

# School of Education University of São Paulo (FEUSP)

## International Exchange Program

<p><b>CONTACT INFORMATION</b></p>	<p>School of Education International Office – CCInt-FE</p> <p>Av. da Universidade, 308 – Cidade Universitária - Butantã Zip Code: 05508-040 – Cidade Universitária – São Paulo/SP – Brasil</p> <p>Telephone: +55 11 3091-2067 E-mail: ccint.fe@usp.br</p> <p>Web Address:</p> <p>FEUSP <a href="http://www4.fe.usp.br">http://www4.fe.usp.br</a> <a href="https://www.facebook.com/feuspoficial">https://www.facebook.com/feuspoficial</a></p> <p>School of Education International Office (CCInt-FE) <a href="http://www4.fe.usp.br/en/international/home">http://www4.fe.usp.br/en/international/home</a> <a href="https://www.facebook.com/ccint.feusp/">https://www.facebook.com/ccint.feusp/</a></p>
<p><b>ACADEMIC YEAR</b></p>	<p><b>First semester: February to June</b> July: winter vacation <b>Second semester: August to December</b> January: summer vacation</p>
<p><b>NOMINATION AND APPLICATION DEADLINES</b></p>	<p>First semester (February to June): <b>by November 15<sup>th</sup></b> Second semester (August to December): <b>by June 15<sup>th</sup></b></p> <p>Note: Master and PhD students who just want to work on their research projects, but do not intend to attend disciplines, can apply throughout the year. For internship over 3 months, the student will be registered as Exchange Graduate student.</p>
<p><b>LANGUAGE REQUIREMENTS</b></p>	<p>It is important for students to be acquainted with the Portuguese language because all undergraduate classes and the most of graduate classes offered at the University of São Paulo are in Portuguese, anyway, we do not require a proficiency certificate.</p> <ul style="list-style-type: none"> <li>- USP offers a free online Portuguese course (basic level A1) for all the Exchange Students, once is accepted. The student can begin the course before she/he arrives in Brazil.</li> <li>- FEUSP offers a free Portuguese Language Tutoring (Center for Studies and Research on Language Teaching – CEPEL).</li> <li>-Also for students who need to improve more their skills in Portuguese, the Language Center of Faculty of Philosophy, Languages and Human Sciences (Centro de Línguas da FFLCH) offers Portuguese a paid course for foreigners (<a href="http://clinguas.fflch.usp.br">http://clinguas.fflch.usp.br</a>).</li> </ul>

**ADMISSION AS AN  
EXCHANGE STUDENT**

**Undergraduate exchange students** are allowed to attend courses at FEUSP for one semester. This period can be further extended up to one more semester if previously authorized by the home institution and by FEUSP.

**Graduate exchange students** are allowed to attend courses at FEUSP for three to twelve months. This period can be further extended up to twelve more months if previously authorized by the home institution and by FEUSP.

The require extension must be request for each semester.

Once the application has been submitted and accepted by FEUSP, it will be sent a message to the student by e-mail containing general information and the Acceptance Letter.

**NOMINATION AND APPLICATION  
PROCEDURES  
- UNDERGRADUATE STUDENTS**

**UNDERGRADUATE STUDENTS**

**Documents to be submitted in “.pdf” format  
in Portuguese, English or Spanish**

**1. Nomination:** The responsible for the students’ exchange at the home university nominate their undergraduate students and send the application form by e-mail to the address [ccint.fe@usp.br](mailto:ccint.fe@usp.br)

**Nomination:**

1. [Application form](#) with a Study Plan, including the disciplines the candidate intends to take at FEUSP (browse information about course programs and schedules in the university catalogue <https://uspdigital.usp.br/mundus> > Undergraduate Course / Module Catalogue) and most recents ones at: <http://www4.fe.usp.br/graduacao/apoio-ao-aluno/horario-das-disciplinas>.

**2. Application:** Once nominated, undergraduate students receive an email with a link to complete the online application and upload the documentation on our platform “Sistema Mundus”

**Application:**

- [Application Form Filled and signed](#) ;
- Recommendation letter written by a professor from the home university;
- A photo 3x4 cm size;
- Official Transcript of Records and its simple translation into Portuguese, English or Spanish (signed and stamped by the home university);
- Copy of passport.

