

## VACANCIES REQUEST AND PROCEDURES OF CYCLES OF STUDIES ACADEMIC YEAR 2015/2016

Being the transparency of the application process and recruitment of students one of the components of the internal system of quality assurance, all applications for vacancies and procedures of the second and third cycle of studies must include the following:

2 <sup>nd</sup> Cycle of Studies in <b>Biomedical Engineering</b> _____
School(s)/Faculty(ies) <b>Faculdade de Engenharia</b> _____
University (ies) in collaboration / joint degree / dual / multiple (1) <b>NA</b> _____
Name and electronic address of the Director of the Cycle of Studies (in 2015/2016) <b>José Machado da Silva</b> ( <a href="mailto:jms@fe.up.pt">jms@fe.up.pt</a> ) _____

VACANCIES			
TOTAL NUMBER OF VACANCIES (2)			30
DISTRIBUTION OF TOTAL NUMBER OF VACANCIES (if applicable)	VACANCIES PER APPLICATIONS PHASE	1st Phase	15
		2nd Phase (if applicable)	15 + vacancies remaining from phase 1
		3rd Phase (if applicable)	-----
	SPECIAL VACANCIES TO APPLICANTS UNDER PROTOCOL (if applicable)		To those already defined above adds vacancies for candidates under specific programs / protocols.
MINIMUM NUMBER OF STUDENTS FOR OPERATING(3)			15
VACANCIES FOR 2 <sup>nd</sup> YEAR OF SECOND CYCLES(4)			0
ADMISSION CONDITIONS			<p>Admission Conditions:</p> <p>a) Holders of a Bachelor's degree or legal equivalent in related areas such as Engineering, Mathematics, Physics, Chemistry among others;</p> <p>b) Holders of a foreign Higher Education degree conferred after a first cycle of studies structured in accordance with the Bologna Process by a State that implemented this process;</p> <p>c) Holders of a foreign Higher Education degree that is recognized as meeting the objectives of a Bachelor's degree by the competent scientific body of the Higher Education institution they are applying to;</p> <p>d) Those with an academic, scientific or professional curriculum recognized as attesting to their ability to attend this cycle of studies by the competent scientific body of the Higher Education institution they are applying to.</p>
SELECTION AND RANKING PROCEDURES AND RESPECTIVE CONSIDERATION(5)			<p><b>Selection Criteria:</b></p> <p>Candidates should have acquired previous higher qualifications in Mathematics and Physics at BSc level and should have a BSc grade equal to or greater than 14 (in a 20-point scale). As an alternative, the candidate should present an academic, scientific or professional curriculum relevant for the biomedical engineering area.</p> <p>Candidates that do not fulfil the selection criteria will not be selected.</p>

