

Foreign student guide

2022

PROINTER

Pró-Reitoria de Relações Internacionais | UFPA



UFPA
Internacional



Foreign student guide

2022

PROINTER | UFPA



UNIVERSIDADE FEDERAL DO PARÁ

Reitor
Emmanuel Zagury Tourinho

Vice-Reitor
Gilmar Pereira da Silva



PRÓ-REITORIA DE RELAÇÕES
INTERNACIONAIS

Pró-Reitor de Relações Internacionais
Prof. Dr. Edmar Tavares da Costa

Diretoria de Acordos Internacionais e
Assuntos Estratégicos
Prof^a. Dr^a. Maria Amélia da Silva Enriquez

Diretoria de Mobilidade Acadêmica
Internacional
Prof^a. Dra^a. Maria Cristina Esposito

Coodenadoria de Mobilidade
Acadêmica Internacional
Laura Diva Vieira
Stefany Wong Ramos
Bruna Letícia do Nascimento Araújo Lins

Introduction

Dear student,

Welcome to the Federal University of Pará!

Federal University of Pará (UFPA) has a great pleasure in receiving the international students and, therefore, this academic guide is intended to help you prior and during your stay, facilitating your insertion in this new academic, social and cultural environment.

This guide presents national and local information about the Amazon region and the university's policies, initiatives and services. UFPA believes that student exchange is an essential experience for the contemporary student offering our students a broad view of the world, stimulating them to learn from each other, developing friendships and allowing international academic partnerships in a global setting.

During this time we believe you will be laying the foundation stone for your personal and career development. In this sense, academic mobility is appreciated and welcomed by UFPA. May I now take this opportunity to wish you all the very best for your studies.

Sincerely,

Emmanuel Zagury Tourinho

Dean of the Federal University of Pará

Content



Useful Information before departure

- 1.1** Documents;
- 1.2** Visa;
- 1.3** Customs;
- 1.4** Luggage;
- 1.5** Immunization Requirements;
- 1.6** Housing (off campus);
- 1.7** General Care Information.



Useful information after departure

- 2.1** National Migration Registry (Registro Nacional Migratório - RNM);
- 2.2** Individual Taxpayer Registry for Foreigners (Cadastro de Pessoas Físicas – CPF);
- 2.3** International Student Registration;
- 2.4** Contact points.



Location

- 3.1** Brazil;
- 3.2** Pará;
- 3.3** Belém;
 - 3.3.1** History;
 - 3.3.2** Climate;
 - 3.3.3** Tourism, recreation and culture.



PROINTER (International Relations Office)

- 4.1** *PROINTER Address;*
- 4.2** *UFPA Internationalization Center.*



UFPA - History and Structure

- 5.1** *UFPA's campus.*



Daily routine at UFPA

- 6.1** *University restaurant;*
- 6.2** *Library;*
- 6.3** *Transportation.*



Academic information

- 7.1** *Academic calendar;*
- 7.2** *SIGAA (Integrated Management System for Academic Activities);*
- 7.3** *Class Schedule;*
- 7.4** *Class attendance;*
- 7.5** *Academic grading.*

An aerial photograph of a school campus, rendered in a monochromatic orange-brown color. The image shows several large, rectangular buildings with flat roofs, interspersed with trees and parking areas. A prominent feature is a large, circular building with a tiered, dome-like roof structure. The entire scene is framed by a white, curved border that follows the diagonal of the page.

***Useful
information
before
departure***

1

DOCUMENTS TO BE PREVIOUSLY FORWARDED TO PROINTER/UFGA:

- *Foreign Student Application Form;*
- *Copy of the following pages of your passport: personal data, photo and visa;*
- *Presentation Letter from your home institution, duly signed by the person in charge of the international office;*
- *A statement declaring you have enough financial means to pay for your studies and other living expenses for the intended period of studies at UFGA;*
- *A letter provided by the sending institution stating that the student is currently enrolled at his/her home institution. If original letter is not in Portuguese, it is necessary to provide a translation.*

Documents must reach UFGA either in January or in June, depending on when you plan to start your studies. The first semester is normally from March to June and the second is from August to December.

