



**FEDERAL UNIVERSITY OF SANTA CATARINA**  
**POSTGRADUATE PROGRAM IN ELECTRICAL ENGINEERING**

**Notice 04/2025 PPGEEL/UFSC**

The Coordinator of the Postgraduate Program in Electrical Engineering (PPGEEL) at UFSC, in the use of his legal powers and in accordance with the deliberation of the Program's Delegate Board, on this date, publishes the rules for the admission process to fill vacancies for the PPGEEL/UFSC Master's Program, for the second academic semester of 2025.

**1. ABOUT THE SCHEDULE**

- 1.1. Applications: The applications for candidates to the **Master's Program in Electrical Engineering (PPGEEL)** will be open from **May 12, 2024**, until **June 25, 2025** (at **23:59**, Brasília time), for the **2025/2 class** (second academic semester of 2025).
- 1.2. Preliminary Result: It will be available starting from **07/08/2025**.
- 1.3. Appeal: Within **three business days** after disclosure of preliminary results.
- 1.4. Final Result: **Three business days** after the appeal period.
- 1.5. Start of classes: According to the **PPGEEL Calendar** published on the program website <https://ppgeel.posgrad.ufsc.br/calendario-academico/>.

**2. ABOUT THE LINES OF RESEARCH:**

During the application procedure, the candidate must choose one of the lines of research from the concentration areas in Information Processing and Energy Processing offered by PPGEEL:

*Lines of Research in the Information Processing Concentration Area:*

- Communications and Signal Processing;
- Biomedical engineering;
- Electronic Materials, Devices, Circuits and Systems;
- Embedded systems.

*Lines of Research in the Energy Processing Concentration Area:*

- Electromagnetism and Electromagnetic Devices;
- Power Electronics and Electrical Drive;
- Electrical Power Systems.

More information about the Research Lines can be found at <http://ppgeel.posgrad.ufsc.br/areas-de-conhecimento/>.



### 3. FULL-TIME OR PART-TIME REGIME

- 3.1. Each master's student enrolled in PPGEEL must be registered as: (a) full-time student or (b) part-time student.
- 3.2. Full-time master's students are characterized by maintaining an average weekly workload of no less than forty (40) hours of full dedication to activities related to the master's degree.
- 3.3. Master's students on a partial dedication basis must maintain an average weekly workload of no less than twenty (20) hours dedicated to activities related to the master's degree.
- 3.4. Only full-time students are eligible to receive PPGEEL scholarships.
- 3.5. The requirements for entry of students on a partial time basis are defined in Internal Resolution **001/PPGEEL/2023 ("Regulation of Full and Partial Dedication Regimes")** - or updated version - available at <http://ppgeel.ufsc.br/legislacao-e-normas/>.
- 3.6. In accordance with Internal Resolution **002/PPGEEL/2025 ("Regulation of Full and Partial Dedication Regimes")** - or updated version - available at <http://ppgeel.ufsc.br/legislacao-e-normas/>, enrollment in partial dedication will only be accepted for candidates who: a) have completed a minimum set of credits required in mandatory or elective PPGEEL subjects, with an average equal to or greater than 7, and the subjects meet the requirements and specificities of the intended concentration area; b) present the Master's Thesis Project within 30 days after requesting the first registration.

### 4. ABOUT THE VACANCIES

- 4.1. The available Research Lines, the maximum number of vacancies available per Line and the total number of vacancies in this Selection Notice are:
- 4.2.

Research lines	Vacancies
Communications and Signal Processing	20
Biomedical engineering	20
Materials, Devices, Circuits and Electronic Systems	15
Embedded systems	15
Electromagnetism and Electromagnetic Devices	15
Power Electronics and Electrical Drive	15
Electrical Power Systems	25
<b>Total vacancies</b>	<b>125</b>

4.3. In view of Law No. 12,711/12, Decree No. 7,824/12, Normative Ordinance 18/12/MEC, Resolution No. 52/CUn/2015 and Resolution No. 145/CUn/2020, **28%** of vacancies will be guaranteed to Affirmative Actions, which are distributed as follows:

- 4.3.1. At least 20% of vacancies will be guaranteed for black (black and brown) and indigenous people.
- 4.3.2. At least 8% of places will be guaranteed for people with disabilities (defined in item 3.3).
- 4.3.3. When considering the total number of vacancies in item 4.1 and the percentages allocated to affirmative actions in items 4.2.1 and 4.2.2 , the distribution of vacancies in the 2022-2 Selection Process follows the table below:

	<b>Broad Competition</b>	<b>Affirmatives Actions</b>		<b>Total</b>
Groups	General	Blacks and Indigenous people	Person with Disability	
Percentage	Up to 72%	At least 20%	At least 8%	100%
Absolute value	90	25	10	125

- 4.4. The absolute number of vacancies for affirmative actions follows the proportion defined in items 4.2.1 and 4.2.2 with decimal places rounded upwards. Consequently, the percentage of affirmative actions may increase, and broad competition may decrease, according to the rounding described.
- 4.5. Affirmative action vacancies not filled in the selection process will be allocated to broad competition.
- 4.6. Candidates opting for affirmative action also compete for open competition positions.
- 4.7. Candidates opting for affirmative actions who have a sufficient score (see Internal Resolution 02 /PPGEEL/2022 - Annex D of this notice ) will enter through broad competition.
- 4.8. Candidates opting for affirmative action who have their self-declaration rejected will only compete in broad competition.

## **5. ABOUT THE SELECTION PROCESS**

The selection process will include:

- 5.1. Application and documentation. The candidate must follow the steps below to apply and send the documentation.

- 5.1.1. **First step:** Fill out the form available in the Postgraduate Academic Control system (CAPG), available at <https://capg.sistemas.ufsc.br/inscricao/>. The candidate must register, access the system, fill out the application form, send the form via the system and generate a PDF of the Proof of Application on the CAPG website.
- 5.1.2. **Second step:** Complete the additional information and documentation using the form available at <https://ppgeel.posgrad.ufsc.br/cursos-e-inscricoes/mestrado-em-engenharia-eletrica/inscricao-mestrado/>. One of the documents requested will be the PDF of the form in item 5.1.1.
- 5.2. Validation of documentation, classification and approval following the established criteria, number of vacancies for general competition and number of vacancies for affirmative actions as described in this notice.
- 5.3. Classification of candidates for scholarships available in the Program. The criteria for classifying candidates are defined in Internal Resolution **02/PPGEEL/2022 ("Acceptance and Classification of New Masters") - or updated version** - available at <http://ppgeel.ufsc.br/legislacao-e-normas/> and in Annex D of this notice.

## 6. ABOUT THE EVALUATION

- 6.1. The assessment for admission of candidates to the Master's Program is based on the following criteria:
- Provision of full documentation as described in Item 5 of this notice;
  - Candidate's academic record;
  - Candidate's CV (Curriculum Vitae);
  - Essay containing the following information: Title, Author, intended Line of Research, your motivation to work in the chosen line of research, and adherence of your academic and/or professional profile to the research themes developed in the intended line of research. The essay must be between 300 and 600 words.
  - Candidate's CC index greater than or equal to 0.35 (zero point thirty-five) and DO index equal to 1 (one). The CC/DO indices, as well as the essay evaluation criteria, are defined in Internal Resolution **02/PPGEEL/2022 ("Acceptance and Classification of New Masters")**, or updated version, available at <http://ppgeel.ufsc.br/legislacao-e-standards/> and in Annex D of this notice.
- 6.2. According to Internal Resolution **07/PPGEEL/2017 ("Acceptance of students previously terminated from the Program")**, available at <http://ppgeel.ufsc.br/legislacao-e-normas/>, students that left this Program with insufficient performance or without defending the master's thesis within the regulatory deadline, or the additional period authorized by the Delegated Board (when applicable), they cannot be accepted again by this Program, even if in a different Concentration Area, within a period of one (01) year following the termination.

