



I - COMPOSITION OF THE PROGRAM COORDINATING COMMITTEE (CCP)

The CCP will consist of 4 (four) Full Members (the Coordinator, the Substitute for the Coordinator, a third Professor, and the students' representative). Each member shall have a respective substitute, that is, three Professors and one Student.

II - SELECTION CRITERIA FOR ADMISSION TO THE PROGRAM

Admission to the program shall take place through a selection process. The CCP will formulate its guidelines in a specific public notice that shall be periodically published in the Official Gazette of the State of Sao Paulo (Diário Oficial do Estado de São Paulo) and on the program's website. The public notices for the selection process shall specify the number of available spots, the procedures and list of documents required for registration, the list of documents required for enrollment, the stages of the selection process, the schedule for the selection process, the items that will be assessed, the tests and the weight of each of the evaluation items.

II.1 Requirements for Admission to the Master's Program

To enroll in the Master's selection process, candidates must produce the documents listed in the corresponding public notice, which shall be available on the program's website and published in the Official Gazette of the State of Sao Paulo.

II.1.1 To enroll in the selection process, candidates must demonstrate proficiency in English, as per item V of this Regulation.

II.1.2 Candidates will be assessed through a process of elimination based on a review of the following items: Curriculum Vitae, undergraduate academic transcript, their knowledge of the research project and a written test on general knowledge in Immunology.

II.1.3 A score ranging from 0 to 10 will be assigned to the Curriculum Vitae. In evaluating the Curriculum Vitae, the following items will be taken into account: academic training and professional, scientific and research activities.

II.1.4 A score ranging from 0 to 10 will be assigned to the undergraduate academic transcript. In evaluating the academic transcript, the following items will be taken into account: the student's weighted average, the undergraduate studies' completion time, and the number of course failures.

II.1.5 A score ranging from 0 to 10 will be assigned to the written test. The written test for specific knowledge will assess the candidate's general knowledge of Immunology.

II.1.6 The allotted time and the procedures for the written test will be announced in a public notice of the selection process in the Official Gazette of the State of Sao Paulo. Candidates who obtain an average equal to or greater than 7 (seven) may be admitted to the program, subject to their advisor's availability.

II.2 Requirements for Admission to the PhD Program

To enroll in the PhD selection process, candidates must produce the documents listed in the corresponding public notice, which shall be available on the program's website and published in the Official Gazette of the State of Sao Paulo.

II.2.1 To enroll in the selection process, candidates must demonstrate proficiency in English, as per item V of this Regulation.

II.2.2 Candidates will be assessed through a process of elimination based on a review of the following items: Curriculum Vitae, Master's academic transcript, an oral presentation and arguments about the student's research project and themes related to Immunology. This step may take place in person or by video conference.

II.2.3 A score ranging from 0 to 10 will be assigned to the Curriculum Vitae. In evaluating the Curriculum Vitae, the following items will be taken into account: academic training and professional, scientific and research activities.

II.2.4 A score ranging from 0 to 10 will be assigned to the Master's academic transcript. In evaluating the academic transcript, the following items will be taken into account: the student's weighted average, the undergraduate studies' completion time, and the number of course failures.

II.2.5 A score ranging from 0 to 10 will be assigned to the research project. In evaluating the research project, the following items will be assessed: the suitability of the project's theme to the program's lines of research, the literature review undertaken, the objectivity of the proposal, the methods, feasibility and relevance of the intended contribution to the field.

II.2.6 The procedures for the oral exam will be announced in a public notice of the selection process in the Official Gazette of the State of Sao Paulo. Candidates who obtain an average equal to or greater than 8 (eight) may be admitted to the program, subject to their advisor's availability.



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II.3 Requirements for Admission to the Direct PhD

To enroll in the Direct PhD selection process, candidates must produce the documents listed in the corresponding public notice, which shall be available on the program's website and published in the Official Gazette of the State of Sao Paulo.

II.3.1 To enroll in the selection process, candidates must demonstrate proficiency in English, as per item V of this Regulation.

II.3.2 Candidates will be assessed through a process of elimination based on a review of the following items: Curriculum Vitae, undergraduate academic transcript, an oral exam on the research project and topics related to Immunology. This exam may take place in person or by video conference.

