

BEFORE YOU ARRIVE AT ISEL

Your Student Guide

instituto
superior de
engenharia
de lisboa

Your journey starts here!

WELCOME TO ISEL

Before you arrive at ISEL

We are delighted that you are considering ISEL for your Erasmus experience!

Studying abroad is an exciting opportunity to discover a new country, meet people from different cultures, develop new skills and create unforgettable memories.

At ISEL, we want you to feel welcome, supported and confident throughout your mobility experience.

We know that preparing to study abroad can raise many questions. That is why we have created this guide to help you organise everything before your arrival in Lisbon.

From your application and Learning Agreement to accommodation, public transport and student life, you will find useful information to help you prepare for your stay.

01 | GET TO KNOW ISEL

Your new academic home in Lisbon

The Lisbon School of Engineering (ISEL) is part of the Polytechnic University of Lisbon (UPL), one of Portugal's public higher education institutions.

Located in Lisbon, ISEL offers many undergraduate, Master's and postgraduate programmes in engineering, technology and related fields

Our mission is to provide high-quality education that combines academic knowledge with practical experience, innovation and research.

As an Erasmus student, you will have the opportunity to develop your academic and professional skills while experiencing life in Portugal.

What can you expect at ISEL?

- A diverse academic community with students from different backgrounds;
- Engineering programmes focused on practical learning;
- Modern laboratories and research facilities;
- Opportunities to develop international connections;
- A welcoming environment where you can explore Portuguese culture and student life.

02 | BEFORE YOU APPLY

Before starting your application, there are a few important things you should know.

Who can study at ISEL through Erasmus?

You can apply for an Erasmus study mobility at ISEL if you are enrolled at one of our partner higher education institutions and have been selected by your home university.

Your home institution must officially nominate you before you can begin the application process at ISEL.

Important: You cannot submit an Erasmus application independently without being nominated by your home institution.

How long can I study at ISEL?

Your Erasmus mobility can last:

- One semester;
- One full academic year.

02 | BEFORE YOU APPLY

When should I apply?

The application process takes place before the beginning of each semester.

- April–May: For students arriving in September (first semester or full academic year);
- October–November: For students arriving in February (second semester).

Exact deadlines are communicated to partner institutions and may vary each academic year.

Once your nomination has been accepted, you will receive an email with instructions on how to complete your application.

Our tip: Check your email regularly, including your spam folder, to make sure you do not miss important information.

03 | YOUR APPLICATION

Step by step, we're here to help!

Once your home institution has nominated you, it is time to complete your application.

Step 1: Acess the Mobility Portal

You will receive an email with instructions on how to access the IPL Mobility Portal.

This is the online platform used to manage your mobility at ISEL.

Step 2: Complete your application

Follow the instructions provided by email and complete the required information.

You may also be asked to upload supporting documents.

Please make sure that:

- Your personal information is correct;
- All required fields are completed;
- Your documents are valid and readable;
- You submit your application before the deadline.

Step 3: Wait for validation

After submitting your application, its status will appear as "Under Validation".

This means that your application is being reviewed by ISEL.

No further action is required at this stage unless you receive additional instructions.

03 | YOUR APPLICATION

Step 4: Receive your acceptance letter

Once your application has been validated and accepted, ISEL will issue your official Letter of Acceptance.

This document confirms that you have been accepted for an Erasmus mobility period at ISEL.

Remember: Your Letter of Acceptance can only be issued after your application has been officially accepted.

04 | YOUR LEARNING AGREEMENT

Let’s plan your studies!

Your Learning Agreement (LA) is one of the most important documents of your Erasmus mobility.

It defines the curricular units you plan to attend at ISEL and how they will be recognized by your home institution.

Your Learning Agreement must be approved by the relevant academic coordinators.

How do I choose my courses?

Before preparing your Learning Agreement, we recommend exploring the courses available at ISEL.

Discover our courses.

Please keep in mind that:

- Not all curricular units are available every semester;
- Some courses may have limited places;
- Your selected curricular units must be academically suitable for your study programme;
- Your ISEL ECTS Coordinator must approve your study plan.

You may be able to choose curricular units from different study cycles, provided your academic coordinator considers them appropriate.

We recommend discussing your choices with your home institution before submitting your Learning Agreement.

04 | YOUR LEARNING AGREEMENT

Are classes taught in English?

Most classes at ISEL are taught in Portuguese. However, some professors provide study materials, explanations or academic support in English, particularly when international students are enrolled.

Depending on the professor and the curricular unit, assessment activities may also be available in English.

Before preparing your Learning Agreement, you will receive information about the available curricular units and their language arrangements.

How do I create my Learning Agreement?

Once your application has been accepted, you can start preparing your Learning Agreement through the IPL Mobility Portal.

Follow these steps:

1. Log in to the IPL Mobility Portal;
2. Access the Learning Agreement section;
3. Select "Create" to start a new Learning Agreement;
4. Add the curricular units from your home institution in the left column;

04 | YOUR LEARNING AGREEMENT

5. Select the corresponding curricular units you wish to attend at ISEL in the right column;
6. Check that all information is correct;
7. Select "Propose" to submit your Learning Agreement for academic validation;
8. Your Learning Agreement will then be reviewed by your ISEL Coordinator.

