

First Selection Committee Meeting for the 2nd Edition of the ManagiDiTH Master Programme

22nd January 2025 | 11h30 CET | Microsoft Teams

At the meeting:

PARTNER	PARTICIPANT(S)
ISCTE	Margarida Santos Henrique Martins
AUTH	Panagiotis Bamidis Konstantinos Diamantis
LAUREA	Ruusa Ligthart Virpi Kaartti

Agenda:

1. Modification of the composition of the Selection Committee.
2. Approval of the selection criteria for the second edition of the ManagiDiTH Master's Programme, starting in 2025.

Discussion:

1. Modification of the composition of the Selection Committee

According to the Minutes of the 23rd Meeting of the Provisional Scientific Committee of Iscte-Sintra, Professor Henrique Martins has been appointed as the Co-Director of the ManagiDiTH Master Programme, replacing Professor João Carlos Ferreira. Consequently, the composition of the Selection Committee has been updated to reflect this change, now including Professor Henrique Martins as one of Iscte's representatives, alongside Professor Margarida Santos.

2. Approval of the selection criteria for the second edition of the ManagiDiTH Master's Programme, starting in 2025.

1. Steps for Assessment and Selection of Applicants



Screening

Candidates who do not hold EU, EEA, or Swiss citizenship (or fall under other categories such as asylum seekers and refugees) are eligible to apply. However, it is being considered to have a limited number of vacancies for these applicants. Admissions for these candidates will be processed during the second application period, which is expected to open in May 2025. The evaluation process and final decision regarding admission or exclusion are still under review.

If the candidate does not demonstrate an adequate minimum (B2) level of English in English proficiency documents or self-assessment, Motivation Letter, and Video, they will be rejected for this reason.

Applications which are in the correct format will be reviewed by the Selection Committee.

Quality Check

A group of appointed people in each of the three universities partners will check that all necessary information has been provided and that annexes have been submitted.

If there are documents or information missing, the applicant will receive an email notification, asking them to resubmit with the correct documents within 96 hours. Only one resubmission is permitted. Resubmitted applications will go through a second quality check. Other applications that do not provide the right documentation will be excluded.

Assessment Criteria

Applications which passed the Screening and Quality check will be reviewed by the Selection Committee, after closing of each application period. The results will only be released after all application periods for this cohort have been closed.

The role of the Selection Committee is to evaluate applicants according to the agreed admission criteria, using the Evaluation Proforma and Scoresheet, to identify candidates who align with the programmes' standards, and to collectively give appropriate scoring and ranking.

The following four documents (in English or accompanied of an official translation) must be uploaded to the Admissions Platform by each candidate:

- **Curriculum Vitae (C.V.)**
- **Motivation Letter**
- **Academic Certificates**
- **Video**

The grading of candidates for admission to the ManagiDiTH Master's programme, as set out in the Evaluation Proforma, and the D2.1 Master Plan, will be based on the following criteria and weights:

- **English language ability** – in English proficiency documents, self-assessment, Video, and Motivation Letter (Yes/No)
- **Adequacy of applicant's profile for the master's programme** – in C.V. (weighting 30%)
- **Suitable motivation to attend this master's programme** – in Motivation Letter and Video (weighting 20%)
- **Academic results** – in Academic certificates (weighting 30%)
- **Awareness of course requirement and ethos** – in Video (weighting 20%)

Each criterion will have a minimum threshold of 10%.

Ranking

The scoring will result in a final list of ranked candidates for each cohort (2024/2026 and 2025/2027).

The administration platform will register:

- the score assigned to each candidate in each of these criteria.
- the overall score of the assessment of each candidate.
- the ranking of the candidates.

Candidates who have not completed their Bachelor's degree (180 ECTS) or equivalent at the time of application will be conditionally accepted. They will be required to submit the diploma of their first cycle degree after the selection process ends.

Students with less than 40 points will be disqualified.

Tie-breaks

If there is more than one candidate with the same total number of points, then the grade of the diploma or degree is considered for their final ranking (best mark). If in this case there is a tie, then the grade of the related courses to the Master Programme or other individual selection criteria is considered for their final ranking.

2. Key Performance Indicators – requirements for programme

According to the ManagiDiTH Project's Grant Agreement, the target for both editions of the Master Programme is to admit 480 students. For the first edition (2024/2026), we have 187 enrolled students, so the target for the second edition (2025/2027) is to admit 293 students.

Additionally, the Grant Agreement specifies that at least 50% of students enrolled in the programme must be women. This gender requirement will be considered in the final ranking of applicants, prior to offering places.

3. Publication on platform of selection criteria and process

This Selection Committee Minutes document will be uploaded to the Application Platform before the Assessment begins.

4. Enrolment

Selected students, on the criteria above, who state that they have two years relevant work experience, will then have their full applications sent to LAUREA for their work experience qualifications to be checked, according to LAUREA requirements.

5. Outcomes

Selection outcomes will be one of the following:

1. Acceptance (to be offered a place on the ManagiDiTH Master Programme).
2. Rejection (if unsuitable, or if too many better qualified candidates).

6. Feedback/offers to applicants

Feedback will only take place after all phases of admissions are completed. Applicants will be notified by email about the outcome of the application process, via the Application Platform.

The panel will enter their decisions about offers, based on the process, and including all the criteria above, by 30 June 2025.

Successful applicants will be given a period of 7 days to respond, by pressing "Accept" or "Decline" on the Platform.

Rejected applicants will have the right to appeal according to the Joint Partnership Agreement within 7 days.

Decisions

The above-mentioned criteria were approved by the Selection Committee.

The ManagiDITH Selection Committee




Henrique Martins



Konstantinos Diamantis



Margarida Santos



Panagiotis Bamidis



Ruusa Ligthart



Virpi Kaartti