

# School of Education University of São Paulo (FEUSP)

## International Exchange Program

<b>CONTACT INFORMATION</b>	<p><b>School of Education International Office – CCInt-FE</b></p> <p>Av. da Universidade, 308 – Cidade Universitária - Butantã Zip Code: 05508-040 – Cidade Universitária – São Paulo/SP – Brasil</p> <p>Telephone: +55 11 2648-1166 E-mail: ccint.fe@usp.br</p> <p><a href="http://www4.fe.usp.br/en/international/home">http://www4.fe.usp.br/en/international/home</a></p>
<b>ACADEMIC YEAR</b>	<p><b>First semester: February to June</b> July: winter vacation</p> <p><b>Second semester: August to December</b> January: summer vacation</p>
<b>NOMINATION AND APPLICATION DEADLINES</b>	<p>First semester (February to June): <b>by November 15<sup>th</sup></b></p> <p>Second semester (August to December): <b>by May 15<sup>th</sup></b></p> <p>Note: Master and PhD students over three months will be registered as an exchange graduate student.</p>
<b>LANGUAGE REQUIREMENTS AND SUPPORT</b>	<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, as well as 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 (<i>Centro Interdepartamental de Línguas da FFLCH</i>) 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.

**UNDERGRADUATE STUDENTS**

**NOMINATION AND  
APPLICATION  
PROCEDURES**

**1. Nomination:** The International Office at the Home University nominates their undergraduate students by e-mail (ccint.fe@usp.br), with the following information:

- Complete name:
- E-mail:
- Major at the home university:
- Period of studies at FE-USP:
- Gender (male/female):
- Level of studies (undergraduate/graduate):

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

- 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 the passport (main page).

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

List of generally offered disciplines: <http://www4.fe.usp.br/wp-content/uploads/internacional/2019.pedagogia-disciplinas.asinaturas.subjects.pdf>

	<b>GRADUATE STUDENTS</b>
	<p>1. The International Office at the Home University nominates their graduate students and sends all documentation to the following email address: <a href="mailto:ccint.fe@usp.br">ccint.fe@usp.br</a></p> <p style="text-align: center;"><b>Documents to be submitted in .pdf extension</b></p> <ol style="list-style-type: none"> <li>1. Letter of recommendation from the professor abroad;</li> <li>2. Letter from the Home University proving the student is enrolled as a graduate student;</li> <li>3. Letter of the USP co-advisor (who must be an accredited professor in the graduate program), accepting the student;</li> <li>4. Research Plan indicating the start and end dates of the project;</li> <li>5. Schedule of activities to be performed at USP during the specified period;</li> <li>6. Copy of passport;</li> <li>7. Application Form Graduate Students (filled and signed);</li> </ol> <p>If approved, submit copy of health insurance and copy of student visa IV.</p>
<b>ARRIVAL DATE</b>	<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>
<b>AFTER ARRIVAL</b>	<p>Once in Brazil, foreign students must go to CCIInt-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) issued by the Brazilian Federal Police. Please, visit the Brazilian Federal Police website for further information.</b></p> <p>We usually arrange a "Welcome Foreign Students" event during the first week of classes.</p>
<b>FEES AND ACCOMMODATION</b>	<p><b>Fees:</b></p> <p>USP is a public university. Therefore, it does not charge any academic fees from its students, Brazilians or foreigners.</p> <p><b>Housing:</b></p> <p>The University of São Paulo does not have accommodation for foreign students. The search for accommodation must be carried out by the students themselves according to their economic conditions and interests.</p>
<b>FACILITIES AT USP</b>	<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>

Student volunteers from USP may help foreign students in different activities once they arrive, through our buddy program. **Generally offered assistance is related to:**

- finding accommodation;
- arriving at the airport;
- issuing documents in São Paulo;
- academic orientation;
- linguistic assistance with the Portuguese language.

**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

**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:

<https://www.gov.br/pt-br/servicos/registrar-se-como-estrangeiro-no-brasil>

São Paulo city transport at:

SPTrans (bus)

<http://www.sptrans.com.br>

São Paulo subway and train map

<https://www.metro.sp.gov.br/wp-content/uploads/2023/12/mapaderede.pdf>

Leisure, culture and tourism in São Paulo

Official website for tourism in SP: <http://www.cidadedesaopaulo.com>

*São Paulo Turismo:* <http://www.sp-turismo.com>

*Visite São Paulo:* <http://www.visitesaopaulo.com>