

## IST 2nd Cycle Admission Regulation

### Article 1

Access subject to numerus clausus

1. Developing the provisions of article 17 of Decree-Law no. 74/2006, of 23<sup>rd</sup> March, may apply for the 2<sup>nd</sup> cycle of masters courses:

a) holder of a graduate degree or equivalent legal;

b) holder of a foreign higher academic degree conferred following a 1<sup>st</sup> cycle of studies organized in accordance with the principles of the Bologna Process by a State adhering to this Process, and which is recognised by the Scientific Council as meeting the requirements objectives of the bachelor's degree;

c) holder of a foreign higher academic degree that is recognised by the Scientific Council as satisfying the objectives of the graduate degree;

d) holder of a school, scientific or professional curriculum, which is recognised by the Scientific Council as attesting the capacity to carry out the cycle of studies.

2. The Scientific Council may delegate the powers referred to in the preceding paragraph to its Coordinating Committee or its President, with the power to sub delegate to one of the Vice-Presidents or a member of that Council.

3. The ranking of candidates will be made taking into account the following procedure and criteria:

a) it is up to the Scientific Coordination of the course for which an admission call was opened, the competence to proceed with the ranking of the candidates;

b) in this ranking the Scientific Coordination of the course must obey the following criteria:

i) affinity between the 1<sup>st</sup> cycle course that the candidate has completed and the one to which is applying;

ii) the nature of the educational institution that awarded the 1<sup>st</sup> cycle course diploma and its quality;

iii) the applicant's classification in the course of the 1<sup>st</sup> cycle completed.

4. The ranking criteria referred to in the preceding paragraph are applied to obtain the application classification (C), except as provided in the following paragraphs, according to the formula in the annex.

5. The President of Instituto Superior Técnico, after hearing the Scientific Council, may set, for a given call, a formula different from the one set out in the previous number, as long as equal treatment between candidates is also ensured.

6. The Scientific Coordination of the course for which the admission filling call was opened

can choose to conduct, to all candidates, an interview or equivalent, which is classified (*E*) on a scale of 0 to 200, with the final classification (*D*) resulting from the formula in the annex.

7. Before the start of the application period, a minimum value of *C* and *D* for the admission of a candidate to the course put up for the call is fixed by the Scientific Coordination of the course for which the admission process was opened. In the absence of this fixation, the minimum value is 100.

8. If, after completing the ranking under the terms defined in the preceding paragraphs, there are still vacancies, these can be filled, according to the ranking of candidates and under a reasoned proposal from the Scientific Coordination of the course, approved by the Scientific Council that can delegate this its competence in its President, by those who were previously excluded for not reaching the minimum value of *C* and *D* that was fixed for the call.

9. In exceptional cases in which the Scientific Coordination of the course considers that the training of the 1<sup>st</sup> cycle of a certain candidate does not correspond to the competencies necessary for the training to which is applying, can, in a reasoned proposal that is approved by the Scientific Council that may delegate this competence to its President, determine that the classification (*D*) of that specific candidate is that resulting from the formula in the annex.

## **Article 2**

### Direct access to the 2<sup>nd</sup> cycle

1. Can apply for enrollment in a 2<sup>nd</sup> cycle course lectured at IST, without this application being subject to the application of numerus clausus:

a) students who are under private and specific agreements, namely those signed by IST with foreign higher education institutions for the award of double academic degrees, namely the agreements signed with CLUSTER and TIME institutions, and also those resulting from the EU programs such as INNOENERGY, when selected according to the criteria established in these agreements and consortia;

b) students who have completed, in the academic year preceding their application at IST, the 1<sup>st</sup> cycle course, for which, under the terms of paragraph 2, the 2<sup>nd</sup> cycle course to which they are applying is considered of continuity.

2. It is considered to be a continuation of a 1<sup>st</sup> cycle course, a 2<sup>nd</sup> cycle course for which the referred 1<sup>st</sup> cycle course provides the knowledge and skills that, in the framework of further studies, may, in the understanding of the Scientific Council, be properly developed by the conclusion of this 2<sup>nd</sup> cycle course.

