

Regulations for Access and Admission to the Integrated Masters in Medicine of the Católica Medical School

Preamble

The conditions for access to Universidade Católica Portuguesa's degree programmes are subject to regulations published by the University. These regulations provide the general and specific rules established for access to Higher Education, in accordance with Decree-Law no. 296-A/98, of 25 September, in its current wording, which regulates access and admission to public, private and non-state public Higher Education, and Decree-Law no. 128/90, of 17 April, which establishes the specific framework of the Universidade Católica Portuguesa within the Portuguese Higher Education system.

Applicants seeking admission to the integrated programme leading to a Masters' degree in Medicine (that is, the Integrated Masters in Medicine) from the Católica Medical School of Universidade Católica Portuguesa will be subject to the criteria described in the present regulations, to the same standard as those of public universities conferring the same degree.

The selection and ranking prerequisites are in accordance with Decree-Law no. 296-A/98, of 25 September, in its current wording.

Vacancies are also set annually by the Católica Medical School after approval by the Rector's Office of the Universidade Católica Portuguesa. Attribution of vacancies is subject to procedures organized by the Católica Medical School which follow the rules and criteria laid out in the present regulations and which are an integral part of the said regulations.

CHAPTER I

General Provisions

Article 1

Aims

The present regulations establish the procedures for access and admission to the Integrated Masters Degree in Medicine of the Católica Medical School, referred to in Article 29 of Decree-Law no. 296-A/98, of 25 of September, in its current wording, and according to the terms of Article 1, paragraph 2 of the Regulations for Access and Admission to the Integrated Masters in Medicine of the Católica Medical School.

Article 2

Scope

The present Regulations apply to access and admission to the Integrated Masters in Medicine of the Católica Medical School.

Article 3

General Access Conditions for General Admissions

Article 3 - A

Applicants Holding Portuguese Secondary Education Diplomas

1. Applicants may apply if, by the end of the admissions period, they meet all of the following conditions:
 - a) The Applicant holds a Portuguese secondary education diploma, completed by the end of the academic year, prior to the one the Applicant is applying;
 - b) The Applicant has successfully completed the entrance exams as set out in Article 7, paragraph 1, subparagraph a), and Article 8 of the present regulations, having obtained, in each of these, a score of at least 140 points (out of 200);
 - c) The Applicant meets the prerequisites established for admission to the degree, in accordance with Article 7, paragraph 1, subparagraph c) and Article 10 of the present regulation;
 - d) The Applicant obtained an admission score that is equal or greater than the minimum grade set for the degree, in accordance with Article 7, paragraph 1, subparagraph d) of the present regulation;
 - e) The Applicant does not possess International Student status, as set out by Decree-Law no. 36/2014, of 10 March, amended in Decree-Law no. 113/2014, of 16 July and in Decree-Law no. 62/2018, of 6 August.

Article 3 - B

Applicants Holding Foreign Secondary Education Diplomas

1. Applicants may also apply if, by the end of the admissions period, they meet all of the following conditions:
 - a) The Applicant holds a foreign secondary education diploma, obtained abroad or in Portugal, which is legally equivalent to Portuguese secondary education;
 - b) The Applicant has successfully completed the final exams of final year subjects of the respective foreign secondary education degree, equivalent to subjects in Portuguese education, which can be accepted in lieu of entrance exams as identified in Article 7, paragraph 1, sub-paragraph a) and in Article 8 of the present regulations, having furthermore obtained, in each of these, a score of at least 140 points (out of 200);
 - c) The Applicant meets the prerequisites set out for admission to the degree, in accordance with Article 7, paragraph 1, subparagraph c) and Article 10 of the present regulation;
 - d) The Applicant obtained an admission score that is equal or greater than the minimum grade set for the degree. The calculation of the admission score for students holding foreign secondary education diplomas is based on the final grades stated in the documentation granting equivalence to secondary education, on the grades obtained in the final subjects, as well as on the observance and score of the prerequisites, in accordance with Article 7, paragraph 1, sub-paragraph d) of the present regulation;

- e) The Applicant does not possess International Student status, as set out by Decree-Law no. 36/2014, of 10 March, amended in Decree-Law no. 113/2014, of 16 July and in Decree-Law no. 62/2018, of 6 August.

