

Regulation for Award of Merit Scholarship

Master in Tourism Organizations Management

Article 1 General information

This Regulation establishes the requirements for awarding a Merit Scholarship to students who start the Master in Tourism Organizations Management, offered at the Faculty of Economics of the University of Algarve (FEUAlg).

Article 2 Merit Scholarship Award Requirements - Complete program

In order to apply for a Merit Scholarship of the Master in Tourism Organizations Management, students must cumulatively meet the following requirements:

- a) Hold a Bachelor's degree in Economics, Management, Tourism or related fields;
- b) Have not been awarded a similar scholarship by the University of Algarve;
- c) Have completed the application form for the Merit Scholarship award and submitted the Final Bachelor's Results Transcripts, as well as two recommendation letters;
- d) Are not in any debt of any payment to the University of Algarve on the start date of Merit Scholarship selection;
- e) Do not have an individual record of sanctions related to disciplinary offences.

Article 3 Students' ranking for the attribution of the Merit Scholarship - Complete program

1. Students who meet the requirements set in Article 2 will be ranked at the end of the fourth phase of the calendar of admissions set by the University of Algarve, in accordance with the grades obtained in the courses of their Bachelor's degree, *curriculum vitae*, and recommendation letters.



2. In case two students obtain the same result in the ranking, the following criteria will be used successively: age in ascending order, and the average of admission in the Master.

Article 4

Procedure and coverage of the Merit Scholarship - Complete program

1. The Merit Scholarship for the Master in Tourism Organizations Management grants the exemption from paying tuition fees of the program, and will be awarded to the candidate ranked as first considering the guidelines in Article 3.

2. This scholarship can be awarded to another candidate who meets the requirements set in Article 2, in case the student ranked first according to the guidelines set in Article 3 is not in conditions to use the scholarship.

Article 5

Special Scholarship – DISSERTATION / APPLIED PROJECT / INTERNSHIP REPORT

1. Students enrolled in the Master in Tourism Organizations Management may also benefit from a special Scholarship that covers the tuition fees related to the course Dissertation / Applied Project / Internship Report in the second year.

2. The special Scholarship - Dissertation / Applied Project / Internship Report is awarded to the student with the best academic performance in the first year of the Master. Academic performance is related to the student's final classification in the taught part of the program (i.e., first year), which is calculated once the grade of the last appeal exam is available / communicated.

3. After the first-year study plan, students are automatically eligible for the special Scholarship - Dissertation / Applied Project / Internship Report. Students are not required to submit an application for this specific scholarship.

4. The special Scholarship can be awarded to students who wish to graduate by presenting a Dissertation, Applied Project work or an Internship Report.

5. In order to be considered for this scholarship, students must cumulatively comply with the following requirements:

a) Have completed all the credits of the first year of the Master in Tourism Organizations Management in the previous academic year;

b) Have a final classification in the taught part of the program (i.e., first year) rounded to a value equal to or greater than 16 points;

c) Have not been awarded the Merit Scholarship for complete program and have not benefited from a similar special Scholarship at the University of Algarve.

6. The student who has been awarded this special Scholarship, must confirm his/her wish to benefit from the scholarship to the Course Director via e-mail. This is a mandatory requirement which should be met within 5 (five) working days from the official date of the award notification. Failure to comply

with this requirement will result in the attribution of the scholarship to the second candidate with the highest classification who meets all the requirements set in article 5, no.5.

Article 6 Certificates

1. Certificates of the Merit Scholarships and the special Scholarship will be presented in a public ceremony organized by the Faculty of Economics – University of Algarve.
2. Students are required to attend the ceremony. If they are unable to do so, they must nominate a representative.
3. The University of Algarve does not pay for any travelling and related expenses that may arise from the need of the student to participate in the public ceremony mentioned in point 1 above.

Article 7 Process

1. The Course Director of the Master's in Tourism Organizations Management is responsible for awarding the Merit Scholarship and the Special Scholarship with the assistance of the School's Postgraduate Secretariat.
2. The final decision on the award of scholarships is, however, an exclusive prerogative of the Director of the Faculty of Economics.

Article 8 Complaints

1. Complaints about the results are addressed to the Director of the Faculty of Economics by e-mail, within a maximum period of 3 (three) working days after the publication of the results.
2. The decision on complaints is made within 3 (three) working days and the interested parties are notified by email.

Article 9 Queries and omitted cases

Queries and omitted cases are resolved by the Director of FEUAlg.

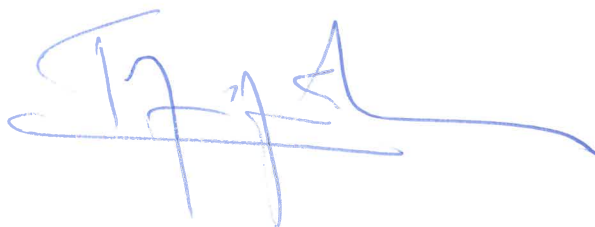
Article 10 Revocation of previous Regulation

This present Regulation revokes the previous Regulation for the Award of Merit Scholarship applicable to this master's degree, approved by the Scientific Council on July 7, 2015.

Article 11
Commencement

This document – Regulation for the Award of Merit Scholarship – comes into force on the following day after its approval by the Rector of the University of Algarve (22/07/2020).

The Dean of the Faculty of Economics, University of Algarve
Prof. Doutor Efigénio Rebelo

A handwritten signature in blue ink, consisting of stylized, overlapping loops and a long horizontal stroke extending to the right.