



Pontifícia  
Universidade  
Católica do  
Rio de Janeiro

# Central Coordination for International Cooperation

## Fact Sheet



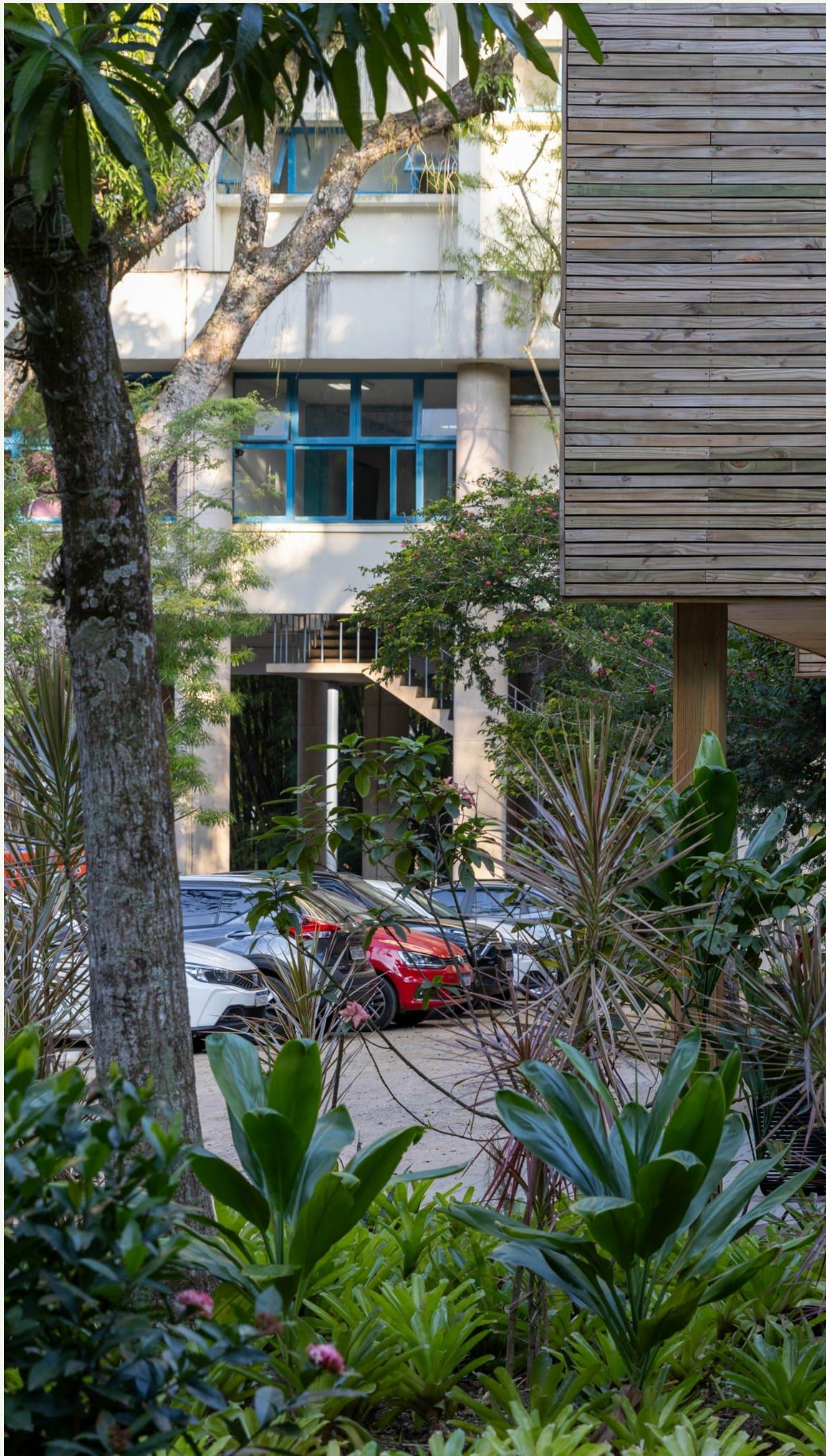


Pontifícia  
Universidade  
Católica do  
Rio de Janeiro

## Address

Rua Marquês de São Vicente, 225  
Ed. Pe. Leonel Franca, 8º andar  
22451-900 Rio de Janeiro, RJ  
Brasil Tel: (55 21) 3527-1577