Article 4

Conditions for access for International Students

1. Applicants may apply for access as an International student if, by the end of the admissions period, they meet all of the following conditions:
 - a) The Applicant holds qualifications granting access to higher education, understood as any diploma or certificate issued by a competent authority attesting to the successful completion of a secondary education programme and which grants them the right to apply for admission to higher education in the country in which the same was granted; or, they hold a Portuguese secondary education diploma, or legally equivalent qualification;
 - b) The Applicant submits proof of the ability to attend higher education, that is, the Applicant has successfully completed the final exams of the final year subjects of the respective foreign secondary education degree, equivalent to subjects in Portuguese education, which can be accepted in lieu of entrance exams; or demonstrate knowledge in the subjects of the entrance exams at a level and content equivalent to those students admitted under the conditions for general access and admissions, in accordance with Articles 7 and 8 of the present regulations;
 - c) The Applicant meets the prerequisites set out for admission to the degree, in accordance with Article 7, paragraph 1, subparagraph c) and Article 10 of the present regulation;
 - d) The Applicant obtained an admission score that is equal or greater than the minimum grade set for the degree. The calculation of the admission score for students holding foreign secondary education diplomas is based on the final grades stated in the documentation granting equivalence to secondary education, on the grades obtained in the final subjects, as well as on the observance and score of the prerequisites, in accordance with Article 7, paragraph 1, sub-paragraph c) and Article 10 of the present regulation;
 - e) The Applicant possesses International Student status, as set out by Decree-Law no. 36/2014, of 10 March, amended in Decree-Law no. 113/2014, of 16 July and in Decree-Law no. 62/2018, of 6 August.
2. In the case of omissions or queries raised by this Article, the provisions of the Regulations on the Application of International Student Status at Universidade Católica Portuguesa currently in force and the provisions of Decree-Law no. 36/2014, of 10 March, amended in Decree-Law no. 113/2014, of 16 July and in Decree-Law no. 62/2018, of 6 August shall apply.

Article 5

Deadlines

The deadlines for submission of applications and for meeting the prerequisites provided for in the present regulations are annually set by Universidade Católica Portuguesa and published on the respective website at (<https://www.ucp.pt/>).

Article 6

Validity of Applications

The results of the admissions procedures are only valid for the year to which they refer.

CHAPTER II

Application

Article 7

Conditions for Application

1. In order to apply for the Integrated Masters in Medicine at the Católica Medical School, students must meet, by the end of the admissions period, all of the following conditions:
 - a) To have completed the following entrance exams:
 - 02 — Biology and Geology (B)
 - and
 - 07 — Physics and Chemistry (Q)
 - and
 - 16 — Mathematics
 - b) To have obtained in each of the entrance exams set out in the previous paragraph the minimum score of 140 (out of 200), in accordance with Article 25 of Decree-Law no. 296-A/98, of 25 September, in its current wording;
 - c) To meet all of the following prerequisites:
 - i) Selection: Group A – Interpersonal Communication; Minimum English proficiency score: European Common Framework of Reference for Languages (CSF), level C1;
 - ii) Ranking: Motivation letter; Skills tests; Interview;
 - d) To have obtained an admission score of at least 150 (out of 200), in accordance with Article 25 of Decree-Law no. 296-A/98, of 25 September, in its current wording;
2. Conditions for application are published by Católica Medical School on the respective website at (<https://fm.ucp.pt/>).