DOCUMENTS TO BRING WITH YOU:

- *Passport;*
- *Student visa;*
- *Official transcript of your university or college translated to Portuguese;*
- *Personal health insurance;*
- *Two photos of 3 cm x 4 cm in size (3cm = 1,17inches / 4cm = 1,56 inches);*
- *Acceptance letter from UFGA;*
- *Presentation letter from your university advisor (graduate programs only);*
- *Photocopy of the Registration at the Home University or University Card.*

1.2

VISA

In order to get your documentation for a temporary stay in Brazil, there are two steps to follow:

IN YOUR HOME COUNTRY

At the Brazilian Embassy or Consulate, in your country, you must ask for a Student Visa. In order to do that you must have your Acceptance Letter (Carta de Aceite), sent by UFPA.

Foreign students who wish to apply for a visa to travel to Brazil should contact the Brazilian Representative Offices abroad to obtain more information about the subject. Access (<http://antigoportalconsular.itaraty.gov.br/representacoes-do-brasil-no-mundo>) to see the full list of the Brazilian Consular Network.

Access (<http://www.portalconsular.itaraty.gov.br/vistos>) to get more information about how to apply for a Brazilian student Visa.

You will receive the Visa Application Form (Pedido de Visto Consular) to be shown to the Federal Police when you arrive in Brazil.

Warning: when arriving in Brazil, your passport must not expire within, at least, one year.

The document for temporary stay in Brazil is called Registro Nacional Migratório (RNM). You must have this document to open a bank account, buy student passes, or whenever you need a proof of your legal stay in Brazil.

IN BRAZIL

After arriving in Brazil, you must go to the Federal Police office, within 30 days of your entrance date, in order to get your RNM (Registro Nacional Migratório - National Migration Registry).

1.3

CUSTOMS

The Brazilian customs authorities provide on the website of the Brazilian Internal Revenue - Receita Federal do Brasil (<https://www.gov.br/receitafederal/pt-br/assuntos/aduana-e-comercio-exterior/viagens-int>

ernacionais) data on procedures of customs control and tax treatment on the borders of Brazil. Legislation may be rigid with respect to the transport of medication, cash and assets that expand the concept of luggage. Items for personal use or consumption (such as books, used cell phones, cameras, clothes, watches, etc.) do not need to be declared, but it must be proven that the traveler does not have any commercial purpose to bring such goods to Brazil.

1.4 LUGGAGE

RESTRICTED ITEMS

Some items may be brought to Brazil, provided there is authorization from the national agency responsible for the subject. For entry of firearms, it is necessary to communicate, in advance, the Brazilian Army.

Entrance of telecommunications equipment is subject to authorization from the National Telecommunications Agency (Agência Nacional de Telecomunicações - ANATEL). For entrance and exit of antiquities or goods of historical value, it is suggested prior contact with the Institute of Historical and Artistic Heritage (Instituto do Patrimônio Histórico e Artístico Nacional - IPHAN).

PROHIBITED ITEMS

Some items are banned from entering Brazil, under penalty of fine and/or imprisonment: cigarettes and beverages manufactured in Brazil intended for sale abroad; cigarette brand that is not marketed in the country of origin; firearm replicas; products containing genetically modified organisms. Pesticides, their components and the like; goods offending morals, health or public order; pirated goods and any narcotic substances.

ILLCIT SUBSTANCES

Before traveling, be informed about the list of drugs prohibited in Brazil. Although some of these substances may be allowed in your country of origin (such as marijuana, for example), you will be charged with international drug trafficking while trying to cross the Brazilian border

carrying out any of the prohibited items according to the Toxics Law of Brazil.

1.5 IMMUNIZATION REQUIREMENTS

In Brazil, there is a mandatory proof of Covid-19 vaccination for entry into the country. However, the Brazilian Ministry of Health strongly recommends that international tourists update their vaccination status prior to arrival in Brazil.

RECOMMENDED IMMUNIZATION:

- *Hepatitis A;*
- *Typhoid fever;*
- *Yellow fever;*
- *Hepatitis B;*
- *Tetanus / Diphtheria.*

MANDATORY PROOF OF NON-INFECTION BY COVID-19

Document proving the accomplishment of laboratory test RT-PCR, for screening the infection by the coronavirus SARS-CoV-2 (Covid-19), with negative or non-reactive result, carried out in the seventy-two hours before boarding a plane. Get more information accessing (<https://www.in.gov.br/en/web/dou/-/portaria-interministerial-n-661-d-e-8-de-dezembro-de-2021-366015007>).

