



**PROVOST'S OFFICE OF RESEARCH AND POSTGRADUATE STUDIES CONTINUOUS
FLOW SELECTION PROCESS FOR ADMISSION TO THE POSTGRADUATE PROGRAM
IN ENGINEERING AND ENVIRONMENTAL SCIENCES – PROFESSIONAL MASTER'S
DEGREE – PPGECAM**

Public Notice 02/2024

1. Opening

The Pro-Rector of Research and Postgraduate Studies of the University of Caxias do Sul makes public the conditions governing the continuous flow Selection Process for admission to the Postgraduate Program in Environmental Engineering and Science (PPGECAM) – Professional Master's Degree, to be held at Cidade Universitária, starting in the first semester of 2025.

2. Registrations

2.1 Period and Place

Applications will be submitted via an online form available on the Program's selection process page, from December 10th, 2024 to April 30, 2025.

2.2 Registration fee

The application fee for the Selection Process is R\$150.00 (one hundred and fifty reais). Candidates who are UCS graduates will receive a 30% (thirty percent) discount on the application fee.

2.3 Documents

The documents required for registration are as follows:

Online registration form duly completed;

- Copy of ID and CPF or National Driver's License or Passport;
- Copy of Birth, Marriage or Divorce Certificate (not required for foreigners);
- Front and back copy of the undergraduate diploma (not required for UCS graduates);

- Copy of undergraduate academic transcript (not required for UCS graduates);
- Copy of Specialization course certificate (if applicable).

Note: The diploma and academic transcript of undergraduate studies issued in a country that is a signatory to the Hague Convention must be apostilled, in accordance with CNJ Resolution No. 228 of 2016, of the National Council of Justice (available at <https://www.cnj.jus.br/poder-judiciario/relacoes-internacionais/apostila-da-haia/> and, subsequently, translated by a sworn translator. Documents originating from non-signatory countries must be authenticated by the competent consular authority and, subsequently, translated by a sworn translator.

- Lattes/CNPq CV or documented Professional/Scientific CV;
- Two letters of recommendation signed by professors, researchers or other renowned professionals in areas related to the Program.

2.4 Posting of documents

The documentation required to participate in the selection process must be uploaded when completing the online form.

Applications with incomplete documentation will not be accepted.

3. Selection Process

The selection process will take place once a month (last Thursday of the month), for students who have already completed their undergraduate degree and will follow the following steps:

1st Stage (eliminary in nature) – Approval of submission of documents required for registration.

2nd Stage – Analysis by the Evaluation Committee of the documents presented, considering the following criteria specifically: professional experience, technical-scientific production and academic performance.

3rd Stage – Interview, which will consist of an oral argument with the candidate.

Candidates who obtain a minimum final grade of 7.0 (70% pass), on a scale of 0.0 to 10.0, as established in article 203 of the UCS General Regulations, will be considered approved.

Once these steps have been followed, the Program Coordinator will forward the process to the secretariat for approval of the candidates' registration, within the established deadline.

Students admitted through this process will be subject to the Regulations of the Postgraduate Program in Engineering and Environmental Sciences (**PPGECAM**).

4. Disclosure of results

The names of selected candidates will be announced within 5 (five) business days after the selection process, via the candidate's email.

5. Resource

All candidates will have the possibility of appealing the decision made by the selection committee, which must be assessed and judged by a higher authority than the one that made the decision in question.

To file an appeal, the candidate must submit a document, written by him/herself, explaining the reasons for the request.

The appeal must be sent to the email ppgecam@ucs.br within 2 (two) days after the publication of the list of selected candidates.

The response to the appeal filed will occur within 7 (seven) days.

6. Registrations

6.1 Enrollment will be carried out in accordance with the guidelines to be published with the results of the selection process.

6.2 Enrollment and deadlines for course completion will begin counting from the date the enrollment application is issued, and may or may not coincide with the start of academic semesters.

7. Special cases

Candidates with disabilities who require special assistance to participate in the selection process must state their needs at the time of registration, formalizing this need to the Selection Committee, and submit a report issued by a specialist, explaining the nature, type and degree of the disability and also the recommended conditions for the candidate's participation in the selection process, to the email address ppgecam@ucs.br. The Selection Committee will inform in due time whether the recommended conditions can be fully or partially met, or whether it is impossible to meet them.

8. Validity of the selection process

The selection process, which is the object of this Notice, is valid for admission in 2025 to the Postgraduate Program in Engineering and Environmental Sciences (**PPGECAM**) – Professional Master's Degree.

9. Omitted cases

Omissions will be assessed by the Selection Committee, after consulting, if necessary, the relevant academic bodies.

Caxias do Sul, December 10th, 2024.

Prof. Dr. Everaldo Cescon
Vice-Rector of Research and Graduate Studies