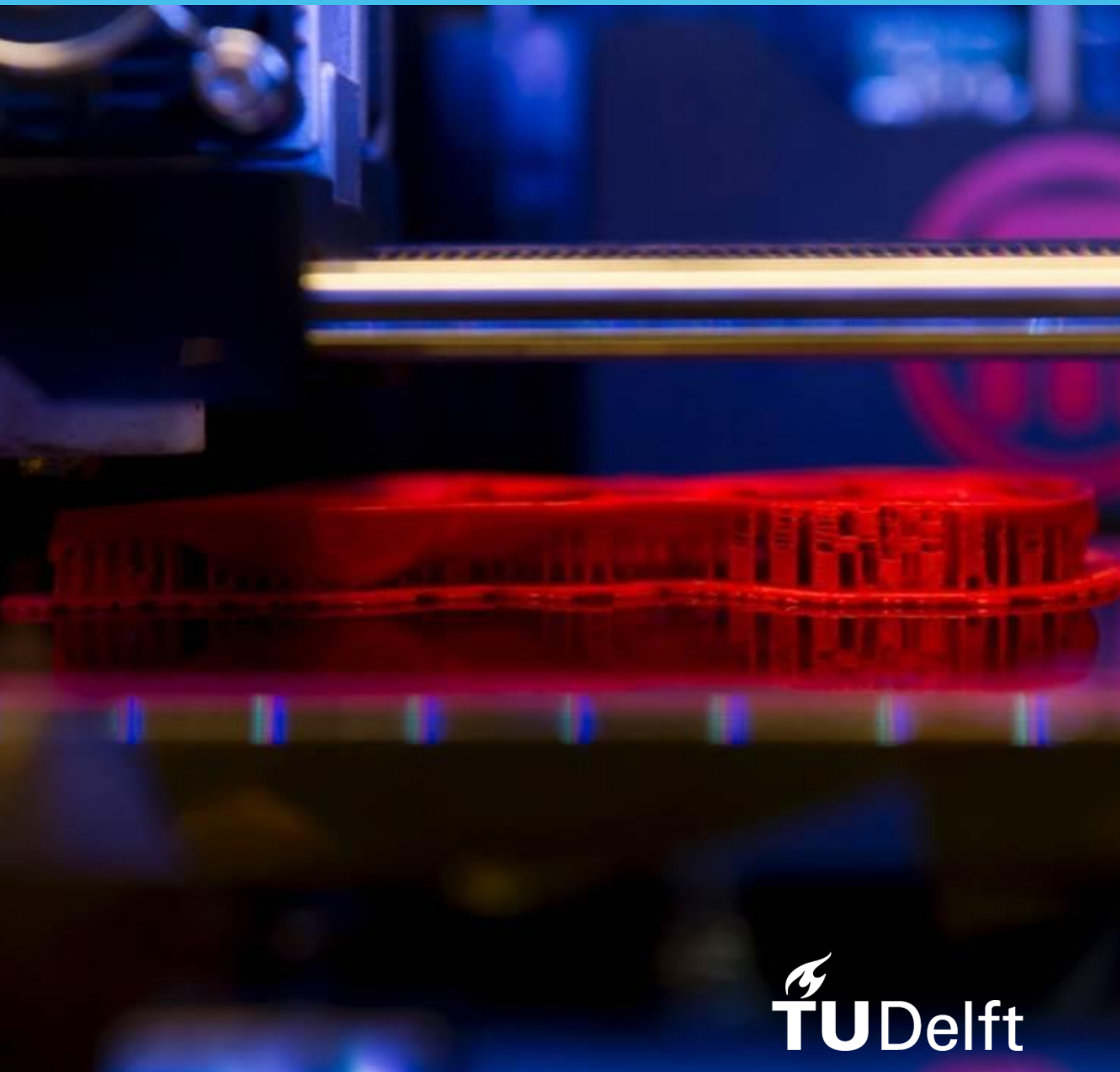


Regulation Matching & Selection Criteria and Procedure
BSc Computer Science and Engineering
Academic year 2022/2023

Regulation Matching & Selection Criteria and Procedure



Preamble

The dean of the faculty of Electrical Engineering, Mathematics and Computer Science, having regard Article 3 of the [TU Delft Selection and Placement Regulations](#) and after having received advice from the Faculty Student Council on 18 November 2021, establishes the following Regulation Matching & Selection Criteria and Procedure for the bachelor programme Computer Science and Engineering 2022/2023.