1.6 HOUSING (OFF CAMPUS)

UFPA (Federal University of Pará) does not have university dorms, but we can help all incoming students to find accommodation, however we cannot be responsible for any arrangements or contracts signed by the student. UFPA is located in Guamá neighborhood, less than 4 miles to downtown Belém. The campus is on the bus route to downtown or any part of the city.

Housing rates vary according to location, neighborhood, and condition of the complex. The standard apartment lease is usually a twelve-month contract, A small number of apartments also provide short-term leases, either furnished or unfurnished. Each contract has clauses

determined by the property owner. Be very careful before signing anything.

Get advice from students and scholars, and from your academic department. Be sure to get as much information as you can before signing a contract. Read your contract carefully!

KITNETS (STUDIO APARTMENTS)

Small apartments with one room (bathroom, bedroom and an integrated kitchen), sometimes they are furnished, the cost of the rent depends on the location of the property. We can help students to choose a safe place to live in.

SHARED HOUSES

It is possible that two or more students share a house. There are various possibilities of prices, locations and styles.

SHORT TERM ACCOMMODATION

1. *Family houses: temporary houses of 'godfather' or 'godmother' who candidate themselves to receive a student in their arriving in Belém;*
2. *Hostels: there is couple of hostels in Belém, where it is possible to pay low prices for a bed;*
3. *Here you can find some sites with house offer:*
 - <https://www.vivareal.com.br/aluguel/>
 - <https://www.airbnb.com.br/>
 - <https://imoveis.trovit.com.br/>
 - <https://pa.olx.com.br/imoveis/aluguel>

1.7

GENERAL CARE INFORMATION

- *Brazil is a country with specific climatic differences in each region. In the north region, where UFPA is located, for example, there are only two remarkable seasons: rainy and dry seasons. The weather is hot and humid throughout the year, we are in the Equator line and close*

to the Amazon rainforest. Be aware to bring the most appropriated clothes to use while you are here (casual and light clothes for the day);

- You may face difficulties finding medicines that you usually take without prescription. Ask your doctor for advice on medications and how much to take them while abroad;*
- Carry your identification documents, preferably in English and Portuguese, with personal contact information, blood type, allergies, diabetes, or other diseases that may require particular attention. You should carry a copy of all those documents;*
- Belém is a city with tropical characteristics and some places can possible be affected by mosquito infestations. It is essential to be aware of the peak hours of mosquito, from sunset to dawn, and be precautious like wear light long-sleeved clothing during high exposure activities and apply mosquito repellent on exposed areas of the skin;*
- On hot days, make sure to drink plenty of water, keeping yourself hydrated.*

After arriving in Brazil, please attend orientation meetings at the International Relations Office and at your department or institute according to your availability.

The background features a photograph of a tropical building with a corrugated metal roof and palm trees. A large white geometric shape, resembling a stylized arrow or a speech bubble, is overlaid on the left side of the image. The text is contained within this white shape.

***Useful
information
after
departure***

2

*Registro Nacional Migratório (RNM)*

The document for temporary stay in Brazil is called Registro Nacional Migratório – RNM.

You must have this document to open a bank account, buy student passes or whenever you need a proof of your legal stay in Brazil, which you can be informed about in (<https://www.gov.br/pf/pt-br/assuntos/imigracao>).

After arriving in Brazil, you must go to the Federal Police office within 30 days of your entrance day, in order to get your RNM. PROINTER can help you in this process, if needed. Before doing that, please follow these previous steps:

