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(Announcements)

ADMINISTRATIVE PROCEDURES

EUROPEAN PERSONNEL SELECTION OFFICE (EPSO)

NOTICE OF OPEN COMPETITION

EPSO/AD/371/19 — SCIENTIFIC RESEARCH ADMINISTRATORS (AD 7) in the following fields: 1. Quantitative and qualitative policy impact assessment/evaluation; 2. Data science applications; 3. Modelling for policy; 4. Development of space, telecommunication and remote sensing applications; 5. Scientific knowledge management and communication; 6. Nuclear research and decommissioning

(2019/C 68 A/01)

Deadline for registration: 26 March 2019 at 12.00 (midday), CET

The European Personnel Selection Office (EPSO) is organising an open competition, based on qualifications and tests, to draw up reserve lists from which the European Institutions, mainly the European Commission's Joint Research Centre (JRC), may recruit new members of the civil service as ***'administrators'*** (function group AD).

Most posts will be in various JRC sites (Seville, Spain; Petten, The Netherlands; Ispra, Italy; Geel, Belgium, and Karlsruhe, Germany) and in the following Directorates:

B. Growth and Innovation

C. Energy, Transport and Climate

D. Sustainable Resources

E. Space, Security and Migration

F. Health, Consumers and Reference Materials

G. Nuclear Safety and Security

H. Knowledge Management

I. Competences

This notice of competition and its annexes form the legally binding framework for these selection procedures.

Please see ANNEX III for the general rules governing open competitions.

Number of successful candidates sought:

1. Quantitative and qualitative policy impact assessment/evaluation	**20**
2. Data science applications	**10**

This notice covers six fields. **You may only apply to one**. You must make your choice when you apply online and you will not be able to change it after you have validated your online application form.

WHAT TASKS CAN I EXPECT TO PERFORM?

The mission of the JRC staff is to provide customer-driven scientific and technical support for the conception, development, implementation and monitoring of EU policies. As a service of the European Commission, the JRC functions as a reference centre of science and technology for the Union. Close to the policy-making process, it serves the common interest of the Member States, while being independent of special interests, whether private or national.

Please see ANNEX I for more information about the typical duties to be performed and related specific competences.

AM I ELIGIBLE TO APPLY?

You must meet ALL of the following general and specific conditions on the closing date for online applications:

1) *General conditions*

— Enjoy full rights as a citizen of a Member State of the EU

— Meet any obligations under national laws on military service

— Meet the character requirements for the duties concerned

2) *Specific conditions — languages*

You must have knowledge of *at least 2 official EU languages;* one at minimum C1 level (thorough knowledge) and the other at minimum B2 level (satisfactory knowledge).

Please note that the minimum levels required above must apply to each linguistic ability (speaking, writing, reading and listening) requested in the application form. These abilities reflect those of the *Common European Framework of Reference for Languages (https://europass.cedefop.europa.eu/en/resources/european-language-levels-cefr).*

In this notice of competition we will refer to the languages as:

— Language 1: language used for the computer-based Multiple-Choice Question tests

— Language 2: language used for the selection based on qualifications (Talent Screener), for the assessment centre tests and for communication between EPSO and the candidates who have submitted a valid application. This must be different from language 1.

Language 2 must be English, French, German, Italian or Spanish

Successful candidates recruited for these particular fields are required to have a satisfactory knowledge (minimum B2 level) of English, French, German, Italian or Spanish. While knowledge of additional languages may be an advantage, JRC Directorates concerned have recourse to English, French, German, Italian and Spanish for research work, internal communication as well as communication with external stakeholders, publications and reports, so that, with respect to these services, a satisfactory knowledge of at least one of these five languages is essential. This choice is service-oriented and consequently, a successful candidate not having a satisfactory knowledge of English, French, German, Italian or Spanish would not be immediately operational.

3) *Specific conditions — qualifications and work experience*

— A level of education which corresponds to completed university studies of *at least four years* attested by a diploma in a relevant scientific domain (see list below), followed by *at least six years'* professional experience directly relevant to the nature of the duties.

Doctoral studies in one of the scientific domains listed below can be counted as working experience up to a maximum of three years.

or

— A level of education which corresponds to completed university studies of *at least three years* attested by a diploma in a relevant scientific domain (see list below), followed by *at least seven years'* professional experience directly relevant to the nature of the duties.

Doctoral studies in one of the scientific domains listed below can be counted as working experience up to a maximum of three years.

Please find hereunder a list of the relevant scientific domains which will be considered by the Selection Board:

Agricultural sciences	Forestry	Natural sciences
Architecture	Geography	Nuclear sciences
Biochemistry	Geology	Nutritional sciences
Biology	Hydrological sciences	Oceanography/marine sciences
Chemistry	Life sciences	Pharmacy
Computer sciences	Material sciences	Physics
Ecology	Mathematics	Political sciences
Economics	Medical sciences	Psychology
Educational sciences	Meteorology	Social sciences and Humanities
Engineering	Nanotechnology	Statistics
Environmental sciences	Nano biotechnology	

Please see ANNEX IV for examples of minimum qualifications

HOW WILL I BE SELECTED?

1) *Application process*

When completing your application form, you will have to select a language 1 and a language 2. You will have to select your language 1 from among any of the 24 official EU languages and your language 2 from among English, French, German, Italian or Spanish. You will also have to confirm your eligibility for the chosen field and provide further information *relevant to the field* (for example: diplomas, work experience and answers to field-related questions (Talent Screener)).

You can select any of the 24 official EU languages when completing your application form, except for the *Talent Screener* section which *must be completed in your language 2* for the following reasons: the Talent Screener is subject to a comparative assessment by the Selection Board, it is used as a reference document by the Board during the field-related interview at the assessment centre, and is used for recruitment purposes if a candidate is successful. It is therefore in the interest of the service and the candidates to complete the Talent Screener in Language 2.

Please note that your whole application form will be accessed by the Selection Board (during the competition) and by the HR services of the European Institutions (for recruitment in case you are a successful candidate) who work in a limited number of vehicular languages. In case you succeed in the competition and your name is placed on the reserve list, you will be asked to provide a translation of the application form in language 2 (English, French, German, Italian or Spanish) to the recruiting services if you have used another language for filling in the application form.

