

FACT SHEET

São Paulo School of Economics - Fundação Getulio Vargas – FGV/EESP

INTERNATIONAL AFFAIRS OFFICE

NOMINATION PROCEDURES

Deadlines

Partners' Nomination for the 2st semester 2017 (July - December 2017): **From January 30th up to April 15th.**

Personal documents should arrive before **April 30th, 2017.**

The sooner we receive students information, the sooner we process it and send letters of acceptance.

Documents required for applicants to FGV/EESP undergraduate and graduate courses

After nomination students should present the following documents by e-mail and/or by post:

Post

- Official Transcript of Records (English)
- Curriculum Vitae with main academic and professional information
- Copies of initial informative pages of passport (personal information and registration)
- Copy of Student Visa issued by a Brazilian Consulate or Embassy
- 2 pictures 3x4 sized

Mail

- Valid International Health Insurance with full coverage (*with a minimum receipt of €30.000,00 ou U\$ 42.000,00 – American dollars*) for the period of studies including posthumous transfer.
- Financial information (bank statement) with students name clearly labeled or an official scholarship letter. The date on the financial documentation should not be more than 6 months old.

Letter of Acceptance

Approved applicants will receive a Letter of Acceptance, which is necessary for obtaining a visa for Brazil. It's recommended that documents be sent promptly to the nearest Brazilian consulate or embassy as visa approval for Brazil may take some time (3 months on average).

Visa

The letter of acceptance issued by EESP international office must be sent to the nearest Brazilian Embassy or Consulate requesting a **temporary student visa**. Please be aware that a tourist visa is not valid for study purposes in Brazil.

A complete list of embassies and consulates around the world may be found at **www.portalconsular.mre.gov.br**

Other documents, mostly personal, may also be requested by the consulate officer. We kindly ask students to contact a Brazilian representative in their country for further information.

Polícia Federal (Cartão Nacional do Estrangeiro – RNE)

All foreigners are required to register at the Federal Police once they arrive in Brazil.

Foreigners have 30 days from the date of arrival to book an appointment in order to register.

Registration at Federal Police office can only be made in person. The first registration step is made online by FGV international office.

Fees

- 140120 - RNE Id Card: R\$ 204,77
- 140082- Registration Service: R\$ 106,45

Foreigners from the following countries are exempt from paying the registration service fee:

- Angola
- Cabo Verde
- Guiné-Bissau
- Guiné Equatorial
- Moçambique
- Portugal
- São Tomé Príncipe
- Timor-Leste

Language requirement

FGV/EESP does not have a Portuguese language test requirement. We believe that our partners will select students able to attend classes in Portuguese, otherwise, students will only request enrollment in classes that are being offered in English. For English, we expect students to have a level equivalent to TOEFL 90IBT.

Master level courses are fully taught in Portuguese, for that reason, applicants have to submit (in addition to the documents mentioned earlier) a motivation letter written in Portuguese. An interview may apply in order to get further evidence about language proficiency criteria.

Learning Expectations

Class format is usually based in lectures and seminars and cases. Class participation is strongly encouraged by faculty members (usually counts 20% - 30% of the final grade). Attendance is mandatory. Size of the classes ranges between 30-50 students.

Enrollment

Undergraduate students can enroll in subjects offered by Economics, Law or Business department; however, enrollment in Business and Law courses will be made according to the number of spaces available per semester. There's no enrollment guarantee.

Grading

- **0 – 10** grading scale.
- Students need to have a **minimum grade of 6** to be approved in subjects.
- Final grade is generally based on participation, oral and written presentations, cases analyses, short and mid-term/final examinations.
- Students have to attend **at least 75%** of course's total workload to be approved.

Exams

Examinations may be made inside classroom or sometimes may be done at home (homework assignments).

Final examinations are usually performed over the last week of classes and generally are composed by a written exam.

Academic calendar:

1st semester: From February to end of June (Fall)

2nd semester: From end of July to mid of December (Spring)

Living Expenses/Academic Expenses (estimated values in U\$ dollars and Brazilian Reais)

Single room or studio: U\$ 650 - R\$ 1300,00

Food: U\$ 325,00 - R\$ 750,00

Public Transportation: U\$ 100,00 - R\$ 200,00

Books and Supplies: U\$ 80 - R\$ 160,00

Personal Expenses: U\$ 300,00 - R\$ 600,00

***Free-mover applicants should also take into account the tuition fees when calculating the total exchange budget. Please check tuition fee rates with the International Affairs office.**

Health Insurance

It is mandatory to have a valid International Health Insurance to attend FGV/EESP courses. Students should have one issued before arrival (proof will be required at the airport).

Housing

We highly recommend students to consider the mode of accommodation that best fit their needs prior arrival. We do not offer inside campus accommodation nor housing services to help students in finding appropriate accommodation.

Helpful webpages:

GV International <https://www.facebook.com/internationalnetwork?fref=ts>

Housing Anywhere: www.housinganywhere.com

Sampa Flat: www.sampaflatshare.com or www.soflatsnet.com.br

Bilhete único

In Sao Paulo, the public transport fare is preferably paid with The Bilhete Unico card. It's accepted on the Buses and Subway / Train stations.

Regular pass

With the card is possible to take up to 4 different buses, up 3 hours, for one fare only (R\$ 3,80 reais). For R\$ 5,92 reais is possible to make connection between 3 buses plus train or subway up to hours.

Please let us know if you have any questions

Angélica Almeida

Assistant to the International Affairs Office

✉ internationalaffairs@fgv.br

Prof. Priscilla de Albuquerque Tavares

Associate Dean, International Affairs

✉ Priscilla.tavares@fgv.br

Telephone: (+ 55 11) 3799-3288

E-mail: internationalaffairs@fgv.br

Address: Rua Itapeva, 474 – 5th floor , CEP: 01332-000, São Paulo, SP, Brazil