

Cycle of Studies		Second Cycle	Ciclo de Estudo	
Engineering and Industrial Management			Engenharia e Gestão Industrial	
Organic Unit	Organic Units/Partner Universities		Place of CS edition for 2023/2024	
FEUP			FEUP	
Functioning			Teaching Language	
Daytime			Fully in English	
Contact Person	E-mail	Telephone	Cycle of Studies Director	E-mail
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Places

Places	TOTAL	1 st Phase	2 nd Phase	3 rd Phase
1. Number of places	8	1	0	7
Does it include leftover places from the previous phase?			Yes	Yes

Minimum number of students for the functioning of the cycle of studies 20*

Applications Calendar

	1 st Phase		2 nd Phase		3 rd Phase	
	Beginning	End	Beginning	End	Beginning	End
Submission of applications	16-01-2023	23-02-2023	24-02-2023	27-04-2023	28-04-2023	08-08-2023
	Beginning	End	Beginning	End	Beginning	End
Application review	24-02-2023	09-03-2023	28-04-2023	16-05-2023	09-08-2023	04-09-2023
Posting of provisional results	10-03-2023		17-05-2023			
	Beginning	End	Beginning	End	Beginning	End
Prior hearing	13-03-2023	24-03-2023	18-05-2023	31-05-2023		
Posting of final results	30-03-2023		07-06-2023		04-09-2023	
	Beginning	End	Beginning	End	Beginning	End
Submission of complaints	31-03-2023	21-04-2023	09-06-2023	29-06-2023	05-09-2023	25-09-2023
Publication of decision about complaints	28-04-2023		06-07-2023		03-10-2023	
	Beginning	End	Beginning	End	Beginning	End
Online enrolment	04-04-2023	12-04-2023	13-06-2023	21-07-2023	06-09-2023	18-09-2023
	Beginning	End	Beginning	End	Beginning	End
Admission of non-placed applicants	18-04-2023	02-05-2023	25-07-2023	02-08-2023	20-09-2023	02-10-2023
Publication of leftover places	10-05-2023		04-08-2023			

Notification of applicants

Method of notifying applicants

Applicants will be notified via e-mail to the address provided in application form.

Credit transfer regarding training and work experience

Deadlines for credit transfer regarding training and work experience

	1 st Phase	2 nd Phase	3 rd Phase
Request of credit transfer regarding prior training/work experience	On application and on enrolment	On application and on enrolment	On application and on enrolment
Publication of credit transfer results	Up to 15 working days after the end of the enrolment period or the end of the credit transfer process	Up to 15 working days after the end of the enrolment period or the end of the credit transfer process	Up to 15 working days after the end of the enrolment period or the end of the credit transfer process
Change of the registration in result of the credit transfer process	Up to 10 working days after the publication of the credit transfer results	Up to 10 working days after the publication of the credit transfer results	Up to 10 working days after the publication of the credit transfer results

Calendar for the academic year

	1 st Semester	2 nd Semester
Beginning of the academic year at U. Porto	11-09-2023	05-02-2024
Beginning of the lecturing activity in the Cycle of Studies	11-09-2023	05-02-2024
End of the lecturing activity in the Cycle of Studies	15-12-2023	24-05-2024
Deadline for completion of evaluation	02-02-2024	05-07-2024
Deadline for the completion of evaluation in the Cycle of Studies	02-02-2024	03-07-2024

Notes:

*Minimum number of students for functioning includes transition students and new admissions.

