

CALL 08/2019

**THIS NOTICE FULLY REPLACES THE VERSION AVAILABLE FROM 01/08/2019 TO 23/08/2019**

**Institutional Internationalization Program – CAPES-Print  
Selection Process for Visiting Professor in Brazil**

Let it be known that the Call for the Selection Process for Visiting Professor in Brazil, within the scope of the Institutional Internationalization Project under the Capes-Print Program, in 2019, is now open for applications according to the rules of this notice.

## **1. INTRODUCTION**

- 1.1. The International Institutional Program - CAPES-Print aims to foster Institutional Internationalization Projects (IIP) presented by Brazilian educational institutions to CAPES. The project presented by Universidade do Vale do Rio dos Sinos - Unisinos includes the Graduate Programs in Administration, Communication, Applied Computing, Design and Education, within four major themes: 1) IoT and Health, 2) Industry 4.0, 3) Innovation Ecosystems, and 4) Digital Transformation and Humanities. The distribution of the scholarships will be based in accordance to CAPES Notice no. 41/2017 and complementary criteria contained in this Call.
- 1.2. The purpose of this call is to select and distribute scholarships in Brazil for visiting professors to deliver training, courses, lectures or face-to-face seminars in the priority thematic areas. The visiting professor stay is up to **1 (one) ~~3 (three)~~ months which can be divided up to 3 (three) periods over the duration of the IIP;**
- 1.3. The scholarships will only be implemented if the home institution has a bilateral agreement with Unisinos (list available at <http://www.unisinos.br/global/pt/parcerias/acordos-bilaterais>). Requests for new agreements can be sent to [global@unisinos.br](mailto:global@unisinos.br), as long as the destination countries of each project/theme and also the deadlines for processing the agreements are considered.

## **2. DURATION AND NUMBER OF SCHOLARSHIPS**

- 2.1. The number of grants for Visiting Professors in Brazil is presented in Annex I;
- 2.2. The scholarships will last 15 days or 1 month **2 or 3 months**, as stated in the CAPES Notice No. 41/2017 of the Institutional Internationalization Program - CAPES-Print;
- 2.3. Requests for extension for the stay in Brazil are forbidden under this Notice.

## **3. ELIGIBILITY CRITERIA**

Applicants must meet the following requirements:

- 3.1. Have a PhD;
- 3.2. Have a relevant academic production, especially within the last 5 years;
- 3.3. Be employed by an institution from outside of Brazil. Applications from scholars who are teaching or doing research in Brazil will not be accepted.
- 3.4. Do not accumulate Print benefits with other publicly funded scholarships;
- 3.5. Have foreign language proficiency for the proposed activities at the target HEI;

- 3.6. Have an ORCID record that provides a unique identifier for the academic and research field. Registration is free and can be done at <https://orcid.org/>

#### 4. SCHEDULE

##### 1<sup>st</sup> SELECTION

**Registration:** August 1<sup>st</sup> to September 6<sup>th</sup>, 2019  
**Selection Period:** September 9<sup>th</sup>-12<sup>th</sup>, 2019  
**Preliminary Result:** September 13<sup>th</sup>, 2019  
**Period of Appeal:** September 16<sup>th</sup> -23<sup>rd</sup>, 2019  
**Final Result:** September 24<sup>th</sup>, 2019  
**Beginning of activities:** between January and March 2020.

If there are any remaining scholarships, the selection will take place in the following periods until all 2019 grants are awarded:

##### 2<sup>nd</sup> SELECTION

**Registration:** October 1<sup>st</sup> to 25<sup>th</sup>, 2019  
**Selection Period:** October 28-30<sup>th</sup>, 2019  
**Preliminary Result:** October 31<sup>st</sup>, 2019  
**Period of Appeal:** November 1-7<sup>th</sup>, 2019  
**Final Result:** November 08<sup>th</sup>, 2019  
**Beginning of activities:** between January and March 2020.

