

## 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 Master in Spatial Planning and Urban Design  Faculty(ies) Faculty of Engineering of the University of Porto and Faculty of Architecture of the University of Porto  University (ies) in collaboration / joint degree / dual / multiple <sup>(1)</sup> _____  Name and electronic address of the Director of the Cycle of Studies (in 2015/2016) Fernando Brandão Alves <a href="mailto:alves@fe.up.pt">alves@fe.up.pt</a>
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VACANCIES			
TOTAL NUMBER OF VACANCIES (2)			25 (20 vacancies for the 1st year e 5 vacancies for the 2nd year)
DISTRIBUTION OF TOTAL NUMBER OF VACANCIES (if applicable)	VACANCIES PER APPLICATIONS PHASE	1st Phase	18 (15 vacancies for the 1 <sup>st</sup> year e 3 vacancies for the 2 <sup>nd</sup> year)
		2nd Phase (if applicable)	7 (5 vacancies for the 1 <sup>st</sup> year e 2 vacancies for the 2 <sup>nd</sup> year) + vacancies left over from the 1st phase
		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)			5
ACCESS CONDITIONS			Admission Conditions:  Holders of a Bachelor's degree or equivalent higher degree in architecture and civil engineering or similar areas; holders of other Higher Education degree and candidates possessing a scholarly or professional curriculum recognized by the Scientific Committee.
SELECTION AND RANKING PROCEDURES AND RESPECTIVE CONSIDERATION(5)			The academic curriculum is evaluated on the basis of the final classification of the candidate's degree and the average of the ECTS achieved in the curricular units considered relevant for the course (50%);  The professional experience is evaluated taking into account the number of years of relevant professional activity (25%).  Behavioural and Social skills evaluated by curriculum and interview (25%)
APPLICATIONS: PERIOD			
1ST PHASE OF	Deadline for applications		February 24 to April 16, 2015

<b>APPLICATIONS SCHEDULE</b>	<b>Deadline to post the application results</b>	May 12, 2015
	<b>Method to notify the applicants</b>	e-mail address indicated in the application
	<b>Deadline for applicants complains</b>	May 12 to 25, 2015
	<b>Deadline for publication of decisions about complaints</b>	Until June 8, 2015
	<b>Deadline for enrolments</b>	May 15 to 21, 2015
	<b>Deadline for admission of alternate applicants</b>	Until June 3, 2015
	<b>Deadline for publication of the remaining Numerus Clausus for the 2nd Phase.</b>	Until June 19, 2015
<b>2<sup>nd</sup> PHASE OF APPLICATIONS SCHEDULE<sup>(6)</sup></b>	<b>Deadline for applications</b>	April 17 to August 12, 2015
	<b>Deadline to post the application results</b>	September 4, 2015
	<b>Method to notify the applicants</b>	e-mail address indicated in the application
	<b>Deadline for applicants complains</b>	September 4 to 17, 2015
	<b>Deadline for publication of decisions about complaints</b>	Until October 6, 2015
	<b>Deadline for enrolments</b>	September 10 to 16, 2015
	<b>Deadline for admission of alternate applicants</b>	Until October 1, 2015
<b>3<sup>rd</sup> PHASE OF APPLICATIONS SCHEDULE (if applicable)</b>	<b>Deadline for applications</b>	-
	<b>Deadline to post the application results</b>	-
	<b>Method to notify the applicants</b>	-
	<b>Deadline for applicants complains</b>	-
	<b>Deadline for publication of decisions about complaints</b>	-
	<b>Deadline for enrolments</b>	-
	<b>Deadline for admission of alternate applicants</b>	-
<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
<b>ACADEMIC YEAR: SCHEDULE</b>		
<b>BEGINNING OF THE ACADEMIC YEAR</b>		September 14, 2015
<b>DEADLINE FOR PUBLICATION OF THE 1<sup>st</sup> SEMESTER RESULTS</b>		February 26, 2016

<b>BEGINNING OF THE 2<sup>nd</sup> SEMESTER</b>		February 15, 2016
<b>DEADLINE FOR PUBLICATION OF THE 2<sup>nd</sup> SEMESTER RESULTS</b>		July 31, 2016
<b>FEES</b>		
<b>FULL-TIME FEE (7)</b>		<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>
<b>PART-TIME FEE</b>		<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>
<b>COMMENTS</b>		
<b>INFORMATION AND DISCLOSURE (8)</b>		
<b>CONTACTS FOR OBTAINING INFORMATION TO RELEASE</b>	<b>Identification of contact person (if applicable)</b>	Prof. Fernando Brandão Alves
	<b>Electronic Address (es)</b>	mppu@fe.up.pt
	<b>Phone number(s)</b>	+351 225081903
<b>VACANCIES PER COURSE UNITS</b>		
<b>VACANCIES PER COURSE UNITS</b>		5
<b>DOCUMENTS REQUIRED IN APPLICATIONS</b>		
<b>DOCUMENTS REQUIRED IN APPLICATIONS</b>		<ul style="list-style-type: none"> <li>• ID document (ID Card / Citizen Card / Passport) (Mandatory)</li> <li>• Graduation Certificate from a higher education programme (Mandatory)</li> <li>• Certificate listing all the Higher Education courses completed, their duration (semester/year) and number of credit units/ECTS (required); If you cannot obtain a certificate containing this information, you should add a list of courses completed, providing the information requested. (mandatory)</li> <li>• Curriculum vitae (mandatory)</li> </ul>

	<ul style="list-style-type: none"><li>• Photo</li></ul>
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