



**FEDERAL UNIVERSITY OF SÃO CARLOS  
BIOLOGICAL AND HEALTH SCIENCES CENTER  
POSTGRADUATE PROGRAM IN PHYSICAL THERAPY**

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**PUBLIC NOTICE 1/2025  
SELECTION PROCESS FOR THE MASTER'S AND DOCTORATE DEGREES IN  
THE POSTGRADUATE PROGRAM IN PHYSICAL THERAPY AT UFSCar IN THE  
1st SEMESTER OF 2025**

The Coordinators of the Postgraduate Program in Physical Therapy at the Federal University of São Carlos (PPGFT/UFSCar) announce the Selection Process for admission to the **MASTER'S** and **DOCTORATE** degrees. The Selection Process will be governed by the following rules.

### **1. Selection Process**

1.1. The Selection Process will be held to fill the places of Public Notice 1/2025 in the ample competition and reservation of places modalities. The total number of places will be distributed among highly competitive places in the lines of research and among places reserved for vacancies according to the percentage of the total number of places offered in the PPGFT, in compliance with UFSCar's Affirmative Action Policy.

(see the people who will be entitled to these vacancies in Appendix A) <https://www.propg.ufscar.br/pt-br/media/arquivos/gestao-do-conhecimento/normas/politica-de-aco-es-afirmativas.pdf>

### **2. Public Disclosure Notice**

2.1. The deadline for objecting to the Public Notice or requesting clarification regarding the text of the Public Notice will be 05 (five) days (see Schedule in Appendix B). Requests of objecting to the Notice or clarifying the text of the Public Notice must be made exclusively by email to PPGFT/UFSCar ([ppgft@ufscar.br](mailto:ppgft@ufscar.br)), giving the reasons on which it is based explicitly. The email must be identified as follows: **Objection / Public Notice 1/2025 or Clarification / Public Notice 1/2025**.

2.2. The result of the objection or clarification regarding the text of the Public Notice will be disclosed on the PPGFT/UFSCar website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)) according to the Schedule (Appendix B).

### **3. Application**

3.1. Regardless of the admission option (ample competition or reservation of places), the candidate must choose 01 (one) advisor according to the list available in Appendix C of this notice, and the candidate must check his/her option when filling out the application form (Appendix D). Candidates who choose to reserve places for the Affirmative Action Policy in the Postgraduate Program at the Federal University of São Carlos must inform their status on the application form (Appendix D). The Self-Declaration of Ethnicity (Indigenous), the Declaration of Disability Status, and the Self-Declaration for the Heteroidentification Procedure (Black People) must be completed in the admission process (Appendices E, F, and G, respectively).

Additionally, candidates who self-declare as Black must undergo the heteroidentification procedure according to the guidelines provided in Appendix H. Candidates with disabilities and/or specific needs must state in the application form (Appendix D) the special conditions necessary for their participation in this selection process.

3.2. The reports sent by persons with disabilities will be analyzed by a committee composed of the Selection Committee. The reports must have been issued in the last 24 months.

3.3. In case of non-existence or an insufficient number of self-declared candidates foreseen in item 3.1, the places will be redistributed for ample competition. In case of non-confirmation of the condition for reservation of places (Indigenous, Person with disability or Black people), self-declared candidates will be redistributed for ample competition.

3.4. Candidates can apply by filling out a form at the following link: <https://forms.gle/d5piPwufEEYW1pJd6>. All documents must be attached and sent in PDF format in the form itself. **Applications received by 11pm59 (Brasilia time) on 14 October, 2024 will be considered.** The candidate will receive a submission receipt of documentation automatically after submitting the form in Google Forms. If the applicant does not receive the receipt immediately after submission, they must resubmit the form. Submission of documents does not guarantee the approval of the application.

### 3.5. Documents required for application:

- Application form (Appendix D) duly completed and signed in the **three places** indicated below:

1. UFSCar's PPGFT Selection Process;
2. Declaration of agreement with the Public Notice and;
3. Declaration that the candidate has no link with members of the Preliminary Selection Committee or declaration that the candidate has a link with members of the Preliminary Selection Committee.

*N.B.: entries that are not signed in the three places indicated will be rejected.*

- In the case of those who opt to reserve places, the Self-Declaration of Ethnicity (Indigenous), or the Declaration of Disability Status, or the Self-Declaration for the Heteroidentification Procedure (Black People) (Appendices E, F, and G, respectively).

- *Curriculum Vitae*, containing all the receipts attached and numbered according to the order of items [examples: DOC 1: copy of abstracts published in event annals; DOC 2: articles (must be attached the first page of the article)] that will be given a score in this Public Notice (certified copies are not required), according to Appendix I (send the curriculum documents in a **single PDF file**).

- Copies of RG and CPF documents.

- International students must present a copy of their passport or foreign resident's identity card (RNE).

- Research Project (maximum of 20 pages, 12 Times New Roman font, 1.5 spacing and 2 cm margins). It must contain: Cover, Abstract, Introduction, Methods, Chronogram and References. Summary, Abstract and Attachments/Appendices may be added and are not included in the 20 pages. *Ps.: references won't be counted in the maximum number of pages.*

## 4. English Language Proficiency

4.1. The candidate must present, **within 1 year after enrollment**, proof of proficiency in English taken within the last 24 months. Deaf and indigenous candidates whose second language is Portuguese are exempt from the obligation to present proof of proficiency in English. Except in these conditions, if the student does not prove proficiency within the established deadline, he/she will be removed from the PPGFT at UFSCar.

