



Organization of  
American States



## **Partnership Program for Education and Training –OAS/GCUB PAEC 2015 Edict OAS/GCUB nº 001/2015**

The Organization of American States (OAS) and the Coimbra Group of Brazilian Universities (GCUB), with the support of the Division of Educational Topics of the Ministry of Foreign Affairs of Brazil, through the OAS Partnerships Program for Education and Training (PAEC), are offering scholarships to qualified candidates of the Americas to participate in Master's and Doctoral programs in Brazilian universities.

### **About the Initiatives of the GCUB and the OAS**

The **GCUB**, established in 2008, is an association of national (federal, state and community/religious) Portuguese-language universities. Its mission is to promote inter-institutional and international integration through faculty and student mobility programs, thereby contributing to the internationalization process of this national university network and of its foreign counterparts.

The **OAS**, through its Department of Human Development and Education (DHDE), supports OAS member states in creating policies and executing programs that promote human development at all educational levels. By offering training opportunities to citizens of OAS member states to support their efforts to improve quality and equity in education, the DHDE strengthens democratic values and security under the framework of regional integration. Moreover, on February 12, 2015, the DHDE signed an agreement with the Pan-American Health Organization (PAHO/WHO) to incorporate scholarships in the area of Health to the OAS/GCUB PAEC.

## **1. GENERAL PROVISIONS**

- 1.1 This Edict is intended to govern the selection of applicants to be awarded scholarships offered by Brazilian universities in the OAS/GCUB PAEC 2015 to pursue on-site Master's and Doctoral degree programs. The study programs are scheduled to begin in 2016. The selection process will be executed according to the available number of scholarships as listed in the Table of [Master's and Doctoral Degrees in Brazilian Universities](#).
- 1.2 The selection of the candidates will be made by the OAS and the GCUB with the support of an Evaluation Advisory Committee. This Committee, appointed by the OAS and the GCUB, and regulated by a specific resolution, shall be composed of program coordinators from participating Brazilian universities, the general program coordinator in Brazil, the general program coordinator from the OAS, and a representative from PAHO who will collaborate in the selection of candidates for courses in the Health Sciences.

- 1.3 The student must pursue the Master's or Doctoral program for which s/he was selected and, after a successful completion of all tests and other academic requirements and formalities, s/he will receive a Master's or Doctoral degree from the host university.
- 1.4 Neither the OAS nor the GCUB bear any responsibility arising from the acceptance or rejection of degrees or diplomas awarded by Brazilian universities at educational institutions in the country of origin of the scholarship recipient.
- 1.5 No type of employment or commercial relationship shall be established between the OAS or the GCUB and the OAS/GCUB PAEC 2015 scholarship recipients. Likewise, the OAS and the GCUB shall not assume any type of liability, whether civil, contractual or non-contractual, during the entire academic process.

#### 1.6 Language of Study:

- 1.6.1 The language of instruction is Portuguese. However, study programs may offer academic disciplines and activities in other languages.
- 1.6.2 Proficiency in Portuguese or English will not be a requirement for any candidate during the application stage.
- 1.6.3 All OAS/GCUB 2015 scholarship recipients must prove a minimum level of Portuguese equal to Superior Intermediate, by submitting their results of the standardized language test *Certificado de Proficiência em Língua Portuguesa para Estrangeiros (CELPE-BRAS)* by<sup>1</sup>:
- **For Master's:** six months before defending the dissertation;
  - **For Doctorate:** one year before defending the thesis.
- 1.6.4 Once enrolled in the institution, the student OAS/GCUB PAEC will acquire the same rights along with the same responsibilities as other students. Requirements related to proficiency in languages must be observed.

#### 1.7 Dates:

- a. **Approximate Starting Date for Master's and Doctoral programs:** depends on the academic calendar of each Brazilian host university (1<sup>st</sup> or 2<sup>nd</sup> 2016 period).
- b. **Approximate Completion Date for Master's and Doctoral Programs:**
- Master's programs: Up to 24 months after the starting date of the study program and according to the program duration standards of the Brazilian host university.
  - Doctoral programs: Up to 48 months after the starting date of the study program and according to the program duration standards of the Brazilian university.

## 2. SCHOLARSHIP BENEFITS

### 2.1. During studies in Brazil, each student will receive the following benefits:

- a. Exemption of tuition and monthly or annual academic fees related to the costs of the graduate program for which the scholarship recipient is selected at the host university.
- b. Subsistence scholarship<sup>2</sup>:

<sup>1</sup> The costs associated to the CELPE-BRAS examination are student's responsibility.