## 7. APPLICATIONS FOR BROAD COMPETITION VACANCIES

- 7.1. Complete the application forms online via the websites in items 5.1.1 and 5.1.2.
- 7.2. The following documentation must be attached to the online application form via the website in item 5.1.2.
  - File in PDF format of the Postgraduate Registration Form generated by CAPG (according to item 5.1.1);
  - File in PDF format of the copy of the CPF (passport for foreigners);
  - File in PDF format of the undergraduate diploma. The diploma can be replaced by a declaration of completion of an undergraduate course issued by a competent institution, or a declaration issued by the coordination of the undergraduate course in which the candidate is a graduating student. In these cases, a photocopy of the diploma must be delivered to the secretariat at the beginning of the semester;
  - File in PDF format of the undergraduate transcript;
  - File in PDF format of the copy of the identity card;
  - A 3×4 photograph;
  - File in PDF format of the copy of the birth or marriage certificate;
  - File in PDF format of the Curriculum Vitae model Lattes/CNPq (attach documents supporting publications in PDF format, following the instructions in the online registration form);
  - File in PDF format of the Essay as described in item 6.1.
- 7.3. For foreigners, undergraduate diplomas must be authenticated by the Brazilian Embassy or Consulate in the country of origin, except in cases supported by specific diplomatic agreements.
- 7.4. The application must, **obligatorily, indicate the Line of Research in which the candidate intends to develop his master's degree.** The candidate may indicate a supervisor of interest, but such indication is not definitive and does not imply any commitment between supervisor and supervisee.
- 7.5. The following information must be duly documented: activities as a scientific or technological initiation scholarship holder; activities as a monitor in undergraduate courses; articles published in forums with a body of reviewers; Professional activities; subjects already taken at PPGEEL/UFSC; additional activities lasting at least one semester (e.g. study exchanges).

## 8. REGISTERING FOR AFFIRMATIVE ACTION VACANCIES

- 8.1. Complete and comply with all items in sections 5 to 7.
- 8.2. Candidates must, at the time of application, indicate, in the specific fields of the Application Forms, if they wish to compete for affirmative action vacancies, for only one of the two categories: "Black (Black and Brown) and Indigenous", or "People with Disability" (categories defined in Normative Resolution No. 145/2020/CUn). The respective documentation for each group

must be sent at the time of application along with other documents written in item 7.2 (in a specific field on the website in item 5.1.2). The specific documentation for each group is described below:

8.3. Vacancies aimed at black people (black and brown) and indigenous people:

**8.3.1. Vacancies for blacks (blacks and browns)**

8.3.1.1. A black or brown declarant must present a self-declaration that he or she is black or brown, according to the color/race requirement used by the Brazilian Institute of Geography and Statistics Foundation (IBGE) for opting for the option to reserve places for blacks (blacks and browns), Annex A of this Notice.

8.3.1.2. Validation of self-declaration as black or brown will be carried out by the Heteroidentification Committee, specifically set up for this purpose, appointed by the Secretariat for Affirmative Actions and Diversities (SAAD) or by the Units, with the following criteria: self-declared brown or black people must have phenotypic aspects that characterize them as belonging to the black racial group. According to the Federal Supreme Court, the constitutionality of the heteroidentification of self-declared black candidates was defined, in the rejection of Action for Non-compliance with Fundamental Precept No. 186, with the criterion being phenotype **and not ancestry**.

8.3.1.3. Validation will take place through videoconferencing systems with video recorded sessions. The recording may be used in a possible appeal against the rejection of the self-declaration, and must state that the self-declared applicant was the one who signed the self-declaration as a black person (black or brown). During validation, the candidate must present themselves in advance and cannot be wearing caps/hoods/caps or any item that hides their face. The candidate is not allowed to be accompanied by another person in this video conference.

8.3.1.4. Candidates who have already been approved by Black and Brown Validation Committees for undergraduate or postgraduate studies at the Federal University of Santa Catarina with the phenotypic criterion can have administrative validation of the phenotype of their declarations. The candidate must present the Self-Declaration in Annex A and proof of previous approval.

**8.3.2. Indigenous declarant**

8.3.2.1. The indigenous declarant must present a self-declaration that they are indigenous, which ethnic group they belong to, the name and municipality of the village and the state of the federation, in addition to the name, signature and telephone contact of a recognized indigenous leader, contained in Annex B of this Notice.

