



Secretaria de Estado de Ciência, Tecnologia e Inovação
Universidade Estadual do Norte Fluminense Darcy Ribeiro
Programa de Pós-Graduação em Engenharia e Ciência dos Materiais

CALL FOR THE SELECTION PROCESS OF THE MATERIALS SCIENCE AND ENGINEERING POSTGRADUATE PROGRAM

CALL PPGECM 2025-01

FIRST HALF OF 2025

1. Information about the postgraduate program:

Program name: Postgraduate Program in Materials Science and Engineering

Center: CCT/LAMAV

Levels: Master's and Doctorate degree

Grade note: 4 (four)

Concentration area: Materials, Characterization, Processing, Properties and Environment.

Research lines:

1. Ceramic and Sustainable Materials:
 - Cementitious, clay matrix and geopolymer materials;
 - Sustainable Materials;
 - Synthesis and Sintering of Hard and Superhard Materials.

2. Polymeric Materials and Nanomaterials.
 - Nanostructured membranes and biopolymers with nanofillers;
 - Polymeric composites with naturally occurring and/or functional fillers.

Program website: <http://uenf.br/posgraduacao/engenharia-de-materiais/>

2. Enrollment Period:

- From **25/09/2024 (October 25th) to 19/11/2024 (November 19th)**

- **Location:** All registrations will be received solely and exclusively via email. All registration requests, questions and appeals must be directed to the email:

selecao.ppgecm@uenf.br

Applications, appeals and/or questions directed to another e-mail address other than the one informed in this notice will not be accepted.

Contact phones: +55 (22) 2739-7822; +55 (22) 2748-6178.

E-mail: selecao.ppgecm@uenf.br. In the email subject, follow the template: "INSCRIÇÃO_PPGECM_2025_1_COMPLETENOME". Upon the email receipt, the candidate will receive back an email a notification of the application receipt. The notification does not imply approval and/or verification of documents by the Evaluation Committee. If you do not receive the notification, check your spam box, and if you still have questions, contact the Program Secretary.

Applications received after 11:59 pm on 19/11/2024 will not be accepted.

3. Evaluation Committee:

3.1. The Evaluation Committee will be responsible for approving inscriptions, evaluating each stage, and judging the appeals presented by the candidates.

3.2. The Evaluation Committee will be announced by the Program Coordinating Committee within 3 (three) business days after the end of registration. It will be composed of accredited professors from the Postgraduate Program in Engineering and Materials Science.

3.3. Appeals against the composition of the Evaluation Committee must be filed within 5 (five) business days after the disclosure of the final registrations approval and must be evaluated by the Program Coordinating Committee before carrying out any of the selection stages.

3.4. Will be considered prevented from exercising the functions of a member of the evaluation committee, any member who:

- a) Is or has been a spouse, partner, relative or similar up to the third degree of any of the candidates;
- b) Is litigating judicially or administratively with any of the candidates or with any of the persons indicated in subparagraph a;
- c) Has close friendship or notorious enmity with any of the candidates, or any of the individuals mentioned in subparagraph a, and considering that the friendship/enmity directly affects the selection process;
- d) Be a member of the same company as any candidate;
- e) Be part of the board of any association of which any candidate is also a director.

3.5. It is permissible for any interested party to raise the impediment of a member of the evaluation committee, within the period provided for in item 3.3, by a simple request that will be evaluated by the Program Coordinating Committee, through the appeal email informed in item 2, before carrying out any of the selection steps.

3.6. The member considered prevented will be replaced by another professor, among the ones accredited to the postgraduate program, as designated by the Program Coordinating Committee, in the case of the president or other full members.

3.7. It is the candidate's duty to inform the existence of any of the links listed in item 3.4 with any of the members of the Evaluation Committee, under penalty of exclusion from the competition.

3.8. It is the duty of the Evaluation Committee member to inform the existence of any of the links listed in item 3.4 with any of the candidates, under penalty of incurring serious misconduct under the terms of the sole paragraph of art. 18 of state law No. 5,427/2009.

4. Applications:

4.1. Applications may be done by candidates who reside in Brazil or abroad.

4.1.1. Candidates with permanent residence abroad may have a number of vacancies available exclusively, as long as they are informed in item 9 of this Call. Even so, they will be selected according to item 6 of this Notice, with the same criteria as students residing in Brazil.

4.1.1.1. Foreign candidates from Mercosur countries will be able to prove their proficiency in Portuguese by means of a test offered by the Program (exam to be scheduled after admission).

4.1.1.2. Foreign candidates from Portuguese-speaking countries do not need to present proof of proficiency in Portuguese.

4.1.1.3. Other foreign candidates must prove proficiency in Portuguese, by passing the **Celpe-Bras** test (<http://portal.inep.gov.br/celpebras>), up to 06 (six) months after enrolling in the Course.

4.1.2. Approved Master's or Doctorate foreign candidates will have to present a copy of the diploma recognized by their origin country Brazilian consulate, as well as other documents to be required by the Academic Secretariat of UENF at the time of enrollment.

4.2. At the time of application, the candidate must send for the email informed in this Call's Item 2, the following files in PDF format, which must be identified separately as follows: **Note: The files must be identified with the respective letter (A, B, C, D, ..., L), according to the items below, and in case of submission in disagreement, the application will not be approved:**

a) Application form (according to Annex III's template) according to this Call's Annex III; The candidate must indicate on the Form the **line of research** of interest and potential advisors in order of preference, as per Item 9 of this Public Call. **The candidate who sent the Application Form (Annex III) with the Research Line, advisor and other information empty** will have its application rejected. Its highly recommended that candidates survey of the postgraduate program professors' profile, lines of research and curriculum lattes to choose the order of prioritization of the advisee:

Form available at <https://uenf.br/posgraduacao/engenharia-de-materiais/processos-seletivos/>

b) Copy of full-time higher education (undergraduate) diploma or equivalent document. Candidates who have not yet completed their course at the time of application must sent a copy of a declaration signed by the Course Coordinator or Academic Secretary informing such condition and containing the expected graduation date. Upon enrollment, it will be mandatory to present a diploma or equivalent document, under penalty of losing the vacancy.

