

INT/DPG CALL FOR APPLICATIONS N. 01/2023**INTERNATIONALIZATION FOR GRADUATE STUDENTS**

PROCESSO Nº 23106.017404/2023-54

The Secretary for International Affairs and the Dean of Graduate Studies publish this call for applications for the selection of candidates for graduate studies at UnB for admission to the 2nd academic semester of 2023, in accordance with current regulatory requirements: Resolution N. 80/2021 of the Council for Teaching, Research and Extension of UnB (CEPE), Resolution N. 044/2020 of the Council for Teaching, Research and Extension of UnB, Resolution N. 05/2020 of the Chamber for Research and Graduate Studies of UnB, Resolution N. 06/2020 of the Chamber for Research and Graduate Studies of UnB.

1. PREAMBLE

1.1. The purpose of this call is to regulate the selection of candidates for the award of free tuition scholarships and/or monthly stipend scholarships offered by UnB Graduate Programs. Free tuition and/or month stipend scholarships cover in-person Master's and Doctorate programs, scheduled to start on 25/08/2023 and last for 24 months for the Master's degree and 48 months for the Doctoral degree.

1.2. The Selection Process for the Master's and Doctoral programs regulated by this call will be carried out through a Broad Competition System. This call involves institutions other than the UnB, and therefore complies with Art. 18 of CEPE resolution 044/2020 and with Art. 10 of CEPE resolution 05/2020.

1.3. Information about the Program and/or Degree(s) can be obtained on the program's website page, or via the e-mail address provided in Annex II.

1.4. Selected candidates must attend the master's or doctoral programs for which they were selected. Upon successful completion of all evaluations and other academic requirements and demands of the Program, students will receive a Master's or Doctorate degree awarded by the University of Brasília.

1.5. The title obtained will be officially valid in the Federative Republic of Brazil. Potential procedures for validity of the degree in other countries must be performed by the former student. UnB does not guarantee success in, or assume responsibility with respect to, such procedures.

1.6. Recipients of monthly stipend scholarships, in accordance with current Brazilian regulations and legislation, do not acquire a labor or commercial relationship with the University of Brasília.

1.7. Candidates must comply with the language requirements required by the Graduate Programs in which they enroll. Information in this regard can be found in Annex II.

2. TYPES OF ADMISSION

2.1. There are two types of admission to UnB Graduate Programs for candidates selected through this call.

a) Type I - total exemption from administrative and academic fees scholarship.

b) Type II - total exemption from administrative and academic fees and monthly stipend scholarship.

2.1.1. The total exemption from administrative and academic fees includes all costs related to registration, credits, thesis/dissertation advising, scheduling examination board, the use of libraries and laboratories, and issuance of documents.

2.1.2. The amount of the monthly stipend scholarship is based on the amounts established by the Coordination of Improvement of Higher Education Personnel (CAPES) of the Ministry of Education and are currently as follows:

a) for the master's level: R\$2,100.00 (two thousand and one hundred reais) monthly, for a period of 24 months.

b) for the doctoral level: R\$3,100.00 (three thousand and one hundred reais) monthly, for a period of 48 months.

2.1.2.1. Observe the conditions for granting the scholarship in item 14.

3. NUMBER OF POSITIONS FOR TYPE I AND II ADMISSION

3.1. The Programs that offer **master's degree admission** through this call are the following:

Program	Type I Positions	Type II Positions	Total Positions
Agronomy	2	-	2
Architecture and Urban Planning	1	1	2
Bioethics	1	1	2
Biomedical Engineering (Campus Gama)	2	-	2
Botany	1	-	1
Chemistry	1	1	2
Ecology	1	-	1
Education	8	1	9
Electrical Engineering	1	1	2
Geography	2	1	3
History	2	-	2
Integrity of Engineering Materials	3	-	3
Management	2	2	4
Mathematics	2	-	2
Molecular Pathology	-	1	1
Music	2	-	2
Nursing	1	-	1
Pharmaceutical Sciences	1	1	2
Physical education	2	-	2
Phytopathology	4	1	5
Social Anthropology	1	-	1
Social, Work and Organizational Psychology	-	3	3
Statistics	-	1	1
Translation Studies	1	1	2
Transport Studies	10	-	10
Visual Arts	2	-	2
Zoology	1	-	1

