

Regulation Selection Criteria and Procedure

for the bachelor programme Aerospace Engineering 2021-2022.

The Dean of the Faculty of Aerospace Engineering establishes the following regulation, respecting the Selection Criteria and Placement Regulations of the Executive Board and after advice of the Faculty Student Council of the Faculty of Aerospace Engineering.

1. General regulations

- I. A candidate may participate up to 3 times in the selection procedure of the bachelor programme Aerospace Engineering. A candidate can only participate once per academic year.
- II. The obtained ranking number is only valid during the selection and admission procedure preceding that specific academic year. It is not possible to use obtained ranking numbers for later academic years.
- III. The execution of this regulation is appointed to the Education and Student Affairs Department of the Faculty of Aerospace Engineering.
- IV. All candidates must register in Studielink before the deadline of 15 January 2021.
- V. Candidates without a Dutch pre-university diploma (VWO) must also register in Osiris (osiaan.tudelft.nl) and answer the questions and upload the required documents before the deadline of 15 January 2021.
- VI. Failing to register in time will mean that the candidate will not be included in the selection procedure.
- VII. Participating in the selection procedure (or receiving a ranking number) does not automatically mean that a candidate meets the stated prerequisites for admission, such as the right prior education. Verifying entry requirements, such as prior education, is outside the scope of the selection procedure.
- VIII. When offered a place for the bachelor programme Aerospace Engineering, the candidate has 14 days to accept this offer in Studielink. In case the offer is not accepted in Studielink within that time, the reserved spot will be made available for the next candidate in line (next ranking number waiting).
- IX. Non-EU candidates that need services (a visa/residence permit in order to enter the Netherlands; housing accommodations; a bank account etc.) can only be supported in their application procedure by the TU Delft when they are offered a place before 15 June 2021. After this date it is too late to successfully complete all required steps in the registration process.
- X. Candidates will be informed via email about their final score and ranking number no later than 15 April 2021.
- XI. Candidates who have previously been enrolled in the bachelor programme Aerospace Engineering but who discontinued their studies due to a negative BSA have to (re-)participate in the selection procedure before being able to re-enrol.

2. Selection criteria

- I. Selection for the bachelor programme Aerospace Engineering is based on two criteria, i.e. Motivation and Academic Performance. Several steps are defined to select candidates, some of which are not necessarily linked to a single selection criterion, but are part of the selection procedure.

3. Selection procedure

3.1 Selection method

General method

- I. The email addresses used in the selection procedure will be equivalent to the email addresses used for the Studielink registration by the candidates.
- II. The Academic Attitude and Motivation Questionnaire, and each of the three sections of the Academic Test, will individually count for $\frac{1}{4}$ of the final selection score. This means that the Academic Attitude and

Motivation Questionnaire will count for $\frac{1}{4}$ and that the Academic Test will count for $\frac{3}{4}$ of the final selection score.

- III. Candidates need to complete all steps in the selection procedure in order to receive a ranking number. Failure to complete each step can result into being excluded from the final ranking.
- IV. The ranking number of a candidate is determined by his/her final selection score, compared to other candidates. Higher final selection scores result in better (= lower) ranking numbers.

Step 1 – The Mini-MOOC

- I. The mini-MOOC “Introduction to the Bachelor’s Aerospace Engineering at TU Delft” is a 3-hour online introductory course. All candidates that have completed the mini-MOOC by 31 January 2021 will be invited via email to complete the next steps of the selection procedure.
- II. Failure to complete the mini-MOOC by 31 January 2021 will result into exclusion from the selection procedure. Candidates that are excluded from the selection procedure will be informed via email after 31 January 2021.

Step 2 – The Academic Attitude and Motivation Questionnaire

- I. The Academic Attitude and Motivation Questionnaire assesses the learning strategies and academic motivation (metacognitive skills) of the candidate. The results on the questionnaire will be used to score the first criterion (i.e. Motivation).
- II. The results for the criterion Motivation will count for $\frac{1}{4}$ of the final selection score.

