



**DATA SHEET 2019 – 2020**

Updated October 02, 2019

- INSTITUTIONAL information

|                             |   |
|-----------------------------|---|
| Name of Institution         | Universidade Federal da Paraíba (Federal University of Paraíba)   |
| Rector                      | Prof. Dr. Margareth de Fátima Formiga Melo Diniz  |
| Postal and visiting address | UFPB – Campus I<br>Prédio da Reitoria – 1º Andar – Castelo<br>Branco CEP 58.051-900<br>João Pessoa – Paraíba – Brasil |
| Website                     | <a href="http://www.ufpb.br">www.ufpb.br</a>  |
| Erasmus PIC number          | 961994300   |

**International Office**

|   |   |
|---|---|
| Head  | Prof. Dr. Henry lure de Paiva Silva <b>(as of February 15, 2019)</b>  |
| Phone number                                    | +55 83 3216 7156  |
| Website   | <a href="https://www.ufpb.br/aci/">https://www.ufpb.br/aci/</a>   |
| Direct link “To Partners” (in English)          | <a href="https://www.ufpb.br/aci/contents/menu/institucional/to-partners">https://www.ufpb.br/aci/contents/menu/institucional/to-partners</a> |
| Direct link to “Incoming Students” (in English) | <a href="https://www.ufpb.br/aci/contents/menu/programas/incoming">https://www.ufpb.br/aci/contents/menu/programas/incoming</a>               |

**E-mail (note that our e-mail addresses have changed)**

|                                       |  |
|---------------------------------------|--|
| Coordinator                           | <a href="mailto:presidencia@aci.ufpb.br">presidencia@aci.ufpb.br</a> (c/o Dr. Henry lure de Paiva Silva)   |
| Academic Cooperation                  | <a href="mailto:acordos@aci.ufpb.br">acordos@aci.ufpb.br</a> (c/o Prof. Ana Berenice Peres Martorelli)   |
| Staff                                 | <a href="mailto:secretaria@aci.ufpb.br">secretaria@aci.ufpb.br</a>   |
| Mobility (both Incoming and outgoing) | <a href="mailto:mobilidade@aci.ufpb.br">mobilidade@aci.ufpb.br</a> (c/o Mr. Wellington Guimarães<br>– can read Portuguese, French, Spanish;<br>can write in Portuguese and French) |

- ACADEMIC information

|                         |  |
|-------------------------|--|
| Credits                 | 1 credit = 15 hours for classes (undergraduate studies; for other cases, please ask). For ECTS users: hours per credit at UFPB only takes into consideration in-class work, regardless of the time necessary for the completion of academic goals (self-study reading, preparing presentations, etc.). Thus, a 3-credit course comprises 15 weeks x 3 hours of class per week (45 hours total) that can be used for instruction, seminars and tests. |
| Exams                   | Evaluation is done through tests, papers, essays, works, and/or seminars, to be done/taken/presented <u>during the academic semester</u> . Students who do not achieve the 7.0 passing grade (out of 10.0) are entitled to <b>one</b> final exam (per each course enrolled) to take place right after the end of classes. For this reason, it is also possible to pass a course with an average from 5.0 to 6.9 (upon taking the final exam).        |
| Language of Instruction | Portuguese, in all undergraduate courses. Some graduate courses may be delivered in a foreign language at the professor’s discretion if all enrolled students agree. This information must be checked at the Graduate Program of interest.   |



|   |  |
|---|--|
| Portuguese language proficiency requirements for undergraduate foreign students | CEFR – B1.<br>As of June 2014, any Certificate or Statement issued by a qualified examiner/professor of Portuguese will suffice to prove Language Proficiency. However, the student is fully responsible for corresponding to the level stated in such certificate/statement, and being able to follow courses in Portuguese.  |
| Portuguese classes  | Portuguese classes are offered free of charge in Campus I (João Pessoa) to all foreign students registered at UFPB, by PLEI ( <i>Programa Linguístico Cultural para Estudantes Internacionais</i> )<br>Classes usually go together with the academic semester of Campus I.<br>Week 1: placement test + registration.<br>Week 2 on: classes.<br>More Information at <a href="http://www.cchla.ufpb.br/plei">www.cchla.ufpb.br/plei</a><br><b>Note:</b> courses taken at PLEI are not shown at the Academic Transcript. Students will receive a Certificate by the end of the semester.<br><b>Note:</b> PLEI will not allow students to join courses after the second week of classes, except in special cases when previously informed. |
| Date of arrival   | International students are advised to arrive in the city at least one week before classes start for initial procedures.  |
| Orientation   | We have no orientation week or session for all the incoming students together, but we offer the relevant information individually to every student who checks in at our office.<br>Students can find most of the information they will need upon their arrival at UFPB and our city in a file that can be downloaded from <a href="http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version/upon-arrival">http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version/upon-arrival</a>  |
| Course Offers   | Instructions on how to search for courses/classes to prepare a learning agreement can be found at <a href="http://www.ufpb.br/aai/contents/menu/programas/incoming/disciplinas">http://www.ufpb.br/aai/contents/menu/programas/incoming/disciplinas</a> (in Portuguese)<br>or at <a href="http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version/courses">http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version/courses</a> (in English)  |

