



DATA SHEET 2019 – 2020
Updated February 08, 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 Prédio da Reitoria – 1º Andar – Castelo Branco CEP 58.051-900 João Pessoa – Paraíba – Brasil
Website	www.ufpb.br
Erasmus PIC number	961994300

International Office

Head	Prof. Dr. José Antonio Rodrigues da Silva
Phone number	+55 83 3216 7156
Website	www.ufpb.br/aai
Direct link “To Partners” (in English)	http://www.ufpb.br/aai/contents/paginas/institucional/to-partners
Direct link to “Incoming Students” (in English)	http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version

E-mail

Coordinator	assint.jars@reitoria.ufpb.br (c/o Dr. José Antonio Rodrigues da Silva – In Portuguese, English, Spanish)
Academic Cooperation	agreements@reitoria.ufpb.br (c/o Dr. José Antonio Rodrigues da Silva – In Portuguese, English, Spanish)
Staff	assint.secret@reitoria.ufpb.br (in Portuguese/English/Spanish/French)
Incoming (into UFPB)	incoming@reitoria.ufpb.br (c/o Mr. Wellington Guimarães – can read Portuguese, French, Spanish; can write in Portuguese and French)
Outgoing (out of UFPB)	outgoing@reitoria.ufpb.br (c/o Mrs. Natália Silva – in Portuguese, English, French, Spanish)

- 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 during the academic semester. Students who do not achieve the 7.0 passing grade (out of 10.0) are entitled to one 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. 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>) Classes usually go together with the academic semester of Campus I. Week 1: placement test + registration. Week 2 on: classes. More Information at www.cchla.ufpb.br/plei Note: courses taken at PLEI are not shown at the Academic Transcript. Students will receive a Certificate by the end of the semester. Note: 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. 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 http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version/upon-arrival
Course Offers	Instructions on how to search for courses/classes to prepare a learning agreement can be found at http://www.ufpb.br/aai/contents/menu/programas/incoming/disciplinas (in Portuguese) or at http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version/courses (in English)

• APPLICATION PROCESS

Applications for the 2019.1 semester (dates have not yet been decided by the Board):	Applications are welcome any time now until March 15, 2019 (FRIDAY), <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.
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Application Procedure:	<p>All information concerning foreign student's incoming process can be now found at: http://www.ufpb.br/aai/contents/menu/programas/incoming (in Portuguese) and http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version (in English)</p> <p>Candidates to Internship/Practice in the Faculty of Medicine ought to read this: http://www.ufpb.br/aai/contents/menu/programas/incoming/candidaturas-para-internato-praticas-em-medicina (in Portuguese) http://www.ufpb.br/aai/contents/menu/programas/incoming/english-version/medicine (in English)</p>
Important!	<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, at the latest.</p>

CALENDAR

Campus I – João Pessoa & Campus IV – Rio Tinto/Mamanguape			
	2018.2	2019.1	2019.2
Start	Nov 22, 2018	May 29, 2019	October 15, 2019
End	May 10, 2019	Sep 26, 2019	To be confirmed
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)			
	May 13 to May 17	Sept 27 to Sep 30	To be confirmed
Transcripts are probably* ready to be issued with all the grades of the semester after			
	May 21st	October 2nd	To be confirmed

*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.

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	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.
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