II.3.3 A score ranging from 0 to 10 will be assigned to the Curriculum Vitae. In evaluating the Curriculum Vitae, the following items will be taken into account: academic training and professional, scientific and research activities.

II.3.4 A score ranging from 0 to 10 will be assigned to the undergraduate academic transcript. In evaluating the academic transcript, the following items will be taken into account: the student's weighted average, the undergraduate studies' completion time, and the number of course failures.

II.3.5 A score ranging from 0 to 10 will be assigned to the research project. In evaluating the research project, the following items will be assessed: the suitability of the project's theme to the program's lines of research, the literature review undertaken, the objectivity of the proposal, the methods, feasibility, and relevance of the intended contribution to the field.

II.3.6 The procedures for the oral exam and the weights of each test will be published in a public notice of the selection process in the Official Gazette of the State of Sao Paulo. Candidates who obtain an average equal to or greater than 8 (eight) may be accepted into the program, subject to their advisor's availability.

II.4 Alternatively, candidates for the PhD and Direct PhD programs may be admitted to the Graduate Program in Immunology via GRE® General Test. Candidates ranked above the 70th percentile (in each item: Verbal Reasoning; Quantitative Reasoning; Analytical Writing) of the GRE General Test will be subjected to an oral exam on the research project and themes related to Immunology by a predetermined panel, as the other candidates following the standard selection process.



II.5 The scores for each of the stages of the selection process shall be publicly disclosed, but they will not reflect the classification ranking utilized for granting scholarships.

II.6 For enrollment purposes, the selection process shall be binding for 1 (one) year starting from the day of the result's disclosure.

II.7 Enrollment in the program can be done at any moment.

II.8 Upon enrollment, the following documents must be submitted:

- a) Proof of proficiency in English, as per item V of this Regulation;
- b) Proof of request for permission to use animals, or to use human material, or exemption from the use of animals or human material, issued by the Ethics Committees of the Institute of Biomedical Sciences (ICB) at the University of Sao Paulo (USP).

III – DEADLINES

III.1 Students in the Master's program have 30 (thirty) months to submit their thesis.

III.2 PhD candidates who hold a Master's degree have 54 (fifty-four) months to submit their dissertation.

III.3 PhD candidates who do not hold a Master's degree (those enrolled in the Direct PhD program) have 66 (sixty-six) months to submit their dissertation.

III.4 In exceptional and justified cases, students of any program have the right to request a maximum extension of 6 months (one hundred and eighty days).

IV – MINIMUM CREDITS REQUIRED

IV.1 The Master's student must earn the minimum number of credits, described as follows:

- 96 (ninety-six) total credit units, comprised of 32 (thirty-two) course credits (at least 16 of those in mandatory courses) and 64 (sixty-four) dissertation credits.

IV.2 PhD candidates who hold a Master's degree granted or recognized by USP must complete the minimum number of credit hours, as outlined below:

- 160 (one hundred and sixty) total credit units, comprised of 24 (twenty-four) course credits (with at least 12 credits from mandatory courses) and 136 (one hundred and thirty-six) credits for developing and writing their dissertation.

IV.3 PhD candidates who do not hold a Master's degree must complete the minimum number of credit hours, as outlined below:

- 192 (one hundred and ninety-two) total credit units, comprised of 56 (fifty-six) course credits (with at least 28 credits from mandatory courses) and 136 (one hundred and thirty-six) credits for developing and writing their dissertation.

IV.4 Mandatory Courses

IV.4.1 Students may choose from among the following mandatory courses: BMI5904 (4 credits), BMI5905 (4 credits), BMI5906 (4 credits), BMI5907 (4 credits), BMI5908 (4 credits), BMI5862 (4 credits), BMI5863 (4 credits).

IV.4.2 The minimum amount of credit hours in mandatory courses are: 16 for students in the Master's program, 12 for PhD candidates and 28 for students in the Direct PhD program.