The coordinator may approve your study plan or request changes

What happens after approval?

Once your Learning Agreement has been academically validated, the approval and signature process can continue.

Your final Learning Agreement must be approved by the three parties involved:

- You, the student;
- Your home institution;
- ISEL, your host institution.

Depending on the systems used by your home university, the Learning Agreement may also be exchanged electronically through the Erasmus Without Paper (EWP) network.

05 | GET READY FOR LISBON

Your new adventure is getting closer!

Now that your academic arrangements are underway, it is time to prepare for life in Portugal.

Here are a few important things to organise before travelling.

Accommodation

Finding suitable accommodation is one of the most important steps when preparing your mobility.

Please note that ISEL does not guarantee accommodation for Erasmus students.

Students are responsible for arranging their own accommodation during their stay in Lisbon.

We strongly recommend starting your search as early as possible, as demand for student accommodation can be high, particularly before the beginning of each semester.

05 | GET READY FOR LISBON

Where can I find accommodation?

There are several platforms where you can explore private rooms, shared apartments and student residences.

Some useful options include:

- Uniplaces;
- Inlife;
- Study in Lisbon;
- Erasmus Life Lisboa.

Student Residences - SASIPL

You may also contact the Social Services of the Polytechnic University of Lisbon (SASIPL) for information about student accommodation and eligibility.

Email: alojamento@sas.ipl.pt

A few tips before booking:

- Start looking for accommodation in advance;
- Check how far the accommodation is from ISEL;
- Confirm what is included in the monthly rent;
- Read the rental conditions carefully;
- Avoid making payments before verifying that the accommodation and landlord are legitimate.

06 | HEALTH INSURANCE & IMPORTANT DOCUMENTS

Make sure you are covered!

Before travelling to Portugal, it is important to check that you have the necessary documents and appropriate health coverage.

Do I need health insurance?

Yes. Erasmus+ students must have appropriate health coverage throughout their mobility period.

If you are from an EU country: We recommend bringing your European Health Insurance Card (EHIC).

This card provides access to medically necessary public healthcare during a temporary stay in Portugal, under the applicable conditions.

If you are from outside the EU: You should arrange appropriate health and travel insurance covering your stay in Portugal, according to the applicable requirements.

Make sure your insurance is valid for the entire mobility period.

Before travelling, check that you have:

- A valid passport or national identity card;
- Your Letter of Acceptance from ISEL;
- Your Learning Agreement;
- Proof of appropriate health insurance;
- Any additional documents required by your home institution.

07 | GETTING AROUND LISBON

Discover the city!

Public transport is one of the easiest ways to travel around the city and reach ISEL.

The Navegante Card

The Navegante card allows you to use public transport services within the areas covered by your travel pass.

Depending on your age and eligibility, you may benefit from free public transport.

- **Students aged 23 or under:** May qualify for free public transport under the applicable rules.
- **For other passengers:** The cost is around 30€ monthly.

Our tip: Check the current prices, eligibility requirements and application procedures before purchasing your pass.

How do I get to ISEL?

ISEL is located in Chelas. You can reach the campus using public transport, including the Lisbon Metro. The nearest metro station is Chelas, on the Red Line.

08 | YOUR FIRST DAYS AT ISEL

Welcome! You're finally here!

We know that the first days in a new country can feel a little overwhelming, but there is no need to worry. Our International Relations Office is here to help you settle in.

When should I arrive?

We recommend arriving in Lisbon a few days before the beginning of classes.

This will give you time to:

- Settle into your accommodation;
- Get familiar with the city;
- Organise your public transport arrangements;
- Explore the ISEL campus;
- Complete any necessary administrative procedures.

Welcome Session

ISEL organises a welcome session for international students. During this session, you will receive useful information. You may also have the opportunity to meet other international students and members of the academic community.

Certificate of Arrival

After arriving at ISEL, make sure that your Certificate of Arrival is completed and validated. You may need this document to confirm the beginning of your mobility to your home institution.

09 | ACADEMIC LIFE AT ISEL

Everything you need to get started!

Once your Learning Agreement has been approved and finalized, the administrative procedures required for your academic registration can continue.

Student number and digital access

After your Learning Agreement is marked as final, the necessary information is transferred to ISEL's academic system.

You will then be assigned a student number. This is an important step in obtaining access to ISEL's digital services.

Moodle

Moodle is an online learning platform used by ISEL. Depending on your curricular units, professors may use Moodle to share:

- Course materials;
- Assignments;
- Announcements;
- Assessment information;
- Other useful academic resources.

09 | ACADEMIC LIFE AT ISEL

Academic calendar

Before your classes begin, take a moment to check the academic calendar.

- ISEL Academic Calendar

During your mobility, we encourage you to:

1. Stay engaged: Attend classes regularly, participate in academic activities and follow your professors' instructions.

2. Keep in touch: Maintain regular communication with your ECTS Coordinator and International Relations Office

3. Stay informed: Check important deadlines, academic announcements and assessment dates.

4. Be respectful: Follow ISEL's academic regulations and respect local laws and customs.

5. Enjoy the experience: Take part in campus activities, meet new people and make the most of your time in Lisbon!

10 | CHANGES TO YOUR LEARNING AGREEMENT

Need to make an adjustment?

