MANOUBA SCHOOL OF ENGINEERING

MSE Students Guide

Edition: 2025-2026

Academic Year 2025/2026

Manouba School of Engineering (MSE)

Manouba School of Engineering (MSE) established in 2022, is a public institution under the supervision of the Ministry of Higher Education and Scientific Research. According to its founding principles, MSE:

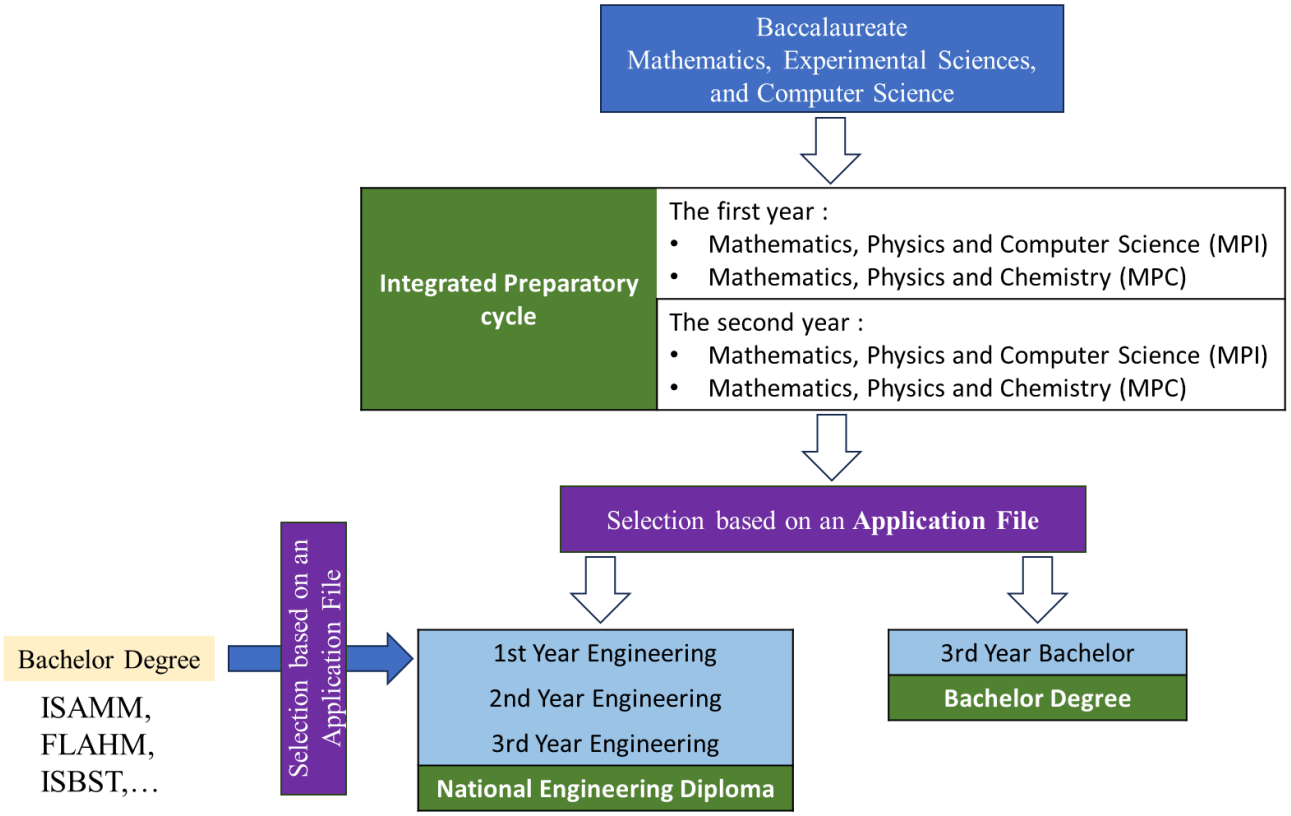
- Provides higher education aimed at training qualified and highly qualified professionals in the fields of geomatic and ecology engineering and technology for both the public and private sectors of the economy and research;
- Contributes to the continuing education of engineers;
- Ensures, directly or indirectly, the promotion and visibility of its training and research activities;
- Participates in the mission of disseminating scientific and technical knowledge;
- Contributes, through its organized activities, to the national effort in technological development and research.

Training Programs

The engineering training program is structured as follows:

- An **Integrated Preparatory Cycle** lasting two years, during which only one repetition is allowed.
    - The first year and second year consists of two cores:
        - **Mathematics, Physics and Computer Science** (MPI): a prep-cycle that grants them access to the engineering cycle - Geomatics Engineering.
        - **Mathematics, Physics and Chemistry** (MPC): a prep-cycle that grants them access to the engineering cycle - Ecology Engineering.
    - Throughout these two years, we follow the curriculum set by the General Directorate of Technological Studies (DGET).
- A Training Cycle leading to the National Engineering Diploma lasting three years.
    - Admission to this cycle is based on an application file, open to students enrolled in the Integrated Preparatory Cycle in MSE, as well as students holding a bachelor's degree from other universities.
    - The fields covered by the exam, the number of available seats per field, as well as the participation requirements and evaluation criteria, are presented by the curriculum approved by the Ministry of Higher Education and Scientific Research.