IV.5 Special Credits

The following maximum number of special credits can be recognized for each of the programs: 12 (twelve) for the Master's program, 12 (twelve) for the PhD program and 24 (twenty-four) for the Direct PhD program. These credits are specified in the items below:

IV.5.1 For final projects published in journals with national or international circulation and with a recognized editorial board, or book chapters with recognized merit in the area of expertise, with the student listed as the first author and connected to the thesis or dissertation project, a total of 4 (four) special credits will be granted. In the case of co-authorship, 2 (two) special credits will be granted.

IV.5.2 For the submission of patents, 2 (two) special credits will be granted.

IV.5.3 For participation at conferences, workshops, symposia or other scientific events at which the student presented their complete project with publication (printed or digital) on the event archives (or similar) and for which the student is the first author, a total of 2 (two) credits will be granted, with a limit of 2 (two) per event when presenting different projects.

IV.5.4 For participation in the Teaching Improvement Program (PAE), a total of 4 (four) credits will be granted, with a limit of one participation in this program for Master's, PhD and Direct PhD students.

V - FOREIGN LANGUAGE

V.1 The program requires that all students be proficient in English upon entering the program. Students must prove proficiency in English upon enrollment by submitting the



certifications listed in items V.1.1 and V.1.2, having their proficiency provisionally evaluated by the CCP.

V.1.1 In order to participate in the selection process for the Master's, PhD or Direct PhD programs, candidates must have completed a TOEFL, IELTS, Cambridge or Michigan proficiency exam within 5 (five) years of registering for the selection process.

V.1.2 The grades or minimum scores from these exams accepted by the program will be published in the public notice for the selection process on the program's homepage and in the Official Gazette of the State of Sao Paulo.

V.2 Proficiency in Portuguese for Foreign Students

V.2.1 Foreign students are not required to demonstrate proficiency in Portuguese to apply for the program.

VI - COURSES - ACCREDITATION AND CANCELLATION

VI.1 Accreditation of Courses

The accreditation or re-accreditation of courses shall be conducted based on an analysis of the associated curriculum, its compatibility with the program's lines of research, an updated bibliography, the competence held by the responsible Professor and a comprehensive evaluation from an expert, reviewed by the CCP. The course should include an up-to-date curriculum and be compatible with the Immunology program, with an emphasis on being multi-disciplinary and preferably conducted in English. For re-accreditations, the regularity with which the courses are offered shall also be taken into consideration.

Accreditation for courses not conducted in person or those partially in person shall also be based on the specific criteria established by the Community Advisory Committee (CaC).

Requests for accreditation and re-accreditation must include the course record in Portuguese and in English.

In exceptional cases based on a detailed justification, courses offered by non-USP faculty who do not hold a PhD may be considered if the Professor responsible for administering the course has recognized academic training proven on the basis of titles, academic works and publications. This request must be approved by the CCP, the majority of the Graduate Program Committee (CPG) and the CaC, and an absolute majority of the Congregation and the Council of Graduate Studies (CoPGr).



VI.2 Cancellation of Course Groups

VI.2.1 The cancellation of course groups may be requested by the course administrator for reasons of force majeure, subject to approval by the CCP.

VI.2.2 The CCP is to issue an evaluation of the request within a maximum period of 10 (ten) days.

VI.2.3 The cancellation of a course group due to a lack of students may only take place if fewer than 3 (three) students have regularly registered for the course, pursuant to a request made by the course administrator prior to the planned start date of the course.

VI.2.4 The maximum period for the CCP to issue a decision is up to 2 (two) days prior to the start of classes.

VII - PRELIMINARY EXAM

A preliminary exam (EQ) is required for Master's students as well as for PhD and Direct PhD candidates.

The student is responsible for registering for the preliminary exam, which must be completed within the maximum allotted period as set out in this Regulation under items VII.1.1, VII.2.1 and VII.3.1.

The exam must be completed within 90 (ninety) days of registration.

Any graduate student who fails to complete their preliminary exam within the stipulated time period will be removed from the program, pursuant to the General Regulation of Graduate Education at USP (Regimento de Pós-Graduação da Universidade de São Paulo).

Students who do not pass the preliminary exam may register to retake it within 60 (days) as of the date of failing the first attempt. The makeup preliminary exam must be completed within 90 (ninety) days of registration. If the student fails the second attempt, they will be removed from the program and receive a certificate for all completed coursework.