# Central Coordination for International Cooperation

## General information

### Academic Centers

[PUC-Rio Courses](#)

[International students incoming information](#)

### University and student's life

[PUC-Rio's virtual tour](#)

[Testimonials](#)

[Living in Rio](#)

## Website

[Incoming students](#)

[PUC-Rio students](#)

## Social medias

Incoming students



PUC-Rio students



### Associate Vice-President for Academic Affairs

Dr. Ricardo Alencar  
[directorccci@puc-rio.br](mailto:directorccci@puc-rio.br)

### Partnership Supervisor

Ms. Christine Duarte  
[partnership@puc-rio.br](mailto:partnership@puc-rio.br)

### Office Manager

Ms. Carla Rodrigues  
[manager@puc-rio.br](mailto:manager@puc-rio.br)

### Senior Advisor for Incoming Mobility

Ms. Linda Cristina Sousa  
[incoming@puc-rio.br](mailto:incoming@puc-rio.br)

### Senior Advisor for PUC-Rio students

Mr. Daniel Castro  
[mobility@puc-rio.br](mailto:mobility@puc-rio.br)

# Academic Year 2024

## Academic semesters

**First semester:** 4 months  
From February/March to June/mid July

**Second semester:** 4 months  
From August to November/mid December

## Academic vacation periods

**Summer:** approximately 3 months  
From December to February/March

**Winter:** approximately 1 month  
From mid-July to mid-August

## Exams

Are scheduled throughout the semester. Most courses have 2 exams per semester (G1 and G2), but it can vary. Examination periods are not fixed. More exams, papers, tests may be scheduled at teacher's discretion.

### Pre-term Intensive Portuguese Course | Summer

Arrival:  
January 29th  
Orientation day:  
January 30th  
Classes begin/end:  
February 3rd to February 26th

### Regular term First academic semester

Arrival:  
February 26th  
Orientation day:  
February 37th  
Classes begin/end:  
March 10th to July 14th

### Pre-term Intensive Portuguese Course | Winter

Arrival:  
July 14th  
Orientation day:  
July 15th  
Classes begin/end:  
July 17th to August 8th

### Regular term Second academic semester

Arrival:  
August 12th  
Orientation day:  
August 13th  
Classes begin/end:  
August 18th to December 26th

# Information about Courses

## Class schedule

Classes and relevant course information are listed at [“Horário das Disciplinas”](#).

It is also possible to request the class syllabus by sending a message directly to the Department.

The email address for contacting each academic department can be found [here](#).

## Required Student’s workload per semester (PUC-Rio credits)

Exchange students must take a minimum of 2 classes (8 credits) and a maximum of 5 classes (24 credits) including the mandatory Portuguese as a second language course for who is not proficient in Portuguese.

## Grading system

Grades range from 0 (zero) to 10 (ten).

5 (five) is the minimum passing grade for undergraduate students.

6 (six) is the minimum passing grade for graduate students.

