

PUBLIC NOTICE PPGEng 07/2016

**REGISTRATIONS AND STUDENT SELECTION FOR THE GRADUATE
PROGRAM IN CIVIL AND ENVIRONMENTAL ENGINEERING
(PPGEng)**

**MASTERS IN ENGINEERING – CLASS 2017
CONCENTRATION AREA: ENVIRONMENT AND INFRASTRUCTURE**

The Graduate Program in Civil and Environmental Engineering – PPGEng, of the University of Passo Fundo, announces the public notice for the selective process of the Academic Masters in Engineering course to begin on the first term of 2017.

1. TARGET AUDIENCE

1.1 Beholders of an undergraduate diploma in Engineering (all branches), Architecture and Urbanism, or other areas in consonance with the lines of research of the graduate program (Biology, Chemistry, Geology, Geography, Mathematics, Physics, Computing, Business, Environmental Management, among others) can apply to the Masters Course in Engineering.

2. REGISTRATION AND REQUIRED DOCUMENTS

2.1 Registrations can be made from October 18th to December 31st, 2016.

2.2 Registrations must be made by filling in the online form available at www.ppgeng.upf.br.

2.3 Registrations will be confirmed only after the following documents are provided:

- a) Registration form, printed and signed (Appendix I of this Public Notice, available at www.ppgeng.upf.br);
- b) One photocopy of undergraduate course transcript;
- c) Two photocopies of undergraduate diploma;
- d) Documented Lattes Curriculum (www.lattes.cnpq.br) with documents certifying scientific and professional production (see Appendix II of this Public Notice);
- e) One 3 x 4 updated photograph;
- f) Two photocopies of CPF (only for Brazilian applicants);
- g) Two photocopies of Identity Card (driving licenses will not be accepted);
- h) Two photocopies of birth or marriage certificate;
- i) Two recommendation letters, according to the model in Appendix III of this Public Notice (available at www.ppgeng.upf.br);
- j) Receipt of registration fee worth R\$ 60,00 (sixty reais).

2.4 Documents can be handed in at the secretary of the Graduate Program in Civil and Environmental Engineering, at working hours (8 a.m. to 11:30 a.m.; 1:30 p.m. to 5 p.m.), sent by e-mail to the address ppgeng@upf.br, or mailed via SEDEX (express mail) to the following address (attention: posting date should guarantee mail delivery by December 31, 2016):

Programa de Pós-graduação em Engenharia Civil e Ambiental
Faculdade de Engenharia e Arquitetura
Universidade de Passo Fundo
Campus I – Bairro São José – BR 285 – Km 294
Caixa Postal 611
Passo Fundo – RS – CEP 99001-970

3. OPENINGS

3.1 Twenty (20) openings are offered for the Masters in Engineering course.

3.2 The PPGEng reserves the right not to fill all the openings predicted in this Public Notice.

4. SELECTION

4.1 The selection process will involve, in a first phase (eliminary phase), the analysis of the applicant's undergraduate course transcript, academic and professional documented curriculum, and recommendation letters. The second and final phase, involving only the applicants classified in the first phase, will comprise individual interviews.

4.2 The selection process will occur from January 4th to January 13th, 2017. The applicants classified in the first phase will be notified, via e-mail, until January 6th, 2017 about the date and time of the interviews.

4.3 The final list of selected applicants will be published, in alphabetic order, by January 16th, 2017, at www.ppgeng.upf.br.

4.4 Unselected applicants will be given up to sixty days after the publication of final results to reclaim their documents at the secretary of PPGEng.

5. THE COURSE

5.1 The Masters in Engineering Course, with concentration area in Environment and Infrastructure, has the following lines of research: "Territorial Planning and Management of Infrastructure" and "Sustainable Infrastructure". A full description of those lines of research is available at www.ppgeng.upf.br.

5.2 The course is 24 months long, with lessons from Wednesdays to Fridays, mornings and afternoons.

5.3 The curriculum structure includes compulsory, elective, optional, as well as educational-oriented and scientific subjects. In order to complete the course, students must take a minimum of 24 credits of subjects (each credit is equivalent to 15 class hours) and 4 credits of dissertation supervision. A detailed description of the curriculum structure and subjects is available at www.ppgeng.upf.br.