<sup>2</sup> Accumulating scholarships offered by Brazilian institutions or by any foreign institution for studies in Brazil will not be allowed.

- **Master's:** Monthly grants taking as reference the [value of CAPES](#) as the least, paid by the host university throughout the regular study period, **for up to a maximum of 24 months**, in accordance with the [Table of Master's Programs](#).
  - **Doctorates:** Monthly grants taking as reference the [value of CAPES](#) as the least, paid by the host university throughout the regular study period, **for up to a maximum of 48 months**, in accordance with the [Table of Doctoral Programs](#).
- c. A \$1,200 (one-thousand two-hundred) US Dollars contribution to help students defray their settlement expenses paid in Brazilian *Reais* according to the official exchange rate of the day the OAS deposits this contribution to the GCUB. This benefit will be awarded to each one of the first 100 approved scholarship recipients.
  - d. The limit established in item C (mentioned above) may be, at the discretion of the OAS, adjusted depending on the availability of funds, to support a larger number of selected applicants.
  - e. In order to receive disbursement of any of the above mentioned benefits, the student must report to the Brazilian University and follow the Institutional OAS/GCUB PAEC Coordinator's instructions regarding the registration process; opening a bank account, issuance of documents required by the government of Brazil, obtaining international insurance<sup>3</sup> with full medical, hospital and lab-testing coverage valid in the entire Brazilian territory, including coverage of repatriation of mortal remains; possession of a passport with a valid student visa (Foreigner Statute, Article 13). The payment of the OAS contribution for settlement expenses can take between 1 to 3 months.
  - f. Access to university restaurants, if any, under the same conditions as any other student at the host university.
  - g. Access to classes, classrooms, libraries, laboratories and other university services under the same conditions as any other student at the host university.
  - h. Free access to Portuguese language studies (on-site courses, online courses, tutorials with students or professors, or other modalities), determined by the host university.

**NOTE:** The OAS, the GCUB and the host University will not cover any expenses of the scholarship recipient's companions or dependents.

### 3. APPLICATION REQUIREMENTS

#### 3.1 General Requirements for Applying

- a. The scholarship application should be completed individually and may be submitted in Portuguese, English, French or Spanish;
- b. The student must not have received other academic scholarships from the OAS or from Brazil for the same level of studies as that for which the OAS/GCUB PAEC 2015 application is being made;

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<sup>3</sup> The search and selection of medical insurance is the student's responsibility. The OAS and the GCUB refrain from recommending any particular insurance company. The scholarship recipient must ensure that the insurance covers all aspects described in numeral 2.1.d. The Program's General Coordination requires that the insurance be purchased before the student arrives in Brazil.

- c. Hold citizenship or a permanent residency of any of the [OAS member states](#), except of Brazil<sup>4</sup>;
- d. Not be an OAS officer or possess any type of contract with the OAS at the time of application. Representatives of the Permanent Missions to the OAS and their immediate families will not be considered for a OAS/GCUB PAEC scholarship either.
- e. Be in good health condition (physical and mental) to undertake and successfully conclude graduate studies;
- f. Applicants with disabilities should ensure, before applying, that their selected universities have the infrastructure, the physical, communicational and technological adaptations and the capacity and services for their full inclusion and retention in the program. Neither the OAS nor the GCUB will offer benefits beyond those stipulated in this announcement or beyond those that might be provided by the host universities.
- g. Be able to secure additional financial resources to assume the additional expenses not covered by this scholarship (i.e. airfare, student visa fees, international medical insurance for the duration of studies, and additional subsistence expenses that exceed the amounts described in numeral 2.1.b)

### 3.2 General requirements for applying to Master's programs:

- a. Applicants must have obtained a Bachelor's degree or a certificate of completion of undergraduate studies prior to the day when the application is submitted.
- b. Each student can apply to up to three Master's programs from different universities; **it is mandatory that each of these universities be located in three different region of Brazil** (see [map](#)).

### 3.3 General requirements for applying to Doctoral programs:

- a. Applicants must have obtained a Master's degree, or a certificate of completion of all program requirements prior to the day of submitting the application.
- b. Each student can apply up to three Doctoral programs from different universities; **it is mandatory that each of these universities be located in three different regions of Brazil** (see [map](#)).