If students are not admitted to the engineering cycle, they may enroll in the third year of a bachelor's degree program at other public higher education institutions.



1 Study and Exams Regulations

1.1 Admission Requirements for the Engineering Training Cycle

The engineering training cycle lasts three years, and admission to this cycle is through an application open to students enrolled in the Integrated Preparatory Cycle at the MSE and students that have bachelor degrees from other higher education institutions.

The fields covered by the exam, the number of available seats per field, as well as the participation requirements and evaluation criteria, are presented by the curriculum approved by the General Directorate of Technological Studies (DGET).

It should be noted that 80% of students admitted by order of merit may pursue the engineering program, and the remaining 20% will pursue a bachelor's degree program.

A. For students enrolled in the Integrated Preparatory Cycle at the MSE

$$\textbf{Total Score} = ((M2+MR2)/2+ (M1+MR1)/2)/2+ B1 + B2$$

Where:

- **M1**: First-year average in case of passing
- **MR1**: First-year average in case of failure
- **M2**: Second-year average in case of passing
- **MR2**: Second-year average in case of failure
- **Bi (i = 1, 2)**: Bonus/malus (adjustment) based on the type of admission
  ✔ **Adjustment rules:**
- **If no failure occurred**:
  - M1 = MR1
  - M2 = MR2
  - B1 = 2 → if admitted in the **main session** of the first year
  - B1 = 0 → if admitted in the **resit session** of the first year
  - B2 = 2 → if admitted in the **main session** of the second year
  - B2 = 0.5 → if admitted in the **resit session** of the second year

- **In case of failure**:
  - Bi = –1 → if admitted in the **main session**
  - Bi = –2 → if admitted in the **resit session**

B. For students that have bachelor degrees (A minimum average grade of 13 in English over the three years is required)

Total Score = 0,5* (2M1 + 2M2+M3) +50*(1-R1) +50*(1-R2)

Where:

- **M1**: First-year average (main session)
- **M2**: Second-year average (main session)
- **M3**: First semester average of the third year (main session)
- **R1**: Number of students divided by (the rank in the first year in the main session minus 1)
- **R2**: Number of students divided by (the rank in the second year in the main session minus 1)

1.2 Study Organization

- **Duration of Studies and Total Hours**

The annual teaching hours related to two **cycles of Integrated Prep-years** are estimated to be around 1620 hours/field. Every academic year is divided into two semesters; each semester offers around 405 teaching hours. Each semester comprises fifteen weeks of teaching.
The coursework leading to the **National Engineering Diploma in Applied Sciences and Technology** consists of approximately 2025 hours/field, spread over **three years of study**.
This training cycle includes **two fields of study: Geomatics and Ecology**. The **first and second years** each consist of **32 weeks** of coursework, and **four (4) weeks of professional internships**. The **third year** consists of **32 weeks**, with **16 weeks dedicated to the final-year project**.

- **Study Organization**

The program involves Teaching Units **(TU)** and Teaching Elements **(TUCE)**. They are presented in the plan of prep-year and engineering training cycle studies. The coefficients and the credits of TUCE are also described.
The courses are organized as theoretical courses, tutorials, practical activities and personalized work.

- **Attendance**

Course Attendance: Attendance at all lectures, integrated courses, tutorials, practical sessions, and factory visits is mandatory. If unjustified absences in a subject **exceed 20% of the total allocated** hours in the study plan, the student is not allowed to sit for the main examination session for that subject. Additionally, if the total absences **exceed 15% of the total study hours** for the academic year, the student is barred from taking all exams in the main session. Any student excluded from one or more main session exams must take them in the rest session. The Directory of the MSE has the authority to refer students with repeated absences to the disciplinary board and issue a warning or reprimand.
Exam and Continuous Assessment Attendance: Absence from any continuous assessment test or exam results in a score of zero, regardless of the reason.

- **Withdrawal and Deferral of Enrollment**

Students can request to **withdraw or defer their enrollment**. A **withdrawal request** (cancellation of enrollment) is only accepted if submitted **in writing** to the MSE

administration **within one month** of the registration. For **medical reasons**, the request must be submitted **before** the final exam of the academic year. The request is **valid only** if the **MSE-approved doctor** confirms the medical condition.
Remark: A student may only withdraw **once** during their studies. The withdrawal can occur either in the first or second year of the **preparatory cycle** (not in the engineering cycle).

- **Internships**

The training is completed with mandatory internships in the first and second years of the engineering cycle. Each internship is followed by a report written by the engineering student. The internship report is evaluated by a jury. These internships provide:

- Initial contact with the company,
- An insight into professional life and its requirements,
- An awareness of the crucial role companies play in the economic and social development of Tunisia.

Any internship deemed unsatisfactory by the jury requires a replacement internship, which must be completed and evaluated under the same conditions.