Article 8

Entrance Exams

1. Entrance exams correspond to the national secondary education final exams, in accordance with the terms set out in the resolution by the National Commission for Access to Higher Education (CNAES), published in the 2nd series of the Diário da República and disseminated on the website of the Direção-Geral do Ensino Superior (DGES).
2. The Católica Medical School defines the exams required for admission to the Integrated Masters in Medicine, namely 02 — Biology and Geology (B) and 07 — Physics and Chemistry (Q) and 16 — Mathematics.
3. Final exams of final year subjects in foreign secondary education degrees, equivalent to the subjects in Portuguese education described in the previous paragraph may be accepted in lieu of entrance exams.
4. Applicants may submit grades for entrance exams carried out in the year of application or in the two years immediately preceding it.

Article 9

Vacancies

1. Vacancies for general and special access are set annually by Universidade Católica Portuguesa, in accordance with Article 4 of Decree-Law no. 296-A/98, of 25 September, in its current wording, and published on Universidade Católica Portuguesa's website, at (<https://www.ucp.pt/>).
2. The University reserves special quotas for applicants who meet the general access conditions for general admissions, in accordance with the provisions of Article 16 (Special Quotas) of the Regulations for Access to Undergraduate and Master's degrees of Universidade Católica Portuguesa.

Article 10

Prerequisites

1. The Católica Medical School has determined that applications to the Integrated Masters degree in Medicine is subject to the fulfilment of prerequisites.
2. The prerequisites are those included in the following two Articles and are in accordance with Article 22, paragraph 2 of Decree-Law no. 296-A/98, of 25 September.
3. Prerequisites are mandatory and will result in disqualification if not met, and are intended for the selection and ranking of applicants.
4. Prerequisites are only valid for the academic year in which the student applies.
5. Ranking prerequisites carry a weight of 15% towards the application score.
6. Prerequisites are explained in full and published on the website of the Católica Medical School at (<https://fm.ucp.pt/>).

Article 10 - A

Selection Prerequisites

1. The selection prerequisites are:
 - a) Group A – Interpersonal Communication, included in the resolution of the Comissão Nacional de Acesso ao Ensino Superior (CNAES) published in the 2nd series of Diário da República and disseminated on the website of the Direção-Geral de Ensino Superior (DGES);
 - b) Minimum English proficiency score: European Common Framework of Reference for Languages (CSF), level C1;
2. The Group A selection prerequisite aims to establish that the applicants' interpersonal communication skills are adequate to the requirements of the degree. This is a selection prerequisite, whose result shall be expressed as "Apt" or "Not Apt," and which does not affect the admission score.
3. The Group A selection prerequisite is demonstrated through the submission of a medical statement, form III.1, issued after the applicant is found to be "Apt", in accordance with the regulations published annually on the website of the Direção-Geral do Ensino Superior (DGES) at (<http://www.dges.gov.pt/guias/preq.asp>).
4. Proof that the applicant meets this prerequisite must be submitted by a date to be determined annually, during the final stage of the application process, and is an indispensable condition for completing registration and enrolment.
5. The English proficiency selection prerequisite aims to establish that the applicant's level of English meets the minimum admission level of C1, as described in the Common European Framework of Reference for Languages (CEFR).
6. The English proficiency selection prerequisite shall be expressed as "Apt" or "Not Apt," and does not affect the admission score.
7. Documentation proving that the applicant fulfils the prerequisite mentioned in paragraph 5 must be submitted electronically during the application process, and is an essential condition for progressing in the same.

Article 10 - B

Ranking Prerequisites

1. Ranking prerequisites are as follows: Motivation letter; Skills tests; Interview;
2. Ranking prerequisites are mandatory and shall be expressed on a scale to 0 to 200 points, and will contribute to the admission score with a weight of 15%.
3. The methods of verification and execution, and the weighting of the various elements described in the preceding paragraph are described in ANNEX I to these regulations.