## 4. REQUIRED DOCUMENTATION FOR THE APPLICATION

### 4.1 Applications must include the following documents:

#### a. For Master's Programs

- I. Completed [OAS-GCUB Scholarship Application Electronic Form](#);
- II. Copy of identification document (citizenship document, passport, national identification document, etc.);
- III. *Curriculum Vitae* (no need to include attachments);
- IV. Transcripts of grades (academic records) of all completed courses during undergraduate studies;

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<sup>4</sup>The OAS/GCUB PAEC Scholarship Program is not available for Brazilians or foreigners residing in Brazil because one of the purposes of the Program is to promote the integration of the countries of the Americas through the internationalization and mobilization of students in the region.

- V. Diploma of Bachelor's degree (or its equivalent) or certificate of completion of undergraduate studies, certifying the fulfillment of all academic requirements, including the approval of graduation projects, if applicable;
- VI. Two letters of recommendation, preferably from university professors or other people of renowned expertise;
- VII. Three essays in Spanish, English, French or Portuguese with the following specifications:
  - Font type: Times New Roman, Nº 12
  - Line spacing: 1.5
  - Top, bottom, left, and right margins: 2.5 cm
  - Texts should include:
    - **Text 1:** Academic expectations and interests, professional expectations and prospects upon return to the country of origin (maximum 2 pages).
    - **Text 2:** For each of the Master's programs chosen in the application, justify the choice of each one and of each university; the student may include the main topic to be researched during the studies and the justification for such choice. (maximum 5 pages).
    - **Text 3:** Letter of commitment (maximum 1 page) describing each of the following aspects:
      - a) Source(s) of funding and a payment plan for expenses not covered by the scholarship program (i.e. airfare, international medical insurance, additional subsistence expenses, visa fees, etc.)
      - b) Ability to relocate to Brazil before the expected start date of the program and to reside there for the duration of the study program.

**Note:** If the candidate is selected for the scholarship, and if required by the host university, s/he may be required to present the documents mentioned in Section IV and V officially translated into Portuguese (notarized translation).

#### **b. For Doctoral Programs**

- I. Completed [OAS-GCUB Scholarship Application Form](#);
- II. Copy of identification document (citizenship document, passport or national identification document, etc.);
- III. *Curriculum Vitae* (no need to include attachments);
- IV. Transcripts of grades (academic records) of all completed courses during undergraduate and graduate (Master's) studies;
- V. Diploma or certificate of completion of undergraduate and graduate studies (Master's), certifying the fulfillment of all academic requirements, including the approval of graduation projects, if applicable;
- VI. Two letters of recommendation preferably from university professors or other people of renowned expertise;

VII. Three texts in Spanish, English, French or Portuguese including the following specifications:

- Font type: Times New Roman, Nº 12
- Line spacing: 1.5
- Top, bottom, left, and right margins: 2.5 cm
- Texts should include:
  - **Text 1:** Academic expectations and interests, professional expectations and prospects upon return to the country of origin (maximum 2 pages).
  - **Text 2:** For each of the Doctoral programs chosen in the application, justify the choice of each one and of each university; present the main topic of research during the studies; delimit and justify the research topic; present the bibliography or literature review; present the methodology, timeline and bibliographical references (maximum 8 pages).
  - **Text 3:** Letter of commitment (maximum 1 page) describing each of the following aspects:
    - a) Source(s) of funding and payment plan for expenses not covered in the scholarship (i.e. airfare, international medical insurance, additional subsistence expenses, visa fees);
    - b) Ability to relocate to Brazil before the expected starting date of the program and residing there for the duration of the study program.

**Note:** If the candidate is selected for the scholarship and if required by the host university, s/he may be required to present the documents mentioned on Section IV and V) officially translated into Portuguese (notarized translation).

4.2 Applications are free and must be completed electronically.

4.3 The application deadline for the scholarship is **July 29, 2015, until midnight (EST, official time in Washington, D.C.)**.

**Note:** We encourage applicants to submit their application prior to the deadline, considering that an overload in the system may occur during the days closer to the deadline, which may prevent the regular submission of applications. Please note that **the deadline will not be extended**.

4.4 Applying to the OAS/GCUB PAEC 2015 scholarship implies full understanding and absolute acceptance of the terms and conditions defined in this Edict, from which the scholarship applicant will not be able to plead ignorance.

