U.PORTO

VACANCIES REQUEST AND PROCEDURES OF CYCLES OF STUDIES
ACADEMIC YEAR 2014/2015

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:

2nd Cycle of Studies in Biomedical Engineering_____

Faculty(ies) Faculty of Engineering_____

University (ies) in collaboration / joint degree / dual / multiple (1) NA_____

Name and electronic address of the Director of the Cycle of Studies (in 2014/2015) Ana Maria Mendonça (amendon@fe.up.pt)_____

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 not fulfilled in 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 2nd YEAR OF SECOND CYCLES(4)			-
ACCESS CONDITIONS			Admission Conditions a) Holders of a Bachelor's degree or legal equivalent in related areas such as Engineering, Mathematics, Physics, Chemistry among others; 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; 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; 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.
SELECTION AND RANKING PROCEDURES AND RESPECTIVE CONSIDERATION(5)			Selection Criteria 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.

Candidates that do not fulfill the selection criteria will not be selected.

Ranking criteria

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 estimated by the number of years in the profession which are relevant (20%)

Motivation letter (10%)

An interview with the candidate may be requested to obtain additional information.

APPLICATIONS: PERIOD		
1ST PHASE OF APPLICATIONS SCHEDULE	**Deadline for applications**	07.FEB to 26.MAR.2014
	Deadline to post the application results	28.APR.2014
	Method to notify the applicants	e-mail address indicated in the application
	Deadline for applicants complains	28.APR to 02.MAY.2014
	Deadline for publication of decisions about complaints	until 23.MAY.2014
	Deadline for enrolments	30.APR. to 06.MAY.2014
	Deadline for admission of alternate applicants	until 20.MAY.2014
	Deadline for publication of the remaining Numerus Clausus for the 2nd Phase.	06.JUN.2014
2nd PHASE OF APPLICATIONS SCHEDULE(6)	**Deadline for applications**	27.MAR to 08.AUG.2014
	Deadline to post the application results	08.SEP.2014
	Method to notify the applicants	e-mail address indicated in the application
	Deadline for applicants complains	08.SEP to 12.SEP.2014
	Deadline for publication of decisions about complaints	Until 03.OCT.2014
	Deadline for enrolments	11.SET to 17.SET.2014
	Deadline for admission of alternate applicants	until 01.OUT.2014
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	1st phase: until 06.MAY.2014 2nd phase: until 17.SET.2014
DEADLINE TO PUBLISH THE CREDIT TRANSFER RESULTS	1st phase: until 27.MAY.2014 2nd phase: until 08.OCT.2014
DEADLINE TO CHANGE THE INITIAL REGISTRATION IN RESULT OF PUBLICATION OF CREDIT TRANSFER	1st and 2nd phase: up to 10 days after the credit transfer results are published

ACADEMIC YEAR: SCHEDULE

BEGINNING OF THE ACADEMIC YEAR	15.SET.2014
DEADLINE FOR PUBLICATION OF THE 1st SEMESTER RESULTS	To be defined
BEGINNING OF THE 2nd SEMESTER	16.FEB.2015
DEADLINE FOR PUBLICATION OF THE 2nd SEMESTER RESULTS	To be defined

FEES

FULL-TIME FEE (7)	To be defined
PART-TIME FEE	To be defined

COMMENTS

INFORMATION AND DISCLOSURE (8)

CONTACTS FOR OBTAINING INFORMATION TO RELEASE	Identification of contact person (if applicable)	José António Nogueira
	Eletronic Adress (es)	meb@fe.up.pt
	Phone number(s)	+351 22 508 1819

VACANCIES PER COURSE UNITS

VACANCIES PER COURSE UNITS	4 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 program listing the courses taken, regime (annual or biannual) and number of UC / ECTS (mandatory). • Working experience relevant to the course you wish to apply. Documentary proof of this information must be produced (mandatory); • Letters of Recommendation (optional); • Motivation Letter (mandatory). • 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).