Article 11

Application Procedure

1. Applications for access to the Integrated Masters in Medicine at the Católica Medical School shall be exclusively submitted through the online system on the website at (<https://fm.ucp.pt/>) or, in case of system failure, in person, at the School's premises.

2. In order to access the online application system, students must register and create an account through the online system, on the website of Universidade Católica Portuguesa at (<https://fm.ucp.pt/>).
3. The application process consists in completing all of the requested data and submitting the documental evidence requested in the online application form.
4. Errors and omissions during completion of the online application form, or in the processing of the application file, are the sole responsibility of the applicant.
5. Applications that have not been submitted by the deadline or that remain incomplete after the deadline will not be assessed.
6. Any activity performed using the password assigned to access the online application system is the sole responsibility of the applicant or of the applicant's legal guardian or of a legal representative who has demonstrated legitimacy to request the password.
7. All data collected in the application process will be processed and stored electronically (or manually, in the event of a system failure) by the Católica Medical School, in accordance with the Privacy Policy and the legal framework for the protection of personal data. The information provided will be treated confidentially and used exclusively for the purposes of applying and registering for the degree.

Article 12

Legitimacy to Submit an Application

1. The following are considered lawfully able to submit an application:
 - a) The student;
 - b) The student's legal representative, via power of attorney;
 - c) If the student is a minor, the student's legal guardian or the guardian's legal representative.

Article 13

Processing of Online Application Files and Processing of Applications

1. The admission's process will take place within the deadlines set annually by Universidade Católica Portuguesa.
2. Processing of applications is contingent on the payment of an application fee, detailed in the Administrative and Tuition Fees Table, which is approved annually and in accordance with the terms set for this purpose, by Universidade Católica Portuguesa.
3. All the steps of the online application are described in the following paragraphs.
4. The student must complete the application form available at Universidade Católica Portuguesa's website at (<https://fm.ucp.pt/>).
5. In order to submit the online application, the student must:
 - a) Read the application terms and accept them in the indicated field.
 - b) Complete the personal data section.
Applicant documentation to be submitted electronically:
 - i) Photograph;
 - ii) Valid identification document.
 - c) Complete the qualifications and entrance exams data section. Should these be provisional, signal this in the indicated fields. Should the student wish to replace

entrance exams with final exams of non-Portuguese degrees deemed legally equivalent to Portuguese secondary education, they must indicate this in the appropriate section on the online form.

- d) Select the type of access framework they are applying for, in accordance with Articles 3 and 4 of the present regulations.

Documentation to be submitted electronically:

- i) If the student intends to apply under the conditions provided for in Article 3-A, they must submit:

i.i) Detailed qualifications diploma, requested from the school where secondary education took place.

i.ii) ENES form, requested from the school where entrance exams took place.

- ii) If the student intends to apply under the conditions provided for in Article 3-B, they must submit:

ii.i) Equivalence certificate, requested from a secondary school in Portugal and identifying the foreign secondary education degree and the respective final grade, on a scale of 0 to 200.

ii.ii) Proof of completion of foreign final exams, equivalent to those of Portuguese secondary education, with indication of respective grade and the date of exams, issued by the legally competent authority of the country in which the secondary education diploma was issued.

- iii) If the student intends to apply under the conditions provided for in Article 4, they must submit:

iii.i) Portuguese secondary education diploma or legally equivalent qualification, issued by a secondary school in Portugal and identifying the foreign secondary education degree and the respective final grade, on a scale of 0 to 200; or document demonstrating that the student holds a qualification granting access to higher education in the country in which this was obtained, issued by a competent authority, that attests to the successful completion of a teaching programme and granting the right to apply for admission to higher education in the country in which it was issued;

iii.ii) Proof of completion of foreign final exams or final year subject exams of the respective foreign secondary education degree, equivalent to the subjects in Portuguese education, which can be accepted in lieu of entrance exams; or demonstrate knowledge in the subjects of the entrance exams at a level and content equivalent to those students admitted under the conditions for general access and admissions, through documentary evidence, issued by the legally competent entity of the country to which the qualification of foreign secondary education applies.

