NATIONAL TECHNICAL UNIVERSITY OF ATHENS

SCHOOL OF MECHANICAL ENGINEERING

INTERDEPARTMENTAL POSTGRADUATE PROGRAM "AUTOMATION SYSTEMS"

CALL OF INTEREST FOR THE ACADEMIC YEAR 2024-2025

1. The Schools of:

   - Mechanical Engineering
   - Electrical and Computer Engineering
   - Chemical Engineering
   - Mining and Metallurgical Engineering
   - Naval Architecture & Marine Engineering
   - Applied Mathematical and Physical Sciences

   offer a full-time Interdepartmental Postgraduate Program (IPP) on "Automation Systems" in accordance with current legal provisions. The 27th study cycle of the IPP (in accordance with Law 4957/2022), will be offered in October 2024.

   The IPP "Automation Systems" has been included in the project "Supporting Actions for the Internationalization of Postgraduate Studies of the National Technical University of Athens (MIS 68164600) and is co-financed by Greece and the European Union ECB through the Operational Program "Human Resource Development, Education and Lifelong Learning", for the purpose of the participation of students from abroad. In this context, the instruction is given in English exclusively. The program is free for EU students. Students outside the EU will be subject to low tuition fees (TBA) per term.

2. To obtain the Diploma of Postgraduate Studies - Master of Science, attendance and successful examination in 12 courses are required, as well as preparation of and successful examination on a Postgraduate Diploma Thesis.

3. Applicants to the IPP "Automation Systems" must be graduates of Applied and Engineering Schools of Greek Universities or equivalent recognized Schools from abroad, as defined by law. Candidates who will receive their degree after the examination period of September-October 2024 are eligible also. Good knowledge of foreign languages is essential, especially of English, the excellent knowledge of which will be considered of increased importance from this year onward (see also above).

4. The selection Criteria of students will be made in accordance with the conditions of article 7 of the Regulation of IPP issued on 4th March 2024 (Official Government Gazette 1454 issue B). The selection criteria include:

   - The grade of the degree obtained (GPA).
   - The affinity of the discipline of the undergraduate degree with that of the IPP.

- The performance in undergraduate courses related to the discipline of the IPP.
- The topic of and the quality of the Degree/Diploma Thesis, if applicable.
- Excellent knowledge of the English Language.

The following will be considered also:

- Letters of recommendation.
- Any relevant research and professional activity of the candidates.

The Programme Studies Committee (PSC) may ask candidates for a personal interview and/or pass exams.

Interested applicants are invited to submit electronically, between **Saturday, June 1st, 2024**, and **Sunday, June 30th, 2024**, the following supporting documents (see the Appendix):

1. Application - only in doc/docx (Word) format.
2. Copy of diploma or degree.
3. Copy of transcript (graduates).
4. Final-year students will submit a certified temporary transcript along with a self-declaration form (YD) according to Law 1599/86, that they accept their possible selection to be made on the condition of obtaining their degree, up to the examination period of September-October 2024, and of issue of the relevant certified copy until 20/10/2024.
5. Proof of knowledge of a foreign language.
6. A full curriculum vitae which must include documented information about the candidate's studies, research and/or professional activity and scientific work (for which a copy of the cover and abstract must be submitted).
7. Copies of Degrees with Grades i.e., transcripts, (for foreign undergraduate or postgraduate Degrees issued by non - EU Institutions the embassy consulate legalization is obligatory, while in case of undergraduate or postgraduate Degrees issued by EU Institutions the apostille procedure is required - except for Degrees issued by Greek institutions).
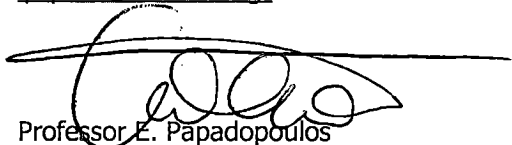
In addition, applicants must make sure to have the following files submitted in their behalf:

8. Two letters of recommendation submitted electronically (instructions in the Appendix).

The announcement of the successful candidates will be made, if possible, by the end of July 2024. The supporting documents of the successful candidates should be submitted to the IPP Secretariat (Mechanical Engineering Building E, Office 001 - ground floor, Zografou Campus) during the registration period of the first semester (October 2024).

More information about the IPP can be found at: https://dpms-as.mech.ntua.gr/en/ or provided by the Secretariat of the IPP: Tel.: +30 210-772-2330/3578, e-mail: ipsp_as@mail.ntua.gr.

Athens, 27/05/2024

Professor E. Papadopoulos

Director of IPP "Automation Systems"

Appendix: Application Guidelines for the Academic Year 2024 - 2025

A. Electronic submission of supporting documents

Interested applicants must submit their expression of interest in the IPP by sending an e-mail to the IPP Secretariat, i.e., to ipsp_as@mail.ntua.gr, see example below.