By validating your application form you declare on your honour that you meet all the conditions mentioned under the section 'Am I eligible to apply?' Once you have validated your application form, you will no longer be able to make any changes. It is your responsibility to ensure that you complete and validate your application *within the deadline.*

2) *Eligibility checks*

The eligibility requirements laid down in the section 'Am I eligible to apply?' above will be checked against the data provided in candidates' online applications. EPSO will check whether you meet the general eligibility conditions while the Selection Board will check compliance with the specific eligibility conditions under the sections 'Education and Training', 'Professional Experience' and 'Language Skills' of the candidates' online application.

3) *Selection based on qualifications (Talent Screener)*

In order to allow the Selection Board to carry out an objective assessment of the comparative merits of all candidates in a structured way, all candidates in this competition must answer the same set of questions in the 'Talent Screener' section of the application form in language 2. The selection based on qualifications will be carried out, *only for those candidates deemed eligible* as described above in point 2, using *solely* the information provided in this Talent Screener section. *You should therefore include all relevant information in your Talent Screener answers, even if already mentioned in other sections of your application form.* The questions are based on the selection criteria included in this notice.

Please see ANNEX II for the list of criteria.

To carry out the selection based on qualifications, the Selection Board will first assign each selection criterion a weighting that reflects its relative importance (1 to 3) and each of the candidate's responses will be awarded between 0 and 4 points. The points are multiplied by the weighting for each criterion and added up to identify those candidates whose profiles best match the duties to be performed.

Only the candidates with the highest total marks at the selection based on qualifications will go through to the next stage.

4) *Assessment centre*

A maximum of 3 times the number of successful candidates sought for each field will be invited to this phase. If you meet the eligibility requirements according to the data in your online application and if you scored one of the *highest total marks* for the selection based on qualifications, you will be invited to attend an assessment centre for 1 or 2 days, most probably in *Brussels*, where you will take tests held in your *languages 1 and 2*.

Unless instructed otherwise, you will have to bring a USB key containing scanned copies of your supporting documents (including a sample of peer reviewed publications) to your assessment centre. EPSO will download your files during your assessment centre tests and return the USB key to you on the same day.

The assessment centre is comprised of a series of computer-based multiple choice question (MCQ) tests and general and field-related competency-based tests as indicated below:

The computer-based MCQ tests will be organised as follows:

Tests	Language	Questions	Duration	Marking	Pass mark
Verbal reasoning	Language 1	20 questions	35 min	Out of 20	Verbal 10/20
Numerical reasoning	Language 1	10 questions	20 min	Out of 10	Numerical + abstract combined: 10/20
Abstract reasoning	Language 1	10 questions	10 min	Out of 10	

The results of the computer-based MCQ tests are eliminatory but will not be taken into account in your final overall marks; however, you must reach the minimum pass marks in all tests.

Eight general competencies, as well as the field-related competencies required for each field of this competition, will be tested through **four tests** (general competency-based interview, field-related interview, group exercise and case study) as described in the following matrices. These tests will be held in your **language 2**

Competency	Tests	
1. Analysis and problem-solving	Group exercise	Case study
2. Communication	Case study	General competency-based interview
3. Delivering quality and results	Case study	General competency-based interview
4. Learning and development	Group exercise	General competency-based interview
5. Prioritising and organising	Group exercise	Case study
6. Resilience	Group exercise	General competency-based interview
7. Working with others	Group exercise	General competency-based interview
8. Leadership	Group exercise	General competency-based interview

Pass mark: 3/10 per competency and 40/80 in total

Competency	Test	Pass mark
Field-related competencies	Field-related interview	50/100

5) **Reserve list**

After checking candidates' eligibility and qualifications (Talent Screener) against their supporting documents, the Selection Board will draw up a reserve list for each field — until the number of successful candidates sought is reached — of those eligible candidates who have obtained all pass marks as well as the highest overall marks following the assessment centre. Names will be listed alphabetically.

The reserve lists and the competency passports, giving qualitative feedback from the Selection Board, of successful candidates will be made available to the EU institutions for recruitment procedures and future career development. Inclusion on a reserve list **does not confer any right to or guarantee of** recruitment.

EQUAL OPPORTUNITIES AND SPECIAL ADJUSTMENTS

EPSO endeavours to apply equal opportunities, treatment and access to all candidates.

If you have a disability or a medical condition that may hinder your ability to sit the tests, please indicate this in your application form and let us know the type of special adjustments you need.

Discover more about our equal opportunities policy and procedure to request special adjustments on our website (https://epso.europa.eu/how-to-apply/equal-opportunities_en) and in the General rules annexed to this notice (under point 1.3. Equal opportunities and special adjustments).

WHEN AND WHERE CAN I APPLY?

In order to apply, you will first need to create an EPSO account. Please note that you must create only one account for all EPSO applications.

Apply online on the EPSO website http://jobs.eu-careers.eu by:

26 March 2019 at 12.00 (midday), CET.

ANNEX I

DUTIES AND SPECIFIC COMPETENCES

1. **Quantitative and qualitative policy impact assessment/evaluation**

Duties

The main duties of successful candidates concern the provision of a range of different types of analytical support to policy development, implementation and evaluation at EU, national and regional levels. This includes quantitative assessment of policy impacts (both *ex post* and *ex ante*), qualitative analysis of policies, their technical, economic, social, environmental and political impacts as well as the analysis of policy and associated governance processes. It also involves the provision of research evidence and scientific instruments supporting policy development and implementation. Such analysis should also take into account different stakeholder perspectives and the socioeconomic conditions.

Successful candidates are expected to have developed some of the specific competencies listed below.

Specific Competencies in:

— Analysis/evaluation of policies and policy processes

— Monitoring of policies and relevant trends in science, policy and industry

— Identifying relevant research approaches and tools and planning research needs

— Identifying content-based research needs

— Identifying possible analysis, strategies and related implications

— Identifying criteria for proposing and selecting policy options

— Participatory methodologies and Stakeholder engagement

— Identifying and assessing data sources and limitations for monitoring and evaluation

— Development of data collection and experiment needs' identification

— Drawing policy inferences from research results

— Territorial policy analysis at sub-national level

— Redistributive impact of policies

— Recognizing and accounting for limitations to findings

— Complex systems analysis

— Social, economic and environmental impact assessment

— Analysis of policy, industry and market linkages

— Market, Life-cycle, and Technology Value-Chain analyses

— Quantitative impact assessment and evaluation of policies

— Conducting quantitative analysis of social, economic and environmental issues

— Counterfactual impact evaluation

— Experimental methods and design of experiments

— Cross-sectional and longitudinal analysis

— Identifying criteria and indicators for monitoring policy impact

— Data visualisation techniques

2. **Data science applications**

Duties

The main duties of successful candidates concern the investigation of all relevant aspects related to data management including data collection, interoperability, modelling, contextualisation, analysis and processing, visualisation and assimilation in order to generate knowledge and information from any sort of multi-dimension and multi-disciplinary data.