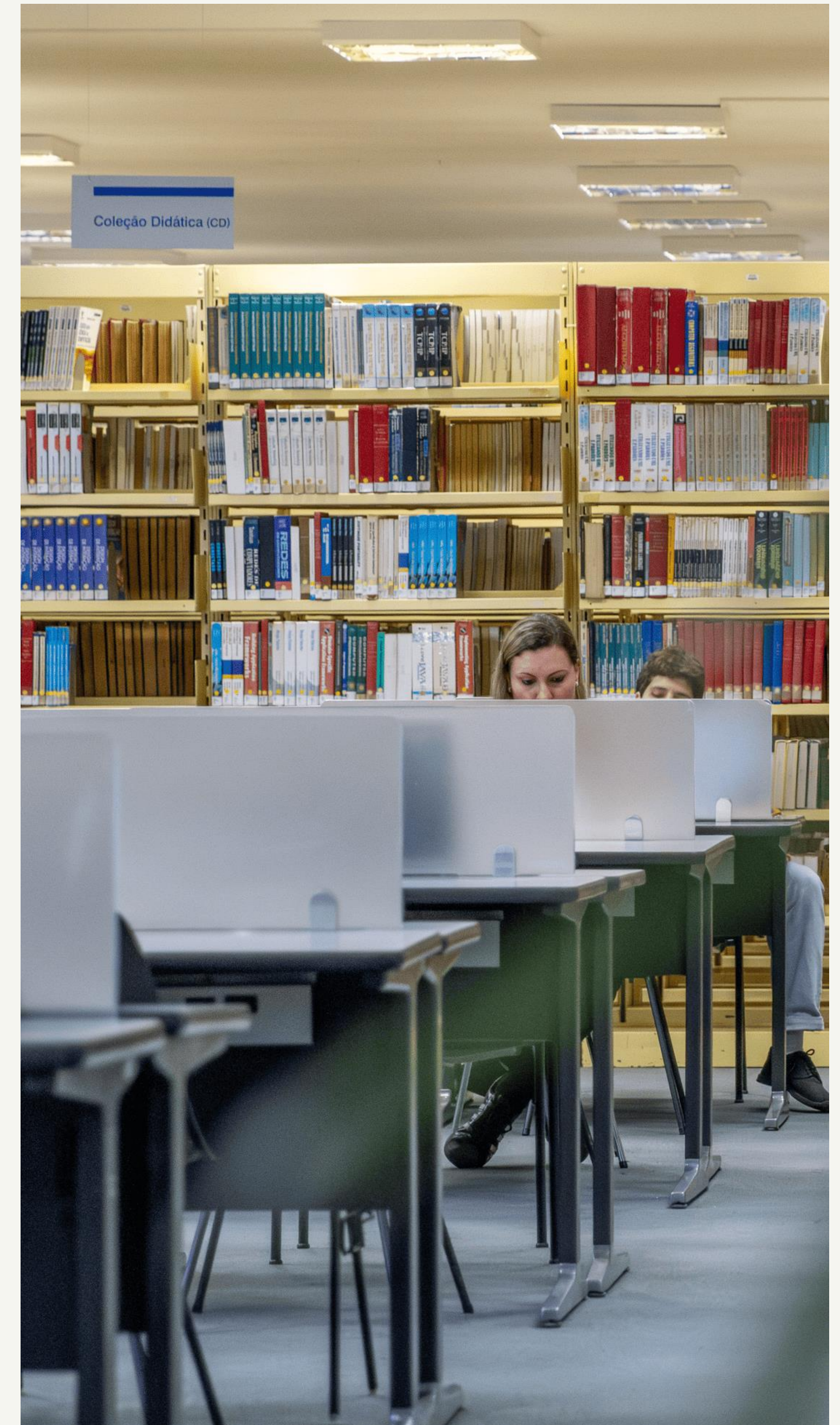
## Credit system

Standard term: 15 weeks

1 credit = 1 class hour/week of lecture class or

2 hours laboratory class/week or

3 hours of exercise class/week



# Languages

## Language Requirements

Although students are not required a specific level of proficiency in Portuguese language, all exchange students must take a placement test in order to confirm their knowledge of Portuguese on the first day of classes. All exchange students are required to take the Portuguese course during regular academic term even if they apply to classes taught in English.

## Courses in English

PUC-Rio offers a package of disciplines in English to compound the student's schedule every semester. These courses are subject to academic planning.

Note: Along with the courses in English, international students must attend Portuguese as a Second Language class during their academic semester.

No English level is required to attend the courses taught in English. Although an intermediate level (B1) or upper proficiency is highly recommendable.

[Courses available in English](#)

## Pre-Term Portuguese as a Second Language Intensive Course

Held before the regular semester, the Pre-Term Portuguese as a Second Language Intensive Course will not be included in the student's transcript even if they enroll in the regular semester.

Students who take the Pre-Term Portuguese as a Second Language Intensive Course will receive a certificate of completion indicating the course date, student's grade and level of Portuguese taken.

The Portuguese language courses are offered at five different levels: from very basic to the advanced levels.

Each student will take a placement test to confirm their exact knowledge of Portuguese. This course aims to develop the student's written and oral skills in Portuguese, preparing international students to attend regular courses at the university during the subsequent academic terms.

