



UFABC

GUIDEBOOK FOR INTERNATIONAL STUDENTS

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GRADUATE PROGRAMS

APPLICATION

a. Calls for students

Calls for applicants for the graduate programs at UFABC are divulged at the programs' own websites. All the information pertained to the selection process can be found in the calls. Questions should be directed to the program coordinators. Applicants must follow the calendar established in the calls, as well as comply with the rules specified therein.

Each program has special requirements for admission. Some of the methods applied to candidate selection at our graduate programs are, for example, academic record analysis, interviews, recommendation letters, written exams, oral exams, research project analysis, résumé analysis, second or even third language assessment, video conference. Written exams may be taken in Portuguese exclusively, or they may be taken in English, depending on the program.

We should note that, although the university does not require a certificate of proficiency in Portuguese, most courses are taught in Portuguese; and though some of the course materials can be found in English, you should be prepared to learn Portuguese. We offer Portuguese courses for our foreign students, who can get a certificate at the end of the course (except for attending students).

b. Results

Results are published at the programs' websites. Applicants who have been approved will receive a letter of acceptance through the post, as registered mail, and it may take up to two weeks to arrive. The letter can be tracked online [here](#), and the tracking number is sent to students via email.

AFTER YOU'VE BEEN ACCEPTED

a. Visa

You will come to Brazil on a student visa. A student visa does not allow you to take employment here.

The acceptance letter is the official document provided by us confirming that you have been accepted into our university. After you have received yours, you should request your student visa at a Brazilian embassy or consulate. Here's a [list](#) (in Portuguese) of cities in alphabetical order of all Brazilian offices around the world. For every different country, there is a different set of rules and requirements. The link to the visa application form is [here](#). For instructions in English, click on the British flag.

You'll need information about the university to complete your visa form:

Name of institution: Fundação Universidade Federal do ABC

Address: Avenida dos Estados, 5001

City: Santo André

State/Province: São Paulo (SP)

Postal Code: 09210-580

Telephone number: +55 11 4996 0099

Email: cursos.pos@ufabc.edu.br

Make sure you keep all original documents, especially the visa form. You'll need it later to register with the Ministry of Justice and the Federal Police in Brazil.

We strongly recommend you check out IATA's Travel Centre for customs and travel information. Their website is <http://www.iatatravelcentre.com>.

A PLACE TO STAY

In Brazil, it's not common for public universities to have residence halls, which is why we don't offer Campus Living. Here are some of the alternatives available to our students, Brazilians and foreigners alike.

1. Temporary accommodations

a. Hotels

Hotels can be quite expensive, especially in places close to São Paulo, and are not a very good option if you're on a tight budget. There are two hotels within walking distance of the university, one for each campus.

Ibis Santo André (Accor) is located next to a shopping center and a city park, and it takes a 15-minute walk to reach campus. Their rates start at R\$ 150/day.

PalmLeaf Residence (Bhaisa Group), located in São Bernardo do Campo, about 10 minutes away from campus and a shopping center, offers discounts for guests who stay for more than 30 days. In that case, their rate is R\$ 125/day.

b. Youth hostels

There are no certified hostels in Santo André or São Bernardo do Campo, but there are plenty in São Paulo close to subway stations, which makes it easy to reach ABC by public transport.

We suggest you try either one of these two hostels that are part of Hostelling International (HI). One of them is *Praça da Árvore* Hostel, close to *Praça da Árvore* subway station. You can make reservations [on their website](#) (in English) and find more information about pricing, location and what kind of amenities they offer. The other is *Pousada dos franceses*, close to *Avenida Paulista*. You can make reservations [on their website](#) (in English) and find more information about pricing, location and what kind of amenities they offer.

Also, read [this](#) to check HI's membership requirements.

2. Repúblicas (home sharing)

Most of our students live in shared houses/apartments called "*Repúblicas*". They can be run by the students themselves or by other people, who rent the houses and manage the bills. They're mostly within walking distance of the university, about 5 minutes away. In some cases, you can even find furnished rooms.