c) For doctoral candidates, a copy of the master's degree diploma or equivalent document must be sent. Candidates who have not yet completed the course at the time of application must sent a copy of a declaration signed by the Course Coordinator, Academic Advisor or Academic Secretary informing such condition and with the expected Master's course completion date. Upon enrollment, the presentation of a diploma or equivalent document will be mandatory, under penalty of losing the vacancy;

d) Academic transcript of the undergraduate course for candidates to the master's and doctorate, containing the GPA (Grade Point Average) obtained (in case of absence, request a statement from the candidate's university with the information);

e) Academic transcript of the master's degree, only for doctoral candidates, containing the GPA obtained (in case of absence, request a statement from the candidate's university with the information);

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- f) **Lattes Curriculum (LC)** registered on the CNPq website (<http://lattes.cnpq.br/>). It is mandatory to send, at the time of the application, a PDF file with a copy of all supporting documentation of the items listed in the Lattes Curriculum. For the titles considered in the curriculum evaluation stage, see Item 7. Curriculum sent in a format other than Lattes will not be accepted. All supporting documents must be organized in a SINGLE PDF file, following the sequence of attributes available in the evaluation tables of Item 7. Separated files or files organized out of table sequence will be automatically disregarded for evaluation purposes.
- g) Single file containing three reference letters (following the template) signed by people linked to the candidate's university education or professional activities. The letters will be collected by the candidates and must be sent together with the other documents. Letters sent directly by the declarants will not be accepted. Template available at: <https://uenf.br/posgraduacao/engenharia-de-materiais/processos-seletivos/>
- h) An updated 3x4 photo, not being considered for this item the photo of documents, such as RG or CNH. It is mandatory to send an updated photo so the Evaluation Committee be able to currently identify the candidate;
- i) Copy of civil identity card (Brazilian and foreign candidates);
- j) For Brazilian candidates: Copy of CPF (if the number is on the civil identification document, item i, the need for CPF may be disregarded);
- k) For Brazilian candidates: Voter Title, Military Certificate (only for men), Civil Registry (birth or marriage certificate);

4.2.1. Documentation presented that does not comply with these guidelines will result in non-approval of the application.

4.2.2. All documents must be scanned in PDF format, with resolution quality suitable for reading.

4.2.3. Files in any other format will not be accepted, not even in compressed folders. Pay attention to the size limit of files to be sent. Use size reduction programs, if necessary, keeping it in PDF format and with minimum reading quality. Documents in online folders, in which access is denied or blocked, will not be accepted, and these documents will be DISREGARDED for all analysis.

4.2.4. The candidate, when presenting the required documentation, is responsible for the veracity of all the information provided.

4.3. After the deadline for receiving applications, they will be approved by the Evaluation Committee as shown in the Schedule in Annex II.

4.3.1. Only registrations that are accompanied by all the documents mentioned in item 4.2 will be fully approved.

4.3.2. Applications that are not accompanied by the document mentioned in subparagraphs “g” of item 4.2, may be “conditionally” approved. The candidate has until the enrollment date to present the aforementioned document, under penalty of exclusion from the competition and loss of eventual vacancy in the postgraduate program.

4.4. The preliminary list with approved and non-approved registrations will be published on the program website (<https://uenf.br/posgraduacao/engenharia-de-materiais/processos-seletivos/>)

4.4.1. The list of approved inscriptions will contain the names of the candidates in alphabetical order and information regarding the status of the approval, whether it was full or conditional.

4.4.2. The list of non-approved applications will contain the names of the candidates in alphabetical order and the reason that led to the non-approval.

4.5. Candidates who do not have their applications approved may appeal to the Evaluation Committees within a period of up to 3 (three) business days from the date of publication of the lists mentioned in item 4.4.

4.5.1. The attachment of any of the documents listed in item 4.2 through appeal will not be accepted.

4.6. The evaluation committee will have a period of up to 2 (two) business days to judge the appeals presented.

4.7. At the end of the period mentioned in the previous item, the final lists with the approved and non-approved applications will be published on the program's website, as described in item 4.4.1, as well as the results of the appeals with their reasons.

5. Reservation of Vacancies

5.1. In compliance with the provisions of Law No. 6914 of November 6, 2014 (<http://www.alerj.rj.gov.br>), of the total vacancies offered in this Selection Call;

I- 12% (twelve percent) for black and indigenous graduate students (quota system);

II – 12% (twelve percent) for graduate students from public and private higher education institutions.

III – 6% (six percent) for people with disabilities (under the terms of the legislation in force) and children of civil and military police, military firefighters, inspectors of security and penitentiary administration, who died or were disabled as a result of their service.

NOTE:

5.2. Enrollment confirmation will be carried out by checking the documentation submitted at the time of pre-enrollment. For candidates for the Affirmative Action Program Quota System, enrollment confirmation will be carried out after checking the documentation required for each quota category, meeting the socioeconomic need condition and, in the case of candidates for ethnic-racial quotas, the self-declaration validation procedure.

5.3. Black or indigenous candidates with proof of socioeconomic need

ADDITIONAL DOCUMENTATION –

FOR BLACK CANDIDATES: specific self-declaration, according to the model below:
DECLARATION In accordance with State Law No. 6914/2014, I (full name), a candidate for a vacancy in the UENF Postgraduate Program, registered with the CPF under No. (CPF), declare,

under penalty of law, that I identify myself as black.
_____ (date and signature of the candidate).

FOR INDIGENOUS PEOPLE: specific self-declaration, according to the model below:
DECLARATION In accordance with State Law No. 6914/2014, I (full name), a candidate for a vacancy in the UENF Graduate Program, registered with the CPF under No. (CPF), declare, under penalty of law, that I identify myself as belonging to the indigenous ethnic group.
_____ (date and signature of the candidate).