iii.iii) Declaration, on honour, that the applicant is not a Portuguese national and is not covered by any of the conditions that do not confer the status of International Student;

- e) The documents referred to in subparagraphs ii) and iii) of the previous paragraph, must be notarised by the Portuguese consular services or embassies of the country to which the qualifications relate or bear the Hague Apostille, in accordance with The Hague Convention Abolishing the Requirement of Legalisation for Foreign Public

Documents, drafted in the Hague on 5 October 1961, provided by the competent authority of the State from which the documents originate and, whenever they are not issued in Portuguese, English, French or Spanish, they must be translated into Portuguese.

- f) Complete the personal portfolio, in English, which consists of answering a pre-structured form, where the applicant completes their CV and motivation letter, according to the criteria and procedures described in Annex I of the present regulations.

Documentation to be submitted electronically:

- i) English proficiency certificate.
- g) After completing the online application form and submitting the requested documents, the student must complete payment of the application fee, using the reference provided and “End” the application. You should print out the respective report, which serves as proof of submission.
- h) After the deadline for submitting applications, these will be verified by the academic services.
- i) After the application is assessed by the Admissions Assessment Committee, each applicant will be notified by email of the date that he/she must undertake the skills test and the interview, to be held at the Católica Medical School.
- j) On the set date, the applicant will undertake the multiple-choice skills test, in English, on a computer terminal. This consists in assessing problem-solving abilities, decision-making processes or interpersonal skills, in accordance with the aims and procedures described in Annex I of the present regulations.
- k) On a second set date, the applicant will undertake a set of mini-interviews or stations of identical duration, in English, in accordance with the aims and procedures described in Annex I of the present regulations.
- l) Failure to appear to the skills test and to the set of mini-interviews or stations will result in the immediate disqualification of the application, unless the applicant presents due justification within five days and this is accepted by the Admissions Assessment Committee; each applicant will be notified by email of the decision and, if applicable, of the date on which he/she must perform the skills test and the set of mini-interviews or stations, to take place at the Católica Medical School.
- m) The applicant must be in possession, on a date to be defined annually, of the definitive documentation, depending on the access framework to which they are applying, under the terms of paragraph d) of the present Article, and evidence of the Group A selection prerequisite, in accordance with Article 10 - A of the present regulations.
- n) On a date to be set, the applicant must access the application form, complete the requested data and submit the documents requested in the previous paragraph, according to the legal framework. In order to complete the process, you must “End” the application and print the respective report, which serves as proof of application.

Article 14

Admissions Assessment Committee

1. The composition of the Admissions Assessment Committee is defined annually by the Director of the Católica Medical School, from among the faculty members of the Católica Medical School. An independent examiner will also be appointed by the Director.
2. The Admissions Assessment Committee shall consist of a minimum of five and a maximum of ten members.
3. The Admissions Assessment Committee is responsible for monitoring the entire process of access and admissions to the Integrated Masters in Medicine of the Católica Medical School.
4. The Admissions Assessment Committee has the aim of assessing the application process, that is, analysing, assessing and issuing the final results on each application file, as well as the elaboration and assessment of the defined ranking prerequisites.
5. It will also be the responsibility of the Admissions Assessment Committee, whenever necessary, to decide on justifications, appeals and disqualification of applications, in accordance with the provisions of Article 22 of the present regulations.

Article 15

Modification and Cancellation of Applications

1. Whenever the result of a review or of an appeal regarding grades in a national secondary education exam or other elements counting towards the calculation of the admission score is only made available after the application deadline, and this review results in a change of the grade, applicants who have previously submitted their application have the option of modifying the previously submitted application, within three working days after the release of the element in question. This procedure must be undertaken at the academic services of Católica Medical School.
2. After the application deadline, it will not be possible to change the data or the documents submitted, except under the terms of the preceding paragraph.
3. The application fee is non-refundable in cases of cancellation or withdrawal.