[Information about the Pre-Term Portuguese](#)



# Student Exchange Program

## Application process

Students interested in applying for the academic exchange program (semester/year), and for the Pre-term Intensive Portuguese program must fill in an online form available [here](#).

## Application deadlines

[October 15th, 2024](#)

Exchange period of March to July, 2025

[May 15th, 2025](#)

Exchange period of August to December, 2025

## Application deadlines for pre-term Portuguese Intensive Course

[October 15th, 2024](#) | January/February 2025 session

[May 15th, 2025](#) | July 2025 session

## [Nomination guide - Procedures](#)

## Nomination process

The partner university must send a nomination e-mail to the Incoming Coordination at [incoming@puc-rio.br](mailto:incoming@puc-rio.br)

## Required documents

After students have filled out the online application form for the Intensive Portuguese Program and/or the Regular Exchange Program, they need to upload the required documents following the instructions.

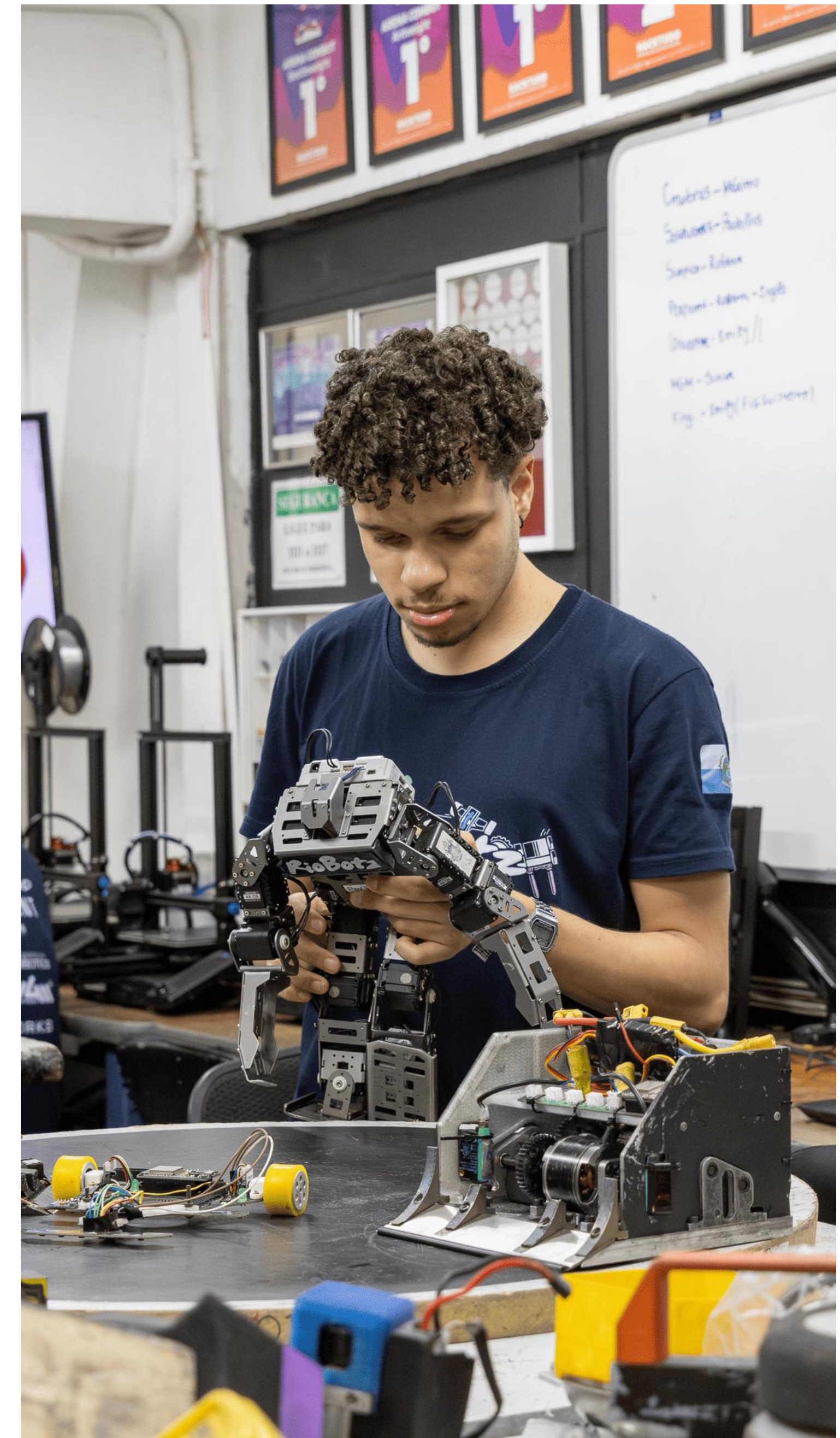
