

## VACANCIES REQUEST AND PROCEDURES OF CYCLES OF STUDIES ACADEMIC YEAR 2013/2014

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 Occupational Safety and Hygiene Engineering
Faculty of Engineering
University (ies) in collaboration / joint degree / dual / multiple (1) _____
Name and electronic address of the Director of the Cycle of Studies (in 2014/2015) João Manuel Abreu dos Santos Baptista - jsbap@fe.up.pt

VACANCIES			
<b>TOTAL NUMBER OF VACANCIES (2)</b>		50 (1 <sup>st</sup> and 2 <sup>nd</sup> year. Of these, 20 are intended to CPC <sup>a</sup> holders in SHT.)	
<b>DISTRIBUTION OF TOTAL NUMBER OF VACANCIES (if applicable)</b>	VACANCIES PER APPLICATIONS PHASE	1 <sup>st</sup> Phase	35 (1 <sup>st</sup> and 2 <sup>nd</sup> year. Of these, 15 are intended to CPC <sup>a</sup> holders in SHT)
		2 <sup>nd</sup> Phase (if applicable)	15 (1 <sup>st</sup> and 2 <sup>nd</sup> year. Of these, 5 are intended to holders of CPC <sup>a</sup> in SHT plus remaining vacancies after 1 <sup>st</sup> phase)
		3 <sup>rd</sup> Phase (if applicable)	-
	SPECIAL VACANCIES TO APPLICANTS UNDER PROTOCOL (if applicable)	At the above defined vacancies, are added the ones of specific programs / protocols	
<b>MINIMUM NUMBER OF STUDENTS FOR OPERATING(3)</b>	15		
<b>VACANCIES FOR 2<sup>nd</sup> YEAR OF SECOND CYCLES(4)</b>	From the 50 vacancies, up to 30 are available for 2 <sup>nd</sup> year students. Students are admitted in order of ranking		
<b>ACCESS CONDITIONS</b>	<p>Admission conditions:</p> <p>Owning a graduation of the first cycle of training in higher education with 180 ECTS or equivalent, recognized as appropriate by the scientific committee of the program, obtained in national or foreign institution.</p>		
<b>SELECTION AND RANKING PROCEDURES AND RESPECTIVE CONSIDERATION(5)</b>	<p>Ranking criteria</p> <ol style="list-style-type: none"> <li>1. Academic score;</li> <li>2. To the academic score, the jury may, by curricular analysis, assign an additional score, from until one value, by each one of the following items:               <ol style="list-style-type: none"> <li>a. First 180 ECTS of a technological graduation (<math>\geq 30</math> ECTS in Mathematics / Physics);</li> <li>b. First 180 ECTS of an engineering graduation (<math>\geq 60</math> ECTS in Mathematics / Physics / Chemistry / Biology / Geology / Programming);</li> <li>c. First 180 ECTS of an engineering graduation (<math>\geq 12</math> ECTS in management and Drawing &amp; CAD);</li> <li>d. Bologna-wise second cycle of training in higher education (300 ECTS), or equivalent in any area;</li> <li>e. Number of ECTS between 180 and 300 of a technological graduation;</li> <li>f. Number of ECTS between 180 and 300 of an engineering graduation;</li> <li>g. By each 6 ECTS in disciplines in the areas of safety, hygiene or occupational hazards</li> </ol> </li> </ol>		

		<p>analysis, made in a master program.</p> <p>h. Relevant papers in the field;</p> <p>i. Scientific books and papers</p> <p>j. Books and technical papers;</p> <p>k. Professional activity (activity considered by SC of the MESHO as relevant and <math>\geq 2</math> years).</p> <p>In case of doubt: interview.</p>
<b>APPLICATIONS: PERIOD</b>		
<b>1ST PHASE OF APPLICATIONS SCHEDULE</b>	<b>Deadline for applications</b>	07.FEB to 26.MAR.2014
	<b>Deadline to post the application results</b>	28.APR.2014
	<b>Method to notify the applicants</b>	e-mail address indicated in the application
	<b>Deadline for applicants complains</b>	28.APR to 02.MAY.2014
	<b>Deadline for publication of decisions about complaints</b>	until 23.MAY.2014
	<b>Deadline for enrolments</b>	30.APR. to 06.MAY.2014
	<b>Deadline for admission of alternate applicants</b>	until 20.MAY.2014
<b>2<sup>nd</sup> PHASE OF APPLICATIONS SCHEDULE<sup>(6)</sup></b>	<b>Deadline for applications</b>	27.MAR to 08.AUG.2014
	<b>Deadline to post the application results</b>	05.SEP.2014
	<b>Method to notify the applicants</b>	e-mail address indicated in the application
	<b>Deadline for applicants complains</b>	08.SEP to 12.SEP.2014
	<b>Deadline for publication of decisions about complaints</b>	Until 03.OCT.2014
	<b>Deadline for enrolments</b>	11.SET to 17.SET.2014
	<b>Deadline for admission of alternate applicants</b>	until 01.OUT.2014
<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>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 06.MAY.2014 2 <sup>nd</sup> phase: until 17.SET.2014
<b>DEADLINE TO PUBLISH THE CREDIT TRANSFER RESULTS</b>		1 <sup>st</sup> phase: until 27.MAY.2014 2 <sup>nd</sup> phase: until 08.OCT.2014
<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 publication of the accreditation's results.
<b>ACADEMIC YEAR: SCHEDULE</b>		
<b>BEGINNING OF THE ACADEMIC YEAR</b>		15.SET.2014
<b>DEADLINE FOR PUBLICATION OF THE 1<sup>st</sup> SEMESTER RESULTS</b>		A definir
<b>BEGINNING OF THE 2<sup>nd</sup> SEMESTER</b>		16.FEB.2015
<b>DEADLINE FOR PUBLICATION OF THE 2<sup>nd</sup> SEMESTER RESULTS</b>		A definir
<b>FEEs</b>		
<b>FULL-TIME FEE <sup>(7)</sup></b>		A definir
<b>PART-TIME FEE</b>		A definir
<b>COMMENTS</b>		
<b>INFORMATION AND DISCLOSURE <sup>(8)</sup></b>		
<b>CONTACTS FOR OBTAINING INFORMATION TO RELEASE</b>	<b>Identification of contact person (if applicable)</b>	Jacqueline Castelo Branco
	<b>Electronic Address (es)</b>	mesho@fe.up.pt
	<b>Phone number(s)</b>	22 508 1929
<b>VACANCIES PER COURSE UNITS</b>		
<b>VACANCIES PER COURSE UNITS</b>		10
<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> </ul>

	<ul style="list-style-type: none"><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><li>• Recommendation Letters (Optional) (2*)</li><li>• Photo (Optional)</li></ul>
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Notes

- (a) Certificate of Professional Competence