**Graduate Program in Biosciences and Biotechnology**

**CRITERIA FOR GRANTING AND RENEWING INSTITUTIONAL SCHOLARSHIPS**

**GRADUATION PROGRAM IN BIOSCIENCES AND BIOTECHNOLOGY**

**SCHOOL OF PHARMACEUTICAL SCIENCES OF RIBEIRÃO PRETO - USP**

**I. REQUIREMENTS TO APPLY FOR INSTITUTIONAL SCHOLARSHIP GRANTS**

1. Be regularly registered in the Program

2. To be granted with the scholarship, the student cannot not have any kind of remuneration resulting from formal or informal employment relationship of any nature.

**II. GRANT OF SCHOLARSHIPS**

1. The scholarships will be granted based on a classification list elaborated from the results obtained in the admission selection processes according to the availability of the PPG scholarship quota and ordered according to the time of enrollment in the course, being also considered the criteria described in item IV. Students remaining from previous admission selection processes will have priority in the nomination according to classification.

2. The student may choose not to apply for the grant through formal statement, signed and delivered at the graduation service.

3. If the student does not have an interest in the grant at the time of availability, it is necessary to express in writing, justifying the choice. This student will only be able to re-apply for granting after a formal request for reintegration into the list and according to the Program's current grant availability. The classification will be the same as that referring to the student’s admission to PPG-BBIO.

**III. TERM OF THE GRANT**

1. The regulatory term of the institutional scholarship defined by the PPG may reach up to 24 months for the Master’s Degree, 36 months for the Doctorate, 48 months for the Direct Doctorate and 54 months for the change of Master's Degree level to the Direct Doctorate level from the date of enrollment in the Program. Students of Doctorate and Direct Doctorate may request an extension of the term of the grant according to item V. Applications will be analyzed through the documentation presented and the availability of scholarships.

2. All scholarships will be granted for a period of 12 months, when the student will be evaluated according to the criteria for renewal of the grant, as defined by the PPG-BBIO Scholarship Committee (Item IV), respecting the maximum term established by the CAPES Ordinance of MAY 30, 2006 and by the current rules of CNPq.

**IV. CONDITIONS FOR THE RENEWAL OR EXTENSION OF THE GRANT**

1. Demonstrate good academic-scientific performance, including: presenting grades A and B in the graduate history; having participated in scientific events; having participated and presented the project at the PPB-BBIO Workshop;

2. Have met the deadlines for the submission of reports and documents requested by the Graduate Service in the semester/year of the grant/renewal/extension;

3. Student’s participation in PPG-BBIO training activities such as BBIO WORKSHOP, Journal Club, Winter School in Biosciences and Biotechnology, seminars, etc. will be considered.

4. Have paid at least 50% of the total credits required in disciplines in the period. This condition is mandatory for the Master's degree students and desirable for doctoral students.

5. Have passed all disciplines attended (when it comes to renewal or extension).

**V. EXTENSION OF THE TERM OF THE GRANTS BY PPG-BBIO**

1. Requests for extension of the term of the grants should be forwarded to the PPG-BBIO Scholarship Management Commission (CGB) at least 2 months in advance for analysis, accompanied by:

1) Official letter with justification signed by the student and advisor;

2) Schedule of activities (including the requested extension period);

3) Report of the research project (Introduction, Objectives, Material and methods; results and discussion; and references).

2. After analyzing the documentation and meeting all the conditions described in item IV, the extension period, if granted, will be defined by the PPGBBIO Scholarship Management Commission upon availability of program scholarships.

**VI. CANCELLATION OF THE GRANT**

The scholarship grant will be immediately canceled if:

1. It is found that the scholarship holder carries out any form of paid work of any nature, either formal or informal. Except for the scholarship holder who has the authorization of the supervisor and the CCP, as joint administrative ordinance no. 001 of 03/11/2004 of CAPES and CNPq, and on NR 017/2006 Annex IV, item 4.2.3 of CNPq and CAPES Ordinance No. 34 of 30 of May 2006;

2. If the scholarship holder fails in any discipline;

3. If the student no longer meets the deadlines set for any of the activities stipulated by the Program;

4. Cancellation of the scholarship by dismissal;

5. If the student or supervisor requests the cancellation of the scholarship, with pertinent justification.

**VII. ADDITIONAL CONSIDERATIONS**

1. Omitted cases or situations not described above will be analyzed by CGB and CCP.

These criteria for Granting and Renewing Institutional Scholarships were approved by the Scholarship Management Commission and the Coordinating Committee of the Graduate Program in Biosciences and Biotechnology of FCFRP-USP, on September 4, 2020.