

UNIVERSITY OF BRASILIA
INSTITUTE OF HUMAN SCIENCES
POSTGRADUATE PROGRAMME METAPHYSICS
CALL FOR APPLICATIONS N° 02/2017

SELECTION FOR FOREIGN APPLICANTS WITH PERMANENT RESIDENCE
OUTSIDE BRAZIL TO VACANCIES IN THE POSTGRADUATE PROGRAMME IN
METAPHYSICS FOR ACADEMIC MASTER'S DEGREE PROGRAM STARTING IN 2017.1

1. PREAMBLE

1.1. The Head of the Postgraduate Programme in Metaphysics [PPGμ], in exercise of the powers vested in him by law, opens this call for applications and establishes the rules for the selective process to fill vacancies designated for foreign applicants with permanent residence outside Brazil for Master's in the Postgraduate Programme in Metaphysics, according the requirements of this Programme and of the Resolution n° 0217/2016 of the Lecturing, Research and Extension Council of the University of Brasilia.

1.2. A foreigner with permanent residence outside Brazil is a non-Brazilian citizen who resides permanently outside Brazil or who, being in Brazil, has not obtained a permanent visa, under the terms of Art. 4th of the Federal Law n. 6.815, of August 19, 1980.

1.3. This call for applications was approved *ad referendum* by the PPGμ Collegiate and by the Chamber of Research and Postgraduate Studies of the University of Brasilia.

1.4. Information on the Programme may be accessed on the website of the Selection Process, as mentioned on item 3.1, or in the Secretariat of the Postgraduate Programme in Metaphysics of the University of Brasilia, located at the Campus Universitário Darcy Ribeiro, Asa Norte, Brasília – DF, Brazil.

1.5. The PPGμ does not charge fees for its Master Degree Programme.

2. NUMBER OF OFFERED VACANCIES

2.1. Number of offered vacancies

2.1.1. Master's Degree: 2 (two).

2.2. Those interested in applying may select one of two lines of research: i) Origins of Western Thought; ii) Contemporary Ontologies.

3. APPLICATION AND SELECTION

3.1. Applications to the Master's Degree Programme of the PPGμ, starting in 2017, must be submitted between **07/11/2017 and 21/11/2017** (11:59PM, Brasilia time). The submission must be sent to this email: ppgm@unb.br.

3.2. The PPGμ assumes no liability for online submissions which are not submitted due to technical issues as well as any other cause that might prevent the transmission of data.

3.3. The submissions of documents (see 3.10) will only be made electronically, i.e., by email

3.4. All necessary documents for the application must be scanned in PDF format

3.5. Certified copies of the original documents have been presented to the Secretariat of the PPGµ by successful applicant on the due date, when they will be forwarded to the Academic Registration Office of the University of Brasilia (SAA/UnB).

3.6. When presented with the original documents, their copies can be certified by the Secretariat of the PPGµ.

3.7. If the applicant does not confirm one's interest in being admitted to the Graduate Programme or does not present the documents for the academic registration, the next successful candidate, albeit not classified previously, can be called for this purpose, as mentioned on item 6.5.

3.9. Applicants in process of finishing their Undergraduate Degree may apply for the Master's Degree Programme. Applicants in this situation have finish their course before the start of the term of the desired postgraduate programme according to the Academic Calendar approved by the Lecturing, Research and Extension Council, according to the rules on the items 3.6 to 3.8 of this Call.

3.10. Upon submission, applicants must electronically submit, as indicated on item 3.1, the following documents:

3.10.1. Copy of an ID document or Copy of the Passport;

3.10.2. Copy of a Bachelor's Degree Diploma, or a written statement by a higher education institution that the applicant is likely to have their Bachelor degree at the end of the first term of 2017.