Sometimes, after arriving at ISEL, students realise that they need to change one or more curricular units.

This may happen because of timetable conflicts, course availability or other academic reasons.

If you need to make changes, don't worry, there is a procedure to follow.

When can I make the changes?

Changes to your Learning Agreement must normally be requested within 30 days of the beginning of the mobility semester. All changes require academic approval.

What should I do?

1. Discuss the proposed changes with your home institution and ISEL ECTS Coordinator;
2. Access the IPL Mobility Portal;
3. Submit the necessary changes through the appropriate Learning Agreement section;
4. Wait for academic validation;
5. Make sure the updated Learning Agreement is approved and finalized.

11 | LEARNING PORTUGUESE

A little Portuguese goes a long way!

Learning a few Portuguese words can make your stay even more enjoyable. It is a great way to connect with local students, discover Portuguese culture and feel more comfortable in everyday situations.

Portuguese Language Course

The Polytechnic University of Lisbon offers Portuguese language learning opportunities through its Language and Culture Centre (CLiC).

These courses may be available to international students, subject to the applicable registration conditions.

Please note: Portuguese language courses offered by CLiC are not included in your ISEL Learning Agreement or Transcript of Records. You should contact your home institution to check whether they can be recognized separately as supplementary credits.

12 | LIVING IN LISBON

Make the most of your experience!

Lisbon is a vibrant city known for its history, culture, food and welcoming atmosphere.

During your stay, you will have the opportunity to explore its neighborhoods, discover Portuguese traditions and meet people from around the world.

Plan you monthly budget

Your Erasmus grant may not cover all your expenses, so it is important to plan ahead.

Respect the local laws

Be open to new experiences, respect local customs and enjoy discovering a different way of life.

Stay safe

Lisbon is generally considered a safe city, but it is always important to take basic precautions.

Keep your belongings secure, be aware of your surroundings and take extra care in unfamiliar areas.

Get involved

Participate in academic activities, meet other students and explore the opportunities available during your mobility.

Your Erasmus experience is also about growing personally, becoming more independent and creating lasting memories.

13 | USEFUL CONTACTS

We’re to help!

If you have questions before or during your mobility, you can contact the relevant ISEL services.

ISEL Internacional Office

For questions about Erasmus+ mobility, applications, Learning Agreements and mobility documents.

Email: international.office@isel.pt

ISEL Academic Services

For questions related to academic administration and enrolment.

Bachelor's programmes: licenciaturas@isel.pt

Master's programmes: mestrados@isel.pt

IPL Mobility Portal – Technical Support

For technical difficulties accessing the Mobility Portal.

Email: helpdesk@net.ipl.pt

ISEL Support Students

For information about psychological support services.

Email: eaa.psicologo@isel.pt

Polytechnic Language and Culture Centre (CLiC)

For information about Portuguese language courses.

Email: clic@clic.ipl.pt

13 | USEFUL CONTACTS

Student Accommodation – SASIPL

For information about student residences and accommodation services.
Email: alojamento@sas.ipl.pt

Emergency Contacts

National Emergency Number: 112

This number can be used to contact emergency services, including police, ambulance and firefighters.

14 | YOUR PRE-ARRIVAL CHECKLIST

Ready for your erasmus experience?

Before travelling to Lisbon, take a moment to make sure everything is organised.

Academic arrangements

☐ My home institution has officially nominated me.

☐ I have submitted my application through the IPL Mobility Portal.

☐ My application has been accepted by ISEL.

☐ I have received my Letter of Acceptance.

☐ I have selected my curricular units.

☐ I have submitted my Learning Agreement for validation.

☐ My Learning Agreement has been approved by the relevant parties.

☐ I have checked the academic calendar.

Travel and accommodation

☐ I have arranged my accommodation in Lisbon.

☐ I have checked my passport or identity card.

☐ I have arranged appropriate health insurance.

☐ I have planned my journey to Lisbon.

☐ I know how to get to ISEL.

Getting ready for student life

☐ I have checked my email for important information from ISEL.

☐ I have saved the International Relations Office contact details.

☐ I have checked the information about the Welcome Session.

☐ I have prepared the documents I may need upon arrival.

15 | FREQUENTLY ASKED QUESTIONS

Still have questions?

We understand that preparing for an international mobility experience can bring up many questions.

Before contacting our International Relations Office, we encourage you to consult the Erasmus+ Incoming Students FAQ.

If you cannot find the information you need, please do not hesitate to contact us. We will be happy to help!

16 | SEE YOU SOON AT ISEL

Your erasmus experience is about to begin!

We hope this guide has helped you feel more prepared and confident about your upcoming mobility.

Moving to a new country is a big step, but it is also an incredible opportunity to learn, grow and discover new perspectives.

At ISEL, we look forward to welcoming you into our academic community and supporting you throughout your Erasmus+ experience.

Get ready to learn, explore and make unforgettable memories in Lisbon. See you soon at ISEL!