The examining committee for the preliminary exam, for the Master's, PhD and Direct PhD programs, is to consist of three examiners all holding at least a PhD degree. The examining committee must include at least one examiner external to the program.



VII.1 Master's Program

VII.1.1 Master's students must register for that referred to above within a maximum period of 15 (fifteen) months after first enrollment. In order to register for the preliminary exam, the Master's student must have completed at least 16 (sixteen) course credit hours.

VII.1.2 The objective of the preliminary exam for the Master's program is to evaluate the knowledge acquired by the student in the completed courses and related to their thesis topic, apart from their capacity to carry out the research project. The examining committee may pose questions about the project and about the general topic of Immunology, which may or may not be related to a project, but which should be related to the Master's program.

VII.1.3 The exam for Master's students includes a monograph and an oral presentation about the research project.

VII.1.4 Students must submit to the Secretariat of the Graduate Program one digital copy (in PDF) of the monograph upon registering for the exam referred to above.

VII.1.5 The oral exam, which will be open to the public, will have a minimum duration of twenty minutes and a maximum duration of thirty minutes, followed by arguments from the examining committee.

VII.2 PhD

VII.2.1 PhD candidates must register for the preliminary exam within a maximum period of 27 (twenty-seven) months as of starting the program. In order to register for the preliminary exam, the PhD candidate must have completed at least 12 (twelve) course credit hours.

VII.2.2 The objective of the preliminary exam for PhD candidates is to evaluate the candidate's capacity to independently develop their dissertation project within their area of research.

VII.2.3 For the PhD program, the exam will consist of a didactic exam lasting no more than 45 (forty-five) minutes and an oral presentation about the research project of no more than 30 minutes followed by arguments about the student's research project. The committee will also analyze the candidate's academic record.

VII.2.4 The content of the didactic exam will address a list of no more than ten topics related to knowledge of Immunology, as suggested and approved by the CCP.

VII.2.5 The topics on the didactic exam will be published by the CCP at least 15 days before the preliminary exam.

VII.3 Direct PhD

VII.3.1 Candidates for the Direct PhD must register for the preliminary exam within a maximum period of 33 (thirty-three) months as of starting the program.

VII.3.2 The objective of the preliminary exam for Direct PhD candidates is the same as for PhD candidates. This exam will be conducted in accordance with the rules set out for the PhD program. To register, the candidate must prove that they have completed 32 credit hours.

VIII - CHANGING THE AREA OF CONCENTRATION OR PROGRAM

VIII.1 Changing to a Different Program

VIII.1.1 Requests to change from the Master's program to the Direct PhD program can only be made on occasion of the preliminary exam, based on a justification submitted by the student, with approval from the academic advisor, including a proposal for reformulating the research project. Such requests will be analyzed by the examining committee of the preliminary exam, which shall issue a detailed evaluation describing the motives behind recommending a change in level. The request must be submitted to the CCP at least 60 (sixty) days in advance in case the student is to receive a PhD scholarship if approved for the change in programs.

VIII.1.2 If the student's request for changing from the Master's to the Direct PhD program is approved, the student must fulfill the requirements of the Direct PhD program, with the credit hours previously obtained being considered for the new program and with a new deadline for completing the course calculated based on the student's entry date into the Master's program.

VIII.1.3 Changing programs does not exempt the student from completing a preliminary exam for the Direct PhD, in accordance with the deadline set out by the new program.

VIII.1.4 To change programs, the deadlines for completing the preliminary exam, proof of proficiency for conducting PhD studies pursuant to item V of this Regulation and the minimum number of credit hours required for qualifying for the new program must all be verified. If this deadline has already passed or if the student is not able to prove proficiency in the foreign language, a change of programs will not be possible.

VIII.1.5 Students may submit a request to change from the Direct PhD to the Master's program at any time, with approval from the academic advisor and a justification, provided

that the maximum period for submitting the thesis, the deadline for completing the preliminary exam and the number of credit hours obtained have all been verified. If this deadline has already passed, if there is not enough time to complete the preliminary exam or if there is not enough time to complete the required credit hours, a change of programs will not be possible.