We are looking for researchers and IT professionals with demonstrated expertise to accelerate the development of data science dedicated methods and tools in the JRC and facilitate their application to European policy research problems, bringing an evidence-based approach based on the analysis, processing and visualisation of data, possibly coming from heterogeneous sources and in large volumes. While successful candidates may come from different domains, the profile will require competences including statistics, mathematics, computer science and programming, but also the ability to collect, clean and visualise data.

Successful candidates are expected to have developed some of the specific competencies listed below.

Specific Competencies in:

— Deep learning

— Data mining and processing

— Text mining

— Data assimilation, merging, evaluation and mapping

— Machine learning and Artificial Intelligence

— Statistical and econometric data analysis

— Statistical boosting techniques

— Natural Language Processing

— High-performance computing

— Real Time Data collection (IoT)

— Cloud, Edge and Fog computing

— Interoperability of (big) data ecosystem

— Web scraping

— 'Traditional' and Big data analytics

— Quantum computing

— Visualisation and communication of data

— Analysing and assessing the reliability and robustness of data

— Visual analytics

— Network analytics

— Encryption technology and communication

3. **Modelling for policy**

Duties

The main duties of successful candidates concern the development and handling of models and quantitative analysis in support to policy in order to assess different policy options at each stage of the policy cycle (design, implementation, evaluation). The candidate is expected to contribute to the set-up and the carry-out of the quantitative analysis possibly involving heterogeneous data sources and in large volumes, and to the evaluation of results also in terms of societal implications. Duties include bringing to the attention of policy makers the scientific evidence necessary for policy making based on quantitative analysis and modelling. While successful candidates may come from different domains, the profile will require solid scientific background and competences including economics, statistics, mathematics and programming.

Successful candidates are expected to have developed some of the specific competencies listed below.

Specific Competencies in:

— Model development, including the ability to translate modelling concepts and ideas in structured software code using computational software environments

— Expressing real-life problems as abstract social, economic, environmental, or other models in order to carry-out monitoring and evaluation.

— Data science: techniques for static and dynamic data analysis, evaluation and mapping

— Calibration

— Simulation

— The foundations of advanced econometric techniques for static and dynamic data analysis and forecasting

— Microeconomic modelling/analysis

— Macroeconomics modelling/analysis

— Financial modelling/analysis

— Environmental modelling/analysis

— Advanced mathematical and statistical theory and their applications to economics, environment, or other relevant disciplines

— Design and implement independent applied research

— Communication of ideas and results to a non-technical audience, to clients, to managers, etc.

4. **Development of space, telecommunication and remote sensing applications**

Duties

The main duties of successful candidates concern the development and handling of space, remote sensing and telecommunication applications to support the activities of analysis and information extraction related to the application of Earth observation big data, such as that coming from the Copernicus programme, in order to provide evidence-based support to EU policy. Candidates should have a solid background in Earth observation and remote sensing, geo-informatics, as well as the management and analysis of geo-spatial data.

The scientific work on space, remote sensing and telecommunication at JRC aims to support the EU Space Programme (with main components on Earth observation and satellite navigation and smaller components on space situational awareness and satellite communication) and EU objectives on sustainable development, environment, natural resources, climate change, urban and regional development, migration, disaster risk and response, resilience, security and stability.

Successful candidates are expected to have developed some of the specific competencies listed below.

Specific Competencies in:

— Earth system science

— Remote sensing

— Geographic Information Systems

— Geospatial databases

— 5G mobile telecommunications

— Visual analytics

— Network analytics

— Encryption technology and communication

— Remote sensing sciences (Calibration/Validation, airborne, in-situ)

— Satellite communication, navigation and Earth observation

— Advanced Signal processing (visual analysis, time series analysis, expert systems)

— Antennas

— Electromagnetic propagation and scattering

— Satellite orbits

— Telecommunication

— GNSS Positioning, Navigation, Timing

— Geomatics

— Digital signal processing

— Internet communications and data transfer protocols

— Cyber security

— Network and systems analysis

— Security or defence scenarios

— Disaster risk scenarios

— Earth and atmospheric sciences: hydrology, forestry, hydraulics, geophysics, meteorology

— Social sciences, including economics, on human dimension of applications of remote sensing

5. Scientific knowledge management and communication

Duties

The main duties of successful candidates concern Knowledge Management, which in the JRC encompasses in particular the collection, organisation, quality checking, validation, communication, sense-making and availability of science based data, information, tools and methods to support the development and implementation of EU policies.

This framework implies anticipating policy needs, mapping of knowledge gaps and suggesting research topics in support to the Commission's policy services.

Focus is given on developing common tools, best practice and platforms to facilitate knowledge management for policy.

Successful candidates are expected to have developed some of the specific competencies listed below.

Specific Competencies in:

— Synthesising research

— Participating in policymaking

— Understanding research implications of policy makers needs

— Communicating research results to policy makers

— Communicating science to scientists (including publications)

— Managing knowledge communities

— Monitoring and evaluating the impact of research evidence on policymaking

— Engaging with citizens and stakeholders

— Data mining, evaluation and mapping

— Statistical analysis

— Digital communication, including web and social media

— Communicating science to policymakers and the public (including visual communication, graphic design and storytelling techniques)

— Events and meetings management

— Project management

— Life-cycle, market and technology value-chain analyses

6. **Nuclear research (incl. decommissioning)**

Duties

The main duties of successful candidates fall in the domains of nuclear safety, nuclear safeguards, nuclear security, nuclear decommissioning and nuclear applications. Adequate competences in at least one of these domains are required.

Successful candidates should demonstrate knowledge of EU policies and priorities in nuclear research and a well-established involvement in any technical discipline relevant for the nuclear science and technology domains listed above. Furthermore, good organisational and management skills (including communication, problem solving and judgement) and good knowledge management and dissemination skills are required for the job. Experience with administrative and financial procedures would be considered as an advantage.

Successful candidates are expected to have relevant professional experience in some of the specific domains listed below.

