

**FGV EBAPE**  
**Information Fact**  
**Sheet**  
**Spring 2020**



## Contact Information

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International Officer

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### **Brazilian School of Public and Business Administration (FGV EBAPE)**

Rua Jornalista Orlando Dantas, 30 – Botafogo

Rio de Janeiro/RJ – Brazil

CEP: 22231-010

### **Website**

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

## General Information

### DEADLINES

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

#### **Semester 2 Brazil**

##### **(Northern Hemisphere Fall Term)**

Nomination by home University: first week of April

Application: third week of April.

#### **Semester 1 Brazil**

##### **(Northern Hemisphere Spring Term)**

Nomination by home University: first week of October

Application: third week of October.

**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 two (2) weeks of the beginning of classes. **Failure to provide the copy by the deadline will lead to the cancellation of the student's exchange.**

Please check the local Brazilian authority for information on the 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 hands it back when you collect you Visa.

## APPLICATION DOCUMENTS

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

- Copy of passport
- Color photography (3x4cm photo)
  - Academic Enrollment Form
- Declaration of Support and Liability
  - Travel Insurance Policy
- Copy of Transcript of Records
- Language Certificate (see **Practical Information** section)
  - Copy of Student Visa

**FGV EBAPE 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 EBAPE offers a set of undergraduate and graduate courses taught in English, as well as entire programs where only English is used, including its [MSc and PhD Programs](#).

FGV EBAPE's Exchange Program allows international students to enroll in individual courses, offered within the School's regular programs. **International graduate exchange students must present evidence of being at graduate level to be allowed to take courses within our Masters' programs.**

At **undergraduate level**, most of the courses are taught in Portuguese, but there is a number of subjects also taught in English, which are open to all exchange students (be they undergraduate or graduate).

At **graduate level**, subjects taught in English will only be offered from April do 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 4 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 4 below.

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

### 2. Workload

#### a. BSc in Administration

The English-taught subjects have a workload that varies between 30 hours and 60 contact hours. Portuguese-taught subjects have workloads of 30, 60 and 90 hours; most Portuguese-taught courses have 30 contact hours.

#### 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. For reference, local students take, on average, six (6) courses per term at the Undergraduate level, and 3-4 courses at Master's level.**

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			
<b>UNDERGRADUATE COURSES</b>	1 Brazilian credit	15 hours	1.5 ECTS
	2 Brazilian credits	30 hours	3 ECTS
	4 Brazilian credits	60 hours	5 – 6 ECTS
<b>MASTER'S COURSES</b>	2 Brazilian credits	30 hours	5 ECTS



### 3. 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 granted 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 (extremely rare) 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.**

#### 4. 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 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/celpebras> for further information on this exam). (Students should have the equivalent of a "NÍVEL AVANÇADO").

#### 5. Academic Calendar

##### BSc in Administration

###### Semester 1 (Northern Hemisphere Spring Term)

Beginning of February to the end of June (this may vary, depending on when Carnival takes place);

###### Semester 2 (Northern Hemisphere Fall Term)

End of July/beginning of August to week before Christmas

##### Master's Program (English-taught classes)

**Term 1**  
May to July

**Term 2**  
July to September

**Term 3**  
October to December

**For specific term dates, please contact the International Office.**

#### 6. 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 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.

### 3. Health Insurance



Students must have complete health insurance coverage from their own country, covering the entire exchange period. Health insurance for travelers is usually provided by travel agencies from the country of origin. 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\$ 1,500 – 2,000 per month. We advise students to check the cost of accommodation, as this has increased considerably over the past couple of years.

Transportation				
	Car rental (average)	Bus Fare	Subway Fare	Basic Taxi Fare
Real	R\$ 70	R\$ 3.95	R\$ 4.60	R\$ 5.80
Dollar	\$ 18.08	\$ 1.04	\$ 1.18	\$ 1.49
Euro	€ 15.98	€ 0.92	€ 1.05	€ 1.32

Meals										
	Breakfast			Lunch			Dinner			Big Mac Index 2019
	Low cost	Economy	Comfort	Low cost	Economy	Comfort	Low cost	Economy	Comfort	
Real	R\$ 7.40	R\$ 10	R\$ 20	R\$ 15	R\$ 30	R\$ 45	R\$ 25	R\$ 30	R\$ 80	R\$ 16.90
Dollar	\$ 1.91	\$ 2.58	\$ 5.16	\$ 3.87	\$ 7.75	\$ 11.62	\$ 6.45	\$ 7.75	\$ 20.67	\$ 4.36
Euro	€ 1.68	€ 2.28	€ 4.56	€ 3.42	€ 6.84	€ 10.27	€ 5.70	€ 6.84	€ 18.26	€ 3.85

Entertainment/Sightseeing					
	Christ the Redeemer	Sugar Loaf	Cinema (ticket)	Soccer match (ticket)	Theatre (ticket)
Real	R\$ 75	R\$ 110	R\$ 25	R\$ 50	R\$ 60
Dollar	\$ 19.37	\$ 28.42	\$ 6.45	\$ 12.91	\$ 15.50
Euro	€ 17.12	€ 25.11	€ 5.70	€ 11.41	€ 13.69

Accommodation				
	Room	Studio flat	Two-bedroom flat	Three-bedroom flat
Real	R\$ 1,500	R\$ 1,800	R\$ 3,000	R\$ 4,000
Dollar	\$ 388	\$ 465	\$ 775	\$ 1033
Euro	€ 342	€ 410	€ 685	€ 913

Exchange Rate (June 10, 2019)			
Dollar	R\$ 3.87	Euro	R\$ 4.38