



FACULDADE DE ENGENHARIA MECÂNICA
PROGRAMA DE PÓS-GRADUAÇÃO EM ENGENHARIA MECÂNICA
Rua Mendeleiyev, 200 – Cidade Universitária
CEP: 13083-860 – Campinas-SP
<https://www.fem.unicamp.br/index.php/pt-br/cpg-em>
(19) 35213245 – 35213407 – 35213217 – cpg@fem.unicamp.br



REGULAR STUDENT SELECTION FOR THE GRADUATE PROGRAM IN MECHANICAL ENGINEERING - MASTER AND DOCTORATE COURSES

2ND SEMESTER OF 2024

PREREQUISITES

Candidates who have completed their undergraduate degree are eligible as regular students in the Master's Degree in Mechanical Engineering.

Candidates who have completed an undergraduate degree and a Master's degree are eligible as regular students in the Doctoral Course in Mechanical Engineering.

VACANCIES AND CONCENTRATION AREAS

The Postgraduate course in Mechanical Engineering offers 50 places, including master's and doctoral courses, in its four areas of concentration:

- Materials and Manufacturing Processes;
- Solid Mechanics and Mechanical Design;
- Thermal and Fluids;
- Mechatronics.

This number may be lower or higher, depending on the demand for qualified candidates and the availability of teachers during the period.

ENROLLMENT

Candidates must carefully read all the information in this notice, as incorrect procedures may make their registration unfeasible.

Registration is online through the FEM System. The link will be published on the Program page.

Candidates must register in one of the four (4) PPG concentration areas.



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In addition to the required documentation, the candidate must declare, in the "objective" field, the reasons for their interest in Postgraduate Studies in Mechanical Engineering and the chosen area of concentration/line of research.

DOCUMENTS FOR REGISTRATION

The documents are:

- Academic Management System Registration Form - SIGA/DAC (For all candidates);
- Graduate Diploma or Certificate of Completion of Undergraduate Course (for all candidates). Candidates without a degree must attach, during the registration period, the Certificate of Completion or a Declaration of Possible Graduate with Expected Completion Date, issued by the College or Higher Education Institution, with the date of probable completion;
- Master's Degree or Declaration with Expected Date for Defense of the Master's Thesis (only for doctorate candidates);
- Complete Undergraduate Academic Transcript (For all candidates);
- Master's Academic Transcript (only for PhD candidates);
- CV (preferably CV from the Lattes-CNPq platform);
- Letter of Recommendation (optional): from undergraduate professors to the Master's candidate and from Master's professors to the Doctorate candidate. There is no standard model.

Documents must be attached in PDF format to the FEM System within the registration period.

The registration of a candidate who does not attach documentation within the registration period will be rejected.

SELECTION AND CLASSIFICATION

The selection process consists of the following steps:

Classifying test: It will be used to classify candidates for the allocation of PPG quota scholarships and will not be eliminatory.



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The test will consist of multiple-choice questions in the format adopted by the GRE (Graduate Record Examination) and last one hour. It aims to assess candidates' quantitative reasoning by verifying their basic mathematical skills, understanding of mathematical concepts, ability to reason quantitatively, and ability to model and solve problems with quantitative methods.

The test can be taken at FEM-Unicamp or remotely using Internet resources.

Candidates who choose to take the test remotely must ensure they have an Internet connection that allows them to do so without interruption. A simulated test will be offered to candidates to test the system, as no supplementary test will be offered to those who had problems with the connection. Specific instructions will be sent via email to registered candidates.

At the end of this stage, candidates will be emailed with their qualifying test grades and classification.

Pre-selection of candidates: The Program's faculty will conduct the preliminary evaluation of candidates. The evaluation, which will be divided by area of concentration, will consider the curriculum, academic record, and objectives declared by the candidates in their applications.

Only candidates who stand out regarding the items mentioned in the previous paragraph will be invited to the interview stage, which the Program's teaching staff will conduct. The remaining candidates will be disqualified from the selection process.

Calling qualified candidates for interview: Qualified candidates for interview(s) will be called by email.

Interview with a professor of the Postgraduate Program: Interviews can be carried out on FEM's premises or remotely, and candidates must contact the supervising professor(s) who selected them to combine the form (in person or remotely) and the tool to be used to enable its remote implementation, if applicable.



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Disclosure of Result: Candidates who are approved in the interview stage by one or more professors will be considered accepted into the Postgraduate course and will be informed by email.

Deadline for Appealing the Result of the Selection Process: Candidates who may not be approved may appeal the result until July 3, 2024, at 5:30 pm. To do so, they must send an email to cpg@fem.unicamp.br. If there is an appeal, the judgment and announcement of the result will take place on July 4, 2024.

Confirmation of interest: Candidates who are approved in the Interview by a professor of the Postgraduate Program **must confirm their interest in the course through the FEM online system.** Candidates whom more than one faculty advisor has approved must select the chosen advisor when confirming their interest.

REGISTRATION AND START OF THE SCHOOL PERIOD

Enrollment: After passing the selection process, the candidate must enroll in the SIGA/DAC system. Instructions will be sent by email.

Enrollment in Postgraduate courses: Master's and doctoral students must enroll in the courses to be offered in the second semester of 2024. Specific instructions for this will be sent by email. Advising professors can be consulted regarding the choice of subjects to be taken by their advisees.

Supplementary registration: According to the calendar below, there will be an additional period for registration in the courses and subjects.

Start of the academic period: Activities for the second semester of 2024 will begin on August 1, 2024.



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REGISTRATION CALENDAR FOR THE 2ND SEMESTER OF 2024

Applicant Registration DAC/SIGA System and FEM System	April 15th to May 13th, 2024
Qualifying test	May 17, 2024 at 2:00 pm
Potential Supervisor Pre-Selection	May 20th to June 03th, 2024
Interviews Call E-mail	June 5th, 2024 from 02:00 pm
Interviews	June 13th and 14th, 2024
E-mail with Publication of the Selection Process Result	July 1st, 2024 from 02:00 pm
Deadline for Appealing the Result of the Selection Process	From the announcement of the result until 5:30 pm on July 3rd, 2024
Judgment of Appeals and Disclosure of results	July 4th, 2024
Confirmation of Supervision by Candidate	July 5th to 8th, 2024
Enrollment (carried out by secretary)	July 15th, 2024
Enrollment in disciplines (Enrollment instructions will be sent by e-mail)	July 15th to 17th, 2024
Supplementary Enrollment	August 1st, 2024



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Enrollment in Disciplines for students entering in supplementary process	August 4th to 7th, 2024
Start of Classes	August 1st, 2024

Note: Candidates who do not complete any of the phases described above will be disqualified from the selection process.

SCHOLARSHIP

The Postgraduate Program has master's and doctoral scholarships. However, the candidate's approval does not guarantee a scholarship from the Program, depending on the quota made available by funding agencies and student demand.

The available scholarships will be distributed depending on the candidates' classification in the qualifying test.

Scholarships cannot be awarded to master's or doctoral students who have been selected by professors of the Program who already have four postgraduate scholarships from the Program's quota, by collaborating professors, or by professors who are outside the FEM's active staff.

Scholarships funded by specific research projects or requested from other funding agencies, such as FAPESP, may be granted. **These cases must be handled directly between the postgraduate student and their advisor.**

FOREIGN STUDENTS

Foreign candidates must provide the documents below to complete enrollment:

- Passport: identification page and visa stamp for entry into Brazil;
- Undergraduate Diploma (for Master's students) and Undergraduate and Master's Degree (for Doctorate students): apostilled (authenticated by the Brazilian embassy);
- Translation of the Diploma(s) into Portuguese by a Sworn Translator;



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- CRNM (National Migration Registration Card): generally obtained after the student has entered Brazil. The scheduling protocol at the Federal Police will be accepted;
- CPF (Individual Person Registration): obtained when the student enters Brazil.

This selection process notice is only valid for admission in the 2nd semester 2024.

WEF, April 12th, 2024

CONTACT

State University of Campinas - UNICAMP

Faculty of Mechanical Engineering - FEM

Postgraduate Committee - CPG

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