8.3.2.2. Candidates who have previously passed through the Indigenous Self-Declaration Validation Committee at the Federal University of Santa Catarina, and had validation granted, are exempt from presenting the

document in item 8.3.2.1 as long as they present proof of approval of the previous validation.

8.3.2.3. The validation of the Indigenous self-declaration will be carried out by the Indigenous Self-Declaration Validation Committee, specifically established for this purpose, appointed by the Secretariat for Affirmative Actions and Diversities (SAAD) or by the Units.

**8.3.3. Disabled declarant:**

8.3.3.1. In accordance with Law No. 13,146/15 (Statute of Persons with Disabilities), for the purposes of this notice, a person with a disability is considered to be one who has a long-term impairment of a physical, intellectual and/or sensory nature who, in interaction with one or more barriers, may obstruct their full and effective participation in society on equal terms with other people.

8.3.3.2. Individuals who only present aesthetic deformities and/or sensory deficiencies that do not constitute an impediment and/or restriction to their performance in the previous learning process will not be able to apply for vacancies reserved for people with disabilities.

8.3.3.3. Individuals with specific functional disorders (dyslexia, dyscalculia, dysgraphia, attention deficit hyperactivity disorder) will not be able to apply for vacancies reserved for people with disabilities;

8.3.3.4. Disability declarant must complete the self-declaration of person with disability, contained in Annex C of this Notice.

8.3.3.5. Disability declarant must also present a medical report, carried out within a maximum of twelve months prior to application in this admission process, which must be signed by a doctor specialized in the area of disability, containing, in the clinical description, the degree or level of disability, with express reference to the corresponding International Classification of Diseases – ICD code and description of the impact of the disability on functionality. It must also contain the legible name, stamp, signature and CRM (Regional Council of Medicine) number of the doctor who provided the certificate.

8.3.3.6. Candidates with Hearing Impairment (Deafness), in addition to the medical report, must present the following exams: audiometry (tonal and vocal) and immittance testing, carried out in the twelve months prior to application in this admission process, which must include the legible name, stamp, signature and class council number of the professional who carried out the exam.

8.3.3.7. Candidates with Visual Impairment, in addition to the medical report, must present an ophthalmological examination including visual acuity, carried out within a maximum of twelve months prior to application in this admission process, as well as the legible name, stamp, signature and CRM number of the professional who performed the exam.

8.3.3.8. The documentation of candidates classified for vacancies for people with disabilities will be analyzed by the Committee for Validation of Self-



Declaration of Persons with Disabilities designated by SAAD or by the Units. The committee may, if necessary, ask candidates to submit additional documentation or participate in an online interview.

8.3.3.9. Candidates who have previously passed through the Self-Declaration Validation Committee for People with Disabilities upon entry into undergraduate or postgraduate courses at the Federal University of Santa Catarina and had validation granted, may have administrative validation of their declarations. The candidate must present the self-declaration in Annex C and proof of approval of the previous validation.

8.4. Cases not included in the categories described above must be evaluated by the selection committee with technical assistance from SAAD, following the guidelines defined in Normative Resolution No. 145/2020/CUn.

8.5. Candidates opting for affirmative action will have three business days to file an appeal if any type of self-declaration is rejected.

## **9. ABOUT THE APPROVAL OF APPLICATIONS FOR AFFIRMATIVE ACTION VACANCIES**

9.1. Only applications that fully comply with the requirements of this notice will be approved.

9.2. Validation of the self-declarations of candidates for affirmative action vacancies will be carried out until the date of publication of the preliminary result of this Notice.

9.3. The result must be published on the website <https://ppgeel.posgrad.ufsc.br/> and candidates will be notified by email. They have three business days to request a review.

9.4. The committee must respond to any requests for evaluation review within the necessary deadline.

9.5. Validation of affirmative action registrations depends on qualified committees and the participation of SAAD, which may cause delays in the schedule.

## **10. CLASSIFICATION AND RESULT**

10.1. The selection and classification of candidates are responsibilities of the Student Selection Committee.

10.2. For classification purposes, two lists of candidates will be created in alphabetical order, one list with approved candidates and opting for an affirmative action vacancy and another with approved candidates and not opting for an affirmative action vacancy.

