



Edital 03/2019

**SELECTION PROCESS FOR FOREIGNER STUDENTS
MASTER IN APPLIED ECONOMICS AT THE FEDERAL UNIVERSITY OF OURO
PRETO/BRAZIL
FIRST SEMESTER OF 2020.**

The Coordination of 'Master Program of Applied Economics at the Federal University of Ouro Preto' (PPEA-UFOP), announces a call for applications to participate in the selection process for the Master Program in Applied Economics 2020.

1. APPLICATIONS

1.1. To participate in the selection process for the Master Program in Applied Economics, the candidates must submit their application from the 01 July 2019 to the 21 August 2019, exclusively by email: economiaaplicada.icsa@ufop.edu.br.

1.2. There is no application fee.

2. APPLICATION REQUIREMENT

2.1. The application is only confirmed after all the required documents described **from 2.2 to 2.9** of this section are submitted by email. Please, submit the application with the title: **"Selection Process PPEA/UFOP – 2020"**.

2.1.1. The required documents can be submitted in Portuguese, English or Spanish.

2.1.2. The Selection Committee can ask for translated documents in Portuguese.

2.2. The candidates who are residing in Brazil must prove official abroad residence during the application process.

2.3. Copy of the passport.

2.4. Diploma/Certificate in Economics or related study areas*. Provisionally, a statement from your home University, certifying that the candidate has concluded or is concluding the course in question, may replace a diploma. On the day of enrollment, however, candidates

who do not present all the required documentation will forfeit their application. The appropriate Brazilian Consulate must stamp the diploma copy in acknowledgment of the signatures on the diploma.

*The related study areas are according to CEPE 7.320/2018 e CEPE 7.464/2018.

2.4.1. • Important (for all candidates): the diploma of undergraduate courses delivered by foreign institutions will only be accepted according to Resolução CEPE 7320/2018: http://www.soc.ufop.br/public/files/RESOLUCAO_CEPE_7320.pdf

2.4.1.1. In the case of a foreign student, it must be requested a recognised or validated diploma based on the Brazilian Educational Law. For more details, please contact us by email.

2.4.1.2. In the case of students selected by an international agreement signed by UFOP, at the time of enrollment in the program, a copy of the diploma and the academic transcript must be apostilled, in case of origin of a Hague Convention signatory or authenticated by a competent consular authority officer, in the case of a non-signatory country. For more details, please contact us by email.

2.5. Copy of the official transcript of the undergraduate course. The transcripts must report the subjects taken, its respective grades, specification of their inclusion in courses or programs, academic hours/credits and when and where they were taken.

2.6. Portuguese Language Certificate. PPEA-UFOP does not require a language certificate from applicants from the countries who have Portuguese as a native language or, provided that they have received a Bachelor's degree taught exclusively in Portuguese.

All other applicants will need to provide evidence of their Portuguese language skills with any one of the following tests:

(i) Língua Portuguesa para Estrangeiros – CELPE-Bras certificate;

(ii) Certificate/Declaration from a Linguistic Department of a Brazilian University or equivalent foreign institution certifying the applicant has knowledge of the Portuguese Language to follow a Master course in Brazil. The Certificate/Declaration must have the student's score in the Portuguese Exam.

2.7. Application form (<https://www.caint.ufop.br/international-student-form>)

2.8. Master Thesis Project Research. This must be according to one of the four Research Topics at PPEA-UFOP: Economic and Social Development, Economic Theory, Public Policy

Evaluation, and Quantitative Methods Applied to Economics. (www.ppea.ufop.br => Programa => Linhas de Pesquisa)

2.8.1. The Master Research Project must have a maximum of 20 pages, including: title of the research project, candidate name, abstract, aims of the research Project within the scope of one of the four Research areas of PPEA-UFOP, research question and relevancy, methodology, and bibliography.