• APPLICATION PROCESS

|   |   |
|---|---|
| Applications for the 2020.1 semester (to begin April 20, 2020): | Applications are welcome any time now until February 03, 2020 (MONDAY), <u>except</u> in case of Medical School (internship). Internship candidates are now limited to a few partner institutions; the complete information can be found below. |
|---|---|

|                        |   |
|------------------------|---|
| Application Procedure: | All information concerning foreign student's incoming process can be now found at: <a href="https://www.ufpb.br/aci/contents/menu/programas/incoming">https://www.ufpb.br/aci/contents/menu/programas/incoming</a> (in Portuguese) and <a href="https://www.ufpb.br/aci/contents/menu/programas/incoming/english-version">https://www.ufpb.br/aci/contents/menu/programas/incoming/english-version</a> (in English)<br><br>Candidates to Internship/Practice in the Faculty of Medicine ought to read this: <a href="https://www.ufpb.br/aci/contents/menu/programas/incoming/candidaturas-para-internato-praticas-em-medicina">https://www.ufpb.br/aci/contents/menu/programas/incoming/candidaturas-para-internato-praticas-em-medicina</a> (in Portuguese)<br><a href="https://www.ufpb.br/aci/contents/menu/programas/incoming/english-version/medicine">https://www.ufpb.br/aci/contents/menu/programas/incoming/english-version/medicine</a> (in English) |
|------------------------|---|



|                   |  |
|-------------------|--|
| <b>Important!</b> | <p>According to the terms of the Academic Cooperation Agreement, students must hire an International Insurance Policy. Apart from health/accidents coverage, including liability, we recommend coverage for evacuation, repatriation and body transfer.</p> <p>The copy of the policy can be presented by the student upon his/her arrival at the UFPB International Office, <b>at the latest</b>.</p> |
|-------------------|--|

## CALENDAR

| <b>Campus I – João Pessoa &amp; Campus IV – Rio Tinto/Mamanguape</b>   |  |                        |
|--|--|------------------------|
|  | <b>2019.2</b>  | <b>2020.1</b>          |
| <b>Start</b>   | <b>October 15, 2019</b>  | <b>April 20, 2020</b>  |
| <b>Break</b>   | <b>Dec 17, 2019 to Jan 31, 2020 (holiday break + faculty vacation)</b> |                        |
| <b>End</b>   | <b>April 01, 2020</b>  | <b>to be confirmed</b> |
| Final exams (ONLY for students who have not achieved a 7.0 score (out of 10.0) on the tests/evaluations taken during the semester) |  |                        |
|  | <b>April 02 to 08</b>  | <b>to be confirmed</b> |
| Transcripts are probably* ready to be issued with all the grades of the semester after   |  |                        |
|  | <b>April 13<sup>th</sup></b>   | <b>to be confirmed</b> |

\*the availability of transcripts on such date depends on the professors' compliance with their deadline of entering the grades into the electronic system.

Note: As of the 2018.1 semester we will not send the mobility students' transcripts by post, only by e-mail.

As long as they have access to the UFPB system (SIGAA), students can issue their own transcripts and print them out. Transcripts can be verified electronically through [https://sigaa.ufpb.br/sigaa/public/autenticidade/tipo\\_documento.jsf](https://sigaa.ufpb.br/sigaa/public/autenticidade/tipo_documento.jsf).

Once you get to this page, look for the link "Histórico". Then, enter the student's UFPB number (field "Matrícula" on the transcript); issue date (field "Emitido em" on the transcript) in the order it appears on the transcript, that is dd/mm/yyyy; the verification code, a letters-and-figures code found at the transcript's footer; and, a captcha that you will see onscreen.

|               |  |
|---------------|--|
| Accommodation | At the moment, UFPB cannot offer housing facilities/accommodations to international students. However, our International Office staff may provide students with information to help them find a place to live in the due time. |
|---------------|--|