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1. General regulations

- 1.1. The execution of this regulation is appointed to the Committee Selection Computer Science and Engineering, hereafter referred to as the Committee.
- 1.2. The Executive Board of the TU Delft has set the maximum number of students for the academic year 2022/2023 at 500, taking into account Article 9, Clause 3 of the TU Delft Selection and Placement Regulations.
- 1.3. The Committee will, in accordance with the GDPR, only communicate about the participation of a candidate with that particular candidate.
- 1.4. Candidates who have been diagnosed with a learning disability and/or are experiencing extenuating circumstances can request extra time for the Cognitive Skills Tests, by contacting selection-bsc-cse@tudelft.nl. Requests need to be supported with documentation in English or Dutch (e.g. a medical or psychological statement) and should be submitted before the 11th of February 2022 09:59 CET. As this concerns privileged information, these requests will be handled by the academic counsellors, who can consult the Committee if necessary.
- 1.5. All dates are listed as dd/mm/yyyy. Times in this regulation are in Central European Time (CET), Dutch local time.

1.6. The entire matching and selection procedure and communication about this procedure is in English. Candidates are required to answer all questions in English as the BSc Computer Science and Engineering is fully taught in English.

2. Participating in the matching and selection procedure

- 2.1. A candidate can only participate in the matching and selection procedure with a valid and fully *completed* registration request for the programme Computer Science and Engineering, via the Dutch national enrolment system for higher education entitled Studielink, before the deadline of January 15th.
- 2.2. Candidates with a non-Dutch education diploma (\neq VWO)¹, must also register in Osiris (osiaan.tudelft.nl) and submit a *complete* application package before the deadline of January 15th to enable them to participate in the matching and selection procedure.
- 2.3. The candidate is responsible to ensure that the email address used in the matching and selection procedure by the candidate is equivalent to the email address used for Studielink and is accessible until the start of the 2022/2023 academic year.
- 2.4. The candidate is responsible for checking messages in their inbox and spam folder during the entire matching and selection procedure, and making sure their inbox is able to receive emails sent out by the selection-bsc-cse email address.
- 2.5. Participating in the matching and selection procedure or receiving a ranking number, does *not* automatically mean that a candidate meets the stated educational prerequisites for admission. Verifying entry requirements, such as prior education, is outside the scope of the Regulation Matching & Selection Criteria and Procedure as well as the matching and selection procedure. Information about the entry requirements can be found on the admissions pages of the [TU Delft website](https://www.tudelft.nl).
- 2.6. A candidate can only participate once per academic year. The results of the matching and selection procedure are only valid for that particular matching and selection procedure which selects candidates for the upcoming academic year.
- 2.7. A candidate may participate up to three times in the matching and selection procedure of the BSc programme Computer Science and Engineering. An active request for enrolment in Studielink after January 15th will count as a selection opportunity, even if a candidate does *not* participate *nor* completes the matching and selection procedure.
- 2.8. Candidates who have previously been enrolled in the Computer Science and Engineering programme, but who have discontinued their studies due to a negative BSA are only allowed to re-apply for this programme after 4 years. These candidates have to (re-) participate in the matching and selection procedure, before being able to be re-admitted.

¹ Candidates should have a [secondary school diploma equivalent](#) to the Dutch pre-University diploma ($=$ VWO).

3. Selection criteria

3.1. On the basis of the end terms of the programme the following four criteria have been distilled that form the basis for the selection for the bachelor Computer Science and Engineering:

1. Mathematics
2. Systematic Reasoning & Logical Thinking
3. Algorithmic & Computational Thinking
4. Teamwork

3.2. Each element will count for 25% towards the final ranking score.

3.3. Criteria 1-3 will be assessed with individual assignments or tests.

3.4. Criterion 4 will be assessed by the evaluation of collaborative teamwork with other candidates.

4. Matching & selection routes

4.1. There are two matching and selection routes: the On Campus route (Article 5.1) and the Digital route (Article 5.2). Candidates have to choose to follow either the On Campus route *or* the Digital route at the beginning of the procedure.

4.2. Each route offers a different variety of activities and has associated tests to assess candidates. The final score of each candidate is based on the same selection criteria (Article 3.1 & 3.2), regardless of the chosen route.

4.3. The On Campus route offers the Committee a thorough insight into the suitability of the candidates and therefore increases the likelihood of receiving a higher z-score.

4.4. Eligibility

4.4.1. Admissible candidates are eligible for the On Campus route if they complete a declaration that they will attend all three on campus matching and selection days in person².