3.2. The Programs that offer **doctoral degree admission** through this call are the following:

Program	Type I Positions	Type II Positions	Total number of positions
Agronomy	2	-	2
Architecture and Urban Planning	1	-	1
Behavioral Sciences	1	-	1
Bioethics	1	1	2
Botany	1	-	1
Chemistry	1	1	2
Ecology	1	1	2
Education	5	2	7
Electrical Engineering	1	1	2
Geography	2	-	2
History	2	-	2
Information Science	1	-	1
Management	1	4	5
Mathematics	2	-	2
Mechanical Sciences	2	1	3
Molecular Pathology	-	1	1
Nursing	1	2	3
Pharmaceutical Sciences	1	1	2
Physical education	1	1	2
Phytopathology	5	-	5
Social Anthropology	1	-	1
Social, Work and Organizational Psychology	-	1	1
Tropical Medicine	-	2	2
Visual Arts	1	-	1
Zoology	3	-	3

4. BENEFITS TO SELECTED CANDIDATES

4.1. During the period of the graduate studies, those selected will be entitled to the following benefits:

4.1.1. Access to University Restaurants with the payment of the same subsidized amounts as other UnB students.

4.1.2. Access to study rooms, libraries, laboratories and other university services, under the same conditions as other UnB students.

5. CONDITIONS OF PARTICIPATION

Candidates must:

5.1. Hold a citizenship of a foreign country in relation to Brazil.

5.2. Prove a relationship with one of the UnB partner institutions listed in Annex I.

5.2.1. The relationship with the partner institution may be as a student, former student or employee with an active contract with the institution.

5.2.2. Employees interested in participating in the selection must submit documentation proving the maintenance of an employment relationship at the end of their graduate studies.

5.3. Be in good health (physical and mental) to pursue graduate studies.

5.4. Be able to finance the miscellaneous expenses (for example: airline ticket, visa processing, international medical insurance for the entire period of study, housing, among others) related to the studies.

5.5. Possess a bachelor's degree.

5.6. Possess a master's degree for doctoral programs that require it (Annex II)

6. **APPLICATION FOR THE SELECTION PROCESS**

6.1. The application must be completed by sending the required documents to the e-mail of the Program for which the candidate is applying by 23:59 (Brasília time) of April 30, 2023.

6.1.1. Candidates can apply for more than one Program by submitting documents to each of the Programs.

6.1.2. The University of Brasília is not liable in case candidates miss the deadline for submitting documents caused by technical problems or other matters outside the control of the university.

7. **DOCUMENTS REQUIRED FOR THE APPLICATION**

7.1. **Pre-application form** generated automatically using the form available at <https://forms.office.com/r/NhfvaY74DR>.

7.1.1. The data to be included in the pre-application form are as follows:

- a) Identification - Name, date of birth, e-mail, telephone number, gender, citizenship, identification document.
- b) UnB partner institution with which the candidate has a relationship.
- c) Selected Graduate Program.
- d) Admission modality.

7.2. **Copy of identity document** (passport, nationality document, or national identity document);

7.3. *Updated curriculum vitae with proof* of qualification and academic production;

7.4. **Undergraduate academic transcript of records;**

7.5. Diploma, certificate or statement indicative of completion of **undergraduate studies;**

7.6. For doctoral candidates:

7.6.1. **Academic transcript of records of the master's degree (for programs which require a master's degree);**

7.6.2. Diploma, certificate of completion or statement indicative **of completion of master's studies (for programs which require a master's degree).**

7.7. **Proof of relationship with one of the UnB partner institutions** (Annex I), if this proof is not verified in items 7.5 or 7.6.

7.8. **Essay 1:** indicating academic expectations and interests; professional expectations and prospects for returning to the country of origin (maximum 1,000 words)

7.9. **Essay 2:** Research pre-project (maximum 4,000 words) in A4 format with 1.5 line spacing with Times New Roman 12 font, containing the following items:

- a) Introduction
- b) Significance
- c) Objectives, which must be in line with one of the program's lines of research

- d) Literature review
- e) Methodological process
- f) Work plan
- g) Schedule and
- h) Bibliographic references.

7.9.1. The candidate's name, the title of the project, and the proposed graduate program must be indicated on the cover of the Pre-Project. The other pages **must not contain identification of authorship**.

7.10. For candidates for the **Master's or Doctorate in Zoology, Essay 3: Letter of Intent**

7.11. For candidates for the **Master's or Doctorate in Mathematics, 3 (three) letters of recommendation**.

7.12. For candidates for the **Master's or Doctorate in Molecular Pathology, Curriculum Score Table** (Annexes III or IV)

7.12.1. The essays described in items 7.8, 7.9, and 7.10 may be submitted in the languages indicated by the Programs in Annex II.

