

## **NOTICE FOR SELECTIVE ADMISSION PROCESS IN THE GRADUATE PROGRAM IN PHYSICAL GEOGRAPHY - 2018**

**Faculdade de Filosofia, Letras e Ciências Humanas da Universidade de São Paulo**

The registration period runs from 5<sup>th</sup> to 9<sup>th</sup> of March, 2018. The Graduate Program in Physical Geography offers opportunities to Master and Doctorate courses.

### **STAGE 1**

#### **Application**

During March 5 to 9th applications will be open for the Master and Doctorate courses in the Graduate Program in Physical Geography (PPGF). Selected candidates will enroll in July 2018.

About application:

To be eligible for admission applicants must hold, or expect to hold before enrollment, a bachelor's degree for the Master and a Master degree for the Doctorate course, regardless of their formation field.

Applicants who hold a Master degree diploma from PPGF and will to continue their studies in the Doctorate level must be submitted to a new selection process, following regulatory requirements.

Applications must comply with the schedule described in this public Notice and must be made exclusively online at [http://forms.fflch.usp.br/application\\_PPGF](http://forms.fflch.usp.br/application_PPGF). Only forms received until 23h59 of 9th of March 2018 (Brasília local time) will be considered, without any possibility of exceptions.

Entries will only be accepted from candidates who have forwarded the required complete documentation. Applicants with partial documentation will be automatically disqualified from the selection process.

To be considered registered applicant must:

1. Fill in the form available at [http://forms.fflch.usp.br/application\\_PPGF](http://forms.fflch.usp.br/application_PPGF);
2. Attach required scanned documents in the format JPG or PDF (list of required documents follows below);
3. Pay R\$80,00 fee (eighty Reais; about 24 US\$).

Required documents:

- 1. Application form** at [http://forms.fflch.usp.br/application\\_PPGF](http://forms.fflch.usp.br/application_PPGF)
- 2. Copy of the undergraduate degree diploma (front and back).** Students whose diplomas have not yet been issued should submit an official document indicating the date of conclusion and degree accomplished. Students who are still attending undergraduate school should submit an official letter indicating that they are potentially eligible to graduate.
- 3. Official transcripts from the undergraduate institution.**
- 4. Résumé following the Brazilian Funding Agency model - Curriculum Lattes** ([https://wwws.cnpq.br/cvlattesweb/pkg\\_cv\\_estr.inicio#](https://wwws.cnpq.br/cvlattesweb/pkg_cv_estr.inicio#)).
- 5. Passport identification page or *Registro Nacional de Estrangeiros (RNE)*.** Passport identification page will be accepted only for the purpose of the selection process. Selected candidates will be enrolled only with RNE protocol, which can be issued by the Federal Police.
- 6. The graduate studies provided by the University of São Paulo are non-tuitional.** The application process, however, includes a R\$80 (approx. twenty four US Dollars) fee, which admitted international students can pay upon arrival.
- 7. Master degree diploma (Doctoral program applicants only).** Applicants whose graduate diplomas were obtained in countries other than Brazil, should additionally submit a recognition or equivalence of the diploma. You must attach an order entry protocol required at least six months before application (<http://pos.fflch.usp.br/node/13261>).
- 8. Proof of residence** for applicants who lives out of Brazil and intend to undergo both interview and written tests at a distance.
- 9. Preliminary Research Plan** (in Portuguese or English). The preliminary research plan must be formatted with a maximum of 15 pages excluding the cover page, paper size A4, double-spaced, font size 12, margins 2.5 cm. It should include 1) Introduction and justification, with literature background, 2) Objectives, 3) hypothesis (only for doctorate and direct doctorate); 4) methodological procedures; 5) data analysis; 6) bibliographical references; 7) Time schedule; 8) preliminary budget (acquisition of goods or consumables, per days for field work, commuting expenses) when it applies. The presentation of the budget will not imply the guarantee of approval of resources for the development of the research. The cover page must include title of the research plan, the line of research submitted to, and the intended advisor.
- 10.** Applicants must indicate the intended advisor among the Faculty members of the Program according to the research line of interest (<http://sites.usp.br/posgf/en/professores/>). This indication is not binding and it does not constitute a pre-condition of admission. Selected applicants may be allocated to other advisor in the same research area.

The list of applicants with accepted registrations will be published online until **March 16th, 2018**.

## **STAGE 2**

### **About the Selection Process**

The Program Coordinating Committee (CCP) will indicate commissions to evaluate each stage of the selection process. These Commissions will be responsible for:

- the preparation and correction of proficiency in English written test and specific knowledge written test;
- the evaluation of résumés of applicants and required documents;
- reading and interview about preliminary plans.

Selection exams for **Master** and **Doctorate** will comprise three stages:

- a. Proof of proficiency in English (written test) for non-native English speakers,
- b. Specific knowledge written test,
- c. Evaluation of Lattes résumé and preliminary research plan and interview.

**Observation: foreign applicants who do not live in Brazil may request, in the form of registration (document 1), testing and interview at a distance. For this purpose, they must prove residence (document 10). CCP will try to find the best way to make viable exams at a distance. If this is not possible the Commission will communicate the applicant that he/she must make the exams at USP, in São Paulo, Brazil. Requesting testing and interview at a distance does not generate a right.**

#### **First phase:**

Exam of proficiency in English (written), **eliminary**, applied to Brazilian and non-native English speakers applicants. Applicants will have two hours to complete this exam which text will be related to the intended research line. It will not be allowed to rely on any kind of source. Applicants will be identified by a random number, generated by the Faculty with the purpose of blind correction. Only applicants with a score of **7.0 (seven)** or above in this item may continue to participate in the selection process.

Applicants for **Master** should prove ability of reading and understanding academic texts written in English. The test will consist in a translation of a text written in English into Portuguese.

Applicants to **Doctorate** course should demonstrate ability in writing an abstract of 200 to 250 words in English based on an academic text in Portuguese.

Brazilian applicants and non-native English speakers applicants to Master and Doctorate may prove proficiency in English attaching an official certificate of the following exams: *Test of English as a Foreign Language* - TOEFL (*Computer-based Test* - score 213; *Paper-based Test* - score 550; *Internet-based Test* - score 80) or *International English Language Test* - IELTS (general score 6,5 and writing score 6,0), or *The Cambridge Exams - First Certificate in English* - FCE (Grade C or score 60 or Proficiency), with validity of 2 (two) years from the date of issue.

Applicants who have already been approved in this exam in previous Selection Process in this Program for the same course level in the last 2 (two) years may be exempted from the proficiency in English.

Applicants whose mother tongues are neither Portuguese nor English must make the test of proficiency in both languages or to prove proficiency as the prescribed manner.

Foreign applicants who have Portuguese as mother tongue will make only the proficiency in English or should prove proficiency as the prescribed manner.

Applicants who have English as mother tongue will make only proficiency in Portuguese. Proficiency in Portuguese must be proven in a maximum period of 365 days from the enrollment in the course in one of the following ways:

- a. Presentation of the *Certificado de Proficiência em Língua Portuguesa para Estrangeiros* (CELPE -BRAS), intermediate level, provided by the *Secretaria de Educação Superior, Ministério da Educação do Brasil*.
- b. *Exame de proficiência em Português*, applied by the *Centro Interdepartamental de Línguas da FFLCH/USP*, minimum score of **7 (seven)**.

### **Second phase:**

Written test of specific knowledge, **eliminary**. Applicants will have two hours to complete this exam which text will be related to the intended research line. It will not be allowed to rely on consult any kind of source. Applicants will be identified by a random number, generated by the Faculty with the purpose of blind correction. Questions will be formulated in Portuguese and English, being allowed to answer in one of these languages. The test will be based on the following bibliographical references (when possible references were chosen to have available translation of the same content):

Linha 1 - Informação Geográfica, Tratamento, Representação e Análise:

LONGLEY, P.; GOODCHILD, M.; MAGUIRE, D.; RHIND, D. **Geographical information systems and science**. 2nd ed. Chichester, England : John Wiley & Sons, 2007. 517p./LONGLEY, P.; GOODCHILD, M.; MAGUIRE, D.; RHIND, D. **Sistemas e ciência da informação geográfica**. 3 ed. Porto Alegre: Bookman, 2013.

JENSEN, J.R. **Remote sensing of the environmental earth resource perspective**. Upper Saddle River, N.J. Prentice Hall. 2000/JENSEN, J.R. **Sensoriamento Remoto do Ambiente: uma Perspectiva em Recursos Terrestres**. São José dos Campos: Parêntese Editora, 2009. 598p.

Linha 2 - Estudos Interdisciplinares em Pedologia e Geomorfologia:

GUERRA, A.J.T. & CUNHA, S.B. **Geomorfologia: uma atualização de bases e conceitos (orgs)**. Rio de Janeiro: Bertrand - Brasil.

BRADY, N.C.; WEIL, R.R. **The Nature and Properties of Soils**, 13th Edition Upper Saddle River, NJ, 1999. 960 p./BRADY, N.C.; WEIL, R.R. **Elementos da Natureza e Propriedades dos Solos**. Bookman Companhia Editora Ltda, 2015.

SUMMERFIELD, M.A. *Global Geomorphology*, John Wiley & Sons, 1991. 537p.

Linha 3 - Estudos Teóricos e Aplicados em Climatologia:

BARRY, R.G., CHORLEY, R.J. **Atmosfera, tempo e clima**. 2013. Ed. Routledge./BARRY, R.G., CHORLEY, R.J. **Atmosphere, Weather and Climate**. 7th Edition. London: Routledge, 1998. 409p.

VAREJÃO-SILVA, M. A. Meteorologia e Climatologia. INMET: Brasília, 2000. 515p.  
Linha 4 - Paisagem e Planejamento Ambiental:

CAMP, William G., HEATH-CAMP, Betty. Managing Our Natural Resources. Nova Iorque: DelmarCengage Learning, 2009.

GOLDENBERG, J.; VILLANUEVA, L.D. Energia, Meio Ambiente e Desenvolvimento. São Paulo: Edusp, 2003.

### **Third phase:**

**Evaluation of Lattes résumé and Official Transcript from the undergraduate institution** of applicants to **Master, Doctorate and Direct Doctorate** and interview about the preliminary research plan, **eliminary**. The Committee of the Selection Process will evaluate applicants' résumés, with scores attributed according to previous school performance, academic activities and conducted research. Résumé evaluation should demonstrate applicant's potential to meet the requirements established by the Program.

Evaluation of applicant's résumé will consider: a) grades in the classes taken; b) participation in research; c) professional experience or internships related to teaching or applied knowledge; d) presentation of works in Congress, with publication in the Proceedings; e) publication in scientific means (books and/or peer review journals).

Evaluation of research plan for all levels will take into account its pertinence to the guidelines of the research lines, its adequacy to the schedule and, finally, to its scientific and social relevance.

During the interview about the preliminary research plan, the applicant should demonstrate a mastery of the theoretic-methodological knowledge presented in the research plan, as well as their potential for achieving the desired level.

Only applicants with a score of **7.0(seven)** or above in this item may continue to participate in the selection process. For purpose of classification, final grade will be computed by the average of the grades obtained in the three phases, respecting the number of vacancies offered by the Program.

### **VACANCIES**

The filling of the vacancies offered by the Graduate Program in Physical Geography will depend on the approval of the candidates in the terms established by this Notice. Grade 7 (seven), however, is not guarantee to join the Program, since the number of approved may be greater than the number of available vacancies disclosed in this Notice. In this case, the available positions will be filled by the approved candidates, respecting the classification. Allocation of advisory will depend on the number of individual professor positions.

Results for each phase, as well as the final result, will be published online at <http://sites.usp.br/posgf>.

### **ABOUT TESTING AND INTERVIEW AT DISTANCE**

Applicants who live abroad may require testing and interview at a distance in the form of registration, upon proof of address of residence.

Requirements of testing and interview at a distance will be approved along with the registrations.

Testing and interview at distance must be taken in an educational institution (college or university) by internet (by connection as Skype, in desktop with video and microphone) with the presence of a Professor who will apply the test and will guarantee that the applicant will not rely on a third party, printed material, smart phones, notebooks, desktop computers, social media or any other electronic device. Testing at a distance will follow the same schedule as the in person tests.

The responsible professor should verify the identification document before the beginning of the test. Test must be printed and answered by hand and signed. As soon as the test is finished, the responsible professor must scan and send the file by electronic mail to coordpgf@usp.br.

It will be the applicant's responsibility to find a professor in a local educational institution willing to administer assessments and follow the interview for University of São Paulo, according to the schedule in this Notice.

Indication of the professor responsible by administering the assessments and institution must be made in the form of registration until March 10th, 2017.

CCP will contact the responsible professor through the e-mail provided in the form.

Applicant and responsible professor must be connected 15 minutes before the beginning of the assessments, following the schedule (Brasília time zone).

During the two-hour-assessment applicant will be allowed to go to the toilet if escorted by a hall monitor.

CCP will not be responsible by any type of intercurrent that could make the online application impossible such as power outage, technical problems, communication interruption, line congestion, as well as other factors that might cause delay or interruption, even momentarily, to the online transmission. Any interruption in the transmission or technical problem will result in disqualification.

## **ABOUT CLAIMS**

1. Claims on CCP's decisions about the Selection Process should be appealed by the applicant at the maximum period of ten working days, from the date of knowledge of the decision related to the claim.

1.1. Written claims should be addressed to CCP, grounded on the reasons that may justify new deliberation.

1.2. CCP must analyze and deliberate about the claim before the following phase.

## **FINAL PROVISIONS**

1. Application implies acceptance of the rules, instructions and dates for the selection process in this Notice and at the reports already issued or to be made public by the Graduate Program.
2. Application must be made only in one Research Area. Otherwise, the applicant will be automatically disqualified.
3. After confirmation of your application the applicant cannot change information or replace attached files.
4. CCP will not be responsible by non submitted applications due to possible technical problems, connection faults, congestion in the communication lines as well as other factors that make it impossible for the applicant to be registered in due time;
6. If necessary, CCP may change the schedule in this notice. This change will be publically made at <http://sites.usp.br/posgf>.
7. CCP will not confirm registrations by phone or e-mail. It is applicant's responsibility to verify the schedule for the selection process.
8. Applicants with disabilities must inform in the specific field in the form the type of adaptation will be necessary in the different phases of the selection process.
9. Testing and interview must follow the schedule in this notice.
10. Delay or absence in any phase will result in the disqualification of the applicant.
11. Final score in this Selection Process will be valid only for the present selection.
12. Applicants should take into account that being approved in this Selection Process will not imply in guarantee of the scholarship.
13. CCP reserves the right to settle cases not mentioned and situations not foreseen in this Notice.

When signing up, the applicant declares to be aware and agrees with the rules of the selection process.

**Program Coordinating Committee - Graduate Program in Physical Geography**

## VACANCIES FOR THE SELECTION PROCESS - 2018

### *Line1 - Geographic Information: Treatment, Representation and Analysis*

Professor	Master	Doctorate
Alfredo Pereira de Queiróz Filho	1	1
Fernando Shinji Kawakubo	1	0
Rúbia Gomes Morato	3	0
Subtotal	<b>5</b>	<b>1</b>

### *Line 2 - Interdisciplinary Studies on Pedology and Geomorphology*

Professor	Master	Doctorate
Antonio Carlos Colangelo	0	1
Célia Regina de G. Souza	1	2
Cleide Rodrigues	0	1
Fernando Nadal J. Villela	2	0
Sheila Ap. Correia Furquim	2	2
Sidneide Manfredini	2	2
Subtotal	<b>7</b>	<b>8</b>

### *Line 3 - Theoretical and Applied Studies on Climatology*

Professor	Master	Doctorate
Emerson Galvani	1	2
Gabriel Pereira	1	2
Maria Elisa Siqueira Silva	1	1
Subtotal	<b>3</b>	<b>5</b>



***Line 4 - Landscape and Environmental Planning***

<b>Professor</b>	<b>Master</b>	<b>Doctorate</b>
Cleide Rodrigues	1	1
Jurandyr L. Sanches Ross	1	2
Luís Antonio Bittar Venturi	1	0
Sueli Angelo Furlan	0	1
Subtotal	3	4
<b>TOTAL</b>	18	18

**SCHEDULE**

<b>PHASE</b>	<b>DATE</b>
Applications	March 5 to 9th, 2018
Approval of applications	March 16, 2018
Test of proficiency in English	March 19th, 2018
Release of results	March 23th, 2018
Test of specific knowledge	April 16, 2018
Release of results	April 24th, 2018
Interview about the preliminary research plans and analysis of résumés	From May 14 to 18th, 2018
Release of final results	May 25th, 2018