#### 5. DOCUMENTATION

The following documents must be sent to [print@unisinios.br](mailto:print@unisinios.br) by the Unisinos' professor who supports the foreign scholar's application:

- a) Copy of the diploma of the applicant;
- b) Copy of the passport of the applicant;
- c) Curriculum Vitae;
- d) Letter of acceptance from Unisinos (the list of partner institutions is available at <http://www.unisinios.br/global/pt/parcerias/acordos-bilaterais>, and see Annex I for the possible destination countries). The letter must be written on institution's letterhead, dated and signed by the Provost of Academic and International Affairs of Unisinos. The letter must include the approval of the research plan with the identification of the project title, the month/year of beginning and end of the scholarship in Brazil, according to the duration of the scholarship (~~3 months~~) and period of beginning of activities as mentioned in item 4;
- e) Letter from the professor who supports the foreign scholar's application stating that the applicant has language proficiency for the proposed activities or any of the language proficiency certificates in Annex II;
- f) A recommendation letter from the Coordinator of the Graduate Program that will receive the foreign scholar;
- g) Work Plan that must be associated with an international cooperation research project in which the applicant's Graduate Program participates in (see <http://www.unisinios.br/global/en/print/projects>). The work plan must be written in English,

with a maximum of 15 (fifteen) pages, and it must include schedule of activities and the experimental or specific laboratorial infrastructure, according to Annex III.

## 6. SELECTION

6.1. The selection will be carried out by the administrative technicians, taking into consideration the following aspects:

- a) Compliance with the application requirements;
- b) Proper documentation submitted by the applicant according to the requirements of this notice;

6.2. Both project coordinators, Brazilian and foreigner, will issue an opinion to be included in the applicant's final documentation, considering the following aspects:

- a) Adequacy of the candidates' study plan;
- b) Adequacy and qualification of the host institution.

6.2.1. Coordinators must rank candidates' study plans according to their suitability for the international cooperation research project;

6.2.2. Project coordinators may request ad hoc reviewer advice when the work plan is not linked to their area of expertise.

6.3. Only applicants who meet all the requirements mentioned in item 3, receive a favorable evaluation from the project coordinator and submit the documents required in item 5 will be ranked according to their academic performance and classified in the order described below:

- a) Best adaptation of the work plan to Unisinos' internationalization plan;
- b) Higher Google Scholar H index or scientific production over the last 3 years (data available from ORCID);
- c) Best **home** university ranking according to THE and QS rankings;
- d) Higher level of foreign **or portuguese** language proficiency, according to the certificate provided in the application process;
- e) In case of tie, the oldest candidate will be selected.

6.4. If any member of the Management Group is also an international cooperation research project coordinator, he/she will not be able to judge candidates related to his/her project.

## 7. PRELIMINARY RESULT

7.1. The PrInt Management Group will receive the list of nominees from the Scholarship Committee. The Management Group is responsible for the final decision on the granting of the scholarship.

7.2. The preliminary result will be disclosed according to the schedule, available in item 4, at: <http://unisinos.br/global/pt/print/professor-visitante-estrangeiro>

7.3. The selection minutes will be available at: <http://www.unisinos.br/global/pt/print/grupo-gestor>

## 8. APPEAL

Applicants' appeals must be sent by email to [print@unisinós.br](mailto:print@unisinós.br) with subject line **RECURSO-Print 2019** according to the schedule, available in item 4.

## **9. FINAL RESULT**

The final result will be disclosed according to the schedule, available in item 4, at <http://unisinós.br/global/pt/print/professor-visitante-estrangeiro>

## **10. STUDY GRANT**

- 10.1.** After the final result is announced, the project coordinators will nominate the selected applicants to Capes through the SCBA system;
- 10.2.** The selected applicant will receive a message from Capes through the e-mail provided in the application process to register at the Linha Direta platform, where the selected applicant will receive the Grant Letter and the Grant Agreement;
- 10.3.** The Grant Letter and Grant Agreement do not guarantee the final implementation of the scholarship. Capes may cancel the Grant Letter and Grant Agreement issued due to budget constraint or documentation presented with partial, incorrect or untrue data, or may correct the information of the letter if any incorrect data or information is detected. The selected applicant may appeal the scholarship cancellation;
- 10.4.** Capes may request additional documents through Linha Direta Platform and it is the selected applicant's responsibility to provide them.

## **11. SCHOLARSHIP WITHDRAWAL**

In case of withdrawal, the applicant must inform the Management Group by sending a letter to [print@unisinós.br](mailto:print@unisinós.br) explaining the reasons for the withdrawal.