10.3. Candidates for affirmative action vacancies will compete simultaneously for general classification vacancies and, if they have a sufficient score, will enter through broad competition.

10.4. Candidates will be distributed according to the availability of vacancies specified in item 4.1 and distribution in item 4.2 and following the order:

10.4.1. The filling of vacancies will begin with candidates approved in the broad competition for vacancies allocated to this category.





- 10.4.2. Once the vacancies with broad competition are filled, the vacancies will be filled by approved candidates and those opting for affirmative action vacancies, excluding candidates in this category who were approved in the broad competition in item 10.4.1.
- 10.4.3. Affirmative action vacancies not filled by candidates in this category will be allocated to candidates in the general classification, following the classification order defined in item 10.4.1.
- 10.5. If a candidate opting for an approved affirmative action vacancy withdraws, the vacancy will be filled by the subsequently approved candidate of the same modality.
- 10.6. If a false statement is found, the candidate will be eliminated from the selection process. If approved, you will be subject to the cancellation of your registration at PPGEEL, after an administrative procedure, in which you will be assured of a fair hearing and full defense, without prejudice to other applicable sanctions.
- 10.7. Accepted candidates may be awarded scholarships from PPGEEL, if there is budget availability and in accordance with the scholarship distribution rules in force during the students' enrollment period. Accepted candidates who were not awarded scholarships during the registration period may apply for scholarships following the rules of the subsequent selection processes for Master's at PPGEEL or apply for scholarships financed by other institutions, when available.
- 10.8. The final classification will be subject to appeals to the Program's Delegate Board only in the event of incorrect form, up to 3 (three) business days after the publication of the Final Results.
- 10.9. The results of the selection process will be announced through the publication of a list of approved candidates on the website <https://ppgeel.posgrad.ufsc.br/> from the date indicated in item 1.2.

## **11. REGISTRATION**

- 11.1. Enrollment will be carried out according to the date and calendar published on the website <https://ppgeel.posgrad.ufsc.br/calendario-academico/>.

## **12. GENERAL PROVISIONS**

- 12.1. Conditional and/or extemporaneous application is prohibited.
- 12.2. Before applying, candidates must read the notice and ensure that they meet all the requirements.
- 12.3. When applying, the candidate declares that he or she is aware of the rules of the selection process.
- 12.4. The Selection Committee is sovereign regarding the evaluation and awarding of grades.
- 12.5. The appeals follow the UFSC Statute and General Regulations and the PPGEEL Regulations.



- 12.6. Omitted cases will be resolved by the Selection Committee, after consulting the Delegate Board of the Postgraduate Program in Electrical Engineering at this University.
- 12.7. No other forms of official communication will be used. Under no circumstances will the Secretariat provide information about the selection process over the phone. Requests for clarification should be sent by email to [secretaria@ppgeel.ufsc.br](mailto:secretaria@ppgeel.ufsc.br).

April 3<sup>rd</sup>, 2025.

Notice approved at a meeting of the Delegated Board on 04/16/2025

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Prof. Carlos Renato Rambo, Dr.Sc.

Coordinator of the Postgraduate Program in Electrical Engineering at UFSC  
ORDINANCE No. 172/2025/GR, OF JANUARY 27, 2025

## **ANNEX A – SELF-DECLARATION OF BLACK OR BROWN**

Having applied in Notice nº 06/PPGEEL/2023 for one of the vacancies allocated, in accordance with Law nº 12,711/2012, Presidential Decree nº 7824/2012 and Normative Ordinance nº 18/2012/MEC, and Normative Resolution 145/2020 /CUN, to ethnic-racial affirmative action policies:

1. ( ) I declare for the specific purpose of meeting the requirement included in the Selection Process, that I am black and have phenotypic aspects that characterize me as belonging to the black racial group.
2. ( ) I declare for the specific purpose of meeting the requirement included in the Selection Process, that I am brown and have phenotypic aspects that characterize me as belonging to the black racial group.
3. I further declare that I am aware that if this self-declaration is found to be false, I am subject to the penalties of the law, especially the consequences related to art. 9th of Ordinance 18/2012-MEC and the notice of this selection process.

