



DEAN OF RESEARCH AND GRADUATE STUDIES
SELECTION PROCESS FOR ADMISSION TO THE GRADUATE PROGRAM IN
ENGINEERING AND MATERIALS SCIENCE – MASTERS

Public Notice 03/2024

1. Opening

The Pro-Rector of Research and Graduate Studies of the University of Caxias do Sul makes public the conditions governing the Selection Process for admission to the Graduate Program in Materials Engineering and Science (PPGMAT) – Master's Degree, to be carried out at Cidade Universitária, Caxias do Sul, for admission in the first semester of 2025.

2. Registration

2.1 Dates and place

Registration will be carried out using an online form available on the Program's selection process webpage, from August 26th to October 15th, 2024.

The registration's approval will be announced on October 20, 2024 at <https://www.ucs.br/ppgmat>

2.2 Registration fee

The registration fee for the Selection Process is R\$ 150.00 (one hundred and fifty Reais).

Candidates who are UCS graduates will have a 30% discount on the registration fee.

2.3 Documents

The documents required to register are as follows:

- Duly completed online registration form;
- Copy of ID, CPF or National Driving License or Passport;
- Copy of Birth, Marriage or Divorce Certificate (waived for foreigners);
- Front and back copy of the Undergraduate diploma (waived for UCS graduates);
- Copy of undergraduate academic record (waived for UCS graduates);

- Front and back copy of the Specialization course certificate (if any), accompanied by the respective academic record;

Note: The diploma and transcript of undergraduate and master's degrees, whose country of origin 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 a competent consular authority and subsequently translated by a sworn translator.

- Lattes/CNPq CV (or free format Curriculum Vitae, for foreigners);

- Two letters of recommendation signed by professors, researchers or other renowned professionals in areas related to the Program, according to the model available on the Program webpage (letters must be sent to the Program's secretariat pgmat@ucs.br).

- A brief description (maximum of 1 A4 page), prepared by the candidate, of their previous experience in research as a junior research fellow and/or research and development in a company. The description must be accompanied by a receipt issued by the higher education institution or company indicating the period of experience.

2.4 Posting of documents

The documentation required to participate in the selection process must be posted by uploading it when filling out the online form. Applications with incomplete documentation will not be accepted.

3. Positions

Eight (8) positions are offered.

4. Cancellation of course offering

The University reserves the right not to carry out the selection process referred to in this document, if the number of applicants is considered insufficient to carry out the course. Any suspension of the Selection Process will be communicated in advance, in which case registered candidates will be guaranteed a refund of the registration fee.

5. Selection

The selection process for admission to the PPGMAT, conducted by a Committee made up of teachers appointed by the Program Board for this purpose, will comprise two stages: Written Test and Assessment of Academic Performance.

5.1 Written test

The written test will be carried out in an online format, in synchronous mode, on October 23th, 2024, starting at 6 pm and ending at 8:20 pm (Brazilian time), and will be eliminatory for the next stage of the selection process. The written test will consist of 10 questions and will be carried out on the subject of structure, processing and properties of materials. Each question is worth 1.0 point. The candidate must have at least 50% correct answers to pass. The grade obtained will be made available individually by email to each candidate. Maximum weight 6.0 points.

5.1.1 Basic bibliography for the written test

CALLISTER JR., W. D.; RETHWISCH, D. G. *Ciência e Engenharia de Materiais*. 10ed. Rio de Janeiro: LTC, 2020.