1. Access the MIGRATION section on the website of the Brazilian Federal Police (<https://www.gov.br/pf/pt-br/assuntos/imigracao>) click on “Registrar-se como estrangeiro no Brasil” (<https://www.gov.br/pt-br/servicos/registrar-se-como-estrangeiro-no-brasil>), complete and print the “Registro de imigrante detentor de visto temporário” form with all the requested information (in the item Type of Registration, select the “Registro de Visto Consular” option);
2. Check the date for the available agenda (<https://servicos.dpf.gov.br/agenda-web/acessar>) and print the schedule voucher;
3. Access the Brazilian Federal Police website and fill in the “GRU - Guia de Recolhimento da União (Union Recollection Guide) – (<https://servicos.dpf.gov.br/gru2/gru?nac=1&rec=9>);
 - a) Fill out your personal data: Name, etc;
 - b) In the field “Unidade Arrecadadora” select “PA - (016-7) SUPERINTENDÊNCIA REGIONAL NO ESTADO DO PARÁ”;
 - c) In the field “Código da Receita” select “140120 – Emissão de Carteira de Registro Nacional Migratório (Issuance of the National Migration Registry Card)”;
 - d) Then click on “Gerar Guia” and print it;
 - e) You must pay R\$ 204.77 in any bank (be careful with the expiration date). You may use the banks in the university, located at “Vadião” (The Leisure and Entertainment place at the university);

- f) After paying, go to the following address at your scheduled date.

FOREIGNERS SERVICE - FEDERAL POLICE BELÉM

Address: Shopping Metr pole Ananindeua, T rreo, Rodovia BR-316, Km 04, n  4500 – Bairro: Coqueiro, Ananindeua/PA;

Office hours: from 07h00 AM to 06h00 PM;

Phone: (91) 3194-1916.

4. There, you must present the following documents:

- a) Your valid passport and also a copy of your passport certified by a Notary Public Office (except the blank pages). Be sure to have a certified copy of the page with your name and photo, with the insertion of the consular Brazilian visa, or with the impression of the electronic visa, and you must include the entry stamp Passport stamp - the date of arrival);
- b) Original Visa Application Form issued in your home country. It cannot be a copy;
- c) Two recent photos of 3cm x 4cm in size, colored, white background, plain paper, front photo (further guidance on photography on the website of the Federal Police);
- d) Duly paid GRU form. Issuance of the National Migration Register Card (R\$ 204,77);
- e) "Registro de imigrante detentor de visto tempor rio" form filled out and printed from the website;
- f) Declaration of electronic address and other means of contact (<https://www.gov.br/pf/pt-br/assuntos/imigracao/declaracoes-e-formularios/declaracao-eletronica-e-de-mais-meios-de-contato.pdf>);
- g) Schedule voucher printed from the website.

Only after all the above-mentioned procedures your temporary stay in Brazil is considered official.

2.2

INDIVIDUAL TAXPAYER REGISTER FOR FOREIGNERS



Cadastro de Pessoa Física (CPF)

CPF is a kind of social number, necessary in Brazil in several situations such as: financial transactions, purchase of goods and registration in public and private services, which can be requested filling the personal data at (<http://www.receita.fazenda.gov.br/Aplicacoes/ATC/TA/CpfEstrangeiro/fcpfIng.asp>) and presenting this form, with your documents, at the Brazilian Embassy or Consulate.

For more information: Search for the International Relations Office – PROINTER (Belém Campus – Rua Augusto Corrêa, nº 01 – Bairro: Guamá, Rectory's building), First floor or send an e-mail to: (mai.ufpa@gmail.com; prointer@ufpa.br).

2.3

INTERNATIONAL STUDENT REGISTRATION



- *All international students must get information about registration in the Academic Mobility Section at International Relations Office;*
- *If applicable: register yourself as a student at CIAC (CENTRO DE REGISTRO E INDICADORES ACADÊMICOS) – Academic Registration Center, at UFPA;*
- *Information about courses is provided at the Department/Institute/Graduate Programs;*
- *If you do not arrive before the start of the school year, you may lose your slot;*
- *If you have any questions about your course registration, contact your institute or graduate program.*

2.4

CONTACT OFFICES



- *Academic Mobility Section at International Relations Office: provides general information about courses, courses registration, confirma-*

*tion of Arrival and confirmation of Erasmus + exchange and more
(mai.ufpa@gmail.com; +55 (91) 3201-7946);*

- *International Student Reception: information about admissions, housing permit/police registration and more;*
- *Foreign Students Association at UFPA: helps international students arriving and settling in Belém. If you wish, contact the Association by the e-mail (pecgbelem@gmail.com); (aeuufpa@gmail.com) or the Facebook (<https://www.facebook.com/AEEUFPA/>).*



Location

3

3.1

BRAZIL

Brazil is a Presidential Federative Republic formed by 26 federal states plus the Federal District where is located its capital - Brasília), being the largest country in South America, with 47% of its territory. Brazil holds the fifth largest population in the world, which contributes for the fact that the country stands out economically in the world, being part of several important economic organizations as Mercosul, UNASUL and G20.

