



## MASTER IN DEVELOPMENT STUDIES

### SELECTION AND RANKING CRITERIA

The following selection and classification criteria were approved:

**a) Bachelor's degree Grade (Scale: 10-20; Weight = 30%)**

Value corresponding to the final classification obtained in the course. For candidates that hold more than one degree, the highest grade is considered.

**b) Suitability of the bachelor's degree to the course (Scale: 0-20; Weight = 10%)**

- **20 points** - Very Suitable (Public Administration, International Relations, Political Science, Anthropology, Sociology, Economics, African Studies, Asian Studies)
- **15 points** - Suitable (Law, Geography, Management, Finance, European Studies or other Social Sciences and Humanities)
- **10 points** - Less Suitable (Other undergraduate Degrees)

**c) Academic and Scientific Curriculum (Scale: 0-20; Weight = 10%)**

To evaluate the academic curriculum complementary to the undergraduate degree, a value of 0 to 20 points will be assigned based on the degree of suitability of the academic training to the Master's program, as follows:

- **20 points** – Postgraduate training and academic curriculum very relevant to the course
- **15 points** – Postgraduate training and academic curriculum relevant to the course
- **10 points** – Postgraduate training and academic curriculum not relevant to the course

**d) Professional Experience (Scale: 0-20; Weight = 20%)**

- **20 points** – More than 5 years of experience in activities with significant relevance to the course
- **15 points** – With 2 to 5 years of professional experience relevant to the course
- **10 points** – With some experience with professional relevant for the course (up to 2 years)
- **5 points** – With professional experience but without relevance to the course

**e) Motivation for the course (Scale: 0-20; Weight = 30%)**

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The motivation letter allows for the evaluation of the degree of interest in the master's program, communication skills, and the applicant's development potential, and may be supplemented by an interview, should it be requested by the Committee for the Analysis of Applications.

Failure to attend the interview when requested will result in the non-counting of the final grade for this criterion e).

For this criterion, candidates are also offered the possibility of submitting a short presentation video, in which they highlight their academic and professional background, their personal characteristics, and their motivation for attending the Master's in Development Studies.

The final classification is calculated by the formula:  $0,30*A+0,10*B+0,10*C+0,20*D+0,30*E$  rounded to the hundredths.

## MINIMUM CLASSIFICATION SCORE

Minimum overall classification for admission: 13 (Scale: 0-20).

## TIE-BREAKER CRITERION

In case of a tie in the final classification, candidates will be ranked according to the undergraduate degree grade. If the tie persists, they will be ranked according to the motivation for the course grade.

Candidates with a final classification lower than 13.0 values, but greater than or equal to 10.0 values, will proceed to the next phase of applications, up to the last phase with available vacancies. Only candidates who obtain a final classification equal to or greater than 50% of the maximum possible score can be admitted.

## HOLDERS OF FOREIGN DEGREES

Holders of certificates or diplomas issued by foreign higher education institutions must ensure that the documents presented in the application:

- Mention the final classification obtained for the completion of the degree and the respective positive scale;

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- Are accompanied by a document proving the course units completed to obtain the degree, their respective classifications, and the duration of the course;
- Are accompanied by a certified translation, whenever they are in a foreign language other than Spanish, French, or English;
- Admitted candidates holding foreign qualifications are conditionally admitted and are subject to the internal recognition of the qualification for the continuation of studies provided for in the legislation in force.

## DOCUMENTS TO SUBMIT IN THE APPLICATION

The application is submitted exclusively online. It is mandatory to attach the following documents:

1. Photograph (passport size);
2. Identification document (Citizen Card for national candidates and passport for foreign candidates);
3. Undergraduate diploma with final course average\*;
4. Academic transcript or official document with the course units completed and respective classifications;
5. *Curriculum vitae*;
6. Motivation letter (direct completion on the platform, in a designated space);
7. For the master's program taught in English, preferably a Certificate of English Language Proficiency equivalent to IELTS 6.5 or TOEFL 80 obtained within the last two years. This requirement does not apply to those who completed their undergraduate degree in the English Language.

\*Candidates who are finalizing their undergraduate degree must attach a declaration of honor (template available on the platform) as an alternative to the diploma.

Candidates who do not present the documents listed above will be moved to the subsequent phase. If they do not submit the missing documentation by the end of the application period of the subsequent phase, they will be excluded.

Approved candidates who are not admitted due to lack of vacancies will be moved to the next phase, if it exists, and re-ranked. In the final application phase, they will have the status

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of substitutes, and may enroll in the study cycle if previously admitted candidates do not enroll, for the academic year to which the application relates.

## **COMMITTEE FOR THE ANALYSIS OF APPLICATIONS**

Professor Luís Paulo Mah Silva

Professor Sérgio Lagoa

Professor Diniz Marques Francisco Lopes