CHAPTER III

Ranking of Applicants

Article 16

Calculation of the Application Score

1. The admission score is a value on a scale of 0 to 200, calculated by applying the following formula, the result of which is rounded to decimals, where one decimal is considered to be a value of no less than 0.05:

$$S \times ps + [(P1 + P2 + P3) / 3] \times pp + R \times pr$$

where:

S = secondary education grade, on the integer scale of 0 to 200;

ps = weight assigned by the Católica Medical School to the secondary education grade, set at 50%, which corresponds to 0.5;

P1, P2 and P3 = grades, on the integer scale of 0 to 200, of the national secondary education final exams, corresponding to the entrance exams required by the Católica Medical School, namely 02 — Biology and Geology (B) and 07 — Physics and Chemistry (Q) and 16 — Mathematics;

pp = weight assigned by the Católica Medical School to the grades of mandatory entrance exams, set at 35%, which corresponds to 0.35;

R = grade assigned to the ranking prerequisite, in the integer scale of 0 to 200;

ps = weight assigned by the Católica Medical School to the ranking prerequisite, set at 15%, which corresponds to 0.15;

2. All intermediate calculations are performed without rounding.
3. The minimum application score is fixed at 150 points (0 to 200) by the Católica Medical School, under the terms of Article 7, paragraph 2, of the Regulations for Access to Undergraduate and Master's Degrees of Universidade Católica Portuguesa.

Article 17

Secondary Education Grade

1. For secondary education degrees organized into a single three-year cycle, S is the value of the final grade of secondary education, calculated according to the legal rules applicable to each case, in decimals, without rounding, and converted to the 0 to 200 scale.
2. For secondary education degrees organized in two cycles, of one and two years, S is calculated by applying the following formula:

$$(0.6 \times Sa) + (0.4 \times Sb) \times 10$$

where:

Sa = final grade for years 10 + 11 of secondary schooling or 1st + 2nd years, as the case may be, set in accordance with the law;

Sb = final grade of year 12 of secondary schooling, set in accordance with the law.

3. For non-Portuguese secondary education degrees which are legally equivalent to the Portuguese secondary education system, S is the value assigned under the rules that regulate these, converted to a scale of 0 to 200.

Article 18

Ranking, Final Results and Publication

1. The ranking of applicants for the Integrated Masters in Medicine is carried out in decreasing order of the respective admission scores.
2. Each applicant's final result is expressed as one of three possible outcomes:
 - a) Admitted;
 - b) Conditionally admitted;
 - c) Excluded.
3. The "Conditionally admitted" and "Excluded" decisions must be substantiated.

4. The published lists include, for each applicant who has applied:
 - a) Full name; and
 - b) Final result.
5. The ranked list is made available for consultation at Universidade Católica Portuguesa's website (<https://fm.ucp.pt/>).

Article 19

Appeals

1. Applicants may submit a substantiated appeal regarding their results within five working days following the publication of these results.
2. The appeal must be submitted through a specific form at the academic services of the Católica Medical School.
3. Appeals that are not duly identified will be summarily rejected, as will any whose purpose is unintelligible or that are not submitted by the end of the period established by the present regulations.
4. Decisions on appeals that have not been summarily rejected under the terms of the previous paragraph are issued by dispatch by the Admissions Assessment Committee. These are notified to the appellant by email, within a maximum period of 30 (thirty) working days.

