



T.I.M.E.

Top International Managers in Engineering

CALL OF SELECTION FOR THE ALLOCATION OF EXCHANGE
PLACES AT:

- TECHNICAL UNIVERSITY OF DENMARK - DTU
- GROUPE GRANDES ÉCOLES, FRANCE
- INSTITUTO SUPERIOR TECNICO - IST, LISBON,
PORTUGAL
- ESCOLA TECNICA SUPERIOR D'ENGINYERIA INDUSTRIAL
- ETSEIB, BARCELONA, SPAIN
- YOKOHAMA NATIONAL UNIVERSITY, JAPAN
- UNIVERSITÉ CATHOLIQUE DE LOUVAIN, BELGIUM

A.A. 2024/2025

Deadline for submission of the application:

Monday, March 5th 2024, 13.00 o'clock -
Application for Technical University of Denmark

Monday March, 18th 2024, 13.00 o'clock -
Application for all other institutions

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Art. 1 - General information

1.1. Objective of the Exchange

The University of Padua is part of the international network Top International Managers in Engineering (T.I.M.E.), which, among its activities, promotes international mobility exchanges for the achievement of Double Degrees. The goal of the program is to enable participants to benefit from a high-level education in engineering, enriched by cross-cultural elements and experiences.

1.2. Destination

The available places for the academic year 2024/2025 are the following:

Foreign institution	Exchange places
Technical University of Denmark (DTU) Denmark	10 places
Grandes Écoles - France: - Central Supélec Paris; - École Centrale Lille; - École Centrale Nantes; - École Centrale Lyon; - École Centrale Marseille	Total of 7 places (maximum n. 2 places for each destination) Applicants may indicate one or two locations, in order of preference . The allocation of exchange places will be made according to the order of the merit list and in accordance with the preferences expressed.
Instituto Superior Técnico (IST) dell'Universidade de Lisboa - Portugal	2 places
Escola Tècnica Superior d'Enginyeria Industrial de Barcelona (ETSEIB-UPC) - Spain	2 places
Yokohama National University (YNU) - Japan	2 places
Université Catholique de Louvain - Belgium	2 places

Art. 2 - Admission Requirements

For every destination:

- Be regularly enrolled in a Master's in Engineering at the University of Padua in the A.Y. 2023/24.
- Have a Bachelor's Degree in Engineering from the University of Padua.
- To have attained at least 18 CFU at the date of expiry of the call for applications.
- Be in possession of a weighted average of not less than 25/30 on all the exams taken in the first and second cycle.
- Achieve at least 48 CFUs prior to the scheduled start of the program at the beginning of A.Y. 2024/25, under penalty of exclusion from the program.

Specific Requirements:

- **Yokohama University, Japan** is only open to the following master's degree programs:
 - Bioingegneria
 - Control Systems Engineering
 - Ingegneria Elettronica
 - Computer Engineering
 - ICT for Internet & Multimedia
 - Ingegneria Meccatronica

Art. 3 - Funding

For the first year of study at the foreign institution, the participants in the T.I.M.E. project selected for European destinations will be recognized, unless they are ineligible, the "status" of ERASMUS+ students and will receive the related mobility grant and all the supplements provided by regional and university regulations, for the number of months actually spent at the host university, up to a maximum of 10 months per year. Winning students are therefore required to comply with all the regulations provided for by the Erasmus+ 2024/2025 call for applications (<https://www.unipd.it/en/erasmus-studies-out>), in particular the drafting of a Learning Agreement before the departure and the preparation of a study plan as described in art. 8 below.

Subject to the availability of specific budget funds, the University will provide supplements for the first and second year of mobility, up to a maximum amount of € 500 per month (including the Erasmus+ grant for the first year), for a maximum of 10 months per academic year¹.

Students selected for Yokohama University, Japan, will receive a scholarship of 700 euros per month, subject to the availability of specific budget funds, up to a maximum of 10 months per year. Scholarships are taxed according to law.

At the conclusion of the period spent abroad, students will be asked to submit a brief written report on the activities performed.

The scholarship is linked to the effective participation in the TIME project and the achievement of the two final degrees; in case of interruption of the same without good reason, the student will be required to return the scholarship. If the student renounces within two months from the beginning of the program itself, they will still be required to return the entire grant received; in case of renunciation for serious and documented reasons after two months from the beginning of the program, they may possibly benefit from part of the grant, in proportion to the months actually spent abroad and subject to achieving a minimum of 12 CFUs.²

¹ Scholarships issued by University are taxed according to law.

² No extra money will be available for mobilities exceeding 10 months. The maximum annual amount that can be allocated will correspond to a stay at the foreign headquarters of at least 10 months and will be reduced in proportion to available funds, should the funding prove insufficient. For

Funding refers only to periods of physical mobility.

Winners of exchange places at Grandes Écoles, IST, ETSEIB and YNU and UCL will be exempt from payment of tuition fees at the host institution.

