



# PONTIFÍCIA UNIVERSIDADE CATÓLICA DO RIO DE JANEIRO (PUC-Rio)

General information	
Academic centers	<ul style="list-style-type: none"> <li>• <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/centers_courses.html">http://www.puc-rio.br/ensinopesq/ccci/incoming/centers_courses.html</a></li> <li>• <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/">http://www.puc-rio.br/ensinopesq/ccci/incoming/</a></li> </ul>
Videos about the university and student's life	<ul style="list-style-type: none"> <li>• PUC-Rio's virtual visit: <a href="https://cceed.puc-rio.br/360">https://cceed.puc-rio.br/360</a></li> <li>• <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/testimonials.html">http://www.puc-rio.br/ensinopesq/ccci/incoming/testimonials.html</a></li> <li>• <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/living_rio.html">http://www.puc-rio.br/ensinopesq/ccci/incoming/living_rio.html</a></li> </ul>
Central Coordination for International Cooperation (CCCI)	
Address	Rua Marquês de São Vicente, 225 Ed. Pe. Leonel Franca, 8º andar 22451-900 – Rio de Janeiro RJ – Brasil Tel: (55 21) 3527-1577
Website	<ul style="list-style-type: none"> <li>• Incoming students: <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/">http://www.puc-rio.br/ensinopesq/ccci/incoming/</a></li> <li>• PUC-Rio students: <a href="https://www.puc-rio.br/ensinopesq/ccci/index.html">https://www.puc-rio.br/ensinopesq/ccci/index.html</a></li> </ul>
Social medias	<b>Incoming students</b> @pucrio4all <a href="http://www.facebook.com/puc4all">www.facebook.com/puc4all</a>
	<b>PUC-Rio students</b> @puc_rio_intercambio <a href="http://www.facebook.com/pucriointercambio">www.facebook.com/pucriointercambio</a>
Associate Vice-President for Academic Affairs	Dr. Angela Paiva: <a href="mailto:directorccci@puc-rio.br">directorccci@puc-rio.br</a>
Deputy Associate Vice-President for Academic Affairs	Dr. Ricardo Alencar: <a href="mailto:vicedirector@puc-rio.br">vicedirector@puc-rio.br</a>
Senior Advisor for Incoming Mobility	Ms. Linda Cristina Sousa: <a href="mailto:incoming@puc-rio.br">incoming@puc-rio.br</a>
Senior Advisor for PUC-Rio students	Mr. Daniel Castro: <a href="mailto:mobility@puc-rio.br">mobility@puc-rio.br</a>
Partnership Supervisor	Ms. Christine Duarte: <a href="mailto:partnership@puc-rio.br">partnership@puc-rio.br</a>
Office Manager	Ms. Carla Rodrigues: <a href="mailto:manager@puc-rio.br">manager@puc-rio.br</a>
Visiting PUC-Rio	In case you want to schedule a visit to our university, please, contact the Incoming Coordination: <a href="mailto:incoming2@puc-rio.br">incoming2@puc-rio.br</a>
Visiting Professors, Staff Mobility and Erasmus + Program	CCCI offers a special program to support visiting professors and staff mobility at our university. Please, contact the Incoming Coordination: <a href="mailto:incoming2@puc-rio.br">incoming2@puc-rio.br</a>
Student Exchange Program	
Application Process	Students wishing to apply for the academic exchange program (semester/year), the Pre-term Intensive Portuguese program and wishing to use the homestay program must fill in an online form available at <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/forms-hp_students.html">http://www.puc-rio.br/ensinopesq/ccci/incoming/forms-hp_students.html</a>
Application Deadlines	<b>October 15<sup>th</sup>, 2023</b> (exchange period of March to July, 2024) <b>May 15<sup>th</sup>, 2024</b> (exchange period of August to December, 2024)
Application Deadlines for Pre-term Portuguese Intensive Course	<b>October 15<sup>th</sup>, 2023</b> (January/February 2024 session) <b>May 15<sup>th</sup>, 2024</b> (July 2024 session)
Nomination Guide	<a href="http://www.puc-rio.br/ensinopesq/ccci/download/PUCRio_procedures.pdf">http://www.puc-rio.br/ensinopesq/ccci/download/PUCRio_procedures.pdf</a>

