

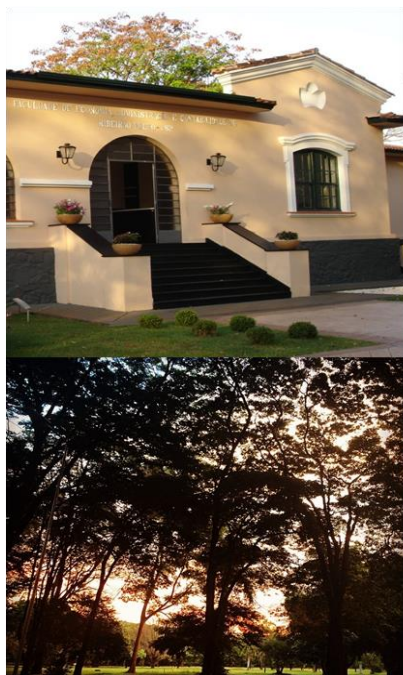
The best of the Brazilian university life experience!

FEA-RP USP - School of Economics, Business Administration and Accounting at Ribeirão Preto UNIVERSITY OF SÃO PAULO

Established in 1992 in Ribeirão Preto, within the best ranked University of Latin America according to the Economist, FEA-RP is focused on undergraduate and graduate teachings, research and extension in Business Administration, Accounting, Economics, and related areas. Its campus is widely recognized for both its beautiful park-like setting and its academic excellence. It is not only the second largest USP campus in terms of academic specialties, but also in scientific production.

The mission of the school is to act as a Center of excellence and innovation in teaching, research and extension in the areas such as Economics, Business Administration and Accounting, graduating professionals with great competences and critic sense, for the society development. The main focuses are the critic vision, contribution to society, employability and an institutional environment to promote innovation and development.

Only in FEA-RP we gather partnerships with more than 30 countries worldwide with more than 90 partner institutions. It is possible for the student to choose between classes in English or in Portuguese.



FEA-RP/USP
Ribeirão Preto Campus
Address: Avenida
Bandeirantes, 3900
Zip Code: 14040-905
City: Ribeirão Preto
Country: BRAZIL
Tel: +55 3315-3922
Website:
www.fearp.usp.br/en/



Ribeirão Preto is a city in the countryside of the State of São Paulo with approximately 660 thousand inhabitants, known as the “Brazilian California” for its very warm weather. It provides a blend of the typical Brazilian university lifestyle, such as living at our traditional fraternities (*Repúblicas*), offering wide range student events, but also having facilities found in bigger cities, just as great shopping

malls, restaurants and the Dr. Leite Lopes Airport (RAO).

The best way to arrive in Ribeirão Preto is by airplane or bus; flights can be booked directly from the Guarulhos International Airport and buses from Tietê Bus Station, both in São Paulo, where almost all the international flights arrive.

Exchange Programme Information 2016

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Meet our team:



Valeria Degani

Head of the
Office of
Institutional
Relations



**Leonardo Costa
Rezende**

International
Affairs Analyst



**Paulo Roberto
Torres Jr.**

Administrative
Technician



**Caio H. Montanheiro
Gonçalves**

Intern



Hebert Huber

Intern

You may contact us by e-mail: international@fearp.usp.br

Academic Calendar:

1st Semester – 2016 (Spring)

Arrival Date: until February 14th
Mandatory Orientation Days – February 15th and 16th
Beginning and end of semester (including examination period):
from February 15th to June 30th

2nd Semester – 2016 (Fall)

Arrival Date: until July 27th
Mandatory Orientation Days – July 28th and 29th
Beginning and end of semester (including examination period):
from August 1st to December 10th

Exchange students are requested to stay until the end of the scheduled exams. No special early exams can be arranged for them.

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Application Procedure:

How to enroll:

Through FEA-RP International Office - The home university must have an agreement with FEA-RP and nominate the student. Individuals' nominations/applications are not accepted.

Through USP International Office - The home university have or not an agreement with USP.

Requirements:

Study in a bachelor program in the field of Economics, Business Administration and/or Accounting or related areas

Basic knowledge of Portuguese, recommended (not mandatory)

For MSc/PhD exchange, must have a Bachelor degree diploma

Nomination, Application process:

Undergraduate:

Both process through USP MUNDUS System.

Graduate:

Home university sends an e-mail to FEA-RP International Office.

For more information please check: <http://www.fearp.usp.br/en/index.php/study-at-fea-rp/as-exchange-student>

Deadlines: until April 30th (for Fall Semester) or October 15th (for Spring Semester)

Documents Requested

Undergraduate

- ✓ Recommendation letter from a professor
- ✓ Student's photo
- ✓ School record from home university
- ✓ Study Plan field – please disregard the Study Plan attachment and attach one PDF file containing:
 - Proof of financial support of at least R\$6,000 (US\$3,000; €2,500 or equivalent) per semester
 - Copy of international health insurance valid for the entire stay at FEA-RP/USP

Graduate (MSc or PhD) and Research student

- ✓ Fill in the [Online Application Form](#)
- ✓ A photo size 3x4 cm scanned (JPG)
- ✓ Copy of passport's main page
- ✓ Proof of financial support of at least R\$6,000 (US\$3,000; €2,500 or equivalent) per semester
- ✓ Copy of international health insurance valid for the entire stay at FEA-RP/USP
- ✓ Copy of Undergraduate program Diploma*
- ✓ Copy of Undergraduate program Transcript*
- ✓ Copy of Current (MSc or PhD) Transcript*
- ✓ Letter of recommendation from professor of home institution for FEA-RP's professor responsible for accepting students
- ✓ Letter from home institution proving the student is linked (enrollment certificate or equivalent)
- ✓ Research plan (to be held at FEA-RP), indicating the beginning and end of the project
- ✓ Schedule of activities to be performed in FEA-RP in the specified period (as the research plan)

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Note for Graduate Students: Once the student has been accepted, he/she should report to the Office of the Graduate Registrar of FEA-RP and present the original documents (*) to enroll.