4.2. English language proficiency certificates that will be accepted, as well as the minimum score required, are listed in Table 1:

**Table 1. Accepted certificates and respective minimum scores.**

Accepted Certificates	Minimum score/band
TOEFL – ITP (Institutional Testing Program, Paper-based Test)	460
TOEFL – iBT (Internet Based Test)	50
IELTS – International English Language Testing System	4
Cambridge English Qualifications: C2 Proficiency	C
Cambridge English Qualifications: C1 Advanced	C
Cambridge English Qualifications: B2 First	C
TEAP (Test of English for Academic Purposes), administered by TESE Prime ( <a href="http://www.teseprime.org">http://www.teseprime.org</a> )	60
Proficiency Test in Foreign Languages administered by the Language Institute at UFSCar and other Federal Institutes	6.0

## 5. Application Approval/Rejection

5.1. Only applications that meet all the required requirements and contain all the requested documents will be accepted.

5.2. Applications accepted and rejected (with reasons for rejection) will be disclosed on UFSCar's PPGFT website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)), according to the Schedule (Appendix B).

5.3. Candidates whose registration was rejected may file an appeal within the period indicated in the Schedule (Appendix B), giving the reasons on which they are based explicitly. The appeal request must be sent as **a document in PDF format** to the PPGFT email ([ppgft@ufscar.br](mailto:ppgft@ufscar.br)). The email must be identified as follows: **Master's Rejection 2025 - NAME OF CANDIDATE** or **Doctorate Rejection 2025 - NAME OF CANDIDATE**, for Master's or Doctorate candidates, respectively. The appeal requests will be analyzed by the Postgraduate Committee in Physical Therapy (CPG-PPGFT) at UFSCar and after this analysis there will be a disclosure of the Final List of Candidates Enrolled, on the PPGFT website at UFSCar ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)), according to the Schedule (Appendix B).

## 6. Members and Selection Committee

6.1. **All faculty members accredited** by the PPGFT/UFSCar are members of the Preliminary Selection Committee.

6.2. At the discretion of CPG-PPGFT, external members may be invited to participate in the Selection Committee.

6.3. The Final Selection Committee will carry out the functions and duties assigned to it in this Public Notice, provided that it is joined by at least 3 (three) of its members.

6.4. Candidates must report any of the following situations in the Application Form, concerning any of the members of the Preliminary Selection Committee:

- a) A member who is or has been a spouse or partner, even if legally separated or divorced.
- b) A member who is an ascendant or descendant or collateral up to the 3rd degree by consanguinity or affinity.
- c) A member with whom the candidate, or their respective spouses, partners, blood relatives and the like up to the third degree, have a close friendship or notorious enmity.
- d) A member with whom he/she has a business.
- e) Other situations of impediment or suspicion provided for by law.

6.5. In the event of the existence of any links previously indicated in relation to any of the members of the Preliminary Selection Committee, the candidate must indicate which link(s) and with whom he or she has maintained.

6.6. Based on the information presented in the Application Form, the CPG-PPGFT will disclose the composition of the Provisional Selection Committee, excluding members who have links indicated with candidates who are definitely enrolled.

6.7. Candidates may, within the period established in the Schedule (Appendix B), request the objection of any member of the Provisional Selection Committee, if they consider that there is a link with a candidate. This request must be substantiated and, when applicable, accompanied by supporting documents. The candidate may present this request for objection within the period indicated in the Schedule (Appendix B), which must be sent as **a document in PDF format** to the PPGFT email address ([ppgft@ufscar.br](mailto:ppgft@ufscar.br)). The email must be identified as follows: **Objection Master's Committee 2025 NAME OF CANDIDATE or Objection Doctorate Committee 2025 NAME OF CANDIDATE**, for Master's or Doctorate candidates, respectively. Requests to object to a faculty member from the Preliminary Selection Committee will be analyzed by the CPG-PPGFT at UFSCar.

6.8. If a condition of objection is granted, the PPGFT Postgraduate Committee will immediately replace the member of the Provisional Selection Committee designated to comprise the boards, on the date provided for in the Schedule (Appendix B).

6.9. The result of the judgment, succinctly pointing out the reasons for the validity or inadmissibility of the requests to object to a faculty member of the Preliminary Selection Committee, and the result of the members of the Selection Committee will be published on the UFSCar PPGFT website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)) according to the Schedule (Appendix B).

## 7. Number of Places

7.1. The number of places for the **Master's** and **Doctorate** degrees is subject to the number of places that PPGFT/UFSCar faculty members will be able to offer in 1/2025 (Appendix C).

7.2. When applying for the Selection Process, candidates must opt for the line of research of a single faculty member within the Program's lines of research, indicating the advisor.

7.3. From the total number of Master's and Doctorate positions offered by the PPGFT, a minimum of 25% will be reserved for the Affirmative Action Policy, with 20% for racial ethnic

quotas and 5% for persons with disabilities. Reserved places are distributed proportionally to the number of places in each PPGFT line of research.

7.4. Twenty five Master's places will be offered, 19 for ample competition and 06 for reservation and 27 places for the Doctorate, in which 20 are for ample competition and 07 for reservation according to Appendix C.

## 8. Selection Process

The PPGFT/UFSCar Master's or Doctorate Selection Process will be carried out in two stages:

### **1st Stage - DISCUSSION AND ANALYSIS OF RESEARCH PROJECT (elimination)**

8.1. The date and time of the Analysis and Discussion of the Research Project of each candidate will be published on UFSCar's PPGFT website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)) according to the Schedule (Appendix B).

8.2. The candidate will be awarded a score of 0 (zero) if, for any reason, he/she does not show up at the scheduled time for the Research Project to be discussed.

8.3. The Discussion and Analysis of the Research Project will be held in person or remotely, according to the candidate's choice indicated in the Application Form (Appendix D). In both cases, the conditions will be the same, with the Discussion of the Research Project being recorded using the Google Meet platform. The candidate must prepare **a presentation of up to 10 minutes with slides about their research project**. In the case of candidates with special needs that make the presentation in slide format impossible, their presentation will have the same amount of time without slides, except in cases where the candidate indicates the need for additional time for presentation. If the candidate chooses the in-person modality, he/she must bring his/her own computer with HDMI input or adapter. UFSCar's PPGFT is not responsible for technical failures that may occur during the discussion presentation.

