

FACULTY OF PHARMACEUTICAL SCIENCES OF RIBEIRÃO PRETO-USP
POSTGRADUATE PROGRAM IN PHARMACEUTICAL SCIENCES
PPG-CF NOTICE 05/2023 SELECTION FOR ADMISSION IN THE 1st SEMESTER 2024

The Faculty of Pharmaceutical Sciences of Ribeirão Preto - USP makes public the opening of registrations for the selection of candidates for the Master's Courses (20 vacancies), Doctorate (20 vacancies) for the first semester of 2024, of the Graduate Program in Pharmaceutical Sciences, Areas of Concentration: "Drugs and Cosmetics" and "Natural and Synthetic Products".

From the inscriptions:

1. The conditions for registration are:

1.1. Have been approved in the proficiency exam in a foreign language - English, according to item 13 of this Notice;

1.2. Have voted in the last election or have justified it under the terms of the law;

1.3. Be the holder of a graduation diploma or declaration that you will graduate, before the enrollment date, in a higher education course recognized by the State Council of Education and/or by the Ministry of Education and Sports;

1.4. The enrollment of graduate students in a short-term course will not be accepted;

2. Entries will be made exclusively by email from **October 23 to November 6, 2023 until 11:59 pm (Brasília time)**, and all necessary documentation must be sent in a scanned, legible manner to the e-mail address. program mail ppg.cfrp@usp.br appearing in the subject of the email: "**Enrollment Public Notice PPG-CF - 05/2023 1st semester of 2024**". Candidates approved in the selection process must deliver a simple copy of all documentation to the postgraduate program secretariat, as soon as they are requested.

3. To register, the candidate must send by email:

3.1. Specific documents for enrolling in the **Master** (readable):

- Form "Registration form for Selection Examination", model available on the website: <https://fcfrp.usp.br/pt/ensino/pos-graduacao/ciencias-farmaceuticas/pcf-processo-seletivo/>

- Copy of Passport, for foreign applicants

- Copy of the Identity Card - RG (the National Driver's License - CNH will not be accepted for academic purposes);

- Copy of CPF;

- Copy of birth or marriage certificate;

- Copy of voter registration card and proof of vote in the last election or justification under the terms of the law;

- Copy of proof of discharge with the military service (when male);

- Declaration of acknowledgment and agreement of the selection process in a remote system (online) model available at <https://fcfrp.usp.br/pt/ensino/pos-graduacao/ciencias-farmaceuticas/pcf-processo-seletivo/>;

- Curriculum with photo documented: Lattes (Brazilian candidates) or Curriculum Vitae (foreign candidates). The Curriculum should emphasize information about training and professional experience. The vouchers must be organized by topics and numbered in chronological order, following the order in which they are mentioned in Annex A. Information present in the curriculum and not proven will not be considered in the evaluation;
- Appedix A completed in accordance with the documented curriculum and the scores established in the Appedix itself <http://fcfrp.usp.br/pg/pcf/selecao/>;
- Graduation diploma (front and back), statement that he will graduate from a Higher Education Course before the established enrollment date, see item 18, attesting that the Course is Recognized by the State Council of Education and/or by the Ministry of Education and Sports;
- Complete Graduation Academic Transcript;
- Proof of proficiency in a foreign language – English;
- For foreign candidates, proficiency in English (if it is not the official language of your country);

3.2. Specific documents for enrollment in the Doctorate (readable):

- All documents described in item **3.1**;
- Graduation diploma (front and back);
- Master's degree or course completion certificate;
- Complete Master's Academic Transcript;
- If the candidate is a Master's student, it is necessary to present a letter from the current supervisor specifying that the Master's Dissertation will be completed in time to enroll until 02/02/2024;
- Master's Degrees obtained in Brazil that do not have national validity will not be accepted, that is, only those recognized or recommended by CAPES with an evaluation equal to or greater than 3 will be accepted. Submit proof that the course is recognized or recommended by CAPES.
- Research project, following the FAPESP model (<http://www.fapesp.br/253>), containing a maximum of twenty (20) pages.

3.3. Specific documents for enrollment in the Direct Doctorate (readable):

- All documents described in item **3.1**;
- Research project, following the FAPESP model (<http://www.fapesp.br/253>), containing a maximum of twenty (20) pages.

4. In the case of registration by proxy, items **3.1., 3.2. and 3.3.** the power of attorney documents and the identity document of the attorney.

5. Candidates may choose, upon registration, to take the selection exam in English.

From selection:

6. All selection steps will be carried out online and recorded through the Google Meet platform. The first stage of the selection exam will be held on **November 27, 2023, at**

9:00 am. The other stages will be carried out from November 29 to December 1st, 2023, according to the schedule to be published on the Program's website for candidates approved in the first stage.