<p><b>Nomination Process</b></p>	<p>The partner university must send a confirmation e-mail to <b>Ms. Linda Cristina Sousa</b> (<a href="mailto:incoming@puc-rio.br">incoming@puc-rio.br</a>)</p> <p><b>Required documents:</b></p> <ul style="list-style-type: none"> <li>• 1 photo (3 x 4 cm size)</li> <li>• Official transcript</li> <li>• Nomination letter</li> <li>• Passport, Personal statement</li> <li>• <b>Proof of Student's International health insurance</b></li> <li>• Proof of <b>COVID</b> vaccination</li> <li>• Proof of payment of the administrative cost.</li> </ul> <p>Please refer to <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/fees_tuition.html">http://www.puc-rio.br/ensinopesq/ccci/incoming/fees_tuition.html</a> for more information about tuition, fees and wire transfer details.</p> <p><b>VISA: A student visa is required. The visa must be obtained BEFORE entering Brazil. The tourist visa cannot be changed into a student visa once in the country.</b></p>																																				
<p><b>Academic Year 2024</b></p>	<p><b>First Semester:</b> 4 months (from February/March to June/mid July)  <b>Second Semester:</b> 4 months (from August to November/mid December)</p> <p><b>Academic vacation periods:</b>  <b>-Summer:</b> approximately 3 months (from December to February/March)  <b>-Winter:</b> approximately 1 month (from mid-July to mid-August)</p> <table border="1"> <tr> <td colspan="2"><b>Pre-term Intensive Portuguese Course (summer)</b></td> </tr> <tr> <td>Arrival</td> <td>January 11th</td> </tr> <tr> <td>Orientation Day:</td> <td>January 12th</td> </tr> <tr> <td>Classes begin/end:</td> <td>January 15th to February 07th</td> </tr> <tr> <td colspan="2"><b>Regular term (first academic semester)</b></td> </tr> <tr> <td><b>Arrival</b></td> <td><b>February 28th</b></td> </tr> <tr> <td>Orientation Day:</td> <td>February 29th</td> </tr> <tr> <td>Classes begin/end:</td> <td>March 4th to July 5th</td> </tr> <tr> <td colspan="2"><b>Pre-term Intensive Portuguese Course (winter)</b></td> </tr> <tr> <td><b>Arrival</b></td> <td><b>July 8th</b></td> </tr> <tr> <td>Orientation Day:</td> <td>July 9th</td> </tr> <tr> <td>Classes begin/end:</td> <td>July 10<sup>th</sup> to August 2<sup>nd</sup></td> </tr> <tr> <td colspan="2"><b>Brazilian Seminars</b></td> </tr> <tr> <td>Classes begin/end:</td> <td>July 08<sup>th</sup> to July 26<sup>th</sup></td> </tr> <tr> <td colspan="2"><b>Regular term (second academic semester)</b></td> </tr> <tr> <td>Arrival</td> <td>August 8th</td> </tr> <tr> <td>Orientation Day:</td> <td>August 9th</td> </tr> <tr> <td>Classes begin/end:</td> <td>August 13th to December 14th</td> </tr> </table> <p><b>Exams:</b> Are scheduled along the semester. There are usually 2 exams per semester in each course (G1 and G2). Examination periods are not fixed. More exams, papers, tests may be scheduled by each teacher.</p>	<b>Pre-term Intensive Portuguese Course (summer)</b>		Arrival	January 11th	Orientation Day:	January 12th	Classes begin/end:	January 15th to February 07th	<b>Regular term (first academic semester)</b>		<b>Arrival</b>	<b>February 28th</b>	Orientation Day:	February 29th	Classes begin/end:	March 4th to July 5th	<b>Pre-term Intensive Portuguese Course (winter)</b>		<b>Arrival</b>	<b>July 8th</b>	Orientation Day:	July 9th	Classes begin/end:	July 10 <sup>th</sup> to August 2 <sup>nd</sup>	<b>Brazilian Seminars</b>		Classes begin/end:	July 08 <sup>th</sup> to July 26 <sup>th</sup>	<b>Regular term (second academic semester)</b>		Arrival	August 8th	Orientation Day:	August 9th	Classes begin/end:	August 13th to December 14th
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<p><b>Administrative Cost</b></p>	<p>All incoming exchange students must pay the administrative cost to PUC-Rio. <a href="https://www.puc-rio.br/ensinopesq/ccci/incoming/fees_tuition.html">https://www.puc-rio.br/ensinopesq/ccci/incoming/fees_tuition.html</a></p>																																				

