

FGV EBAPE

Fact Sheet

Spring 2021



Contact Information

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Brazilian School of Public and Business Administration (FGV EBAPE)

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Website

<http://ebape.fgv.br/en>

General Information

DEADLINES

Please check specific dates with the International Office, but the rule of thumb is:

Semester 1 Brazil

(Northern Hemisphere Spring Term)

Nomination by home University: first week of October

Application: third week of October.

Semester 2 Brazil

(Northern Hemisphere Fall Term)

Nomination by home University: first week of April

Application: third week of April.

Nominations will be made via an online form to be sent by FGV EBAPE's International Office to all partner institutions once the nomination period is open.

Please note that the School calendar varies from year to year. Required application forms and documentation must be sent within the deadlines advised by the International Office.

1. Entry Requirement: Student Visa

All international students wishing to study at FGV EBAPE must obtain a student visa.

Students should apply for the visa immediately after receiving our Acceptance Letter, which needs to be presented at their local Brazilian Embassy/Consulate.

Students must send via e-mail a copy of the visa stamp/seal within the deadline informed by the International Office. **Failure to provide the copy of the visa by the deadline will lead to the cancellation of the student's exchange.**

Please check the local Brazilian authority for information on student visa requirements.

2. Federal Police Registration

All international students will need to register with the Federal Police within 90 days of their arrival.

Students must bring their Visa Application Form*, as this document is required for the above-mentioned registration.

Students will need to provide FGV EBAPE with a copy of their Federal Police Registration receipt (*protocolo*) by no later than five days after registration. **Failure to provide this document by the deadline will lead to the cancellation of the student's exchange.**

* Make sure the Consulate/Embassy hands it back when you collect your Visa.

APPLICATION DOCUMENTS

Students must send the application documents according to FGV EBAPÉ's International Office instructions (to be received via e-mail after nomination).

- Color photograph (3x4cm photo)
- Academic Enrollment Form (online)
- Declaration of Support and Liability
 - Travel Insurance Policy
- Copy of Transcript of Records
- Language Certificate (see **Practical Information** section)
 - CPF (Brazilian Tax Number)
 - Copy of Student Visa

FGV EBAPÉ no longer has a freemover program

Course Offer for International Students

With a view to meeting increasing international demand for classes taught in English, FGV EBAPÉ offers a set of undergraduate and graduate courses taught in English. FGV EBAPÉ's Exchange Program allows international students to enroll in individual courses, offered within the School's regular programs.

At **undergraduate level**, in the new established curriculum (2018 Program), all the courses are considered mandatory for regular students and their workload is of 30 contact hours (with a few exceptions for some quantitative classes).

Most of the courses are taught in Portuguese, but there will be a good offer of courses in English – which are open to all exchange students (be they undergraduate or graduate). The classes are taught on a 4-term system within the semester.

Undergraduate students must take a minimum of six (6) courses per semester.

At **graduate level**, subjects taught in English will only be offered from April to December. This means that international students will have a choice of only Portuguese-taught courses in the months of February, March and the first half of April.

Master's level students must take a minimum of two (2) courses per trimester.

Practical Information

1. Specific Academic Requirement

a. BSc in Administration

International exchange students need to be currently taking classes in an undergraduate program or hold a valid undergraduate degree. For language requirements, please see section 2 below.

b. Master's Program

International exchange students need to be currently taking classes in a graduate program or hold a valid undergraduate degree. For language requirements, please see section 2 below.

NOTE: students from Grandes Écoles **must have completed M1** in order to be allowed to take Master's courses.

2. Language Requirements

ENGLISH LANGUAGE REQUIREMENTS

The requirements for the English language tests are that a student must obtain an IELTS of 6.5, with no less than 6.0 in any element. For TOEFL IBT (Internet Based) the requirements are 88, with no less than 19 in any element, or certificates or equivalent.

Students from English-speaking countries or studying in programs that are entirely taught in English are exempt from providing test results. In addition, we can accept an official recommendation letter from a faculty advisor, attesting to the nominated student's proficiency in English.

PORTUGUESE LANGUAGE REQUIREMENTS

Nominated students who wish to attend Portuguese-taught courses will need to provide proof of proficiency in Portuguese (to B2 level as per the CEFR), as candidates must be fluent in that language (have college-level command) in order to be able to follow the program. Partner schools must send us a declaration attesting to the nominated student's level of Portuguese.

NOTE: There is also an official examination called the CELP-Bras examination (please check <http://portal.inep.gov.br/aco-es-internacionais/celpe-bras> for further information on this exam). (Students should have the equivalent of a "NÍVEL AVANÇADO").