4.5 The applicant is fully responsible for the information provided. The OAS and the GCUB reserve the right to exclude applications at any stage of the selection process if

information and documentation provided is incomplete, inaccurate or inconsistent, or if applications are submitted after the specified deadlines.

4.6 Original documentation may be requested by the OAS, the GCUB or the host university at any time.

## 5. SELECTION OF APPLICATIONS PROCESS

5.1 The evaluation process of the OAS/GCUB PAEC 2015 scholarship applications consists of three eliminatory phases. Any applicant may be dismissed at any phase if s/he does not fulfill all requirements of each phase.

### a. First Phase: Verification of consistency in the documentation

This phase consists of an assessment by the OAS and GCUB technical team of the submitted documentation, according to the information provided in Section 4 of this Edict (REQUIRED DOCUMENTATION FOR THE APPLICATION).

Applications that are incomplete, improperly submitted, and/or received beyond the established deadlines will be discarded without any possibility of reconsideration.

### b. Second Phase: Examination of merit and admissibility by the University

The OAS and GCUB will send every eligible application to the Brazilian universities selected by the applicant. Each program selected by the candidate will evaluate his/her application based on the documents of Section 4 of this Edict (REQUIRED DOCUMENTATION FOR THE APPLICATION), and will decide if the candidate is APPROVED or NOT APPROVED.

- The university will notify the GCUB the list of approved and not approved candidates. Whenever possible, the university will preselect at least four candidates per offered scholarship. This procedure is essential for a better use of grants in case of declinations.
- The university should preferably take into account the geographic distribution criteria of [OAS member states](#) when preselecting candidates, without the detriment of the academic merit.

### c. Third Phase: Final Selection

Applicants admitted by the universities in the previous phase will be ranked by the Evaluation Advisory Committee mentioned in Section 1 (GENERAL PROVISIONS) in this Edict.

The Evaluation Advisory Committee will make the final decisions on awarding the scholarships and of the student distribution into the programs and universities to which they applied. Among the applications approved in the previous phase, the Committee shall consider the following weighted criteria:

- Geographical distribution of the applicants, taking into consideration the most important needs of emerging economies.
- Applicants from countries with a low human development index (HDI), according to the ranking of the United Nations Development Program (UNDP)<sup>5</sup>.
- Full-time professors working at higher education institutions, especially those originating from countries with a low HDI, according to UNDP.
- Sex diversity.
- The order of preference of the candidate's chosen programs
- Applicants whose proposals portray the highest potential for social impact upon return to their countries of origin.

## 6. SELECTION RESULTS

6.1 The OAS and the GCUB will announce the results on their websites. Selected applicants will be contacted by the OAS and the GCUB and will be informed about the universities and study programs for which the OAS/GCUB PAEC 2015 scholarship is being offered to them.

6.1.1 In case of declinations, the OAS and the GCUB will contact the subsequent candidates as ranked by the Advisory Selection Committee.

6.2 Universities must send the original paper Admission Letter to the selected candidates of the previous phase.

6.2.1 For those students in areas related to health sciences, an additional letter signed by the Course Coordinator must be sent reporting that the student cannot perform procedures on patients in Brazil, except those strictly necessary for the development of research activities related to the dissertation of thesis, according to the rules of the respective Professional Councils.

6.2.1.1 In the specific case of medical students, the letter signed by the Course Coordinator must indicate that the student cannot perform medical acts outside the educational institution to which s/he is linked, except those strictly necessary for their studies. The letter must also include the name of the person responsible for the student at the Regional Council of Medicine, who will also be responsible or informing the student's presence under his/her jurisdiction and assume joint responsibility for him/her (under Resolution CFM No. 1,832, Article I and VI and Article 7 § 5).

**Note 1:** Universities must send the letters directly to the selected candidates' home address.

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<sup>5</sup> For more information on the Human Development Index (HDI) per country, please see the 2013 Human Development report by the United Nations Development Program (UNDP). <http://hdr.undp.org/en/reports/global/hdr2013/>



**Note 2:** Electronic copies of the letters sent to the selected candidates, must be send as well as to the OAS and the GCUB.

- 6.3 The OAS will send a Scholarship Acceptance Contract to the selected candidates through [scholarships@oas.org](mailto:scholarships@oas.org). Students have one week to submit their signed Scholarship Acceptance Contract starting from the date the contract was sent to them by the OAS. If the awardee does not send her/his contract within the established deadline, the General Coordination of the Scholarship Program will interpret the absence of an answer as a rejection of the scholarship offer.

