

## **CALL FOR APPLICATIONS**

Doctoral Program in Public Health

Academic Year 2025/2026

Coordinators: Julian Perelman, Paulo Boto, Susana Viegas

The National School of Public Health of NOVA University of Lisbon (NOVA NSPH) announces the opening of applications for the Doctoral Program in Public Health for the 2025-2026 academic year.

### **1. Number of vacancies**

The minimum number of students for the Program to move forward is 10.

### **2. Selection Committee**

The analysis, evaluation, selection, and ranking of applications will be carried out by a jury appointed by the Scientific Board of Doctoral Program in Public Health appointed by the Scientific Council of NOVA NSPH, composed of the following members:

- Prof. Julian Perelman (president)
- Prof. Paulo Boto
- Prof. Susana Viegas
- Prof. Marta Marques (alternate)

### **3. Who may apply**

The following persons may apply:

- a) Holders of a master's degree or legal equivalent; or
- b) Holders of a bachelor's degree who also have an especially relevant academic/scientific curriculum that attests to the applicant's ability to carry out this cycle of studies (as determined to the satisfaction of the Scientific Council of NOVA NSPH); or
- c) Holders of an academic, scientific, or professional curriculum vitae that is deemed by the Scientific Council of the NOVA NSPH to attest to the applicant's ability to carry out this cycle of studies; and
- d) Applicants who are fluent in English (spoken and written).

### **4. Teaching Language**

English

### **5. Academic Calendar**

The academic calendar is defined annually by the Dean of NOVA NSPH, upon consulting the Scientific and Pedagogical Councils. During the first year, the core program operates on

Fridays between 11:30 and 20:10. The elective curricular units take place on Mondays (mornings), Wednesdays (afternoons), and Saturdays (mornings).

## **6. Application process**

Applications must be submitted directly and exclusively to NOVA NSPH, within the deadline and in accordance with the following indications:

### **6.1. Deadlines**

#### **1st Phase**

- Application period: January 6 to March 7, 2025
- Publication of provisional list of successful applicants: March 17, 2025
- Hearing of interested parties: March 18 to 31, 2025
- Publication of final list of successful applicants: April 1, 2025
- Registration and enrollment period: April 1 to 4, 2025

#### **2nd Phase**

- Application period: March 10 to June 27, 2025
- Publication of provisional list of successful applicants: July 4, 2025
- Hearing of interested parties: July 7 to 18, 2025
- Publication of final list of successful applicants: July 21, 2025
- Registration and enrollment period: July 21 to 25, 2025

#### **3rd Phase**

- Application period: June 30 to August 22, 2025
- Publication of provisional list of successful applicants: August 26, 2025
- Hearing of interested parties: August 27 to September 9, 2025
- Publication of final list of successful applicants: September 10, 2025
- Registration and enrollment period: September 10 to 17, 2025

The 2nd and 3rd phases will only be opened if vacancies are available.

**6.2. Submitting applications:** applications must be submitted exclusively via the Internet, using the application form available at the following address: [candidaturas.ensp.unl.pt](https://candidaturas.ensp.unl.pt).

### **6.3. Documents (mandatory) to accompany the application:**

#### **6.3.1. Applicants who are Portuguese citizens:**

- a) Certificate(s) of qualifications (diplomas etc.) of the academic degree(s) obtained, indicating the final classification and ECTS, if applicable.
- b) If the applicant holds foreign qualifications/credentials, even though not recognized/equivalent to the corresponding Portuguese qualifications/credentials, (s)he must provide proof of authenticity of said qualifications/credentials.
- c) Valid personal identification document (e.g., identity card or citizen card). If the applicant objects to reproducing the identification document, (s)he must go to the Academic Services of the NOVA NSPH to show the document before the last day of the application period.

- d) Curriculum Vitae;
- e) Letter of recommendation;
- f) Proposal of the research topic that the applicant intends to develop, **written in English language**:

The proposal must not exceed 300 words and must include the following elements:

1. Title of proposal;
  2. Name of the author of the proposal;
  3. Mention of (at least) one scientific publication, published during the last 5 years, by an ENSP professor related to the topic of the proposal (see <https://novaresearch.unl.pt/en/organisations/comprehensive-health-research-centre-chrc-p%C3%B3lo-ensp>);
  4. Mention of the connection between the topic and the research activities of the Centro de Investigação em Saúde Pública, see <https://www.ensp.unl.pt/investigacao/cisp/>;
  5. Objective;
  6. Proposed methodology to be followed to achieve the objective (in particular, data that will be collected or used from other sources);
  7. Need for project financing, if necessary;
  8. Percentage of your time that you expect to devote to pursuing the degree (30%, 50%, 80%, or 100%).
- g) Other document(s) that the applicant may consider relevant for assessing the merit of the application.

