



UNIVERSIDADE DE SÃO PAULO

International Exchange 2019-2020



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Universidade de São Paulo	
Visiting address	USP International Office Av. Prof. Lucio Martins Rodrigues, 310 - Bloco B - 4º andar- Cidade Universitária São Paulo/SP – Brazil
Websites	University website: http://www.usp.br/ International website: http://www.usp.br/internationaloffice/en/
Contact	Rafel Dall’Olio Phone: +55 11 3091-2442 mobility.area3@usp.br
Location	<p>USP has 8 campuses spread across the state of São Paulo:</p> <ul style="list-style-type: none">• São Paulo Campus, subdivided into 4 different locations:<ol style="list-style-type: none">1. São Paulo Cidade Universitária Armando de Salles Oliveira (see location);2. São Paulo USP Leste (see location);3. São Paulo Faculdade de Direito - Largo de São Francisco (see location);4. São Paulo Quadrilátero da Saúde (see location); <p>The Campus at São Paulo is comprised largely of <i>Cidade Universitária</i>, which means “University City” in English (its full official name is <i>Cidade Universitária Armando de Salles Oliveira</i>). <i>Cidade Universitária</i> is located on the west side of the city of São Paulo, one of the largest urban areas in the world. It was inaugurated in 1968, and houses most of the University’s academic departments and administrative offices. The Health Complex, in the near of <i>Pinheiros</i> District, is considered part of the main campus. It includes the Health Quarter: the School of Medicine, the School of Public Health, the School of Nursing and the Institute of Tropical Medicine - São Paulo, as well as a large hospital complex and several other public health institutions. The Law School is located downtown in a traditional and well preserved building of great historical value. The newest part of the Campus at São Paulo is the School of Arts, Sciences and Humanities, located in the east side of the city. Since the Campus is located in the most populous city in South America, it is an extremely dynamic place with activities that involve numerous internal and external audiences;</p> <ul style="list-style-type: none">• Bauru: (see location) The city of Bauru is located 326 kilometers (202 miles) northwest of the city of São Paulo. Campus Bauru houses a Coordination Office, the Hospital for Rehabilitation of Craniofacial Anomalies (HRAC) and the Bauru School of Dentistry (FOB). Among the most important facets of the work on Campus are its health services, since they are an essential part of the activities of both the School and the Hospital. Multidisciplinary teams in several fields of health work together on the treatment of students, employees and citizens in general. Cultural activities at the campus (sponsored by the Cultural Events Division) include classes, workshops, presentations, exhibits and lectures on painting, theater, music, dance and arts. In addition, the Technical Sports Division offers the local community a diverse program of activities aimed at its well-being, improving quality of life, and integrating the campus community with the citizens of Bauru. This is one aspect of the University’s extension projects, which are among USP’s most valued objectives;• Lorena (see location); With a population of over 80,000 inhabitants, the city of Lorena is located 180 kilometers (111 miles) northeast of the city of São Paulo;• Piracicaba (see location); The city of Piracicaba is located 150 kilometers (93miles) northwest of the State Capital. In 1934, the well known Practical School of Agriculture of Piracicaba, later renamed Luiz de Queiroz College of Agriculture (ESALQ), was one of the founding institutions that were brought together when the Universidade de São Paulo was created. The campus is also home to the Center for Nuclear Energy in Agriculture (CENA). The campus at Piracicaba covers 9,200 acres (which is about 48% of the area of all USP’s campuses);• Pirassununga (see location); The Pirassununga Campus is one of USP’s largest campuses in surface area. Its facilities include land for crops and units for animal production. Pirassununga has a high-altitude tropical climate, with an average annual temperature of 20.8°C (70°F), which makes the region especially adequate for these activities;• Ribeirão Preto (see location); Ribeirão Preto is located 313 km away from São Paulo capital city with a population of over 600,000 inhabitants. The Campus is well known for both its beautiful park-like setting and academic excellence. It is not only the 2nd largest campus of the Universidade de São Paulo in terms of academic specialties, but also in scientific production. When the Campus was originally laid out in the 50’s, it was essentially a health sciences campus (medical and nursing sciences, pharmaceutical sciences, dentistry). Since then, several academic specialties have been introduced, such as physics, mathematics, chemistry, biology, psychology and education. More recently, the