7.13. **Copy of proof(s) of language proficiency** according to the level required by the Programs (Annex II).

7.13.1. Candidates must demonstrate proficiency at level B2 in one of the base languages indicated by the Program of interest.

7.13.2. Candidates must demonstrate proficiency in other languages as indicated by the Program of interest.

7.13.2.1. In Annex II, candidates will have an indication of the number of certificates required for other languages.

7.13.3. Proof of proficiency for the candidate's native language is not required.

7.14. **Supplementary documents specific to the Program** to which you will apply, if any, as indicated in Annex II.

7.15. Candidates, when submitting the required documentation, are responsible for the accuracy of all information provided.

8. **LANGUAGE PROFICIENCY**

8.1. Annex II presents the language requirements indicated by each Graduate Program.

8.2. The master's dissertation and doctoral thesis may be written in any language provided that they are approved by the examination board of the Program to which the student is affiliated. Graduate Programs have the autonomy to approve the writing of final papers in various languages.

9. **STAGES OF THE SELECTION PROCESS**

9.1. The stages will be carried out according to the schedule in item 15 of this call.

9.2. The selection process will consist of the following stages:

9.2.1. Evaluation of the Essays (items 7.8, 7.9 and 7.10 of this call).

9.2.1.1. The cover sheet will be removed from Essay 2 and will be identified by the Program Secretariat, in order to anonymize the document submitted to the selection committee.

9.2.2. Evaluation of Transcript of Records and Curriculum: will consist of an analysis and scoring of the supporting documents submitted by the candidate.

9.2.3. Candidates for **the Doctorate in Behavioral Sciences** will be contacted during the selection period for an oral interview.

10. **EVALUATION**

- 10.1. Each Graduate Program will be responsible for reviewing applications and nominating the students selected for the positions offered for type I and II admission.
- 10.2. Documents submitted for the selection process will be used only for this purpose and will not be returned to candidates.
- 10.3. In the event of withdrawal of selected candidates, other approved candidates may be called to fill the remaining position, considering the ranking order.

11. **RESULT OF THE SELECTION**

- 11.1. The Secretary for International Affairs and the Dean of Graduate Studies will publish the results at www.int.unb.br.
- 11.2. Successful candidates will be contacted by the International Affairs Office (INT) via the e-mail provided on the pre-application form.
- 11.3. Candidates who are approved in two or more programs must confirm interest in only one of them, through the e-mail intweb@unb.br, within three days after being contacted by INT.

12. **APPEALS**

- 12.1. Requests for reconsideration and appeals will be accepted within the deadline set out in the schedule item 15 of this Call, and must be submitted in a standard form available at <https://forms.office.com/r/2prjmVgBjT>.
- 12.2. Reconsideration requests will be reviewed and judged by the Selection Committee which will provide a final decision. Only in the event of a **formal defect**, an appeal can be filed, which has no suspensive effect for the selection, with the International Affairs Office and the Chamber for Research and Graduate Studies (CPP) of the University of Brasília, in this order, in accordance with art. 60 of the General Regulations of the University of Brasília.
- 12.3. During the appeal phase, candidates will not be allowed to submit new documents.
- 12.4. Appeals to the final result can only be filed with the Graduate Program Collegium, the Council of the Academic Unit, and the Chamber for Research and Graduate Studies (CPP), in the event of a formal defect, within 10 (ten) business days after the publication of the Final Result, in accordance with art. 61 do Regimento Geral da Universidade de Brasília.

13. **REQUIREMENTS FOR SELECTED CANDIDATES**

- 13.1. Present proof of insurance with full medical, laboratory and hospital coverage, including funeral repatriation, valid throughout the Brazilian territory, with initial coverage of 12 months.
- 13.1.1. Health insurance must be renewed annually throughout the student's program at UnB. If the student does not present the insurance documentation, UnB may summarily cancel their registration at the Program at any time.
- 13.2. Present proof of regularity before the Brazilian immigration authorities and authorization to enroll in university studies: National Registry of Foreigners (RNE) and passport with temporary IV visa and/or protocol of request to the immigration authority for residence authorization.
- 13.3. Submit any documents required by the relevant Graduate Program.
- 13.4. Have full time dedication to the activities of the study program and respect the current legislation and regulations of the program, of UnB, and of Brazil.
- 13.5. Be responsible for all expenses related to your study and stay in Brazil, such as personal expenses, airline tickets, international insurance with full medical, laboratory and hospitalization coverage, valid throughout the period of stay at UnB and throughout the Brazilian territory, including funeral repatriation, accommodation expenses, document legalization, processing and issuance of a visa, as well as any additional cost or expense that is not expressly covered by this call.

