

Rules of Postgraduate Program

Categories of candidates

The Postgraduate Program 'Advanced Design: Innovation and Transdisciplinary in Design' accepts students that have already finished studies in architecture or relevant design field for 3 years, equivalent to Bachelor's degree. The schools abroad must be recognized as equal to those of Greek Universities. Certified copy of the first degree - Recognition from Doatap is required. If recognition is not available at enrollment time, candidates accepted from the Program, must take care of recognition during their studies. This is prerequisite for awarding a Postgraduate Diploma. In any case foreign students should contact with <http://www.doatap.gr/> for further informations about degree recognition and recognition of equivalence of Foreign Institute - corresponding ones of Greek Higher Educational Institutions.

Criteria and procedure of acceptance

The program accepts maximum 35 students. The proportions of maximum number of students to professors are 7/1.

The MSc in 'Advanced Design: Innovation and Transdisciplinary in Design' operates admissions every two (2) years or every one (1) year - after the Department's Council's decision. Applications usually are submitted during March – June. The courses begin October of the same year. The MSc invites interested parties to apply. The announcement is published at the official website of program and last at least for two (2) months before the submission deadlines

The criteria of foreign candidates are based on:

- I. the final mark of degree
- II. the performance in the Graduate courses relevant to those of the program
- III. the performance in the Graduate dissertation
- IV. the knowledge of English language (C1 level is required)
- V. the involvement in research, proof of Professional experience, continuous education e.t.c.

At enrolling period, the Secretariat of the Postgraduate Program accepts the applications (available for download from website at due date) with all necessary supporting documentation, which are:

- Application form, including personal statement (available for download from website at due date)

- Two (2) applicant's photos (passport style)
- ID or Passport copy
- Detailed curriculum vitae, includes informations about studies, research or professional experience, scientific papers, publications, awards e.t.c..
- Transcripts (in English) for all qualifications that are relevant to your application and certified copy of the first degree. According to regulations, if recognition is not available at enrollment time, candidates accepted from the Program, must take care of recognition during their studies. This is prerequisite for awarding a Postgraduate Diploma. Certificates
- A certified copy of the transcript of grades. For graduates of non-Greek institutions, certified copies of your degree certificate and transcripts are required, detailing the courses studied and grades attained.
- Proof of competence in English (very good knowledge) -For graduates from non-English-speaking universities. In case that foreign students participate in the program, the language of instruction/exercises/examines is English.
- Two recently acquired signed academic recommendation letters in sealed envelopes
- Portfolio with projects (hard or digital copy) including all necessary information about studies, research, proof of Professional experience, continuous education e.t.c
- A letter of intention (500 words)

The complete portfolio alongside all necessary documents must be send by post or courier dated on the submission deadline.

The Evaluation Committee is responsible to evaluate the proposals. The choice between candidates that submitted all the necessary documents, is describing below. The procedure has three (3) stages:

- a. The first stage concerns the typical check of the candidacies. All the necessary supporting documentation are checked about their completeness and validity, the relevance of first degree and the prerequisite of English language's level. The proposals that fulfil the typical phase pass to the next level of evaluation.
- b. The second phase is substantial. The selection of candidates is based on the following criteria, which yield the number of points that each candidate has been awarded. Maximum total of points from the second stage is 70. This mark is calculated with a weighting factor of 70%. The selection criteria and their respective weighting factors have been defined as follows:
 - The final mark of the diploma or degree (a maximum of 20 points)
 - The graduate courses relevant to the Postgraduate Course, the diploma dissertation or project, as well as the results achieved (a maximum of 10 points)
 - Other studies in postgraduate level, continuous learning programs, summer schools relevant to the field, publications (a maximum of 5 points)

- Research or professional experience of the candidates, which must be attested by certificates (a maximum of 5 points)
- Portfolio with works (a maximum of 15 points)
- Two letters of recommendation from individuals with academic or serious research and professional capacity. (a maximum of 5 points).
- Knowledge of English attested by the First C1 (3-4 points) or Proficiency C2 (5 points) certificates.
- The letter of intention that presents the research intentions and the reasons for wanting to attend the program (a maximum of 5 points)

The committee evaluates and passes the candidacies -according to the criteria of second phase- that have at least a score of 40 points. The committee call these candidates for interview. This is the third stage with maximum 30 of total of points. This mark is calculated with a weighting factor of 30%.

- c. The third stage includes personal interview and oral exam in front of evaluation committee. This mark is calculated with a weighting factor of 30%. The secretariat of the postgraduate program announces the names of passing candidates of the second phase and calls them for an interview at specific date. The committee evaluates the characteristics of maturity of personality, the comprehension of cognitive field of courses and the capability to achieve the requirements of the program. Each candidate has to present his/her portfolio and answer relevant questions about the projects. Then the committee marks the candidates that are appropriate to attempt the courses.

The scale of evaluation ranges from 0 to 100 points. The results of the second and third stage of the selection are added and a list is thus compiled with all candidates who have qualified for the program. The final selection (35 students maximum) is then carried out on the basis of the order of marks. A second list of more 10 runners- up is compiled too. In the case of equality of marks, in the last range all candidates that have equal marks to the last passing candidate, are admitted. The passing candidates are informed from the secretariat office and have to reply positive in written form in seven (7) days. If there are negative responses or no responses, the secretariat inform equal number of runners-up on the basis of the order of marks. The passing candidates after their written acceptance, have to register.