SOCIOECONOMIC ASSESSMENT - In accordance with State Law No. 6914/2014, the candidate must meet the condition of socioeconomic need. To prove the condition of socioeconomic need, defined as a gross monthly per capita income equal to or less than one and a half minimum wages of the candidate and the people in his/her family group, the candidate must attach the supporting documentation to the electronic Socioeconomic Verification form. The electronic form and the list of supporting documentation to be submitted by the candidate will be available at <https://uenf.br/posgraduacao/avaliacao-socioeconomica-de-editais-da-pos-graduacao/>

VALIDATION OF SELF-DECLARATION - For candidates who self-declare as belonging to an indigenous ethnic group, the validation of the self-declaration will be carried out based on the verification of the Indigenous Birth Administrative Registry (RANI) issued by the National Indian Foundation. For candidates who self-declare as black, the validation of the self-declaration will be carried out by Heteroidentification, which will consist exclusively of a phenotypic analysis of the self-declared black candidate, by the Heteroidentification Board designated by UENF, to be carried out in person on a date after pre-enrollment and published on the UENF website (www.uenf.br). The invitation to the heteroidentification panel will be sent to the email registered at the time of pre-registration. In accordance with COLAC UENF Resolution 21/2022, in the Heteroidentification process, ascending or collateral kinship will not be considered under any circumstances. After the announcement of the result of the Heteroidentification Procedure, the candidate may submit a duly substantiated appeal to the Appeals Committee, which will evaluate the appeal considering all audio and video recordings made in the previously conducted interview, the opinion issued by the previous committee and the grounds for the appeal prepared by the candidate.

5.4 Candidates who graduated from public and private higher education institutions and who prove socioeconomic need

ADDITIONAL DOCUMENTATION - 1. Academic transcript proving that the candidate completed his/her undergraduate degree at a public university in the State of Rio de Janeiro or proof that he/she was a recipient of a scholarship from the Student Financing Fund - FIES, the University for All Program - PROUNI or any other type of government incentive for undergraduate students from private higher education institutions.

SOCIOECONOMIC ASSESSMENT - According to State Law No. 6914/2014, the candidate must meet the condition of socioeconomic need. To prove the condition of socioeconomic need, defined as a gross monthly per capita income equal to or less than one and a half minimum wages for the candidate and the people in his/her family group, the candidate must attach the supporting documentation to the electronic Socioeconomic Verification form. The electronic form and the list of supporting documentation to be sent by the candidate will be available at <https://uenf.br/posgraduacao/avaliacao-socioeconomica-de-editais-da-pos-graduacao/>

5.5 Candidate(s) with disabilities, or children of civil police officers, military personnel, military firefighters and security and prison administration inspectors, who died or were incapacitated due to service, with proof of socioeconomic need

ADDITIONAL DOCUMENTATION - In accordance with State Law No. 6914/2014, a person with a disability is understood to be one who meets the requirements established by Federal Law 13,146/2015. In accordance with State Law No. 6914/2014, the child of a civil and military police officer, a firefighter, and a prison security and administration inspector who died or became incapacitated due to service is considered to be the one who presents the death certificate together with the administrative decision that recognized the death due to service or presents the administrative decision that recognized the incapacity due to service.

The documents:

1. For people with disabilities: proof of disability in accordance with the provisions established by Federal Law 13,146/2015 and Decree 11,063/2022 - Art. 3°.

2. For children of civil and military police officers, military firefighters and security and prison administration inspectors, who died or became incapacitated due to service: death certificate; document with the administrative decision that recognized death or incapacity due to service; document of retirement or disability pension, pay slip for survivor's pension, when the beneficiary is a survivor's pension, or for retirement benefits paid by IPERJ, RIOPREVIDÊNCIA or another similar entity. Furthermore, in accordance with the State Law in force, State Law No. 6914/2014, the candidate must meet the condition of socioeconomic need.

SOCIOECONOMIC ASSESSMENT - According to State Law No. 6914/2014, the candidate must meet the socioeconomic need condition. To prove the socioeconomic need condition, defined as a gross monthly per capita income equal to or less than one and a half minimum wages of the candidate and the people in his/her family group, the candidate must attach the supporting documentation to the electronic Socioeconomic Verification form. The electronic form and the list of supporting documentation to be sent by the candidate will be available at <https://uenf.br/posgraduacao/avaliacao-socioeconomica-de-editais-da-pos-graduacao/>

5.6. The number of vacancies for candidates who opt for the quota system will follow the table below.

Master's (30% of 29 vacancies = 8.7 vacancies \cong 9.0 vacancies)*		
Quota type	Number of vacancies	Research line
Black and indigenous graduate students	12% of 29 vacancies = 3.48 vacancies \cong 4.0 vacancies.	<ul style="list-style-type: none"> • Ceramic and Sustainable Materials = 2 vacancies. • Polymeric Materials and Nanomaterials = 2 vacancies.
Graduate students from public and private higher education institutions	12% of 29 vacancies = 3.48 vacancies \cong 4.0 vacancies.	<ul style="list-style-type: none"> • Ceramic and Sustainable Materials = 2 vacancies. • Polymeric Materials and Nanomaterials = 2 vacancies.
People with disabilities (under the terms of the legislation in force) and children of civil and military police, military firefighters, inspectors	6% of 29 vacancies = 1.74 vacancies \cong 1.0 vacancies*	<ul style="list-style-type: none"> • Polymeric Materials and Nanomaterials = 1 vacancy.

of security and penitentiary administration, who died or were disabled as a result of their service.		
Doctorate (30% of 20 vacancies = 6.0 vacancies)*		
Quota type	Number of vacancies	Research line
Black and indigenous graduate students	12% of 20 vacancies = 2.40 vacancies \cong 3.0 vacancies.	<ul style="list-style-type: none"> • Ceramic and Sustainable Materials = 1 vacancy. • Polymeric Materials and Nanomaterials = 2 vacancies.
Graduate students from public and private higher education institutions	12% of 20 vacancies = 2.40 vacancies \cong 2.0 vacancies.	<ul style="list-style-type: none"> • Ceramic and Sustainable Materials = 1 vacancy. • Polymeric Materials and Nanomaterials = 1 vacancy.
People with disabilities (under the terms of the legislation in force) and children of civil and military police, military firefighters, inspectors of security and penitentiary administration, who died or were disabled as a result of their service.	6% of 20 vacancies = 1.20 vacancies \cong 1.0 vacancy.	<ul style="list-style-type: none"> • Polymeric Materials and Nanomaterials = 1 vacancy.

*Approximation considering the reservation of total vacancies (30 MS + 24 DS = 54), with 54 vacancies x 30% = 16.20 vacancies \cong 17 vacancies (9 M + 8 D).