#### **6.3.2. Applicants who are citizens of other countries:**

- a) Documents proving eligibility qualifications, indicating the academic degree(s) obtained and respective classification, duly validated by the competent authority of the issuing country;
- b) If the candidate holds foreign qualifications recognized/equivalent to the corresponding Portuguese qualifications, a photocopy of these documents must accompany the application;
- c) If the candidate holds foreign qualifications, even though not recognized/equivalent to the corresponding Portuguese qualifications, proof of authenticity of said qualifications must accompany the application;
- d) Valid personal identification document (European Union citizen card or passport). If the applicant objects to reproducing the identification document, (s)he must go to the Academic Services of the NOVA NSPH to show the document before the last day of the application period;
- e) Curriculum Vitae;
- f) Letter of recommendation;

g) Proposal on the research topic that the candidate intends to develop:

The proposal must not exceed 300 words and must include the following elements:

1. Title of proposal;
2. Name of the author of the proposal;
3. Mention of (at least) one scientific publication, published during the last 5 years, by an ENSP professor related to the topic of the proposal (see <https://novaresearch.unl.pt/en/organisations/comprehensive-health-research-centre-chrc-p%C3%B3lo-ensp>);
4. Mention of the connection between the topic and the research activities of the Centro de Investigação em Saúde Pública, see <https://www.ensp.unl.pt/investigacao/cisp/>;
5. Objective of the work;
6. Proposed methodology to be followed to achieve the objective (in particular, data that will be collected or used from other sources);
7. Need for project financing, if necessary;
8. Percentage of your time that you expect to devote to pursuing the degree (30%, 50%, 80%, or 100%).

h) Other document(s) that the applicant may consider relevant for assessing the merit of the application.

**6.3.2.1** Any document(s) referred to above that is/are not issued in Portuguese, English, French, or Spanish must be translated into one of these languages by an officially recognized translator (and validated as such);

**6.3.2.2** Declaration, under oath, that the applicant does not have Portuguese citizenship nor is covered by any of the conditions that according to Decree-Law n° 36/2014 of 10 March, deny and/or withhold the status of International Student;

**6.3.2.3** The International Student Statute applies to foreign applicants who are not covered by any of the exceptions described in paragraph 2, article 2 of Regulation n° 687/2020, published in DR, 2ª, n° 162, of 20 August 2020, which, under the terms of Decree-Law No. 36/2014, of 10 March, excludes them from applying the International Student Statute;

**6.3.2.4** Applicants claiming Portuguese citizenship (section 5.3.1, above) whose identification document is issued by a country other than Portugal or a member state of the EU must submit proof of Portuguese citizenship or proof that (s)he is covered by one or more of the exceptions mentioned in paragraph 2, Article 2 of Regulation n° 687/2020 of 20 August, which, under the terms of Decree-Law No. 36/2014, of 10 March, excludes them from applying the International Student Statute.

#### **6.4. Application fee**

A nonrefundable fee of € 51 must accompany the application - payment to be made through an ATM using reference information that will be made available after submitting the online application. Applications that fail to comply with the deadline specified in section 6.1 above will not be considered.

### **6.5. Evaluation criteria**

The evaluation criteria for the applications are defined by the members of the selection committee. The following criteria and weightings will be used in the selection process:

- **Academic and Scientific Merit** (academic titles obtained; classifications; publications; research experience; letter of recommendation) - 70%
- **Research Topic** (clarity and relevance of the objective; alignment with the research interests of the NOVA NSPH; feasibility) - 20%
- **Professional Experience/Research** (positions and/or professional history in related fields, and/or in professional or research activities related to the themes of the program) - 10%

There may also be an individual interview to clarify any doubts about the information provided and/or in the event of a tie between candidates.

The above criteria will be used to calculate a final classification (arithmetic mean) on a scale of 0-20.

### **6.6. Exclusion of applications**

The decision to exclude an application rests with the selection committee, which proceeds with a prior hearing of candidates in accordance with the deadlines established herein.

Applications that do not meet the eligibility conditions or who do not comply with the instructions and procedures defined herein shall be rejected.