DTU exchange students will be exempt from paying tuition fees at the host institution only if they are EU citizens, as required by Danish national regulations.

All of them must be regularly enrolled in a degree course at the University of Padua during their stay abroad according to the modalities foreseen by the Academic Organs.

Art. 4 - Submission of Application

To participate in the selection process, candidates must submit an online application in Uniweb in accordance with the procedures outlined on the page www.unipd.it/TIME, no later than the deadlines in Art. 9 of this Document.

The applicant must attach to the application, under penalty of exclusion, all the following documents:

Foreign institution	Documents to be attached to the application
Technical University of Denmark (DTU) Denmark	<ul style="list-style-type: none"> • “Statement of Purpose”: cover letter in English, in which the candidate indicates the reasons why they intend to participate in the TIME project; • 2 “Academic letters of reference”: 2 letters of introduction in English issued and signed in original by Unipd university professors; • certification of English language skills, if any; • CV in European format in <i>English</i>.
Grandes Écoles - France: - Central Supélec Paris; - École Centrale Lille; - École Centrale Nantes; - École Centrale Lyon; - École Centrale Marseille	<ul style="list-style-type: none"> • “Statement of Purpose”: cover letter in English, in which the candidate indicates the reasons why they intend to participate in the TIME project; • 1 “Academic letter of reference”: 1 presentation letter in English issued and signed in original by a Unipd university professor; • certification of knowledge of French and possibly other foreign languages, if any; • CV in European format in <i>English</i>.
Instituto Superior Técnico (IST) dell’Universidade de Lisboa - Portugal	<ul style="list-style-type: none"> • “Statement of Purpose”: cover letter in English, in which the candidate indicates the reasons for which they intend to participate in the TIME project; • certification of English language skills, if any; • CV in European format in <i>English</i>.

mobilities of less than 10 months, the maximum amount that can be allocated will be related to the number of months spent in the host university. All CFU in the program will need to be accrued for the Double Degree to be awarded.

Escola Tècnica Superior d'Enginyeria Industrial de Barcelona (ETSEIB-UPC) - Spain	<ul style="list-style-type: none"> • “Statement of Purpose”: cover letter in English, in which the candidate indicates the reasons for which they intend to participate in the TIME project; • certification of English language skills, if any; • CV in European format in <i>English</i>.
Yokohama National University (YNU) - Giappone	<ul style="list-style-type: none"> • “Statement of Purpose”: cover letter in English, in which the candidate indicates the reasons for which they intend to participate in the TIME project at YNU; • certification of English language skills, if any; • CV in European format in <i>English</i>.
Université Catholique de Louvain - Belgio	<ul style="list-style-type: none"> • “Statement of Purpose”: cover letter in English, in which the candidate indicates the reasons for which they intend to participate in the TIME project; • certification of English language skills, if any; • CV in European format in <i>English</i>.

Applicants can apply for up to 2 different partner universities (minimum 1 - maximum 2) in order of preference. Incomplete applications due to lack of data and/or required documents will be considered invalid and applicants will not be admitted to the selection process.

Winners of an exchange position at DTU must submit one of the following certificates of proficiency in English by 15th July 2024:

IELTS	6.5
TOEFL internet-based	88
C1 Advanced / Cambridge Advanced English (CAE)	180

Failure to submit one of these certificates to DTU by the above date will result in the automatic cancellation of the seat assignment.

More information about language requirements and how to submit certification is available on the page: https://www.dtu.dk/english/education/graduate/admission-and-deadlines/application_procedure/apply/language-test-requirements

Art. 5 - Selection Criteria

Candidates will be evaluated by a special committee, appointed by the Rector, based on the following criteria:

- weighted average of the grades of the exams taken (max. 60 points);
- motivation of the candidate to participate in the T.I.M.E. Project and curriculum vitae (max. 35 points);
- Language proficiency (*English for candidates at DTU, IST, ETSEIB, YNU, UCLouvain; French for candidates at Grandes Écoles*).

The minimum score required to enter the ranking list is 60 points.

ATTENTION

Partner institutions may require specific language certificates during the application process. Applicants should verify any language requirement that the partner institutions may require, as well as when and how they must be certified.

In the event of equal merit, preference will be given to applicants who have not previously taken advantage of student mobility programs and/or study abroad opportunities (e.g. Erasmus+, Ulisse). Students that have already received an Erasmus+ grant during the same cycle will not be able to receive the Erasmus+ grant during their first year.

Commission evaluations will also be based on selection interviews, which will be held:

For DTU: 6/03/2024, at 10.00 o'clock

For the other institutions: 19/03/2024, at 10.00 o'clock

Information to access the interviews will be communicated to candidates via email.

Candidates who are not present at the selection interviews will be automatically excluded.

Art. 6 - Rankings

At the end of the work, the Commission will formulate a ranking list.