Specific conditions to access the Cycle of Studies

Applicants who may apply to this Cycle of Studies leading to a Master's Degree are those who are:

- 1) Holders of a Bachelor's Degree or legal equivalent in the area of Industrial Engineering and Management or a similar area deemed appropriate by the Scientific Committee of the Cycle of Studies;
- 2) Holders of a foreign higher academic degree in the area of Industrial Engineering and Management or a similar area deemed appropriate by the Scientific Committee of the Cycle of Studies conferred following a first cycle of studies organized according to the principles of the Bologna Process by a country adhering to this Process;
- 3) Holders of a foreign higher academic degree in the area of Industrial Engineering and Management or a similar area considered appropriate by the Scientific Committee of the Cycle of Studies with a minimum duration of 3 academic years;
- 4) Holders of an academic, scientific or professional curriculum in the area of Industrial Engineering and Management or similar area deemed appropriate by the Scientific Committee of the Cycle of Studies, including:
 - a) Applicants with the first 3 full years of a cycle of studies carried out in a country not adhering to the Bologna Process;
 - b) Applicants whose conclusion of a Bachelor's Degree is pending the bureaucratic closure of an international mobility process, whatever their original Higher Education Institution (IES - Instituição de Ensino Superior);
 - c) "Final-year students" who have reasonable expectations of obtaining their Bachelor's Degree by the end of the enrolment deadline of their application phase, regardless of their IES of origin. These applicants lose their right to their place within the competition in question, if they are not able to register within the deadline;
 - d) Applicants who, not being covered by paragraphs a), b) or c), explicitly wish to request FEUP's statutorily competent scientific body to certify their capacity to carry out the Cycle of Studies to which they apply.

Mastery of the English language is required since it is the teaching language of this cycle of studies.

Criteria and subcriteria for selection and ranking of applicants

1) The ranking of the applicants will be carried out in descending order of their Final Classification (CF), based on the weighted average of three components: Average for Application (MC), Suitability of the Course (AC) and Prestige of the Educational Establishment (PEE);

2) Additionally, the Board of this Cycle of Studies values the extracurricular skills evidenced by the applicants, through a supplementary Extracurricular (EC) assessment component;²

3) The Final Grade (CF), rounded to the tenths, is calculated using the following formula:

$$CF = 0,85 \times (0,55 \times MC + 0,25 \times AC + 0,20 \times PEE) + 0,15 \times EC$$

in which:

a) The Average for Application (MC), expressed in a scale from 10 to 20 points rounded to the units, represents the final grade of the Degree of an applicant holding a Bachelor's Degree (180 ECTS) or equivalent, or the current average in the Degree (at the date of application) in the case of final-year applicants;²

b) The Suitability of the Degree (AC) represents the assessment of the Board of this Cycle of Studies on the "level of coverage of key scientific areas" provided by the study plan of the Degree of origin. The assessment of this component (expressed on a scale from 10 to 20, rounded to the nearest unit) focuses essentially on the suitability of the previous training for entry in the Cycle of Studies;

c) The Prestige of the Educational Establishment (PEE) represents the quality and prestige of the applicant's home IES, being evaluated through the latest available edition of the QS¹ ranking regarding the Engineering scientific area in question (or Webometrics², in case the IES is not in the QS ranking), converting the position of the home IES in the respective ranking (*POS_QS* or *POS_Web*) to a scale from 10 to 20 values, rounded to the units, as follows:

i) If the IES is included in the QS ranking, then the PEE parameter will have a value between 17 and 20 values, according to the following formula (in case the IES classification is expressed through a range of values, the initial value of that range will be considered for the PEE calculation):

$$PEE = \left\lceil 20 - \frac{POS_{QS}}{251} \right\rceil$$

ii) If the IES is only included in the Webometrics ranking, then the PEE parameter will have a value between 10 and 16 values, according to the following formula³:

$$PEE = \begin{cases} 16 & , POS_{Web} \leq 1000 \\ \left\lceil 20 - \frac{POS_{Web}}{200} \right\rceil & , 1000 < POS_{Web} \leq 2000 \\ 10 & , POS_{Web} > 2000 \end{cases}$$

iii) If the IES is not included in any of the above rankings considered, then:

$$PEE=10$$

d) The Extracurricular (EC) component (expressed on a scale from 10 to 20, rounded to the nearest unit) is determined through document evaluation. Applicants should present the following:

i) Curriculum vitae (60%)