8.4. In the Discussion of the Research Project, the criteria described in Appendix J will be evaluated. Each item will have a maximum score of 1.0 point, and the Discussion and Analysis of the Research Project step will have a score from 0 to 10.0.

8.5. Candidates who obtain **a score equal to or more than 7.0** will be approved in the Discussion and Analysis of the Research Project.

8.6. The result of the 1st Stage will be published on UFSCar's PPGFT website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)) according to the Schedule (Appendix B).

8.7. It will be possible to appeal the result of the 1st Stage, which must be presented within the period indicated in the Schedule (Appendix B). The appeal request must be sent as **a document in PDF format** to the PPGFT email ([ppgft@ufscar.br](mailto:ppgft@ufscar.br)). The email must be identified as follows: **Appeal 1st Stage Master's 2025 NAME OF CANDIDATE or Appeal 1st Stage Doctorate 2025 NAME OF CANDIDATE**, for Master's or Doctoral candidates, respectively. The disclosure of the result of the appeals in relation to the result of the 1st Stage will occur according to the Schedule (Appendix B).

8.8. For candidates who declare special needs, resources will be made available by the PPGFT (in conjunction with the UFSCar institution) in accordance with the needs mentioned by the candidate in the application form.

## **2nd Stage - CURRICULUM VITAE ANALYSIS (classifying)**

8.9. The *Curriculum Vitae* will be scored according to the items presented in Appendix I (**attention to the description of the documents accepted to prove the items**). Each candidate will be assigned a grade in four groups: **Group A** – Academic and Scientific Background; **Group B** – Professional and Teaching Experience; **Group C** – Continuing Education and **Group D** – Scientific Production in the last five (05) years, according to the supporting documents sent. Then, each candidate's grade will be weighted in each group, concerning candidates who are competing for the same advisor, as follows: candidates who obtain the highest grade in Group A will receive a score of 2.5; in Group B, they will receive a score of 1.0; in Group C, they will receive a score of 1.5 and in Group D, they will receive a score of 5.0. Then, the weighting (rule of three) between the scores of the other candidates in each group will be carried out. Thus, the final grade will be obtained by the sum of the weighted scores of each group.

8.10. It will be possible to appeal the result of the 2nd Stage, which must be presented in the period indicated in the Schedule (Appendix B). The appeal request must be sent as **a document in PDF format** to the PPGFT email ([ppgft@ufscar.br](mailto:ppgft@ufscar.br)). The email must be identified as follows: **Appeal 2nd Stage Master's 2025 NAME OF CANDIDATE or Appeal 2nd Stage Doctorate 2025 NAME OF CANDIDATE**, for Master's or Doctorate candidates, respectively. The disclosure of the result of the resources in relation to the result of the 2nd Stage will occur according to the Schedule (Appendix B).

8.11. The result of the 2nd Stage will be published on UFSCar's PPGFT website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)) according to the Schedule (Appendix B).

## **9. Final classification of candidates in the Selection Process**

9.1. Candidates who have obtained **the highest grade in the arithmetic sum** of the stages will be approved and invited for enrollment. Candidates opting for the reservation of places will be called in descending order of grade and respecting the maximum number of places per PPGFT line of research. Candidates opting for ample competition will be called following the descending order of grade and number of places per faculty member. If the reserved places are not filled, they will be allocated to candidates approved in the ample competition modality. The disclosure of the result will take place according to the Schedule (Appendix B).

9.2. The following criteria will be used in case of a tie in this order: first, the highest score in the *curriculum vitae* according to the criteria in this Public Notice, then the highest score in the Research Project, and finally the oldest candidate.

9.3. In case of an excess number of places, candidates approved in the ample competition or reservation of places modalities may be called for enrollment, according to the advisor's availability of places, number of reserved places and approval by the CPG-PPGFT.

## **10. Enrollment**

10.1. The list of candidates selected by the Selection Process, respecting the places available by the line of research, will be published on the PPGFT website (<https://www.ppgft.ufscar.br/pt-br/processo-seletivo-1>) by the Selection Committee.



10.2. After disclosing the list of approved candidates (List of Approved 1st Call and Waiting List), all successful candidates must confirm their interest in the place in the course by filling out the form: <https://forms.gle/uJ9B8YuGq3rtcWt69>.

10.3. Candidates who do not express their interest in the place within the deadline will lose the right to enroll (according to the Schedule in Appendix B).

10.4. After completing the pre-enrollment, the PPGFT Secretariat will disclose the definitive list of candidates who must enroll **from 03/10/2025 to 03/13/2025**. If the student has not yet obtained an Undergraduate or Master's degree, he/she must provisionally present a declaration of completion of the course or minutes of the master's defense (one file in PDF or JPEG).

10.5. Enrollments will not be accepted from students who do not prove, at the time of enrollment, completion of the Undergraduate or Academic Master's course.

10.6. Conditional enrollment will not be admitted.

10.7. The validity of this Selection Process ends on **03/13/2025**.

10.8. The results of this Selection Process are only valid for admission to the 2025 academic year and the deadline is **03/13/2025**.

**10.9. Documents required for Master's Enrollment:**

- Copy of RG and CPF.
- Copy of the Foreigner Resident's Identity card (RNE) (for foreign candidates).
- Copy of undergraduate diploma, or provisional certificate or an equivalent document attesting the completion of the undergraduate course. The **undergraduate diploma must be presented within one year** of enrollment in UFSCar's PPGFT, otherwise the student will be asked to leave UFSCar's PPGFT.
- Copy of undergraduate transcript.
- Copy of Professional Class Council Registration (CREFITO, CREF, COREN or other) or statement that the Class Council registration is being provided for applicants who will develop clinical research projects. The document must be sent by email to PPGFT by **03/30/2026**.