For Brazilian citizens, please, be sure to attach a photocopy of the first page of your Brazilian passport and a photocopy of your RG (General Register), or ID Card.

Orientation Week

The reception of the exchange students takes place at the beginning of each semester, a few days before classes start. It is a mandatory event, organized by the International Office that gathers all the important and practical information about studying at FEA-RP. The schedule and further details are always sent in advance. The event also aims to show the students around, taking everyone to do the city and campus tour and integrate the students with some funny activities, always in partnership with iTeam USP-RP.

Enrollment

Students should always choose the subjects after their acceptance, they will receive all the necessary information from the International Office, and the enrollment itself will only happen at the school, during the orientation days, before the classes begin.



Course Workload

Number of expected courses to achieve 30 European credits:

Bachelor level: 20 USP Credits (each course may earn 2, 4 or 6 USP Credits. Each credits is equivalent to 15 hours in class)

Master level: 20 USP Credits (each course may earn 3, 6 or 7 USP Credits. Each credits is equivalent to 15 hours in class)

English Subjects

Portuguese is Brazil's official language and all public educational institutions must, by the force of our Constitution, teach classes in that language. However, some subjects are offered in English, which are disclosed in our schedule each semester.

Portuguese as Foreign Language

Aiming to provide a better support to our exchange student, the International Office offers a Portuguese as Foreign Language course, and it is an extracurricular activity.

The course develops skills of speaking, listening, reading and writing promoting fluency in the environment for foreign students. Classes take place twice a week at the school. Values and schedules depend on the students demand and availability of the teachers, which will all be arranged in arrival.

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Additional Information:

Visa

The exchange student must get a special type of visa to be able to enter Brazil as a student. It's called TEMPORARY VISA ITEM IV and it is specifically for "students". Please, pay carefully attention to all the documentation needed and never ask for a TOURIST VISA or a WORK VISA. Without a Student Visa it will not be possible to register the student in USP system and all our facilities will not be available. So, please be very careful regarding all the procedure. In case of any doubts regarding Visa BEFORE you come to Brazil, feel free to contact us.

Health Insurance

Students are required to purchase a health insurance in their home country before arriving in Brazil.

Cost of Living

- ✓ **Meals** - inexpensive restaurant - from R\$10.00
- ✓ **Meals on campus** - R\$1.90 per meal (at the University restaurant) / From 15.00 to R\$30.00 per meal (at private restaurants and cafeterias on campus)
- ✓ **Books/study material** - At the university libraries for free or online provided by the professors.
- ✓ **Transportation** - one-way ticket (Local Public Transport) R\$3.00
- ✓ **Housing** - From R\$300.00 to R\$900.00 per month depending on the type of housing
- ✓ **Cinema** - Student Discount R\$10.00

We estimate an approximately expense of R\$1000.00 per month (including housing and meals)
Exchange Rate 1 Euro / US Dollar = 3 Brazilian Real

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iTeam USP-RP

iTeam USP-RP is the student organization and International Office partner in charge of helping the school to provide the exchange students a great experience in Brazil, providing support, information and integration to our incoming and outgoing students. They organize events, trips, courses and parties in a way that foreigners can easily integrate with Brazilians and its culture. They also are responsible for the Buddy and Housing program explained below.

Buddy and Housing Program

- Buddies

The buddy program is an activity in which iTeam USP-RP matches the exchange student profile with a similar profile of a Brazilian student, in order to build a link with these two people and that the incoming student receive a good support before coming to Brazil and during his/her stay. Our buddies go through a selection process and training so they can be well prepared to help with everything the exchange student needs, and also so they can become very good friends.

- **Housing**

Regarding the accommodation in Ribeirão Preto, FEA-RP/USP doesn't offer student accommodation in campus, but aiming to give our international students a very local experience we have a program with our Brazilian students in which they offer a place at their house/apartment to welcome an exchange student.

Our Brazilian students usually share a house or an apartment with friends; it can vary from an apartment with 3 or 4 people to a house with 15 students. These are called "Repúblicas" and are similar to fraternities, where the exchange student shares the costs with the other mates.

iTeam USP-RP is responsible to provide a list with all the available accommodations and its details, so the exchange student can search for its preferences and contact the ones it most identify with. They can ask their buddies for more information about where to stay and how the accommodation works.

Pick up Service upon Arrival

The school does not provide any pick up service at the arrival, but normally the buddy or house mate will offer to pick up the student at the bus station or the airport in Ribeirao Preto, so let them know in advance the arrival time and place so they can make themselves available. Otherwise, the student can use the taxi service at these locations.



Contacts:

International Office



international@fearp.usp.br



<http://international.fearp.usp.br/>



<https://www.facebook.com/iofficefearp>

iTeam USP-RP



iteamusprp@gmail.com / incoming.iteam@gmail.com



www.iteamusprp.com.br



<https://www.facebook.com/iTeamRP?fref=ts>