Any applicant who at any time provides false information shall be rejected.

### **7. Notification of results**

The decision(s) of the selection committee will be communicated to each applicant individually by means of the email address indicated in the application.

For privacy reasons, only the names of successful and alternate applicants will be published on the NOVA NSPH website. Names of alternate applicants will be ordered according to their position in the ranking.

### **8. Hearing of interested parties**

A hearing shall be made available to interested parties within the deadlines defined herein, whereby applicants may (should they wish to do so) seek clarification regarding the evaluation, selection, and/or ranking of the applicants.

Any objections to the decision(s) of the selection committee must be duly substantiated and be submitted in writing to the president of the selection committee.

Decisions regarding objections submitted by applicants shall be made at the discretion of the selection committee and shall be notified to the applicant in writing to the e-mail address indicated in the application on or before the last day before the end of the communication period stipulated in section 6.1, above.

## **9. Complaint**

Any complaint must be substantiated and sent in writing to the Dean of the NOVA NSPH within the period defined in paragraph 3 of article 191 of the Code of Administrative Procedure (i.e., within 15 days).

Decisions on complaints shall be made at the discretion of the Dean of the NOVA NSPH and will be communicated to the party making the complaint in writing to the email address indicated in the application.

In the event of a favorable decision, an additional vacancy shall be created if necessary, and the applicant shall be granted an extension deadline for the necessary registration and enrollment.

## **10. Fees**

### **10.1. Amount**

The tuition fee of the program for National Citizens is 8.000,00 euros (three years).

The tuition fee of the program for citizens of other countries with status of International Student, is 12.000,00 euros (three years).

To the tuition fee amount is added the annual enrollment fee, school insurance, and other fees as stipulated in the Fees Table approved by the UNL and published in the Diário da República in the current academic year.

### **10.2. Terms and payment methods**

Successful applicants/students may choose between the following payment methods:

#### **a) National Citizens:**

##### **1<sup>st</sup> year tuition: € 3.500,00**

- **Option A:** Total amount of the tuition fee upon registration (benefits from 5% discount)
- **Option B:** € 1.750,00 upon enrollment, € 1.000,00 in January 2026 and € 750,00 in May 2026

##### **2<sup>nd</sup>/3<sup>rd</sup> year tuition: € 2.250,00/year**

- **Option A:** Total amount of the tuition fee upon registration (benefits from 5% discount)
- **Option B:** € 1.000,00 upon enrollment, € 750,00 the following January and € 500,00 the following May

- **Option C:** € 750,00 upon enrollment, € 500,00 the following January, € 500,00 the following April and € 500,00 the following June

**4<sup>th</sup> and following year's tuition: € 1.250,00/year at the start of each academic year**

If the payment option is not identified, Option B will be assumed and applied.

**b) Citizens of other countries with status of International Student:**

**1<sup>st</sup> year tuition: € 6.000,00**

- **Option A:** € 6.000,00 on registration (a 5% discount will be applied)
- **Option B:** € 3.500,00 on registration  
€ 1.500,00 until January 31, 2026  
€ 1.000,00 until May 31, 2026

**2<sup>nd</sup>/3<sup>rd</sup> year tuition: € 3.000,00/year**

- **Option A:** € 3.000,00 in September (at the start of the academic year; a 5% discount will be applied)
- **Option B:** € 2.000,00 in September (at the start of the academic year)  
€ 1.000,00 the following January

**4<sup>th</sup> and following year's tuition: € 1.875,00/year at the start of each academic year**

If the payment option is not identified, Option B will be assumed and applied.

**11. Enrollment**

Enrollment must be carried out in accordance with the instructions defined by the Academic Services of NOVA NSPH, within the period stipulated in point 6.1 above.

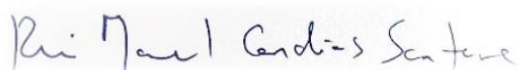
Enrollment is valid only for the academic year referred to herein.

For cases in which the enrollment/registration of the applicant/student takes place after the beginning of the academic year for reasons not attributable to NOVA NSPH, the NSPH reserves the right not to make up classes or any part of the program.

Annually and until the conclusion of the program, students must enroll in the Academic Services of NOVA NSPH, making the duly applicable payments within the deadlines published for this purpose by this institution.

Lisbon, 3 January 2025

Vice Dean of the National School of Public Health (NOVA NSPH)



Prof. Rui Santana