**GRADUATE STUDENTS**

<p><b>NOMINATION AND APPLICATION PROCEDURES - GRADUATE STUDENTS -</b></p> <p><b>The responsible for the students' exchange at the home university nominate their graduate students and send all documentation by email: <a href="mailto:ccin.fe@usp.br">ccin.fe@usp.br</a></b></p>	<p><b>Documents to be submitted in “.pdf” format</b></p> <ul style="list-style-type: none"> <li>- <a href="#">Application Form Filled and signed</a>;</li> <li>- A recommendation letter (in Portuguese) of a Thesis Supervisor from the Home University addressed to the Thesis Supervisor from FEUSP;</li> <li>- Letter from your Home University proving as a Graduate Degree student;</li> <li>- Research plan (in Portuguese) with start and end date ;</li> <li>- Schedule of activities (in Portuguese) that take place in FEUSP;</li> <li>- Copy of passport.</li> </ul>
<p><b>BEFORE ARRIVE IN BRAZIL</b></p>	<p><b>Documents students must provide</b></p> <p><b>1. Passport with a Temporary Student Visa (type IV or MERCOSUL):</b> All Exchange Students coming to Brazil for a period must obtain a visa before to travelling. In order to legally reside in Brazil during the period of intended study and to enroll in disciplines, foreign students must obtain a student visa (type IV or MERCOSUL) from the Brazilian Embassy or Consulates. Further information can be found at <a href="http://www.itamaraty.gov.br">http://www.itamaraty.gov.br</a>.</p> <p>Students should note that visa requirements may change from time to time. It is not possible for foreign students to be formally enrolled at USP holding only a tourist visa, nor is it possible to change the type of visa once the student is already in Brazil by a neighboring visa.</p> <p><b>2. Foreigners can get a document called CPF - Cadastro de Pessoas Físicas</b> at the Brazilian Embassy or Consulates, which is especially useful such as for example: getting a student bus and subway card;(50% of discount) opening a bank account; buying a chip for mobile and buying at Brazilian online shopping websites.</p> <p>If it is not possible to take this document in your country of origin, there is the possibility of taking it in Brazil, but the procedure is a little longer.</p>
<p><b>ARRIVAL DATE</b></p>	<p>We recommend that students arrive in Brazil at least two weeks before classes start at FEUSP, to find housing, get to know the city and provide the necessary documents for foreigners.</p>
<p><b>AFTER ARRIVAL</b></p>	<p>Once in Brazil, foreign students must go to CCInt-FE (School, fo Education International Office) to present their passports with the student visa (type IV or MERCOSUL) and receive the instructions.</p> <p><b>In order to stay legally in Brazil, it is obligatory for students to have a valid foreigner's ID card (RNE)</b> issued by the Brazilian Federal Police. Please visit the Brazilian Federal Police website for further information.</p> <p>Generally we arrange a Welcome Foreigners Students event during the first week of the class.</p> <p><b>IMPORTANT:</b> Students are not allowed to work in Brazil.</p>
<p><b>FEES AND ACCOMMODATION</b></p>	<p><b>Fees:</b></p> <p>USP is a public university, therefore it does not charge any academic fee from its students and foreingers</p> <p><b>Housing:</b></p> <p>The University of São Paulo does not have accommodation for foreign students. . On the <a href="#">Student guide</a> (item 8) there are some housing suggestions</p>
<p><b>FACILITIES AT USP</b></p>	<p>USP provides for exchange students Wi-Fi access, <a href="#">libraries</a>, transportation inside de Butantã Campus, <a href="#">museums</a>, <a href="#">sports center</a>, cafeterias and restaurants.</p> <p><b>USP iFriends</b></p>

	<p>It is a program in which volunteers students of USP may help foreign students with the following activities:</p> <p>Assistance in finding accommodation; Reception at the airport; Assistance documents for foreigners; Academic orientation; Assistance with the Portuguese language. Foreign students recommended by the home university can enroll in the program.</p> <p><b>Dining plan</b></p> <p>The University of São Paulo has dining plan for all the students enrolled. Each meal costs: Breakfast R\$ 0,50. Lunch R\$ 2,00 Dinner R\$ 2,00.</p>
<p><b>COMPLEMENTARY INFORMATION</b></p>	<p>FEUSP <a href="http://www4.fe.usp.br">http://www4.fe.usp.br</a> <a href="https://www.facebook.com/feuspoficial">https://www.facebook.com/feuspoficial</a></p> <p>School of Education International Office (CCInt-FE) <a href="http://www4.fe.usp.br/internacional/apresentacao">http://www4.fe.usp.br/internacional/apresentacao</a> <a href="https://www.facebook.com/ccint.feusp/">https://www.facebook.com/ccint.feusp/</a></p> <p>USP iFriends <a href="http://www.usp.br/internationaloffice/en/index.php/usp-ifriends">http://www.usp.br/internationaloffice/en/index.php/usp-ifriends</a></p> <p>Libraries at USP <a href="http://www.sibi.usp.br">http://www.sibi.usp.br</a></p> <p>Library of FEUSP <a href="http://www4.fe.usp.br/biblioteca/apresentacao">http://www4.fe.usp.br/biblioteca/apresentacao</a></p> <p>Museums of USP <a href="http://www5.usp.br/en/extensao/museus">http://www5.usp.br/en/extensao/museus</a></p> <p>SAS-USP Restaurants (“bandejão”) <a href="http://sites.usp.br/sas/todos-os-restaurantes-2">http://sites.usp.br/sas/todos-os-restaurantes-2</a></p> <p>CEPEUSP - USP’s sports center <a href="http://www.cepe.usp.br">http://www.cepe.usp.br</a></p> <p>Guide for foreign students: <a href="http://www4.fe.usp.br/wp-content/uploads/en/guia-ccint-fe-03.10.pdf">http://www4.fe.usp.br/wp-content/uploads/en/guia-ccint-fe-03.10.pdf</a></p> <p>Brazilian Federal Police <a href="http://www.pf.gov.br/servicos-pf/imigracao/cedula-de-identidade-de-estrangeiro">http://www.pf.gov.br/servicos-pf/imigracao/cedula-de-identidade-de-estrangeiro</a></p> <p>Transport in São Paulo city: SPTrans (bus) <a href="http://www.sptrans.com.br">http://www.sptrans.com.br</a> São Paulo subway and train map <a href="http://www.metro.sp.gov.br/pdf/mapa-da-rede-metro.pdf">http://www.metro.sp.gov.br/pdf/mapa-da-rede-metro.pdf</a></p> <p>Leisure, culture and tourism in São Paulo Official website for tourism in SP: <a href="http://www.cidadedesaopaulo.com">http://www.cidadedesaopaulo.com</a> São Paulo Turismo: <a href="http://www.sp-turismo.com">http://www.sp-turismo.com</a> Visite São Paulo: <a href="http://www.visitesaopaulo.com">http://www.visitesaopaulo.com</a></p>

March, 2018.