Brazil concentrates 12% of the global biodiversity, covering different ecosystems as the Amazon forest (it is the largest tropical rainforest in the world), the Atlantic forest, the “cerrado”, the “caatinga”, the swamp in Mato Grosso, the pampas, the araucaria forest and other peculiar ecosystem and ecotones (transition biomes) that contribute for the diversification of species in Brazilian territory. The country also holds the largest hydrographic network of the planet and hydric potential and is rich in natural resources, which is one of its most important export assets.

The Brazilian society is multicultural, composed by descendants of indigenous, Africans, Europeans and Asians, being colonized by Portuguese colonizers. Later, its miscegenation was expanded by Italians, Germans, Polishers, Japanese and many others, turning most of Brazilian citizens into a hospitable nation and creating a rich culture composed by traits of all over the world. Today, the diversity of Brazilian society keeps growing through immigration, humanitarian shelter and new technologies of communication and mobility.

3.2

PARÁ

Pará (meaning sea, in the indigenous tupi language) is one of the seven states, which forms the North region of Brazil, being the richest and most populous of this region. The state borders Suriname and Guyana and is bathed by part of the Amazon watershed, holding the river mouth and also some of its most important affluent like Tapajós and Xingu which have a highly hydropower potential. The region relief is, mostly, low and flat and the high part are the sierras, like the Sierra of Carajás, for example.

The economic activities that bring more currency to Pará are the production of coconut, banana and black pepper, agricultural actives and, mostly, mineral extraction and metallurgical industry. The industry is more concentrated in the metropolitan region of Belém and in the industrial districts of Icoaraci and Ananindeua.

Pará has a great influence of indigenous native of its culture and the African culture reflects in several aspects: folklore, craftwork and cookery for example. The fruits of the region also act like a symbol or representation of the region as a cultural insignia, principally castanha-do-Pará (“Brazilian nuts”) and açaí, whose name derive from an indigenous tale. The region also presents a lot of tourist attractions in the environmental and ecological area in several islands of the states, especially the Marajó Island, the largest fluvial island in Brazil.

3.3

BELÉM



3.3.1 HISTORY

Belém, the capital of the state of Pará, is privileged for its strategic position in the extreme north of Brazil and, therefore, considered the main gateway to the north of the country and the Amazon itself. It is the largest metropolis in the Brazilian Amazon, with approximately 1.5 million inhabitants.

Belém, a historical port city located on the right side of Guarajá riverbank, was formerly an indigenous village from the Tupinambás and the Pacajás tribes. Portuguese colonizers funded it in the XVII century for its strategic location, and where it was built Forte do Presépio, the starting point of the city and, today, is part of the Ver-o-Peso Complex.

Today, Belém is a blend of the European, indigenous and African influences in the architecture, gastronomy, music and habits, as well as the characteristics of other cultures brought by immigrants during the history, always mixed with the native traditions, making it a unique identity.

3.3.2 CLIMATE

Belém has a tropical rainforest climate (or equatorial climate), directly influenced by the Amazon forest. Because of this climate, Belém stands out being the rainiest capital in Brazil.

It does not have a defined division of the four seasons of the year, but a wet season and a dry season, with rainfall throughout the year (popularly known as “amazon winter”).

3.3.3 TOURISM, RECREATION AND CULTURE

PARKS AND SQUARES

Belém offers outdoor activities to get citizens in touch with nature to relax, exercise, read, watch the sunset or go out with friends. Some city's highlights are: Republic Square, Batista Campos Plaza, Utinga State Park, the Mangrove of Herons Garden and the Governor's Residence, to mention a few.

VER-O-PESO MARKET

Ver-o-Peso Market, is a cultural and an economic tourist attraction, and was elected one of the Seven Wonders of Brazil because it is one of the oldest markets in the country and is considered the largest outdoor fair in Latin America. Ver-o-Peso Market is a complex with an open-air fair and the Municipal Meat Market, divided by sections, with several products of origin and culture of the Amazon, such as regional fish and fruits, medicinal herbs - and the famous regional superstitions "Baths", spices, handicrafts and the famous tacacá, açaí, tucupi, tapioca and Brazil nuts (Castanha-do-Pará).