Florianópolis, \_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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### **OPINION OF THE COMMITTEE FOR VALIDATION OF SELF-DECLARATION OF BLACK OR BROWN CANDIDATES**

The Commission, after evaluation, has the following opinion on the candidate:

- ( ) YES, it validates this self-declaration.
- ( ) NO, it DOES NOT validate this self-declaration and it DOES NOT qualify the candidate to continue the selection process through affirmative actions.

Florianópolis, \_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_.

Commission signature:



## ANNEX B – INDIGENOUS SELF-DECLARATION

1. I declare for the specific purpose of complying with the Postgraduate Selection Process of Notice No. 03/PPGEEL/2022, for vacancies reserved for indigenous people, in accordance with Normative Resolution 145/2020/CUn, that I belong to the indigenous ethnic group: \_\_\_\_\_ coming from village/indigenous land \_\_\_\_\_ located in (municipality/state) \_\_\_\_\_.

2. I further declare that I am aware that having detected the falsity of this self-declaration, I am subject to the penalties of the law.

Florianópolis, \_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_.

Name: \_\_\_\_\_

Candidate signature : \_\_\_\_\_

3. Name of leadership: \_\_\_\_\_

Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_

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### OPINION OF THE COMMITTEE FOR VALIDATION OF SELF-DECLARATION OF INDIGENOUS CANDIDATES

The Commission, after evaluation, has the following opinion on the candidate:

( ) YES , it validate this self-declaration.

( ) NO, it DOES NOT validate this self-declaration and it DOES NOT qualify the candidate to continue the selection process through affirmative actions.

Florianópolis, \_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_.

Signature of the Presidency of the Commission:

## **ANNEX C – SELF-DECLARATION OF A PERSON WITH DISABILITIES**

Having applied in Notice No. 03/PPGEEL/2022 for one of the vacancies allocated under item VIII of article 37 of the Federal Constitution and, similarly, §2 of article 5 of Law No. 8,112/1990;

1. ( ) I DECLARE for the specific purpose of meeting the requirement stated in the PPGEEL Selection Process Notice that I am a person with a disability.

2. ( ) I DECLARE that I am aware that having detected the falsity of this statement subjects me to the penalties of the law, especially the consequences related to Article 9 of Ordinance 18/2012-MEC and the Notice of this selection process.

Florianópolis, \_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

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### **OPINION OF THE COMMITTEE FOR VALIDATION OF SELF- DECLARATION OF PERSON WITH DISABILITIES**

The Self-Declaration Validation Committee for PERSON WITH DISABILITIES, after analyzing the documentation presented by the candidate, in relation to the provisions of the selection process notice:

( ) YES, it validate this self-declaration .

( ) NO, it DOES NOT validate this self-declaration and DOES NOT qualify the candidate to continue the selection process through affirmative actions.

Florianópolis, \_\_\_\_\_ of \_\_\_\_\_ of \_\_\_\_\_.

Commission signature: \_\_\_\_\_

## **ANNEX D**

### **Internal Resolution No. 02/PPGEEL/2022**

Resolution approved by the PPGEEL Delegate Board on May 25, 2022, replacing Resolution 07/PPGEEL/2021.

**Provides for the criteria for Admission, Selection and Classification of Candidates for the Academic Master's Degree and the criteria for Allocation of Scholarships for the Postgraduate Program in Electrical Engineering (PPGEEL) at the Federal University of Santa Catarina.**

#### **Title 1. General Provisions**

Art. 1st. The regular admission and selection process for the master's degree is carried out once each academic semester.

Article 2nd. Candidates who meet the requirements of the Regulations of the Postgraduate Program in Electrical Engineering at the Federal University of Santa Catarina will be able to participate in the admission and selection process.

Article 3th. Upon application, candidates will be able to request a scholarship from PPGEEL. Scholarships are distributed according to the criteria defined in this Resolution.

Art. 4th. The selection process for the master's degree is coordinated by the Student Selection Committee designated by the PPGEEL coordinator.

Art. 5th. In compliance with Resolutions No. 52/Cun/2015 and No. 145/CUn/2020, up to 28% of vacancies will be guaranteed for Affirmative Actions. Affirmative action vacancies not filled by candidates in this category will be allocated to candidates in the general classification.