	<p>Campus also received Schools of Business, Law, Physical Education, and a Department of Music. The Campus has an International Office that integrates each Faculty. It helps visitors get settled and feel the hospitality of the city. A business and cultural center in the countryside of São Paulo, Ribeirão Preto is a city with active cultural and student life.</p> <ul style="list-style-type: none"> • São Carlos (see location): The city of São Carlos, located 231 km (143 miles) north of the city of São Paulo, is an important scientific, educational and technological center for the state of São Paulo and the whole country. The city has an intense academic activity, due to the presence of many research institutions. Its universities and research centers are widely recognized for their excellence and diversity. The large number of academic, technological and industrial complexes in and around São Carlos gave the city the title of “Capital of Technology”. The Campus includes five schools (of Engineering, Mathematical and Computer Sciences, Physics, Chemistry and Architecture and Urbanism). The USP Campus at São Carlos is divided geographically into two separate sections. Both of them occupy the central region of the city, and contain numerous local facilities, including free transportation between the two sections.
Faculties, Schools and Institutes	48 teaching and research units (see the full list)
Mailing address	USP International Office (<i>Aucani</i>) Av. Prof. Lucio Martins Rodrigues, 310 - Bloco B - 4º andar- Cidade Universitária São Paulo/SP – Brazil
Registration Guidelines	
Academic Calendar	<p>1st Semester: from February to June (holidays in July) 2nd Semester: from August to December (holidays in January) The full academic calendars are available at Mundus (menu on the left side) <i>Nota bene</i>: some Schools follow a different calendar, so please refer to their International Office website for more information.</p>
Nomination & Application Deadlines	<p>Undergraduates and Second cycle - Master's level students from the European Higher Education Area¹</p> <p>Partners need to nominate students by filling in the form in the nomination platform Mundus (login required). Should the exchange coordinator need a USP code in order to nominate students, the steps available at General Guide should be followed. When requesting a USP code, one has to select the subject “University Nomination – Request International Access” and type <i>Solicitação</i> ‘request’ and provide some details, such as full name, name of institution, title and position. After the request is checked, you will be emailed a link with a provisional password. It is recommended that you generate a new one, which must contain a minimum of 8 alphanumeric characters, including at least one number, one letter and one special character. Please notice that when nominating a student, the home university exchange coordinator chooses neither the campus nor the school at which the student will attend courses. These will be confirmed automatically after students add the courses/modules within the application system.</p> <p>Postgraduate studies – Master’s and doctoral students</p> <p>Postgraduate students (<i>Mestrado</i> and <i>Doutorado</i>) may apply either to take courses or to carry out pure research. A combination of the two schemes is also possible. Students willing to attend courses should be nominated by the deadlines, whereas students willing to carry out research at USP may be accepted on a rolling basis and plus they will need a supervisor. Postgraduate students should be nominated by email only. No nomination via Mundus is required (see section on application procedures below).</p> <p>When nominating a postgraduate student, please inform the following details: 1) Student’s full name</p>

¹ Most bachelor’s (*bacharelado*) degrees offered at USP last either 4 or 5 years, therefore it is highly recommended that students belonging to the European Higher Education Area apply to courses pertaining to the four final semesters of undergraduate programmes offered at USP (see also [Structure of degree programmes at USP](#))

	<p>2) Email address 3) Level of study (whether master's or doctoral)</p> <p>Deadlines</p> <p>1st Semester (from February to June): Please nominate your students until October 5th (students should submit their applications until October 15th); 2nd Semester (from August to December): Please nominate your students until May 5th (students should submit their applications until May 15th);</p>
Application Procedures	<p>Undergraduate studies</p> <p>1 - The student needs to be officially nominated via the Online Nomination/ Application Platform Mundus. No hard copies are needed! 2 – The student will be emailed a link and instructions to complete her/his application (no hard copies are requested).</p> <p>The details regarding the application process are available at Admissions > Undergraduate > Exchange Students (how to apply).</p> <p>Postgraduate studies</p> <p>After being nominated by the exchange coordinator of the home university, the student will be contacted by email and should follow the steps and provide the documents listed at at Admissions > Postgraduate > Exchange Students.</p>
Courses offered	Students may choose subjects from different courses offered at different Schools. Click here to browse the online course catalogue (Note that Mundus supports only codes of courses offered at the undergraduate level).
Special requirements	<ul style="list-style-type: none"> • The School of Engineering (<i>Escola Politécnica</i>) requires exchange students to enroll in a number subjects that correspond to at least 12 credits. • The Ribeirão Preto School of Economics, Administration, and Accounting (<i>Faculdade de Economia e Administração de Ribeirão Preto - FEARP</i>) requires applicants to enrol in a number of subjects that correspond to at least 16 credits.
Credit System	http://www.usp.br/internationaloffice/en/index.php/admissions/credit-system
Grading System	http://www.usp.br/internationaloffice/en/index.php/admissions/grading-system
Credit Transfer Guidelines & Grade Equivalency	http://www.usp.br/internationaloffice/en/index.php/admissions/credit-transfer-guidelines-grade-equivalency-3
Course restrictions	<ul style="list-style-type: none"> • Exchange students in the area of Human Health are not allowed by law to undertake practical classes and internships. They may follow those courses as audit students, if suitable. • The School of Architecture and Urbanism (<i>Faculdade de Arquitetura e Urbanismo – FAU</i>) and the School of Economics, Business and Accountancy (<i>Faculdade de Economia, Administração e Contabilidade – FEA</i>) receive each semester a large number of applications and have limited capacity to admit exchange students. Please refer to their Local International Offices before nominating students / applying. We highly recommend that students intending to apply for such schools consider the possibility of alternatively applying for other schools as well.
Language requirements	<p>Most classes at USP are taught only in Portuguese. Therefore, the student must have a good command of Portuguese (at least B1 level according to the CEFR) in order to attend classes.</p> <p>No specific certificate of language proficiency is required.</p> <p>For information on the availability of study options possibly taught in English at the</p>

