



PONTIFÍCIA UNIVERSIDADE CATÓLICA DO RIO DE JANEIRO – PUC-Rio
Central Coordination for International Cooperation – CCCI

International Services	Rua Marquês de São Vicente, 225 Ed. Pe. Leonel Franca, 8o andar – 22451-900 – Rio de Janeiro RJ – Brazil • Tel: (55 21) 3527-1577
Institution website	http://www.puc-rio.br/ensinopesq/ccci/incoming/
Central Coordination for International Cooperation CCCI	Dr. Angela Paiva , Associate Vice-President for Academic Affairs: directorccci@puc-rio.br Dr. Ricardo Alencar , Deputy Associate Vice-President for Academic Affairs: vicedirector@puc-rio.br
Incoming Coordination	Ms. Linda Cristina Sousa , Senior Advisor for Incoming Mobility: incoming@puc-rio.br
Outgoing Coordination	Mr. Daniel Castro , Senior Advisor for PUC-Rio students: mobility@puc-rio.br
Partnerships	Ms. Christine Duarte , Partnership Supervisor: partnership@puc-rio.br
Financial	Ms. Carla Rodrigues , Office Manager: manager@puc-rio.br

Visiting PUC -Rio In case you want to schedule a visit to our University, please, contact the Incoming Coordination: : incoming2@puc-rio.br

Academic Year
2023
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)

Pre-term Intensive Portuguese Course (Summer)

Arrival January 18th
Orientation Day: January 19th
Classes begin/end: January 23rd to February 16th

Regular term (first academic semester)

Arrival **March 1st**
Orientation Day: March 2nd
Classes begin/end: March 6th to July 10th

Pre-term Intensive Portuguese Course (winter)

Arrival **July 10th**
Orientation Day: July 11th
Classes begin/end: July 12th to August 05th

Brazilian Seminars

Classes begin/end: July 10th to July 28th

Regular term (second academic semester)

Arrival August 10th
Orientation Day: August 11th
Classes begin/end: August 14th to December 20th

Exams: Are scheduled along the semester. There are usually 2 exams per semester in each course: G1 and G2. Examination periods are not fixed. More exams, papers, tests may be scheduled by each teacher.

Application Deadlines
October 15th, 2022 (exchange period of March to July, 2023)
May 15th 2023 (exchange period of August to December, 2023)

Application Deadlines for Pre-term Portuguese Intensive Course online	October 15th, 2022 (January/February 2023 session) May 15th 2023 (July 2023 session)
Nomination Guide	Admission Procedures/Nomination guide: http://www.puc-rio.br/ensinopesq/ccci/download/PUCRio_procedures.pdf
Nomination Process	The partner university must send a confirmation e-mail to Mrs. Linda Cristina Sousa , (incoming@puc-rio.br) Necessary documents: 1 photo (3 x 4 cm size); Official transcript; Nomination letter; Passport; Personal statement; Proof of Student's International health insurance ; Proof of Covid vaccination; Proof of payment of the administrative cost). Please refer to http://www.puc-rio.br/ensinopesq/ccci/incoming/fees_tuition.html for more information about tuition, fees and wire transfer details.
Application Process	Students requesting enrollment for the academic exchange (semester/year long), Pre-term Portuguese intensive program and who would like to make use of the homestay housing program must fill out an on-line form available at: http://www.puc-rio.br/ensinopesq/ccci/incoming/forms-hp_students.html
Academic centers:	PUC-Rio Academic centers: http://www.puc-rio.br/ensinopesq/ccci/incoming/centers_courses.html Further information about PUC-Rio Academic center is also available on our welcome page, accessing the link: http://www.puc-rio.br/ensinopesq/ccci/incoming/
Videos: About Rio, PUC-Rio and student's life	Click on: http://www.puc-rio.br/ensinopesq/ccci/incoming/testimonials.html http://www.puc-rio.br/ensinopesq/ccci/incoming/living_rio.html http://visit.rio/en/o-que-fazer/sports/ http://www.puc-rio.br/ensinopesq/ccci/incoming/# (*) (*) Click on Partners + click on Welcome to PUC-Rio Video
Cost of living:	Cost of living: https://www.numbeo.com/cost-of-living/in/Rio-De-Janeiro
Accommodation	PUC-Rio does not provide dorms facilities on campus but offers an enriched opportunity for students to experience the Brazilian way of life by offering to international students the possibility of a Brazilian homestay accommodation program. For complete information, check the accommodation website at http://www.puc-rio.br/ensinopesq/ccci/incoming/housing.html
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 his/her knowledge of Portuguese, on the first day of classes. Students are required to take a Portuguese as a Second Language class during the regular academic term corresponding to their level. Students also have the opportunity to take an Intensive Portuguese as a Second Language course before the regular semester begins, although this course is not mandatory.

Pre-Term Portuguese As a Second Language Intensive Course:	Pre-Term Portuguese as a Second Language Intensive Course, held before the regular semester, will not be included in the student's transcript even if he/she enrolls in the regular semester. Instead, 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 his/her 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. Please check the link: http://www.puc-rio.br/ensinopesq/ccci/incoming/portuguese .
Courses Available in English	The courses taught in English have an undergraduate content based on Brazilian and Latin American aspects, such as: Culture, Literature, Business, Design, Civilization and History, among others. Disciplines in English are not necessarily offered every semester. These courses are subject to academic planning. Along with the courses in English, international students must attend Portuguese as a Second Language class during their academic semester, as well as any other courses in Portuguese recommended by the coordinator. No English level is required to attend the courses taught in English. Although an intermediate level (B1) or upper proficiency is recommendable. http://www.puc-rio.br/ensinopesq/ccci/incoming/study_english_puc.html
Information about Courses	Classes and relevant course information are listed on the " <i>Horário das Disciplinas</i> " site located at http://www.puc-rio.br/microhorario/ . 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 at: http://www.puc-rio.br/sobrepuc/depto/
Required Student's Workload Per Semester (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 minimum 0 (zero) to maximum 10 (ten). 5 (five) is the minimum passing grade for undergraduate students and 6 (six) for graduate students.
Credits System	1 credit = 1 class hour/week of lecture class or 2 hours laboratory class/week or 3 hours of exercise class/week, considered standard term of 15 weeks.
Support for Disabilities	At PUC-Rio, we work closely with the Center for Disabled People – NAIPD . http://www.puc-rio.br/sobrepuc/admin/vrac/rae/ The NAIPD works directly with the CVI (Central of Independent Life). Coordinated by Disabled People at PUC-Rio and its purpose is to provide services for disabilities using individual approach, informing and guiding them, their families and all the interested ones. We work on a case-by-case basis to accommodate students' necessities the best we can. In case of students with learning disabilities, we have to contact their professor to inform Their necessity. We can also help the students that need some extra time to take test, or exams or different kind of computer program etc. We cannot provide a Note Taker, but we can help the student to find a volunteer colleague to help him/her in this matter.
Internship	Exchange students are able to do internship in Rio de Janeiro. However, they need to be studying at PUC-Rio and we strongly recommend them to inform CCCI as well as CCESP (Internship Coordination Office) concerning this matter. Please contact the Incoming Coordination: incoming@puc-rio.br
Volunteer Work	Community projects/service organized by PUC-Rio. Please check the weblink below: http://www.puc-rio.br/sobrepuc/admin/vrc/respuc/index.html
Visiting Professors, Staff Mobility, Erasmus+	Central Coordination for International Cooperation (CCCI) offers a special program to support visiting professors and staff mobility at our university. Please, contact the Incoming Coordination : incoming2@puc-rio.br