

## REGULAR GRADUATE ADMISSIONS – 1<sup>st</sup> SEMESTER/2025

Approved: CPG/FEQ 74/2024 - September 20<sup>th</sup>, 2024.

The Board of Graduate Studies of the School of Chemical Engineering of the University of Campinas calls the public notice concerning the application for the graduate program in Chemical Engineering. The current document comprises the terms and conditions for the selection process of candidates to be admitted as regular students in the master and doctorate programs of graduate studies in Chemical Engineering (PPG-EQ) for the 1<sup>st</sup> semester of 2025.

### 1. APPLICANTS

Professionals with a degree in Chemical Engineering or in a related field of science in accordance with the policy stated in the legal term 16 of the General Statute of Graduate Studies from Unicamp (University of Campinas).

### 2. RESEARCH AREAS

1. Bioprocess and bio-resources science and engineering
2. Materials science and technology
3. Process automation and control
4. Education in chemical engineering
5. Environmental Engineering
6. Chemical reaction engineering
7. Transport phenomena, particulate systems and porous media
8. Separation processes
9. Process synthesis, analysis and optimization
10. Thermodynamics

Additional information and research interests of individual professors from the graduate program as well as their respective departments can be found at: <https://ppg.feq.unicamp.br/linhas-de-pesquisa/>

### 3. AVAILABLE POSITIONS

3.1 - For admission to the Masters Course, in the first semester of 2025, up to 48 places will be offered;

3.2 - For admission to the Doctorate Course, in the first semester of 2025, up to 43 places will be offered;

3.3 - 25% of the positions offered will be reserved for black, brown or indigenous candidates.

3.4 - An additional place will be offered to people with disabilities (PCD), upon presentation of supporting documentation at the time of registration.

3.5 - The positions offered for Masters and Doctorate Courses are subjected to the topics related to the research areas listed in item 2.

#### 4. APPLICATION DEADLINES

##### **01/10 to 14/11/2024**

Documentation submission to the Admission Graduate Office of the School of Chemical Engineering, by e-mail.

##### **22/11/2024**

Announcement of the list of candidates classified for interview - master's level.

##### **25/11/2025 – ONLY FOR MASTER CANDIDATES**

Deadline to file a claim concerning the selection of applicants, regarding to the second stage of the master's selection process.

##### **26/11/2024 - ONLY FOR MASTER CANDIDATES**

Decision concerning the filled claims.

##### **27 and 28/11/2024**

Interview of master's candidates classified in the second stage of the selection process.

##### **29/11/2024**

Notification of the selection of applicants (Masters and Doctorate).

##### **02 and 03/12/2024**

Deadline to file a claim concerning the selection of applicants.

##### **05/12/2024**

Decision concerning the filled claims.

##### **03 to 05/02/2025**

Enrollment in the course modules offered in the 1<sup>st</sup> term of 2025.

##### **24/02/2025**

Supplementary enrollment in the course modules offered in the 1<sup>st</sup> term of 2025.

##### **24/02/2025**

Beginning of 1<sup>st</sup> term of 2025.

#### 5. SUPPORTING INFORMATION ON ENROLMENT

##### 5.1 - Application deadline

5.1.1 – During the period indicated in item 4, “Application Deadlines”, the applicant should access the website [https://sistemas.dac.unicamp.br/siga/ingresso/candidato/efetuar\\_login\\_candidato.xhtml](https://sistemas.dac.unicamp.br/siga/ingresso/candidato/efetuar_login_candidato.xhtml) to fill the application forms. The filling of the form must be in accordance with the instructions provided in the website. Once the application form has been completed, an electronic PDF file will be generated. The applicant must print the form and sign it.

5.1.2 – All supporting documents might be sent to the Secretary of the Graduate Program in Chemical Engineering at FEQ (e-mail: [gazotti@unicamp.br](mailto:gazotti@unicamp.br)) in the sequence defined in item 5.2.2 (for Masters candidates) and in item 5.3.2 (for Doctorate candidates), and compiled into a single file in PDF format, with subject in the forwarding message containing the term "Process\_Selective\_Regular\_2025S1 - Full Name of Candidate".

5.1.3 - The Graduate Program in Chemical Engineering will not receive documents after the deadline. The only way of sending the documents is to the e-mail address indicated in section 5.1.2.

## 5.2 - Applying for the master program

5.2.1 – The applicant should select one department to apply for.

5.2.2 – The following supporting documentation is required:

I. Application form filled and signed in accordance with the guideline available: [https://sistemas.dac.unicamp.br/siga/ingresso/candidato/efetuar\\_login\\_candidato.xhtml](https://sistemas.dac.unicamp.br/siga/ingresso/candidato/efetuar_login_candidato.xhtml). Please bear in mind that the application form is only available during the application period. Refer to section 5.1.1.

II. [Supplementary Information Form](#).

III. Copy of the undergraduate academic transcript comprising all course modules and marks including any failed course module. Copy of the undergraduate certificate (should the certificate not be available at the time of application, please provide an official statement highlighting the likely graduation date).