6. Selection steps.

6.1. The selection stages will be carried out exclusively remotely, according to Annex II (schedule) of this Public Call. However, candidates must follow the selection process website daily (<https://uenf.br/posgraduacao/engenharia-de-materiais/processos-seletivos/>), as some dates can be advanced and/or postponed. In these cases, a rectification of the Public Call will be published with the updated schedule.

6.2. The selection process for Master's or Doctorate candidates will consist of the following steps, in the following order:

6.2.1. Curriculum Evaluation: Qualifying and eliminatory, it will consist of an analysis and scoring of the supporting documents presented by the candidate, at the time of application, in accordance with Items 4 and 7 of this Public Call.

6.2.2. Academic Transcript Assessment: Qualifying and eliminatory, it will consist of the GPA (Grade Point Average) analysis of the undergraduate course for Master's candidates, and of the Master's course for Doctoral candidates.

6.2.3. Technical Interview: Qualifying and eliminatory, it will consist of a remote interview to be carried out individually with each candidate, together with the presence of at least two members of the selection committee, with the possibility participation of other professors accredited to PPGECEM. Questions related to the line of research in which the candidate applied will be addressed, evaluating their technical-scientific knowledge, academic maturity, and motivation to attend a postgraduate course, as well as other relevant topics, in which the Evaluation Committee deems necessary.

6.3. The Assessments of items 6.2.1 and 6.2.2 will be carried out simultaneously, while the Assessment of item 6.2.3 will be subsequent to the others. The result will be disclosed as per Annex II of this Public Call.

7. The evaluation process.

7.1. A grade from 0 to 10 (from zero to ten) will be assigned to each of the selection stages described in item 6.2 of this Public Call. **Only two decimal places will be considered in the grade calculation, without rounding.**

7.2. Curriculum Evaluation: This stage is qualifying and eliminatory.

7.2.1. Master's Criteria: The *Lattes curriculum evaluation* for Master's candidates will follow the criteria and values listed in the Score Table below:

N	Description	Score per item	Type of proof document	Maximum Score by Group
Group I - Academic Training				
1	Degree in Engineering and Materials Science or related areas (assessed by the Evaluation Committee).	3.0	Diploma and/or statement from the candidate's university	3.5
2	Undergraduate degree in other areas	2.5	Diploma and/or statement from the candidate's university	
3	Completed specialization courses related to the area of interest with a minimum workload of 360 (three hundred and sixty) hours.	0.5	Diploma and/or statement from the candidate's university	
Group II - Academic/Professional Experience				
4	Academic Experience (scholarships of undergraduate extension, open university, technological support and tutoring or scientific and undergraduate research project)	0.4 (1 year)	University statement or scholarship paycheck (start and end) or granting term of the scholarship (along with additive terms per year)	3.0
		0.8 (2 years)		
		1.1 (more than two years)		
5	Participation in seminars, symposia, congresses or mini courses in the area of the Materials Science and Engineering postgraduate program.	0.3 (Up to 4)	Signed certificates or declarations of participation, containing the candidate's full name	
		0.5 (between 5 and 6)		
		0.8 (7 or more)		

6	Professional practice, internship or teaching in Engineering and Materials Science or related areas.	0.3 (up to 1 year)	To be proven by means of a copy of the employment contract and/or work permit.	
		0.5 (between 1 year and a day and 2 years)		
		0.8 (over 2 years and a day)		
7	Participation in the organizing committee of academic events.	0.3	Certificate or declaration of participation containing the candidate's full name, type and period of event or similar document with relevant information.	
Group III - Intellectual Production				
8	Manuscripts published in journals: classification QUALIS A – Engineering II.*	0.5 (up to 1)	Only the first page of the manuscript, which must contain the name of the candidate among the authors, name of the journal, DOI (if any) and journal's edition.	
		1.0 (2 articles)		
		1.4 (3 or more)		
9	Manuscripts published in journals: classification QUALIS B – Engineering II.*	0.2 (up to 1)		
		0.4 (2 or more)		
10	Full manuscript published in annals of technical-scientific event.or in non-indexed journals or in journals classified QUALIS C – Engineering II.*	0.1 (up to 1)		
		0.2 (2 articles)		
		0.3 (3 or more)		
11	Abstract published in annals of technical-scientific event.	0.1 (up to 1)	Only the abstract, which must contain the name of the candidate among the authors, name of the event and publication date.	
		0.2 (2 or more)		
12	Academic/Scientific Merit Award.	0.1 (any amount)	Statement and/or other proof related to the prize.	
13	Patent filing and/or granting.	0.2 (Up to 1) 0.3 (2 or more)	PDF file related to the filing of the patent at the INPI or another international body, containing the candidate as inventor.	3.5
14	Lectures given and presentation of works.	0.1 (any amount)	Presentation statement with full name, type and period of event or similar document with pertinent information.	
15	Book or book chapter in the area of Engineering II with a recognized editorial board in the area (<i>Note: do not consider an event annals as a book chapter, it is up to the Evaluation Committee to assess the quality of the editorial board</i>).	0.1 (Up to 1) 0.2 (2 or more)	Only the first page of the chapter, which must contain the name of the candidate among the authors and name of the book, in addition to a page containing the editorial board and publisher. The	

			committee will evaluate the relevance of the book in the evaluation area.	
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*If the journal is not indexed in the present Qualis CAPES (2013-2016), the classification through the percentile or impact factor may be used by the committee, according to the rules in the new Qualis of CAPES and the area of Engineering II. This condition applies only to journals not indexed in the current Qualis (2013-2016), with no correction of the extract of journals already classified. If there is a change in Qualis CAPES until the time of evaluation, the committee will use the most updated version available on the CAPES website.

7.2.1.1. If the candidate has two or more graduations and specialization courses, only the one with the highest score, according to this Public Call, will be considered, in the case of graduation, and a single one, in the case of specialization.