3.10.3. Undergraduate transcript of records.

3.10.4. Research project, according rules established on item 4.1.1;

3.10.5. Optional: up to two published scientific papers. If the paper was published in a language other than Portuguese, English or Spanish, a simplified abstract in one of these languages needs to be presented along with the paper;

3.10.6. CV in Portuguese, English or Spanish;

3.10.7. A letter from the applicant, written in Portuguese, English or Spanish (up to 3 pages maximum) with considerations about the applicant's professional and academic career, expectations regarding the participation in the Master's Degree Programme and time availability;

3.10.8. 2 (two) academic recommendation letters, which must be submitted by the Referees themselves to the email ppgm@unb.br.

3.10.9. Proficiency Certificate in a foreign language, according to the rules established on the Appendix III.

3.10.9.1. Applicants originally from countries in which the official language is Portuguese or Spanish must present a proficiency certificate in English, French, Italian, or German, according to the rules established on the Appendix III.

3.10.9.2. Applicants originally from countries in which the official language is neither Portuguese nor Spanish have proficiency certificate in Portuguese or Spanish, according to the rules established on Appendix V.

3.10.9.3. In exceptional cases, the Selective Process Committee may approve an application from a person who has not obtained a proficiency certificate in a foreign language or has obtained one with a grade inferior to what is required provided that they present: a) written justification for not obtaining a proficiency certificate or obtaining one with a grade inferior to the minimum requirement; b) if there is proof of language knowledge by other means (proficiency certificates other than those listed on the Appendix V, a written statement signed by a university permanent academic lecturer or professor declaring the applicant's knowledge of the language, and others alike); c) for applicants in the cases provided for on item 3.3.10.2, a written statement that the applicant will be committed to starting an intensive Portuguese course as soon as the academic activities start.

3.10.10. A written statement by the applicant declaring that they have the time available to spend on the research and possess financial means to maintain themselves during the programme, where it is not possible to obtain a scholarship or other regular funding means (Appendix II).

3.11. Only applications received in their entirety during the time frame established on item 3.1 will be approved by the Selection Process Committee.

3.12. Applicants who present the required documentation are held responsible for the veracity of all information given.

3.13. Admission of the selected applicants in the programme will be undertaken by the Academic Registration Office of the University of Brasilia (SAA) officers. At the registration, the following documents must be presented: Notarized copies of the Bachelor's Degree Diploma; Undergraduate Transcript of Records; copies of ID card and Passport.

3.14. The same person can not be registered in more than one Postgraduate Programme (*strictu sensu*) at the University of Brasilia.

3.15. Applicants who are still concluding an Undergraduate course, if selected, have to present a diploma or a conclusion certificate at the Academic Registration Office of the University of Brasilia (SAA).

4. SELECTION PROCESS STAGES

4.1. The selection process will be composed of the following stages:

4.1.1. **Assessment of the Research Project:** the Dissertation Project must allow the Selective Process Committee to evaluate the applicant's ability to choose and define a relevant theme/problem in the proposed area, as well as propose a theoretical and methodological approach which fits their research objectives and hypothesis and, at the same time, reveals adherence to the existing supervising ability of the Faculty in the Programme and, therefore, to the lines of research developed in it. The title of the project and proposed line of research must

be indicated on the cover. The Projects must observe the limit of 8.000 words at most with Times New Roman font, 12 size, 1,5 line spacing, margins: left 3 cm, right 2 cm, top 2,5 cm and bottom 2,5 cm. The projects must be stapled and not bound. The following methodological and scientific elements must be contained in the project: importance, problem formulation and hypothesis delimitation, objectives, theoretical grounds, a strategy for the approach, a plan for research development, and a basic bibliography. The Research Project must be written in Portuguese, English or Spanish. The assessment criteria are explained on item 5 of this call.

4.1.2. Assessment of the Academic Profile: The Academic Profile will be assessed by the examination of the following documents: a) CV (item 3.10.6); b) transcripts of records (item 3.10.3); c) academic production (item 3.10.5); d) letter from the applicant (item 3.10.7); e) recommendation letters (item 3.10.8). The criteria for the assessment of the academic profile are shown on item 5 of this call.

