

School of Nursing of the University of São Paulo

Equivalence of Titles

(extracted from the Graduate Statute)

Article 100 – The Curricular Chamber (CaC) can accept as equivalent to those awarded by USP the degrees of Master's and Doctorate obtained abroad and the Title of Habilitation obtained in institutions other than USP, in the following cases:

I – when the interested person is an USP professor or researcher or intends to be admitted to it;

II – when the interested person is a Doctorate student and requests equivalence to his/her Master's degree with the purpose of credit score;

III – when the interested person is applying for a contest for Habilitation within USP and requests equivalence to his/her Doctorate degree;

IV – when the interested person is applying for Full Professor within USP and requests equivalence to his/her Doctorate degree and/or Habilitation Lecturer.

Sole Paragraph – the equivalence of degrees is exclusively valid within USP.

Article 101 – Master's and Doctorate degrees obtained in Brazil, and which are valid countrywide, are independent of equivalence analysis;

§1st – The analysis of the correspondent documentation will be conducted by the Graduate Committee (CPG) of the Unit which the interested person will apply for;

§2nd - The Graduate Committee (CPG) will check documents and log them in the Graduate system.

Article 102 – Master's and Doctorate degrees obtained in Brazil without countrywide validity are not accepted at USP.

Article 103 – Master's and Doctorate degrees obtained abroad can be accepted as equivalent to Master's and Doctorate degrees by USP if they have been obtained from renowned institutions and considered, by analysis of merit, compatible to those from USP;

Article 104 – Degrees obtained outside USP by professors or investigators connected to it can only be accepted for equivalence analysis to degrees awarded by USP upon previous authorization granted by the Faculty Senate, Deliberative Council or equivalent organ of the Unit which the professor belongs to, having heard the interested Department, when pertinent, and the Graduate Committee of the same Unit.

Sole Paragraph – the authorization referred to in the caput of this article does not assure beforehand acceptance of equivalence, which shall be requested posterior to degree awarding, the necessary formalities being complied with.

Article 105 – The title of Habilitation obtained outside USP may be accepted by CaC as an equivalent to the Lecturer at USP, provided that it had been obtained by means of submission to tests equivalent to those given at USP, in renowned institutions.

§1st – The interested person shall bear a Doctorate degree awarded by USP, accepted by it or valid countrywide.

§2nd – It will be up to the CaC of the Graduate Committee (CoPGr) to carry out the analysis and give opinion about the title of Habilitation obtained outside USP, based on merit opinion by Faculty Senate, Deliberative Council, or equivalent organ.

§3rd – The equivalence process will be started upon the applicant's requirement addressed to the Dean of the pertinent Unit, together with the following documents:

I – proof of Doctorate degree bearer;

II – curriculum or memorial that contemplates the following aspects:

a – main career steps;

b – teaching activities, including advisory for trainees and graduate students (Master's and Doctorates), graduated under his/her advisory;

c – scientific, artistic, or technological production;

d – extension activities in the shape of service rendering to community;

e – participation in committees, advisories, consultancies, in and out of the country;

f - coordination and participation in research projects supported by fomenting agencies; and

g – experience in international cooperation.

III – copy of the thesis or corresponding systematization text;

IV – minute or document equivalent to the contest achievement;

V – offprints or copies of the most relevant publications.

Article 106 – Upon examining the Master's and Doctorate degrees obtained from foreign High-Education Institutions, CaC, with purpose of equivalence, will assess, based on detailed opinions, the whole documentation, taking into consideration the institution qualification, the merit of the academic activities, and dissertation or thesis defended.

§1st – Concerning a Doctorate degree obtained from institutions that demonstrably do not require presentation and defense of dissertation, the set of documented academic activities shall be assessed regarding merit, in detailed opinions.

§2nd – Concerning a Doctorate degree obtained from institutions that demonstrably do not require subject credits and formal academic activities, the decision will depend upon the analysis of merit of the thesis, which will be object of detailed opinions.

§3rd – Upon examination of what is referred to in the caput of this article, will be heard, as applicable, the CPG, Faculty Senate, Deliberative Council, or equivalent organ.

§4th – Should the Doctorate degree not be in a position to be accepted as equivalent to the corresponding title by USP, CaC may accept it as equivalent to the Master's by this University.

Recognition of the Graduate Diploma

Protocol of documents will be attended to on Mondays, Wednesdays, and Fridays, from 10am to 3 pm, at: Avenida Maria Coelho Aguiar, 215 – Jardim São Luís (CENESP) /BLOCO E – 8^o ANDAR, (<http://www.centroempresarial.com.br/pt-br/como-chegar>) (*how to get there*)

Documents necessary to protocol the recognition request for Graduate, Master's, and Doctorate diplomas, strict-sense:

1. Requirement addressed to the Rector, requesting recognition, according to model: (*link*);
2. Original diploma or certificate bearing the visa of the Brazilian Consulate based in the country where it was issued;
3. Original School Record or document corresponding to the degree with the visa of the Brazilian Consulate based in the country where it was issued;
4. Concerning Diplomas obtained from Courses taken in Institutions that do not require subject formal credits, the interested person shall instruct the process with data referring to his/her origin institution, length and characteristics of the course, officially provided by the Institution itself with the exemption of the Consular Visa;
5. Original diploma related to the Undergraduate Course or proven document of completion of course. If the course was taken abroad, a visa by the Brazilian Consulate based in the country where it was issued will be necessary;
6. Original valid identity document for Brazilians or RNE (*National Register of Foreigners*) or Protocol issued by Federal Police, for foreigners;
7. A bound-copy of the thesis, dissertation, or equivalent work;
8. Original Marriage Certificate, when the applicant had his/her name changed due to marriage after the diploma had been issued;
9. Fee to be paid upon handing in the documents, from 10am to 3 pm, of R\$1.530,00 (one thousand, five hundred and thirty reais), and R\$90,00 (ninety reais) for register upon approval.

The documentation should be handed in by the applicant or by his/her legal representative at São Paulo Entrepreneurial Center, by means of notarized power of attorney. Should the applicant reside abroad, notarization shall be conducted at the Brazilian Consulate of the respective country. **Telephone:** (11) 3091/3516 / 3372 / **E-mail:** revalida@usp.br

Notes:

1. The documents referred to in items 2-6 shall be handed in together with their photocopies exempt from notarization, upon presentation of the originals;
2. Along the process, and should it be necessary, the Graduate Committee (CoPGr) may request of the applicant the respective translation to settle doubts or controversies that may prevent the proper instruction and subsequent decision.
3. Should the recognition be approved by the University, register should be effected only upon presentation of the original diploma with the visa of the Brazilian Consulate in the country where it was issued;
4. France and Argentina have accords with Brazil exempting consular visas from school documents;
5. When there is more than one Unit giving the course of which the applicant requires recognition, it will exclusively be up to the Graduate Provost to decide which Unit the process will be sent to;
6. In case of refusal, the CopGr decision may be appealed, which shall be handed within 10 days at the most, as from the date of acknowledgment of the decision to appeal, complying with Art. 254 and 257-A of the General Statute of USP;
7. The Graduate Statute of the University of São Paulo, Resolution #6.542/2013, Art. 107 to 111, establishes the criteria and procedures for recognition of titles;
8. According to Law #9.394/96 (*Law of National Education Guidelines and Basis*). Art. 48, §3rd, Master's and Doctorate diplomas issued by foreign universities can only be recognized by universities that offer Graduate Courses recognized and assessed within the same knowledge area and in equivalent or superior level. Please, check the Graduate Programs of USP evaluated by CAPES. Should USP not offer the course, please, go to CAPES site (Caminho (**Path**): Mais acessados (**Most viewed**) > Cursos recomendados (**Recommended Courses**) > Por Região/Instituição (**Per Region/Institution**) to spot a University that offers it;
9. The price to be paid for recognition requirement is fixed by Decree GR #4.077/08;
10. Law #9.394/96 – (LDB), did not discipline the Broad-Sense Graduate revalidation, and there is not any regulation drawn up by the National Education Council (CNE) concerning the subject;

11. Should the requirement be refused in all instances through the University, it may be appealed to the High-Education Chamber of CNE. (Please, see §3rd of Art. 4th of Resolution CNE/CES #1/2001).