



FEDERAL UNIVERSITY OF SÃO CARLOS

POSTGRADUATE PROGRAM IN PHYSICAL THERAPY - PPGft/CCBS/R

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ADMINISTRATIVE ACT PPGFT Nº 8/2024

This document establishes the Complementary Regulations for the Recognition of Internal and External Credits of the Postgraduate Program in Physical Therapy

The **Postgraduate Committee of the Postgraduate Program in Physical Therapy (CPG-PPGFT)**, affiliated with the Biological and Health Sciences Center (CCBS) at the Federal University of São Carlos (UFSCar), meeting on 12/13/2024 for its 289th Regular Meeting, in the exercise of the legal and statutory powers granted by the UFSCar Statute and General Regulations,

CONSIDERING:

- General Regulations of the Postgraduate Programs at UFSCar, dated April 1, 2021.
- Internal Regulations of the Postgraduate Program in Physical Therapy at UFSCar currently in force.

RESOLVES:

CHAPTER I

RECOGNITION OF MASTER'S DEGREE CREDITS

Art. 1 Regarding the recognition of credits as stipulated in the General Regulations of Postgraduate Programs, dated April 1, 2021 (Articles 51 and 52), the following applies to the Master's Program in Physical Therapy:

§ 1 All credits earned in courses taken as a special student within the PPGFT will be recognized, provided they were completed no more than three (3) years before enrollment as a regular student in the Master's Program. The course will be recorded in the student's academic transcript with the abbreviation AE (Aluno Especial – Special Student), with the number and date of the CPG-PPGFT meeting in which it was approved.

§ 2 Up to ten (10) credits from courses taken as a special student in a Master's Program of another UFSCar Postgraduate Program (internal credits) will be recognized, provided the courses cover content related to the PPGFT research lines or are compatible with Basic Training or Instrumentation/Innovation courses. These courses must have been completed no more than three (3) years before enrollment as a regular

student in the PPGFT Master's Program. The course will be recorded in the student's academic transcript with the abbreviation AE (Aluno Especial – Special Student), with the number and date of the CPG-PPGFT meeting in which it was approved.

§ 3 A maximum of 40% of the total credits required by the PPGFT may be recognized for Postgraduate courses taken as either a regular or special student in other external postgraduate programs of the same level outside UFSCar. The courses must cover content related to the PPGFT research lines or be compatible with Basic Training or Instrumentation/Innovation courses and must have been completed no more than three (3) years before enrollment as a regular student in the PPGFT Master's Program. These courses will be recorded in the student's academic transcript with the abbreviation T (Transferência – Transfer), with the number and date of the CPG-PPGFT meeting in which they were approved.

§ 4 Credits from courses taken in other UFSCar Postgraduate Programs or external programs will be recognized as elective courses.

CHAPTER II

RECOGNITION OF DOCTORATE DEGREE CREDITS

Art. 2 Regarding the recognition of credits as stipulated in the General Regulations of Postgraduate Programs, dated April 1, 2021 (Articles 51 and 52), the following applies to the Doctoral Program in Physical Therapy:

§ 1 Students who completed their Master's degree within the PPGFT may have a maximum of thirty (30) course credits recognized. This recognition will appear in the student's academic transcript as approved credits, as determined in a CPG-PPGFT meeting.

§ 2 All credits earned in courses taken as a special student within the PPGFT (Doctoral level) will be recognized, provided they were completed no more than three (3) years before enrollment as a regular student in the Doctoral Program. The course will be recorded in the student's academic transcript with the abbreviation AE (Aluno Especial – Special Student), with the number and date of the CPG-PPGFT meeting in which it was approved.

§ 3 A maximum of sixteen (16) credits from courses taken as a special student in a Doctoral Program of another UFSCar Postgraduate Program (internal credits) will be recognized, provided the courses cover content related to the PPGFT research lines or are compatible with Basic Training or Instrumentation/Innovation courses. These courses must have been completed no more than three (3) years before enrollment as a regular student in the PPGFT Doctoral Program. The course will be recorded in the student's academic transcript with the abbreviation AE (Aluno Especial – Special Student), with the number and date of the CPG-PPGFT meeting in which it was approved.