**10.10. Documents required for Doctorate Enrollment:**

- Copy of RG and CPF.
- Copy of the Foreign Resident's Identity card (RNE) (for foreign candidates).
- Copy of undergraduate diploma.
- Copy of undergraduate transcript.
- Copy of the Master's degree, or provisionally, certificate or an equivalent document that proves the master's defense. The **Master's degree must be presented within a period of up to one year** after enrollment in UFSCar's PPGFT, otherwise the student will be asked to leave UFSCar's PPGFT.
- Copy of the Master's academic record.
- Copy of Professional Class Council Registration (CREFITO, CREF, COREN or other) or statement that Class Council registration is being provided for applicants who will develop clinical research projects. The document must be sent by email to PPGFT by **03/30/2026**.

## 11. Final Dispositions

11.1. UFSCar reserves the right, at any time, to require candidates to prove the veracity of their statements or information provided in the Selection Process.

11.2. If any of the statements or information provided in the Selection Process for admission to the Master's or Doctorate Degree Program in Physical Therapy are untrue, UFSCar may adopt one of the following measures, without prejudice to the applicable legal measures:

- a) reject the candidate's registration.
- b) disqualify the candidate.
- c) reject the registration of the candidate.
- d) cancel the enrollment of the enrolled candidate.

11.3. Any citizen, candidate or not, may also raise doubts as to the statements or information provided by the candidate to the Selection Process, issuing a substantiated statement, sent in writing to the Selection Committee.

11.4. The candidate will be assured the right to full defense and adversary proceedings.

**11.5. There is no definition of the number of scholarships and no guarantee of implementation of scholarships for those entering the Master's or Doctorate at PPGFT at UFSCar in 2025.**

11.6. The other issues not provided for in this public notice will be resolved by the CPG-PPGFT of UFSCar within its competence, according to the Internal Regulations and Internal Rules in force of the PPGFT of UFSCar.



## **APPENDIX A**

### **DESCRIPTION OF THE PEOPLE WHO WILL BE ENTITLED TO RESERVATION OF PLACES**

#### **1. Black (black and brown)**

Candidates who self-declare as such, in a self-declaration document filled in at the time of enrollment in the selection process, are considered to be black, according to the requirements used by the Brazilian Institute of Geography and Statistics (IBGE). For the purposes of this Public Notice, only candidates approved in the heteroidentification procedure will be considered black.

#### **2. Indigenous people**

The indigenous population, considered by self-declared candidates, must present a declaration of their ethnic belonging, signed by recognized leaders of their respective community, and a declaration from the National Indian Foundation (FUNAI), attesting that the candidate resides in an indigenous community. Specific policy for this group:

- Assessment and correction considering Portuguese as a second language, not affecting the assessment of the expected content.
- Exemption from having to take a proficiency exam in a foreign language or proof of proficiency in a language other than Portuguese.

#### **3. Persons with disabilities**

Persons with disabilities are defined as those who have long-term physical, mental, or sensory impairments which in interaction with various barriers may hinder their full and effective participation in school and society (BRASIL, 2008). In more recent legislation (Law N° 12,764; BRASIL, 2012), it considers Autism Spectrum Disorder (ASD) as a disability in its article 1, §2. At the time of registration, the candidate must inform (in a form with the various specificities) the type of disability and the necessary measures to carry out the tests.

Candidates classified/approved in the selection process must prove their condition by a medical report and/or specific examination.

Audio description will be offered, if necessary, for candidates who are blind and have low vision, translation and interpretation in sign language for deaf candidates and other adaptations that may be necessary.

Assessments and corrections should be consistent with the needs of each subgroup, namely: assessment considering Portuguese as a second language for deaf candidates; more time to carry out assessments, among other resources for candidates, according to their special needs.

## APPENDIX B

### SCHEDULE

Description	Period
Publication date of the Notice	08/28/2024
Deadline for objecting to the Notice or requesting clarification regarding the Notice	08/29/2024 to 09/02/2024
Disclosure of the result on objection or clarification of the Notice	09/03/2024
Application period for candidates	09/03/2024 to 10/14/2024
Heteroidentification procedure for self-declared black individuals (remote)	10/17/2024
Disclosure of application's approved, of the analysis' result of the reports submitted by persons with disabilities, of the documents submitted by Indigenous people, and the result of the heteroidentification procedure for self-declared black individuals	10/21/2024
Provisional board of examiners disclosure	10/21/2024
Deadline for filing an appeal against the denial of applications, the result of the reports submitted by persons with disabilities, the documents submitted by Indigenous people, and the result of the heteroidentification procedure for self-declared black individuals	10/21/2024 to 10/30/2024
Deadline for filing appeals regarding the members of the Provisional Selection Committee	10/21/2024 to 10/30/2024
Appeals Board of the heteroidentification procedure (in-person)	10/31/2024
Final disclosure of application approval, the result of the reports submitted by persons with disabilities, the documents submitted by Indigenous people, and the result of the Appelas Board of the heteroidentification procedure for self-declared black individuals	11/05/2024
Final disclosure of the Selection Committee members	11/05/2024
Disclosure of candidates called for Discussion and Analysis of the Research Project and <i>Curriculum Vitae</i> Analysis	11/06/2024
Disclosure of the date and time of the Discussion and Analysis of the Research Project and <i>Curriculum Vitae</i> Analysis	11/06/2024
Discussion and Analysis of the Research Project and <i>Curriculum Vitae</i> Analysis (Master's and Doctorate degrees)	11/11/2024 to 11/22/2024
Disclosure of the results of the Discussion and Analysis of the Research Project, <i>Curriculum Vitae</i> Analysis and the list of approved candidates in the Selection Process, including the classification order (considering the number of places of each advisor)	11/26/2024
Deadline for filing appeals concerning the results of the Discussion and Analysis of the Research Project, the <i>Curriculum Vitae</i> Analysis and the result of the Selection Process	11/27/2024 to 12/06/2024
Disclosure of the final list of approved candidates and the classification order (considering the number of places of each advisor and the number of reserved places)	12/10/2024
<b>Pre-enrollment</b> (showing interest in the place)	11 and 12/12/2024
Disclosure of the definitive list of candidates who have confirmed interest in the place and must enroll	12/13/2024
<b>Enrollment period</b>	10 to 03/13/2025