		<b>Ranking criteria:</b> -Academic Qualification: previous education correspondence (35%) and previous qualification grade (linear variation with the minimum of 5% to a grade equal to 14 and maximum of 35% to a grade equal to 20) -Professional Career (20%), estimated by the number of relevant years in the profession - Motivation letter (10%). An interview with the candidate may be requested to obtain additional information.
<b>APPLICATIONS: PERIOD</b>		
<b>1ST PHASE OF APPLICATIONS SCHEDULE</b>	Deadline for applications	February 24 to April 16, 2015
	Deadline to post the application results	May 12, 2015
	Method to notify the applicants	e-mail address indicated in the application
	Deadline for applicants complains	May 12 to 25, 2015
	Deadline for publication of decisions about complaints	Until June 8, 2015
	Deadline for enrolments	May 15 to 21, 2015
	Deadline for admission of alternate applicants	Until June 3, 2015
	Deadline for publication of the remaining Numerus Clausus for the 2nd Phase.	Until June 19, 2015
<b>2<sup>nd</sup> PHASE OF APPLICATIONS SCHEDULE<sup>(6)</sup></b>	Deadline for applications	April 17 to August 12, 2015
	Deadline to post the application results	September 4, 2015
	Method to notify the applicants	e-mail address indicated in the application
	Deadline for applicants complains	September 4 to 17, 2015
	Deadline for publication of decisions about complaints	Until October 6, 2015
	Deadline for enrolments	September 10 to 16, 2015
	Deadline for admission of alternate applicants	Until October 1, 2015
<b>3<sup>rd</sup> PHASE OF APPLICATIONS SCHEDULE (if applicable)</b>	Deadline for applications	-
	Deadline to post the application results	-
	Method to notify the applicants	-
	Deadline for applicants complains	-
	Deadline for publication of decisions about complaints	-
	Deadline for enrolments	-
	Deadline for admission of alternate applicants	-
<b>CREDIT TRANSFER: REQUEST PERIOD</b>		
<b>DEADLINE TO REQUEST CREDIT TRANSFER OF COURSES TAKEN IN ANOTHER PROGRAMME / WORK EXPERIENCE</b>		1 <sup>st</sup> phase: until May 21, 2015 2 <sup>nd</sup> phase: until September 16, 2015
<b>DEADLINE TO PUBLISH THE CREDIT TRANSFER RESULTS</b>		1 <sup>st</sup> phase: until June 12, 2015 2 <sup>nd</sup> phase: until October 7, 2015
<b>DEADLINE TO CHANGE THE INITIAL REGISTRATION IN RESULT OF PUBLICATION OF CREDIT TRANSFER</b>		1 <sup>st</sup> and 2 <sup>nd</sup> phase: up to 10 days after the credit transfer results are published

ACADEMIC YEAR: SCHEDULE		
BEGINNING OF THE ACADEMIC YEAR		September 14, 2015
DEADLINE FOR PUBLICATION OF THE 1 <sup>st</sup> SEMESTER RESULTS		February 26, 2016
BEGINNING OF THE 2 <sup>nd</sup> SEMESTER		February 15, 2016
DEADLINE FOR PUBLICATION OF THE 2 <sup>nd</sup> SEMESTER RESULTS		July 31, 2016
FEES		
FULL-TIME FEE (7)		<p>National and foreign students not covered by international student status: 999,00€</p> <p>Students covered by international student status: 1.998,00€</p> <p>Students covered by international student status (CPLP): 999,00€</p> <p>Note: Decree-Law No. 36/2014 of 10 March - Regulates the international student status</p>
PART-TIME FEE		<p>National and foreign students not covered by international student status: 656,50€</p> <p>Students covered by international student status: 1.313,00€</p> <p>Students covered by international student status (CPLP): 656,50€</p> <p>Note: Decree-Law No. 36/2014 of 10 March - Regulates the international student status</p>
COMMENTS		
INFORMATION AND DISCLOSURE (8)		
CONTACTS FOR OBTAINING INFORMATION TO RELEASE	Identification of contact person (if applicable)	José António Nogueira
	Electronic Address (es)	meb@fe.up.pt
	Phone number(s)	22 508 1819
VACANCIES PER COURSE UNITS		
VACANCIES PER COURSE UNITS		4 vacancies per curricular unit
DOCUMENTS REQUIRED IN APPLICATIONS		
DOCUMENTS REQUIRED IN APPLICATIONS		<ul style="list-style-type: none"> <li>· ID document (ID Card / Citizen Card / Passport) (mandatory);</li> <li>· Graduation Certificate from a higher education program listing the courses taken, regime (annual or biannual) and number of UC / ECTS (mandatory).</li> <li>· Working experience relevant to the course you wish to apply. Documentary proof of this information must be</li> </ul>

	<p>produced (mandatory);</p> <ul style="list-style-type: none"><li>· Letters of Recommendation (optional);</li><li>· Motivation Letter (mandatory).</li><li>· Photo (coloured "passport" size photo, preferably with a neutral background, 200 pixels tall by 140 pixels wide, JPG format; Average or higher quality in the JPG compression algorithm) (optional).</li></ul>
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