**If the GPA obtained during the Undergraduate course is not available in the transcripts, the candidate must present a statement issued by the Educational Institution with this information.**

IV. Copy of the identification document with photo (ID, licence driver, passport).

V. Copy of passport /RNE.

VI. Academic Curriculum filled in the Lattes database, as described in the link <http://lattes.cnpq.br> .

VII. Proof of academic activities: first page of any published scientific work (displaying information on authorship and publication vehicle identification), as well as evidence of academic activities (participation in junior research project, teaching assistance activities, participation in exchange programs abroad and professional activity, among others). Also include copies of certificates of participation in any academic or professional meetings or trainings.

VIII. A cover letter addressing the following question: Why are you interested in pursuing your graduate degree at the School of Chemical Engineering – Unicamp and what is your motivation for it? (Please limit your text to a minimum of 50 words and no more than 100 words).

IX. Certificate of proficiency in English. Applicants whom English is not the first language are requested to present a certificate of proficiency in English, with the exception of those who have already resided for 6 months or more in English speaking countries (who must provide evidence). Be aware of the content of [Normative Instruction CPG/FEQ nº 02/2023](#).

• **The Graduate Admission Office checks the application form and the submitted documentation for evidence of fraud. If you submit fraudulent documentation at any stage in the admission process, you will be notified accordingly and your application will be withdrawn.**

• **Incomplete documentation will not be considered, and in this case, the applicant is not**

entitled to file a claim.

### 5.3 - Applying for the doctorate program

5.3.1 – **The applicant must previously contact the potential supervisor. Should the applicant be accepted by the supervisor, it is required an official statement from the supervisor.** The applicant is required to indicate the department in which the supervisor is assigned. All information must be provided in the application form (document II. Section 5.3.2).

5.3.2 – The following supporting documentation is required:

I. Application form filled and signed in accordance with the guideline available at: [https://sistemas.dac.unicamp.br/siga/ingresso/candidato/efetuar\\_login\\_candidato.xhtml](https://sistemas.dac.unicamp.br/siga/ingresso/candidato/efetuar_login_candidato.xhtml). Please bear in mind that the application form is only available during the application period. Refer to section 5.1.1.

II. [Supplementary Information Form](#).

III. Copy of the undergraduate academic transcript comprising all course modules and marks, including any failed course module.

IV. Copy of undergraduate certificate.

V. Copy of the graduate transcript (master program) comprising all modules and grades, including any failed module. Copy of the graduate certificate (should the certificate not be available at the time of application, please provide an official statement highlighting the dissertation defense date). **If the GPA obtained during the Graduate course is not available in the transcripts, the candidate must present a statement issued by the Educational Institution with this information.**

VI. Copy of identification document with photo (ID, license driver, passport).

VII. Copy of passport /RNE.

VIII. Academic Curriculum filled in the Lattes database, as described in the link <http://lattes.cnpq.br>

IX. Evidence of at least one scientific publication such as in: an indexed journal, complete publication at conference proceedings, book chapter or patent submission. Please provide copy of the first page of any publication comprising authors' identification and name of the journal. In case the work is only submitted to publication in scientific journal or patenting, please provide evidence of submission. It is important to bear in mind that the submission must be related to the master dissertation. The candidate is also required to provide evidence of academic activities (participation in junior research project, teaching assistance activities, participation in exchange programs abroad and professional activity, among others). Please do not include copies of certificates of participation in any academic or professional meetings or trainings.

X. Cover letter addressing the following question: Why are you interested in pursuing your graduate degree at School of Chemical Engineering – Unicamp and what is your motivation for it? (Please limit your text to a minimum of 50 words and no more than 100 words).

XI. Certificate of proficiency in English. Applicants whom English is not the first language are requested to present a certificate of proficiency in English, with the exception of those who have already resided for 6 months or more in English speaking countries (who must provide evidence). Be aware of the content of [Normative Instruction CPG/FEQ nº 02/2023](#).

- The Graduate Admission Office checks the application form and the submitted documentation for evidence of fraud. If you submit fraudulent documentation at any stage in the admission process, you will be notified accordingly and your application will be withdrawn.
- Incomplete documentation will not be considered and in this case, the applicant is not entitled to file a claim

## 6. SELECTION PROCESS

The selection process will be managed by the Board of Graduate Studies of the School of Chemical Engineering (UNICAMP). The process will be conducted in accordance with the following rules and procedures:

### 6.1 – Entry requirements for the master program

6.1.1 – The selection process will be conducted in three stages.

6.1.2 - The first stage is the screening phase of the process. The applicant who does not submit the following documents will be withdrawn:

- Complete set of documents as described in section 5.2.2.
- Supplementary Information Form fully filled.
- Not presenting proof of English language (for those applicants whom English is not the first language).