3. Workload

a. **BSc in Administration:** In the 2018 Program, the course workload is of 30 contact hours (with a few exceptions for some quantitative classes).

b. **Master's Program:** Each subject has a workload of 30 contact hours.

Please note that the FGV EBAPE credit system is not the same as American Credits or ECTS.

To help with validation of courses taken abroad by our students and for incoming students, FGV EBAPE is using as **reference** the conversion below. Please note that this is only a **recommendation** and schools should follow the conversion applicable to their own academic requirements:

| Suggested conversion to ECTS | | | |
|------------------------------|---------------------|----------|------------|
| UNDERGRADUATE COURSES | 1 Brazilian credit | 15 hours | 1.5 ECTS |
| | 2 Brazilian credits | 30 hours | 3 ECTS |
| | 4 Brazilian credits | 60 hours | 5 – 6 ECTS |
| MASTER'S COURSES | 2 Brazilian credits | 30 hours | 5 ECTS |

4. Add-and-Drop Period

At **undergraduate level**, students can add or drop courses within **the first week of classes***. The changes in enrollment must be made in person at FGV EBAPE's International Office within the referred period.

Please note that international students can only make a maximum of 2 (two) changes in their enrollment.

* Dates for the add-and-drop period vary according to the Academic Calendar. For specific dates, please contact the International Office

At **graduate level**, there is no add-and-drop period.

5. Grading System

a. BSc in Administration

Grades for FGV EBAPE's BSc in Administration are assigned on a scale of 0 to 10, with 6.0 being the minimum passing grade.

| Grade Definition | |
|------------------|--------------------------|
| < 6.0 | Fail |
| 6.0 – 6.9 | Sufficient |
| 7.0 – 7.9 | Good |
| 8.0 – 8.9 | Very good |
| 9.0 – 9.9 | Excellent |
| 10.0 | Cum Laudae (outstanding) |

b. Master's Program

The grades awarded by FGV EBAPE for master's programs (with the exception of our MSc in Administration, which has letter grades) are calculated on a scale from 0-10, with 10.0 being the highest possible grade and 6.0 the minimum acceptable pass grade in each subject.

| Grade Definition | |
|------------------|-----------|
| < 6.0 | Fail |
| 6.0 – 7.9 | Regular |
| 8.0 – 9.0 | Good |
| 9.10 – 10.0 | Excellent |

If a student's attendance falls below the minimum of 75% (seventy-five percent) of the total class-hours set down for the subject, he/she will be considered to have failed a course, regardless of the final grade achieved.

6. Transcript of Records

FGV's Office of Academic Records issues the final Transcript of Records after the closing of the academic system.

Professors have two weeks after the end of the semester to upload the final grades in the system. Moreover, the Office of Academic Records has a period for processing and issuing the document.

For the reasons stated above, **it is likely that the final Transcript of Records will be available only one (1) month after the end of the semester.** Once the documents are available, FGV EBAPE's International Office will send a scanned version to the students' home institution, and a hard copy, should the institution require.

7. Academic Calendar

| BSc in Administration | Master's Program (English-taught classes) |
|--|---|
| <p>Semester 1 (Northern Hemisphere Spring Term)</p> <p>Beginning of February to the end of June (this may vary, depending on when Carnival takes place);</p> | <p>Term 1 May to July</p> |
| <p>Semester 2 (Northern Hemisphere Fall Term)</p> <p>End of July/beginning of August to week before Christmas</p> | <p>Term 2 July to September</p> <p>Term 3 October to December</p> |
| <p>For specific term dates, please contact the International Office.</p> | |

8. Mandatory Orientation Session

At the beginning of each semester, the International Office holds a **mandatory Orientation Session** for international students. In this session, students will receive more information on institutional, academic and practical matters that are extremely helpful for their exchange period at FGV EBAPE. **The International Office notifies the students of the actual date in advance.**

Students who do not attend the Orientation Session will not be able to complete their registration process.

Additional Information

1. Portuguese Language Course

We aim to offer Portuguese for Foreigners at the beginning of each semester, depending on the number of interested students as this program is offered by a language school hired by FGV EBAPE. Please note that this is not college-level Portuguese, but rather “survival”, basic, Portuguese, aimed at helping with the integration of international students with Brazilian culture.

NOTE: Grades achieved in the Portuguese for Foreigners course will not appear in the student’s FGV EBAPE transcript. The Language School offering the course will issue their own certificates. Please note there is a small fee for this course to cover expenses related to the teaching material (contact the International Office for further information).

