

## Welcome Guide for International Students



### WHAT TO DO AFTER ARRIVAL?

#### • Deliver Entry Declaration

Non-European citizens who enter Portugal through an uncontrolled border, coming from another member state, may have to go to the authorities to declare their entry into the country.

You may do the declaration at the SEF post at Student Hub of UC. To do this, you should bring your passport and the boarding pass to prove your arrival.

#### • Request a residence permit

If you do not have a scheduled appointment at AIMA (Agência para a Integração Migrações e Asilo), you must do so within a maximum period of 90 days. You could make the appointment through the webpage of StudentHub, where AIMA delegates a service station to receive the Academic community » <https://ucstudenthub.uc.pt/>

#### • Request Tax Identification Number (NIF)

The NIF is required to open a bank account, make a service and housing contract, etc.

At the Citizen's Shop (Loja do Cidadão), go to Finance Service ("Serviço de Finanças", Tax and Customs Authority of the Ministry of Finance and Public Administration), and present your passport and proof of address in Coimbra.

Loja do Cidadão de Coimbra

Avenida Fernão de Magalhães

3000 Coimbra, Portugal

#### • Registration in the National Health Service

If you are a foreign citizen and have residence permit in Portugal, you could register in the National Health Service, at a Health Centre close to your living address. You should present the following documents for registration:

- Copy of residence permit/Visa;
- Tax Identification Number (NIF)

After presenting these documents, a user number will be distributed to you. Using this number you could have access to the National Health Services.

If you are a foreign citizen without a residence permit, but have been staying in Portugal for more than 90 days, you should require a residence proof (atestado de residência) at your parish council (junta de freguesia).

With the residence proof and NIF number you could equally register at a Health Centre and request a user number.

If you are a foreign citizen without a residence permit, but have been staying in Portugal for less than 90 days, you could do a provisional registration. Contact the Health Service Line (808 24 24 24) for further indications.

For non-emerging acute illness, you should use the SNS 24 platform through 808 24 24 24.

- **Open a bank account**

As an International Student of UC you could open a bank account at any Portuguese bank. The University of Coimbra has a commercial partnership with Santander Totta bank, but this does not imply the students at UC have automatically bank account at Santander Totta.

At each of the University Campus there is a Santander Totta bank counter that issues UC student cards.

- **Contact Person**

You can contact us through [ucglobal@uc.pt](mailto:ucglobal@uc.pt).