CHAPTER IV

Registration and Enrollment

Article 20

Registration and Enrollment

1. Deadlines for applicants to register and enrol are set annually by the Católica Medical School.
2. "Admitted" applicants must enrol at the academic services of the Católica Medical School, on a date to be set annually by the Católica Medical School.
3. In order to register, you must present all original documentation submitted during the application process and as well as proof of up-to-date tetanus vaccination.
4. At the time of registration, the registration fee (which includes school insurance) and the first 3 (three) monthly fees or the total amount of the annual fee, as set out in the Table of Fees, approved annually and in accordance with the conditions set for that purpose by the Universidade Católica Portuguesa, is due.
5. In case of cancellation of enrollment within 10 working days after the start of classes, on a date to be defined annually, the second and third monthly fees will be returned, as long as requested within the established deadlines. The registration fee and the first monthly fee are non-refundable in case of cancellation of enrollment.

CHAPTER V

General Provisions

Article 21

Exclusion of Applicants

1. In addition to the cases in which, under the terms of the present regulations, exclusion from the admissions process takes place, applicants will also be excluded who:
 - a) Have not correctly completed their online application form, either because they have omitted some element, or because they have indicated other elements that do not correspond to those contained in the documents that make up their application file;
 - b) Are unable to attend any of the face-to-face stages of the applications process;
 - c) Have not, without duly justified reason, submitted to and accepted by the Admissions Assessment Committee, completed forwarding their respective admissions file within the due deadlines;
 - d) Make fraudulent statements;
 - e) Do not provide proof of meeting the conditions set out in Article 10.
2. The decision on the exclusion referred to in the previous paragraph is the responsibility of the Admissions Assessment Committee.
3. If enrolment has taken place and one of the situations provided for in paragraph 1 is confirmed, enrolment will be annulled, as well as all acts performed under it, with no refund being due of the amounts already paid.

Article 22

Closing of Application File

With the enrolment and registration of “Admitted” applicants, the application file to the Integrated Masters in Medicine of the Católica Medical School is closed.

ANNEX I

Assessment Criteria and Parameters – 2022/2023

The selection process of applicants will be completed through a protocol with four required steps:

1st step: All applicants must apply online, by the deadline set on the calendar, including the submission of all documents and must submit the application within the timeline indicated.

2nd step: All applicants must duly complete all mandatory fields in the Portfolio. The portfolio includes a series of answers to questions related to the following topics: Reasons for choosing FM-UCP; Knowledge of PBL (Problem-based Learning) methodology; Volunteer work; Importance of volunteer work.

3rd step: All applicants participate in mini-interviews of equal duration, in English, in the Católica Medical School. The mini-interviews aim to assess the level of essential skills for a medical student and a future physician.

4th step: All applicants must submit all final mandatory data and documents, within the timeline indicated.

Note:

The entire application process is to be completed in English (written and oral).

Criteria and parameters of evaluation

The assessment criteria and parameters, with respective weighing and calculation formulas can be found in the following table.

Methods / Selection Instruments	Assessment Parameters		Weighting	Assessment Criteria	Maximum Score
Portfolio	Motivation Letter	Reasons to choose CMS	5	Reasons for choosing CMS that are pertinent, personalized, and well-grounded	20
			3	General reasons for choosing CMS	
			0	No reason for choosing CMS	
		Knowledge of Problem-based Learning - PBL methodology	5	Good knowledge of PBL, including at an international level, with specific examples of applicability and references to relevant sources	
			3	Some knowledge of PBL, with general references, such as news and other primary sources	
			0	No knowledge of PBL	
		Volunteer work	5	Voluntary work in health institutions	
			3	Volunteer work in other institutions	
			0	No volunteer work	
		Importance of volunteer work	5	Relevant, personalized and well-founded reasons	
			3	General reasons	
			0	No reasons	
Interview	Set of mini interviews or stations of equal duration	5 per station (weight 4.5)	Mini interviews conducted through eight stations with a duration of eight minutes each, with one interviewer per station. Eight stations on essential skills	180	

Note:

All applicants will need to submit the portfolio within the set deadline, including completing all of the mandatory fields. The Assessment Committee, after reviewing and assessing all applications, shall assign a score according to the defined assessment criteria.