7.2.2. Doctoral Criteria: The *Lattes curriculum evaluation* for Doctoral candidates will follow the criteria and values listed in the Score Table below:

N	Description	Score per item	Type of proof document	Maximum Score by Group
Group I - Academic Training				
1	Master's degree in Engineering and Materials Science or related areas (assessed by the Evaluation Committee).	2.0	Diploma and/or statement from the candidate's university	2.5
2	Master's degree in other áreas	1.5	Diploma and/or statement from the candidate's university	
3	Completed specialization courses related to the area of interest with a minimum workload of 360 (three hundred and sixty) hours.	0.5	Diploma and/or statement from the candidate's university	
Group II - Academic/Professional Experience				
4	Academic Experience (scholarships of undergraduate extension, open university, technological support and tutoring or scientific and undergraduate research project).	0.2 (1 year)	University statement or scholarship paycheck (start and end) or granting term of the scholarship (along with additive terms per year)	1.8
		0.6 (more than 1 year)		
5	Participation in seminars, symposia, congresses or mini courses in the area of the Materials Science and Engineering postgraduate program.	0.1 (up to 1)	Signed certificates or declarations of participation, containing the candidate's full name	
		0.2 (between 2 and 4)		
		0.4 (5 or more)		
6	Professional practice, internship or teaching in Engineering and Materials Science or related areas.	0.2 (up to 1 year)	To be proven by means of a copy of the employment contract and/or work permit.	
		0.3 (between 1 year and a day and 2 years)		
		0.5 (over 2 years and one day)		
7	Participation in the organizing committee of academic events.	0.3 (1 year)	Certificate or declaration of participation containing the	

			candidate's full name, type and period of event or similar document with relevant information.	
Group III - Intellectual Production				
8	Manuscripts published in journals: classification QUALIS A – Engineering II.*	0.5 (up to 1)	Only the first page of the manuscript, which must contain the name of the candidate among the authors, name of the journal, DOI (if any) and journal's edition	
		1.0 (2 manuscripts)		
		1.5 (3 manuscripts)		
		2.0 (4 manuscripts)		
		2.5 (5 or more)		
9	Manuscripts published in journals: classification QUALIS B – Engineering II.*	0.2 (1 manuscripts)		
		0.4 (2 manuscripts)		
		0.6 (3 or more)		
10	Full manuscript published in annals of technical-scientific event, or in non-indexed journals or in journals classified QUALIS C – Engineering II.*	0.1 (up to 1)		
		0.2 (2 manuscripts)		
		0.3 (3 manuscripts)		
		0.5 (4 or more manuscripts)		
11	Abstract published in annals of technical-scientific event.	0.1 (up to 1)	Only the abstract, which must contain the name of the candidate among the authors, name of the event and publication date.	
		0.2 (2 or more)		
12	Academic/Scientific Merit Award.	0.1 (any amount)	Statement and/or other proof related to the prize.	
13	Patent filing and/or granting.	0.2 (up to 2)	PDF file related to the filing of the patent at the INPI or another international body, containing the candidate as inventor.	
		0.6 (3 or more)		
14	Lectures given and work presentations in national and/or international congresses (undergraduate or graduate research exhibition (e.g.: UENF's CONPG) will not be counted)	0.1 (up to 1)	Presentation statement with full name, type and period of event or similar document with pertinent information.	5.7
		0.2 (up to 2)		
		0.4 (3 or more)		
15	Book or book chapter in the area of Engineering II with a recognized editorial board in the area (<i>Note: do not consider an event annals as a book chapter, it is up to the Evaluation Committee to assess the quality of the editorial board</i>).	0.2 (up to 1)	Only the first page of the chapter, which must contain the name of the candidate among the authors and name of the book, in addition to a page	
		0.4 (2 book chapters)		

		0.6 (3 book chapters)	containing the editorial board and publisher. The committee will evaluate the relevance of the book in the evaluation area.	
		0.8 (4 or more)		

*If the journal is not indexed in the present Qualis CAPES (2017-2020), the classification through the percentile or impact factor may be used by the committee, according to the rules in the new Qualis of CAPES and the area of Engineering II. This condition applies only to journals not indexed in the current Qualis (2017-2020), with no correction of the extract of journals already classified. If there is a change in Qualis CAPES until the time of evaluation, the committee will use the most updated version available on the CAPES website.

7.2.2.1. If the candidate has two or more Master's courses, only the one with the highest score, according to this Public Call, will be considered.

7.3. Transcript Assessment Stage: This stage is a qualifying and eliminatory stage.

7.3.1. Master's Criteria: At this stage, Master's candidates will be evaluated through the following criteria:

HEM = grade attributed to the master's candidate's academic record. The maximum value assigned in HEM will be 10.0 points, regardless of the value resulting from the formula.

The quantification of the candidate's HEM will be done as follows:

$$\text{HEM} = \text{MTF} \times \text{TGP} \times \text{CPC}$$

Where:

MTF is the cumulative income coefficient (aka Grade Point Average) received by the candidate during the undergraduate course.

OBS: If the Academic Transcript does not present the MTF, the commission will calculate it through the subjects related to the program following the norms of the General Regulations for Graduation of UENF. A statement from the home university informing the candidate's MTF may be attached. For candidates who are in the last semester of the undergraduate course, with expectation of graduation in 2022/2, the accumulated MTF contained in the school extract referring to the subjects effectively approved will be considered, or in case of non-existence, it will be calculated by the selection committee.

TGP is the time to graduation: the following value will be given to the number of semesters spent to complete the degree course:

- Up to 11 semesters (or 9, if the course is 4 years) = 1.0
- Up to 12 semesters (or 10, if the course is 4 years) = 0.8
- Up to 13 semesters (or 11, if the course is 4 years) = 0.7
- Up to 14 semesters (or 12, if the course is 4 years) = 0.6
- From 15 semesters (or 13, if the course is 4 years) = 0.5

CPC is the Preliminary Course Concept: the following value will be given according to the most updated CPC assigned range, made available by INEP (<https://www.gov.br/inep/pt-br/aceso-a-informacao/dados-abertos/indicadores-educacionais/indicadores-de-qualidade-da-educacao-superior>):

- CPC range 5 = 1.0
- CPC range 4 = 1.0
- CPC range 3 = 0.8
- CPC range 2 = 0.6

In the absence of an official CPC, the commission may use other official quality indicator publicly available by government agencies linked to the evaluation of undergraduate education.

7.3.2. Doctoral Criteria: At this stage, Doctoral candidates will be evaluated through the following criteria:

HED = grade attributed to the Doctoral candidate's academic record. The maximum value assigned in HED will be 10.0 points, regardless of the value resulting from the formula.

