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## Brazil Scholarships

### Partnership Program for Education and Training – OAS/GCUB PAEC

#### Edict OAS/GCUB nº 001-2017

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, and the Pan American Health Organization (PAHO/WHO) through the OAS Partnerships Program for Education and Training (PAEC OAS-GCUB), have decided to support university level students of the Americas, through academic scholarships for Master's and Doctoral programs, duly recommended by the Brazilian Ministry of Education (MEC), offered by Brazilian universities associated with GCUB.

#### About the Initiatives of the OEA and the GCUB

The **OAS**, through its Department of Human Development, Education and Employment (DHDEE), supports the OAS Member States in creating and executing programs that promote human development at all educational levels. The DHDEE strengthens democratic values and security under the framework of regional integration by offering training opportunities to citizens of the Member States to support their efforts to improve quality and equity in education.

**GCUB**, established in October 29, 2008, is a civil association, with private rights, without lucrative or economic purposes, of academic, scientific and cultural character, and with an indefinite duration, composed by a network of 77 Brazilian universities of higher education. Its institutional mission is that of developing academic, scientific and cultural relations among the associated institutions through programs, projects and actions associated with international cooperation. These activities are executed in conjunction with international organizations, foreign universities, university networks, and the government body, in a great number of countries. Nationally, the GCUB is supported by the Ministry of Foreign Affairs, the Ministry of Education, and the Ministry of Science, Technology and Innovation (MCTIC), among others.

## 1. GENERAL PROVISIONS

- 1.1 This announcement is intended to govern the selection of candidates for the distribution of scholarships offered by Brazilian universities associated with GCUB within the framework of Brazil Scholarships PAEC OAS-GCUB 2017. These scholarships will cover on-site Master's and Doctoral degree programs, scheduled to begin in 2018, according to the information posted on the [Table of Master's and Doctoral Degrees in Brazilian Universities](#).

1.2 The candidate 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.

1.3 The OAS and the GCUB bear no responsibility arising from the recognition of diplomas in other countries.

1.4 There will be no employment or commercial relationship established between the OAS or the GCUB and Brazil Scholarships PAEC OAS-GCUB 2017 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.

1.5 Language:

1.5.1 The language of instruction is Portuguese. However, study programs may offer academic disciplines and activities in other languages.

1.5.2 Proficiency in Portuguese or English will not be a requirement for any candidate during the application stage.

1.5.3 All Brazil Scholarship OAS-GCUB PAEC scholarship recipients must prove a minimum level of Portuguese equal to Superior Intermediate, through the *Certificado de Proficiência em Língua Portuguesa para Estrangeiros (CELPE-BRAS)*<sup>1</sup> or equivalent certification at the discretion of the university, until the defense of the dissertation or thesis.

1.5.4 Once enrolled in the institution, the Brazil Scholarship OAS-GCUB PAEC scholarship recipient must comply with all the requirements related to proficiency in languages.

1.6 Dates:

a. **Approximate starting date for Master's and Doctoral programs:** depends on the academic calendar of each host university.

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 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 host university.

## 2. TYPES OF SUPPORT FOR SCHOLARSHIP RECIPIENTS

**2.1. During studies in Brazil, each scholarship recipient will receive the following benefits:**

- a. Exemption of tuition and monthly or annual academic fees, related to the costs of the graduate program at the host university, for which the scholarship recipient is selected.
- b. Subsistence scholarship<sup>2</sup>:
  - **Master's:** Monthly grants, using as reference the [amount paid by the Coordination for the Improvement of Higher Level Personnel \(CAPES\)](#), as the

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

<sup>2</sup> It is not allowed to accumulate scholarships offered by Brazilian institutions or by any foreign institution for studies in Brazil.

minimum amount, to Brazilian students who are enrolled in master's studies in Brazil, under the responsibility of the host university, throughout the regular study period, **for up to a maximum of 24 months**, according to the [Table of Master's Programs](#).