## APPENDIX C

### PLACES IN THE AMPLE COMPETITION AND RESERVATION OF PLACES

Line of Research	Team Members	Reservation Places	Number of Master's places offered	Number of Doctorate places offered
Physiotherapy in Orthopedics and Rheumatology	Fábio Viadanna Serrão	6 Master's places  7 Doctorate places	1	1
	Stela Márcia Mattiello		1	1
	Paula Rezende Camargo		0	1
	Paula Regina Mendes da Silva Serrão		1	2
	Luiz Fernando Approbato Selistre		0	2
Basic Process, Development and Functional Recovery of Nervous System	Ana Carolina de Campos		1	1
	Eloisa Tudella		2	2
	Thiago Luiz de Russo		1	0
	Natalia Duarte Pereira		1	1
	Nelci Adriana Cicuto Ferreira Rocha		1	0
Cardiorespiratory Physiotherapy and Exercise Physiology	Adriana Sanches Garcia Araújo		1	3
	Aparecida Maria Catai		1	2
	Audrey Borghi e Silva		2	1
	Renata Gonçalves Mendes		1	0
	Valéria Amorim Pires Di Lorenzo		0	1
Instrumentation and Physiotherapeutic Resources related to Adult and Worker Health	Cleber Ferraresi		2	1
	Thais Cristina Chaves		1	1
	Tatiana de Oliveira Sato		2	1
	Ana Beatriz de Oliveira		1	1
Clinical and Epidemiological Research in Women's and Elderly Health	Mariana Arias Avila Vera		2	1
	Patricia Driusso		1	1
	Ana Carolina Sartorato Beleza		0	1
	Anielle Cristhine de Medeiros Takahashi		0	1
	Larissa Pires de Andrade		1	1
	Tiago da Silva Alexandre		1	0

## APPENDIX D

### APPLICATION FORM

Please fill in this form by writing legibly or typing the information. Please sign the indicated fields, scan the form and upload it to Google Forms **in PDF format**:

<https://forms.gle/d5piPwufEEYW1pJd6>

<b>SELECTION PROCESS OF PPGFT AT UFSCar</b>
Advisor (Specify the advisor with whom you would like to pursue the Master's or Doctorate degree):
Ample competition ( )      Reservation of places ( )
Do you have special needs to carry out the Selection Process? Yes ( ) No ( ) If so, which special needs?
I wish to conduct the Discussion and Analysis of the Research Project Phase as follows: ( ) in person ( ) online
<b>Signature:</b>

<b>DECLARATION OF AGREEMENT WITH THE PUBLIC NOTICE</b>
I declare that I have read and agree, fully and expressly, with all the terms set out in UFSCar's PPGFT Master's or Doctorate Selection Notice.
<b>Signature:</b>

<b>DECLARATION OF LINK WITH MEMBERS OF THE PRELIMINARY SELECTION COMMITTEE</b>
I declare that I <b>HAVE</b> a link with the following member(s) listed below and that comprise the PPGFT Master's or Doctorate Selection Committee at UFSCar.
Member: _____ Link: _____
Member: _____ Link: _____
<b>Signature:</b>

<b>DECLARATION OF NO LINK WITH MEMBERS OF THE PRELIMINARY SELECTION COMMITTEE</b>
I declare that I <b>DO NOT HAVE</b> a link with any of the member(s) listed below and that comprise the PPGFT Master's or Doctorate Selection Committee at UFSCar.
The relationships or links of the candidates with the members of the Preliminary Selection Committee to be informed at the time of registration may be:
I) A member who is or has been a spouse or partner, even if legally separated or divorced.
II) A member who is an ascendant or descendant or collateral up to the 3rd degree by consanguinity or affinity.
III) A member with whom the candidate, or their respective spouses, partners, blood relatives and the like up to the third degree, have intimate friendship or notorious enmity.
IV) A member with whom he/she has a business.
V) Other situations of impediment or suspicion provided for by law.
 <i>NOTE: The fact of having been a student or having publications with any member of the selection committee does not characterize a link and should therefore not be informed in the application form.</i>
<b>Signature:</b>

## APPENDIX E

### SELF-DECLARATION OF ETHNICITY (INDIGENOUS)

Please fill in this form writing legibly or typing the information. Please sign the indicated fields, scan the form and upload it in Google Forms in **PDF format**: <https://forms.gle/d5piPwufEEYW1pJd6>

I, \_\_\_\_\_, am a national of the following country \_\_\_\_\_, born on \_\_\_\_/\_\_\_\_/\_\_\_\_, in the city of \_\_\_\_\_, state of \_\_\_\_\_, son/daughter of \_\_\_\_\_ and \_\_\_\_\_, marital status \_\_\_\_\_, resident at \_\_\_\_\_, ZIP code \_\_\_\_\_, identification number holder \_\_\_\_\_, issued on \_\_\_\_/\_\_\_\_/\_\_\_\_, issuing agency \_\_\_\_\_, CPF n° \_\_\_\_\_, declare, under penalty law that I am indigenous of the ethnic group \_\_\_\_\_.