Specific Competencies in:

— Nuclear science applications

— Material sciences

— Nuclear reactor fuels and materials

— Radiation physics

— Decommissioning expertise, including legal, operational and technical aspects

— Environmental remediation technology

— Nuclear Engineering

— Nuclear waste management

— Information system design and development

— Radiochemistry, analytical chemistry and Geochemistry

— Project management

End of ANNEX I, click here to return to main text

ANNEX II

SELECTION CRITERIA

The Selection Board considers the following criteria for the selection based on qualifications:

All fields:

1. Academic and/or professional research experience relevant to the chosen field gained after 1 January 2017.

2. Academic and/or professional research experience relevant to the chosen field gained before 1 January 2017.

3. University-level diploma, in addition to the one required to access the competition, in one or more of the scientific domains (see point 3 'Specific conditions — qualifications and work experience' of the Notice of Competition).

4. Publications in peer reviewed journals and professional research reports published after 1 January 2017.

5. Publications in peer reviewed journals and professional research reports published before 1 January 2017.

6. Technical experience relevant to the chosen field (professional use of laboratory equipment, Operating Systems, programming languages, scientific software, other).

End of ANNEX II, click here to return to main text

ANNEX III

GENERAL RULES GOVERNING OPEN COMPETITIONS

GENERAL INFORMATION

Any reference, in the framework of selection procedures organised by EPSO, to a person of a specific gender must be deemed also to constitute a reference to a person of any other gender.

Where candidates tie for the last available place at any stage of the competition, they will all go through to the next stage of the competition. Any re-admitted candidates following a successful appeal will also be invited to the next stage.

Where candidates tie for the last available place on the reserve list, they will all be included on the reserve list. Any re-admitted candidates following a successful appeal at this stage of the procedure will also be added to the reserve list.

1. WHO CAN APPLY?

1.1. General and specific conditions

The general and specific conditions (including knowledge of languages) for each field or profile are indicated in the section 'Am I eligible to apply?'.

Specific conditions regarding qualifications, professional experience and knowledge of languages vary depending on the profile requested. In your application, you should include as much information as possible regarding your qualifications and professional experience (where required) as described in the section 'Am I eligible to apply?' of this notice *that is relevant to the duties*.

(a) **Diplomas and/or certificates:** Diplomas, whether issued in EU or non-EU countries, must be recognised by an official EU Member State body, e.g. an EU Member State's education ministry. The Selection Board will allow for differences between education systems.

For post-secondary education and technical, professional or specialist training, indicate the subjects covered, the duration and whether it was full-time, part-time or an evening class.

(b) **Professional experience** (if required) will be taken into account only if it is relevant to the required duties and:

— constitutes genuine and effective work;

— is remunerated;

— involves a subordinate relationship or the supply of a service; and

— subject to the following conditions:

— **voluntary work:** if remunerated and involving similar weekly hours and duration to a regular job;

— **traineeships**: if remunerated;

— **compulsory military service:** completed before or after the required diploma for a period not exceeding the statutory duration in your Member State;

— **maternity/paternity/adoption leave**: if covered by an employment contract;

— **doctorate:** for a maximum of three years, provided the doctorate was actually obtained, and whether or not the work was remunerated; and

— **part-time work:** calculated *pro rata* on the basis of the number of hours worked, e.g. half-time for six months would count as three months.

1.2. Supporting documents

At different steps of the selection procedure, you will need to provide an official document proving your citizenship (e.g. passport or identity card) which must be valid on the closing date of your application (closing date of the first part of your application in the case of a 2-part application scenario).

All periods of professional activity must be covered by originals or certified photocopies of:

— **documents from former and current employer(s)** stating the nature and level of duties performed, and start and end dates, with the official header and stamp of the company, and the name and signature of the person in charge; or

— **employment contract(s) and first and last pay slips**, with a detailed description of the duties performed;

— (for non-salaried work, e.g. self-employed, liberal professions) **invoices or order forms** detailing the work performed or any other relevant official supporting documents;

— (for conference interpreters where professional experience is required) documents attesting **the number of days**, and **languages interpreted** from and into, relating specifically to conference interpreting.

In general, no supporting documents are required to prove your knowledge of languages, except for some linguist or specialist profiles.

You may be asked for additional information or documents at any stage of the procedure. EPSO will inform you of what supporting documents you need to provide and when.

1.3. Equal opportunities and special adjustments

If you have a disability or a medical condition that may hinder your ability to sit the tests, please indicate this in your application form and let us know the type of special adjustments you need. If a disability or condition develops after you have validated your application, you must inform EPSO as soon as possible using the information indicated below.

Please note that you will have to send a certificate from your national authority or a medical certificate to EPSO in order for your request to be taken into consideration. Your supporting documents will be examined, so that reasonable accommodation can be made where required.

Should you encounter any accessibility issues, or should you require more information, please contact the EPSO-accessibility team by:

— email (EPSO-accessibility@ec.europa.eu);

— fax (+ 32 22998081); or

— post:

> European Personnel Selection Office (EPSO)
> EPSO accessibility
> Avenue de Cortenbergh/Kortenberglaan 25
> 1049 Bruxelles/Brussel
> BELGIQUE/BELGIË

2. BY WHOM WILL I BE ASSESSED?

A Selection Board is appointed to compare candidates and select the best ones on the basis of their competencies, aptitudes and qualifications in the light of the requirements set out in this notice of competition. Its members also decide on the difficulty of the competition tests and approve their content on the basis of proposals made by EPSO.

To ensure the Selection Board's independence, it is strictly forbidden for candidates or anyone outside the board to attempt to contact any of its members, except in the context of tests which require direct interaction between the candidates and the board.

Candidates who wish to state their case or assert their rights must do so in writing, addressing their correspondence intended for a Selection Board to EPSO, which will pass it on to the board. Any direct or indirect intervention by candidates that does not comply with these procedures is forbidden and may result in disqualification from the competition.

The existence of a family relationship or a hierarchical link between a candidate and a Selection Board member, in particular, gives rise to a conflict of interest. Selection Boards are asked to declare any such situations to EPSO immediately when they become aware of them. EPSO will evaluate each case individually and take the appropriate measures. The non-respect of the above mentioned rules could make Selection Board members liable to disciplinary action and result in disqualification from the competition for candidates (see section 4.4).

The names of the Selection Board members are published on the EPSO website (www.eu-careers.eu) before the beginning of the assessment centre/phase.

3. COMMUNICATION

3.1. Communication with EPSO

You should consult your EPSO account **at least twice a week** to keep track of your progress during the competition. If you are prevented from doing so because of a technical problem on EPSO's side, you must notify EPSO immediately and exclusively via the EPSO website (https://epso.europa.eu/help_en).