5. ASSESSMENT

5.1. In each of the stage applicants will receive a grade from zero (0) to ten (10) points.

5.1.1. Assessment of the Research Project: the assessment of the research project is both eliminatory and classificatory. The minimum grade for approval is 7 (seven). The assessment will be made by the Selective Process Committee which will analyse the following aspects of the presented research project: a) presentation structure; b) contextualization and relevance of the problem; c) use of up-to-date and relevant bibliography; d) coherence between the components of the project; e) contents and feasibility of the proposal considering the line of research of the Postgraduate Programme; f) adherence to the rules established on 4.1.1 regarding maximum number of pages of the project.

Assessment of the Academic Profile: the assessment of the academic profile is eliminatory and classificatory. The minimum grade for approval is 7 (seven). The aspects to be examined are: a) CV (applicant's scientific production through publications, participation in congresses and seminars with presentation of papers; participation in scientific research activities; supervision of students preparing academic papers; professional experience); b) transcripts of records; c) academic production, according to item 3.10.5 (quality of the theme, quality of the publication, correspondence to the presented research project); d) letter of the **applicant (considerations about the applicant's professional and academic career, as well as expectations regarding the participation in the Master's Programme in Metaphysics at the University of Brasilia).**

6. FINAL RESULT

6.1. The final grade for each candidate will be obtained by the arithmetic calculation of the grades obtained in the Assessment of the Research Project and in the Assessment of the Academic Profile.

6.2. Only applicants who obtain a final grade above 7 will be approved.

6.3. The classification of the applicants will be given by their final grades in descending order.

6.4. The Committee will select the applicants who, according to their classification, fill the offered places.

6.5. If any selected applicants withdraw from the selection, other approved candidates may be called to fill the remaining positions according to the classification order.

6.6. If there are equal final grades the tie will be broken according to the following criteria, in order: a) the highest grade obtained in the assessment of the research project; b) the highest in the assessment of the academic profile; c) the age of the applicant.

7. SELECTION PROCESS SCHEDULE

7.1. The dates for applications and their acceptance, for the stages of the process, as well as the publishing of results are listed below:

DATE	STAGE	TIME
From 07/11/2017 to 21/11/2017	Application Period	From 0:00 to 11:59pm [Brasilia time]
28/11/2017 (estimated date)	Publication of the approved applications	Until 10:00pm [Brasilia time]
28/11/2017 (estimated date)	Publication of the results of the Assessment of the Research Project and Academic Profile	Until 10:00pm [Brasilia time]
30/11/2017 (estimated date)	Publication of the final result of the selective process	Until 10:00pm [Brasilia time]
05/12/2017	Confirmation of the participation by the selected	Until 10:00pm [Brasilia time]

7.2. Publishing of the results according the item 7.1 will be posted at the place mentioned on item 1.4 and on the website of the Graduate Programme, as indicated on item 3.1.

8. RECONSIDERATION AND APPEAL REQUESTS

8.1. Requests for reconsideration and appeals (the latter only on procedural flaws) will be accepted if delivered within 2 (two) workdays from the publishing of the results. They must be filed by filling in the electronic form available at the website of the Selection Process, as indicated on item 3.1. The applicant must present the reasoning of their reconsideration or appeal request in a document to be attached to the standard form.

8.2. Requests for appeal on grounds of procedural flaws against the final result must be presented to the Collegiate of the Programme, to the Office of the Dean of Research as well as the Postgraduate Studies up to 10 (ten) workdays from the publishing of the Final Results, as

established in the Regimento Geral da Universidade de Brasília (General Bylaws of the University of Brasília), Art. 61.