2. Accommodation

Please note that Fundação Getulio Vargas does not have its own housing (residences), therefore out-of-town and international students will need to seek private accommodation. Although staff at the International Office is not able to search for accommodation on a student’s behalf, they can provide assistance and counseling to students in this matter.



Fundação Getulio Vargas has recently signed a partnership with ULiving, a British company that specializes in developments geared towards housing for students and visiting professors. ULiving provides furnished apartments for mid and long-term stay (e.g. six months’ exchange) with complete infrastructure, with competitive prices.

ULiving Brasil has just inaugurated their brand-new premises in Rio. It is located right in front of Flamengo Beach and 200m from the Catete metro station – this is a 25 minute-walk from FGV EBAPE, a 5-minute bus ride, and 15 minutes by subway.

For more information, please check the ULiving [website](#).



3. Health Insurance



Students must have complete health insurance coverage from their own country, covering the entire exchange period. The insurance coverage **must meet the requirements** set-down by FGV (the International Office will send instructions in advance). Travel agencies from the country of origin usually provide health insurance for travelers. Brazilian private health care is expensive.

4. Buddy Program



A 'buddy' is an FGV student who has volunteered to act as a mentor and help one or more international students with any problems arising during his/her stay in Rio. For further information, please contact the International Office.

5. School Facilities



Library, computer labs, café, restaurant and bookstore. We also have a health center (15th floor of main building), with a registered nurse and a medical doctor (general practitioner). Students can have free consultations with the doctor, who may prescribe medicine or refer students to a specialist.

6. Cost of Living

Living expenses are dependent on the student's lifestyle; however, we estimate that the student would need approximately US\$800 per month.

| Transportation | | | | |
|----------------|----------------------|----------|-------------|-----------------|
| | Car rental (average) | Bus Fare | Subway Fare | Basic Taxi Fare |
| Real | R\$ 120 | R\$ 4.05 | R\$ 5.00 | R\$ 5.20 |
| Dollar | \$ 22.68 | \$ 0.94 | \$ 1.16 | \$ 1.21 |
| Euro | € 20.06 | € 0.68 | € 0.84 | € 0.87 |

| Meals | | | | | | | | | | |
|--------|-----------|---------|---------|----------|---------|----------|----------|---------|----------|--------------------|
| | Breakfast | | | Lunch | | | Dinner | | | Big Mac Index 2019 |
| | Low cost | Economy | Comfort | Low cost | Economy | Comfort | Low cost | Economy | Comfort | |
| Real | R\$ 8.80 | R\$ 12 | R\$ 24 | R\$ 18 | R\$ 24 | R\$ 54 | R\$ 25 | R\$ 30 | R\$ 96 | R\$ 19.90 |
| Dollar | \$ 2.05 | \$ 2.80 | \$ 5.59 | \$ 4.20 | \$ 5.59 | \$ 12.59 | \$ 5.83 | \$ 6.99 | \$ 22.38 | \$ 4.64 |
| Euro | € 1.47 | € 2 | € 4.01 | € 3.01 | € 4.01 | € 9.03 | € 4.18 | € 5.01 | € 16.05 | € 3.33 |

| Entertainment/Sightseeing | | | | | |
|---------------------------|---------------------|------------|---------------------------|---------------------------------|----------------------------|
| | Christ the Redeemer | Sugar Loaf | Cinema (ticket - average) | Soccer match (ticket - average) | Theatre (ticket - average) |
| Real | R\$ 82.00 | R\$ 116.00 | R\$ 30 | R\$ 50 | R\$ 60 |
| Dollar | \$ 19.11 | \$ 27.04 | \$ 6.99 | \$ 11.65 | \$ 13.99 |
| Euro | € 13.71 | € 19.40 | € 5.01 | € 8.36 | € 10.03 |

| Accommodation | | | | |
|---------------|-----------|-------------|------------------|--------------------|
| | Room | Studio flat | Two-bedroom flat | Three-bedroom flat |
| Real | R\$ 1,500 | R\$ 1,800 | R\$ 3,000 | R\$ 4,000 |
| Dollar | \$ 349.65 | \$ 419.58 | \$ 699.30 | \$ 932.40 |
| Euro | € 250.84 | € 301 | € 501.67 | € 668.90 |

| Exchange Rate (July 9, 2020) | | | |
|------------------------------|----------|------|----------|
| Dollar | R\$ 5.29 | Euro | R\$ 5.98 |