



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

**PUBLIC NOTICE 1/2024
SELECTION PROCESS FOR THE MASTER'S AND DOCTORATE DEGREES IN
THE GRADUATE PROGRAM IN PHYSICAL THERAPY AT UFSCar IN THE 1st
SEMESTER OF 2024**

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. **All phases of this Public Notice will be carried out exclusively and exceptionally remotely.**

1. Selection Process

1.1. The Selection Process will be held to fill the places of Public Notice 1/2024 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 H) <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 02 (two) days (see Schedule in Appendix E). Requests of objecting to the Notice or clarifying the text of the Public Notice must be made exclusively by e-mail to PPGFT/UFSCar (ppgft@ufscar.br), giving the reasons on which it is based explicitly. The e-mail must be identified as follows: **Objection / Public Notice 1/2024 or Clarification / Public Notice 1/2024.**

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) according to the Schedule (Appendix E).

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 A of this notice, and the candidate must check his/her option when filling out the application form (Appendix B). 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 B). The Ethnic and Racial Declaration and Persons with Disabilities

Declaration and the option to reserve places must be made in the admission process (Appendices B, C and D). Candidates are prohibited from applying for more than one type of process provided for in this Public Notice. Candidates with disabilities and/or specific needs must state in the application form (Appendix B) 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.

3.4. Candidates can apply by filling out a form at the following link: <https://forms.gle/cy24mRTrQXzQVb1g9> . All documents must be attached and sent in PDF format in the form itself. **Applications received by 6pm (Brasilia time) on 5 January, 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 B) 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 Ethnic and Racial Declaration and Persons with Disabilities Declaration (Appendices C and D).
- *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 F (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).

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 (http://www.teseprime.org)	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), according to the Schedule (Appendix E).

5.3. Candidates whose registration was rejected may file an appeal within the period indicated in the Schedule (Appendix E), giving the reasons on which they are based explicitly. The appeal request must be sent as **a document in PDF format** to the PPGFT e-mail (ppgft@ufscar.br). The e-mail must be identified as follows: **Master’s Rejection 2024 - NAME OF CANDIDATE or Doctorate Rejection 2024 - NAME OF CANDIDATE**, for Master’s or Doctorate candidates, respectively. The appeal requests will be analyzed by the Postgraduate Committee in Physical Therapy (CPG-FT) 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), according to the Schedule (Appendix E).

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-FT, 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-FT 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 E), 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 E), which must be sent as **a document in PDF format** to the PPGFT e-mail address (ppgft@ufscar.br). The e-mail must be identified as follows: **Objection Master's Committee 2024 NAME OF CANDIDATE or Objection Doctorate Committee 2024 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-FT 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 E).

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 (comprised of 03 faculty members) will be published on the UFSCar PPGFT website (www.ppgft.ufscar.br) according to the Schedule (Appendix E).

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 1/2024 (Appendix A).

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. Thirty Master's places will be offered, 22 for ample competition and 08 for reservation and 20 places for the Doctorate, in which 15 are for ample competition and 05 for reservation according to Appendix A.

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) according to the Schedule (Appendix E).

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 on 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. UFSCar's PPGFT is not responsible for technical failures that may occur during the discussion.

8.4. In the Discussion of the Research Project, the criteria described in Appendix G 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) according to the Schedule (Appendix E).

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 E). The appeal request must be sent as **a document in PDF format** to the PPGFT e-mail (ppgft@ufscar.br). The e-mail must be identified as follows: **Appeal 1st Stage Master's 2024 NAME OF CANDIDATE or Appeal 1st Stage Doctorate 2024 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 E).

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 F (**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 E). The appeal request must be sent as **a document in PDF format** to the PPGFT e-mail (ppgft@ufscar.br). The e-mail must be identified as follows: **Appeal 2nd Stage Master's 2024 NAME OF CANDIDATE or Appeal 2nd Stage Doctorate 2024 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 E).

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

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 E).

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-FT.

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/vY2nARfTxoMvgkut9>.

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 E).

10.4. After completing the pre-enrollment, the PPGFT Secretariat will disclose the definitive list of candidates who must enroll **by 03/08/2024**. 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 **03/08/2024**.

10.8. The results of this Selection Process are only valid for admission to the 2024 academic year and the deadline is **03/08/2024**.

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 **03/30/2025**.

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 **03/30/2025**.

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 for candidates who begin the Master's or Doctorate at PPGFT at UFSCar in 2024.