2.9. Resume with the following information: • Professional background • Academic background • Information about other relevant courses • Proficiency in foreign languages • Teaching experience • Academic research experience • Participation in conferences, seminars, and other academic events • Publications

Important notes: The delivery of such documents must be done by email, to the email addresses economiaaplicada.icsa@ufop.edu.br, until the 21 August 2019 and the PPEA/UFOP must confirm receipt of all application.

Candidates will only be considered suitable for the selection process if they deliver all requested documents before the specified deadline.

3. SELECTION COMMITTEE

3.1. The Selection Committee will consist of, at least, three professors from the Master Program of Applied Economics – UFOP and it will be coordinated by the academic counselors at PPEA-UFOP.

4. NUMBER OF AVAILABLE SLOTS AND FINANCIAL SUPPORT

4.1. PPEA will offer 03 (three) places for international students for the Master Program in Applied Economic in the Academic year 2020.

4.2. Not necessarily all places must be taken.

4.3. A waiting list may be established as a selection commission criterion.

4.4. PPEA/UFOP does not offer scholarships for maintenance in Brazil during the master program for the approved candidates.

4.4.1. It is recommended to the candidate who has an interest in getting financial support to apply for a scholarship in International Research Agencies in the applicant's country or Brazil.

4.5. The Federal University of Ouro Preto is a Brazilian public university. There is no annual fee to enroll in the Master Program of Applied Economics, PPEA-UFOP.

5. SELECTION PROCEDURE

5.1. The selection of the candidate to the Master Program in Applied Economics, PPEA-UFOP will be based on the complete submission of the documentation. There will be a pre-selection process, which contains three steps:

(i) 1° step (eligibility check application; eliminatory): The eligibility check of applications will be undertaken by PPEA-UFOP in order to select candidates who meet the eligibility criteria. Candidates who did not deliver all requested documents before the specified deadline will be excluded from the selection process.

(ii) 2° step (eliminatory): Analysis of the master thesis research project, resume, recommendation letters and official transcript of the undergraduate course.

(iii) 3° step (eliminatory and classification): interview in person or online (Skype). The interview will be in Portuguese.

5.2. The final grade of the candidate will be decided according to the 3 (three) steps presented above. The final grade will be scored from 0 to 10. The candidate who gets a final grade of 7 or higher will be approved in the selection process.

5.3. After the release of the results, the candidates will have up to 72 hours to contest the results by sending an official letter to explain their motivation of the contest to the Selection Committee. The official letter must be sent to: economiaaplicada.icsa@ufop.edu.br and confirmed by PPEA/UFOP.

5.4. The Selection Committee and the coordination of the PPEA-UFOP will answer the official letter of the contest up to 24 hours after the contest deadline.

6. REGISTRATION

6.1. The enrollment will be from 6th to 21st of January of 2020. The selected candidates must fill in an online form. The information will be shown on the website of PPEA-UFOP and at the PPEA secretary.

6.2. The documentation submitted upon application in the selection process will be considered for the registration on the program, provided that the approved candidate presents the originals of such documents on the registration dates.

6.3. The approved candidate who does not present the required documentation upon registration (enrollment) date will lose the right for a slot. In that case, the next candidate who is in a waiting list and, according to the final grade, will be called to enroll in the Master Program at PPEA-UFOP.

6.4. The candidates on the waiting list will have one working day to enroll in the Master Program.

6.5. The classes will be taught in Portuguese and, when necessary, in English. The master thesis will be written in Portuguese, English, or Spanish.

7. TIMETABLE OF THE SELECTION PROCESS

7.1. The selection process for the Master Program in Applied Economics will follow the following schedule:

Application process: 01 July to 21 August of 2019

Selection period and interview: 23 – 30 August 2019

Release of Final Result: 06 September 2019.

Enrollment: 06-21 January 2020.

Beginning of the classes: 27 January 2020.

8. OTHER INFORMATION

8.1. All issues that are not covered in this handbook will be defined by the Selection Committee.

Mariana, 01 de julho de 2019.

Prof. Dr. Héder Carlos de Oliveira
(Coordinator of Master Program in Applied Economics - UFOP)
A copy of the signed document will be in PPEA/UFOP