

Registration Guide

PhD Advanced Courses

(It is recommended to use the following browsers: Firefox 3+, Safari ou Chrome)

1. Access to the registration website

The registration in the PhD Advanced Courses is made through the FenixEdu Platform and the candidate should have the access credentials:

- a) **If you have previously been a student at the FFULisboa and you are registered at Campus@ULisboa**, please access to the [FenixEdu Platform](#), authenticate with your data of this account and select the **Candidate** tab. If you have lost access to your Campus@ULisboa account, you can make the recovery [here](#).
- b) **If you have previously been a student at the FFULisboa without a Campus@ULisboa account**, please send us an e-mail to posgraduados@ff.ulisboa.pt with your full name and Identity document number.
- c) **If you have never been a student at the FFULisboa**, please create a username and a password [here](#). Access to the [FenixEdu Platform](#) with the created username and password and click in the **Candidate** tab.

Note: You can choose at any time, in the upper right corner, the language of your registration: PT (Portuguese) or EN (English).

2. Registration

After selecting the **Candidate** tab, you must **choose the course** you want to register (with or without evaluation), by clicking **Create**.

Note: You should pay attention if you want to register in the course with an evaluation (125 €) or without an evaluation (100 €).

Open candidacies

Execution Interval	Candidacy	Phase	Dates	
2019/2020	Phd Advanced Courses	Advanced Drug Deliver - Registration with Evaluation	<input type="button" value="17/04/20 09:00"/> <input type="button" value="29/05/20 23:59"/>	Create
2019/2020	Phd Advanced Courses	Advanced Drug Delivery - without evaluation	<input type="button" value="17/04/20 09:00"/> <input type="button" value="29/05/20 23:59"/>	Create

And then you must click **Create** again to access the next page, where you will see several tabs through which you will complete your registration.

Create Candidacy

2019/2020 - Phd Advanced Courses

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Advanced Training Courses Registration Form - Academic Year 2019/2020

Cursos de Formação Avançada (Doutoramento)

[+ Create](#)

After creating your registration, you must **confirm the information** in the following tabs:

Candidacy Process - CFA/2020/3

2019/2020 - Phd Advanced Courses

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Details

Candidate	
Phase	Advanced Drug Deliver - Registration with Evaluation
Candidacy Date	17/04/20 15:40
State	Registration in pending state (17/04/2020)

[Process monitoring](#) [Personal Data Transfer](#) [Course](#) [Personal Information](#) [Invoice](#)

After confirming all the information, you must **formalize your registration** by clicking on the **Submit Registration** operation.

Candidacy Process - CFA/2020/3

2019/2020 - Phd Advanced Courses

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Details

Candidate	
Phase	Advanced Drug Deliver - Registration with Evaluation
Candidacy Date	17/04/20 15:40
State	Registration in pending state (17/04/2020)

Operations

[Submit Registration](#)

[Cancel Registration](#)

Note: During the process, if you wish, you can cancel your registration in the operations menu.

3. 3. Payment

After submitting your registration, you must proceed with the payment of the respective fee through ATM reference:

- Registration subject to evaluation: 125 €
- Registration not subject to evaluation: 100 €

In the **Payment Data** tab you can consult the **ATM reference**:

Details

Candidate	
Phase	Advanced Drug Deliver - Registration with Evaluation
Candidacy Date	17/04/20 15:40
State	Pagamento de Inscrição {17/04/20 15:4}

Process monitoring | Personal Data Transfer | Course | Personal Information | **Payment Information** | Invoice

Tab available since "Pagamento de Inscrição" by anacarolinasantos in 17-04-2020 15:44

Application Payment

Payment	Candidatura: CFA/2020/3 - [Cursos de Formação Avançada (Doutoramento)]
Amount	
Debt date	17/04/20
Due date	17/04/20

Payment Reference (SIBS)

Entity	
Reference	
Amount	

Academic Services Contact: posgraduados@ff.ulisboa.pt