They will then receive a reply, which will contain a dropbox link, where they will upload a folder with the necessary supporting documents except for the letters of recommendation.

The supporting documents will be in pdf format (except for the application). The files will be named with the following coding (number-hyphen-candidate surname-hyphen-type of file):

    11-Candidate's Surname-application.doc

    21-Candidate's Surname-diploma.pdf or 22-Candidate's Surname-degree.pdf

    31-Candidate's Surname-temporary-transcript.pdf

    32-Candidate's Surname-YD.pdf

    41-Candidate's Surname-transcript.pdf

    51-Candidate's Surname-foreign-language.pdf

    61-Candidate's Surname-resume.pdf

    62-Candidate's Surname-assignment1.pdf, etc., if they apply

    71-Candidate's Surname-Copy-of-Degree-with-Apostille-or-Consulate-Legalization.pdf

Attention: the above supporting documents will be placed in a folder that will be created on the computer of each interested party. This file will be named with the name of the interested party, writing first the surname and then the first name, in capital and small letters (e.g., Papadopoulos_Evangelos) and will be uploaded to the link that will be provided by the IPP Secretariat e-mail.

B. Electronic submission of letters of recommendation

The e-mail sent to the IPP Secretariat (ipsp_as@mail.ntua.gr) by the applicants will include the names and emails of the people who will submit letters of recommendation. The letters of recommendation will not be uploaded by the applicants, but directly by those who have agreed to submit them.

C. Formal email example to the Secretariat of the IPP "Automation Systems"

Subject: Application of his/her Name-Surname

I hereby inform you that I intend to apply for admission to the IPP AS, for the academic year 2024-25. Please email me a link to upload my supporting documents and the application form.

The required letters of recommendation will be submitted by the following persons:

    Name1 Surname1, Professor AUTH, email1@auth.gr

    Name2 Surname2, Asst. Professor NTUA, email2@mail.ntua.gr

Thank you,

Signed

APPLICATION

To the Programme Studies Committee (PSC)
of the Interdepartmental Postgraduate Program (IPP) "Automation Systems"

Please consider my application for admission to the Interdepartmental Postgraduate Program (IPP) "Automation Systems" for the Academic year 2024 - 2025, and in the direction:

☐	A:	Manufacturing and Production Systems
☐	B:	Automatic Control & Robotic Systems

Personal Details	
First Name (Name)	
Last Name (Surname)	
Father's name	
Mother's name	
Date of Birth (dd/mm/yyyy)	
Residential address - Postal Code	
Home phone number	
Mobile phone	
Email	

Education	
Faculty/Department	
Flow/ Direction/ Option	
Institution	
Degree Grade Point Average (GPA)	
Courses only Grade verage	
Graduation Rank (if known)	

Diploma/ Degree Thesis (D.T.)		
Thesis Title (if applicable)		
Thesis Grade (if applicable)		
Thesis Supervisor (if applicable)		Rank: Professor

Letters of Recommendation			
Full Name	Rank	Department-School-University	email
	Professor		
	Professor		

Present briefly (up to 15 lines) the reasons for which you wish to attend the IIMP «Automation Systems»

State 5 undergraduate courses related to the IIMP, and the grade received	
Course Title	Grade (numerical)
1.	
2.	
3.	
4.	
5.	

Foreign Languages	
Foreign Language	Diploma/Degree
1.	
2.	
3.	

Level of Knowledge of S/W Packages & Programming Languages	
Software title	Level
1.	Select
2.	Select
3.	Select

Other Academic Activities*	Yes	No	#
Have you received any scholarship/award during your studies?	☐	☐	0
Have you participated to conferences, seminars, workshops?	☐	☐	0
Have you contributed to a publication in a scientific journal or conference?	☐	☐	0
Have you completed an internship/ stage?	☐	☐	0

(*refer details in your CV)

	List of Attached Documents
☒	1. Present Application
☐	2. Copy of Diploma or Degree
☐	3. Certified Transcript of Grades*
☐	4. Students who aim to graduate during the repeat period of September-October 2024 must submit a certified copy of their current Transcript of Grades, and an Affirmation (Law 1599/86), stating that they accept their possible selection to be made with the condition of obtaining their degree, by the repeat period of September-October 2024, and the issuance of the final certified Transcript of Grades until 10/20/2024*
☐	5. Proof of sufficient knowledge of English and of other languages if it applies
☐	6. Detailed curriculum vitae which must include documented information about the applicant's studies, research and/or professional activities, and scientific publications (for which a copy of the cover and abstract must be submitted).
☐	7. For degrees from non-Greek European Union universities, the Hague stamp (apostille) is required, while for those from countries outside the European Union, a copy with a Consular Visa is required.

* Pl. check either box 3 or box 4.