	postgraduate level, please refer to https://uspdigital.usp.br/janus or to the Local International Offices operating at the faculty level. There are no specific language requirements for students who wish to carry out research activities only. The activities can be carried out in the language agreed upon by the student and their supervisor.
Acceptance letter	Once the successful applicant is accepted, the School/Institute itself (not the Central International Office) will send the acceptance letter directly to the address informed by the Study Abroad Advisor/Exchange Coordinator, who will also receive a copy of the letter by email. It usually takes from 30 to 45 days after the deadline for applications.
Transcripts	An official transcript will be sent to the Home University's International Office after completion of the studies once the grades are released.
Short and Summer Courses	USP offers short courses (refresher, diffusion, specialization, professionalizing, extension, etc) either free of charge or at reduced fees.
Student Services, Support and Campus Life	
Language course	- Online Portuguese language course ; - The exchange student can attend (during the semester, not before) an intensive Portuguese course offered by the <i>Language Learning Center</i> (Centro de Línguas da FFLCH) <u>at the São Paulo Campus only</u> – Cidade Universitária. For further information, please visit http://clinguas.fflch.usp.br/ or send an e-mail to portcl@usp.br . For opportunities available on other campuses, please refer to our Local International Offices .
Restaurants	All campuses have their own restaurants that serve breakfast, lunch and dinner at affordable prices.
Medical facilities	USP owns two large hospitals and has partnerships with the Clinical Hospital of São Paulo and of Ribeirão Preto. Exchange students can have access to them in case of emergency.
Sports and Cultural facilities	Sports and recreational facilities and more are present on all the campuses. Some centers run specific programs for several sports such as soccer, basketball, volleyball and swimming. All programs are supervised by professionals from the respective field and are available to foreign students. In addition to museums, USP also has several cultural centers and groups providing students with a rich diversity of options for leisure and culture.
Student's Union	For information regarding the student's union, please refer to the website of the student's associations .
International Buddy Programme	USP iFriends is a program created by International Office of USP in order to facilitate the contact between international students and the academic community. The USP iFriend Programme (a degree student at USP who signs up for the programme) is responsible for the process.
Accommodation	There are no accommodation options for exchange students within the campuses. The search for accommodation must be carried out by the students themselves according to their economic conditions and interests. USP strongly recommends that students take part in the USP iFriends program in order to get more information about accommodation. Applicants may opt to take part in the buddy program when filling out the online application form. Alternatively, there are some options available at http://www.usp.br/internationaloffice/en/index.php/campus-life/housing For further information regarding alternative housing options outside the campuses, please contact the Local International Offices .
Disability Support	Please inform us about students' disabilities as early as possible. This information will not be used to assess their application at all. Through the programme " USP Legal ", USP supports students with special needs, including adapted transportation services. Here is a full list of all the available services (in Portuguese only).

Pre-arrival Information	
Visa Information	<p>The successful applicant will receive an Acceptance Letter, which is necessary for them to request the appropriate Student Visa (VITEM IV) at the Brazilian diplomatic representation PT, EN or ES in their home country.</p> <p>The university is not allowed to enroll students with a tourist visa!</p> <p>Further information is available at http://www.portalconsular.itamaraty.gov.br/vistos</p>
Tuition fees	<p>USP is a public state institution that welcomes exchange students at no cost, except for a few short summer and extension courses.</p>
Insurance	<p>The international student will also have to provide evidence of medical insurance or appropriate and valid travel medical insurance policy for registration upon arrival. Students must purchase their Health/Travel Insurance in their countries of origin before travelling to Brazil (this must cover the entirety of the stay in Brazil). International students will have access to the Brazilian Public Health System only in emergency cases.</p>
Orientation dates	<p>Upon acceptance, the student will receive further information about orientation dates. Please notice that different faculties/schools may have different orientation dates as well as enrollment deadlines. Specific inquiries should be addressed to the Local International Offices. Students accepted to study at different Schools/Institutes should attend all the orientation dates.</p>
Student Guide	<p>For further information, please check the student guide.</p>
After Arrival	
Registering with the police	<p>The former National Foreign Registry (<i>Registro Nacional de Estrangeiro – RNE</i>), the long-term identity document issued after Federal Police registration, has been renamed <i>Carteira de Registro Nacional Migratório</i> (CRNM). Visitors will be required to register with the Brazilian Federal Police office within 30 days upon arrival and apply for a CRNM – information available in Portuguese only. For further information, please contact the Local International Office operating at your host school.</p>
Enrollment	<p>Immediately upon arrival, the student should provide the Local International Office with copies of their medical insurance or appropriate and valid travel medical insurance policy as well as of the visa so as to confirm their attendance in person and collect their personal University Card.</p>
Costs and Additional Information	
Living Expenses	<ul style="list-style-type: none"> • There are free transportation options within each campus (information available in Portuguese) • It is possible to compare prices of basic living expenses in a variety of cities.
Student and researcher's guide	<p>An International Student and Researcher's Guide is available for download. For further information the student may contact the Local International Offices.</p>