## Required documents list

- 1 photo (3 x 4 cm size)
- Official transcript
- Nomination letter
- Passport
- Personal statement
- Proof of Student's International health insurance (mandatory)
- Proof of COVID vaccination (recommendable)
- Proof of payment of the administrative cost.

Please refer to [http://www.puc-rio.br/ensinopesq/ccci/incoming/fees\\_tuition.html](http://www.puc-rio.br/ensinopesq/ccci/incoming/fees_tuition.html) for more information about tuition, fees and wire transfer details.

## VISA

A student visa is required. The visa must be obtained **BEFORE** entering Brazil. A tourist visa **CANNOT** be changed into a student visa once in the country.



# Customized and Faculty-led Programs | Brazilian Seminars

## Customized Programs and Faculty-led Programs

Organized under the supervision of a faculty member, these programs are developed on demand to attend the specific needs of international institutions and educators.

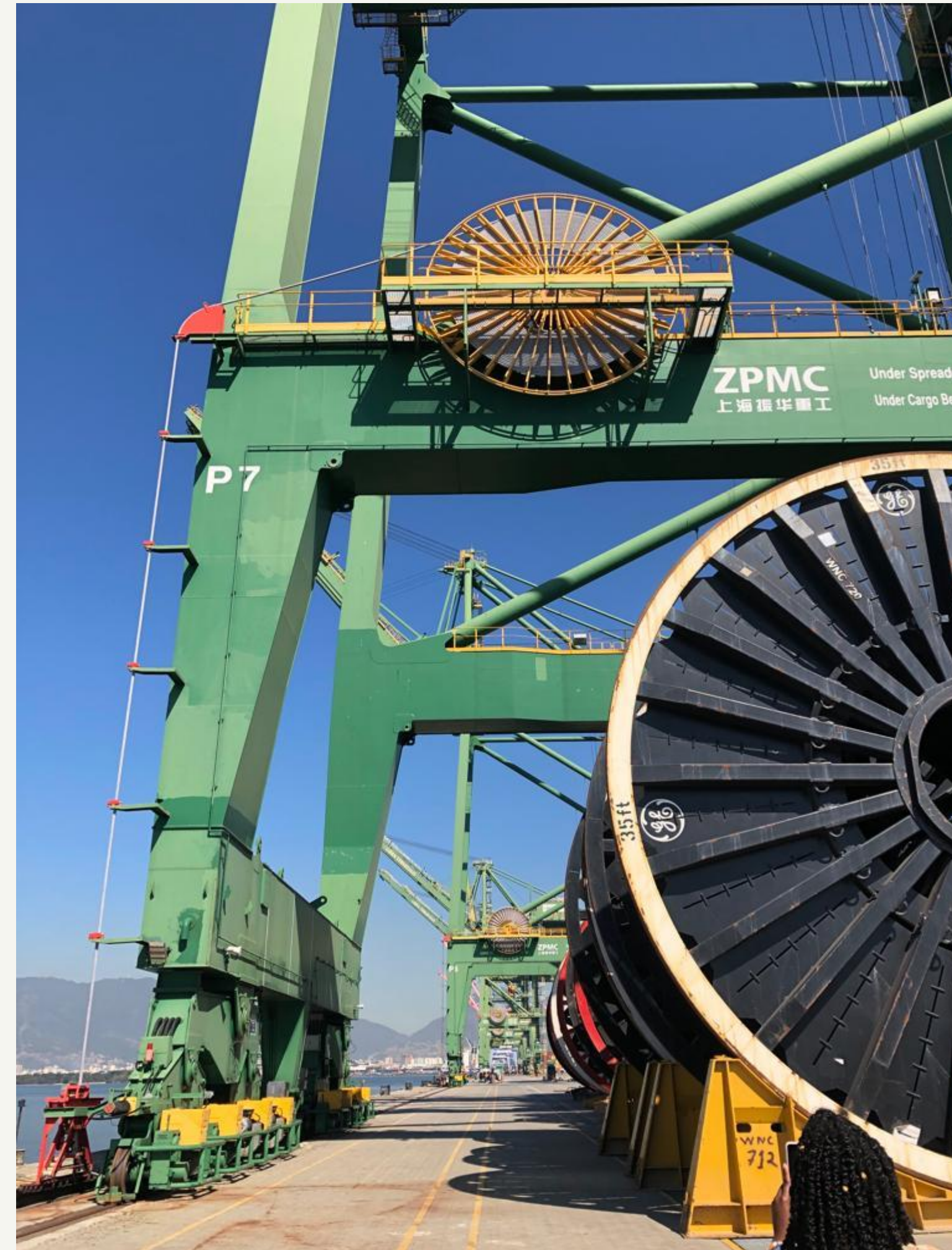
The contents are flexible and may vary according to the intended demand.