8.3. Requests for appeal to be presented by the candidate or their attorney-in-fact at the Office of the Dean of Research and Postgraduate Studies at the address: Prédio da Reitoria da UnB, sala B2-39, Campus Universitário Darcy Ribeiro, Brasília, DF. They will be analysed by the Chamber of Research and Graduate Studies

9. FINAL CONSIDERATIONS

9.1. Applicants will be automatically disqualified and excluded from the selective process if they:

9.1.1. Do not present all the required documents in the mentioned conditions within the established timeframe according to this Call;

9.1.2. Provide false information or present false documents in any stage of the selection process;

9.1.3. Do not confirm their participation in the Programme on the date established in this call when selected.

9.2. Unstipulated cases will be dealt with by the Selection Process Committee, by the Collegiate of the Postgraduate Programme and by the Office of the Dean of Research and Postgraduate Studies according to the rules of the Programme and the Resolution CEPE 091/2004, inside their respective scopes of action.

9.3. Interim results, as well as other general communication that may be required will be posted at the Secretariat of the Programme at the address shown on item 1.4 and on the website of the Postgraduate Programme, as indicated on item 3.1.

9.5. When the applicant delivers their application to the selective process they acknowledge and accept the rules established in this Call and the rules of the Graduate Programme they are applying to.

9.7. The English version of this Call is for information purposes only. Should any questions arise, only the Portuguese version of this Call will have legal validity.

Brasília, October 01, 2017

Professor Gabriele Cornelli
Head of the Graduate Programme in Metaphysics
University of Brasilia

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APPENDIX I

COMMITMENT STATEMENT FOR ADMISSION IN THE GRADUATE PROGRAMME IN
METAPHYSICS/UnB

I hereby commit to dedicate myself to the Programme and to the fulfillment of the tasks related to the Postgraduate education, according to the established on the Call for Applications n. 02/2017 in its general information. I too declare that I will have means to financially support myself during the programme where it is not possible to obtain a scholarship or another regular funding means.

_____, the _____ of _____, 20____
(City) (Day) (Month) (Year)

(Signature)

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APPENDIX II

English	One of the following English certificates must be presented: TOEFL certificate, with a minimum of 60 (sixty) points on Internet Based Test or 490 (four hundred ninety) points on Paper Based Test; Cambridge Certificate, with minimum approval on level FCE (First Certificate of English Test); IELTS, with minimum of 5.5 points; Michigan ECCE (Examination for the Certificate of Competency in English) or superior, such as Michigan ECPE.
French	One of the following French Certificates must be presented DELF, with a minimum level of B1; TEF (Test d'Évaluation de Français), Independent or Medium level; DFP (Diplôme de Français Professionnel), B1 level; TCF, B1 level (grade 3/6) or superior, such as DALF, DAEFLE and NANCY.
Italian	One of the following Italian Certificates must be presented: Certificato di Conoscenza della Lingua Italiana (CELI), minimum level CELI 2 – B1; or Certificato di Italiano come Lingua Straniera, minimum level CILS UNO – B1.
German	One of the following German Certificates must be presented: TestDAF (Test Deutsch als Fremdsprache – TDN3); Goethe Zertifikat, B1 – Zertifikat Deutsch (ZD); or superior, such as DSH (Deutsche Sprachprüfung für den Hochschulzugang); Goethe Zertifikat B2; Goethe Zertifikat C1; Goethe Zertifikat C2 (and correspondent ZOP; KDS and GDS).
Portuguese	One of the following Portuguese Certificates must be presented: The certificate issued by the Ministério da Educação/Secretaria de Educação Superior – MEC/SESU (CELPE-Bras), intermediate level, or Certificado Internacional de Português Língua Estrangeira (PLE) provided by the Centro de Avaliação de Português Língua Estrangeira da Universidade de Lisboa (CAPLE). In this case, the minimum required is approval on the diploma DEPLE (B1 level of the European languages reference framework).
Spanish	The Diploma de Español como Lengua Extranjera (DELE) must be presented, with the minimum Umbral level (B1 of the European languages reference framework), issued by the Instituto Cervantes on behalf of the Ministerio de Educación, Cultura y Deporte de España