EPSO reserves the right not to supply information that is already clearly stated in this notice of competition, its annexes or on the EPSO website, including under 'frequently asked questions'.

In all correspondence relating to an application, please mention your **name** as given in your EPSO account, your **application number** and the **reference number of the selection procedure**.

EPSO applies the principles of the code of good administrative behaviour https://ec.europa.eu/info/about-european-union/principles-and-values/ethics-and-integrity/code-conduct-eu-staff_en (as published in the *Official Journal*). Accordingly, EPSO reserves the right to cease any improper (i.e. repetitive, abusive and/or irrelevant) correspondence.

3.2. Access to information

Candidates have specific rights of access to certain information concerning them individually, granted in the light of the obligation to state reasons, in order to allow for an appeal against rejection decisions.

This obligation to state reasons must be balanced with the confidentiality of the Selection Board proceedings, which ensures the boards' independence and the objectivity of the selection. Due to confidentiality, attitudes adopted by members of Selection Boards regarding the individual or comparative assessments of candidates cannot be disclosed.

These access rights are specific to candidates in an open competition and legislation on public access to documents may not confer on them rights broader than those specified in this section.

3.2.1. *Automatic disclosure*

You will **automatically receive** the following information via your EPSO account after each stage of the selection process organised for a given competition:

— **MCQ tests:** your results and a grid with your answers and the correct answers by reference number/letter. Access to **the text of the questions and answers is explicitly excluded**;

— **eligibility:** whether you were admitted; if not, the eligibility conditions that were not met;

— **Talent Screener:** your results and a grid with the question weightings, the points awarded for your answers and your total score;

— **preliminary tests:** your results;

— **intermediate tests:** your results if you are not amongst the candidates invited to the next phase;

— **assessment centre/phase:** if you are not disqualified, your competency passport showing your overall marks for each competency and the Selection Board's comment providing quantitative and qualitative feedback on your performance at the assessment centre/phase.

As a rule, EPSO does not communicate to candidates any source texts or test assignments, as these are intended for re-use in future competitions. For certain tests, however, it may exceptionally publish the source texts or assignments on its website if:

— the tests have been completed;

— the results have been established and communicated to candidates; and

— the source texts/assignments are not intended for reuse in future competitions.

3.2.2. *Information on request*

You may request an **uncorrected** copy of your answers in written tests where the content is **not intended for reuse** in future competitions. This explicitly excludes answers to e-tray exercises and case studies.

Your corrected answer papers and the details of the marking, in particular, are covered by the secrecy of Selection Board proceedings and **will not be disclosed**.

EPSO endeavours to make as much information available to candidates as possible, in accordance with the obligation to state reasons, the confidential nature of Selection Board proceedings and the rules on the protection of personal data. All requests for information will be evaluated in light of these obligations.

Any requests for information should be submitted via the EPSO website (https://epso.europa.eu/help_en) within 10 calendar days of the day your results were published in your EPSO account.

4. **COMPLAINTS AND ISSUES**

4.1. **Technical and organisational issues**

If, at any stage of the selection procedure, you encounter a serious technical or organisational problem, in order to allow us to investigate the issue and take corrective measures, **please inform EPSO exclusively** via the EPSO website (https://epso.europa.eu/help_en).

In all correspondence, please mention your **name** (as given in your EPSO account), your **application number** and the **reference number of the selection procedure**.

If the problem occurs at a test centre, please:

— alert the invigilators immediately so that a solution can be investigated at the centre itself. In any case, ask them to record your complaint in writing; and

— contact EPSO no later than 3 calendar days after your tests via the EPSO website (https://epso.europa.eu/help_en) with a brief description of the problem.

For **problems occurring outside test centres** (e.g. mainly concerning the test booking process), please follow the instructions in your EPSO account and on EPSO's website or contact EPSO immediately via the EPSO website (https://epso.europa.eu/help_en).

For issues with your application, you must contact EPSO immediately and in any case before the deadline for applications via the EPSO website (https://epso.europa.eu/help_en). Queries sent less than 5 working days before the deadline for applications might not be answered before the deadline.

4.2. **Internal review procedures**

4.2.1. *Error in the computer-based multiple choice questions (MCQs)*

The MCQ database is subject to permanent in-depth quality control by EPSO and Selection Boards.

If you believe that an error in one or more of the MCQs affected your ability to answer, you are entitled to ask for the question(s) to be reviewed by the Selection Board (under the 'neutralisation' procedure).

Under this procedure, the Selection Board may decide to cancel the question containing the error and to redistribute the points among the remaining questions of the test. Only those candidates who received that question will be affected by the recalculation. The marking of the tests remains as indicated in the relevant sections of this notice of competition.

Arrangements for complaints about the MCQ tests are as follows:

— **procedure:** please contact EPSO **only via the EPSO website** (https://epso.europa.eu/help_en);

— **language:** in the Language 2 you chose for the competition in question;

— **deadline:** within **3 calendar** days of the date of your computer-based tests;

— **additional information:** describe what the question was about (content) in order to identify the question(s) concerned, and explain the nature of the alleged error as clearly as possible.

Requests received after the deadline or that do not clearly describe the contested question(s) and alleged error will not be taken into account.

In particular, complaints merely pointing out alleged issues of translation, and which do not clearly specify the problem, will not be taken into account.

The same review procedure applies with regard to errors in the e-tray exercise.

4.2.2. *Requests for review*

You can request a review of any **decision** taken by the Selection Board or EPSO that establishes your results and/or determines whether you can proceed to the next stage of the competition or are excluded.

Requests for review may be based on:

— a material irregularity in the competition process; and/or

— non-compliance, by the Selection Board or EPSO, with the Staff Regulations, the notice of competition, its annexes and/or case law.

Please note that you are not allowed to challenge the validity of the Selection Board's assessment of the quality of your performance in a test or the relevance of your qualifications and professional experience. This assessment is a value judgment made by the board and your disagreement with the board's evaluation of your tests, experience and/or qualifications does not prove that it has made an error. Requests for review submitted on this basis will not lead to a positive outcome.

Arrangements for requests for review are as follows:

— **procedure:** please contact EPSO only via the EPSO website (https://epso.europa.eu/help_en);

— **language:** in the Language 2 you chose for the competition in question;

— **deadline:** within **10 calendar days** of the date on which the contested decision was published in your EPSO account;

— **additional information:** indicate clearly the decision you wish to contest and on what grounds.