The quantification of the candidate's HED will be done as follows:

$$\text{HED} = \text{MTF} \times \text{TPM} \times \text{NCPG}$$

MTF is the cumulative income coefficient (or Grade Point Average) received by the candidate during the Master's course.

OBS: If the Academic Transcript does not present the MTF, the commission will calculate it through the subjects related to the program following the norms of the General Regulations for Graduate Studies at UENF. **It is recommended that candidates check whether the MTF is included in the master's academic transcript in numerical form or request a statement from their university to be attached. In case of impossibility of calculation, as in transcripts that attribute grades, the selection committee will not be able to check the numerical index, being assigned zero grade to the candidate.**

TPM is the titration time for the Master's degree:

- Up to 24 months = 1.0
- Up to 30 months = 0.8
- Up to 36 months = 0.7
- Over 36 months = 0.6

NCPG is the CAPES current concept grade of the most recent master's degree postgraduate program, publicly disclosed on the CAPES website.

- PPG grade 7 in CAPES = 1.6;
- PPG grade 6 in CAPES = 1.4;
- PPG grade 5 in CAPES = 1.2;
- PPG grade 4 in CAPES = 1.0;
- PPG grade 3 in CAPES = 0.8;
- PPG grade 2 in CAPES = 0.6.

In case of non-existence of a CAPES concept grade for a given postgraduate program or postgraduate programs without an incomplete, disabled, and non-existent four-year evaluation, the NCPPG applied will be 1.0.

7.4. Technical Interview: This stage is qualifying and eliminatory.

7.4.1. The technical interview will be carried out completely remotely, and the selection committee will make the access link as well as the candidates order available at least 24 hours in advance, on the website of the selection process.

7.4.2. The duration of the interview will be free, to be defined by the committee based on the number of applicants and logistics, with the date, time, and platform with a link to be used for all candidates being disclosed on the selection process page. In case of foreign students' application, the commission may, at its discretion, adjust the interview schedules due to the existing time zone, maintaining the same criteria and general rules.

7.4.3. The candidate must open his camera and microphone for the interview. The committee must be able to identify the candidate with the 3x4 photo sent at the time of application, so the photo must be updated. The commission may choose to record the interviews, being the candidate aware and in accordance with this situation.

7.4.4. The commission will not be responsible for connection failures or the absence of any element that is necessary for the interview, being the candidate's sole responsibility to be present in the virtual room of the interview, and to remain connected throughout its duration.

7.4.5. The candidate will be questioned by two or more members of the Evaluation Committee. Even though it's possible to have other professors, the candidates' marks will be assigned only by the Evaluation Committee.

7.4.6. Questions related to the line of research in which the candidate was selected will be addressed, evaluating their technical-scientific knowledge, maturity and motivation to attend a postgraduate course, as well as other relevant topics, in which the Evaluation Committee deems necessary. Each evaluator will assign a grade from 0 to 10, according to the Table below ("ETEC Evaluation Sheet – PPGECEM"), and the final grade of this selection stage, called **ETEC**, will be the average of those attributed by the evaluators (2 or 3). For the interview, candidates are recommended to educate themselves about the PPGECEM research lines, projects, and professors' curriculum in the research area, which is available on the PPGECEM page.

ETEC Evaluation Sheet – PPGECEM			
Candidate			
Evaluation criteria	Grade	Eval.1	Eval.2
Technical knowledge regarding the chosen research line.	0 to 3.5		
Presentation and feasibility of the proposal for the postgraduate course.	0 to 3.5		
Technical, academic, scientific, and professional motivation for the postgraduate program, and the candidate's time available time to dedicate to postgraduate activities.	0 to 2.0		
The candidate's oratory	0 to 1.0		
Overall	0 to 10.0		
The candidate's final average - ETEC			

7.4.7. The ETC grade disclosure will only be given by the final average assigned by the evaluators. The details of the items may be requested by the candidate through the appeal, within a maximum period of 3 working days after the disclosure of this stage's grade.

7.4.8. Any candidate who obtains less than 6.0 (six) average points at this stage (**ETEC**) will be eliminated from the selection process

8. Publication of the results of the selection stages and the final classification.

8.1. Once each step is carried out, the Evaluation Committee will publish its result.

8.1.1. The publication of the result of each selection stage will consist of the publication of a list on the program's website (<https://uenf.br/posgraduacao/engenharia-de-materiais/processos-seletivos/>) containing the candidates' names. The selection stages lists will be in order of classification grade and the others lists will be in alphabetic order, containing the grade and the information "eliminated", "classified for the next stage", "disqualified" or "approved" as the case may be.

8.2. The final grade of each candidate will be calculated according to the criteria in item 7 of this Public Call.

8.2.1. For Master's candidates, the Curriculum (CV) score (weight 3.0), the academic transcript score for the Master's (HEM) (weight 3.0), and the Technical Interview (ETEC) score (weight 4.0) will be considered. The final average obtained by the master's candidate (MFM) will be given by the following relationship:

$$\text{MFM} = [(\text{CV} \times 3.0) + (\text{HEM} \times 3.0) + (\text{ETEC} \times 4.0)] / 10$$

8.2.1. For doctoral candidates, the Curriculum (CV) score (weight 4.0), the academic transcript score for the doctorate (HED) (2.0 weight), and the Technical Interview (ETEC) score (weight 4.0) will be considered. The final average obtained by the doctoral candidate (MFD) will be given by the following relationship:

$$\text{MFD} = [(\text{CV} \times 4.0) + (\text{HED} \times 2.0) + (\text{ETEC} \times 4.0)] / 10$$

8.3. Only candidates who achieve, at least, a **final grade** greater than or equal to 6.0 will be considered approved.

8.4. The classification of selected candidates will be ranked in descending order of their **final grades**.

8.5. Those candidates who fill the number of vacancies offered, in descending order of classification, will be selected.

8.6. If selected candidates drop out, the approved candidates who applied to compete for the same concentration area according to item 9 of this Public Call may be called to fill the remaining vacancies. The ranking order will be respected within the number of vacancies offered, as per item 9 of this notice.

