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AY 2023 - 2024

Faculty Name	ESCOLA POLITÉCNICA DA UNIVERSIDADE DE SÃO PAULO
Postal Address	Av. Prof. Luciano Gualberto, Travessa 3, nº 380 - 05508-010 – São Paulo - SP/Brasil
Web Site	https://www.poli.usp.br/
Institutional Video	https://www.youtube.com/watch?v=nQblzh-jMk0&t=24s

INTERNATIONAL RELATIONS COMMITTEE

Prof. Marcio Lobo Netto (President)	Eletronic Systems Engineering Department (PSI)
Prof. Fernando Josepetti Fonseca (Vice-President)	Eletronic Systems Engineering Department (PSI)
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Prof. José Rodolfo Scarati Martins	Hydraulics and Environmental Engineering Department (PHA)
Prof. Liang-Yee Cheng	Civil Construction Engineering Department (PCC)
Prof. Marcelo Augusto Leal Alves	Mechanical Engineering Department (PME)
Prof. Nelson Kagan	Electric Power and Automation Engineering Department (PEA)

INTERNATIONAL RELATIONS OFFICE

Postal Address	Serviço de Relações Internacionais / Escola Politécnica da USP Av. Prof. Luciano Gualberto, Travessa 3, nº 380 05508-010 – São Paulo – SP/Brazil
Phone	+55 11 3091-1868 and +55 11 3091-1828 and +55 11 3091-5751
E-mail	crint.poli@usp.br
Web Site	https://www.poli.usp.br/internacional/
Staff and Contacts	https://www.poli.usp.br/internacional/exchange-student-study-at-poli/about-us-and-contacts
Exchange Coordinator	Ms. Mariana C. Nunes

Internacional Affairs	Ms. Gisele Tomaz
Student Mobility	Ms. Beleza Matsuoka
Collaborator	Mr. Roger S. Silva

TEACHING AND RESEARCH ENGINEERING DEPARTMENTS

PCC	Civil Construction Engineering	PCS	Computer and Digital Systems Engineering
PEA	Electric Power and Automation Engineering	PEF	Structural Engineering and Geotechnics
PHA	Hydraulics and Environmental Engineering	PME	Mechanical Engineering
PMI	Mining and Petroleum Engineering	PMR	Mechatronics and Mechanical Systems Engineering
PMT	Metallurgical and Materials Engineering	PNV	Naval Architecture and Ocean Engineering
PQI	Chemical Engineering	PRO	Production Engineering
PSI	Electronic Systems Engineering	PTC	Telecommunication and Control Engineering
PTR	Transportation Engineering	Read more here	

EXCHANGE INFORMATION

International Students	Read more here
Exchange Programs	Read more here
Tuition Fees	Escola Politécnica of the University of São Paulo does not charge tuition fees given its <i>status</i> as a public state institution

ACADEMIC INFORMATION

Academic Calendar Semiannual Courses	<p>1st semester: February/March to June (holydays in July).</p> <p>2nd semester: August to December (holydays in January).</p> <p>Calendar 2024</p>
Academic Calendar Cooperative Courses	Three periods: from January to April; from May to August; from September to December
Registration disciplines/lectures	The Undergraduate Office is responsible for the registration of the exchange students. Exchange students are not allowed to do the registration through USP Corporative Systems
Academic Structure	5 years for all 16 engineering courses
Grading System	Grades are given in a scale from zero to ten; passing grade is five; grades are absolute and not comparative
Exams	The exams are carried out throughout the academic year usually two or three exams per semester.
Transcript of Records	Issued by the Undergraduate Office. Students are required to ask for the transcript before leaving Brazil. If it is not still ready the International Relations Office will send it to the home University.

APPLICATION INFORMATION

Nomination by the Home University Deadline	<p>October 10th for the 1st semester (February/March to June)</p> <p>April 10th for the 2nd semester (August to December)</p>
Application Deadline	<p>October 20th for the 1st semester (February/March to June)</p> <p>April 20th for the 2nd semester (August to December)</p>
Nomination Procedure	<p>Prior to sending the documents the home University must fill a nomination form with the following information about the students:</p> <ul style="list-style-type: none"> • Complete name, • E-mail, • Home university name, • Field of study at home university; • Exchange program at Poli (Double Degree; Non-Degree; Final Thesis Project; Short Duration; Research Internship in a Laboratory) • Exchange period (one semester or one academic year) • For Double Degree, specify the course to be taken at Poli
How to Apply/ Application Forms	<p>Read more here</p>
Required Documents	<ul style="list-style-type: none"> • Curriculum Vitae/Resume • Statement of Purpose/Motivation Letter • Professional Plan/Professional Project • One Recommendation Letter • Learning Agreement (for non-degree exchange) • Most recent official Transcript of Records • Photocopy of a valid Passport • Proof of Health Insurance (if available)
Learning Agreement and Course Load	<ul style="list-style-type: none"> • Non-Degree exchange students are required to take at least 3 disciplines/lectures offered by Poli per semester. • Double Degree exchange students are required to take full time workload <p style="text-align: center;">Disciplines: Read more here</p>
Language Requirements	<p>The language of instruction at EPUSP is Portuguese. A Portuguese Language Proficiency Certificate is not mandatory, but all exchange students should have the basic level in Portuguese</p>
Portuguese Language Course	<p>AUCANI – International Cooperation Office of the University of São Paulo offers an online Portuguese language course. Information aucani.idiomas@usp.br</p>

DATES & ORIENTATION

Arrival Date	Students are required to arrive at least one week before the beginning of the classes
Accommodation	Escola Politecnica of USP does not provide housing facilities for exchange students. For the arrival immediate accommodation, iPoli Team can appoint hostels specialized in receiving exchange students
Orientation Week and Academic Life	https://www.ipoli.com.br/home https://www.facebook.com/ipoli.usp/ iPoli - is a Student Association based at Escola Politécnica of USP aiming at helping international students at Poli and Poli students who want to do exchange programs abroad. iPoli organizes the orientation week for international students. Before arrival, please contact the iPoli Team through the e-mail contato@ipoli.com.br ; they will also advise you about accommodation and academic life.
Visa	Temporary Type IV visa is mandatory to do an exchange program at Poli; students shall request it <u>before leaving the home country</u> . The Brazilian Embassy or Consulate is responsible for issuing Student Visas.
Health Insurance	A Medical Insurance covering the period the student's stay in Brazil is mandatory and has to be purchased by the student before leaving the home country.

USEFUL E-MAILS AND CONTACTS

Undergraduate Office	secao.alunos.poli@usp.br
Post Graduate Office	pos.grad@poli.usp.br
Academic Office	assist.academica@poli.usp.br
Educational Service	servico.apoio@poli.usp.br
Diplomas Office	diplomas.poli@usp.br