I am aware that I must present a declaration of my ethnic belonging, signed by recognized leaders of my respective community, and a declaration from the National Indian Foundation (FUNAI), attesting my residence in an indigenous community. In case of misrepresentation, I will be subject to the sanctions prescribed in the Penal Code and other applicable legal requirements.

Place: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of declarant: \_\_\_\_\_

## APPENDIX F

### PERSONS WITH DISABILITIES DECLARATION

Please fill in this form by writing legibly or typing the information. Please sign the indicated fields, scan the form and upload it in Google Forms in **PDF format**: <https://forms.gle/d5piPwufEEYW1pJd6>

I, \_\_\_\_\_, am a national of the following country \_\_\_\_\_, born on \_\_\_\_/\_\_\_\_/\_\_\_\_, in the city of \_\_\_\_\_, state of \_\_\_\_\_, son/daughter of \_\_\_\_\_ and \_\_\_\_\_, marital status \_\_\_\_\_, resident at \_\_\_\_\_, ZIP code \_\_\_\_\_, identification number holder \_\_\_\_\_, issued on \_\_\_\_/\_\_\_\_/\_\_\_\_, issuing agency \_\_\_\_\_, CPF nº \_\_\_\_\_, declare, under penalty law that I am a person with a disability

I am aware that, in case of misrepresentation, I will be subject to the sanctions prescribed in the Penal Code and other applicable legal requirements.

Candidates declared “Persons with Disabilities” must attach to this declaration the **medical report** that proves the disability, issued in the last 24 months. The determination and proof of disability will be based on a medical report attesting to the type and degree of the disability, according to Art. 4 of Decree N° 3.298, of December 20, 1999, making reference to the corresponding code of the International Classification of Diseases (ICD).

Place: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of declarant: \_\_\_\_\_



## APPENDIX G

### SELF-DECLARATION FOR THE HETEROIDENTIFICATION PROCEDURE (BLACK PEOPLE)

I, \_\_\_\_\_, identification number holder \_\_\_\_\_, issued on \_\_\_\_/\_\_\_\_/\_\_\_\_, issuing agency \_\_\_\_\_, CPF nº \_\_\_\_\_, as a registered candidate and participant in the Public Notice 1/2025 of the Selection Process for the Master's and Doctorate Degrees of the Postgraduate Program in Physiotherapy at UFSCar, and making use of the prerogative granted by Art. 2 of Law Nº 12,990/2014:

I declare that when registering for the aforementioned Public Notice, I declared myself for the heteroidentification procedure for the purpose of competing for the reserved vacancies for black candidates, in accordance with the race and color criteria used by the Brazilian Institute of Geography and Statistics (IBGE). I hereby declare that I am black, of the color (\_\_\_\_) black or (\_\_\_\_) brown, ratifying the information provided at the time of registration.

I am also aware that, according to Normative Instruction MGI Nº 23/2023 of July 25, 2023, which regulates the Heteroidentification Procedure for filling reserved vacancies in accordance with Law Nº 12,990 of June 9, 2014, only the phenotypic characteristics of the candidate are evaluated at the time of the heteroidentification procedure (Article 21 of Normative Instruction Nº 23/2023).

I acknowledge that no previous records or documents will be considered, including images and certificates related to confirmations from heteroidentification procedures conducted in federal, state, district, and municipal public competitions (Article 21, § 2 of Normative Instruction Nº 23/2023).

Hereby, I authorize the capture of my image through video and photos for phenotypic analysis, for the purpose of assessing my status/condition as a Black or Brown person, in accordance with Law Nº 12,990/2014. Refusal to be filmed will result in allocation of the registration to ample competition.

Place: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of declarant: \_\_\_\_\_

## APPENDIX H

### CALL FOR CANDIDATES SELF-DECLARED AS BLACK OR BROWN FOR THE HETEROIDENTIFICATION PROCEDURE

The Postgraduate Program in Physiotherapy at the Federal University of São Carlos (PPGFT/UFSCar), in the exercise of its authority, makes public the Call, the Location and Time, and the Procedures for Verifying the Authenticity of the Self-Declaration of candidates who self-declare as Black or Brown.

#### 1. ABOUT THE CALL

**1.1.** Candidates who self-declare as Black or Brown in the Public Notice 1/2025 of the Selection Process for the Master's and Doctoral Degrees at PPGFT/UFSCar are summoned to undergo the complementary heteroidentification procedure to the self-declaration.

#### 2. ON THE LOCATION AND TIME OF THE COMPLEMENTARY HETEROIDENTIFICATION PROCEDURE FOR BLACK SELF-DECLARED INDIVIDUALS

**2.1.** The heteroidentification procedure for candidates who self-declare as Black or Brown will be conducted by a Specific Committee from the General Secretariat of Affirmative Actions, Diversity, and Equity (SAADE), with deliberative authority, and will take place remotely on October 17, 2024, at times to be defined and announced on the PPGFT website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)).

**2.2.** The summoned candidate will receive an email with the link to the Google Meet room. If the candidate does not receive the email, they should contact SAADE at [saade@ufscar.br](mailto:saade@ufscar.br).

**2.3.** Candidates who do not attend the appointment on the scheduled date and time will have their application allocated to the ample competition.

**2.4.** The presentation of candidates and the heteroidentification procedures will occur in alphabetical order.

#### 3. PROCEDURES

**3.1.** At the time of the heteroidentification procedure, the candidate must reaffirm the option made in their application form. To do this, they must submit, within the deadline specified in Public Notice 1/2025 of PPGFT/UFSCar, the Self-Declaration for the Heteroidentification Procedure as outlined in Appendix G, duly filled out and signed, self-declaring as Black or Brown, in accordance with the color or race criteria used by the Brazilian Institute of Geography and Statistics (IBGE).