7. The merit selection steps and criteria consist of:

7.1. Master's degree:

7.1.1. First step of selection:

a) Proof of specific knowledge in Pharmaceutical Sciences, in the area of concentration in which the candidate applies, of an eliminatory and classificatory nature. The minimum passing grade for this stage is 5.0 (five) out of a total of 10.0 (ten). The weight of the written test is 0.7 for the calculation of the final average. The master's exam may be based on scientific articles in the respective area of concentration.

7.1.2. Second step of selection:

a) Analysis of the Curriculum Lattes (in the case of Brazilian candidates) or Curriculum Vitae (in the case of foreign candidates) documented and the candidate's argument. The maximum score assigned for approval in this stage will be 10.0 (ten). The weight of curriculum analysis and discussion is 0.3 for calculating the final average;

b) The items to be considered in the analysis of the curriculum and respective scores are set out in Annex A of this Public Notice available on the Program Website: <https://fcfrp.usp.br/pt/ensino/pos-graduacao/ciencias-farmaceuticas/pcf-selective-process/>, which must be completed by the candidate and delivered with the supporting documents at the time of registration.

c) The minimum final grade for approval will be 5.0 (five) and will be calculated through the weighted average of the grades obtained in the two assessments.

7.2. Doctorate and Direct Doctorate:

7.2.1. First step of selection:

a) Proof of specific knowledge in Pharmaceutical Sciences, in the area of concentration in which the candidate applies, based on scientific articles in the respective area of concentration, with eliminatory and classificatory character. The topics for the specific knowledge test are available at <https://fcfrp.usp.br/pt/ensino/pos-graduacao/ciencias-farmaceuticas/pcf-processo-seletivo/>. The minimum passing grade for this stage is 5.0 (five) out of a total of 10.0 (ten). The weight of the written test is 0.45 for the calculation of the final average.

7.2.2. Second step of selection:

a) Presentation and argumentation of a research project to be developed in the doctoral program, containing a maximum of 20 pages, with an eliminatory and classificatory character. The candidate will make a presentation to the Examining Committee of a maximum of 15 minutes of his research project, through the Google Meet platform. Then, the Examining Committee will discuss the project for approximately 15 minutes. The maximum grade to be assigned in this stage will be 10.0 (ten). The weight of the presentation of the research project is 0.25 for the calculation of the final average;

b) Analysis and discussion of the documented Curriculum Lattes (in the case of Brazilian candidates) or Curriculum Vitae (in the case of foreign candidates), with an eliminatory and classificatory character. The items to be considered in the analysis of the curriculum and respective scores are set out in Annex A of this Public Notice. The maximum grade to be assigned in this stage will be 10.0 (ten). The weight of curriculum analysis and discussion is 0.30 for calculating the final average;

c) The minimum final grade for approval will be 5.0 (five) and will be calculated through the weighted average of the grades obtained in the three assessments.

8. In the event of a tie in the ranking, the highest score on the Curriculum Lattes or Curriculum Vitae will be considered.

9. The partial result will be announced on the Program's website by **December 5, 2023**, subject to appeal.

10. An appeal against the result may be filed by the candidate, sending an email to the address ppg.cfrp@usp.br, **until 11:59 pm on December 7, 2023**, with the title of the email **"Appeal for Public Notice PPG-CF 05/2023"**.

11. The final result will be published in the Official Gazette and made available on the Program's website (<http://fcfrp.usp.br/pg/pcf/selecao/>) until **December 11, 2023**.

12. The Program Coordinating Committee will designate the Selection Committee, composed of Program advisors. At the end of the Selection, the Program Coordination must forward the result to the Graduate Commission for approval.

Proficiency in a foreign language:

13. Applicants must demonstrate proficiency in English for both the Master's and Doctorate or Direct Doctorate.

a) For the Master, the candidate must demonstrate proficiency in the English language, which allows him, at least, to read and understand texts in English. The minimum grades or grades for acceptance of said exams are described below:

- **TOEFL** – "Test of English as a Foreign Language": **70 points** for the "Internet-based Test" (**iBT**) and **Level B1 – 530 points** for the "Institutional Testing Program" (**ITP**);

- **IELTS** – "International English Language Testing System": **4.0 points**;

- **TEAP** – "Test of English for Academic and Professional Purposes": **60 points**;

- **WAP** – "Writing for Academic and Professional Purposes": **50 points**;