Requests received after the deadline will not be taken into account.

You will receive an acknowledgment of receipt within 15 working days. The body which took the contested decision (either the Selection Board or EPSO) will analyse and decide on your request and you will receive a reasoned reply as soon as possible.

If the outcome is positive, you will be re-entered in the selection process at the stage at which you were excluded, regardless of how far the competition has progressed in the meantime.

4.3. **Other forms of contestation**

4.3.1. *Administrative complaints*

As a candidate in an open competition, you have the right to address an administrative complaint to the Director of EPSO acting as the appointing authority.

You may submit a complaint against a decision, or lack thereof, that directly and immediately affects your legal status as a candidate, only if the rules governing the selection procedure have clearly been infringed. **The Director of EPSO cannot overturn a value judgment made by a Selection Board** (see section 4.2.2).

Arrangements for administrative complaints are as follows:

— **procedure:** please contact EPSO only via the EPSO website (https://epso.europa.eu/help_en);

— **language:** in the Language 2 you chose for the competition in question;

— **deadline:** within **three months** of notification of the contested decision or of the date by which a decision should have been made;

— **additional information:** indicate clearly the decision you wish to contest and on what grounds.

Requests received after the deadline will not be taken into account.

4.3.2. *Judicial appeals*

As a candidate in an open competition, you have the right to submit a judicial appeal to the General Court, under Article 270 of the Treaty on the Functioning of the European Union and Article 91 of the Staff Regulations.

Note that appeals against decisions taken by EPSO rather than by the Selection Board will not be admissible before the General Court unless an administrative complaint under Article 90(2) of the Staff Regulations has first been made (see section 4.3.1). In particular, this is the case with the decisions concerning the general eligibility criteria, which are taken by EPSO not the Selection Board.

Arrangements for judicial appeals are as follows:

— **procedure:** please consult the website of the General Court (http://curia.europa.eu/jcms/).

4.3.3. *European Ombudsman*

All EU citizens and residents can make a complaint to the European Ombudsman.

Before you submit a complaint to the Ombudsman, you must first make the appropriate administrative approaches to the institutions and bodies concerned (see sections 4.1.-4.3.).

Making a complaint to the Ombudsman does not extend the deadlines for lodging administrative complaints or judicial appeals.

Arrangements for complaints to the Ombudsman are as follows:

— **procedure:** please consult the website of the European Ombudsman (http://www.ombudsman.europa.eu/).

4.4. **Disqualification from the selection procedure**

You may be disqualified at any stage in a selection procedure if EPSO finds that you:

— have created more than one EPSO account;

— have applied to incompatible fields or profiles;

— do not meet all the eligibility conditions;

— made false declarations or declarations unsupported by the appropriate documents;

— have failed to book or sit one or more of your tests;

— have cheated during the tests;

— did not declare in your application form the languages required in this Notice of Competition, or did not declare the minimum level(s) required for those languages;

— attempted to contact a member of the Selection Board in an unauthorised manner;

— failed to inform EPSO of a possible conflict of interest with a Selection Board member;

— submitted your application in a language other than that/those specified in this notice of competition (allowances may be made regarding the use of another language for proper nouns, official titles and job titles as indicated in the supporting documents or labels/titles of diplomas); and/or

— signed or wrote a distinctive mark on anonymously marked written or practical tests.

Candidates for recruitment by the EU institutions must show the highest possible integrity. Fraud or attempted fraud may render you liable to penalty and compromise your eligibility for future competitions.

End of ANNEX III, click here to return to main text

ANNEX IV

EXAMPLES OF MINIMUM QUALIFICATIONS PER COUNTRY AND PER GRADE CORRESPONDING, IN PRINCIPLE, TO THOSE REQUIRED BY THE NOTICES OF COMPETITION

Please click here for an easy-to-read version of these examples

COUNTRY	AST-SC 1 to AST-SC 6 AST 1 to AST 7 Secondary education (giving access to post-secondary education)	AST 3 to AST 11 Post-secondary education (non-university higher education course or short university course lasting at least two years)	AD 5 to AD 16	
			University-level education (lasting at least three years)	University-level education (four years or more)
Belgique — België — Belgien	Certificat de l'enseignement secondaire supérieur (CESS)/Diploma secundair onderwijs Diplôme d'aptitude à accéder à l'enseignement supérieur (DAES)/Getuigschrift van hoger secundair onderwijs Diplôme d'enseignement professionnel/Getuigschrift van het beroepssecundair onderwijs	Candidature/Kandidaat Graduat/Gegradueerde Bachelor/Professioneel gerichte Bachelor	Bachelor académique (180 crédits) Academisch gerichte Bachelor (180 ECTS)	Licence/Licentiaat Master Diplôme d'études approfondies (DEA) Diplôme d'études spécialisées (DES) Diplôme d'études supérieures spécialisées (DESS) Gediplomeerde in de Voortgezette Studies (GVS) Gediplomeerde in de Gespecialiseerde Studies (GGS) Gediplomeerde in de Aanvullende Studies (GAS) Agrégation/Aggregaat Ingénieur industriel/Industrieel ingenieur Doctorat/Doctoraal diploma
България	Диплома за завършено средно образование	Специалист по …		Диплома за висше образование Бакалавър Магистър

COUNTRY	AST-SC 1 to AST-SC 6 / AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
Česká republika	Vysvědčení o maturitní zkoušce	Vysvědčení o absolutoriu (Absolutorium) + diplomovaný specialista (DiS.)	Diplom o ukončení bakalářského studia (Bakalář)	Diplom o ukončení vysokoškolského studia Magistr Doktor
Danmark	Bevis for: Studentereksamen Højere Forberedelseseksamen (HF) Højere Handelseksamen (HHX) Højere Afgangseksamen (HA) Bac pro: Bevis for Højere Teknisk Eksamen (HTX)	Videregående uddannelser = Bevis for = Eksamensbevis som (erhvervsakademiuddannelse AK)	Bachelorgrad (BA or BS) Professionsbachelorgrad Diplomingeniør	Kandidatgrad/Candidatus Master/Magistergrad (mag.art) Licenciatgrad ph.d.-grad
Deutschland	Abitur/Zeugnis der allgemeinen Hochschulreife Fachabitur/Zeugnis der Fachhochschulreife		Fachhochschulabschluss Bachelor	Hochschulabschluss/Fachhochschulabschluss/Master Magister Artium/Magistra Artium Staatsexamen/Diplom Erstes Juristisches Staatsexamen Doktorgrad