- **Doctorate:** Monthly grants, using as reference the [amount paid by the Coordination for the Improvement of Higher Level Personnel \(CAPES\)](#), as the minimum amount, to Brazilian students who are enrolled in doctorate studies in Brazil, under the responsibility of the host university, throughout the regular study period, **for up to a maximum of 48 months**, according to the [Table of Doctoral Programs](#).
- c. A US\$1,200 (one-thousand two-hundred US Dollar) contribution to help students defray their settlement expenses, paid in Brazilian *Reais*, according to the official exchange rate on the day the OAS deposits this contribution to the GCUB. This benefit will be awarded to each one of the first 150 approved candidates.
  - d. The limit established in subsection c (mentioned above) may be 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 scholarship recipient must report to the Brazilian university and follow the OAS-GCUB PAEC Institutional Coordinator's instructions regarding the registration process: opening a bank account; issuance of documents required by the Brazilian government; presenting proof of insurance<sup>3</sup> with full medical, lab testing and hospital coverage, valid in the entire Brazilian territory, including coverage of repatriation of mortal remains; presenting a passport with the Temporary Visa IV (Foreigner Statute, Article 13). Under no circumstances will another visa type be accepted. The payment of the contribution for settlement expenses can take up to three months after the arrival of the student to Brazil. Therefore, the scholarship recipient must send the necessary documentation to GCUB, as soon as possible<sup>4</sup>.
  - 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.

### 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;

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<sup>3</sup> The search and selection of medical insurance is the scholarship recipient'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.e. The Program's General Coordination requires that the insurance be purchased before the student arrives in Brazil.

<sup>4</sup> The OAS, the GCUB and the host University will not cover any expenses of the scholarship recipient's companions or dependents.

- b. The student cannot receive another academic scholarship from the OAS, PAHO or from any Brazilian institution for the same level of studies of the Brazil Scholarship PAEC OAS-GCUB PAEC 2017 application;
- c. Hold citizenship or a permanent residency of any of the [OAS Member States](#), except of Brazil<sup>5</sup>;
- d. Not be an OAS or PAHO officer or possess any type of contract with the OAS or PAHO, at the time of application. Representatives of the Permanent Missions to the OAS and their immediate families will not be considered for a Brazil Scholarship PAEC OAS-GCUB 2017 scholarship either.
- e. Be in good health (physical and mental) to undertake and successfully conclude graduate studies;
- f. Be able to secure additional financial resources to assume the expenses not covered by this scholarship (i.e. airfare, visa fees, international medical insurance for the entire duration of studies, and additional subsistence expenses that exceed the amounts described in numeral 2.1.b)

### 3.2 General requirements for applying:

- a. Applicants must indicate the degree for which they are applying, be it a Master's or a Doctorate.
- b. Each student must apply to up to three Master's or Doctoral programs from different universities; **it is mandatory that each of these universities be located in three different regions of Brazil** (see [map](#)).

The presentation of the graduation diploma is mandatory for all applicants. In the case of doctoral candidates, the student must verify if the program of study requires a master's diploma in order to qualify (check [table](#)).

## 4. DOCUMENTS FOR THE APPLICATION

4.1 Applications for Master's or Doctoral programs must include the following documents:

- a. Fill out and complete [Scholarship Application Form online](#); duly filled out.
- b. Copy of identification document (citizenship document, passport, national identification document).
- c. *Curriculum Vitae* (no need to include supporting documents at the time of application. The supporting documentation may be requested by the general coordinators of the program at any given time).
- d. Transcripts of grades (bachelor's) and for Master's if applicable.
- e. Diploma or certificate of completion of studies, for Bachelor's and Master's, if applicable.
- f. Two letters of recommendation, preferably from university professors or other people of renowned academic or work expertise.

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<sup>5</sup> Brazilian citizens and/or Brazilian citizens with double nationality, Brazilian citizens with permanent residency in another country, or foreigners with permanent residency in Brazil are not eligible for the OAS-GCUB PAEC Scholarship Program 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.

