HSE University

Graduate School of Business

PORTFOLIO COMPOSITION

for foreign citizens applying for master's degree programme

Business Analytics and Big Data Systems

Academic Supervisor

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List of documents for passing the entrance examination in the form of competitive selection (portfolio) for foreign citizens entering through a separate competition, and criteria for evaluating the portfolio.

Master's Programme «Business Analytics and Big Data Systems»

Portfolio's element	Description	Gradings (100-points scale)
Mandatory Documents		
Standard documents on higher education	The applicant's grades for the period of study, the average grade on the diploma, the presence of a diploma with honors, the profile of education, as well as the volume of mastered disciplines corresponding to the specifics of the educational program are taken into account.	10
Motivation letter (mandatory)	The content of the letter is assessed (including the reasons why the applicant wants to study in the Program, academic and professional interests related to studying the program disciplines, as well as professional plans for the future), its structure, style of presentation, as well as the level of proficiency in professional language.	10
Essay on a given topic: "The Role of Advanced Big Data Analysis with Artificial Intelligence in Data-Driven Decision-Making"	The assessment includes • the completeness of disclosure of the given problems in the topic; • the quality and persuasiveness of arguments, including the presence of confirmation of the expressed judgments with examples from business practice; • the level of understanding of the subject area of the program, the absence of grammatical errors in the text of the letter, the ability to logically express one's thoughts and make reasonable conclusions; • originality of thinking; • purity of citation (absence of plagiarism), the structure and composition of the text, including the presence of an introduction, main part and conclusion; • the use of words and phrases included in the lexical minimum for the chosen area of training, as well as the main grammatical forms and lexical constructions characteristic of professional speech.	20

Oral interview (mandatory)	The ability to conduct a dialogue, fully and comprehensively answer questions, and take into account the conditions of the speech situation is taken into account. The applicant's ability to participate in a dialogue and express his/her thoughts in a monologue format on professional topics related to the profile of the Program, the necessary knowledge, skills and abilities that will allow him/her to successfully master the Program are assessed according to the following requirements: - the statement is characterized by semantic integrity, correct use of professional terminology and mastery of the basic concepts in the profile of the Program, speech coherence and consistency of presentation, - there are no logical errors, - the sequence of presentation is not violated.	40

Documents that can be included in the portfolio		
GMAT / GRE Certificate	A GMAT score of at least 500 points/GRE score of at least 165 points is accounted.	10
Documents on additional education	The candidate's interest in expanding his/her knowledge and obtaining additional education, especially in areas relevant to the specifics of the Program, is accounted; - the level and volume (in academic hours) of completed additional education programs (including participation in the HSE Specialized Schools relevant to the specifics of the Program); - internships, the level and status of the organization where the internship was completed (mobility program, etc.), and the compliance of the diploma, certificate, or other document with the specifics of the Program.	
Diplomas of winners and laureates of competitions, certificates on individual achievements	The level and status of the event (professional competitions and competitions of scientific works, case championships, hackathons, research projects and Olympiads of various levels in areas close to the profile of the Program, etc.) or the organization where the diploma, certificate or other document on the individual achievements of the participants was received are taken into account, as well as the compliance of the diploma, certificate or other document with the specifics of the Program, the level of the diploma, certificate or another document that could have been received (for example, the 1st place in the competition).	

Professional certificates	The level and recognition of the certificate or the organization that issued the professional certificate, as well as the compliance of the professional certificate with the profile of the Program are taken into account.	
Publications of the applicant	The level of the publication (professional, scientific, periodical) in which the applicant's work is published (or planned for publication) is taken into account. The levels of publications vary and affect the maximum score. The following are taken into account: • the relevance of the research topic; • novelty in the formulation of the problem; • the presence of a methodology and the depth of the analysis; • the quality of the conclusions and recommendations; • the ability to use literary and other information sources; • the style of publication.	
Named scholarships	The intended purpose of the scholarship or grant for academic, scientific, research or project work, the educational or scientific results achieved by the recipient of the scholarship or grant, and their connection with the focus of the Program are taken into account.	
Documents confirming the project and/or practical experience in the specifics of the Program.	The level of complexity of the work performed or professional duties/level of complexity of completed projects, length of service in the field (business analysis, work with information systems, ICT) corresponding to the Program, the total volume of work performed, roles in projects, and the degree of success of the project are taken into account.	10

*Sections of the portfolio may be changed, supplemented or shortened in accordance with the List of Documents