COUNTRY	AST-SC 1 to AST-SC 6 AST 1 to AST 7	AST 3 to AST 11		AD 5 to AD 16
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
Eesti	Gümnaasiumi lõputunnistus + riigieksamitunnistus Lõputunnistus kutsekeskhariduse omandamise kohta	Tunnistus keskhariduse baasil kutsekeskhariduse omandamise kohta	Bakalaureusekraad (min 120 ainepunkti) Bakalaureusekraad (< 160 ainepunkti)	Rakenduskõrghariduse diplom Bakalaureusekraad (160 ainepunkti) Magistrikraad Arstikraad Hambaarstikraad Loomaarstikraad Filosoofiadoktor Doktorikraad (120–160 ainepunkti)
Éire/Ireland	Ardteistiméireacht, Grád D3, I 5 ábhar/Leaving Certificate Grade D3 in 5 subjects Gairmchlár na hArdteistiméireachta (GCAT)/Leaving Certificate Vocational Programme (LCVP)	Teastas Náisiúnta/National Certificate Gnáthchéim bhaitsiléara/Ordinary bachelor degree Dioplóma náisiúnta (ND, Dip.)/National diploma (ND, Dip.) Ardteastas (120 ECTS)/Higher Certificate (120 ECTS)	Céim onóracha bhaitsiléara (3 bliana/180 ECTS) (BA, B.Sc, B.Eng)/Honours bachelor degree (3 years) 180 ECTS) (BA, B.Sc, B.Eng)	Céim onóracha bhaitsiléara (4 bliana/240 ECTS)/Honours bachelor degree (4 years/240 ECTS) Céim ollscoile/University degree Céim mháistir (60-120 ECTS)/Master's degree (60-120 ECTS) Dochtúireacht/Doctorate

COUNTRY	AST-SC 1 to AST-SC 6 AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
Ελλάδα	Απολυτήριο Γενικού Λυκείου Απολυτήριο Κλασικού Λυκείου Απολυτήριο Τεχνικού Επαγγελματικού Λυκείου Απολυτήριο Ενιαίου Πολυκλαδικού Λυκείου Απολυτήριο Ενιαίου Λυκείου Απολυτήριο Τεχνολογικού Επαγγελματικού Εκπαιδευτηρίου	Δίπλωμα επαγγελματικής κατάρτισης (ΙΕΚ)		Πτυχίο ΑΕΙ (πανεπιστημίου, πολυτεχνείου, ΤΕΙ) Μεταπτυχιακό Δίπλωμα Ειδίκευσης (2ος κύκλος) Διδακτορικό Δίπλωμα (3ος κύκλος)
España	Bachillerato + Curso de Orientación Universitaria (COU) Bachillerato BUP Diploma de Técnico especialista	FP grado superior (Técnico superior)	Diplomado/Ingeniero técnico	Licenciatura Máster Ingeniero Título de Doctor

COUNTRY	AST-SC 1 to AST-SC 6 / AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
France	Baccalauréat Diplôme d'accès aux études universitaires (DAEU) Brevet de technicien	Diplôme d'études universitaires générales (DEUG) Brevet de technicien supérieur (BTS) Diplôme universitaire de technologie (DUT) Diplôme d'études universitaires scientifiques et techniques (DEUST)	Licence	Maîtrise Maîtrise des sciences et techniques (MST), maîtrise des sciences de gestion (MSG), diplôme d'études supérieures techniques (DEST), diplôme de recherche technologique (DRT), diplôme d'études supérieures spécialisées (DESS), diplôme d'études approfondies (DEA), master 1, master 2 professionnel, master 2 recherche Diplôme des grandes écoles Diplôme d'ingénieur Doctorat
Hrvatska	Svjedodžba o državnoj maturi Svjedodžba o završnom ispitu	Stručni pristupnik/pristupnica	Baccalaureus/Baccalaurea (sveučilišni prvostupnik/prvostupnica)	Baccalaureus/Baccalaurea (sveučilišni prvostupnik/prvostupnica) Stručni specijalist Magistar struke Magistar inženjer/magistrica inženjerka (mag. ing) Doktor struke Doktor umjetnosti

| COUNTRY | AST-SC 1 to AST-SC 6
AST 1 to AST 7
Secondary education (giving access to post-secondary education) | AST 3 to AST 11
Post-secondary education (non-university higher education course or short university course lasting at least two years) | AD 5 to AD 16 | |
			University-level education (lasting at least three years)	University-level education (four years or more)
Italia	Diploma di maturità (vecchio ordinamento) Perito ragioniere Diploma di superamento dell'esame di Stato conclusivo dei corsi di studio di istruzione secondaria superiore	Diploma universitario (DU) Certificato di specializzazione tecnica superiore Attestato di competenza (4 semestri)	Diploma di laurea — L (breve)	Diploma di laurea (DL) Laurea specialistica (LS) Master di I livello Dottorato di ricerca (DR)
Κύπρος	Απολυτήριο	Δίπλωμα = Programmes offered by Public/Private Schools of Higher Education (for the latter accreditation is compulsory) Higher Diploma		Πανεπιστημιακό Πτυχίο/Bachelor Master Doctorat
Latvija	Atestāts par vispārējo vidējo izglītību Diploms par profesionālo vidējo izglītību	Diploms par pirmā līmeņa profesionālo augstāko izglītību	Bakalaura diploms (min. 120 kredītpunktu)	Bakalaura diploms (160 kredītpunktu) Profesionālā bakalaura diploms Maģistra diploms Profesionālā maģistra diploms Doktora grāds

COUNTRY	AST-SC 1 to AST-SC 6 / AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
Lietuva	Brandos atestatas	Aukštojo mokslo diplomas Aukštesniojo mokslo diplomas	Profesinio bakalauro diplomas Aukštojo mokslo diplomas	Aukštojo mokslo diplomas Bakalauro diplomas Magistro diplomas Daktaro diplomas Meno licenciato diplomas
Luxembourg	Diplôme de fin d'études secondaires et techniques	BTS Brevet de maîtrise Brevet de technicien supérieur Diplôme de premier cycle universitaire (DPCU) Diplôme universitaire de technologie (DUT)	Bachelor Diplôme d'ingénieur technicien	Master Diplôme d'ingénieur industriel DESS en droit européen
Magyarország	Gimnáziumi érettségi bizonyítvány Szakközépiskolai érettségi-képesítő bizonyítvány	Felsőfokú szakképesítést igazoló bizonyítvány (Higher Vocational Programme)	Főiskolai oklevél Alapfokozat (Bachelor degree) Alapfokozat 180 credits)	Egyetemi oklevél Alapfokozat (Bachelor degree) 240 credits) Mesterfokozat (Master degree) (Osztatlan mesterképzés) Doktori fokozat