FELIZ LUSITANIA COMPLEX

Built in Belém for its defense, it marks the beginning of the city when it was financed by the Portuguese. The Complex is formed by the Forte do Presepio with the original cannons of foundation, the square named Dom Frei Caetano Brandão, the House of Eleven Windows, which was the home of a rich landowner and later a military hospital, the Church of Saint Alexandre with the Museum of Sacred Art (former Episcopal Palace), the Metropolitan Cathedral of Bethlehem and the first street of Bethlehem. Today, these buildings are used for general purposes (and religious, in the case of the church and the cathedral) such as museums and public spaces of cultural events, all in front of the stunning view of the watershed of Guarajá and its sunset.

HISTORICAL MUSEUM OF THE STATE OF PARÁ

The museum is a XVIII century building located in the formerly Governor's palace. It presents a diversified collection of paintings,

accessories, and noble halls with furniture. A photography hall and salons for temporary exhibitions. In addition, the building was a stage for several historical events in Belém, from the colonial times up until late 90's.

DOCK'S STATION (ESTAÇÃO DAS DOCAS)

In the edge of Guarajá watershed, the old fluvial port of the capital was remodeled to become the waterfront Estação das Docas, which has great variety of restaurants (with regional and international dishes), fashion stores (clothes, bio-jewel, handicraft and other products which can be found in the first hangar) and local culture gift shops (it offers daily music in the sliding stage, presentation of folklore shows, cinema and Maria Sylvia Nunes Theater).

BASILICA SANCTUARY OF NAZARETH

It's the only basilica in the Brazilian Amazon, built in the location where it's believed it was found the image of Nazaré (other name for Mary, mother of Jesus) in 1909. The basilica is the destiny of the catholic procession of the Taper of Our Lady of Nazareth (one of the biggest catholic events of the world) and keeps the image of the saint. The story, symbolism and religious importance of the basilica has a profound influence in the collective imaginary and culture of Pará.

TEATRO DA PAZ (OPERA HOUSE)

Built during the apex of the rubber cycle, the theater was the first show house in Amazon and is one of the most luxurious theater in Brazil and the biggest of the North region, being one of the Theaters-Monument of the country, with neoclassical architecture. Today, it exhibits several shows most of which are free or affordable ticket prices. The Opera house holds a monthly concert by the Teatro da Paz own Orchestra.

CULTURE

Belém is known as a mixture of European, African and indian influences exhibited in ancient neoclassical and colonial buildings, which seem to have frozen in time, in the erudite spectacles of orchestras and operas, especially the Teatro da Paz Orchestra, exquisite churches,

foreign film festivals and music, in the colossal Catholic event, the Taper of our Lady of Nazareth and others.

The indigenous and african traits can be seen in many street names (Tupinambás, Mundurucus, Apinagés, etc.), folklore, cultural expressions such as capoeira and local music.

In this unique mix, the characteristic which stands out is the gastronomy of exotic flavors of dishes such as maniçoba, tacacá, jambu, açai, Pará's nuts, fish and a musical scene different from the traditional dances like carimbo, siriá, lundu, marujada to the "guitarradas" and electronic music (as tecnomelody).



***PROINTER
(International
Relations
Office)***

4

4.1

PRÓ-REITORIA DE RELAÇÕES INTERNACIONAIS (PROINTER)



ADDRESS: *Prédio da Reitoria - 1º floor, Rectory's building / UFPA*

PHONE: +55 (91) 3201-7211

Rua Augusto Corrêa, s/n - Guamá

CEP: 66.075-110

Belém/PA - Brasil

4.2

UFPA INTERNATIONALIZATION CENTER



ADDRESS: *"E" and "G" Blocks, UFPA Basic Sector (Belém Campus)*

PHONE: +55 (91) 3201-8794

Rua Augusto Corrêa, s/n - Guamá

CEP: 66.075-110

Belém/PA - Brasil



***UFPA -
History and
Structure***

5

The Federal University of Pará (UFPA) is a federal public institution of higher education founded in 1957. It is located in the Amazon region and is one of the largest university in the Northern region of Brazil.