## 7. DUTIES AND RESPONSIBILITIES OF THE STUDENT

- 7.1 The final approval of the OAS/GCUB PAEC 2015 selected awardee will be subject to the signing of the Scholarship Acceptance Contract, in which the candidate is obliged to comply with the Program requirements. Furthermore, the selected applicant should refrain from engaging in activities that are incompatible with the status of an OAS scholar, respecting the rules specified in this document.
- a. Full-time dedication to program activities and compliance with the legislation and regulations in force of the study program<sup>6</sup>, the Host University and in Brazil.
  - b. Return to the country of origin within 30 days after the completion of studies in Brazil, and reside there permanently for at least the same duration of the studies conducted in Brazil. In the case that the awardee does not fulfill this commitment, the OAS and/or the GCUB and/or the Brazilian University may ask the student to reimburse all funds granted.
  - c. Without prejudice to Section 2 (SCHOLARSHIP BENEFITS), the awardee should cover all expenses related to his or her participation in the OAS/GCUB PAEC 2015 scholarship such as, personal expenditures, airfare, international insurance with full medical, hospital and lab-testing coverage valid in the entire Brazilian territory, that includes repatriation of mortal remains (see point F, below); mandatory fees for student services (e.g. issuance of certificates); graduation expenses (issuance of degree title); legalization of documents; visa processing and issuance, and any additional costs or expenses that are not explicitly contemplated in this Edict.
  - d. The awardee must obtain the student visa to travel to Brazil and cover all costs related to this process. Therefore, the awardee should contact the Brazilian Consulate in his or her home country to complete all necessary procedures.
  - e. The scholarship may be declined by the awardee up to four weeks before starting the study program without financial penalties. However, if the selected candidate declines the scholarship after this period or after having started the program of studies without a valid or sufficient justification determined by the OAS and the GCUB, the awardee will be obliged to reimburse to the OAS and/or

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<sup>6</sup> Students should consult the Internal Regulations and all other regulations of the program s/he applied to, either at a Master's or PhD level. Language requirements should also be taken into account. Once enrolled in the Brazilian host university, the OAS-GCUB PAEC student has the same rights and therefore the same responsibilities as the rest of the students.

the GCUB and/or the host University, all funding granted under the scholarship up until the moment of the declination. In addition, the awardee may not compete in any other scholarship program of the OAS or GCUB in the next 2 (two) years.

- f. Students who fail to submit proof of international insurance with full medical, hospital and lab-testing coverage valid in the entire Brazilian territory including repatriation of mortal remains, will not be able to enroll in Brazilian universities. With the objective that awardees are covered from the first day of arrival in the country of study, the medical insurance must be acquired from the country of origin before traveling to Brazil and an electronic copy of this documents should be sent the GCUB and to the host university.
- g. The host university may withdraw the scholarship if the awardee does not meet the academic standards and the university's regulations where the academic studies are being pursued under the OAS/GCUB PAEC 2015 scholarship sponsorship.

## 8. EVALUATION OF THE OAS/GCUB PAEC PROGRAM

- 8.1 The universities will be responsible for constantly monitoring the academic progress and wellbeing of the students.
- 8.2 The host universities will send the OAS and the GCUB an annual report describing the progress of each student and their possibilities for continuing in the Program.
- 8.3 Coordinators of the OAS/GCUB PAEC and the general coordinators of the Program from the GCUB and from the OAS, will meet once a year at the OAS headquarters in Washington, D.C., for the evaluation and discussion of proposals regarding the continuity and improvement of this Scholarship Program.

## 9. CALENDAR 2015

<b>Dates</b>	<b>Activities</b>
<b>July, 29</b>	Application deadline
<b>August, 21</b>	Verification of consistency in documentation (Phase 1)
<b>October, 2</b>	Evaluation results by universities (Phase 2)
<b>October, 21 to 26</b>	Selection of candidates (Phase 3)
<b>November, 9</b>	Announcement of results
<b>January, 31 2016</b>	Deadline to decline the scholarship

## **10. CASES OF OMISSION AND COMPLEMENTARY INFORMATION**

- 10.1 Any situation not included in this Edict will be considered jointly by the OAS and the GCUB.
- 10.2 Additional information can be requested via a direct query exclusively to the following e-mail: [becasbrasil@oas.org](mailto:becasbrasil@oas.org).