

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 nd Cycle of Studies in _____ Computational Mechanics _____
Faculty(ies) _____ Faculty of Engineering University of Porto _____
University (ies) in collaboration / joint degree / dual / multiple (1) _____ NA _____
Name and electronic address of the Director of the Cycle of Studies (in 2015/2016) José M. A. César de Sá _____ e-mail: cesarsa@fe.up.pt_

VACANCIES			
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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 + leftover vacancies 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 nd YEAR OF SECOND CYCLES(4)			
ACCESS CONDITIONS			<p>Admission Conditions:</p> <p>a) holders of the “Licenciatura” (Bachelor’s) degree or legal equivalent that is recognized as attesting the capacity to carry out this cycle of studies by the respective Scientific Committee;</p> <p>b) holders of a foreign higher academic degree bestowed following a 1st cycle of studies organized according to the principles of the Bologna process by an acceding State to this process, and that is recognized as attesting the capacity to carry out this cycle of studies by the Scientific Committee of the course of study;</p> <p>c) holders of a foreign higher academic degree that is recognised as meeting the objectives of the Bachelor's degree by the Scientific Committee of the course of study;</p> <p>d) holders of a academic, scientific or professional curriculum that is recognized as attesting the capacity to carry out this cycle of studies by the respective Scientific Commission.</p>

SELECTION AND RANKING PROCEDURES AND RESPECTIVE CONSIDERATION⁽⁵⁾		<p>Ranking criteria:</p> <p>Academic Qualification (85%). Professional career (10%). Behavioral and relational skills (2.5%). Motivation (2.5%)</p> <p>Ranking method:</p> <p>Curriculum Assessment (90% -100%). Interview if required (10% -0%).</p>
APPLICATIONS: PERIOD		
1ST PHASE OF APPLICATIONS SCHEDULE	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
2nd PHASE OF APPLICATIONS SCHEDULE⁽⁶⁾	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
3rd PHASE OF APPLICATIONS SCHEDULE (if applicable)	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	-

CREDIT TRANSFER: REQUEST PERIOD		
DEADLINE TO REQUEST CREDIT TRANSFER OF COURSES TAKEN IN ANOTHER PROGRAMME / WORK EXPERIENCE		1 st phase: until May 21, 2015 2 nd phase: until September 16, 2015
DEADLINE TO PUBLISH THE CREDIT TRANSFER RESULTS		1 st phase: until June 12, 2015 2 nd phase: until October 7, 2015
DEADLINE TO CHANGE THE INITIAL REGISTRATION IN RESULT OF PUBLICATION OF CREDIT TRANSFER		1 st and 2 nd 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 st SEMESTER RESULTS		February 26, 2016
BEGINNING OF THE 2 nd SEMESTER		February 15, 2016
DEADLINE FOR PUBLICATION OF THE 2 nd 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)	
	Academic Services Faculty of Engineering, University of Porto	
	Rua Dr. Roberto Frias, s/n, 4200-465 Porto, Portugal	
	Eletronic Adress (es)	
	acesso.ingresso@fe.up.pt	
	Phone number(s)	
		22 508 1977 / 1405
VACANCIES PER COURSE UNITS		
VACANCIES PER COURSE UNITS		5 per course unit

DOCUMENTS REQUIRED IN APPLICATIONS**DOCUMENTS REQUIRED IN APPLICATIONS**

ID document (ID Card / Citizen Card / Passport) (mandatory);

- Graduation Certificate from a higher education programme listing the courses taken, regime (annual or biannual) and number of UC / ECTS (mandatory).
- Curriculum vitae (mandatory);
- Letters of Recommendation (optional);
- Photo (colored "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).