Departmental Selection Criteria and Procedure Regulations

for the Industrial Design bachelor’s program
for academic year 2018-2019

The dean of the Faculty of Industrial Design, The Dean
having regard to Article 2 of the Regeling selectie en plaatsing fixusopleidingen Technische Universiteit Eindhoven TU/e 2018-2019, having regard to the following provisions
having regard to the recommendation of the Program Committee dated. September 7, 2017 and the
Faculty Board dated. 12 September 2017,
establishes the Faculty Selection Criteria and Procedure for the Bachelor of Industrial Design under

Article 1 General

1. The implementation of these regulations has been entrusted to the Selection Industrial Design Committee, hereinafter referred to as the Committee.
2. The admission of candidates with a non-Dutch prior education (VWO) must be checked by the Central Committee on Admission. To this end, the candidate must submit a complete application file by 15 January at the latest.
3. The Executive Board has set the maximum number of students for the academic year 2018-2019 at 150.
4. A candidate wishing to make use of special facilities in connection with a disability, such as dyslexia, should make this known to the Commission by request before 31 January 2018 and substantiate this request with documentation (medical or psychological explanation).
5. Each candidate must take part in all the tests of the selection to be considered for the ranking number. If you do not take part in one or both of the tests, you will be disqualified and will not receive a ranking number.
6. All dates and times mentioned in this regulation are Dutch times (CET; Central European Time).
7. The e-mail address used in the selection procedure is the same as the e-mail address used for studio link. It is the student’s responsibility to keep an eye on his inbox and spam folder throughout the selection process.

Article 2. Selection criteria

1. The selection for the Bachelor’s program Industrial Design is based on 5 parts, which have been developed to assess whether a candidate is suitable as an Industrial Design student.
   a. The average 5 VWO grades (GPA)
   b. Completion of 2 questionnaires (TU/questionnaire and ID questionnaire),
   c. Presentation of the homework assignment on the selection day,
   d. An individual conversation on the selection day in response to the questionnaire ID
   e. The reflection task.

   Some parts of the procedure do not contribute directly to the ranking of the candidates.

2. If, based on these selection sections, candidates receive the same result, the VWO5 average will be decisive in awarding the final ranking number.
Article 3. Selection procedure

3.1 GPA of 5 VWO grades

1. The VWO-5 grades are part of the selection.
2. The grades shall be rounded to the nearest whole number as appropriate.
3. The candidate must enter the grades online and upload a copy of the grades certified by the secondary school, no later than 31 January 2018.
4. For candidates who apply with an HAVO index number, the HAVO index numbers are part of the selection.
5. For candidates who are eligible for the program through another diploma, the Commission will determine which subjects are equivalent for the purpose of decentralized selection. These subjects are taken into account in a similar way. The conversion rate conversions are based on the numerical conversion tables drawn up by the Nuffic. Candidates can inform the committee in writing by 15 January at the latest of the marks that the committee will include in the selection.
6. Candidates who have not submitted a report by 31 January 2018 will be excluded from selection and will not receive a ranking number. Excluded candidates will be informed by e-mail within 2 weeks after 1 February 2018.

3.2 Two questionnaires

1. Candidates will receive an invitation to two online questionnaires after their Studielink registration, a TU/e questionnaire and an ID questionnaire no later than 22 January 2018. These two questionnaires must be completed by 4 February 2018 at 23:59 at the latest, otherwise you will be excluded from participation in the remainder of the selection procedure.
2. Most of these questionnaires are intended for self-evaluation. The score of the TU/e questionnaire is not included in the ranking score. This questionnaire provides the candidate with more clarity about his/her motivation and skills. The ID questionnaire will be discussed and assessed with a coach on the selection day (10% of the total). In the ID questionnaire, the candidate gets acquainted with the educational system of Industrial Design.

3.3 Selection day

1. Together with the two online questionnaires, the candidate will also receive an invitation to apply for one of the selection days by 4 February 2018, 23:59 hours. The selection days will take place on Thursday 22 February 2018 and Tuesday 6 March 2018. A 3rd selection day has already been reserved on Monday 19 February 2018. This additional selection day is only used when the number of candidates is too high to place on 2 selection days.
2. Candidates will receive the homework assignment via e-mail 2 weeks before their chosen selection day.
3. All candidates must take part in one of the selection days.
4. On the selection day, the candidates present their homework assignment in 5 minutes each in groups of 5/6. After each presentation, the other candidates are asked to actively ask questions and give feedback. After all presentations the coach/tutor will give feedback per candidate.
5. On the selection day, the candidates each have an individual interview (10 minutes) with the coach/tutor based on the answers to the ID questionnaire.