- g. For each of the three options chosen for study program, the candidate will have to submit in three essays in any of the following languages: Spanish, English, French or Portuguese.
- Specifications: Font type, Times New Roman, Nº 12; line spacing: 1.5 cm; top, bottom, right, and left margins: 2.5 cm
  - Texts should include:
    - **Essay 1:** Academic expectations and interests, professional expectations and prospects upon return to the country of origin (maximum of two pages).
    - **Essay 2:** For each of the Master's or Doctoral programs, present a justification of the program selection, central theme and problem to be investigated, delimitation and justification of the object of study, bibliographic review, methodological procedures, timeline and bibliographic references (maximum of eight pages).
    - **Essay 3:** Letter of commitment (maximum of one page) describing each of the following aspects:
      - 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, and visa fees)
      - 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 (certified translation), except if the documents are in already in lingua franca (Portuguese, English, French or Spanish).

4.2 Applications are free and must be completed electronically.

4.3 The scholarship application deadline is **September 25 - 2017, until 23:59 pm midnight (EST, official time in Washington, D.C.)**.

**Note:** We encourage applicants to submit their application as early as possible, considering that an overload in the system may occur during the days closer to the deadline, which may cause delays in the submission of applications.

4.4 Applying to Brazil Scholarship PAEC OAS-GCUB 2017 implies full understanding and absolute acceptance of the terms and conditions defined in this announcement, 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 the documentation provided is incomplete, inaccurate or inconsistent, if applications are submitted after the specified deadlines, or if subsequently the documents are found to contain untruthful information.

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 Brazil Scholarship PAEC OAS-GCUB 2017 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.

- 5.1.1 The first phase of the selection process (document assessment) is the responsibility of the OAS and GCUB;
- 5.1.2 The second phase (examination of merit and admissibility by the university) is the responsibility of the coordinators of the master's and doctoral programs, from the Brazilian universities associated with GCUB.
- 5.1.3 The third phase (selection and final distribution of approved candidates in previous phases) will be executed by the Advisory Evaluation Committee, conformed by professors with doctorates of the GCUB associated universities, named by specific decree signed by the Chairmanship of the GCUB.

### 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 (DOCUMENTS FOR THE APPLICATION).

Applications will be rejected without analysis of merit, without any possibility of reconsideration, if they are incomplete, improperly submitted, and/or received beyond the established deadlines.

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

The OAS and GCUB will send every eligible application from the first phase 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 announcement (DOCUMENTS FOR THE APPLICATION), and will decide if the candidate is APPROVED or NOT APPROVED.

- The university will provide the GCUB with the list of approved and unapproved 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 will, preferably, take into account the geographic distribution criteria of the [OAS Member States](#) when preselecting candidates, without the detriment of the academic merit.

### c. Third Phase: Final Selection

Applicants approved by the universities in the previous phase will be ranked by the Evaluation Advisory Committee mentioned in Section 5 (SELECTION OF APPLICATIONS PROCESS) in this announcement.

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. The Committee shall consider the following 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>6</sup>.
- Full-time professors working at higher education institutions, especially those originating from countries with a low HDI, according to United Nations Development Program (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 informed of the university and study program for which the scholarship, Brazil Scholarship PAEC OAS-GCUB 2017, is being offered.

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

6.2 Universities must send the original physical Admission Letter to the selected candidates in the final phase.

6.2.1 For those scholarship recipients in areas related to health sciences, the host university must send an additional letter signed by the Course Coordinator, reporting that the scholarship recipient cannot perform procedures on patients in Brazil, except for 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 scholarship recipient cannot perform medical procedures 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

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<sup>6</sup> For more information on the Human Development Index (HDI) per country, please see the 2016 Human Development report by the United Nations Development Program (UNDP). [http://hdr.undp.org/sites/default/files/2016\\_human\\_development\\_report.pdf](http://hdr.undp.org/sites/default/files/2016_human_development_report.pdf)

responsible for the student at the Regional Council of Medicine, who will also be responsible of informing the scholarship recipient's presence under his/her jurisdiction and assume joint responsibility for him/her (under Resolution CFM No. 1,832/2008, Article 5, subsections I and VI and Article 7 § 5).