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

APPENDIX A

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	8 Master's places 5 Doctorate places	2	1
	Stela Márcia Mattiello		2	1
	Paula Rezende Camargo		1	1
	Paula Regina Mendes da Silva Serrão		1	0
	Luiz Fernando Approbato Selistre		1	1
	Cristina Maria Nunes Cabral		1	0
Basic Process, Development and Functional Recovery of Nervous System	Ana Carolina de Campos		1	0
	Eloisa Tudella		1	2
	Natalia Duarte Pereira		2	1
	Nelci Adriana Cicuto Ferreira Rocha		2	0
	Thiago Luiz de Russo		1	2
Cardiorespiratory Physiotherapy and Exercise Physiology	Adriana Sanches Garcia Araújo		1	0
	Aparecida Maria Catai		1	1
	Audrey Borghi e Silva	0	1	
	Renata Gonçalves Mendes	1	2	
	Valéria Amorim Pires Di Lorenzo	1	0	
Instrumentation and Physiotherapeutic Resources related to Adult and Worker Health	Cleber Ferraresi	1	1	
	Thais Cristina Chaves	1	1	
	Tatiana de Oliveira Sato	1	0	
	Ana Beatriz de Oliveira	2	0	
Clinical and Epidemiological Research in Women's and Elderly Health	Mariana Arias Avila Vera	2	1	
	Patricia Driusso	0	1	
	Ana Carolina Sartorato Beleza	1	1	
	Anielle Cristhine de Medeiros Takahashi	1	0	
	Larissa Pires de Andrade	1	0	
	Tiago da Silva Alexandre	1	2	

APPENDIX B

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/cy24mRTrQXzQVb1g9>

SELECTION PROCESS OF PPGFT AT UFSCar
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?
Signature:

DECLARATION OF AGREEMENT WITH THE PUBLIC NOTICE
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.
Signature:

DECLARATION OF LINK WITH MEMBERS OF THE PRELIMINARY SELECTION COMMITTEE
I declare that I HAVE 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: _____
Signature:

DECLARATION OF NO LINK WITH MEMBERS OF THE PRELIMINARY SELECTION COMMITTEE
I declare that I DO NOT HAVE 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>
Signature:

APPENDIX C

Ethnic and Racial Declaration

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/cy24mRTrQXzQVb1g9>.

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 (.) black (.) brown (.) indigenous.

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.

Place: _____ Date: _____

Signature of declarant: _____

APPENDIX D

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/cy24mRTrQXzQVb1g9>

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 () black () brown () indigenous.

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 No. 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 E

Schedule

Description	Period
Publication date of the Notice	10/02/2023
Deadline for objecting to the Notice or requesting clarification regarding the Notice	03 and 04/10/2023
Disclosure of the result on objection or clarification of the Notice	10/05/2023
Application period for candidates	10/05/2023 to 01/05/2024
Approval of application disclosure	01/09/2024
Provisional board of examiners disclosure	01/09/2024
Deadline for filing an appeal against the denial of applications	01/09/2024 to 01/19/2024
Deadline for filing appeals regarding the members of the Provisional Selection Committee	01/09/2024 to 01/19/2024
Final disclosure of application approval	01/23/2024
Final disclosure of the Selection Committee members	01/23/2024
Disclosure of candidates called for Discussion and Analysis of the Research Project and <i>Curriculum Vitae</i> Analysis	01/24/2024
Disclosure of the date and time of the Discussion and Analysis of the Research Project and <i>Curriculum Vitae</i> Analysis	01/24/2024
Discussion and Analysis of the Research Project and <i>Curriculum Vitae</i> Analysis (Master's and Doctorate degrees)	01/29/2024 to 02/02/2024
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)	02/06/2024
Disclosure of the analysis result of reports sent by persons with disabilities	02/06/2024
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	02/07/2024 to 02/17/2024
Deadline for filing appeals concerning the analysis result of reports sent by persons with disabilities	02/07/2024 to 02/17/2024
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)	02/20/2024
Pre-enrollment (showing interest in the place)	21 and 22/02/2024
Disclosure of the definitive list of candidates who have confirmed interest in the place and must enroll	02/23/2024
Enrollment period	04 to 08/03/2024

APPENDIX F

Curriculum Vitae Scores

Master's Degrees Candidates

*Accepted documents: **institutional statements or school transcripts** (statements issued only by the responsible teacher/advisor will not be considered).

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 **2019 to 2023** will be scored.

Only duly proven items will be scored

		ITEM	SCORE	MAXIMUM SCORE	WEIGHT
Group A	Academic and Scientific Background*	Undergraduate research with grant	1.0	2.0	2.5
		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	
Group B	Professional and Teaching Experience**	Professional Experience (up to 3 years) in Education	0.30	0.90	1.0
		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	

Group C	Continuing Education Completed	Improvement Course (180h) in the advisor's research area	0.20	0.40	1.5
		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	
Group D	Scientific Production in the last 5 years (2019-2023)	Author of international book***	2.0	4.0	5.0
		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** (statements issued only by the responsible teacher/advisor will not be considered).

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 **2019 to 2023** will be scored.

Only duly proven items will be scored

		ITEM	SCORE	MAXIMUM SCORE	WEIGHT
Group A	Academic and Scientific Background*	Undergraduate research with grant	1.0	2.0	2.5
		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	
		Group B	Professional and Teaching Experience**	Professional Experience (up to 3 years) in Education	
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	

Group C	Continuing Education Completed	Improvement Course (180h) in the advisor's research area	0.20	0.40	1.5
		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	
Group D	Scientific Production in the last 5 years (2019-2023)	Author of international book***	2.0	4.0	5.0
		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) ≥ 2.0	5.0	FREE	
		Full Article - impact factor (JCR) < 2.0 and ≥ 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 G

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.

APPENDIX H

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).

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.