13.5.1. The selected candidates may request temporary accommodation at UnB transit apartments which may be granted according to availability.

13.5.2. Selected candidates who are awarded a monthly stipend scholarship may use the amounts credited for any of the above expenses, or any others at their discretion.

13.6. Make sure to enter Brazil legally by obtaining a Temporary IV Visa, if required by nationality.

13.7. Keep the national immigration registry up to date throughout the duration of your studies while complying with related immigration requirements.

14. **SELECTED CANDIDATES AWARDED A MONTHLY STIPEND SCHOLARSHIP**

14.1. Candidates awarded a monthly stipend scholarship will receive a scholarship acceptance document containing the regulatory conditions.

14.2. In accordance with the regulations governing the granting of scholarships, monthly stipends cannot be awarded to candidates who maintain **partial or full remuneration** for an active employment relationship, even if activities are suspended.

14.3. Candidates receiving a monthly stipend scholarship may refuse the scholarship up to four weeks before starting the study program, without having financial implications. However, if a selected candidate refuses the scholarship after this period or after starting the study program, without valid or sufficient justification, they must reimburse the University of Brasília for the total amount paid up to the moment of the decline. In addition, the monthly stipend scholarship holders who present their refusal less than four weeks before the start of the program will not be able to apply for any other UnB stipend scholarship program for the following 2 (two) years.

14.3.1. Candidates who refuse the monthly stipend scholarship will still be guaranteed their administrative and academic fee scholarship if they so wish.

14.4. The Graduate Program may withdraw the monthly stipend scholarship if the candidate fails to comply with national regulations, academic standards, and internal regulations of the University and the Program.

14.5. If a monthly stipend scholarship holder does not comply with the obligations of this call and with the Program regulations, UnB may demand the reimbursement of the full or partial amount paid during the period of stay in Brazil.

14.6. Monthly stipend scholarship holders must inform their Program Coordinator of their intention to leave Brazil during the study period. Regulations of the Graduate Programs or Funding Agencies that grant scholarships may contain rules that restrict international travel during the payment of the monthly stipend scholarship or that require justification for the trip. Therefore, it is important for the monthly stipend scholarship holder to find out about these conditions with the Program Coordinator.

15. **SCHEDULE**

15.1. This selection will follow the following schedule:

Publication of the call for applications	03/15/2023
Submission of applications	04/01/2023 - 04/30/2023
Analysis of applications	05/02/2023 - 05/31/2023
Publication of the provisional result	06/05/2023
Appeals	06/06/2023 - 06/10/2023
Publication of the final result	06/11/2023
Confirmation of interest from candidates approved at the first round	06/15/2023
Publication of second round	06/16/2023
Confirmation of interest of candidates invited during the second round	06/23/2023
Start of the academic semester	08/25/2023

15.2. Any changes to the schedule will be published on the same page of the International Affairs Office. Candidates are responsible for keeping up to date with any changes.

16. **FINAL PROVISIONS**

16.1. Candidates will be disqualified and automatically excluded from the selection process if they:

16.1.1. Make false statements or present false documents at any stage of the selection.

16.1.2. Do not submit all required documentation within the deadlines and conditions stipulated in this Call.

16.1.3. Do not confirm participation in the Program on the date specified in this call, if selected.

16.2. Situations not covered by this call will be analyzed by the Secretary for International Affairs and the Dean of Graduate Studies.

16.3. By enrolling in the selection process, candidates recognize and accept the rules set out in this Call and in the regulations of the relevant Graduate Program.

16.4. This Call consists of this text and its annexes, published on the page www.int.unb.br.

March 15th, 2023

Prof. Dr. Virgílio Almeida

Secretary

for International Affairs

Prof. Dr. Lúcio Remuzat Rennó

Dean

of Graduate Studies



Documento assinado eletronicamente por **Diana Lucia Moura Pinho, Decano(a) Substituto(a) de Pós-Graduação**, em 14/03/2023, às 17:52, conforme horário oficial de Brasília, com fundamento na Instrução da Reitoria 0003/2016 da Universidade de Brasília.



Documento assinado eletronicamente por **Virgilio Pereira de Almeida, Secretário(a) da Secretaria de Assuntos Internacionais**, em 14/03/2023, às 20:25, conforme horário oficial de Brasília, com fundamento na Instrução da Reitoria 0003/2016 da Universidade de Brasília.



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