The mission of the UFPA is to contribute to society through the pursuit of education, learning, and research at the highest international levels of excellence taking advantage of being in the heart of the amazon to prepare citizens capable of building an inclusive and sustainable society, focusing on creative and innovative solutions integrated to the public and the environment, offering various services opened to the community and maintaining nature as a important tool of the campus, corroborating for a humanized education.

5.1

UFPA CAMPUS

UFPA has 12 campuses (Abaetetuba, Altamira, Ananindeua, Belém, Bragança, Breves, Cametá, Capanema, Castanhal, Salinópolis, Soure and Tucuruí). The main campus is in Belém, located in the capital of Pará, because it has more and better structure to satisfy the number of students who enter the university every year.

Belém campus is divided in four sectors:

- I. **Basic;**
- II. **Professional;**
- III. **Leisure;**
- IV. **Health.**



***Daily routine
at UFPA***

6

6.1 UNIVERSITY RESTAURANT

UFPA offers two university restaurants - one is located at the Basic section and the other at the Professional section. Both offer lunch and dinner, with schedules and menu, elaborated by nutritionist. At present, the price for a dish for students cost R\$ 1,00, for employees R\$ 2,00 and for visitants (only in the RU at the Basic section) R\$3,00. Demonstration of documentation that proves the affiliation with the university may be required.

6.2 LIBRARY

The UFPA Library System has 36 university libraries coordinated by the Central Library (in the Basic section, Belém campus), with most locations at Belém campus. More information at (<http://bc.ufpa.br>). Libraries use Pergamum software and their collections are integrated in one single catalog, available online.

You are allowed to book, reserve and loan books as long as you have the registration in the library, which you can do with your registration certificate and an original document with photo (ID card, driver's license, work card, student card) and must be updated biannually.

The graduation students are allowed to borrow until three books simultaneously and the post-graduation students, 5, in a regular time of 14 days, with the possibility of renovation. Delay in the devolution of the borrowed material leads to sanctions of suspension on the library and impediment in the process of certain operations in academic system.

6.3 TRANSPORTATION

Since UFPA is a huge campus, it offers free buses ride inside campus for students and employees. The buses ride all over the campus and have several bus stops. Next to the campus, close to the third gate in the Professional section, you will find a bus terminal for the paid urban transportation service (called SeMOB). The students are entitled to pay half the price in buses taxes, if proven that they are officially enrolled in any education institution registered at the city transport service, by the "Passe Fácil" service. PROINTER can help and instruct you about the necessary documents to obtain your student pass.



***Academic
Information***

7

7.1

ACADEMIC CALENDAR

Every year, UFPA elaborates a calendar to display the period of academic year and important dates for the university, holidays and deadlines. The calendar is available at (<http://www.proeg.ufpa.br/index.php/calendario-academico>).

7.2

SIGAA (INTEGRATED MANAGEMENT SYSTEM FOR ACADEMIC ACTIVITIES)

SIGAA is the online platform which the student has access to the student portal, a webpage that contains his academic information, when clicking the section "Portal do Discente" after the registration.

There, it is possible to verify your link with the university, professor's information, student's frequency when displayed by the professors and the subjects the student is currently enrolled in.

7.3

CLASS DURATION

The classes take place according to the following schedule:

- **Morning period:** 07h30 AM – 12h50 PM;
- **Evening period:** 13h00 PM – 18h20 PM;
- **Night period:** 18h30 PM – 21h50 PM.

7.4

CLASS ATTENDANCE

Students must have, at least, 75% of class attendance to pass the courses. Attendance is registered by the professor at the beginning of each class.

If your name is not on the list of the students during your process of registration at the University, inform the professor regarding your situation so he can record your attendance.

7.5

ACADEMIC GRADING

UFPA uses the methodology of concepts that equates the grades to evaluate the students, which is:

- ***Excelente (excellent):*** 9.0 to 10.0;
- ***Bom (good):*** 7.0 to 8.9;
- ***Regular (fair):*** 5.0 to 6.9;
- ***Insuficiente (insufficient):*** 0 to 4.9.

Agradecimento

PLANEJAMENTO

Prof^a. Dr^a. Marília de Nazaré de Oliveira Ferreira

Pró-Reitora de Ensino de Graduação/UFPA

PROJETO GRÁFICO

Oficina de Criação/UFPA