It can be tailored to any necessary length and may include technical visits, cultural activities, visits to NGOs and service learning.

Classes, seminars and lectures can be presented in English.

A diverse range of themes is available for the lectures. The most common programs are based on Portuguese language and Culture, Politics and Sociology, Business and Entrepreneurship, Engineering, Energy, Oil & Gas, Environment and Natural Resources.

Institutions interested in requesting a faculty-led program at PUC-Rio may contact [customizedccci@puc-rio.br](mailto:customizedccci@puc-rio.br)



## Brazilian Seminars

The Brazilian Seminars developed by PUC-Rio is an international summer school, held every July since 2016.

It's an interdisciplinary program meant to give a broad perspective of Brazilian issues which are currently in the global scenario.

Course duration: 60 hours

52 class-hours are offered through lectures on different topics. Technical visits promotes the encounter of the academic theory with the real life of companies and entrepreneurs located in Rio. Cultural and social activities complements the Brazilian experience.

It is possible to combine the Brazilian Seminars program with 20h or 40h of Portuguese language.

Information about the Brazilian Seminars can be found at [online](#) and at [customizedccci@puc-rio.br](mailto:customizedccci@puc-rio.br)

### Brazilian Seminars – 2025 (8th edition)

Classes begin/end: July 17th to August 1st

Enrollment dates: November 4<sup>th</sup>, 2024 to May 31<sup>st</sup>, 2025.



# Accommodation

## Accommodation Program

PUC-Rio does not provide dorms facilities on campus but offers an excellent opportunity for students to experience the Brazilian way of life by offering to international students the possibility of a Brazilian homestay accommodation program.

[Brazilian homestay accommodation program](#)



## Other accommodation options

[Uliving](#) | [Co.Vívere](#)

Uliving and Co.Vívere are two Brazilian companies that provides housing for university students. Their infrastructure includes fully furnished rooms, communal areas, and study spaces.

## Cost of living

[Living in Rio de Janeiro](#)



