



## **CALL NOTICE 01/20, OF FEBRUARY 03, 2020 COORDINATION OF INTERNATIONALIZATION**

The Magnificent Rector of Santa Cecília University - UNISANTA, Prof<sup>a</sup>. Dr. Sílvia Ângela Teixeira Penteadó, through the Coordination of Internationalization, in the use of her attributions and considering the Erasmus + International Cooperation Agreement signed with the University of Dubrovnik (UNIDU), makes public the opening of registrations for the selection process of candidates for international mobility scholarships.

### **1. INTERNATIONALIZATION**

**1.1.** Internationalization is one of the guidelines of UNISANTA, which understands that the establishment of cooperation with entities from different countries is of the utmost importance both to implement new integration ties and to maintain, review, update and strengthen those that already exist.

**1.2.** In principle, the process of internationalization at UNISANTA will introduce the international dimension in culture and organizational strategy, seeking excellence in the teaching, research and extension functions and in the University's offer and capabilities, thus fulfilling the objectives that emanate from its mission.

**1.3.** UNISANTA takes the initiative to go international to promote recognition and respect for differences and cultural identity instead of just reacting to external forces resulting from globalization that, on the contrary, develops only homogenization.

### **2. OBJECT**

**2.1.** The purpose of this Public Notice is to open registration for the selection process of students and teachers applying for Erasmus + scholarships for mobility within the scope of teaching and research in artisanal fishing at the University of Dubrovnik, Croatia.

### **3. OBJECTIVES**

**3.1.** Recognize, value and encourage the best undergraduate and graduate students.

**3.2.** Laureate and highlight students with an academic history of excellence and who demonstrate the spirit of exploration and the development of new perspectives in the field of the chosen profession, since the beginning of their graduation.

**3.3.** Carry out and promote student mobility for the development of teaching activities by establishing the basis for mutual cooperation between UNISANTA and UNIDU.

**3.4.** Ensure the maximum use of the human resources, infrastructures and equipment of each Institution for the planned cooperation in all areas of knowledge of common interest.

**3.5.** Laureate and highlight professors with academic excellence.

### **4. FELLOWSHIP AWARD**

**4.1.** In total, 02 (two) scholarship will be granted to UNISANTA undergraduate or graduate students for a period of 5 months, during the second semester of 2020.

**4.2.** A total of 02 (two) scholarship will be granted to UNISANTA professors for a period of 10 days in June 2020.

### **5. FINANCIAL ASPECTS**

**5.1.** The student scholarship will have a monthly value of € 800.00, in addition to a fixed amount of € 1,500.00 for travel expenses.

**5.2.** The teaching scholarship will have a daily value of € 140.00, in addition to the fixed amount of € 1,500.00 for travel expenses.

### **6. APPLICATION REQUIREMENTS**

**6.1.** The student must be regularly enrolled in the second half of his course. Have excellent academic performance. Have financial conditions to assume the other expenses inherent to international travel. Be willing to participate in pre-exchange training, if called upon, as per item 15.

**6.2.** The professor must have a professional relationship with UNISANTA and have an expressive academic production.

### **7. REGISTRATION AT UNISANTA**

**7.1.** Registration will be free, in person only and will be open from 03/02/2020 to 04/15/2020.



**7.2.** For registration, the student must present the following documents: a) Registration form completed (Annex 1); b) Letter of motivation to carry out the exchange; c) Lattes Curriculum; d) Short biography of the candidate (maximum 1 A4 page); e) Letter of recommendation signed and stamped by a teacher, coordinator or director of the course; f) Proof of financial conditions to remain in Coimbra (own letter, from the financial officer or financier, containing the subscriber's RG and CPF); g) Simple copy of the RG and passport.

**7.3.** The teacher must present the following documents: a) Registration form completed (Annex 1); b) Lattes Curriculum.

**7.4.** The documents must be delivered to the UNISANTA Internationalization Coordination, located at 277, Oswaldo Cruz St., room M122, from Monday to Friday, from 8:00 am to 12:00 pm.

## **8. SELECTION AT UNISANTA**

**8.1.** The student selection process will take place in two phases. In the first, there will be a pre-selection of students based on the registration information, which will be the responsibility of the competent evaluating body. The second will consist of an interview with the UNISANTA internationalization coordinator (only for candidates pre-approved in the first phase).

**8.2.** For the selection of the first phase, the following criteria will be observed: weighted average of the ratings obtained in the curricular units referring to the study plan until the previous semester of the application, weighted average of the complementary activities completed until the previous semester of the application, workload completed until the previous semester of the application.

**8.3.** The tiebreaker criterion will be made through socioeconomic analysis, where the least favored, refugees, asylum seekers, migrants and students with disabilities will have priority.

**8.4.** The teaching selection process will be done through the analysis of the Lattes curriculum.

## **9. UNISANTA'S RESULT**

**9.1.** Until April 30, 2020, the candidates approved by UNISANTA will be announced.

## **10. REGISTRATION AT UNIDU**

**10.1.** After approval by UNISANTA, the candidate must register with UNIDU.

## **11. SELECTION AT UNIDU**

**11.1.** The enrolled student will be evaluated by the Internationalization Directorate of UNIDU in relation to the prerequisites (Recommended Basic Knowledge) through the analysis of the academic record.

