



SERVIÇO PÚBLICO FEDERAL
UNIVERSIDADE FEDERAL DE SANTA CATARINA
CENTRO DE CIÊNCIAS FÍSICAS E MATEMÁTICAS
PROGRAMA DE PÓS-GRADUAÇÃO EM FÍSICA

Call for Applications no. 06/PPGFSC/2019

SELECTION PROCESS FOR ADMISSION TO THE MASTER'S PROGRAM IN PHYSICS

The Coordinator of the UFSC Graduate Program in Physics (PPGFSC/UFSC), in the exercise of his statutory duties, attributed by the Normative Resolution no. 95/CUn/2017, of 4 April 2017, and by the PPGFSC Bylaws, makes public and establishes the rules for the application process destined to select students for admission to the PPGFSC Master's Program.

1. PURPOSE

1.1. This call for applications initiates the selection process for admission to the PPGFSC/UFSC Master's Program, whose aim is to provide the scientific and professional development of graduates from Physics and other related areas through advanced studies and scientific research.

2. SCHEDULE

- Release of the call for applications on the program's website and notice board: November 11, 2019;
- Application period: from November 11, 2019, after 10 am, to November 27, 2019, at 5 pm;
- Approval of applications: November 28, 2019, after 5 pm;
- Deadline for filing appeals against the approval result: from November 28, 2019, after at 5 pm, to November 30, 2019, at 5 pm;
- Release of approved applications after analyzing the appeals: from December 2, 2019, after 5 pm;
- Final result: December 13, 2019, after 5 pm;
- Deadline for filing appeals against the final result: December 13, 2019, after 5 pm, to December 15, 2019, at 5 pm;
- Release of final results after analyzing the appeals: December 16, 2019, after 5pm;
- Pre-registration period: December 17, 2019 to January 10, 2020.



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3. APPLICATION PROCEDURES

3.1. Eligible applicants must hold an undergraduate degree in physics or in the exact sciences and/or engineering fields.

3.2. To apply for admission to the master's program, the applicant must do the following:

a) **Fill in the online application form**, available at:

https://docs.google.com/forms/d/e/1FAIpQLSe0mwUsHlkGyny_Hz0xpgZSKIQqn84TC7PrhdJ8S6uXiw2HBQ/viewform?usp=sf_link

b) Attach the following documents to the online form:

- **Digitized copy of a valid government-issued photo identification and of the CPF [individual taxpayer number];**
- **Digitized copy of the undergraduate diploma (double-sided).** For application purposes, other documents certifying that the degree will be completed before the date of registration in the PPGFSC/UFSC, as established in the UFSC academic calendar, will be accepted;
- **Digitized copy of updated undergraduate transcript;**
- **Digitized copy of the *Curriculum Lattes/CNPq***, updated and available at <http://lattes.cnpq.br/>, containing the documents to certificate the inserted information (see item 4.6). Foreign applicants can present a *curriculum vitae* in free format.
- **Quantitative list of bibliographic production for curriculum analysis, duly completed** (see Annex I).

3.3. The total size of all attached documents cannot be over 25 MB (twenty-five megabytes).

3.4. Applicants are encouraged to provide up to 2 (two) recommendation letters from professors who know them as students. The letters have to be written in an appropriate form, available at:

<http://pgfsc.paginas.ufsc.br/files/2016/05/Carta-de-recomendacao.doc> and sent via e-mail to ppgfsc@contato.ufsc.br.

3.5. No late submissions will be accepted. No fax, mail and/or similar submissions will be accepted.



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3.6. Applicants must inform in the online form (see item 3.2) their registration number in the *Exame Unificado de Pós-Graduações em Física – EUF* (Unified Exam of Graduate Studies in Physics) and the month that they took the EUF. Only one registration number will be accepted, corresponding to any of the 2 (two) last editions of EUF, including the 2018/2 edition.

4. THE SELECTION PROCESS

4.1. The selection process for the master's applicants will consist of two partial grades: the EUF normalized grade (N1) and the *curriculum vitae* evaluation (N2).

4.2. The final grade (NF) will be the sum of N1 and N2 ($NF = N1 + N2$).

4.3. The EUF normalized grade (N1) will be calculated by the formula:

$N1 = [(EUF \text{ Grade} \times 5.0) / (EUF \text{ Average})]$, where the “EUF Average” refers to the average grade obtained in the EUF edition taken by the applicant. The N1 grade will be calculated to the second decimal place.

4.4. The applicant who obtains N1 lower than 1.5 (one point five) will be disqualified.

4.5. The N2 grade consists in the *curriculum vitae* analysis.

4.6. The applicant's *curriculum vitae* has to be sent along with supporting documents for all bibliographical production described in the CV, which will be analyzed by the Admission Selection Committee according to the following criteria:

- a) **Paper accepted by an indexed journal:** maximum of 1 (one) point per paper. It is necessary to provide a copy of the paper's first page;
- b) **Complete papers published in conference proceedings:** maximum of 0.5 (zero point five) points per paper. It is necessary to provide proof of submission and a copy of the paper;
- c) **Paper submitted for publication in an indexed journal:** maximum of 0.5 (zero point five) points per paper. It is necessary to provide proof of submission and a copy of the paper;
- d) **Paper presentation in conferences by the candidate.** It is necessary to provide the presentation certificate:
 - maximum of 0.3 (zero point three) point per oral presentation;
 - maximum of 0.1 (zero point one) point per panel presentation.