# Extension/Other

## Internship

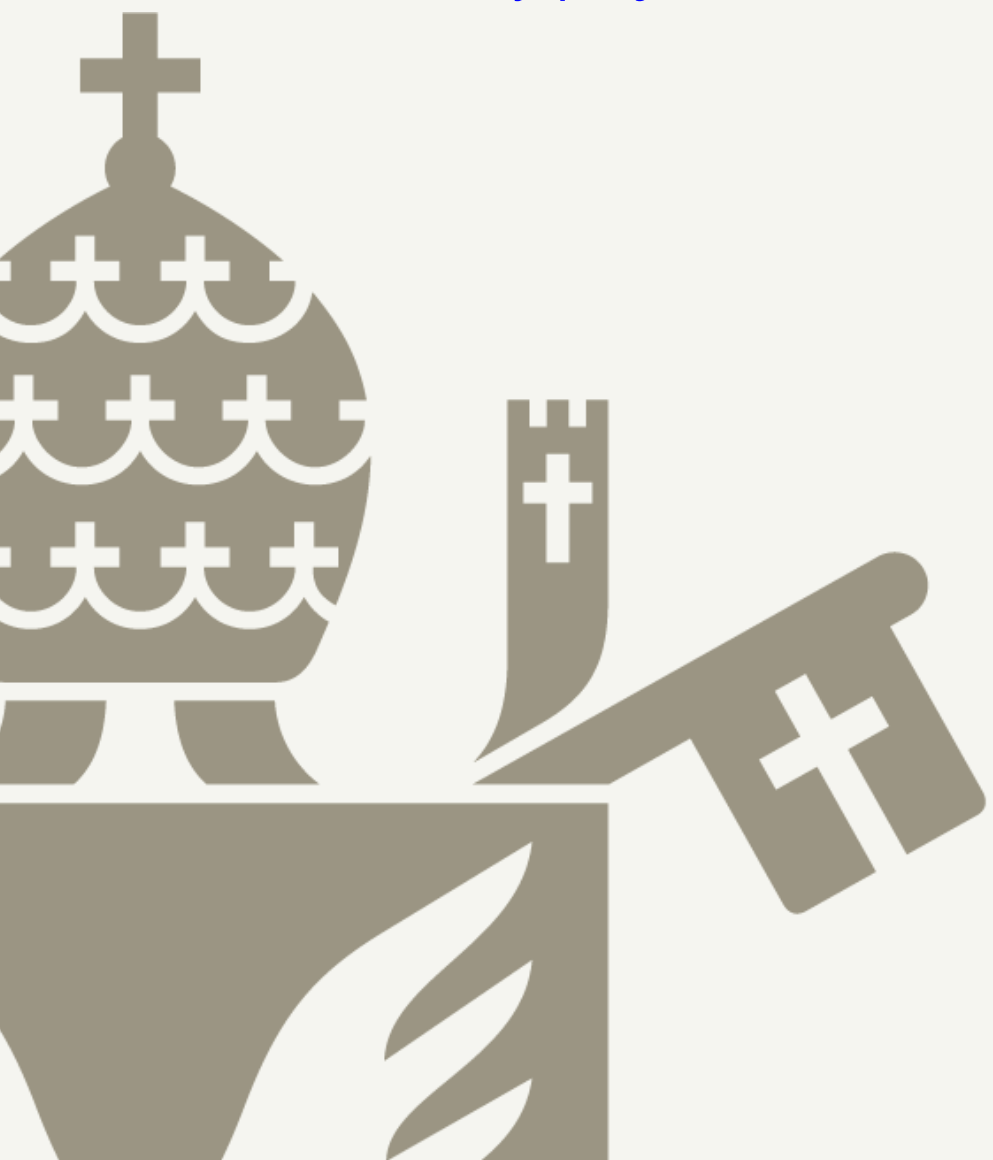
Exchange students are able to do an internship in Rio de Janeiro. However, they need to be studying at PUC-Rio.

We strongly recommend them to inform CCCI as well as CCESP (Internship Coordination Office) concerning this matter.

Contact the Incoming Coordination for more details: [incoming@puc-rio.br](mailto:incoming@puc-rio.br)

## Volunteer Work

[Community projects/services organized by PUC-Rio.](#)



## Visiting PUC-Rio

In case you want to schedule a visit to our university, please, contact the Incoming Coordination at [incoming2@puc-rio.br](mailto:incoming2@puc-rio.br)

## Visiting professors, staff mobility and Erasmus+ Programs

CCCI provides support to visiting professors and staff mobility at our university.

Please, contact the Incoming Coordination at [incoming2@puc-rio.br](mailto:incoming2@puc-rio.br)

## Support for Disabilities

CCCI assists students with special needs working closely together with the Center for People with Disabilities – NAIPD/PUC-Rio.

NAIPD works directly with the CVI (Central of Independent Life) at PUC-Rio.

Students with learning disabilities should inform CCCI, so that we contact their professors about the student's necessity.

The International Office can also help the students that need extra time to take tests and exams, or with different kinds of computer programs etc.

CCCI cannot provide a Note Taker, but we can help the student to find a volunteer classmate to help them.



BEM VINDOS AO RIO DE JANEIRO!

