

**REGIME FOR RE-ADMISSION  
BACHELORS DEGREE – 2022/2023 ACADEMIC YEAR**

Re-admission is the act by which a student, having interrupted their studies at a university/degree, registers for the same university and re-enrols for the same degree, or for the degree that has succeeded the original one.

**Online Applications:**

1 to 30 June, 2022

If you are an ISEG student or alumnus, you should login to Fénix and submit your application, having updated your personal details, using the following path:

Applicants > Application> Readmission > Create

Should you not possess an active password for Fénix, you should request one by contacting the ISEG Helpdesk, using the following email: [helpdesk@iseg.ulisboa.pt](mailto:helpdesk@iseg.ulisboa.pt)

**Students may request readmission for a university/degree if they:**

- Have been registered and enrolled in the same university/degree, or for a preceding one;
- Have been enrolled in the same university/degree during the previous Academic Year to that which they intend to re-enrol for;
- Students whose registration has expired due to the application of the ISEG suspensions regime can only apply for this regime, once the two semesters of the suspension have elapsed;
- Acceptance for re-admission is conditional on the student having no outstanding dues for tuition fees from their previous enrolment.

**Number of places:**

There is no limit to the number of places.

**Notes:**

ISEG students and alumni can apply during the same Academic year for the Re-admission Regime, for their original degree, and for the Change of University/Degree Regime for the degree which they intend to change to.

**Fees:**

Application Fee of 60.00 Euros (non-returnable)

- For student's resident in Portugal, the application fee is paid on submission of the application by ATM, using an automatically-generated reference. If the application fee is not paid until the deadline, then the application will be considered invalid.

- Student living abroad can pay through credit card or MBWay.;
- Applications will be automatically rejected if they lack any of the documents requested or of the application fee is not paid by the deadline of the applications. Paid fees will not be reimbursed in the case of incomplete applications.

**Necessary documentation for online applications (upload):**

- Photograph;
- Photocopy of Citizen's Card (or Identity Document) <sup>a)</sup>;
- Photocopy of Tax Number (NIF) – if you do not have a Citizen's card;

**Calendarisation:**

- Application period: 1 to 30 June, 2020
- Notification of Admission results: 5 September, 2020 <sup>c)</sup> (subject to confirmation)
- Registration and Enrolment: 5 to 9 September, 2022 (subject to confirmation) <sup>c)</sup>

**Notes:**

- a) If you do not intend to provide a photocopy, then you must present the document in person for data validation at the Undergraduate Office;
- b) Errors or omissions in completing the electronic application form are the sole responsibility of the applicant.
- c) The admissions results and the dates of registration, per degree, can be consulted on the webpage of ISEG, [www.iseg.ulisboa.pt](http://www.iseg.ulisboa.pt)

**Legislation and Rules and Regulations:**

- Decree-Law No. 196/2006
- Order No. 181-D/2015
- ISEG Regime for Re-admission

Any doubt can be clarified by the Undergraduate Office via E-mail: [seclic@iseg.ulisboa.pt](mailto:seclic@iseg.ulisboa.pt),

ISEG, 18 of March, 2022

The Dean of ISEG  
Professor Clara Raposo, PhD