Step 3 – The Academic Test

- I. The Academic Test assesses the academic abilities of the candidate. The results for the Academic Test will be used to score the second criterion (i.e. Academic Performance).
- II. The Academic Test consists of three sections, i.e. mathematics, physics and first-year material of Aerospace Engineering.
- III. Each section will count for $\frac{1}{4}$ for the final selection score.
- IV. Each section of the Academic Test can be made only once.
- V. There will be more questions in each section of the Academic Test than (most) candidates can complete within the time set for that specific section. The score on a specific section, for each individual candidate, will be determined by comparing his/her score with the scores of fellow candidates.

Step 4 – The Self-Reflection

- I. Candidates must reflect on their application by answering two self-reflection questions.
- II. In case two (or more) candidates have exactly the same final selection score on the combined criteria of Motivation and Academic Performance, the Self-Reflection will be used to determine the final ranking amongst these candidates (that have scored the same). This is a subjective evaluation, based on the candidate’s reflection on his/her personal motivation to pursue the bachelor programme Aerospace Engineering and his/her reflection on the TU Delft Code of Honour.

3.2 Selection measures

Step 1 – The Mini-MOOC

- I. Completing the mini-MOOC “Introduction to the Bachelor’s Aerospace Engineering at TU Delft” is mandatory in order to be included in the selection procedure.
- II. The mini-MOOC is available all-year round.
- III. Candidates ideally complete the mini-MOOC before the registration deadline of 15 January 2021. Candidates who have not completed the mini-MOOC by this date, will receive a single reminder via email in the week after the registration deadline and will be given the opportunity to complete the mini-MOOC until 31 January 2021.
- IV. Candidates that completed the mini-MOOC before the application deadline will be informed in the week after 15 January 2021 that they are included in the selection procedure (provided all criteria under section “1. General regulations” have been met). There are no further actions required from these candidates until February 2021.

- V. Before 15 January 2021, there will be no confirmation email that the mini-MOOC is completed for the candidates.
- VI. Validating the completion of the mini-MOOC will be based on candidates' email addresses. It is urged that candidates use the same email address for both the mini-MOOC and registration in Studielink. In case the email address used in Studielink and the email address for the mini-MOOC differ, candidates can also provide a screen shot of their Progress Report in the mini-MOOC, including their used email address. This must be done after they receive the reminder to complete the mini-MOOC, and no later than 31 January 2021.
- VII. Performance in the mini-MOOC will not be used for determining the final selection score.

Step 2 – The Academic Attitude and Motivation Questionnaire

- I. All candidates that have completed the mini-MOOC by the deadline of 31 January 2021 will be invited in the first week of February to complete the Academic Attitude and Motivation Questionnaire. The invitation contains the necessary information to access the online selection portal.
- II. All sections of the Academic Attitude and Motivation Questionnaire are compulsory.
- III. The Academic Attitude and Motivation Questionnaire must be completed no later than 22 February 2021.
- IV. Determination of the total score for the criterion Motivation will include matching of the candidates answers with those of a reference group consisting of successful Aerospace Engineering students.