4.4.2. All admissible candidates are eligible for the Digital route.

4.5. Candidates have to actively participate in all components of the On Campus route *or* all components of the Digital route to receive a ranking number.

4.6. Once chosen, candidates cannot switch routes, with the exception of candidates who want to withdraw from the On Campus route after the first on campus day.

4.6.1. Candidates who withdraw from the On Campus route before 8 February 2022 23:59 CET, and have successfully completed the first on campus day, are allowed to follow the Digital route starting at step 2 CST (see Article 5.2.1) in order to obtain a ranking number.

² If before or during the course of the On Campus matching and selection procedure the Dutch government imposes restrictions that make it infeasible to organise the on campus matching and selection days, candidates will be provided an alternative matching and selection procedure.

- 4.6.2. Candidates who withdraw from the On Campus route before 8 February 2022 23:59 CET, but have not attended or successfully completed the first on campus day, are allowed to follow the Digital route starting at step 1 OSE (see Article 5.2.1) in order to obtain a ranking number.
- 4.6.3. Candidates who withdraw from the On Campus route after 8 February 2022 23:59 CET will not receive a ranking number and will have used a selection opportunity.
- 4.6.4. Scores attained during the first on campus day will not count towards the Digital route.
- 4.7. Those who fail to complete the steps of the matching and selection process within the stated time frames and before the deadline will be excluded from the matching and selection procedure. Candidates will not receive a ranking number and will have used a selection opportunity. Excluded candidates will be informed by e-mail within six weeks after the test period has ended.

5. Matching & selection procedure

5.1. On Campus route

- 5.1.1. The On Campus matching and selection route consists of three separate days, spread out over one month, organised on the TU Delft campus with *mandatory* attendance.
- 5.1.2. Assignments offered during the three campus days will count towards the final ranking.
- 5.1.3. Candidates are required to report any issues encountered that might affect the outcome of their score directly to the selection coordinator.
- 5.1.4. Candidates are not allowed to publish or share any of the questions and/or answers of the assignments on the Internet. Candidates who are caught doing so will be excluded from the matching and selection procedure and will not receive a ranking number.

5.2. Selection procedure Digital route

- 5.2.1. The Digital route consists of three steps: 1) Online Student Experience (OSE) 2) Cognitive Skills Test (CST) 3) Teamwork assignment.
- 5.2.2. The Digital route will take place online for all candidates. The CST will be proctored.
- 5.2.3. By taking the online proctored tests, candidates agree upon making and monitoring video recordings, keystrokes, and screenshots. An examiner will have access to this data to judge if the tests were completed according to the regulations. Collected data will only be used for this purpose. The collected data will be destroyed if it is clear whether the candidate is admitted or *not* and the objection period has ended.
- 5.2.4. The candidate is responsible for assuring a well-functioning internet connection and VPN-connection (if needed).

- 5.2.5. The candidate is responsible for testing the functionality of their equipment and the proctoring software. The candidate will be able to take a practice test on the selection platform before the selection tests, to test if their equipment works. All equipment problems encountered during the practice test need to be resolved by the candidate.
- 5.2.6. Validating completion of the tests will be based on candidates' e-mail address.
- 5.2.7. Candidates are required to report any issues encountered that might affect the outcome of their score within 48 hours after they have occurred and before the deadline of that respective assessment or test period.
- 5.2.8. By choosing the digital route candidates give consent that the TU Delft is allowed to share their name and email address with the team members they are assigned to for completion of step 3: the teamwork assignment (Article 5.2.1).
- 5.2.9. Candidates are not allowed to publish or share any of the questions and/or answers of the CST with others or on the Internet. Candidates who are caught doing so will be excluded from the matching and selection procedure and will not receive a ranking number.

6. Fraud

- 6.1. The candidate will need to take the selection tests under standard (Dutch) exam regulations. This means that candidates need to take the tests individually and without other sources of information. It is *not* allowed to communicate with others during the test by any means. For the digital route specifically candidates need to take the tests in a quiet room; It is *not* allowed to have someone else in the room in which the test is taken nor is it allowed to have a radio or television playing in the background.
- 6.2. The following items are *not* allowed to be used during the tests:
 - a) A calculator is *not* allowed *nor* is a calculator on a mobile device;
 - b) Use of a second computer is *not* allowed;
 - c) Use of a (smart) phone is *not* allowed;
 - d) Use of any other mobile device than the device on which the test is taken;
 - e) Use of headphones or earplugs is *not* allowed.
- 6.3. Use of (one of) the items listed above during the selection tests, results in invalidation of the selection tests and exclusion for that candidate from the entire matching and selection procedure.
- 6.4. The Committee will ask the candidate to cooperate in collecting evidence if a candidate is flagged with suspicious behaviour or is caught performing fraudulent behaviour. Grounds for suspecting fraud are any event or reasonable suspicion of irregularity, like: a) large-scale or organised fraud that renders the test results untrustworthy and where it is not (yet) possible to determine which individual candidates are involved; b) technical failure during the test that renders the results untrustworthy; c) extensive disruption during the test; d) the candidate

