



UNIVERSIDADE FEDERAL DE SANTA CATARINA
CENTER FOR HEALTH SCIENCES
GRADUATE PROGRAM IN DENTISTRY
University Campus Trindade, Florianopolis/SC, Brazil
www.ppgoufsc.br ppgo@contato.ufsc.br

**NOTICE Nº 01/2024/PPGO SPECIAL SELECTION FOR FOREIGN APPLICANTS CONTINUOUS FLOW
YEARS 2024/2025**

MASTER'S AND DOCTORAL PROGRAMS IN DENTISTRY

The Coordinator of the Graduate Program in Dentistry at UFSC (PPGO-UFSC), in the use of its attributions and in accordance with the deliberation of the Delegated Collegiate of the Program, declares open the selection process for the **Master's and Doctoral Programs in Dentistry** - for foreign applicants.

I. VACANCIES

1. The number of vacancies for the Master's and Doctoral Programs shall be defined according to the flow of students in the Program, considering the availability of advisors and their ability to absorb new students during the term of the notice.

II. TARGET AUDIENCE

1. A foreign applicant who does not have Brazilian nationality and who does not reside in Brazil, or who has a temporary visa to stay in the country, shall be considered.

2. For the vacancies of **the Master's degree**, an applicant who has a degree in Dental Surgery or a degree in Dentistry by the date of enrollment, may apply.

3. For the vacancies of the **Doctorate degree**, an applicant who has a master's degree in Dentistry or related area, or a document that proves the defense of the master's degree until the date of enrollment, may apply.

4. The applicant may only apply in one area of concentration.

III. REGISTRATION

1. Documentation for registration:

a. Application with photo (Annex I)

b. Diploma of the Undergraduate Program. For Undergraduate Programs conducted outside Brazil, diplomas must be handed out in the form of books in the country signatory to the Hague

Convention, in accordance with a Resolution of the Resolução do Conselho Nacional de Justiça (CNJ, National Council of Justice) nº 228, of June 22nd, 2016, or authenticated by a competent consular authority in the case of a non-signatory country, except when supported by specific diplomatic agreements, according to normative Resolution nº 154/2021/CUN of October 4th, 2021;

c. Master's Diploma (applicants for the Doctoral Program). For the Master's Program conducted outside Brazil, the rules and procedures for the recognition of *stricto sensu* graduate diplomas issued by foreign higher education institutions shall be followed, according to Normative Resolution nº 154/2021/CUN of October 4th, 2021.

Obs.: Specific cases, such as those supported by specific diplomatic agreements or those of countries that are not part of the Hague Convention, shall be taken to the Graduate Chamber and discussed at the PPGO Delegated Collegiate - UFSC.

d. Undergraduate Program records (for applicants to the Master's Program) or Master's Program records (for applicants to the Doctoral Program);

e. Photocopy of Professional Registration Document and Identification Document, with the Seal of the Consulate of Brazil.

f. Copy of the *Curriculum Vitae* registered on the CNPq Lattes Platform ([www.http://lattes.cnpq.br/](http://lattes.cnpq.br/)), with the supporting documents referring to the scientific production of the last five years. The vouchers must be attached in the same order in which they appear in the curriculum. For proof of the published abstracts, attach a copy of the abstract presenting the name of the Annals/Journal, year of publication, and name of the authors (the certificate of presentation of the work will not be accepted as proof). For proof of articles, attach only the copy of the first page, provided that it contains the identification of the Journal, the authors, and the date of publication.

g. Descriptive Memorial, written in Portuguese or English, which must include an individual account of the applicant's academic background and professional experiences, of the availability to pursue a Master's or Doctoral degree, and contribution to the applicant's professional training (maximum of 03 pages, space 1.5, and font Times New Roman 12);

h. Research project, written in Portuguese or English (according to guidance in Annex II). The research topic should be linked to one of the areas of concentration and lines of research of the Graduate Program in Dentistry, according to information on the Program's website <https://ppgo.ufsc.br/areas-de-concentracao/>

i. Proof of proficiency in the English language. Proof of proficiency shall only be accepted according to the following items:

a) by exams recognized by the CAPES/Ministry of Education agency: certificate of the *Test of English as Foreign Language – TOEFL* (minimum of 71 points for the *Internet-based Testing-IBT* or 527 points for the *Institutional Testing Program ITP*), valid for two years, or *International English Language Test – IELTS* (minimum of 6.0 points), valid for five years;

b) by proof of having resided in an English-speaking country in a maximum of five years, for a period equal to or greater than 12 months, with evidence of formal studies certificate;

c) by proof of the approval in the proficiency recorded in the School Records of the Master's Degree (if performed in the last five years);

Observations:

- The applicant from a country that has English as its mother tongue/official language is exempt from sending this proof.
- In case of non-proof of proficiency in the English language, the applicant must send a letter of commitment, signed by him, committing to carry it out during the first year of the program, as a condition for enrollment in the second year.
- The foreign applicant must prove proficiency in the Portuguese language up to six (6) months after their entry into the program.
- Following normative ordinance 5/2021/PROPG/2021, foreign students regularly enrolled in *stricto sensu* graduate programs may request a waiver of proof of proficiency in their mother tongue.

j. Letter of commitment to the PPGO (Annex III - Master's and Annex IV – Doctorate).

k. Proof/declaration of financial conditions of personal maintenance (own resources or scholarships) for residence in Brazil during the time of completion of the program (24 months for the Master's degree and 48 months for the Doctorate degree).

l. Letter of intent signed by a PPGO professor showing him/herself available to advise the applicant for the necessary period (24 months for Master's degree and 48 months for Doctorate degree).

2. Registration:

a. The registration must be carried out exclusively by the Sistema de Controle Acadêmico da Pós-Graduação (CAPG, Graduate School Academic Control System), through the link: <https://capg.sistemas.ufsc.br/inscricao/>, Processo: Edital de seleção especial para alunos Estrangeiros - Fluxo contínuo The applicant must attach, in their own fields, each of the documents requested, as indicated in this Notice. Each document required for registration must be recorded in a separate file, in .PDF format, be readable, and have maximum file size of 100 megabytes.

b. After registration in the system, the applicant must communicate it, within 48h, to the Program secretariat, through the email ppgo.contato@ufsc.br and wait for confirmation of its receipt by PPGO.

c. Only those who comply with items III 2.a and III 2.b shall be considered registered applicants.

IV. APPROVAL OF THE REGISTRATIONS

1. The selection Commission shall receive and analyze the documents sent by the applicant and shall have up to two (2) months, from the receipt of the confirmation email, to approve the application.

2. Entries that meet the criteria established in item III.1 of the Selection Notice will be approved.

3. Missing or incomplete document(s), described in item III.1, shall imply the non-approval of the applicant's registration.

4. The result of the approval shall be disclosed on the PPGO website.

V. SELECTION PROCESS

1. The Selection Process shall consist of the evaluation of compliance with the criteria established in the Selection Notice, the evaluation of the Curriculum and Descriptive Memorial, and the evaluation of the Research Project, and shall take place in up to two months from the disclosure of the result of the approval.

2. The selection process does not require the presence of the applicant. However, an interview may be conducted *online*, at the discretion of the Selection Commission, at the date and time previously scheduled and informed to the applicant by the PPGO website.

3. The Curriculum and Descriptive Memorial shall be analyzed based on the academic and professional trajectory, in view of the activities listed in the Currículo Lattes of the applicant;

4. The evaluation of the Research Project shall comply with the criteria established in Annex IV.

5. After the evaluation of the Research Project, a single grade shall be issued by the Selection Commission. To obtain the approval in the Research Project, the applicant must obtain a minimum grade of 7.0 (seven).

VI. APPROVAL

The applicant shall be approved if he/she obtains at least a score of 7.0 (seven) in the evaluation of the Research Project and favorable opinion of the Selection Commission based on the analysis of the documents cited in item III.

VII. SELECTION COMMISSION

1. The Selection Commission shall be designated by a PPGO Ordinance and must be composed of two (2) permanent professors of the program, being one professor from the concentration area for which the applicant applied.

2. The Selection Commission shall be disclosed on the PPGO website within one month of the applicant's registration.

VIII. RESULT

1. The Opinion of the Commission with the result of the selection process shall be submitted to the Delegated Collegiate of PPGO/UFSC with a view to approval. The publication of the result on the PPGO website (<https://ppgo.ufsc.br/>) shall be made immediately after approval.

2. The student's entry into the Master's or Doctoral Program shall take place at the beginning of the academic semester, as follows:

- for applicants approved between August and December: in the class of the first semester of the following year.
- for applicants approved between January and July: in the class of the second half of the current year.

3. The student's entry into the program is conditioned to compliance with all legal requirements for stay in the country.

IX. FINAL PROVISIONS

1. Selected applicants should access the Program website for information on enrollment and the documentation required to complete it.

2. Additional information can be obtained from the secretariat of the Program Coordination, preferably by email ppgo@contato.ufsc.br.

3. The PPGO is not responsible for granting scholarships. Selected candidates, after enrolling, may compete for scholarships made available in a specific program announcement.

4. PPGO may disclose, if it deems necessary, additional rules, official notices, and/or details about this selection process on the website <https://ppgo.ufsc.br/>. It is the applicant's responsibility to become aware of the content of these supplementary disclosures.

Additional information may be obtained by email: ppgo@contato.ufsc.br.

Florianopolis, February 5th, 2024.