Art. 6th. The scholarship allocation process is carried out by the Scholarship Committee, established in accordance with Resolution No. 40/CPG/2010, of November 11, 2010, following the classification of candidates carried out in accordance with current regulations and this Resolution.

Art. 7th. In compliance with Resolution No. 145/CUn/2020, up to 28% of scholarships will be guaranteed for Affirmative Actions. Affirmative action scholarships not filled by candidates in this category will be allocated to candidates in the general classification.

#### **Title 2. Application**

Art. 8th. Application for the master's degree follows the procedures described in a notice published every six months by PPGEEL/UFSC, in accordance with Normative Resolution No. 4/2021/CPG (which provides the standards and procedures for preparing notices for the selection of candidates for *stricto sensu* postgraduate programs at UFSC). The notice referred

to in this section will be available on the Program's website before the start of the application period.

Art. 9th. The selection notices must include: number of vacancies, deadlines, required documentation, evaluation method and selection criteria.

Art. 10th. Candidates for affirmative action vacancies must, when applying, indicate in the specific field of the Registration Forms that they wish to apply for these vacancies.

### **Title 3. Admission and Selection Criteria for the Master's Degree**

Art. 11th. The number of vacancies will be defined by the program coordinator according to the supervision capacity and limitations established by the standards of the funding agencies. Vacancies will be allocated for affirmative actions in accordance with Resolution No. 145/CUn/2020 or more recent.

Art. 12th. The registration period will be a minimum of 45 days.

Art. 13th. The candidate will present, at the time of registration, the following documents:

- Application forms duly completed in accordance with the Notice;
- Photocopy of CPF (passport for foreigners);
- Photocopy of the graduation diploma or declaration of course completion, and the photocopy of the diploma must be delivered to the secretariat upon first application;
- Scholar graduation transcripts;
- Photocopy of identity card;
- A 3x4 photograph;
- Photocopy of birth or marriage certificate;
- Curriculum Vitae of Plataforma Lattes;
- Essay containing the following information: Title, Author, intended Line of Research, your motivation to work in the chosen line of research, and adherence of your academic and professional profile to the research themes developed in the intended line of research. The essay must be between 300 and 600 words;
- Candidates for affirmative action vacancies must submit a self-declaration and other supporting documents upon application in accordance with the Notice;



- Applicants for a vacancy designated for affirmative actions must submit a self-declaration that they are eligible for it.

Art. 14th. For foreigners, diplomas must be authenticated by the Brazilian embassy in the country of origin, except in cases supported by specific diplomatic agreements.

Art. 15th. The admission and classification of candidates is based on information contained in the following documents:

- Candidate's academic record with proof of publications and extracurricular activities;
- Candidate's Curriculum Vitae in Lattes Format (CNPq);
- Essay.

Art. 16th. A numerical index is assigned to each item in Article 15. The values of these indices, together with a factor related to the number of permanent professors in the line of research chosen by the candidate, are used in the classification for scholarship distribution.

Art. 17th. The indices associated with each candidate's Academic Record (HE) and Curriculum Vitae (CV) are calculated based on academic performance, conclusion time of undergraduate course and quality index of the undergraduate course (QG).

Art. 18th. The Committee will assign the QG index value to the student from a foreign institution.

Art. 19th. HE and CV are calculated objectively and impersonally, as described below:

i. **HE**: is calculated by the following equation:

$$\mathbf{HE = CRG \bullet TPC \bullet QG}$$

where

**CRG** is the candidate's Performance Coefficient in the undergraduate course. This index is normalized.

**TPC** is an indicator of the time to conclude the undergraduate course, defined by the equation:

**TPC** =  $1 - 0.05 \bullet$  Number of additional semesters to the regular period to complete the course, for candidates who did not participate in official exchange programs during their undergraduate period.

or

**TPC** =  $1 - 0.05 \cdot (\text{Number of additional semesters} - \text{number of exchange semesters saturating at 3})$ , up to a maximum of 1.0; for candidates who participated in official exchange programs during their undergraduate period, upon proof.