- **Final Year Project**

The engineering program at the MSE is based on theoretical and practical teachings as well as personalized work. It is completed with a **final year project (PFE)** lasting four months, carried out in a company. This internship is mandatory.
The selected topics are supervised jointly by a MSE member in the relevant discipline and a company supervisor.
The final year project is defended in front of a jury designated by the Directory of the MSE, after consultation with the head of the relevant department or the engineering program coordinator. The Directory may invite any recognized expert in the field of the final year project to join the jury.
Only engineering students **who have passed the third-year exams, validated the credit-bearing modules, and submitted their report on time** are authorized to defend their final year project.

2 Evaluation Procedures

The evaluation of knowledge and skills is conducted on a semester basis. At the end of each semester, a jury composed of the professors involved in the section, with the presidency determined by the directory of the MSE, records and validates the grades from exams and continuous assessment, and makes these known to the students.
Student pass from one year to the next is based on the total grades and evaluations obtained throughout the year in each TU, as determined by the exam jury.
The acquisition of knowledge by integrated preparatory and engineering students is evaluated through a system of continuous assessment and a final exam organized in two successive sessions:

- **A main session**: The date for each TUCE is set by the directory of the MSE after consultation with the scientific council.
- **A resit session**: This must take place at least one week after the announcement of the results of the main session for each TUCE.

The exams for both the main session and the resit session are organized as written tests, with the duration determined by the directory of the MSE after consultation with the scientific council and based on the department's proposal.
Continuous assessment includes, depending on the nature of the teachings for each TUCE, written, oral, and practical tests, and where applicable, personalized assignments either in class or at home.
Any absence from one of the final exam tests of a TUCE results is a zero (0) grade.

Any kind of cheating or attempt to cheat during any exam (mid-term tests or final exams) will be penalized. Disciplinary measures will be taken by the Discipline Council against any student who is caught cheating in exams.

- **Calculation of Averages**

For each TUCE, an average is calculated based on the grades obtained in the various knowledge assessment tests. The weighting coefficients assigned to these tests are determined according to the nature of the teaching methods for each module. The weighting coefficients attributed to these tests are fixed according to the form of teaching specific to each TUCE as follows:

- TUCE that are that are continuous assessment**:**
  - **40% continuous testing 1**
  - **40% continuous testing 2**
  - **20% Oral/practical test**
- TUCE organized as courses**:**
  - **30% continuous testing (30%DS or 20% DS +10% oral, etc)**
  - **70% Final exam**
- TUCE organized as courses and tutorials**:**
  - **30% continuous testing (30%DS or 20% DS +10% oral, etc)**
  - **70% Final exam**
- TUCE organized as courses and practical work
  - **30% continuous testing (30%DS or 20% DS +10% oral, etc)**
  - **70% Final exam**
- TUCE organized as courses, tutorials and practical work
  - **30% continuous testing (30%DS or 20% DS +10% oral, etc)**
  - **20% Practical exam**
  - **50% Final exam**
- TUCE organized exclusively in the form of practical work (Capstone project)
  - **100% Practical exam**

Remark 1: TUCE that are assessed through **continuous assessment** cannot be subject to a **resit exam**.
Remark 2: TUCE that are exclusively conducted in the form of **practical work** or **capstone project** cannot be eligible for **credit recovery** or **resit exams**.

- **Passing Conditions**

A student is declared eligible to advance to the next year, if he meet the two following conditions:

- Achieving a general average equal to or greater than **10/20** after the main exams or resit exams. The general average is calculated based on the averages of groups of TUCE, weighted by their respective coefficients.
- Achieving an average equal to or greater than **08/20** in **each TU** after the main exams or resit exams. The calculation of the average for each **TU** takes into account the weighting coefficients set by the study plan.

- **Resit Exam**

A student who has not obtained the general annual average is entitled to a resit exam for the TU where they did not achieve the required average. This resit exam can only apply to **TU where the student has a grade below 10/20**. **The resit exam grade is only considered if it improves the original exam grade**. In such cases, the resit grade replaces the final exam grade in the calculation of the TUCE's average.

Remark: Students can resit for exams to obtain the credits related to the TUCE they did not get the average in.

- **Conditional Progression**

A student who, after the resit session, has obtained a general average equal to or greater than 10/20 and an average greater than 08/20 in at least **three-quarters** of the TU may be admitted to the next year with credit.
A TUCE eligible for credit is validated when the new average for the TU to which it belongs is equal to or greater than 08/20.
The TUCE eligible for credit are determined by the **deliberation jury for each credited student.**

- **Repeating a Year**

A student is allowed to repeat a year only **once** during the preparatory cycle and **once** during the engineering program. In case of repetition, the student can retain the benefit of TUCE in which they obtained an average of **10/20 or higher**.
The list of retained TUCE must be finalized by the student at the beginning of the repeating year.

- **Degree Awarding**

The National Engineering Diploma from the MSE is awarded to third-year engineering students who meet the following conditions:

1- Successfully validating **all credited TUCE**.
2- Passing a**ll third-year exams**.
3- Completing and validating all required internships.
4- Obtaining a minimum grade of 10/20 on the final-year project.

- **Extension of Enrollment**

Engineering students who have not validated their internships or successfully defended their final-year project may be granted an **extension of enrollment** for up to **six months**. This extension is declared by the **director of MSE** based on the **deliberation jury's** recommendation.