

CoPG RESOLUTION nº 04, 25 April, 2018

This document establishes the Guidelines for the Admission of International Students to Stricto Sensu Postgraduate Programs

The Federal University of São Carlos Postgraduate Council, in the exercise of its powers and in accordance with the provisions of Article 6, I and XIII of the General Regulations of UFSCar, and considering the terms of the Postgraduate Program General Regulations, in Articles 3, II, III, IV; during its 98th ordinary meeting of the Postgraduate Council:

Considering the international integration of *Stricto Sensu* postgraduate programs as an important evaluation criterion adopted by CAPES;

Considering the need to organize and standardize the enrollment of international students as an essential part of the Institutional Internationalization Policy for *Stricto Sensu* postgraduate programs;

Considering that both national and international funding agencies, as well as postgraduate programs, have criteria for granting scholarships adopting a thorough evaluation of candidates.

RESOLVES:

Art. 1 - To approve, within the scope of the Federal University of São Carlos (UFSCar), regulations to govern the access and enrollment of international students in the *Stricto Sensu* postgraduate programs of this University.

§1 - International students are considered to be foreigners whose nationality is not Brazilian, regardless of whether they reside in Brazil.

§2 - Foreigners who have been naturalized as Brazilian citizens will follow the same criteria as Brazilian citizen candidates.

Art. 2 - The positions that may be granted to international students who receive individual scholarships from funding agencies, such as CNPq-TWAS, PEC-PG, students under bilateral agreements between UFSCar and other partner institutions, Sandwich Master's/Doctorate programs, or other positions that require external scholarships undergoing selection processes from these external programs, or even the availability of scholarships previously granted by the program, such as the PAEC, will be excluded from the Call for New Students, due to the differentiated selection process inherent to the nature of these places.

§1 - Candidates supported by scholarships from funding agencies will be considered as having been evaluated for academic merit by the original agency, which will grant the scholarship to the student.

§2 - The program must evaluate the availability of positions for a potential advisor, who, in turn, must assess the suitability of the applicant's project to the program's research lines, the advisor's research interests, and the applicant's prior experience.

§3 - The acceptance of international students will be used to calculate the advisor/student ratio, which will be considered during the process of assigning additional supervision roles by the Postgraduate Program Committee (CPG) of the program.

Art. 3 - International candidates may participate in the regular selection process, as defined by the Call for Applications for New Students, and in accordance with the Supplementary Regulations of the program they wish to apply to.

§1 - International candidates will have the option to decline to apply for the program's scholarships to which they are subjected, if the program offers this alternative in its Specific Supplementary Regulations. In such cases, the student must provide the additional documentation described in Art. 4 of this Resolution.

§2 - International candidates will also have the option to apply for the available scholarships in the program, in accordance with the current call, with no restrictions. However, in the absence of available scholarships, candidates must present the additional documentation described in Art. 4 of this Resolution when enrolling.

§3 - Diplomas issued by foreign institutions will be considered valid for the selection process, provided they are evaluated and approved by the committee responsible for the selection process.

§4 - Candidates for the Doctoral selection process, holders of scholarships obtained through national funding programs (PEC-PG, CNPq-TWAS, among others that may arise), will only be accepted for enrollment if they have fulfilled all the requirements and obligations stated in the Master's scholarship program they were part of.

Art. 4 - During the program enrollment period, in addition to the documentation normally required by the internal regulations of the postgraduate programs offering the course to which candidates are applying, international students must present the documents described below (§1 to §6 of this Article 4).

§ 1 - Candidates not from Portuguese-speaking countries, at the discretion of the scholarship program they are part of (PEC-PG, CNPq-TWAS, PROPAT, PAEC, among others that may arise) and in accordance with the internal regulations of their program, may be required to demonstrate proficiency in Portuguese, either through the Certificate of Proficiency in Portuguese for Foreigners (Celpe-Bras) or a specific exam developed by the Language Institute of UFSCar.

§ 2 - In cases where proficiency in Portuguese is required, in the absence of the supporting document when enrolling, international candidates must provide this document no later than the second enrollment in the program or within the deadline specified in the Academic Mobility Program notices (PEC-PG, PAEC, among others).

§ 3 - Student visa issued by the Brazilian Ministry of Foreign Affairs and a statement from the Federal Police attesting to the candidate's regular status in the country.

I – Students participating in Academic Mobility Programs (PEC-PG, PAEC, among others) must present the type of visa specified in the Selection Notices of the respective Programs.

II – In the case of Mercosur visas, international students, with or without employment ties in Brazil, must comply with the regulations of the agency regarding the accumulation of scholarships and earnings, as outlined in Joint Ordinance CAPES-CNPq No. 01/2010 or any subsequent regulation that replaces it.

§ 4 - Demonstrate having fulfilled all the health requirements established by the Brazilian Ministry of Foreign Affairs and having an up-to-date vaccination record from their home country.

§ 5 - Provide documentation proving possession of repatriation insurance for themselves and their dependents.

Art. 5 - Re-enrollment of international students in the Program is contingent upon the presentation of the documentation typically required from Brazilian students, in addition to the visa renewal documents and repatriation funeral insurance for themselves and their dependents for the following year.

Art. 6 - International students will be subject to the General Regulations of Postgraduate Studies at UFSCar and the Internal Regulations of their Postgraduate Program, with no special concessions, including regarding evaluations and deadlines for completing the course.

Art. 7 - Any student who fails to comply with the previous requirements will have their enrollment canceled by the program.

Art. 8 - Any omitted cases will be resolved in the first instance by the Postgraduate Program Committee (CPG) of the respective program, in the second instance by the Postgraduate Council (CoPG), and finally by the University Council (ConsUni).

Art. 9 - This Resolution shall enter into force on the date of its publication, revoking any provisions to the contrary.

Profa. Dra. Audrey Borghi e Silva
Provost for Postgraduate Education