



## FEDERAL UNIVERSITY OF SÃO CARLOS

### POSTGRADUATE PROGRAM IN PHYSICAL THERAPY - PPGFt/CCBS/R

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### ADMINISTRATIVE ACT PPGFT Nº 14/2024

This document defines the Complementary Rules for the Proficiency Exam of the Postgraduate Program in Physical Therapy at UFSCar.

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 Ordinary 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 PROFICIENCY EXAM

**Art. 1** Within one year after enrolling in the Postgraduate Program in Physical Therapy (PPGFT), students must present a copy of the English proficiency certificate obtained within the last 2 (two) years.

**Art. 2** Students who have completed the Master's degree in the PPGFT and have been approved in the Doctoral Selection Process of the same program may request the recognition of the English proficiency exam presented during the Master's degree. The proficiency will be recognized as long as it was obtained within the last 2 (two) years from the date of enrollment in the Doctorate.

**Art. 3** A list of the English proficiency certificates accepted by the PPGFT, with the minimum required scores for each exam, will be made available in each public announcement of the Selection Process for entry into the Program.

**Sole Paragraph.** The aforementioned list can also be found on the PPGFT website (<https://www.ppgft.ufscar.br/pt-br/alunos/certificados-aceitos-de-proficiencia-em-lingua-inglesa>).

**Art. 4** Students who do not provide proof of English proficiency within the established deadline may be dismissed from the PPGFT at UFSCar.

**§1** During their first year in the program, if the student provides proof of having taken the English proficiency exam but did not achieve the minimum required score, they may request an extension of 6 (six) months to retake the exam.

**§2** The request for an extension of the proficiency exam must be made by the student's advisor through the Electronic Information System (SEI) of UFSCar (process type 'Postgraduate: Proficiency Exam'), accompanied by the following documents:

I – An official letter requesting the extension of the proficiency exam, with justification;

II - Proficiency certificate showing the score not achieved.

**§3** If the student does not achieve the minimum required score after retaking the proficiency exam within the extension period, their case will be evaluated by the Postgraduate Program Committee of the Postgraduate Program in Physical Therapy (CPG-PPGFT), and as a last resort, the student may be dismissed from the Program for non-compliance with the regulations.

**Art. 5** Hard-of-hearing individuals and Indigenous candidates, who have Portuguese as their second language, are exempt from the requirement to present proof of English proficiency.

## CHAPTER II GENERAL AND TRANSITIONAL PROVISIONS

**Art. 6** Any omissions will be evaluated by the CPG-PPGFT.

**Art. 7** This Administrative Act comes into effect on the date of its publication in the Electronic Service Bulletin of SEI-UFSCar, repealing any provisions to the contrary.

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 08:45, according to the official Brasília time, based on Article 6, § 1, of Decree Nº 8,539, dated October 8, 2015.



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