One-page .pdf file, according to the model provided, focusing on the applicant's extracurricular/complementary skills. The following are subject to evaluation:

- Completion or attendance of other courses or training activities (10%);
- Organisation and/or participation in relevant student activities in terms of training in the area of Industrial Engineering and Management (50%);
- Academic or professional awards or distinctions (15%);
- Participation in research activities (5%);
- Activities of a social, cultural, artistic, sporting or other nature deemed relevant (15%);
- Aspects considered relevant to the exercise of the profession of engineer (5%).

ii) Mini presentation or letter of motivation (40%)

Public link to a WMV/VMA or MP4 file with a maximum duration of 3 minutes, or motivation letter, and should explain the candidate's career vision. The following are subject to evaluation:

- Posture and professionalism (25%);
- Synthesis capacity (25%);
- Critical sense (25%);
- Vision and analysis that the candidate has/does of him/herself and of his/her track record to date (25%).

4) Only applicants with a minimum Final Grade (CF) of 13 (on a scale of 0 to 20) will be admitted.

Notes:

About the Average for Application

1. In case of a holder of a Degree obtained in Portugal, the Average for Application (MC) will be the value of the Final Average Grade (rounded to the nearest unit);
2. In case of the holder of a foreign higher academic degree, the Average for Application (MC) will be the value of the Final Average Grade, which will be later converted to a scale of 0 to 20 values, and rounded to the nearest unit;
3. In the case of a holder of more than one Bachelor's Degree (or foreign higher academic degree), the jury of evaluation of the applications will consider the most suitable course to attend the study cycle to which the student is applying;
4. In the case of applicants holding a recognised curriculum vitae that fits the previously defined criteria (students whose Degree is pending the conclusion of an international mobility process already concluded, or applicants from countries that do not adhere to the Bologna Process), the value of their Average for Application will be determined according to the indicated in items 1 or 2;
5. In case of a final-year student, the Average for Application value corresponds to the current average in the Degree (at the date of application).
6. In the case of applicants holding a curriculum recognised on a case-by-case basis as attesting the capacity to carry out the study cycle, the value of their Average for Application will be that defined by the body that has attested the referred capacity.

About the Certificate of completion of a higher education course (Bachelor's Degree)

1. Completion certificate of Bachelor's Degree with indication of the Final Average Grade rounded to the nearest unit. If the certificate does not indicate the Final Average Grade (including, in case of foreign IES, the grading scale and weighting system), the minimum grade for approval on the Portuguese scale (10 out of 20) will be considered;
2. The applicants that have completed the first 3 years of a study cycle in a relevant area, carried out in a country that does not adhere to the Bologna Process, must submit a certificate of completed course units with the respective grades, accompanied by an official statement issued by the respective IES, in which the grading scale and weighting system used to calculate the Final Average Grade is presented. If only part of the documentation is submitted, the minimum classification for approval on the Portuguese scale (10 points) will be considered;
3. Applicants applying as "final-year students" must provide a document issued by their IES indicating their current average grade or a sworn statement, according to the model provided, as well as a certificate of course units completed with the respective grades and ECTS credits. Final-year students from a foreign IES must also submit an official declaration issued by their IES stating the grading scale and weighting system used to calculate the grade average. If only part of the documentation is submitted, the minimum classification for approval on the Portuguese scale (10 points) will be awarded.

1 - <https://www.topuniversities.com/qs-world-university-rankings>

2 - <http://www.webometrics.info/en>

3 - The cap function, denoted by $\lceil x \rceil$, converts the real number x into the smallest integer greater than or equal to x ;

Tie-breaking criterion

In the event of a possible tie that impacts on the placement (or non-placement) of candidates, individual interviews* restricted to the group of candidates in question will be held. In the interview, the following are subject to evaluation:

- Motivation for entering this Cycle of Studies (30%);
- Attitude and capacity of expression and communication (40%);
- Capacity of critical analysis (30%).

* If an interview is conducted as a tie-breaker, the call for interview will be made by e-mail to the address provided in the application form.