

METHODIST UNIVERSITY OF SAO PAULO
PRO-RECTOR FOR GRADUATE STUDIES AND RESEARCH
ADMINISTRATIVE ACT N2 08/2014

The Dean of Graduate Studies and Research of the Methodist University of São Paulo, Professor Fabio Botelho Josgrilberg, PhD, in his exercise of his statutory and regulatory duties, and after having heard the Comity for Post-Graduate Studies, at its 46th Annual Meeting held on May 19, 2014,

DEFINES:

1st Article: A student enrolled in a foreign university, related or not to the Methodist University of São Paulo and interested in conducting an academic probation turn in one of the master or doctoral programs of this institution, may be received at any time, considering the availability of an academic supervisor among faculty and the approval of the board of the respective academic department.

2nd Article: To be received, the foreign student needs to have his or her application approved by the board of the respective academic department by submitting the following documents:

- Description, schedule and plan of activities of his research project approved by his or her responsible supervisor and member of faculty of a academic department of the Methodist University of Sao Paulo;
- Recommendation letter from home university along with, if available, the translation of the description of his credits already accumulated.

3rd Article: For the purpose of obtaining academic credits, the final report of activities must be approved by the board of the respective academic department for post-graduate studies.

4th Article: A foreign student visitor who spends in the institution less than one semester, will be received like a visiting researcher, and it will be provided to him or her a letter to apply for the equivalent visa.

5th Article: All foreign students have to present a valid international health insurance to be accepted at the Methodist University of Sao Paulo.

6th Article: This Administrative Act shall enter into force on the date of its signature.

São Bernardo do Campo, May 30, 2014.

Professor Fabio Botelho Josgrilberg, PhD
Dean of Graduate Studies and Research