- **University of Cambridge exams**: **Level B1** - "Pass with merit" in the "Preliminary English Test" (**PET**); **Level B1** in the "First Certificate in English" (**FCE**), **Grade C**, Score: **60-74**, **Level C1** in the "Certificate in Advanced English" (**CAE**);

- Exams at the **University of Michigan** - **65%** correct for - **ECCE** - Examination for the Certificate of Competency in English.

b) For the Doctorate and Direct Doctorate, the candidate must demonstrate proficiency in the English language that allows him, at least, to interpret and write texts in English. The minimum grades or grades for acceptance of said exams are described below:

- **TOEFL** – "Test of English as a Foreign Language": **70 points** in the "Internet-based Test" (**iBT**) and **Level B2 – 530 points** in the "Institutional Testing Program" (**ITP**);

- **IELTS** – “International English Language Testing System”: **6.0 points**;
- **WAP** – “Writing for Academic and Professional Purposes”: **60 points**;
- Exams at the **University of Cambridge: Level B2** in the “First Certificate in English” (**FCE**); **Grade B**, Score: **75-79**, **Level C1** in the “Certificate in Advanced English” (**CAE**), minimum score **60 points**;
- Exams at the **University of Michigan** - **65%** correct for - **ECPE** - Examination for the Certificate of Proficiency in English;
- **TEAP** - “Test of English for Academic and Professional Purposes”: **75 points**.

15. Both in the Masters and in the Doctorate or Direct Doctorate, Proficiency exams will be accepted, such as TOEFL, IELTS, TEAP, WAP, Cambridge, Michigan, taken up to 5 (five) years before the date of registration of the student in the selection exam. Other exams will be evaluated by the CCP, upon request of the candidate before the submission of his/her application.

16. The foreign candidate, native of a country whose official language is English, is exempt from presenting proof of proficiency in the English language.

From registration:

17. Applicants approved and classified in the admission exam will be invited to enroll, according to the number of vacancies and endorsement by the Program advisors, in agreement with the Program Coordinating Committee.

18. Enrollment will take place on business days from **January 2nd to February 2nd, 2023, from 9:30 am to 4:00 pm**, Brasília time, in person by the interested party himself or by his legally identified attorney, in the case of a Brazilian, for approved candidates of the Master's, Doctorate and Direct Doctorate courses.

19. Enrollment of the foreign candidate approved in the selection process can only be carried out in accordance with the provisions of article 39 of the USP Graduate Regulations: “Article 39 – Foreign candidates can only be enrolled in the Graduate courses offered by USP when they present a valid identity document and a temporary or permanent visa that authorizes them to study in Brazil”.

20. Mandatory documentation for enrollment must be delivered printed and duly signed, at the program secretary:

- a 3x4 photo;
- Application for Initial Enrollment;
- Study program (disciplines to be taken) of the candidate;
- Copy of the Certificate or certificate of graduation or undergraduate diploma duly registered, obtained in a course recognized by the MEC, for candidates approved in the Master's or Direct Doctorate course;
- Copy of the Certificate or certificate of defense or Minutes of the defense or diploma of the Master's degree, obtained in a course recognized by the MEC, for candidates approved in the Doctorate course;
- Declaration of Science GMO Primer;

- For research projects involving human beings or animals, interested parties must submit the project submission protocol to the Commission of the Ethics Committee of the Unit in which the researcher in charge is linked.

- The delivery of this protocol for doctoral candidates will be upon registration and for master's candidates, will be along with the delivery of the research project, FAPESP model containing a maximum of 20 (twenty) pages, up to a maximum period of 30 days after completion of enrollment. The protocol must contain: the title of the project, the name of the student and the responsible researcher.

21. Simultaneous enrollment in more than one Graduate course at the University of São Paulo is prohibited. According to USP's Postgraduate Regulations, the deadline for completing the Master's, Doctorate or Direct Doctorate course is based on the initial enrollment, that is, the candidate's relationship with the Program starts from the enrollment date.

22. Applicants approved to enroll in the Master's, Doctorate or Direct Doctorate Courses, who have not yet obtained their degree or defended their Master's Dissertation at the time of registration, may do so until the deadline for enrolling in the program. If the graduation or the defense and approval of the Master's Dissertation, duly approved by the competent body of the Institution, have not occurred by the final deadline for enrollment, at the time stipulated for enrollment, the candidate's enrollment right is annulled, and he or she may provide new selection.

23. The registration of candidates whose documentation is incomplete or with any irregularity will not be carried out.

24. Acceptance by the advisor or approval in the Selection Process does not imply the granting of an institutional scholarship to the candidate.

- The program's institutional scholarships will be offered to candidates, according to availability and following the placement ranking in the selection process - starting with the first place until reaching the number of quotas available.