The rankings will be published EXCLUSIVELY on the University's website at <https://www.unipd.it/time>. No personal communications will be made, either written or by telephone.

Successful candidates must confirm their acceptance of the position assigned exclusively in Uniweb by 11/03/2024 for the Technical University of Denmark (DTU), and by 26/03/2024 for all other destinations.

In case of non-acceptance by the deadline, the other eligible candidates will take over, according to the order in the ranking.

Art. 7 - Acceptance by the foreign university

After the publication of the ranking list, the winning students must proceed with the enrollment at the host university according to the procedures and within the deadlines established by them.

The partner universities will proceed with their own internal selection.

ATTENTION

The admission of the student is therefore subject to acceptance by the host university, which is normally communicated by the month of July.

Students enrolled in a Master's degree program at the University of Padua, winners of an exchange position at one of the **French destinations**, will attend a course in France that includes one year of *Common Core* and one year of *Spécialisation*; **admission to the École does not automatically imply admission to the required specialization course.**

Although students will be able to express a preference with respect to the specialization they wish to pursue, it is only at the end of the first year of mobility that the bodies of the École will decide and evaluate which specialization course to admit the student to. The credits acquired during the mobility can be recognized, even if the student is not admitted to the specialization course.

Art. 8 - Study Plan

In agreement with the teachers of Padua and the host institution, selected students will have to prepare their study plan to be carried out during the two-year period abroad.

The study plan must generally be prepared in the first three months after departure and approved (by December 31, 2024) by the T.I.M.E. Area Responsible, possibly assisted by the delegate of the Council of Course of Studies (CCS) to which the student belongs, in accordance with the requirements for the achievement of the double degree TIME.

In order to obtain the T.I.M.E. double degree, candidates will have to acquire at least 180 ECTS credits (=CFU) in the second cycle, of which 120 at the foreign institution and 60 at the University of Padua.

The mobility period at the host institution must be of two years.

Any exceptions to the duration of the period abroad or to the distribution of credits between the two sites must be agreed upon and approved by the T.I.M.E. Commission and the foreign site.

The Master's degree must necessarily be completed at the University of Padua with the discussion of the Master's thesis.

Art. 9 - Deadline calendar:

March 5th 2024 at 13.00	Online applications for Technical University of Denmark (DTU)
March 6th 2024 at 10.00	Interviews for Technical University of Denmark (DTU)
March 16th 2023 at 13.00	Online applications for: <ul style="list-style-type: none"> • Grandes Écoles • Escola Tècnica Superior d'Enginyeria Industrial de Barcelona (ETSEIB-UPC) • Instituto Superior Técnico (IST) • Yokohama National University • Université Catholique de Louvain
March 19th 2024 at 10.00	Interviews for:

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- Grandes Écoles
 - Escola Tècnica Superior d'Enginyeria Industrial de Barcelona (ETSEIB-UPC)
 - Instituto Superior Técnico (IST)
 - Yokohama National University
 - Université Catholique de Louvain (UCT)
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Art. 10 - Contact and information

Only the institutional mailing address, i.e. name.surname@studenti.unipd.it, will be used for all communications addressed to applicants and exchange winners.

This announcement is managed and coordinated by Projects and Mobility Office - Settore Mobilità

Via Lungargine del Piovego 1 - 35129 Padova

Email: mobility.out@unipd.it

Phone number: +39 049 827 5033

Telegram: <https://t.me/internationalmobilityUNIPD>

More information and the list of the T.I.M.E. representatives for each Course can be found at: <https://www.unipd.it/time>

Art. 11 - Processing of personal data

The University of Padua processes the personal data of the data subjects in accordance with the principles of fairness, lawfulness, transparency and minimization, for the protection of confidentiality and all the rights of the data subjects, in accordance with the provisions of the European Regulation on the protection of personal data (EU Regulation 2016/679, so-called GDPR), the Code on the protection of personal data (Legislative Decree 196/2003 and subsequent amendments) and the subsequent implementing measures adopted by the European authorities and the Guarantor for the protection of personal data (www.garanteprivacy.it).

Art. 12 - Final dispositions

The Administrative Processor is Dott.ssa Alessandra Gallerano, Director of the Projects & Mobility Office. Candidates are entitled to exercise their right of access to the records of the competition process as provided by the current regulations. The request must be received by the Projects and Mobility Office, University of Padua, Via Lungargine del Piovego 1 - 35129 Padua, by filling out the appropriate form to be obtained from the Office itself.

Padova, date of registration

The Rector
Prof.ssa Daniela Mapelli
*digitally signed in accordance with the
d.lgs. 82/2005*

The administrative process manager <i>Dott.ssa Alessandra Gallerano</i>	The Executive <i>Dott.ssa Dora Maria Cornelia Longoni</i>	The General Director <i>Ing. Alberto Scuttari</i>
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