**11.2.** UNIDU may reject one or more subjects chosen by the student.

## **12. UNIDU RESULT**

**12.1.** UNISANTA will notify applicants of their final approval for international mobility by email within an average period of 15 working days after the registration is completed.

**12.2.** Upon notification of approval by UNISANTA, applicants will be fully responsible for providing all necessary documents for the travel to be carried out in accordance with current legislation.

## **13. UNISANTA REGISTRATION LOCKING**

**13.1.** The student approved for international mobility at UNIDU through this Notice, must request in the UNISANTA protocol, the locking of his / her enrollment during the exchange period.

**13.2.** During the locked period, UNISANTA will not charge any student fees.

**13.3.** The professor approved for international mobility at UNIDU through this Notice, will be responsible for regularizing his temporary withdrawal from academic activities at UNISANTA along with the coordination of his /her course.

## **14. SUBJECTS USE**

**14.1.** After the end of the exchange, UNIDU will issue a school record with the subjects taken by the student, in addition to the grades and credits obtained.

**14.2.** In possession of this history, the student must plead with his Course Coordinator, the use of equivalent disciplines.

**14.3.** Disciplines that have equivalent syllabus and workload will be used.

**14.4.** For equivalence purposes, each credit obtained (ECTS), will be considered as 15h/a of workload.



**14.5.** The subjects approved by the Course Coordinator will be included in the UNISANTA academic record and the student will be excused from taking them.

**14.6.** Subjects not approved by the Course Coordinator will not be included in UNISANTA's academic record.

### **15. TRAINING**

**15.1.** The student approved in the selection process of this Notice may be invited, at the discretion of the International Coordination, to participate in pre-exchange training.

**15.2.** The training will aim to discuss the social, cultural and emotional aspects that are inherent and are involved in the process of an international exchange, aiming to support the experience that the student will be about to experience, in order to support him in this journey.

**15.3.** If summoned, student participation will be mandatory, and its absence will be interpreted as withdrawal from mobility.

**15.4.** The schedule of activities for this training will be flexible and will be communicated to the student in advance. Depending on the schedules of the student and the trainers, the schedules of the activities will be agreed between the parties.

### **16. FINAL PROVISIONS**

**16.1.** UNISANTA's Internationalization Coordination is located at 277, Oswaldo Cruz St., room M122. Service from Monday to Friday, from 8 am to 12 pm.

**16.2.** Questions can be answered by email: [claudiaventurini@unisanta.br](mailto:claudiaventurini@unisanta.br) or by phone: 13-3202-7167.

**16.3.** Omissions or exceptional cases will be analyzed by the UNISANTA International Coordination.

Santos, February 3, 2020

**Prof. Dr. Sílvia Ângela Teixeira Penteadó**  
Rector  
Santa Cecília University

**Prof. Dr. Daniel Siquieroli Vilas Boas**  
Internationalization Coordinator  
Santa Cecília University



### Anexo 1 – Ficha de Inscrição

Nome:		RA:	
Sexo:	Data de nascimento:	Cidade/UF de nascimento:	
RG/OE:	CPF:		
Passaporte:	Validade:		
Endereço atual:		Nº:	Compl.:
Bairro:	Cidade:	CEP:	
Tel. Res.:	Tel. Cel.:		
Tel. Contato:	Pessoa para contato:		
Curso:			

1. Apresenta algum problema de saúde? Qual?	( ) Sim	( ) Não
2. Possui alguma deficiência que exija cuidados especiais e/ou acessibilidade?	( ) Sim	( ) Não
3. Faz uso contínuo de algum medicamento? Qual?	( ) Sim	( ) Não
4. Tem alergia a algum medicamento? Qual?	( ) Sim	( ) Não
5. Tem alergia a algum outro produto? Qual?	( ) Sim	( ) Não
6. Faz uso de cigarros ou equivalentes?	( ) Sim	( ) Não
7. Faz uso de bebidas alcoólicas?	( ) Sim	( ) Não
8. Está em tratamento médico?	( ) Sim	( ) Não
9. Está em tratamento psicoterapêutico?	( ) Sim	( ) Não

<b>Discente - Atividades complementares (descreva-as em folhas a parte):</b>		
1. Participação em programa de iniciação científica.	( ) Sim	( ) Não
2. Participação em atividades sociais (extensão) da unisanta.	( ) Sim	( ) Não
3. Participação de monitorias.	( ) Sim	( ) Não
4. Participação em projetos de pesquisa docente.	( ) Sim	( ) Não
5. Participação de eventos acadêmicos (jornadas, simpósios, congressos).	( ) Sim	( ) Não
6. Publicação de resumos ou artigos em congressos ou revistas.	( ) Sim	( ) Não
7. Participação em intercâmbios anteriormente.	( ) Sim	( ) Não
8. Proficiência em idiomas (exceto língua portuguesa).	( ) Sim	( ) Não

### Declaração de Responsabilidade

Declaro para os devidos fins e efeito de direito que as informações fornecidas nesta ficha de inscrição expressam somente a verdade, razão pela qual firmo a presente e dou fé.

Assinatura: \_\_\_\_\_

Data: \_\_\_\_/\_\_\_\_/\_\_\_\_