Step 3 – The Academic Test

- I. In February, candidates receive a login code and link to the first-year material (including practice questions) that they can study in preparation for the First-Year Material section of the Academic Test.
- II. Candidates will be informed via email that the Academic Test is available from 1 March 2021.
- III. Each section of the Academic Test can be taken once at any time until the deadline of 17 March 2021. Once candidates start a section, they must complete that section.
- IV. Candidates can go forward and backward in the test. With respect to sequencing the questions, it is aimed that questions become gradually more difficult as that section of the Academic Test progresses.
- V. The time for each section is limited. The maximum time per section is communicated beforehand, and a counter showing the remaining time will be visible during the test.
- VI. Candidates that are diagnosed with learning disabilities and/or have extenuating circumstances can request extra time for sections of the Academic Test by contacting disability@tudelft.nl (in case of dyslexia) or selection-AE@tudelft.nl (other circumstances). This must be done no later than 15 February 2021.
- VII. The following items are allowed to be used during the Academic Test: a (hard-copy) dictionary, an identity card/passport, print-outs of the provided formula sheets, print-outs of provided guidelines for entering answers (if applicable), (blank) paper in single sheets, pencils/pens and other basic writing implements (eraser, ruler, etc.), a scientific calculator. A graphing/programmable calculator is not allowed, nor is a calculator with internet connection, nor is a calculator with differentiation or integration abilities, and nor is a calculator on a mobile phone, tablet or second computer allowed.
- VIII. The Academic Test is online proctored, which means that candidates are 'followed' online to check whether the test is completed under the correct conditions. Candidates receive detailed instructions about online proctored exams. The instructions describe the strict regulations that candidates need to follow when taking the Academic Test. In general applies that the candidate will need to take sections of the Academic Test as under regular (Dutch) exam settings.
- IX. By taking the online proctored test, candidates agree upon making and monitoring video recordings, keystrokes, and screenshots. An examiner will have access to this data to judge if the test was completed according to the regulations. Collected data will only be used for this purpose, and will not be stored any longer than is required for this purpose.
- X. It is the responsibility of the candidate to assure a well-functioning (stable) internet connection.
- XI. Candidates who have principal issues against online proctoring or who do not possess the necessary resources can apply for the opportunity to take the Academic Test on the TU Delft campus, on the explicit condition that this does not conflict with any of the COVID-19 measures put in place by the Dutch government. Candidates wishing to make use of this option must register by email (selection-ae@tudelft.nl) no later than 15 February 2021. If during the course of the selection procedure government health restrictions make it unfeasible to organise the Academic Test on campus, candidates

themselves are responsible for arranging a suitable environment (incl. hardware and equipment) to take the Academic Test.

- XII. Candidates who are flagged with suspicious behaviour and concluded to have committed fraud will be penalized, with the sanction varying from being awarded zero points on the specific section of the Academic Test to exclusion from the entire selection procedure, depending on the severity of the fraud. The decision about fraud and the corresponding sanction will be made by a Selection Committee, consisting of a member of the Education and Student Affairs department of the Faculty of Aerospace Engineering, a member of the Educational Management Team (in most cases the First-Year coordinator), and a member of the Board of Examiners of the Faculty of Aerospace Engineering.
- XIII. The score of each section is determined by the number of correct answers. Candidates' scores are determined by comparison with the scores of the other applicants. Therefore, there is no fixed pass or fail grade. No feedback on the scores will be provided, except for the final results in an email that will be sent at the end of the selection procedure.
- XIV. All sections of the Academic Test must be completed no later than 17 March 2021.

Step 4 – The Self-Reflection

- I. The self-reflection questions are available from 1 to 21 March 2021.
- II. In case candidates obtain exactly the same final selection score, the candidates' self-reflections will provide the decisive ranking amongst these candidates. This will be determined by a member of the Education and Student Affairs department.
- III. There is a maximum of 500 words to use for each of the self-reflection questions.
- IV. The Self-Reflection must be completed after completion of the Academic Test and no later than 21 March 2021.

4. Establishing the outcome of the selection procedure and ranking

- I. Candidates' final selection scores are based on the criteria Motivation and Academic Performance, measured by the sum of the total scores of the Academic Attitude and Motivation Questionnaire and the Academic Test. Based on the final selection score, candidates are given a ranking number.
- II. The total score for Motivation is based on the Academic Attitude and Motivation Questionnaire and counts for $\frac{1}{4}$ of the total score.
- III. The total score on Academic Performance is determined by the scores on the three sections of the Academic Test. Each section will count for $\frac{1}{4}$ of the final score.
- IV. The method used in the selection is aimed at achieving an equal success rate, defined by the study success in the first year of the bachelor programme, for male and female applicants.

Thus established by the Dean of the Faculty of Aerospace Engineering,



Prof.dr. H.G.C. Werij

November 2020