8.7. In the event of a tie, the tie-breaking criteria will be as follows:

- a) Major ETEC for Masters and Doctoral Degrees;
- b) Greater CV for master's and doctorate;

- c) Greater Academic Transcript for Master's and Doctoral Degrees;
d) Shorter training time in the Master's course, in the case of Doctoral candidates, and in the Undergraduate course, in the case of the Master's candidate.

8.8. The preliminary final result will be released by the Evaluation Committee after the judgment of the last appeal referring to the last stage has been judged.

8.8.1. The disclosure of the preliminary final result will consist of a list with the candidates' names in the ranking order, containing the grade and the information "eliminated", "approved" or "selected" as the case may be.

8.9. Approved candidates within the number of vacancies offered for each area of concentration will be allocated among the advisor professors with available vacancies, according to the candidate's ranking order and the availability of vacancies in the research line. The candidate will provide an order of advisor priority at the time of application.

8.9.1. In case of incomplete information about the candidate's order of advisor preference, the Committee may, at its convenience, assign the candidate to an advisor in the area.

8.9.2. The research line and research advisor ranking order of choice will be based on the descending order of the candidate's final grade, considering their priorities, informed in the application form. The advisor assigned to each candidate will be announced together with the final classification.

9. Number of vacancies offered:

9.1. The filling of vacancies is based on the selection criteria defined in items 6, 7 and 8 of this Public Call.

9.2. There will be a Waiting List and if new vacancies are available, approved candidates may be invited to fill these vacancies.

9.3. The candidate may only apply for one Research Line, as described in this Public Call, for which he/she will compete exclusively. The candidate's application in a Research Line not included in this Public Call or in no Research Line at all, at the time of registration, will imply in the elimination of the selection process.

9.4. There are 30 vacancies for the Master and 24 vacancies for the Doctorate according to the following distribution in the Research Lines:

Research Line	Professors with Availability to be Advisors	2025/1	
		MS	DS
Ceramic and Sustainable Materials	Prof. Carlos Maurício Fontes Vieira	4	2
	Prof. José Nilson França de Holanda	1	2
	Prof. Afonso Rangel Garcez de Azevedo	3	1
	Prof. Gustavo de Castro Xavier	1	2
	Prof. Jonas Alexandre	1	2

	Prof. Markssuel Teixeira Marvila	2	1
	Prof. Eduardo Atem de Carvalho	2	---
	Prof. Marcello Filgueira	4	4
	Total 1	18	14
Polymeric Materials and Nanomaterials	Prof. Djalma Souza	2	2
	Prof. Henry Colorado	1	2
	Prof. Rubén Jesus Sánchez Rodríguez	1	----
	Prof. Noan Tonini Simonassi	2	----
	Prof. Felipe Perissé Duarte Lopes	2	2
	Profª. Elaine Cristina Pereira	2	-----
	Prof. Sergio Neves Monteiro	1	----
	Total 2	11	6
Total Vacancies of PPGECEM		29	20

9.5. Each candidate must indicate their order of preference of advisor, according to the availability in the table above. Candidates with higher score on the selected ranking will have priority in the choice, respecting the advisor's vacancies availability. If the candidate does not fulfill all the advisor options provided, he/she will be reassigned to an advisor depending on the availability of vacancies. If the case of insufficient vacancies available in all the options indicated by the candidate, the selection committee may appoint another advisor.

10. Appeals

10.1. Appeals will be accepted if lodged within a period of up to 3 (three) business days from the publication of the results of each stage and must be in a standard form called "Appeal in the Selection Process for Admission to Graduate Courses/ Recurso em Processo Seletivo para Ingresso em Cursos de Pós-Graduação", available at electronic page of the Program, to be sent to the Evaluation Committee, being sent exclusively via the selection email (selecao.ppgcem@uenf.br). Late applications, from stages already completed or sent by another means than the digital e-mail of the selection process will not be accepted.

10.1.1. The Evaluation Committees must judge all appeals referring to each stage within 2 (two) business days after the end of the period indicated in the previous item.

10.2. The final selection result will only be eligible for appeal to the Program Coordinating Committee in the event of illegality or miscalculation within 5 (five) business days after the Preliminary Final Result is announced.

10.2.1. Re-discussion of the merits of the correction of the steps will not be allowed on this occasion.

10.2.2. Appeals against the final result must be submitted digitally, through the selection process email (selecao.ppgcem@uenf.br), with the petition addressed to the Program Coordinating Committee.

10.3. Once all appeals have been judged, the final result will be announced.

10.3.1. The final result disclosure will consist of the publication of a list on the program's website containing the name of the candidates in the ranking order, the registration number, the grade and the information "eliminated", "approved" or "selected" as the case may be.

11. Of the summons:

11.1. Once the selection has been concluded and the final result has been announced, the selected candidates will be called to present themselves for enrollment within the period stipulated in this Public Call or published by the Coordination on the Program's website.

11.2. The summon for the selected candidates will be done through a list published on the program's website and an email message sent to the candidate's email address contained in the application form. It is important to provide an updated email and daily follow up the program's website.

12. Final Provisions.

12.1. Will be disqualified and automatically excluded from the selection process any candidate who:

- a) Provide false statements or present fake documents in any of the selection stages.
- b) Lacks to submit all required documentation within the terms and conditions stipulated in this Call.
- c) Not confirming your participation in the Program, in case you are selected, on the date specified for enrollment.
- d) Do not attend any of the selection process stages on the dates and times scheduled. It is the candidate's responsibility to secure the internet connection for the interview stage.

12.2. It is the candidate's right to obtain access to documents that allow him to appeal the results of the stages during the appeal deadlines contained in this Public Call.

12.3. Omissions will be evaluated by the Evaluation Committee, the Program Coordinating Committee and the Research and Postgraduate Chamber according to their competences.

12.4. Approval and classification in this selection process does not guarantee automatic access to a postgraduate scholarship, which will be distributed according to the quota of scholarships available at the time of registration, following the selection process general classification disclosed in the final published result, regardless of candidate's line of research. For the distribution of scholarships, the information provided by the candidate in the application form will be considered, and the PPGECM may request additional documents if deemed necessary at any time.

By applying to the selection process, the candidate recognizes and accepts the rules established both in this Public Call and in the internal rules of UENF regarding postgraduate programs.

