



UNIVERSITY OF CAMPINAS
SCHOOL OF MECHANICAL ENGINEERING
Rua Mendeleiyev, 200 – Cidade Universitária
CEP: 13083-860 – Campinas-SP
<https://www.fem.unicamp.br/index.php/pt-br/cpg-em>
+55 (19) 35213245 – 35213407 – 35213217 – cpg@fem.unicamp.br



NOTICE OF SELECTION OF REGULAR STUDENTS FOR THE GRADUATE PROGRAM IN MECHANICAL ENGINEERING - MASTER'S AND DOCTORATE COURSES

1st SEMESTER OF 2025

The Coordination of the Graduate Program in Mechanical Engineering, by its Regulation, announces the opening of the Selection Process for the Master's and Doctorate Courses for admission in the first semester of 2025. The Graduate Committee approved this Selection Notice on September 30, 2024.

I – PREREQUISITES

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

Candidates who have completed their undergraduate and Master's degrees are eligible as regular Mechanical Engineering Doctorate students.

II – VACANCIES AND AREAS OF CONCENTRATION

The Graduate Program in Mechanical Engineering offers 50 vacancies, including master's and doctorate courses, in its four areas of concentration:

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

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

III – APPLICATIONS

Candidates must carefully read all the information contained in this announcement, as failure to follow correct procedures may invalidate the application.

The application must be submitted online through the FEM System.

The link will be published on the Program's website.

Candidates must apply to one of the four (4) areas of concentration of the Program.



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In addition to the required documentation, the candidate must state, in the "objective" field, the reasons for his/her interest in the Graduate Program in Mechanical Engineering and the chosen area of concentration/line of research.

IV – DOCUMENTS FOR APPLICATION

Required documentation:

- Mandatory application form from the Academic Directorate (DAC): the candidate must access the website below, fill out the form, save it in PDF format and attach it to the FEM System:
https://sistemas.dac.unicamp.br/siga/ingresso/candidato/efetuar_login_candidato.xhtml?code=1497038006922
- Undergraduate Diploma or Certificate of Completion of Undergraduate Course (for all candidates). Candidates without an undergraduate degree must attach, during the application 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 probable completion date;
- Master's Degree Diploma or Declaration with Expected Date for Defense of the Master's Dissertation (only for doctoral candidates);
- Complete Academic Transcript of the Undergraduate Degree (For all candidates);
- Academic Transcript of the Master's Degree (only for doctoral candidates);
- Curriculum Vitae (preferably a curriculum vitae from the Lattes-CNPq platform);
- Letter of Recommendation (optional): from undergraduate professors to the Master's candidate and from Master's professors to the Doctoral candidate. There is no standard model.
- Self-declaration in accordance with Annex I for candidates opting for scholarships reserved for black, brown, or indigenous people (PPI).

Documents must be attached in PDF format to the FEM System, without fail, within the application period.

Only candidates who attach the documentation within the application period will be considered.

V – SELECTION AND CLASSIFICATION

The selection process consists of the following steps:



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Classification test: This will be used to classify candidates for the allocation of scholarships from the PPG quota and will not have eliminatory nature.

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 using quantitative methods.

There will be 20 questions with three different levels of difficulty: 5 difficult questions, 10 medium questions, and 5 easy questions. The number of correct answers on the difficult questions will be the first tiebreaker criterion; the number of correct answers on the average questions will be the second tiebreaker criterion. If the tie persists, the Scholarship Committee will break the tie based on the candidate's resume.

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

Candidates who choose to take the test remotely must ensure an Internet connection that guarantees the test can be taken without interruption. A mock test will be offered to candidates to test the system, as a supplementary test will not be offered to those with connection problems. Specific instructions will be sent by email to registered candidates.

At the end of this stage, candidates will be emailed their qualifying test score and ranking.

Pre-selection of candidates: The Program's professors 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 in the items mentioned in the previous paragraph will be called for the interview stage, which the Program's professors will conduct. The remaining candidates will be disqualified from the selection process.

Calling of qualified candidates for interview: Candidates who qualify for interview(s) will be called by email.

Interview with a professor of the Graduate Program: Interviews may be held at FEM or remotely. Candidates should contact the faculty advisor(s) who selected them to discuss the method (in person or remotely) and the tool to be used to facilitate the remote interview, if applicable.

Announcement of Results: Candidates who are approved in the interview stage by one or more professors will be accepted into the Graduate Program and informed by email.



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Deadline for Filing an Appeal to the Result of the Selection Process: Candidates who are not approved may file an appeal until December 18, 2024, at 5:30 p.m. To do so, they must send an email to cpg@fem.unicamp.br. In the event of an appeal, the results will be judged and announced on December 19, 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.

VI – ENROLLMENT AND START OF THE SCHOOL TERM

Enrollment: After being approved in 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 first semester of 2025. Specific instructions for this will be sent by email. Faculty advisors can be consulted about the choice of courses to be taken by their advisees. Supplementary enrollment: According to the calendar below, there will be an additional period for enrollment in the course and subjects. Start of the academic term: The activities of the first semester of 2025 will begin on February 24, 2025.

VII – CALENDAR

Applicant Registration DAC/SIGA System and FEM System	October 7th to 29th, 2024
Qualifying test	November 4th, 2024 at 2:00 pm
Potential Supervisor Pre-Selection	November 5th to 18th, 2024
Interviews Call E-mail	November 19th, 2024 from 02:00 pm
Interviews	November 29th and 29th, 2024



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E-mail with Publication of the Selection Process Result	December 16th, 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 December 18th, 2024
Judgment of Appeals and Disclosure of results	December 19th, 2024
Confirmation of Supervision by Candidate	December 20th, 2024 to January 6th, 2025
Enrollment (carried out by secretary)	February 3rd, 2025
Enrollment in disciplines (Enrollment instructions will be sent by e-mail)	February 3rd to 7th, 2025
Supplementary Enrollment	February 24th, 2025
Enrollment in Disciplines for students entering in supplementary process	March 9th to 12th, 2025
Start of Classes	February 24th, 2025

Note: Candidates who fail to complete any of the phases described above will be disqualified from the selection process.

VIII – AFFIRMATIVE ACTION POLICIES

The Mechanical Engineering Graduate Program, in compliance with Resolution CONSU-A-017/2023 of 01/08/2023, establishes, based on affirmative action policies, that a fraction of the Graduate scholarships from the Program's CAPES quota will be allocated to students who self-identify as black, mixed race or indigenous (PPIs) when registering for this selection process. As described in Item IX of this Notice, the available scholarships will be distributed based on the candidates' classification in the qualifying test.



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IX – SCHOLARSHIPS

The Graduate Program offers master's and doctoral scholarships. However, the candidate's approval does not guarantee him/her a scholarship from the Program, which will depend on the quota made available by the funding agencies and the students' demand.

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

The order in which the scholarships are awarded, and the waiting list for them will be defined as follows:

- 1st scholarship available – awarded to the 1st place of those approved by broad competition;
 - 2nd scholarship – awarded to the first place of those approved who self-declared as PPIs;
 - 3rd scholarship – awarded to the 2nd place of those approved by broad competition;
 - 4th scholarship – awarded to the 3rd place of those approved by broad competition;
 - 5th scholarship – awarded to the 4th place of those approved by broad competition;
 - 6th scholarship – awarded to the second place of those approved who self-declared as PPIs;
- Thus, on until the scholarships are exhausted.

Master's or doctoral students who have been selected by Program's professors who already have four postgraduate scholarship holders from the Program's quota, by collaborating professors members, or by professors who are not active members of FEM will not have priority for scholarships.

Scholarships financed by specific research projects or requested from other funding agencies, such as FAPESP, may be granted. These cases must be discussed directly between the postgraduate student and his/her advisor.

X – FOREIGN STUDENTS

Foreign candidates approved in the selection process must provide the following documents to complete their enrollment:

- Passport: identification page and visa stamp for entry into Brazil;
- Undergraduate Diploma (for Master's students) and Undergraduate and Master's Degree (for Doctoral students): consularized/apostilled (authenticated by the Brazilian embassy or through the Apostille Convention for use in member countries);
- 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 appointment protocol at the Federal Police will be accepted;
- CPF (Individual Taxpayer Registry): obtained when the student enters Brazil.



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ANNEX I – ETHNIC-RACIAL SELF-DECLARATION FORM

I, the undersigned, _____, Passport nº _____, DECLARE MYSELF _____ (black, mixed race, indigenous), for the specific purpose of complying with Item VIII of the Selection Notice for regular students for the Graduate Program in Mechanical Engineering – 1st semester of 2025, of the School of Mechanical Engineering of UNICAMP, which establishes the Affirmative Action Policies. I also declare that I am aware that if this declaration is proven to be false, the classification will be rendered ineffective, which will imply cancellation of the option for scholarship reservations, in addition to which I will be subject to the penalties provided for in the Brazilian Penal Code, in its article 299, which deals with the crime of ideological falsehood.

_____ (place), _____ of _____, 2024.

Signature of the candidate