INFORMATION SHEET – 2020-2021

Faculty Name	Escola Politécnica da Universidade de São Paulo
Postal Address	Escola Politécnica da USP Av. Prof. Luciano Gualberto, Travessa 3, nº 380 05508-010 – São Paulo – SP/Brasil
Web Site	https://www.poli.usp.br/
Poli Institutional Video	https://www.youtube.com/watch?v=nQbIzh-jMk0&t=24s

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 3091-5751 and +55 11 3091-1868
E-mail	crint.poli@usp.br
Web Site	https://www.poli.usp.br/internacional/exchange-student-study-at-poli
Staff and Contacts	https://www.poli.usp.br/internacional/exchange-student-study-at-poli/about-us-and-contacts
Exchange Coordinator	Ms. Mariana C. Nunes
Student Mobility	Ms. Silvana Oliveira
Student Mobility	Mr. Fernando Tirada
Collaborator	Mr. Roger Silva

EXCHANGE INFORMATION

International Students	https://www.poli.usp.br/internacional/exchange-student-study-at-poli
Exchange Programs	https://www.poli.usp.br/internacional/exchange-student-study-at-poli/exchange-programs
Tuition Fees	Escola Politécnica of The University of Sao Paulo does not charge school fees given its *status* as a public state institution

APPLICATION INFORMATION

Nomination Deadline	**October 12th for the 1st semester (Summer semester)** **April 10th for the 2nd semester (Spring semester)**
Application Deadline	**October 20th for the 1st semester (Summer semester)** **April 20th for the 2nd semester (Spring semester)**
Nomination Procedure	Prior sending the documents we require a nomination list with the following information about the students: • Complete name, • E-mail, • Field of study at home university; • Exchange program at Poli (Double Degree; Non-Degree; Final Thesis Project; Short Duration)

	- exchange period (1 semester or academic year) **For Double Degree, specify the course to be taken at Poli**
How to Apply	https://www.poli.usp.br/internacional/exchange-student-study-at-poli/nomination-and-how-to-apply
Application Forms	https://www.poli.usp.br/internacional/exchange-student-study-at-poli/nomination-and-how-to-apply
Required Documents	- Curriculum Vitae/Resume - Statement of Purpose/Motivation Letter - Professional Plan/Professional Project - One Recommendation Letter - Learning Agreement (for non-degree exchange) - Official of the most recent Transcript of Records - Photocopy of a valid Passport - Proof of Health Insurance (if available)
Learning Agreement and Course Load	- Non-Degree exchange students are required to take at least 3 disciplines/lectures per semester offered by Poli - Double Degree exchange students are required to take full time workload Disciplines: https://www.poli.usp.br/internacional/exchange-student-study-at-poli/disciplines-courses-offered
Language Requirements	The **language of instruction at EPUSP is Portuguese**. The Portuguese Language Proficiency Certificate is not mandatory. It is a requirement that all exchange students have the basic level in Portuguese
Portuguese Language Course	AUCANI – International Cooperation Office of The University of São Paulo offers an online Portuguese language course. Information aucani.idiomas@usp.br

ACADEMIC INFORMATION

Academic Calendar Semiannual Courses	1st semester: February/March to June (holydays in July). 2nd semester: August to December (holydays in January) https://uspdigital.usp.br/jupiterweb/jupCalendario2020_final.jsp?codmnu=6863
Academic Calendar Cooperative Courses	From: January to April; from: May to August; from: September to December
Registration disciplines/lectures	The Undergraduate Office is responsible to registrate the exchange students. **Exchange students are not allowed to do the registration through USP Coorporative Systems**
Academic Structure	5 years for all 17 engineering courses
Grading System	Grades are given on zero to ten; passing grade is five; highest mark is usually seven; grades are absolute and not comparative
Exams	The exams are carried out throughout the academic year usually two to three exams per semester.
Transcript of Records	Issued by the Undergraduate Office. Students are required to ask for the transcript before leaving. If not ready the International Relations Office will send it to the home University postal address

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	The iPoli – https://www.ipoli.com.br/home https://www.facebook.com/ipoli.usp/ - is a Student Association based at Escola Politecnica of USP that is responsible to organize the orientation week. 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 is mandatory** to be requested by the student, <u>before leave your home country</u>. The Brazilian Embassy or Consulate are responsible for issuing Student Visas
Health Insurance	A proof of Medical Insurance **is mandatory** that covers the period of your stay in Brasil to be purchased by the student, <u>before leave your home country</u>.

TEACHING AND RESEARCH ENGINEERING DEPARTMENTS

PCC	Civil	**PCS**	Computing and Digital Systems
PEA	Energy and Automation	**PEF**	Structures and Geotecnics
PHA	Hydraulic and Environmental	**PME**	Mechanics
PMI	Mines and Petroleum	**PMR**	Mechatronics
PMT	Metallurgy and Materials	**PNV**	Naval Architecture and Ocean
PQI	Chemical	**PRO**	Industrial
PSI	Electronic Systems	**PTC**	Telecomunication and Control
PTR	Transports		

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