§ 4 A maximum of 40% of the total credits required by the PPGFT may be recognized for postgraduate courses taken as either a regular or special student in other external Postgraduate programs of the same level outside UFSCar. The courses must cover content related to the PPGFT research lines or be compatible with Basic Training or Instrumentation/Innovation courses and must have been completed no more than three (3) years before enrollment as a regular student in the PPGFT Doctoral Program. These courses will be recorded in the student's academic transcript with the abbreviation T (Transferência – Transfer), with the number and date of the CPG-PPGFT meeting in which they were approved.

§ 5 Credits from courses taken in other UFSCar Postgraduate Programs or external programs will be recognized as elective courses.

CHAPTER III

RECOGNITION OF DIRECT DOCTORATE DEGREE CREDITS

Art 3 Regarding the recognition of credits as stipulated in the General Regulations of Postgraduate Programs, dated April 1, 2021 (Article 34), the following applies to the Direct Doctorate in Physical Therapy:

§ 1 Students from the PPGFT Master's program who are admitted into the Direct Doctorate program (level change without defense) will have all credits earned in the Master's program automatically recognized.

§ 2 A maximum of sixteen (16) credits from courses taken as a special student in a Doctorate Program of another UFSCar Postgraduate Program (internal credits) will be recognized, provided the courses cover content related to the PPGFT research lines or are compatible with Basic Training or Instrumentation/Innovation courses. These courses must have been completed no more than three (3) years before enrollment as a regular student in the PPGFT Direct Doctorate program. The course will be recorded in the student's academic transcript with the abbreviation AE (Aluno Especial – Special Student), with the number and date of the CPG-PPGFT meeting in which it was approved.

§ 3 A maximum of 40% of the total credits required by the PPGFT may be recognized for Postgraduate courses taken as either a regular or special student in other external Doctoral-level Postgraduate programs outside UFSCar. The courses must cover content related to the PPGFT research lines or be compatible with Basic Training or Instrumentation/Innovation courses and must have been completed no more than three (3) years before enrollment as a regular student in the PPGFT Direct Doctorate program. These courses will be recorded in the student's academic transcript with the abbreviation T (Transferência – Transfer), with the number and date of the CPG-PPGFT meeting in which they were approved.

§ 4 Credits from courses taken in other UFSCar Postgraduate Programs or external programs will be recognized as elective courses.

CHAPTER IV

PROCEDURES FOR REQUESTING CREDIT RECOGNITION

Art. 4 The Postgraduate Committee of the PPGFT will analyze requests for recognition of internal and external credits.

Art. 5 The procedures for requesting credit recognition are as follows:

I - Download the internal or external credit recognition request form available on the PPGFT website (<https://www.ppgft.ufscar.br/en/about-the-program/regulations-and-administrative-acts>).

II - The student must complete the form, which must be signed by both the student and their advisor.

III - The advisor must initiate a the 'Internal Request: UFSCar Units' process in the UFSCar Electronic Information System (SEI) and attach the following documents: the completed and signed credit recognition request form; the student's Master's or Doctoral academic transcript; and the syllabi of the courses to be recognized (from other Postgraduate Programs).

CHAPTER V

FINAL PROVISIONS

Art. 6 Any omitted cases will be evaluated by the CPG-PPGFT.

Art. 7 This Administrative Act comes into effect on the date of its publication in the SEI-UFSCar Electronic Service Bulletin.

São Carlos, 20 December, 2024.

Tatiana de Oliveira Sato

Coordinator of the PPGFT and President of the CPG-PPGFT



This document was electronically signed by Tatiana de Oliveira Sato, President of the Council, on 12/20/2024, at 09:31, according to the official Brasília time, based on Article 6, § 1, of Decree No. 8,539, dated October 8, 2015.



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