**QG** is an index derived from the institutional evaluation obtained in ENADE or MEC-CC (with priority for ENADE), being defined according to the following table:

Assessment	ENADE A/5	ENADE B/4	ENADE C/3	ENADE D/2	ENADE E/1
	MEC/CC 5	MEC/CC 4	MEC/CC 3	MEC/CC 2	MEC/CC 1
HQ for Engineering courses	1.00	0.90	0.80	0.65	0.40
HQ for other courses	0.80	0.70	0.65	0.40	0.20

ii . **CV** : obtained according to the following equation:

$$\mathbf{CV} = (\mathbf{IC} + \mathbf{M} + \mathbf{AP} + \mathbf{PR} + \mathbf{DC}) / 5 + \mathbf{IE} , \text{ up to a maximum of } 1.0$$

where

**IC** is the value corresponding to the number of years in scientific initiation activity, with a value of 1.0 for each year in this activity, up to a maximum of 3.0.

**M** is the value corresponding to the number of semesters in the monitoring activity in undergraduate subjects, with a value of 0.2 for each semester in the activity, up to a maximum of 0.4.

**AP** is the value corresponding to the number of complete articles published in forums with technical revisors, with each article corresponding to 0.5, up to a maximum of 1.5.

**PR** is the value corresponding to the number of years in professional activity, with a value of 0.25 assigned each year, up to a maximum of 1.5.

**DC** is the value corresponding to subjects taken at PPGEEL/UFSC, with 0.125 being attributed for each credit in a subject approved with a grade greater than or equal to 7, or concepts A or B. The value of the DC index can be a maximum of 3.0.

**IE** is a bonus worth 0.1 awarded to the candidate who participated in institutional academic exchanges lasting at least one semester.

#### **Title 4. Classification of Candidates for the Master's Degree**

Art. 20th. Candidates not eliminated are classified according to the value of the **CC index** obtained by the weighted sum of the **CV**, **HE** and **DO indices**, defined as follows:

$$\text{CC} = 0.6 \cdot \text{HE} + 0.3 \cdot \text{CV} + 0.1 \cdot \text{DO}$$

where the **DO** index is computed by commission from the line of research intended by the candidate, considering the essay submitted by the candidate.

Article 21. The research line committee will be composed of the line's permanent professors.

Article 22. The DO index is binary, being equal to 1 or 0.

**Article 23. The DO index is defined based on: i) clarity of writing, ii) textual structure and spelling, iii) adherence of the candidate's academic and/or professional profile to the research themes developed in the intended line of research. An essay will only receive a DO equal to 1 if it is approved in the 3 items above by at least one professor on the evaluation committee of the intended line of research.**

Article 24. Candidates with a CC index less than 0.35 or a DO index equal to 0 will not be accepted into the Program.

Article 25. The CC index will be used to generate a List of Accepted Students. If there are disagreements regarding the absorption capacity of the research line, it will be up to the Delegate Board to resolve them.

#### **Title 5. Procedure for Allocation of Scholarships to the Master's Degree**

Article 26. The allocation of PPGEEL master's scholarships will be made according to two criteria: the merit of the candidate represented by the CC indicator, and the quota of scholarships allocated to affirmative action candidates in accordance with Resolution No. 145/CUn/2020.

Art. 27th. The scholarship allocation list will be drawn up every six months, after the selection of students entering the academic period.

Article 28. The number of scholarships available will be defined for each academic period in a specific notice, according to current budget availability.

Article 29. Accepted students who apply for a scholarship and scholarship candidates who are already in the Program will be listed on a Merit List, which will be ordered according to the CC index.

Article 30. Scholarships will be distributed to students respecting their classification on the Merit List.

Article 31. Students who receive remuneration from an employment or functional relationship, under the terms accepted by funding agencies, will only receive master's scholarships after all students requesting scholarships who do not have similar remuneration have been awarded.

#### **Title 6. Final Provisions**

Article 32. Candidate application implies acceptance of the rules and instructions for the selection process contained in the application notices, in the CNPq rules of CAPES, the Program, UFSC and in communications already issued or made public.

Article 33. Cases omitted from this Resolution will be dealt with by the Delegate Board.