VIII.1.6 Such requests will be evaluated by the CCP, whose members can request an interview with the student and/or academic advisor, and which must issue a detailed evaluation of the decision reached.

VIII.1.7 The decision reached by the CCP will be sent to the CPG for analysis and approval.

VIII.2 Changing Areas

Students may request a change in their area of concentration with approval from their academic advisor. The CCP will analyze such requests and issue a detailed evaluation by an expert about the new research project, including justifications for changing areas and the student's academic performance. The previous academic advisor or new academic advisor must be accredited in the area of concentration the student wishes to pursue.

IX - EVALUATION OF THE STUDENT'S ACADEMIC AND RESEARCH PERFORMANCE

IX.1 Apart from the dismissals envisaged in Art. 49 of the General Regulation of Graduate Education at USP, the student may be dismissed from the Graduate program on the basis of academic and research performance pursuant to the requirements established herein.

IX.2 A student will be dismissed from the Graduate program for unsatisfactory academic and research performance if failing to pass the preliminary exam twice.

IX.3 A student will be dismissed from the Graduate program for unsatisfactory academic and research performance if failing to pass the same course twice or if failing to pass three separate courses.

IX.4 The CCP's decision for dismissing a student will be sent to the CPG for approval.

X - ACADEMIC ADVISORS AND CO-ADVISORS

X.1 A decision as to the accreditation or re-accreditation of an academic advisor (internal or external) will be made by the CPG after submission by the CCP, outlining excellence in their



scientific, artistic or technological area and in the coordination and/or participation in funded research programs, pursuant to the minimum criteria outlined in this Regulation.

The Professor will be evaluated for their capacity to conduct a research project and generate publications in peer-reviewed journals. Participation in conferences and Postdoctoral periods will also be taken into consideration. Particular weight will be placed on the Professor's participation in research projects.

X.2 Academic advisors can have a maximum of 10 (ten) students. Additionally, academic advisors can co-advise a maximum of 3 (three) students.

X.3 Accreditations can be either full or specific. Specific accreditations are for advising a specific student.

X.4 Full accreditations for academic advisors are valid for a period of 4 (four) years.

X.5 For accreditations or re-accreditations, the requester must submit a formal detailed request to the CCP objectively indicating their qualifications for assuming or continuing this function. The request must include an updated copy of a Lattes C.V. or an updated Curriculum Vitae (for foreign candidates, a Lattes C.V. is not necessary) and the email addresses registered on ReasearcherID and ORCID.

X.6 Full Accreditations for Academic Advisors

X.6.1 Full and specific academic advisors are required to submit the following:

- a) a defined line of research compatible with the interests of the program;
- b) adequate laboratory conditions for developing the research work, including direct (primary researcher) or indirect (associated researcher, collaborator) participation in funded research projects;
- c) proposed course to be offered to the program in English;
- d) a minimum of 5 (five) articles in ISI-indexed journals (Web of Science) in the last 5 (years) as a first or last author;
- e) proved funding for research, as the head or principal collaborator, ongoing and with a duration of at least 12 (months) as of enrollment of the student.

X.7 Re-accreditation of Academic Advisors

X.7.1 The following will be required of full or specific academic advisors for the purpose of re-accreditation:

- a) a defined line of research compatible with the interests of the program;

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- b) adequate laboratory conditions for developing the research work, including direct (primary researcher) or indirect (associated researcher, collaborator) participation in funded research projects;
- c) proposed course to be offered to the program in English;
- d) a minimum of 5 (five) articles in ISI-indexed journals (Web of Science) in the last 5 (years) as a first or last author. At least 1 (one) of these publications should include the student being advised by the requester. One of the 5 publications should be classified within the top three Coordination for the Improvement of Higher Education Personnel (CAPES) classification levels for journals in the area of Biological Sciences III. For subsequent re-accreditations, starting with the second request, it is required that the student under advisement of the requester participated in at least 30% of the articles published by the requester for the period during which the advisement is registered at the program.
- e) contribution to committees for preliminary exams, theses and dissertations;
- f) advised at least one student who completed a Master's or PhD degree;
- g) be responsible or jointly responsible for course(s) within the program administered at least 2 (two) times in the last 4 (four) years, equal to an individual average of at least 2 credit hours/year;
- h) submit a history of funding that demonstrates the advisor's ability to secure funding over the past 5 (five) years, preferably with funding for research, in the role of the responsible researcher or primary collaborator, ongoing and with a duration of at least 12 (twelve) months as of the student's enrollment.