## **12. THE BENEFITS**

- 12.1.** The Visiting Professor in Brazil scholarship includes tuition, travel allowance, installation allowance and health insurance, according to the values set in Capes Notice No 41/2017 – Capes-Print - Financed Items of Scholarships in Brazil - Annex 10;
- 12.2.** Tickets will be issued directly by Capes, in accordance to Article 3, Paragraph 1 of Ordinance No. 125, of May 29, 2018;
- 12.3.** Print does not include the payment of tuition, fees, bench fees and expenses for dependents.

## **13. FINANCIAL AID**

- 13.1.** The funds to cover the expenses described in this notice will be the responsibility of UNISINOS Print Project, within the scope of the International Institutional Program – CAPES-Print, CAPES Notice No. 041/2017, funded by the Coordination of Improvement of Higher Education Personnel - CAPES;
- 13.2.** The implementation of the scholarships provided for in this Notice is subject to the availability of budget and the release of funds under the UNISINOS Print Project and the International Institutional Program – CAPES-Print, CAPES Notice No. 041/2017.

## **14. RETURN TO HOME COUNTRY**

- 14.1.** At the end of the period in Brazil, the Visiting Scholar has up to 60 days to return to his/her home country, free of charge to Capes;

**14.2.** After his/her return, the process will be closed by the Follow-up Department and processed by Capes' Follow-up and Graduates Division (DAE) and the visiting professor must submit the documentation regarding his/her return;

**14.3.** Communications will be done through Linha Direta platform (<https://linhadireta.capes.gov.br>).

## **15. VISITING PROFESSOR'S OBLIGATIONS**

The selected visiting professor of the CAPES-Print Unisinos Program must be aware of the following obligations:

- a) The visiting professor must hand in hard copies of the documents requested in item 5 of this notice at the Graduate Program Office;
- b) For effective participation in the Program, the visiting professor must sign the CAPES and UNISINOS Agreement, upon receipt of the acceptance letter from the host institution;
- c) Present a report for the Graduate Program Coordination Office that contains the information described in Annex IV;
- d) Obtain a passport and the appropriate visa to come to Brazil; the visa must be valid for the period of the visiting scholar's stay in Brazil.
- e) Be responsible for any expenses regarding passport, visa, document translations, registration for language proficiency tests, etc. as well as possible expenses regarding spouses or dependents;
- f) Before coming to Brazil, hire an international travel insurance for the entire period of stay in Brazil with a minimum coverage of:
  - a. medical, hospital and dental expenses;
  - b. repatriation or transportation in the event of an accident or illness; and
  - c. funerary repatriation.
- g) Arrange and pay for housing in Brazil;
- h) Be aware that the grant payment will be made directly by CAPES to the visiting professor;
- i) Submit testimony and photos of the experience in Brazil for publication on the Print website and other UNISINOS media;
- j) n) Submit to the Graduate Program Office any additional documents or information requested by the Print Management Group during and after the mobility period.

## **16. FINAL CONSIDERATIONS**

**16.1.** The applicant must meet all the requirements of this Notice on the expected date of registration;

**16.2.** Applications from relatives, spouses of up to third-degree-relatives of members of the Management Group or Project Coordinators will be forbidden, according to Decree 7,203, of June 4, 2010 of Binding Summary No. 13/STF (Federal Supreme Court);

**16.3.** Any expenses regarding visa, document translations, registration for language proficiency tests, etc. as well as possible spouses or dependents; passport withdrawal, bank transfer payment fee, etc., as well as all expenses that may occur during the trip, will be the responsibility of the applicant him/herself.

**16.4.** UNISINOS reserves the right to request, at any time, additional information or documents if necessary;

**16.5.** UNISINOS may, in its sole discretion, amend, suspend or cancel this Call at any time, at no cost to those selected;

**16.6.** Any omissions arising from this Call will be solved by the Management Group of the UNISINOS International Institutional Program Capes-Print.

**17. INFORMATION**

For more information or questions, send email to [print@unisinoss.br](mailto:print@unisinoss.br)

São Leopoldo, August 23<sup>rd</sup>, 2019

Unisinoss Institutional Internationalization Project (PII) Management Group  
International Institutional Program – CAPES-Print

**ANNEX I – NUMBER OF SCHOLARSHIPS AVAILABLE**

Project	Coordinators	Graduate Program	Country of origin	Number of scholarship
Development of Innovation Ecosystems	Prof. Dr. Daniel Puffal, Business Administration Graduate Program  Dr. Olivier Coussi, