(Master's degree)

1. Obtaining the degree of Master's in Psychology in Business and Economics presupposes that the student has been approved in the specialization course, or curricular part, has performed a curricular internship, and has written, publicly discussed and had approved an original Master's dissertation.
2. The degree of Master is given in the area of Psychology in Business and Economics.

Article 9

(Specific conditions for access)

1. To be eligible to attend the master course in Psychology in Business and Economics, candidates must hold a bachelor's degree that is organized according to the principles set by the Bologna process or those that were in place before, which should preferably, but not exclusively, be in Psychology.
2. The candidate should have a good oral and written grasp of the English language, which should be attested by a certificate that demonstrates a level B2 (QECR) or equivalent, or by a knowledge test done at FCH.
3. In order to officially apply, the candidate must present:
 - a. Application form
 - b. Photocopy of identification document



- c. One passport-size photograph
- d. Degree transcript(s)
- e. English language *curriculum vitae* (CV)
- f. English language cover letter (maximum two pages)
- g. Language certificate for a level B2 (QEER), equivalent certification (IELTS, First Certificate of English or TOEFL), (otherwise, the candidate must undergo an oral and written knowledge exam that will take place at FCH).

Article 10

(Criteria for selecting and ordering candidates, and their weight)

1. The selection process for candidates that wish to attend the Master course is done through a holistic evaluation of their track-record, in which the following criteria are weighted as follows:
 - a. Final grade from bachelor's degree– 45%
 - b. Curriculum vitae – 25%
 - i. Specific and complementary training elements undertaken during or after the bachelor's degree that are relevant to the master program theme;
 - ii. Research experience, i.e., involvement in research projects and scientific work (such as scientific publications in specialist journals, conference presentations) that are relevant to the master program theme (preferable, but not mandatory);
 - iii. Professional experience relevant to the master program theme (years of service, type of activity) (preferable, but not mandatory).
 - c. Cover letter – 10%
 - d. Interview – 20%

Article 11

(Program Structure)

1. The program leading to the degree of Master is made up of 120 ECTS and includes:
 - a. A curricular component, consisting of a set of CU, totaling 62 ECTS;
 - b. A curricular internship, comprised of 28 ECTS;
 - c. A scientific dissertation, written specifically for this purpose and focused on a topic related to this branch of knowledge, which is composed of 30 ECTS.



2. Only in the cases of extensions foreseen in number 2 of article 25 and in the case of deadline suspension foreseen in article 36 of this Regulation can the total duration of the cycle last longer than four semesters (two school years).

Article 12

(Internship and Internship Seminar)

1. The internship is intended to deepen the knowledge acquired in the curricular component of the Master program, as well as its application and coordination in a professional context; to promote the development of specific skills for psychological evaluation, diagnosis and intervention in differing professional contexts related to Economics and Management; and to promote the student's personal development, including the appropriate skills for different levels of interaction, be it interpersonal, group or organizational, in keeping with ethical and deontological requirements.
2. The internship takes place in the 2nd year of the program, and its make-up respects the number of stipulated work hours (28 ECTS), which are made up of 810 hours – 420 hours doing field work and 60 receiving tutorial guidance.
3. In order to comply with the proposed goals for the internship, the intern should be aware of the internship context, observe the work done by the professionals of the institution where the internship will take place, and perform, with supervision, a set of activities that are adequate to that specific area of intervention.
4. The internship will take place at institutions that have protocols with UCP/FCH/CLSBE, and which provide suitable conditions.

Article 13

(Criteria for placement at the Internship Host Institution)

1. In view of the list of internship host institutions that will be published each year, every student will submit a list of three choices in order of preference.
2. The curricula vitarum of these students will be sent to the selected companies (according to their order of preference) and whenever the company considers it necessary, an interview will be held in the internship context.



3. Students have the possibility of proposing internship contexts themselves. In such cases, they must submit the necessary information to the Coordination of the Master, which will assess the suitability of the proposed internship to the objectives of the Master.

Article 14

(Internship guidance and supervision)

1. The internship will be mentored by a professor from the Master program's faculty body and supervised by a professional from the institution where the internship will take place. For students with previous background in Psychology who wish to be recognized as Psychologists in Portugal, the internship will be supervised by psychologists registered in the Portuguese Order of Psychologists. For all other students, the internship will be supervised by professionals with relevant professional and/or research experience in the specific area of intervention.
2. Working time will be monitored at the internship location by the supervisor at the institution.
3. The Master program's coordinators will choose the internship supervisors.
4. Internship supervision is assured by professors in supervision meeting, with a weekly frequency and compulsory attendance.

Article 15

(Internship report)

1. The internship report should include a description of the institution where the experience took place and of the activities performed, both in observing the work done and in performing supervised tasks. It should also include a clear articulation between theory and practice that demonstrates how the knowledge obtained in the curricular year of the Master program applies in the professional context.
2. The internship report should be in writing and no longer than 60 pages, excluding table of contents and appendices. The font should be Times New Roman, size 12, (except for footnotes and quotes that are longer than three lines), the spacing should be 1,5, the margins should be 3 cm, except for the right margin which should be 2,5 cm. Between each



paragraph there should be a space, or the start of each paragraph's first line should be indented by 0,7 or 1cm.

3. The candidate should follow the bibliographic reference rules of the APA (American Psychological Association).
4. The internship report should be written in English or Portuguese, and should come with a 300-word abstract in both languages.
5. The internship report must be submitted in digital format to the FCH Faculty member who supervised it, within the first fifteen days of June.
6. The internship report must be delivered in digital format to the Master's Coordination by the end of June.

Article 16
(Internship evaluation)

1. The internship evaluation is done by the supervising member of faculty and is based on the following criteria:
 - a. The evaluation by the supervisor at the internship location, which takes into account assiduity, performance, integration in the team, and initiative (30%);
 - b. The evaluation by the supervising member of faculty (30%);
 - c. The internship report (40%).
2. Breaking professional or ethical norms or the rules of the host institution may lead to being excluded from the final evaluation.
3. The internship's final grade and its components cannot be subject to a retry for improvement.

Article 17
(Master Dissertation and Dissertation Guidance)

1. Through the dissertation, it is intended that students will acquire knowledge and skills in planning and carrying out an original research project, which fits into the program's curricular path towards the degree of Master.



2. The dissertation guidance is intended to help students deepen their knowledge on a specific and relevant topic in the scientific area of specialization that they have selected, as well as develop skills for critically reviewing the scientific literature on that theme. The student is also expected to frame research questions, draw up a research plan, choose the appropriate methodologies and instruments, build quantitative or qualitative databases, collect, organize, analyze and discuss this data, and put together a dissertation according to APA rules. The seminar should also help the student develop oral and written scientific communication skills.

Article 18
(Dissertation topic)

1. Candidates should make their Master dissertation topic known by October 30 of the civil year that follows their entrance in the program.
2. This communication should be made by submitting a form that the candidate will be provided with, in which the chosen theme will be explicitly mentioned, as well as the name of the professor or professors that the student would like to have as supervisors and a brief summary of the research, methodology, and literature review for the project.

Article 19
(Dissertation Supervisor)

1. In completing together their dissertation, each candidate can be guided by a PhD-holding professor from FCH or CLSBE who should be named within 30 days of the day when the student submits the request to be admitted to the dissertation stage.
2. The dissertation may be supervised by two supervisors, in which case, and without prejudice to number 5 of the present article. At least one of them must be registered in the Portuguese Order of Psychologists if the student has a background in Psychology and aims to be recognized as a Psychologist in Portugal.
3. The dissertation supervisor is appointed by the program coordinators, at the candidate's request, after the selected professor has accepted.
4. If the selected professor is not able to supervise, the candidate will be given the option to select a different supervisor, who should then be approved as per above.



5. In cases where it is fairly and clearly justified, and at the candidate's request, the Master coordinators may allow a supervisor who is a professor from a different faculty of Universidade Católica Portuguesa, or even who is from a different Portuguese or foreign university, or who is a recognized expert in the field of study.

Article 20
(Dissertation supervision)

1. Supervision should be based in the principles and practice of intellectual and academic freedom.
2. The supervising professor must accompany the candidate in their investigation and in writing their dissertation, in the terms that have been freely agreed upon between the two parties, ensuring that the candidate has the right to make their own scientific choices.
3. The candidate must keep the supervisor up to date on new developments in the project, academic freedom notwithstanding.
4. The supervisor has the right to refuse to further supervise the candidate if any of the candidate duties are not properly carried out.
5. Should the supervisor wish to act on their right to refuse to continue supervision, as per the previous sub-article, they should submit a request to the Dean of FCH, in which case numbers 3 through 5 in Article 19 apply.

Article 21
(Change of Theme or Supervisor)

1. The candidate may request to change their dissertation topic. The request should include an opinion from the supervisor.
2. A change in supervisor is also allowed, through a substantiated request by the candidate, in which case numbers 3 through 5 in Article 20 apply.
3. A change in theme or supervisor does not lead to an extended deadline for submitting the final dissertation.

Article 22

(Rules for preparing the dissertation)

1. The Master's dissertation should be in writing and no longer than 50 pages, excluding tables of contents and appendices. The font should be Times New Roman size 12, except for footnotes and quotes that are longer than three lines. The spacing should be 1,5 and the margins should be 3cm, apart from the right margin which should be 2,5. There should be a blank line between each paragraph, or the first line of each paragraph should be indented by 0,7 or 1 cm.
2. In the Master's dissertation, the candidate should follow the rules of bibliographic referencing and presentation of results defined by the APA.
3. The dissertation should be written in English or Portuguese, and include an abstract of up to 300 words in both languages.
4. The dissertation should be turned submitted in printed form, and the cover and first page must comply with the model that the University has defined, which will be provided, upon request, by the program Secretary (Annex I).
5. Dissertations that do not comply with the limits and requirements in numbers 1 through 4 of this article may not be accepted.
6. Dissertations that show evidence of plagiarism will be turned down, and the candidate will face disciplinary proceedings.

Article 23

(Dissertation deadlines)

1. The dissertation must be turned in before the deadline set by the Board of FCH.
2. Exceptionally, at the candidate's request, the Board may decide to postpone the deadline for up to a year.
3. Requests for deadline extensions should be sent to the Board, together with an opinion from the scientific coordinator of the Master program and an opinion from the supervisor. Without both of these items, any request will be turned down.



4. Under no circumstances should the candidate go beyond the extension granted by the Board, unless the circumstances in Article 38 apply.
5. After the one year mark, together with any extensions granted, if the candidate has not submitted their dissertation, it is assumed that they have abandoned their intentions to do so.
6. Should the situation described in the above sub-article take place, the candidate may ask for a postgraduate degree certificate, which would refer to the completed curricular part of the program. Alternatively, the student may apply to the Master program again the following academic year, in which case they may ask for the curricular part of the program to be considered completed by equivalency, then continue their dissertation project or select a different topic. In such cases, Articles 19 and 20 apply.

Article 24

(Seminar attendance while writing the dissertation and the internship report)

1. In addition to meetings with the academic supervisor, the candidate is required to attend during the period she/he is working on the internship report and on the Master's dissertation, an yearly seminar devoted to scientific and methodological guidance required by the program's coordination (Course Unit – "Dissertation and Internship Supervision Seminar").
2. In each semester the candidate shall attend 60 hours of tutorial supervision, of which a minimum of 12h take place in a group setting (included in the "Dissertation and Internship Supervision Seminar") and 36h in an individual setting.

Article 25

(Request for admission to the evaluation stage)

1. The request to be evaluated for the degree of Master should be submitted to the Board of Directors of the Faculty of Human Sciences, along with one copy of the dissertation printed on paper, and in digital format, the candidate's CV in digital format, as well as the supervisor's written and signed approval, in both paper and digital formats.
2. It is up to the coordinator of each Scientific Area to make sure that all formal requirements are in place, and then ask the coordinators of the program to appoint a jury.





3. The public presentation and discussion of the dissertation must take place within six months of the moment when the candidate submitted their dissertation.

Article 26
(Jury appointment)

1. Within 60 days of the dissertation being submitted, the Head of the Scientific Board will nominate the jury, once it has been approved by the members of the Board.
2. The jury nomination must be communicated to the candidate in writing within five days.

Article 27
(Jury Composition)

1. The jury is made up of three to five professors from the scientific area of the program. One member of the jury should be from a different university, either from Portugal or abroad.
2. The dissertation supervisor must be part of the jury.
3. Whenever there is more than one supervisor, only one can be a member of the jury, in agreement with article 22 number 3 of Decree-Law 74/2006, March 24, republished in Decree-Law 65/2018, August 16.

Article 28
(Jury President)

1. The president of the jury should be the FCH or CLSBE's highest ranking and most senior professor in the category, unless that is the supervisor, in which case the president will be the second highest ranking and most senior professor.
2. In a case where the Dean or a vice-Dean is part of the jury, they automatically take on the role of president, regardless of whether they are the discussant or supervisor.
3. The president must summon and preside over the jury meetings, take whatever steps are necessary for a timely presentation to take place and inform the Board of any relevant facts during the process of evaluating the candidate's dissertation.

Article 29





(Jury meeting and discussion date)

1. Within thirty days of their nomination, the president of the jury will set the date for the public discussion of the dissertation, and make an immediate announcement to the Board of FCH.
2. The jury will designate, from among them, the member who will be the main discussant.
3. The supervisor cannot be the main discussant.
4. The members of the jury will be asked to write a detailed opinion on whether the dissertation is admissible for public discussion.
5. Within ten days of the opinions from the jury having been received, the Board will choose a discussion date and inform the candidate in writing.

Article 30

(Redoing or perfecting the dissertation)

1. Through a deliberation, the jury can suggest that the dissertation be redone or revised within thirty working days of the nomination of the jury.
2. In this situation, the candidate will have 60 working days, starting from the date of communication by the jury, either to revise their dissertation or to inform the jury that they wish to keep it as is.
3. Once the jury has received a revised dissertation or a statement that it will remain unaltered, they can set a date for its public discussion.
4. The new proposed date should happen within 90 working days of the revised dissertation or statement having been received.
5. The candidate will be considered as having quit if, following the deadline in number 2 above, they have neither presented a revised dissertation nor informed that they wish to keep it as is.

Article 32

(Public discussion of the dissertation)





1. Discussion of the dissertation is public and can only be held if all the members of the jury are present.
2. Before the discussion starts, the candidate will have 15 minutes to make a short presentation of their work.
3. Comments and questions by the main discussant cannot be longer than 30 minutes, and the candidate has the same amount of time to respond.
4. The members of the jury that have not been named main discussant may also pose questions or comments, and the candidate will have an equal amount of time to respond.
5. The total duration of the public discussion must not exceed 90 minutes.

Article 32
(Jury deliberation)

1. The jury meets behind closed doors after the public discussion to deliberate on the final result.
2. The vote is nominal and should be substantiated. Abstention is not allowed.

Article 33
(Dissertation result and grade)

1. The result can either be Approved or Not Approved.
2. Approved candidates can be graded sufficient (*rite*), good (*feliciter*), very good (*magna cum laude*) and excellent (*summa cum laude*). The first grade is numerically equivalent to 10 or 13, the second to 14 or 15, the third to 16 or 17 and the fourth to 18 to 20.
3. These grades are obtained through two successive votes: the first is about approval, and the second is about the final grade.
4. Once the votes are finished and the final result of the public discussion has been decided, the jury shall immediately make the result known to the candidate.