X.7.2 Provided the criteria above have been satisfied, CCP will evaluate the requests for accreditation or re-accreditation, which may be approved or denied, in view of the interests of the program.

X.8 Specific Accreditation for Academic Advisors

X.8.1 The first accreditation should preferably be specific.

X.8.2 PhD degree holders that do not satisfy the minimum requirements for accreditation outlined in item X.6 may obtain a specific accreditation at the discretion of the CCP.

X.8.3 The requester of the specific accreditation is permitted to advise a maximum of 2 students in the Master's program. The request for specific accreditation for advising PhD candidates requires that the requester advised at least one Master's degree student to



completion. If granted, no more than one PhD candidate can be advised with a specific accreditation.

X.9 Accreditation of Co-Advisors

X.9.1 The period for accrediting co-advisors in the Master's program is 15 (fifteen) months.

X.9.2 The period for accrediting co-advisors in the PhD program is 27 (twenty-seven) months.

X.9.3 The period for accrediting co-advisors in the Direct PhD program is 33 (thirty-three) months.

X.9.4 The following criteria must be met for accrediting co-advisors:

- a) a defined line of research compatible with the interests of the program;
- b) adequate laboratory conditions for developing the research work, including direct or indirect participation in funded research projects;
- c) regular publications in international indexed journals in their area of expertise;
- d) a minimum average of 3 (three) articles in journals indexed by ISI with an impact index equal to or greater than 2 (two) in a period of 5 (five) years.
- e) detailed justification demonstrating the complementarity of the co-advisor's area of research in relation to the academic advisor involved in the student's research project to be presented.

X.10 External Academic Advisors

X.10.1 External collaborators should preferably hold a specific accreditation.

X.10.2 Requests for the accreditation of academic advisors outside of USP, including junior researchers, visiting professors, intern researchers and others, must satisfy the requirements for academic publications outlined in item X6.1 along with the following points:

- a) detailed justification from the requester regarding the innovative contributions of the project to the Graduate program;
- b) identification of the connection of the requesting party (e.g.: junior researcher), mentioning the duration of the program and the line of research;
- c) demonstration of the existence of related infrastructure (physical, material and/or equipment);
- d) demonstration of the existence of financial resources for funding the proposed project for Graduate-level advisement;

e) declaration from a professor at the institution or an academic advisor, with approval from the head of the department or the equivalent, expressing their agreement to the use of space for development of the requested supervised project and the maintenance of adequate conditions for conducting the Graduate-level project;

f) the Curriculum Vitae of the requesting party should include, if applicable, other supervised students who have concluded or are ongoing at USP or at other institutions.

Demonstration of the current function or institutional connection of the requesting party (if the requesting party does not have a stable institutional affiliation, the period they spend at an USP institution should be at least 75% of the maximum period allotted for submitting the thesis or dissertation).

XI - PROCEDURES FOR SUBMITTING THE THESIS/DISSERTATION

XI.1 The conventional and alternative formats for theses and dissertations shall be accepted, as specified below.

XI.1.1 Conventional format

- Cover with author's name, title of the work, place and date;
- Back cover with name of department, author's name, title of the work, advisor's name, place and date;
- Cataloging Card;
- List of Abbreviations;
- Summary;
- Abstract in Portuguese;
- Abstract in English;
- Introduction;
- Materials and Methods;
- Results;
- Discussion (or Results and Discussion in a single section);
- Conclusions;
- References;
- Annexes;

– Appendices, which may include original published works, works accepted for publication or submitted, provided that the student is the first author.