Campos dos Goytacazes, October 18, 2024



Secretaria de Estado de Ciência, Tecnologia e Inovação
Universidade Estadual do Norte Fluminense Darcy Ribeiro
Programa de Pós-Graduação em Engenharia e Ciência dos Materiais

PROFESSOR CARLOS MAURICIO FONTES VIEIRA
POSTGRADUATE PROGRAM IN ENGINEERING AND MATERIAL SCIENCE - PPECM
UNIVERSIDADE ESTADUAL DO NORTE FLUMINENSE DARCY RIBEIRO – UENF

CALL FOR THE SELECTION PROCESS OF THE MATERIALS SCIENCE AND ENGINEERING POSTGRADUATE PROGRAM

CALL PPGECM 2025-01

Annex II Schedule

Stage	Date
Applications	From October 25th to November 19th
Publication of the approved and non-approved applications list	Until 12/05/2024
Curriculum and academic transcript evaluation period	From 12/13/2024
Technical interviews (ETEC) period	12/17/2024 to 12/20/2024
Grade results disclosure: Curriculum (CV), academic transcript (HEM or HED), final grades (MFM and MFD) and technical interviews (ETEC), along with the candidate's ranking.	Until 12/23/2024
Preliminary Final Result	Until 12/22/2023
Final Result	Until 12/22/2023
Expected date for the beginning of 2023/1 classes according to the academic calendar	01/17/2025

- Some results may be released before the scheduled above, so candidates are recommended to follow up the reports on the postgraduate program's website on a regular basis.
- Appeals outside the respective deadlines of this Call will not be accepted.
- All information and results of appeals and selection stages will be posted on the program website: <https://uenf.br/posgraduacao/engenharia-de-materiais/processos-seletivos/>

Annex III



Universidade Estadual do Norte Fluminense Darcy Ribeiro



SECRETARIA ACADÊMICA

1

APPLICATION FORM

MANDARORY DOCUMENTS

- Copy of higher education (undergraduate) diploma or equivalent;
- Final academic transcript of the undergraduate course;
- For doctoral candidates: Copy of the master's degree diploma, for doctoral candidates;
- For doctoral candidates: Final academic transcript of the master's degree;
- *Curriculum Lattes*; along with a PDF file containing a copy of all documents supporting the Curriculum information;
- A 3x4 photo;
- Letter of recommendation from three people linked to their university education or professional activities;
- Copy of Civil Identity Card, CPF, Civil Registry, Voter Registration and Military Document;
- Proof of payment of the application fee (identified with the applicant's name).

ATTENTION!

All information requested is imperative for the candidate's evaluation.

INTENDED COURSE (see Call)	LEVEL
Postgraduate Programo of Materials Science and Engineering	<input type="checkbox"/> M <input type="checkbox"/> D
RESEARCH LINE (see Call)	
<input type="checkbox"/> Ceramic and Sustainable Materials	<input type="checkbox"/> Polymeric Materials and Nanomaterials.

1st advisor option:

2nd advisor option:

3rd advisor option:

4th advisor option:

5th advisor option:

CANDIDATE IDENTIFICATION

FULL NAME					
GENDER	CPF	CIVIL IDENTITY	ISSUING AUTORIT	STATE	DATE OF ISSUE
<input type="checkbox"/> M <input type="checkbox"/> F					__/__/__
DATE OF BIRTH	NATIONALITY	PERMANENT VISA	EMAIL ADRESS		
__/__/__		<input type="checkbox"/> YES <input type="checkbox"/> NO			
ADRESS					
CITY	STATE	COUNTRY	ZIP CODE	PHONE	

FORMAÇÃO ACADÊMICA

UNDERGRADUATE COURSE	YEAR

UNIVERSITY	CITY	STATE	COUNTRY

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POSTGRADUATE COURSE	YEAR		
UNIVERSITY	CITY	STATE	COUNTRY

PROFESSIONAL EXPERIENCES AND WORKPLACES*

INSTITUTION	TIME		ACTIVITY TYPE
	FROM	UNTIL	

* Teaching, research, extension, promotion and private activities. Identify, starting with the most recent, your last three paid activities.

FINANCING SOURCE OF YOUR RESOURCES
<input type="checkbox"/> I have a scholarship to be granted by the _____. <input type="checkbox"/> I will maintain an employment relationship during the course, receiving salaries. <input type="checkbox"/> I will maintain an employment relationship during the course, without receiving salaries. <input type="checkbox"/> * I have a job, but I want to apply for the program's scholarship. My last salary was R\$ _____. <input type="checkbox"/> *I do not have a job or scholarship and I wish to apply for the program's scholarship.

* Only for Brazilian candidates.

AGREEMENT OF THE INSTITUTION (for candidates with employment relationship)

DATE	POSITION/FUNCTION	SIGNATURE / STAMP*
____/____/____		

* Signature of the Director or competent hierarchical superior, expressing their agreement with the candidate's absence to take the course, if selected, on a full-time basis

DECLARATION						
I hereby DECLARE that this request contains complete and accurate information, that I accept the system and the criteria adopted by the institution to evaluate it, as well as the rules established by the UENF Postgraduate Regiment and the course.						
<table border="1"> <thead> <tr> <th>CITY</th> <th>DATE</th> <th>SIGNATURE</th> </tr> </thead> <tbody> <tr> <td></td> <td>____/____/____</td> <td></td> </tr> </tbody> </table>	CITY	DATE	SIGNATURE		____/____/____	
CITY	DATE	SIGNATURE				
	____/____/____					

TERM OF COMMITMENT						
I undertake to deliver a certified copy of the Higher and/or Master's Degree diplomas, or equivalent documents, up to the date of the initial enrollment, in accordance with the Academic Calendar. I also declare that I am aware that failure to comply with the above implies in the non-fulfillment of the enrollment mandatory documents and the consequent loss of the vacancy.						
<table border="1"> <thead> <tr> <th>CITY</th> <th>DATE</th> <th>SIGNATURE</th> </tr> </thead> <tbody> <tr> <td></td> <td>____/____/____</td> <td></td> </tr> </tbody> </table>	CITY	DATE	SIGNATURE		____/____/____	
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