**3.2.** The Self-Declaration Verification Committee established by SAADE which is responsible for the heteroidentification procedure, will consider only the **phenotypic** aspects of the candidate, which will be assessed through a **remote interview** with candidates who self-declare as Black or Brown.

**Single paragraph:** documents, photos of family members or arguments of ancestry will not be considered in the process of verifying the self-declaration. The procedure will only consider **phenotypic aspects** of the candidate through the procedure.

**3.3.** When entering the individual Google Meet room, the candidate must show their official photo identification upon request by the Self-Declaration Verification Committee established by SAADE, so that their identity can be verified by the camera of the device used.

**3.3.1.** For the verification procedure, the candidate must be connected to a stable internet connection, using a fixed individual device with a good quality camera and microphone, in a well-lit area, preferably with natural light, with a horizontal framing that shows the torso, arms, head, and hair.

**3.3.2.** The candidate must not use makeup or any type of colored sunscreen. They may not wear hats or any other headgear that might obstruct the analysis of hair texture. They must not use any filters or image-editing mechanisms at the beginning of the video and should be in a clear background with no blur. The candidate should have their hair down, wear light-colored clothing, and avoid long-sleeved garments.

**3.4.** After confirming their identification, the candidate **must read their self-declaration**, the model of which is available in Appendix G of Public Notice 1/2025 of PPGFT/UFSCar.

**3.4.1.** If the candidate refuses to reaffirm their self-declaration by reading it, their application will be allocated to the ample competition.

**3.5.** The heteroidentification procedure will be recorded, and the recording will be kept for a period of 5 (five) years.

**3.5.1.** Candidates who refuse to allow the recording of the procedure for heteroidentification purposes will have their application allocated to the ample competition.

**3.6.** The result of the first phase evaluation will be available on the PPGFT website at UFSCar ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)), according to the Schedule (Appendix B).

## **4. THE COMMITTEE**

**4.1.** The Self-Declaration Verification Committee established by SAADE will be composed of at least 5 (five) members distributed by gender, color, and, preferably, place of origin, while ensuring the confidentiality referred to in §1 of Article 20 of Normative Instruction N° 023/2023.

**4.2.** The Appeals Committee for candidates whose self-declaration as Black or Brown is invalidated will consist of 3 (three) members distinct from those of the Self-Declaration Verification Committee established by SAADE.

## **5. APPEALS**

**5.1.** Regarding the Self-Declaration Verification Committee's decision on the validity of the self-declaration, the candidate may file an appeal (result review) within the timeframe specified in Appendix B of Public Notice 1/2025 of PPGFT (Schedule).

**5.1.1.** The appeal must be properly justified and will be reviewed by the Appeals Committee, which will be composed of members different from those who conducted the initial analysis.

**5.1.2.** In its decisions, the Appeals Committee, **which will be held in person** (Department of Physiotherapy at UFSCar), must consider the phenotypic aspects, the opinion issued by the Self-Declaration Verification Committee established by SAADE, and the content of the appeal

prepared by the candidate.

**5.2.** The decision of the Appeals Committee is final, and there is no further appeal or review of the appeal.

**5.3.** The candidate whose self-declaration is rejected and who does not file an appeal, or whose appeal is rejected, may participate in the selection process under the ample competition.

## **6. FINAL RESULT**

**6.1.** The final result of the heteroidentification procedure will be announced on November 05, 2024, on the PPGFT website ([www.ppgft.ufscar.br](http://www.ppgft.ufscar.br)).

## **7. FINAL DISPOSITIONS**

**7.1.** The Federal University of São Carlos reserves the right to make any necessary changes at this stage of the Selection Process due to unforeseen or unpredictable events.

**7.2.** The Self-Declaration is the sole responsibility of the candidate, who will be accountable for any falsehoods, as provided in the Sole Paragraph of Article 2 of Law N° 12,990, of June 9, 2014.

**7.3.** Unforeseen cases and situations not covered will be evaluated by the Postgraduate Committee of the Postgraduate Program in Physiotherapy at UFSCar.

## APPENDIX I

### *Curriculum Vitae Scores*

#### Master's Degrees Candidates

\*Accepted documents: **institutional statements or school transcripts.**

\*\*The **teaching experience** will be scored according to the period (proportional to the number of months) and not according to the number of subjects taught. The **professional experience** score will be proportional to the time worked (proportional to the number of months). In both cases, proof will be given through the work by the employment record; headed letters and/or statements from the institution responsible, specifying the position, period and workload.

\*\*\*Only **books that have an ISBN** and contain **at least 50 pages** will be considered. For **proof of the article**, the **first page must be attached**, and for the **abstract**, the **page of the annals that contains the abstract must be attached**. In group D, only production from **2020 to 2024** will be scored.

**Only duly proven items will be scored**

		ITEM	SCORE	MAXIMUM SCORE	WEIGHT
<b>Group A</b>	Academic and Scientific Background*	Undergraduate research with grant	1.0	2.0	<b>2.5</b>
		Undergraduate research without grant or undergraduate thesis	0.50	1.0	
		Monitoring or mentoring	0.50	1.0	
		Awards/Academic distinctions	0.20	0.40	
		Scholarship in university extension project	0.25	0.50	
		Participation in university extension project (minimum 4 months)	0.10	0.20	
		Technical assistance in research grant	1.0	2.0	
		Teaching and/or research grants abroad	0.10 per month	2.0	
<b>Group B</b>	Professional and Teaching Experience**	Professional Experience (up to 3 years) in Education	0.30	0.90	<b>1.0</b>
		Teaching Experience (up to 3 years) in Higher Education	0.60	1.8	
		Lectures given in National Scientific Events	0.10	0.30	
		Lectures given in International Scientific Events	0.20	0.60	