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e) **Other items:** maximum of 1 (one) point for the sum of all items, including scientific initiation research, panels and participation in conferences. It is necessary to send documents that prove this information.

4.7. Information published in the curriculum, whose supporting documents are absent upon submission of the application, will not be considered for curriculum analysis, as well as, documents whose ownership is impossible to be attributed to the candidate.

4.8. The maximum total score for the N2 grade will be 2 (two) points.

4.9. Greater importance will be given to publications in which the applicant is the main author and to the publications linked to their research area.

5. RESULTS RELEASE

5.1. The result of this selection process will be released online on the website: ppgfsc.posgrad.ufsc.br and on the PPGFSC/UFSC notice board on the date provided in the item 2 of this call.

6. APPEALS

6.1. Applicants will be guaranteed the right to appeal against the application approval decision and the released ranking list.

6.2. The appeal must be reasonable, consistent and follow a logical argument.

6.3. The appeal must be addressed to the Admission Selection Committee and submitted via email to ppgfsc@contato.ufsc.br.

6.4. No late appeals will be accepted. No fax, mail and/or similar appeals will be accepted.

7. THE SELECTION RANKING

7.1. The final ranking list will follow the descending order of the grades obtained by each applicant.

7.2. In the event of a tie, the tiebreaker will be decided by the analysis of the applicants' academic records.

7.3. The applicant will be ranked after the Committee's analysis which will establish the minimum grade for approval.



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8. TERM

8.1. The results of this selection process will be effective from the date of results release until the date of the next semester's selection process.

9. GENERAL PROVISIONS

9.1. The approval in this selection process ensures to the applicant only the expectation of the right to admission into the PPGFSC/UFSC, being this admission as well as the granting of scholarships subject to the fulfillment of the relevant legal provisions, the strict ranking order,

the scholarship committee's decision as recorded in its meeting minutes, and the term of this selection process.

9.2. The invitation for admission to the PPGFSC/UFSC master's program will be sent via e-mail to the applicant, to the e-mail address provided by the applicant in the online application form.

9.3. Failure to send all the requested documents will exclude the applicant from the selection process.

9.4. Applicants will not be provided with any proof of qualification in the selection process, serving for this purpose the final results released on the PPGFSC/UFSC website and notice board.

9.5. A student's application or admission may be canceled at any time if any statement is found to be false and/or any irregularity is detected in the supporting documents submitted with the application.

9.6. Submitting an application implies understanding and tacit acceptance of all the conditions established in this call and in other regulatory notices pertaining to this selection process, of which the applicant cannot claim ignorance.

9.7. The PPGFSC office will contact all the approved applicants, through the e-mail address provided in the application form, to inform about the pre-registration procedures. The pre-registration period is from December 17, 2019 to January 10, 2020. If an applicant decides not to enter the PPGFSC, he or she shall send an e-mail to ppgfsc@contato.ufsc.br informing the withdrawal.

9.8. The applicant who is granted a scholarship and does not pre-register at the PPGFSC office within the pre-registration period will have the scholarship canceled and the next applicant in the ranking list will be contacted.



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9.9. After admission to the master's program, the student must present, until 5 (five) business days before the beginning of the 1st semester of 2020 academic semester, a copy of the undergraduate diploma, or proof of degree conferral, or a statement indicating that the degree will be conferred up to 30 (thirty) days after the beginning of the 1st semester of 2020 semester, as defined in the UFSC academic calendar for Graduate Programs.

9.10. Failure to present at least one of the documents listed in item 9.9 will result in the disqualification of the applicant.

9.11. The PPGFSC/UFSC will release, whenever necessary, calls, complementary rules and official notices about the admission process.

9.12. Situations not covered in this call will be referred to the PPGFSC/UFSC Admission Selection Committee.

Florianópolis, November 11, 2019.

IVAN HELMUTH BECHTOLD
Graduate Program in Physics Coordinator



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Annex I - Quantitative list of bibliographic production for curriculum analysis, duly completed

*** In the field "Quantity" enter the number of items of this production listed in your curriculum and number of months for scientific initiation.**

| Productions listed in letters a, b, c and d of item 4.6 of the Call for Applications | |
|---|------------------|
| Description | Quantity* |
| Paper accepted by an indexed journal | |
| Complete papers published in conference proceedings | |
| Paper submitted for publication in an indexed journal | |
| Oral presentation in conferences | |
| Panels presentation in conferences | |

| Other items | |
|--|------------------|
| Description | Quantity* |
| Scientific initiation research (number of months) | |
| Participation in conferences | |