Prof. Dr. Mariane Cardoso
Coordinator

Prof. Dr. Ana Lucia S. Ferreira de Mello
Sub-Coordinator

Approved at a Meeting of the Delegated Collegiate of PPGO on February 5th, 2024.

ANNEX I

APPLICATION FOR REGISTRATION

I, **(Enter Name)**, Graduate in Dentistry, hereby request my registration for the Selection to the **(insert master's or doctoral) Program** in Dentistry, from the Graduate Program in Dentistry of UFSC, as a foreign applicant, in **(insert Concentration Area and Research Line)**.

Personal Data:

Name:

Date of birth: Marital Status:

Nationality: Natural from:

Father's name:

Mother's name:

Identification Document:

Passport n^o.: Country of Issuance:

Current Address:

Neighborhood: Zip Code:

City: State: Country:

Telephone:

Email:

Academic Training:

UNDERGRADUATE DEGREE

University:

Program:

Completion date:

SPECIALIZATION

University:

Program:

Completion date:

MASTER'S DEGREE

University:

Program:

Completion date:

Professional Data:

Workplace:

Address:

Neighborhood: City: ZIP Code:

Country:

Position(s):

Telephone:

In these terms, it asks for deferral.

Place and date:

Signature

ANNEX II

GUIDELINES FOR THE RESEARCH PROJECT

1. The Research Project must specify: title, area of concentration for to which the applicant applies, line of research, and possible advising professors (including **only** those linked to the concentration area and research line for which the applicant applies, according to the information on the PPGO website <https://ppgo.ufsc.br/areas-de-concentracao/>).
2. This must be submitted in writing in Portuguese or English.
3. The text should have at most, 05 (five) pages, not counting the pages of references and annexes, typed in sheet format A4, font Times New Roman 12, and spacing 1,5; left and top margin of 3 cm, right and bottom margin of 2 cm. Citations and references in the text must comply with Vancouver standards.
4. The text should include:
 - a) Introduction: contextualization of the chosen thematic area; delimitation of the scope of the study; justification of its importance for the profession and society; and definition of the research problem.
 - b) theoretical support of the proposal: brief literature review, relevant and updated, on the chosen theme.
 - c) Method: research techniques and/or theoretical models that constitute an appropriate process for the proposed research.
 - d) Schedule.

ANNEX III

RESEARCH PROJECT AND DESCRIPTIVE MEMORIAL EVALUATION FORM

Applicant _____

Title: _____

Does the presented project adhere to the line of research?

Yes - continue evaluation

No - assign zero

Criteria	Weights	Grade
Adherence to one of the research lines of the Program and to one of the research topics, among those indicated by the professors in the program, according to information from the website https://ppgo.ufsc.br/areas-de-concentracao/	20%	
Relevance of the theme and purposeful, critical and innovative potential.	20%	
Literature review presented: adequacy to the theme, scope, and updating of references.	20%	
Methodological coherence and feasibility	20%	
Economic feasibility of the proposal	10%	
Academic history of the applicant related to his/her experience, professional performance, and production according to the Descriptive Memorial	10%	
FINAL GRADE		

ANNEX V

LETTER OF COMMITMENT WITH PPGO-UFSC
DOCTORAL PROGRAM IN DENTISTRY

I,
holder of passport nº....., if approved in the selection for
the Doctoral Program in Dentistry – area of concentration:,
according to the Special Selection Notice for Foreign Applicants, during the Program, am available
to dedicate myself to the activities of the Graduate Program in Dentistry of the Universidade
Federal de Santa Catarina/Brazil, and:

- a) engage in research activities, with the advisor, linked to the Graduate Program in Dentistry of UFSC;
- b) publish two articles co-authored with the advisor and/or other PPGO professors;
- c) perform qualification examination within a maximum of one and a half years of the program and graduate within a maximum of four years;
- d) at the time of enrollment in the program and each year, present a copy of the *temporary student visa - type IV*, issued by an Official Body.

Place and date:

Signature

ANNEX VI

LETTER OF COMMITMENT WITH PPGO-UFSC
MASTER'S PROGRAM IN DENTISTRY

I,,
holder of passport nº....., if approved in the selection for
the Master's Program in Dentistry – area of concentration:,
according to the Special Selection Notice for Foreign Applicants, during the Program, am available
to dedicate myself to the activities of the Graduate Program in Dentistry of the Universidade
Federal de Santa Catarina/Brazil, and:

- a) engage in research activities, with the advisor, linked to the Graduate Program in Dentistry of UFSC;
- b) submit to publication at least one article co-authored with the advisor and/or other PPGO professors;
- c) perform qualification examination within a maximum of one year of the program and graduate within a maximum of two years;
- d) at the time of enrollment in the program and each year, present a copy of the *temporary student visa - type IV*, issued by an Official Body.

Place and date:

Signature