(online version available at <https://ucsvirtual.ucs.br/?next=/minhabiblioteca/>)

5.2 Assessment of Academic Performance (Maximum weight 4.0 points)

It will be held on October 29th, 2024 and will have a qualifying nature as follows:

- Time of experience as a junior research scholarship holder and/or research and development in a company - Maximum weight of 1.0 point, being greater than or equal to 24 months (1.0 point) and less than 24 months (0.5 points). Candidates who do not have experience in scientific initiation and/or research and development in a company do not score in this regard.
- Number of papers published, from 2019 until the moment of registration, in international or national journals classified as A or B in the most recent Qualis in which the journal appears - Maximum weight 0.5 points, being greater than or equal to two articles (0.5 points) and equal to one article (0.25 points). Candidates who do not have an article published and/or classified in Qualis Materials do not score in this regard. In this regard, a filed or granted patent is equivalent to a published article Qualis B1 and A1, respectively.
- Average grade obtained in the undergraduate course - Maximum weight of 1.5 points, being between 9-10 (1.5 points); between 8-8.9 (1.2 points); between 7-7.9 (1.0 point) and between 6-6.9 (0.8 points).
- Average grade obtained in letters of recommendation - Maximum weight 1.0 point, broken down as follows: excellent (1.0 point), very good (0.8 points), good (0.6 points), regular (0.4 points) and bad (0.0 points).

6. Preliminary results and selection of those approved

The selection of those approved will be made in order of classification, taking into account the total score obtained in the evaluation stages. If there are withdrawals, subsequent approved candidates will be called, in order of classification, until the number of vacancies is filled.

In the event of a tie in the result, the tiebreaker criterion will be the grade of the written test (1st stage) and the questions listed in the 2nd stage in the order explained above.

7. Publication of preliminary results

The names of preliminarily selected candidates will be announced on October 30th, 2024.

8. Appeal

All candidates will have the possibility of filing an appeal against the decision made by the selection committee, which must be assessed and judged by a higher court than the one that made the questioned decision.

To lodge the appeal, the candidate must present a document, written by him/herself, explaining the reasons for the request.

The appeal must be sent by email (pgmat@ucs.br) from November 1st to 16th, 2024.

The response to the appeal will be made by November 8th, 2024.

9. Disclosure of the final result

The names of selected candidates will be announced on June 10, 2024.

10. Enrollment

Enrollments will take place from November 11th to 14th, 2024, in accordance with guidelines to be published with the results of the selection process.

11. Special cases

The candidate with a disability who requires special assistance to participate in the selection must, by October 15th, 2024, formalize a specific request to the Selection Committee, as well as present a report issued by a specialist, explaining the nature, type and degree disability and the recommended conditions to enable the candidate's participation in the selection process, to the email (pgmat@ucs.br). The Selection Committee will officially inform by October 21st, 2024, the total, partial or impossibility of meeting the recommended conditions.

12. Timeline

Date	Stage	Place
08/26/2024 a 10/15/2024	<i>Online registration</i>	<i>Online form filling</i>
Until 10/15/2024	Special cases – formalization of the request	<i>E-mail</i> pgmat@ucs.br
10/21/2024	Special cases – result from the	Candidate's e-mail

	Selection Committee	
10/21/2024	Approval of registrations	https://www.ucs.br/ppgmat
10/24/2024	1 st Stage - written test	Link to be sent to candidates with approved registration
10/25/2024	Result from 1 st stage	https://www.ucs.br/ppgmat
10/29/2024	Assessment of academic performance	
10/30/2024	Announcement of the preliminary result	https://www.ucs.br/ppgmat
11/01/2024 to 11/06/2024	Appeal request	<i>E-mail</i> pgmat@ucs.br
11/08/2024	Appeal result	Candidate's e-mail
11/08/2024	Disclosure of the final result	https://www.ucs.br/ppgmat
11/11/2024 to 14/11/2024	Enrollment	<i>E-mail</i> pgmat@ucs.br

13. Validity of the selection process

The selection process, object of this document, is only valid for admission in the first semester of 2025 to the Graduate Program in Engineering and Materials Science for the Master's Course.

14. Final dispositions

Successful candidates who were not selected in this selection process may request enrollment as a non-regular student to study isolated subjects, in accordance with the PPGMAT Regulations.

15. Omitted cases

Omitted cases will be evaluated by the Selection Committee, after hearing, if deemed necessary, the relevant academic bodies.

Caxias do Sul, August 26th 2024.

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