6.1.3 - The second stage is eliminatory (based on a cutting score), as well as has the purpose of ranking the candidates. The ranking of the applicants will take place in each department of the School of Chemical Engineering. The scores will be calculated in accordance with the following expression, that takes into account academic and professional activities:

$$NFM = 0.5 * (0,6N + 0,4AA) + 0,5E \quad (\text{Equation 1})$$

Being that

$$(0,6N + 0,4AA) \geq 6,0 \quad (\text{Equation 2})$$

Academic and professional criteria: 50% of the final grade (NFM). The grade "N" (from 0 to 10) will take into account:

- CR - (GPA), normalized to the range from 0 to 10;
- Factor CPC - Ranking position of the university at which the applicant attended his previous course, or in duly weighted related indexes;
- Similarity level of the applicant undergraduate course to the chemical engineering course syllabus.

The "AA" grade (from 0 to 10) will also consider the following items:

- Academic performance, as confirmed by transcripts;
- Participation in junior research project;
- Scientific publications, including national and international journals or full publication in congress proceedings or patent submission;
- Experience abroad: academic exchange program, internship or full job as Chemical Engineer or



as other related professional;

- Professional experience in the field of Chemical Engineering or in area related to that: teaching supervision, teaching, industrial experience and extracurricular internship.

6.1.4 – The third stage will include the interview only for candidates who had a score equal to or greater than six (6,0) in equation 2.

Interview (E): 50% of Final Grade, considering the interview with the candidate.

6.1.5 – NFM (Master's Final Grade): cut-off grade: 7.0 (seven points)

## 6.2 - Entry requirements for doctorate program

6.2.1 – The selection process will be conducted in two stages. The first stage is the screening phase of the process. The applicant who does not submit the following documents will be withdrawn:

- Complete set of documents as described in section 5.3.2;
- Supplementary Information Form fully filled;
- GPA in the Master Program lower than 6.0 (six), normalized to the range from 0 to 10;
- Proof of English language as described in item 5.3 (for those applicants whom English is not the first language);
- Official acceptance statement provided by the supervisor. The document must be signed as instructed in the Supplementary Information Form.

The second stage is the ranking phase. The ranking score will be calculated in accordance with following expression that takes into account academic and professional activities:

$$NFD = 0,6N + 0,4AA \quad (\text{Equation 3})$$

Academic criteria: (grade "N", from 0 to 10): 60% of the final score, considering;

- CR - (Graduation GPA);
- CAPES ranking for the graduate program or duly weighted correlated indexes;
- Similarity level (NS) of the applicant undergraduate course to the chemical engineering course syllabus.

Professional criteria (grade AA, from 0 to 10): 40% of the score, considering;

- Scientific publications in indexed journal;
- Full publication in congress proceedings;
- Experience abroad: academic exchange program, internship or full job as Chemical Engineer or as other related professional, a minimum of 6 months;
- Professional experience in the field of Chemical Engineering or in area related to that: teaching supervision, teaching, industrial experience and extracurricular internship, a minimum of 6 months;
- Patent (registered or submitted) as well as software registration.

Cutting score: 6.0 (six points)

## 7. SPECIAL CASES

7.1 – The following applicants will be considered as special cases and will be previously approved by the PPG-EQ:

I – Students from the “Programa Integrado de Formação” (PIF) from the Chemical Engineering undergraduate courses of Unicamp. This group of students is previously selected.

II – Students that have been previously selected under the category “special student” and also have completed 15 credits of the PPG-FEQ program. It is also required a minimum CR of 3.0 and an assigned supervisor as well as a research area. The applicant is also required to fulfill the criteria from the screening stage (first phase) of selection process as described in section 6.1 (Masters) or section 6.2 (Doctorate).

III – Masters and doctorate students who have completed the required time to graduate and are claiming new enrollment in order to defend the dissertation or thesis in accordance with Article 15 of General Statute of Graduate Studies, CONSU-A\_010/2015.

IV – Enrollment claim for direct doctorate will be considered in accordance with the CPG/FEQ requirements.

## 8. LIST OF SELECTED CANDIDATES AND QUERIES

8.1- The list of selected candidates will be available at: <https://ppg.feq.unicamp.br/resultado-matricula/>

8.2 - The list of selected candidates will not be provided by telephone or any other means than the website.

8.3 – The claim/query must enclose the candidate's full name, identification document number, full address, phone number and e-mail. The claim must comprise a clear questioning followed by relevant argumentation. Must be e-mailed to [gazotti@unicamp.br](mailto:gazotti@unicamp.br). The subject must be "Recurso ao Processo de Seleção de Estudante Regular na Pós-graduação".

8.3.1 - The result of the analysis of the claim/query will be sent by e-mail.

## 9. GENERAL NOTES

9.1 - The applicant who enrolls himself in the current selection process accepts the terms and conditions as stated in this document, as well as any in previous and future communications which are publically called.

9.2 - There is no guarantee whatsoever that scholarships funded by the Brazilian government (CAPES and CNPq) will be available for the selected candidates.

9.3 - Enrollment information is available at the website (<https://ppg.feq.unicamp.br/resultado-matricula/>). Please check the website for required documentation, deadlines and internal procedures.

9.4 - Any particular situation not covered in this public call notice will be addressed by the Board of Graduate Studies PPG-EQ.

9.5 - Eventually the candidate may be called for clarification through an online interview.

Campinas, September 20<sup>th</sup>, 2024.

Head of Graduate Studies in Chemical Engineering.