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

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

6.3 The OAS will send a Scholarship Acceptance Contract to the selected candidates through the email account [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. STUDENT DUTIES AND RESPONSIBILITIES

7.1 The final approval of the Brazil Scholarship PAEC OAS-GCUB 2017 selected awardees 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 violate the concession rules of the scholarship granted by the host university.

- a. Full-time dedication to program activities and compliance with the legislation and regulations in force of the study program<sup>7</sup>, the host university and 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 scholarship. An exception can be made for continuing academic studies in Brazil.
- c. Without prejudice to Section 2 (TYPES OF SUPPORT), the awardee should cover all expenses related to his or her participation in the Brazil Scholarship PAEC OAS-GCUB 2017 program such as, personal expenditures, airfare, international insurance with full medical, lab testing and hospital coverage, valid in the entire Brazilian territory, including coverage of repatriation of mortal remains (point F)<sup>8</sup>; mandatory fees for student services (e.g. issuance of certificates); graduation expenses (issuance of degree title); and if applicable, legalization of documents; visa processing and issuance, and any additional costs or expenses that are not explicitly contemplated in this Announcement.

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<sup>7</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, Brazil Scholarship PAEC OAS-GCUB 2017 student has the same rights and therefore the same responsibilities as the rest of the students.

<sup>8</sup> The insurance must cover an initial period of 12 months and should be renewed through the studies in Brazil.

- d. The awardee must obtain the Temporary Visa IV (VITEM IV) to travel to Brazil and cover all costs related to this process. No other visa will be accepted without exceptions. The student should contact the Brazilian Consulate, in his or her home country, to complete all necessary procedures.<sup>9</sup>
- 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 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, within the next 2 (two) years.
- f. Students who fail to submit proof of international insurance with full medical, lab testing and hospital coverage, valid in the entire Brazilian territory, including coverage of 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 document should be sent to 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 Brazil Scholarship PAEC OAS-GCUB 2017 sponsorship.
- h. In case the scholarship holder does not fulfil the university's obligations and of this announcement and the rules and regulations of the host university, GCUB, the OAS and the Brazilian university, may require the refund of the full amount or part of the scholarship granted during the period of stay in Brazil.
- i. It is the scholarship recipient's responsibility to do all the necessary procedures to obtain and renew the Temporary Visa IV (VITEM IV) and the international insurance.

## 8. EVALUATION OF THE BRAZIL SCHOLARSHIP PAEC OAS-GCUB PROGRAM

- 8.1 The universities will be responsible for constantly monitoring the academic progress and wellbeing of the scholarship recipients.
- 8.2 The host universities will send the GCUB, through the email address: [paec.gcub@grupocoimbra.org.br](mailto:paec.gcub@grupocoimbra.org.br) an annual report describing the progress of each student and their possibilities for continuing in the Program.

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<sup>9</sup> The visa should be renewed before its expiration date.

- 8.3 Coordinators of the Brazil Scholarship PAEC OAS-GCUB and the general coordinators of the Program from the GCUB and the OAS will meet once a year for the evaluation and discussion of proposals regarding the continuity and improvement of this Scholarship Program.
- 8.4 The scholarship recipient must require previous authorization when leaving the state or Brazil from the intuitional coordinator of the Brazil Scholarship PAEC OAS-GCUB, who will take the appropriate measures to obtain said authorization. The scholarship recipient could be expelled from the program if s/he does not obtain this permit.

## 9. CALENDAR 2017 - 2018

<b>Dates</b>	<b>Activities</b>
<b>September 25</b>	Application deadline
<b>October 9</b>	Verification of consistency in documentation (Phase 1)
<b>November 6</b>	Evaluation results by universities (Phase 2)
<b>November 13-17</b>	Selection of candidates (Phase 3)
<b>November 27 - December 4</b>	Announcement of results
<b>January 31, 2018</b>	Deadline to decline the scholarship

## 10. CASES OF OMISSION AND COMPLEMENTARY INFORMATION

- 10.1 Any situation not included in this announcement 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).