Prices range from R\$ 300 to R\$ 800, all bills included. The easiest way of finding a vacant spot is getting in touch with the students who have been at the university for a while.

3. "Morar UFABC" & "Repúblicas UFABC" (Facebook groups)

The groups are run by students and devoted to students who wish to participate in it. Students are free to divulge vacancies where they live and to inform other participants of their interest in a place to live. They're closed groups, but you can easily ask to join. Also, the content is in Portuguese, but you can try posting in either English or Spanish, or we can help you with your post.

Links: <https://www.facebook.com/groups/508526529199286/>

<https://www.facebook.com/groups/633597580013005/>

4. Specialized websites

You can try websites that arrange room rentals, but don't expect them to be updated very frequently. We can recommend [EasyQuarto](#) (in Portuguese), where we found the lowest monthly rates advertised by homeowners who wish to rent out rooms for students or borders. You can contact us if you need any help communicating with them.

MONEY MATTERS

Living in Brazil can get a bit expensive. The cost of living can vary a lot according to one's needs, but if you allow for food, rent, utilities, health insurance, transport, mobile, you should expect to spend about US\$800/month, while living in close proximity to campus in a shared apartment. Depending on the location and price range, you might even have to share a room. Meals at the campus restaurant cost R\$ 3,75 for students; during the week, both lunch and dinner are served, but on Saturdays, only lunch is served. On Sundays, the restaurant closes.

ENROLLMENT

Students usually arrive in Brazil a few days before enrollment, and it happens at a different date every *quadrimestre*. Once you get the result from the selection process, you can inquire about it.

Enrollment procedures are different for freshmen and upperclassmen.

a. Freshmen

Students will receive an email with their credentials for accessing the enrollment system a week before it opens. When you access "**Portal do Aluno**" for the first time, log on using the ID and password you have received and click "**Entrar**". You'll then add your personal details before you go on to the course list.

Select the courses you're set to sign up for, as previously discussed with your adviser. Print out your course selection, take to your adviser for her/his signature and bring it to the Graduate Office, along with the following original documents and copies in A4 paper:

- Passport and visa;
- RNE (or the stamp on your passport);
- CPF;
- Birth or marriage certificate;
- Proof of address;
- A portrait, size 3 x 4 cm;
- Undergraduate degree diploma (authenticated by the Brazilian Embassy or Consulate in the country where it was issued);
- Full academic transcript of your undergraduate degree;
- Master's degree diploma, for doctoral students (authenticated by the Brazilian Embassy or Consulate in the country where it was issued);
- Full academic transcript of the master's degree;

- A declaration stating you comply with rules of Graduate Programs at UFABC (found [here](#));
- A declaration from your adviser, if you already have one, stating her/his acceptance of you as an advisee (found [here](#)).

b. Upperclassmen

Before enrollment begins, you will hear about the period during which the system will be open.

When the time comes, log into **Portal do Aluno**, choose the courses you want to sign up for, generate a document (in pdf format) and send it via email to your adviser. The email subject must be identified with your course code (see list below), the current year and *quadrimestre* (for example, for the second *quadrimestre* of 2015, it has to be 2015.2), your registration number (RA) and your full name.

Your adviser will approve of your selection and forward your document to posgraduacaoufabc@ufabc.edu.br.

Every program has a different code:

BIS – Biosystems
BTC – Biotechnoscience
CCM – Computer Science
CHS – Social and human sciences
CTA – Environmental Science and Technology
CTQ – Science and technology - Chemistry
EBM – Biomedical engineering
EEL – Electrical engineering
ENE – Energy
ENS – Education, history and philosophy of Science and Mathematics
EVD – Evolution and diversity
FIL – Philosophy
FIS – Physics
INF – Information engineering
INV – Innovation Engineering and Management
MAT – Mathematics
MEC – Mechanical engineering
NMA – Nanosciences and advanced materials
NCG – Neuroscience and cognition
PGT – Territorial management and planning
PPU – Public policy

FOR FURTHER INFORMATION, YOU CAN CONTACT THE INTERNATIONAL AFFAIRS OFFICE AT incoming@ufabc.edu.br

<http://ri.ufabc.edu.br>