COUNTRY	AST-SC 1 to AST-SC 6 AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
Malta	Advanced Matriculation or GCE Advanced level in 3 subjects (2 of them grade C or higher) Matriculation certificate (2 subjects at Advanced level and 4 at Intermediate level including Systems of Knowledge with overall grade A-C) + Passes in the Secondary Education Certificate examination at Grade 5 2 A Levels (passes A-C) + a number of subjects at Ordinary level, or equivalent	MCAST diplomas/certificates Higher National Diploma	Bachelor's degree	Bachelor's degree Master of Arts Doctorate
Nederland	Diploma VWO Diploma staatsexamen (2 diploma's) Diploma staatsexamen voorbereidend wetenschappelijk onderwijs (Diploma staatsexamen VWO) Diploma staatsexamen hoger algemeen voortgezet onderwijs (Diploma staatsexamen HAVO)	Kandidaatsexamen Associate degree (AD)	Bachelor (WO) HBO bachelor degree Baccalaureus of 'Ingenieur'	HBO/WO Master's degree Doctoraal examen/Doctoraat

COUNTRY	AST-SC 1 to AST-SC 6 / AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
Österreich	Matura/Reifeprüfung Reife- und Diplomprüfung Berufsreifeprüfung	Kollegdiplom/Akademiediplom	Fachhochschuldiplom/Bakkalaureus/ Bakkalaurea	Universitätsdiplom Fachhochschuldiplom Magister/Magistra Master Diplomprüfung, Diplom-Ingenieur Magisterprüfungszeugnis Rigorosenzeugnis Doktortitel
Polska	Świadectwo dojrzałości Świadectwo ukończenia liceum ogólnokształcącego	Dyplom ukończenia kolegium nauczycielskiego Świadectwo ukończenia szkoły policealnej	Licencjat/Inżynier	Magister/Magister inżynier Dyplom doktora
Portugal	Diploma de Ensino Secundário Certificado de Habilitações do Ensino Secundário		Bacharel Licenciado	Licenciado Mestre Doutorado

COUNTRY	AST-SC 1 to AST-SC 6 AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
România	Diplomă de bacalaureat	Diplomă de absolvire (colegiu universitar) Învăţământ preuniversitar	Diplomă de licenţă	Diplomă de licenţă Diplomă de inginer Diplomă de urbanist Diplomă de master Certificat de atestare (studii academice postuniversitare) Diplomă de doctor
Slovenija	Maturitetno spričevalo (spričevalo o poklicni maturi) (spričevalo o zaključnem izpitu)	Diploma višje strokovne šole	Diploma o pridobljeni visoki strokovni izobrazbi	Univerzitetna diploma Magisterij Specializacija Doktorat
Slovensko	Vysvedčenie o maturitnej skúške	Absolventský diplom	Diplom o ukončení bakalárskeho štúdia (Bakalár)	Diplom o ukončení vysokoškolského štúdia Bakalár (Bc.) Magister Magister/Inžinier ArtD.

COUNTRY	AST-SC 1 to AST-SC 6 / AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
Suomi/Finland	Ylioppilastutkinto tai peruskoulu + kolmen vuoden ammatillinen koulutus — Studentexamen eller grundskola + treårig yrkesinriktad utbildning / Todistus yhdistelmäopinnoista (Betyg över kombinationsstudier)	Ammatillinen opistoasteen tutkinto — Yrkesexamen på institutnivå	Kandidaatin tutkinto — Kandidatexamen/Ammattikorkeakoulututkinto — Yrkeshögskoleexamen (min. 120 opintoviikkoa — studieveckor)	Maisterin tutkinto — Magisterexamen/Ammattikorkeakoulututkinto — Yrkeshögskoleexamen (min. 160 opintoviikkoa — studieveckor) / Tohtorin tutkinto (Doktorsexamen) joko 4 vuotta tai 2 vuotta lisensiaatin tutkinnon jälkeen — antingen 4 år eller 2 år efter licentiatexamen / Lisensiaatti/Licentiat
Sverige	Slutbetyg från gymnasieskolan (3-årig gymnasial utbildning)	Högskoleexamen (80 poäng) / Högskoleexamen, 2 år, 120 högskolepoäng / Yrkeshögskoleexamen/Kvalificerad yrkeshögskoleexamen, 1–3 år	Kandidatexamen (akademisk examen omfattande minst 120 poäng, varav 60 poäng fördjupade studier i ett ämne + uppsats motsvarande 10 poäng) / Meriter på grundnivå: Kandidatexamen, 3 år, 180 högskolepoäng (Bachelor)	Magisterexamen (akademisk examen omfattande minst 160 poäng, varav 80 poäng fördjupade studier i ett ämne + uppsats eller två uppsatser motsvarande 20 poäng eller två uppsatser motsvarande 10 poäng vardera) / Meriter på avancerad nivå: — Licentiatexamen — Doktorsexamen — Magisterexamen, 1 år, 60 högskolepoäng — Masterexamen, 2 år, 120 högskolepoäng / Meriter på forskarnivå: — Licentiatexamen, 2 år, 120 högskolepoäng — Doktorsexamen, 4 år, 240 högskolepoäng

COUNTRY	AST-SC 1 to AST-SC 6 / AST 1 to AST 7	AST 3 to AST 11	AD 5 to AD 16	
	Secondary education (giving access to post-secondary education)	Post-secondary education (non-university higher education course or short university course lasting at least two years)	University-level education (lasting at least three years)	University-level education (four years or more)
United Kingdom	General Certificate of Education Advanced level — 2 passes or equivalent (grades A to E) BTEC National Diploma General National Vocational Qualification (GNVQ), advanced level Advanced Vocational Certificate of Education, A level (VCE A level)	Higher National Diploma/Certificate (BTEC)/SCOTVEC Diploma of Higher Education (DipHE) National Vocational Qualifications (NVQ) Scottish Vocational Qualifications (SVQ) level 4	(Honours) Bachelor degree NB: Master's degree in Scotland	Honours Bachelor degree Master's degree (MA, MB, MEng, MPhil, MSc) Doctorate

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EN