3.4 Reflection assignment

1. The candidates receive the necessary information about the reflection assignment on the selection day.
2. Within 1 week after the relevant selection day, the candidate must submit the reflection assignment via the mail/system.
3. If the candidate has not taken part in all the selection tests, you will not receive a ranking number. Candidates who do not receive a ranking number will be informed after the deadline of the reflection assignment.

**Article 4. Backup procedure for exceptions**

Exceptions shall in any event include:

a) candidates with a disability, such as dyslexia or ADHD
b) non-Dutch-speaking candidates
c) candidates residing outside the Netherlands and therefore cannot be present at the unit on the TU/e campus.

**4.1 Disabled candidates**

1. Candidates who, for example, have dyslexia or ADHD usually get extra time to finish a test, for example. They must indicate this in advance to the student dean of ESA.

2. In the case of the Industrial Design selection procedure, no extra time is needed, as we give ample time for all parts. This allows them to take as long time as they need.

3. On the selection day everyone gives a presentation of 5 minutes. Candidates were able to prepare themselves for this in ample quantities. The questions asked afterwards by fellow candidates give them the opportunity to explain themselves further in case they have not had enough opportunity to do so.

**4.2. Non-Dutch-speaking candidates**

As the working language of the training will be English, the questionnaire and other elements will be provided in English.

**4.3. Candidates not resident in the Netherlands**

1. The questionnaires are online and can be used by candidates who are not resident in the Netherlands.

2. International candidates for whom it is impossible to travel to Eindhoven must indicate this by 4 February 2018, 23:59 hrs via e-mail (selection@tue.nl). A Skype meeting will then be scheduled to replace the selection day. They receive the homework assignment 2 weeks before the planned Skype moment.

3. For the ski meeting, the international candidates must send images of the deliverables digitally.

4. Via Skype, the candidate gives n. a. v. The visual material of the deliverables will be presented for 5 minutes, after which he will receive feedback from the coach.

5. During this Skype Meeting, the ID questionnaire is also discussed in 10 minutes.

6. After the interview, the candidate has 1 week to complete his reflection assignment.

**Article 5 Fraud**

1. If fraud is detected during the selection procedure, candidates will be excluded from the selection. The candidate does not receive a ranking number and he uses an opportunity to participate.

2. A committee consisting of the Manager Education and Student Affairs of the Faculty of Industrial Design, the study program director of the Industrial Design Bachelor’s program and a member of the Examination Board of the Industrial Design program, determines whether there has been fraud.

3. If a candidate is suspected of fraud or caught of fraudulent conduct, the admissions committee will ask the candidate to cooperate in collecting evidence. The suspect candidate will be heard and the chance data will be given to add written comments to the report of the admissions committee. The candidate is allowed to continue to complete the selection procedure during the examination.
Article 6 Weighting and fixing of the results of selection rounds and ranking number

1. The GPA of the pre-school program counts for 50% of the final selection score, this is part 1. Component 2 consists of the faculty selection process: the presentation of the homework assignment on the selection day counts for 20%, the individual interview on the selection day on the ID questionnaire counts for 10% and the reflection assignment counts for 20% on the final selection score.

2. All results are converted to standard scores before being combined into a total score. In the determination of the total score, part (1) and part (2) count equally heavily (50-50).

3. The ranking number of the candidate is determined by comparing his/her final score with the other candidates. The participant with the highest total score gets the lowest ranking number, the participant with the next highest total score gets the ranking number, etc. taking into account the provisions of art. 9 subsection 3 of the Regulations on selection and placement of fixus programs for the Eindhoven Technical University TU/e 2018-2019.

4. If it appears that two or more candidates are eligible for the same ranking number on the basis of the results of the different components, the VWO-5 score determines the mutual ranking.

5. The various selection sections are assessed by means of classification. The scores of the candidates are compared with the other candidates. As a result, there is no fixed score for admitting a candidate. No feedback is given on the scores achieved. Only the ranking number will be communicated.

Article 7 Notification of the results

a. On 15 April 2018, the candidate who has not previously signed out will receive notification of the ranking number via Studielink.

b. A candidate can obtain further information on the result of the selection in the following way: by e-mail to the Commission, an explanation of the score per item that led to the ranking number can be requested.

Article 8 Final provisions

This regulation was established by the Dean of the Faculty of Industrial Design of Eindhoven University of Technology, on September 12, 2017 and can be cited as Regulations of faculty selection criteria and procedure for the Bachelor's program for industrial design 2018-2019.