fails to comply with test rules and instructions when taking or submitting the test. The suspected candidate will be interviewed and given the chance to respond in writing to the report of the Committee. During the investigation of the case, the candidate is allowed to finish the matching and selection procedure.

6.5. The Committee concludes whether fraud has been committed. Candidates who have committed fraud will be penalized, with the sanction varying from being awarded zero points on the specific section of the tests to exclusion from the entire matching and selection procedure, depending on the severity of the fraud. The decision about fraud and the corresponding sanction will be made by the Committee on behalf of the Dean.

6.6. A candidate who is excluded on the basis of fraud, will be excluded from the matching and selection procedure of that particular year only. The candidate does *not* receive a ranking number and is considered to have used up a participation opportunity. A candidate can object to this decision³.

7. Establishing the outcome of the matching and selection procedure and ranking

7.1. The obtained ranking number is only valid during the selection and admission procedure preceding that specific academic year. It is *not* possible to use your ranking number for later academic years if you de-register before the 1st of September, unless severe personal circumstances occur. If the latter is the case a candidate can submit a substantiated request for an exemption to selection-bsc-cse@tudelft.nl. This request will be evaluated by the Committee.

7.2. The ranking number of a candidate is determined by the final scores, which is based on the four elements as stated in Article 3.1. The final test scores are compared to the final scores of the other candidates from both routes, so-called z-scores. Higher final test scores result in better (=lower) ranking numbers. The candidate with the highest final score receives the lowest ranking number, the candidate with the second highest final score receives the next ranking number, et cetera.

7.3. If two or more candidates qualify for the same ranking number, the score on the mathematics element determines the ranking between these candidates. If this is not sufficient to obtain a ranking, the ranking number will be assigned by lot.

7.4. The ranking number will be ascertained by the Committee. The Committee will not correspond about the outcome. A candidate can object to their received ranking number³.

³ In accordance with the General Administrative Law Act (Algemene Bestuurswet) you may [object](#) to this decision within six weeks after the announcement to the Executive Board (CvB). You can submit your objection by sending it as PDF attachment to JZ@tudelft.nl.

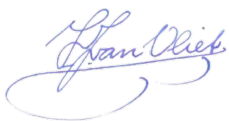
8. Announcement of ranking number and further procedure

- 8.1. Candidates who have completed the matching and selection procedure will receive their ranking number on the 15th of April through Studielink.
- 8.2. Candidates will receive a final standardized z-score, calculated over all elements of the selection after they have received their ranking number. No further feedback on the scores will be provided. For reasons of confidentiality and objectivity we will *not* communicate about the method and evaluation of the criteria, *nor* is it possible to review the tests or individual answers given.
- 8.3. When a candidate is offered a place for the bachelor programme Computer Science and Engineering, the candidate has 14 days to accept this offer in Studielink. In case this offer is *not* accepted in Studielink within that time frame, the reserved spot will be made available for the next candidate with a ranking number who is waiting in line and hasn't received an offer yet.
- 8.4. Non-EU/non-EFTA candidates that need a visa/residence permit in order to enter the Netherlands, can only be supported in their application procedure by the Contact Centre, when they are offered a place before June 15th, as it is too late to successfully complete all required steps in the registration process after this date.
- 8.5. In case situations occur in which this Regulation does *not* provide, the Committee will decide, on behalf of the dean, which actions and/or measures to take.

9. Final provisions

This regulation has been established by the Dean of the faculty of Electrical Engineering, Mathematics and Computer Science of the TU Delft, on 24 November 2021, and can be cited as Regulation Matching & Selection Criteria and Procedure for the bachelor program Computer Science and Engineering. This regulation applies to the Matching & Selection procedure executed in the year 2021/2022 for placement in the academic year 2022/2023 in the bachelor program Computer Science and Engineering.

Thus established by the Dean of the faculty EEMCS,
Prof.dr.ir. L.J. van Vliet



Delft, 24th of November 2021