5. The candidate may, if the jury so recommends, revise their dissertation, report or project. They have 30 calendar days to do so, after which, along with the supervisor's opinion, a version of the dissertation should be sent to the institutional repository.

Article 34

(Minutes)

1. Minutes of the formal meetings of the jury and of the final discussion should be kept.
2. In the minutes of the final discussion, there should be information about how each member of the jury voted and their justification, which can be common to all three, and the result of the vote, above the signatures.
3. The jury's decision, as detailed in the minutes, can only be appealed in the case of a legal or procedural mistake.

Article 35

(Justified absence of the candidate from public discussion)

1. If the candidate is absent from the public discussion with a justification, a new date will be set, between thirty and sixty days following the first date.
2. In this situation, the reason for the absence must be communicated to the Board by the candidate, either in person or through a representative, within five days.
3. The Board will decide on the legitimacy of the justification.

Article 36

(For legal deposit)

Without prejudice of the number of copies that must be delivered for approval notwithstanding, which has been set in article 25, number 1, as well as the established number of copies for legal deposit, Masters dissertations that are discussed and approved at Faculty for Human Sciences require the authors to provide two digital copies to the University Library.

TITLE III

FINAL PROVISIONS

Article 37

(Deadline suspension)

1. The deadlines for finishing or defending the Masters' dissertation can be suspended in the following cases:
 - a. Military service;
 - b. Prolonged and serious illness or injury that requires a hospital stay or at home recovery;
 - c. Prolonged and serious illness, injury or death of the candidate's spouse or direct relative, leaving the candidate responsible for care;
 - d. Effective practice of a job mentioned in article 73 of the Decree-Law n.º 447/79, dated November 13, ratified, with changes, by Lei n.º 9/80, dated July 16, or a similar job.
2. The deadline for submitting the dissertation is suspended in the case of the birth of a child, for five months if the candidate is the mother and for one month if the candidate is the father, without prejudice to the general law that protects maternity and paternity.
3. The candidate must request the suspension of deadlines, in the situations foreseen in numbers 1 and 2, within 30 days of the situation occurring through a request sent to the Board of FCH.
4. When the deadlines are suspended in the cases foreseen in numbers 1 and 2, the monthly tuition payment is also suspended during the candidate's legal impediment. The tuition suspension should be requested from the Board.
5. Whenever, in terms of these regulations, the deadline for a Scientific Board, Board of FCH or jury deliberation ends during the period of summer vacation, the deadline is suspended until that period has passed.

Article 38

(Final grading process)

The final grade is calculated by adding the grades for each of the course units as well as for the internship and dissertation, using the following weights:



- a. Average grade of course units in the degree – 30%
- b. Internship report – 35%
- c. Dissertation – 35%

Article 39
(Mobility and credit guarantee)

1. The European Credit Transfer System ensures that students may move between establishments of higher education in Portugal and abroad, based on its principle of mutual recognition of the value of acquired competence and training.
2. In keeping with the previous number and in order to institutionally ensure and allow for individual candidates' files to be transferred, the Faculty for Human Sciences may credit, in its degrees, training that is done in other institutions of higher education, in Portugal or abroad, or request that the training done in its program be credited in other institutions.

Article 40
(Questions)

Any questions that come up in the interpretation and application of these regulations will be resolved by the Board of FCH at the request of the interested party.

Article 41
(Repeal)

These regulations repeal and replace the previous General Regulations for Masters, approved by Faculty for Human Sciences of the Universidade Católica Portuguesa in 1993.

Article 42
(Enforcement date)

This regulation, which was approved by the Scientific Board of the Faculty for Human Sciences on December 5, 2016, becomes enforceable immediately after it has been approved by the Rector of Universidade Católica Portuguesa.