

## INFORMATION FOR APPLICATIONS - ACADEMIC YEAR 2018/2019

Cycle of Studies (CS)	Second Cycle	
Information Science		
Organic Unit	Organic Unit(s)/University(ies) in association	Location of the CS 2018/19 (if in association)
FEUP	FLUP	

### A – Places

Places	TOTAL	1 <sup>st</sup> Phase	2 <sup>nd</sup> Phase	3 <sup>rd</sup> Phase	4 <sup>th</sup> Phase	5 <sup>th</sup> Phase
1. Number of places (no. or N/A)	25	5	5	15	N/A	N/A
Does it include leftover places from the previous phase?			Yes	Yes	N/A	N/A

Minimum number of students for the cycle of studies to operate	10
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### B - Timeframe for applications

	1 <sup>st</sup> Phase	2 <sup>nd</sup> Phase	3 <sup>rd</sup> Phase	4 <sup>th</sup> Phase	5 <sup>th</sup> Phase
Submission of applications	11 <sup>th</sup> December 2017 to 17 <sup>th</sup> January 2018	18 <sup>th</sup> January to 4 <sup>th</sup> May 2018	7 <sup>th</sup> May to 6 <sup>th</sup> August 2018	-	-
Posting of provisional results*	31 <sup>st</sup> January 2018	25 <sup>th</sup> May 2018	5 <sup>th</sup> September 2018	-	-
Prior hearing #	1 <sup>st</sup> to 15 <sup>th</sup> February 2018	28 <sup>th</sup> May to 8 <sup>th</sup> June 2018	6 <sup>th</sup> to 19 <sup>th</sup> September 2018	-	-
Posting of final results*	22 <sup>nd</sup> February 2018	18 <sup>th</sup> June 2018	21 <sup>st</sup> September 2018	-	-
Submission of complaints by applicants	23 <sup>rd</sup> February to 15 <sup>th</sup> March 2018	19 <sup>th</sup> June to 9 <sup>th</sup> July 2018	24 <sup>th</sup> September to 15 <sup>th</sup> October 2018	-	-
Publication of decision about complaints*	Until 22 <sup>nd</sup> March 2018	Until 16 <sup>th</sup> July 2018	Until 22 <sup>nd</sup> October 2018	-	-
Enrolment	1 <sup>st</sup> to 12 <sup>th</sup> March 2018	25 <sup>th</sup> June to 6 <sup>th</sup> July 2018	24 <sup>th</sup> to 28 <sup>th</sup> September 2018	-	-
Eventual admission of non-placed applicants	19 <sup>th</sup> to 26 <sup>th</sup> March 2018	11 <sup>st</sup> to 16 <sup>th</sup> July 2018	8 <sup>th</sup> to 17 <sup>th</sup> October 2018	-	-
Publication of leftover places for the following phase	29 <sup>th</sup> March 2018	19 <sup>th</sup> July 2018	-	-	-
Means of notifying applicants	Email specified on the application	Email specified on the application	Email specified on the application	-	-

### Credit transfer regarding training and work experience

	1 <sup>st</sup> Phase	2 <sup>nd</sup> Phase	3 <sup>rd</sup> Phase	4 <sup>th</sup> Phase	5 <sup>th</sup> Phase
Submission of the request	Upon application and upon registration	Upon application and upon registration	Upon application and upon registration		
Publication of results	Until 2 <sup>nd</sup> April 2018	Until 27 <sup>th</sup> July 2018	Until 22 <sup>nd</sup> October 2018		
Change of the registration in result of the credit transfer process	10 working days after the publication of the credit transfer result	10 working days after the publication of the credit transfer result	10 working days after the publication of the credit transfer result		

Timeframe for the academic year	1 <sup>st</sup> semester	2 <sup>nd</sup> semester
Beginning of classes at U. Porto	17/09/2018	04/02/2019
Beginning of classes in the Cycle of Studies	17/09/2018	04/02/2019
Deadline to finish evaluation	01/02/2019	21/06/2019
Deadline to finish evaluation in the Cycle of Studies	01/02/2019	28/06/2019

### C – Access conditions and criteria for selection and ranking

#### Specific conditions to access the cycle of studies

##### Admission conditions:

- Holders of a Bachelor's degree or legal equivalent, more specifically: 1 - holders of a Bachelor's degree (1st cycle of Bologna) in the area of Information Science or other considered adequate by the Master's scientific committee; 2 - exceptionally, in duly justified cases, the scientific committee of the Masters Programme may admit candidates with a degree in another area. In these cases, the candidate will be required to have obtained approval in a set of first-cycle courses (up to a maximum of 30 ECTS) in the scientific area they are applying to;
- 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, with the specificities referred to in a);
- Holders of a foreign Higher Education degree that is recognized as meeting the objectives of a Bachelor's degree by the Master's scientific committee, with the specificities referred to in a);
- Those with an academic, scientific or professional curriculum recognized as attesting to their ability to attend this cycle of studies by the Master's scientific committee.

In the 1st and 2nd phases, only applicants with a ranking grade equal to, or higher than, 14 (out of 20) will be admitted.

Criteria and sub-criteria for selection and ranking of applicants.	Weighting (%)
Degree of adequacy of previous studies (equiv. 1st cycle) – Relevant areas (in order of preference): Information Science; Information Management, Information Systems, Informatics Engineering, Computing Science, Management, other cycles of studies related to Information Science.	30%
Grade of previous studies (equiv. 1st cycle)	25%
Relevant additional training and education – Number of training courses relevant for the field of Information Science	10%
Relevant professional experience – Relevance of the role for Information Science, type and duration of the position held.	15%
Interview	20%

#### Applicants tie-breaking criterion (it can be the classification obtained on some of the elements from the previous table)

Degree of adequacy of previous studies (equiv. 1st cycle) (1<sup>st</sup> option)

Final grade of the previous degree (2<sup>nd</sup> option)

Relevant professional experience (3<sup>rd</sup> option)

#### Observations