

Master's programme
«Communications in the Public Sector and NGOs»

Portfolio section*	Comments	Maximum points
<i>Required documents</i>		
Oral interview	No special documents required	Up to 30 points
Copy of Diploma	A scan of diploma confirming level of education and qualification. The presence of diploma with honors is taken into account in the «Individual Achievements» section	No points, but is required in portfolio
CV	Summary of professional experience. CV should contain key information about the applicant's professional experience, education, additional education and competencies.	No points, but is required in portfolio
Motivation Letter	A statement of motivation for entering the programme. A brief description of relevant professional and personal experience that highlights the reason of application. May contain the description of the most successful professional cases	Up to 10 points
Letters of Recommendation	Letters of recommendation from employers and/or research supervisor	Up to 15 points

Professional Achievements	Documents that confirm participation, prizes or victories in specialized competitions, professional awards, scientific publications, participation in scientific conferences/seminars	Up to 30 points
Individual Achievements	Diplomas and certificates confirming passing of courses, additional professional trainings. Diploma with honors is also counted	Up to 15 points