<b>Group C</b>	Continuing Education Completed	Improvement Course (180h) in the advisor's research area	0.20	0.40	<b>1.5</b>
		Improvement Course (180h) not in the advisor's research area	0.10	0.20	
		Specialization Course (360h) in the advisor's research area	0.40	0.80	
		Specialization Course (360h) not in the advisor's research area	0.20	0.40	
		Continuing Development Course (1000h) in the advisor's research area	0.60	0.60	
		Continuing Development Course (1000h) not in the advisor's research area	0.30	0.30	
		Extension course (over 8h)	0.05	0.15	
		Professional residency recognized by MEC (Brazilian Ministry of Education) (over 5000h)	1.0	1.0	
		Participation in Events	0.05	0.15	
<b>Group D</b>	Scientific Production in the last 5 years (2020-2024)	Author of international book***	2.0	4.0	<b>5.0</b>
		Author of national book***	1.0	2.0	
		Chapter in international book	0.5	1.0	
		Chapter in national book	0.25	0.5	
		Full Article - impact factor (JCR) $\geq 2.0$	5.0	FREE	
		Full Article - impact factor (JCR) $< 2.0$ and $\geq 0.9$	4.0	FREE	
		Full Article - impact factor (JCR) $< 0.9$	3.0	FREE	
		Full article without impact factor (JCR) and indexed (SCIELO, MEDLINE, LILACS or CINAHL)	1.0	2.0	
		Full article without indexation	0.25	0.50	
		Abstracts published in journals or Annals of events	0.15	0.60	
		Presentation in scientific events as first author	0.20	0.60	



### Doctorate's Candidates

\*Accepted documents: **institutional statements or school transcripts.**

\*\*The **teaching experience** will be scored according to the period (proportional to the number of months) and not according to the number of subjects taught. The **professional experience** score will be proportional to the time worked (proportional to the number of months). In both cases, proof will be given through the work by the employment record; headed letters and/or statements from the institution responsible, specifying the position, period and workload.

\*\*\*Only **books that have an ISBN** and contain **at least 50 pages** will be considered. For **proof of the article**, the **first page must be attached**, and for **the abstract**, the **page of the annals that contains the abstract must be attached**. In group D, only production from **2020 to 2024** will be scored.

**Only duly proven items will be scored**

		ITEM	SCORE	MAXIMUM SCORE	WEIGHT
<b>Group A</b>	Academic and Scientific Background*	Undergraduate research with grant	1.0	2.0	<b>2.5</b>
		Undergraduate research without grant or undergraduate thesis	0.50	1.0	
		Monitoring or mentoring	0.50	1.0	
		Awards/Academic distinctions	0.20	0.40	
		Scholarship in university extension project	0.25	0.50	
		Participation in university extension project (minimum 4 months)	0.10	0.20	
		Guidance and Co-Supervision of Scientific Initiation Project and/or undergraduate final paper	1.0	2.0	
		Technical assistance in research grant	1.0	2.0	
		Teaching and/or research grants abroad	0.1 per month	2.0	
<b>Group B</b>	Professional and Teaching Experience**	Professional Experience (up to 3 years) in Education	0.30	0.90	<b>1.0</b>
		Teaching Experience (up to 3 years) in Higher Education	0.60	1.8	
		Lectures given in National Scientific Events	0.10	0.30	
		Lectures given in International Scientific Events	0.20	0.60	

<b>Group C</b>	Continuing Education Completed	Improvement Course (180h) in the advisor's research area	0.20	0.40	<b>1.5</b>
		Improvement Course (180h) not in the advisor's research area	0.10	0.20	
		Specialization Course (360h) in the advisor's research area	0.40	0.80	
		Specialization Course (360h) not in the advisor's research area	0.20	0.40	
		Continuing Development Course (1000h) in the advisor's research area	0.60	0.60	
		Continuing Development Course (1000h) not in the advisor's research area	0.30	0.30	
		Extension course (over 24h)	0.05	0.15	
		Professional residency recognized by MEC (Brazilian Ministry of Education) (over 5000h)	1.00	1.00	
		Peer reviewer of scientific articles in indexed journals in the health area (per journal)	0.2	0.4	
		Participation in Events	0.05	0.15	
<b>Group D</b>	Scientific Production in the last 5 years (2020-2024)	Author of international book***	2.0	4.0	<b>5.0</b>
		Author of national book***	1.0	2.0	
		Chapter in international book	0.5	1.0	
		Chapter in national book	0.25	0.5	
		Full Article - impact factor (JCR) $\geq 2.0$	5.0	FREE	
		Full Article - impact factor (JCR) $< 2.0$ and $\geq 0.9$	4.0	FREE	
		Full Article - impact factor (JCR) $< 0.9$	3.0	FREE	
		Full article without impact factor (JCR) and indexed (SCIELO, MEDLINE, LILACS or CINAHL)	1.0	2.0	
		Full article without indexation	0.35	0.70	
		Abstracts published in journals or Annals of events	0.15	0.60	
		Presentation in scientific events as first author	0.20	0.60	

## APPENDIX J

### Assessment Criteria for Research Project

1. Consonance of the research project with the line of research of the supervisor selected when applying for this Selection Process
2. Clinical relevance of the research project theme
3. Scientific relevance of the research project theme
4. Clarity of the gap in the literature that the project proposes to address
5. Clarity and relevance of the objective(s) of the Research Project
6. Relevance of the proposed methods regarding the objectives of the Research Project
7. Feasibility of carrying out the proposed methods
8. Relevance of statistical analysis
9. Potential contribution of the results obtained to advance knowledge in the area
10. Feasibility of executing the proposed project schedule

***Each item is worth 1 point.***

