

# 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 Addresses/social media:</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> Note: For Master and PhD students over three months will be registered as an exchange graduate student.</p>
<p><b>LANGUAGE REQUIREMENTS AND SUPPORT</b></p>	<p>In all undergraduate and most graduate courses at FEUSP classes are delivered in Portuguese, so we require exchange students to have a good knowledge of the language. We require a simple proficiency certificate, except for students from Portuguese and Spanish-speaking countries.</p> <p>Generally FEUSP offers, free Portuguese and Brazilian Culture course for exchange students.</p> <p>Also at FEUSP, we offer free Portuguese language tutoring sessions at the Center for Studies and Research on Language Teaching (CEPEL). Sessions can be arranged by sending an email to <a href="mailto:inco@fe.usp">inco@fe.usp</a>.</p> <p>The Interdepartmental Center of Languages at the Faculty of Philosophy, Languages and Human Sciences (Centro Interdepartamental de Línguas da FFLCH) offers a paid course of Portuguese for foreign students who need to improve their skills. For more information, access <a href="http://clinguas.fflch.usp.br">http://clinguas.fflch.usp.br</a>.</p>

**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.

Once the application has been submitted and accepted by FEUSP, students will receive an email message containing general information/instructions and the Acceptance Letter.

**NOMINATION AND APPLICATION PROCEDURES  
- UNDERGRADUATE STUDENTS**

**1. Nomination:** The International Office at the Home University nominates their undergraduate students and sends the application form to the following email address: [ccint.fe@usp.br](mailto:ccint.fe@usp.br)

**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"

**UNDERGRADUATE STUDENTS**

**Documents to be submitted in .pdf extension  
in Portuguese, English or Spanish**

**Nomination:**

[Application form](#) with a Study Plan, including the disciplines the candidate intends to take at FEUSP. For a list of generally offered disciplines, visit: <http://www4.fe.usp.br/wp-content/uploads/internacional/2019.pedagogia-disciplinas.asinaturas.subjects.pdf> .

**Application:**

- [Application form \(filled and signed\)](#).
- Simple certificate of proficiency in Portuguese (from the home institution or language school) Basic level (A1 / A2) – certificate is not required for students from Portuguese and Spanish-speaking countries
- 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.

**NOMINATION AND APPLICATION PROCEDURES  
- GRADUATE STUDENTS -**

The International Office at the Home University nominates their graduate students and sends all documentation to the following email address: [ccin.fe@usp.br](mailto:ccin.fe@usp.br)

**GRADUATE STUDENTS**

**Documents to be submitted in .pdf extension**

1. Letter of recommendation from the professor abroad;
  2. Letter from the Home University proving the students are enrolled as a graduate student;
  3. Letter of the USP co-advisor (who must be an accredited professor in the graduate program), accepting the student;
  4. Research Plan indicating the start and end dates of the project;
  5. Schedule of activities to be performed at USP during the specified period;
  6. Copy of passport;
  7. Application Form Graduate Students (filled and signed);
- If approved, submit copy of health insurance and copy of student visa IV.

<p><b>BEFORE ARRIVAL IN BRAZIL</b></p>	<p style="text-align: center;"><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 travelling.</p> <p>In order to legally live 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. We strongly recommend foreigners get a document called CPF - Cadastro de Pessoas Físicas</b> at the Brazilian Embassy or Consulates, which is especially useful for daily life around the city/campus, for example, getting the campus bus and the subway ticket card (with a 50% of discount price), opening a bank account, buying a chip for the cell phone and buying on Brazilian online shopping websites.</p> <p>If it is not possible to take this document in your country of origin, you can take it in Brazil, although 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 in order 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 of Education International Office) to present their passports with the student visa (type IV or MERCOSUL) and receive further instructions.</p> <p><b>In order to stay legally in Brazil, it is mandatory for students to have a valid foreigner's ID card (RNM)</b> issued by the Brazilian Federal Police. Please, visit the Brazilian Federal Police website for further information.</p> <p>We usually arrange a "Welcome Foreign Students" event during the first week of classes.</p> <p><b>IMPORTANT: Students are not allowed to work</b> in Brazil.</p>
<p><b>FEES AND ACCOMMODATION</b></p>	<p><b>Fees:</b> USP is a public university. Therefore, it does not charge any academic fees from its students, Brazilians or foreigners.</p> <p><b>Housing:</b> 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>On the campus, USP provides Wi-Fi access, <a href="#">libraries</a>, transportation inside de Butantã Campus, <a href="#">museums</a>, <a href="#">sports center</a>, cafeterias and restaurants. All students (including the exchange ones) have access to these facilities.</p> <p>Student volunteers from USP may help foreign students in different activities once they arrive, through a program called <b>USP iFriends</b> and foreign students recommended by the Home University can enroll in the program. <b>Generally offered assistance is related to:</b></p> <ul style="list-style-type: none"> <li>- finding accommodation;</li> <li>- arriving at the airport;</li> <li>- issuing documents in São Paulo;</li> </ul>

- academic orientation;
- linguistic assistance with the Portuguese language.

**For more information about USP ifriends, access**  
<http://www.usp.br/internationaloffice/en/index.php/usp-ifriends>

### **We also have Tutoring / FEUSP Friend**

Offering the same assistance from USP Ifriends, but with students from School of Education. The Exchange students can have both Friends.

### **Dining plan:**

The University of São Paulo has dining plan for all enrolled students for a very low price. Prices for meals are:

Breakfast: R\$ 0,50      Lunch or Dinner : R\$ 2,00

**For more information about the university restaurants, access SAS-USP Restaurants (“Bandeirão”) at**  
<http://sites.usp.br/sas/todos-os-restaurantes-2>

## **COMPLEMENTARY INFORMATION**

Below you find websites/links with some more useful information.

USP libraries  
<http://www.sibi.usp.br>

FEUSP library at:  
<http://www4.fe.usp.br/biblioteca/apresentacao>

USP museums at:  
<http://www5.usp.br/en/extensao/museus>

CEPEUSP - USP sports center at:  
<http://www.cepe.usp.br>

Guide for foreign students at:  
<http://www4.fe.usp.br/wp-content/uploads/en/guia-ccint-fe-03.10.pdf>

Brazilian Federal Police at:  
<http://www.pf.gov.br/servicos-pf/imigracao/cedula-de-identidade-de-estrangeiro>

São Paulo city transport at:  
SPTTrans (bus)  
<http://www.sptrans.com.br>  
São Paulo subway and train map  
<http://www.metro.sp.gov.br/pdf/mapa-da-rede-metro.pdf>

### Leisure, culture and tourism in São Paulo

Official website for tourism in SP: <http://www.cidadedesapaulo.com>  
São Paulo Turismo: <http://www.sp-turismo.com>  
Visite São Paulo: <http://www.visitesapaulo.com>