XI.1.2 Alternative format

- Cover with author’s name, title of the work, place and date;
- Back cover with name of department, author’s name, title of the work, advisor’s name, place and date;
- Cataloging Card;
- List of Abbreviations;
- Summary;
- Abstract in Portuguese;
- Abstract in English;
- Introduction;
- Materials and Methods;
- Results presented in the form of original works published or accepted for publication provided that the student is the first author, in the same language as the introduction, material and methods, and the conclusion;
- Conclusions;
- References;
- Annexes.

XI.2 In case theses and dissertations are presented in the alternative format, the student is required to produce proper authorization by the co-authors, in which they state that they agree with the use of the article, which may not be used in the future in their own thesis or dissertation. The student is also required to meet all copyright-related demands.

XI.3 The candidate may submit copies of the thesis/dissertation to the Graduate Services offices until 3:00 p.m. of the final day of the deadline. Master’s and PhD students falling under the New Regulation are to submit 10 (ten) copies, including 6 (six) in hard copy and 4 (four) in PDF, of which:

- a) 6 (six) hard copies must be deposited with the General Secretariat of Graduate Studies - ICB III;
- b) 4 (four) copies in PDF format to be sent by the student to the Substitute members once the date of the defense has been set and 1 (one) copy to the library;

- c) receipt of delivery of the CD to the library;
- d) approval from the academic advisor (the forms can be found on the main menu on the Graduate program page, under “Forms”);
- e) request for making the work available in a partial version (if elected) (the forms can be found on the main menu on the Graduate program page, under “Forms”);
- f) application addressed to the CCP coordinator, reviewed by the academic advisor, including suggestions from the examiners for the composition of the judging committee;
- g) theses/dissertations may be submitted to the substitute members in hard copy or in PDF format, printed front and back. The PDF may be provided via digital media or in any format allowing for virtual sharing that exists or may exist in the future.

XI.4 In the case of a double-degree in partnership with another institution, the student must adhere to the rules and regulations of the co-advisors in line regulations covering double/multiple degrees outlined in the General Regulation of Graduate Education at USP (Art. 133 to 140).

XI.5 Submission of Theses or Dissertations

The candidate is to submit copies to the Graduate Services offices by the final date stipulated in the procedural deadline. The submission must be accompanied by a letter from the academic advisor certifying that the student is ready to defend the work.

Along with submitting copies of their thesis/dissertation, the student must also present copies of the following documents: undergraduate diploma (front and back), undergraduate academic transcripts, birth certificate or certificate of marriage and ID document (Registro Geral - RG, or National Foreigner Registry -RNE). Driver’s licenses or other identity cards will not be accepted.

XII – EVALUATION OF THESES OR DISSERTATIONS

XII.1 Participation of Academic Advisor in Judging Committees of Theses/Dissertations

In relation to the composition of the judging committee for theses and dissertations, the procedures that apply are those established by the General Regulation of Graduate Education at USP and by item IV of the CPG Regulation, determining that judging committees for Master’s theses and PhD dissertations are to be comprised of three full members and their respective substitutes, also integrating the candidate’s academic advisor or co-advisor,



exclusively in the condition of Head of the committee, without a right to vote. In the case of the absence of or impediment of the academic advisor or co-advisor, the CPG shall designate a substitute to preside over the judging committee.

XII.2 Written Evaluation of Theses and Dissertations

A written evaluation of theses and dissertations shall not be issued.

XIII - PERMITTED LANGUAGES FOR THE WRITING AND DEFENSE OF THE THESIS/DISSERTATION

XIII.1 Pursuant to the General Regulation of Graduate Education at USP, all theses and dissertations should include a title, abstract and key words in Portuguese and in English.

XIII.2 Theses and dissertations may be written and defended in either Portuguese or English. Theses and dissertations written as a collection of articles may be written partially in Portuguese and partially in English.

XIII.3 Theses and dissertations may be written in other languages upon request by the academic advisor and approval from the CCP.

XIV - NOMENCLATURE OF THE ACADEMIC TITLE

XIV.1 Master's students who have fulfilled all of the requirements of the program will receive the title "Master of Science." Program: Immunology.

XIV.2 PhD and Direct PhD candidates who have fulfilled all of the requirements of the program will receive the title "Doctor of Science." Program: Immunology.

XV - OTHER RULES

Do not apply.

CaN - 05/15/2019