5.4 Certification of proficiency in English is compulsory for Masters students and can be obtained during the course prior to the deadline established by the Statute of the program (available at www.ppgeng.upf.br).

7. SCHOLARSHIPS

7.1 The applicants approved in the selection process will be able to apply for full or partial scholarships (FUPF and CAPES), as well as paid scholarships (CAPES), according to institutional policies.

7.2 Considering that the number of scholarships available is usually inferior to the number of applicants selected, applicants must submit to a separate process for scholarship selection, following the criteria established on a specific public notice issued by the Scholarship Committee of the PPGEng.

8. FINAL PROVISIONS

8.1 The deadline for disputing this Public Notice is two days following its publication.

8.2 Upon registering, applicants accept the terms and conditions established in this Public Notice.

8.3 Cases not covered here will be ruled by the Post-Graduation Council (CPG) in first instance and, ultimately, by the Board of Professors of the PPGEng.

8.4 Any additional requests and information can be addressed by e-mail to ppgeng@upf.br or by phone +55 54 3316-8203.

Passo Fundo, October 18th, 2016.

Graduate Program in Civil and Environmental Engineering – PPGEng

APPENDIX II – CURRICULUM LATTES CERTIFICATION

WHICH ITEMS OF THE CURRICULUM WILL BE EVALUATED?

- **Scientific Production**
 - Full papers published in journals;
 - Full papers, extended abstracts and abstracts published in proceedings of technical and scientific events (Congresses, Symposia, Seminars, etc.);
 - Oral presentation of papers in technical and scientific events.
- **Teaching Experience**
- **Professional experience in similar areas of the PPGEng theme**
 - Internships;
 - Experience as a self-employed professional;
 - Experience in companies;
 - Experience in government agencies;
- **Experience as a scientific initiation scholarship student or another kind of scholarship**
- **Specialization Courses, completed or not**
- 6. **Disciplines taken in other master programs**

WHAT KIND OF DOCUMENT CERTIFICATION WILL BE ACCEPTED?

1. **Scientific Production**
 - Papers published in journals: photocopy of the first page of the original paper (with the authors' identification); photocopy of the cover or index of the journal, in which it is possible to check the information of the paper;
 - Papers, extended abstracts or abstracts published in proceedings of events: photocopy of the first page of the original paper (with the authors' identification); photocopy of the cover or catalog card of the proceedings, with name of the event, place and period, etc.;
 - Oral presentation: proof of presentation provided by the event organization committee.
2. **Teaching Experience**
 - Photocopy of the work permit or certificate provided by the teaching institution, containing the exact period of teaching.
3. **Professional experience in similar areas of the PPGEng theme.**
 - Photocopy of the work permit or certificate provided by the employer, containing the exact period of work;
 - Photocopy of the internship contract or certificate provided by the company or public sector, containing the exact period of internship;
 - Certificate of technical assets, ARTs photocopies or certificates which attest the experience time as a self-employed professional.

4. Experience as a scientific initiation scholarship student or another kind of scholarship

- Photocopy of certificate provided by the teaching institution, photocopy of the scholarship grant contract or certificate signed by the advisor, containing the period of the scholarship.

5. Specialization Courses completed or not

- Photocopy of the completion certificate provided by the teaching institution;
- In the case of courses not completed or still in progress, photocopy of academic records of the course or certificate provided by the teaching institution.

4. Disciplines taken in other master programs

- Photocopy of academic records.

IMPORTANT NOTES

1. The presentation of the curriculum in the Lattes format (www.lattes.cnpq.br) is **MANDATORY**.
2. Items in the curriculum without respective certification will **NOT** be scored.
3. The curriculum and required documentation, as well as the necessary documentation for the registration in the selection process, may be handed over in person in the office of the PPGEng or sent by mail or email (digitally), according to the item 2.4 of the Public Notice.