3. The provision in subparagraph b) of the previous number 1 is only applicable to students enrolled at IST in 1st cycle and integrated master's courses, in the academic year 2020/21, and only during the transitional period set out in subparagraph b) of no. 3 of article 6 of Decree-Law no. 65/2020, of 16<sup>th</sup> August, and to students who were enrolled in the academic year 2019/20, but who did not register in the academic year 2020/21, if they enroll in the academic year 2021/22 in the cycle of studies in which they were enrolled in 2019/20.

## **Article 3**

### Application instructions

1. The application must be accompanied, under penalty of preliminary exclusion, of the following documents:

- a) Curriculum vitae - academic and professional;
  - b) Qualification certificates broken down with average or copy of the supplement to the 1<sup>st</sup> cycle diploma;
  - c) Simple copy of the identity card, citizen card or passport.
2. The application process and entry to the 2<sup>nd</sup> cycle takes place entirely online, and the requested documents must be submitted in digital format on the application platform.

#### **Article 4** Accreditation procedures

1. Following a process of entering the 2<sup>nd</sup> cycle of an IST course by transferring from another institution and/or course, and prior to the student's enrollment, the student may be required to accredit his or her training already obtained, under the terms defined in the Accreditation and Curricular Integration of Professional Experiences and Academic Training Regulation of the University of Lisbon, approved by Order no. 6604/2018 published in the 2<sup>nd</sup> series of Diário da República no. 128, on 5<sup>th</sup> of July.
2. The absence of this request for accreditation implies for the student the need to obtain approval in all curricular units of the study plan of the 2<sup>nd</sup> cycle course in which enrolls.
3. The Dissertation and Final Project curricular units cannot be replaced, without any additional evaluation procedure, by other training in the course of the accreditation process.
4. The student will be responsible for providing the necessary documentation for the assessment of his request, including the one requested during the respective application process, under penalty of preliminary rejection of that request.

## Annex to the IST 2<sup>nd</sup> Cycle Admission Regulation

1. Calculation of the application classification:

$$C = 180 \times (0.3 \times A + 0.3 \times N/5 + 0.4 \times MFC/200) + B$$

whereas:

“Affinity” (*A*) is a coefficient between 0 and 1 that weighs comparatively the scientific coherence between the course that the candidate attends or attended and the one to which is applying. The values to be attributed in this parameter will take into account the criteria defined by the Scientific Council, which will be published on IST website, and the assessment made by the Scientific Coordination of the course in relation to the course held by the candidate.

“Nature” (*N*) is a coefficient that weighs the quality of the original higher education course / institution, for example, based on relevant international rankings, defined annually and which by default are those of Shanghai and/or Webometrics, and which can take the values of 1, 1.5, 2, 2.5, 3, 3.5, 4, 4.5, or 5. The values to be assigned in this parameter will take into account the assessment made by the Scientific Coordination of the course in relation to the educational establishment where the course held by the candidate.

“*MFC*” is the Final Average of the course completed by the candidate, on a scale of 0 to 200.

“*B*” is a bonus of up to 20 points if the candidate holds an academic, scientific, or professional curriculum considered relevant. The parameters to be considered for the bonus will be defined by the Scientific Council and published on the IST website.

2. In the absence of the fixation of the bonus parameters, the bonus is obtained as follows:

$$B = B_{ax} + \min \left( B_{uci}, 2 B_{uci} \left( \frac{k}{120} \right)^{nm-3} \right)$$

where *nm* is number of enrolments in the 1<sup>st</sup> cycle considering the enrolment regime, *k* is the number of ECTS completed in 2<sup>nd</sup> cycle curricular units at IST,  $0 \leq B_{ax} \leq 3$  is a bonification for recognized extracurricular activities, and  $B_{uci} = 17$ .

3. Calculation of the final classification (*D*) when there is an interview or equivalent (*E*):

$$D = 0.3 \times E + 0.7 \times C$$