

APPLICATION PORTFOLIO

Master in Data Science

Area of specialization – 01.04.02 «Applied Mathematics and Informatics»

Application Portfolio (Data Science Master's Program, 2023)

Applicants are selected on the basis of their portfolio, which includes required and optional components. The Admission Committee may invite the applicant for an interview by Skype (the latter is organized remotely), if necessary. The admission process for foreign applicants starts in November 2023 and ends on August 2024.

OBLIGATORY (must-have) stack of documents:

- Properly filled in application form
- Bachelor's (Specialist's or Master's) diploma supplemented by official transcripts that reflect the attained results of previous years of studies (if an applicant has not yet received his/her Bachelor's (Specialist's or Master's) diploma, he / she should include an official copy of most recent valid academic transcript)

An applicant must possess a degree in one of the following fields of study – namely, they are Computer Science, Computer and Information Sciences, Applied Mathematics and Computer Science or, at least, to have courses in Algorithms and Data Structures, Programming, Databases Theory and Advanced Mathematics (Calculus, Linear Algebra, Probability Theory and, Mathematical Statistics) as evidenced in diploma (transcripts) or certificates provided.

When assessing the applications, the Admission Committee takes into consideration the number of credits, final grades obtained in corresponding courses and applicant's university ranking.

- Letter of Motivation **in English** (~500 words, not more than two pages of A4 format (printed text), Times New Roman, Liberation Serif or similar font type, the font's size is 12 or 14 points, single spacing, full justification of the text (alignment on the width of the page), the upper part of the first page provides the contact information of the applicant, his (her) full name, phone number and e-mail address(-es)). The letter should clearly explain your reasons for applying in the context of your long-term career goals and background. The quality of your English is also evaluated.
- Exam results confirming **English language** proficiency (certificates issued not earlier than 2021 are considered), namely (one of), *IELTS certificate* (≥ 6.0), *TOEFL IBT* (≥ 80), *TOEFL PBT* (≥ 500), *TOEFL CBT* (≥ 232), *CAE* (grade C (pass)), *CPE* (grades A, B or C), *BEC Higher* (grades A, B or C).
- At least, 1 (one) letter of recommendation (**in English**) from the academic teaching staff of applicant's university, term paper, thesis or project supervisor(s), or applicant's employer. The names of applicant's referees must be indicated clearly (see also HSE [Recommendation Guidelines](#))
- **CV in English** (with photo), which confirms your professional experience – please indicate your position and the list of duties, or scientific activity in the Computer Science field of study, including educational internship.

OPTIONAL stack of documents:

- List of articles in scientific and professional journals, conferences, collections of student work, etc. (the author's name and the title of the publication should be clearly indicated)
- Professional development, training, specialized online courses, etc.; we expect to see the list of courses, in which applicant successfully participated, with an indication of diploma / certificates obtained.
- Any additional academic evidence that may help Admission Committee to evaluate the candidate more specifically on a favorable side (e.g. certificates of prior academic achievements, presentations, participation in academic (professional) Olympiads, competitions, hackathons, etc. – everything that an applicant considers as significant and representative cases).

For each criterion the result (points gained) is an arithmetic mean of the Admission Committee member evaluations specified. All decisions regarding applications are considered as final ones, and Admission Committee does not provide any comments on the evaluation process and details of results attained.

Applicants' portfolios, which do not contain all obligatory documents (see 'Obligatory stack of documents' chapter above), are not considered by the Admission Committee.

Criteria for Portfolio Assessment

Component	Range of points
Diploma, Transcript of academic records	0-30
Articles in scientific and professional journals, conferences, collections of student work	0–10
Letter of Motivation and Letter(s) of Recommendation	0–20
Professional development, training, specialized online courses.	0–10
English language proficiency certificate	0–10
Interview	0–20

Date 09.10.2023

Academic Supervisor
Sergei Kuznetsov