<b>Accommodation</b>	PUC-Rio does not provide dorms facilities on campus but offers an enriched opportunity for students to experience the Brazilian way of life by offering to international students the possibility of a Brazilian homestay accommodation program. <a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/housing.html">http://www.puc-rio.br/ensinopesq/ccci/incoming/housing.html</a>
<b>Cost of living:</b>	<a href="https://www.numbeo.com/cost-of-living/in/Rio-De-Janeiro">https://www.numbeo.com/cost-of-living/in/Rio-De-Janeiro</a>
<b>Language Requirements</b>	<p>Although students are not required a specific level of proficiency in Portuguese language, all exchange students must take a placement test in order to confirm his/her knowledge of Portuguese on the first day of classes.</p> <p>All exchange students are required to take the Portuguese course during regular academic term even if they apply to classes taught in English.</p> <p>Students also have the opportunity to take an Intensive Portuguese as a Second Language course before the regular semester begins, although this course is not mandatory.</p>
<b>Pre-Term Portuguese as a Second Language Intensive Course</b>	<p>Pre-Term Portuguese as a Second Language Intensive Course, held before the regular semester, will not be included in the student's transcript even if he/she enrolls in the regular semester. Instead, students who take the Pre-Term Portuguese as a Second Language Intensive Course will receive a certificate of completion indicating the course date, student's grade and level of Portuguese taken.</p> <p>The Portuguese language courses are offered at five different levels: from very basic to the advanced levels.</p> <p>Each student will take a placement test to confirm his/her exact knowledge of Portuguese. This course aims to develop the student's written and oral skills in Portuguese, preparing international students to attend regular courses at the university during the subsequent academic terms.</p> <p><a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/portuguese">http://www.puc-rio.br/ensinopesq/ccci/incoming/portuguese</a>.</p>
<b>Courses in English</b>	<p>The courses taught in English have an undergraduate content in different areas.</p> <p><b>These courses are subject to academic planning.</b></p> <p>Along with the courses in English, international students must attend Portuguese as a Second Language class during their academic semester, as well as any other courses in Portuguese recommended by the coordinator.</p> <p>No English level is required to attend the courses taught in English. Although an intermediate level (B1) or upper proficiency is recommendable.</p> <p><a href="http://www.puc-rio.br/ensinopesq/ccci/incoming/study_english_puc.html">http://www.puc-rio.br/ensinopesq/ccci/incoming/study_english_puc.html</a></p>
<b>Information about Courses</b>	<p>Classes and relevant course information are listed on the "<i>Horário das Disciplinas</i>" at <a href="http://www.puc-rio.br/microhorario/">http://www.puc-rio.br/microhorario/</a>.</p> <p>It is also possible to request the class syllabus by sending a message directly to the Department.</p> <p>The email address for contacting each academic department can be found at <a href="http://www.puc-rio.br/sobrepucc/depto/">http://www.puc-rio.br/sobrepucc/depto/</a></p>
<b>Required Student's workload per semester (PUC-Rio credits)</b>	Exchange students must take a minimum of 2 classes (8 credits) and a maximum of 5 classes (24 credits) including the <b>mandatory</b> Portuguese as a second language course for who is not proficient in Portuguese.
<b>Grading System</b>	<b>Grades range</b> from minimum 0 (zero) to maximum 10 (ten). 5 (five) is the minimum passing grade for undergraduate students and 6 (six) for graduate students.

<b>Credits System</b>	<b>1 credit</b> = 1 class hour/week of lecture class or 2 hours laboratory class/week or 3 hours of exercise class/week, considered standard term of 15 weeks.
<b>Support for Disabilities</b>	<p>We assist students with special needs through our work closely with the Center for People with Disabilities – NAIPD. <a href="http://www.puc-rio.br/sobrepucc/admin/vrac/rae/">http://www.puc-rio.br/sobrepucc/admin/vrac/rae/</a></p> <p>The NAIPD works directly with the CVI (Central of Independent Life).</p> <p>In case of students with learning disabilities, we have to contact their professor to inform their necessity. We can also help the students that need some extra time to take test, or exams or different kind of computer program etc.</p> <p>We cannot provide a Note Taker, but we can help the student to find a volunteer colleague to help him/her in this matter.</p>
<b>Internship</b>	Exchange students are able to do internship in Rio de Janeiro. However, they need to be studying at PUC-Rio and we strongly recommend them to inform CCCI as well as CCESP (Internship Coordination Office) concerning this matter. Please contact the Incoming Coordination: <a href="mailto:incoming@puc-rio.br">incoming@puc-rio.br</a>
<b>Volunteer Work</b>	Community projects/services organized by PUC-Rio. <a href="http://www.puc-rio.br/sobrepucc/admin/vrc/respuc/index.html">http://www.puc-rio.br/sobrepucc/admin/vrc/respuc/index.html</a>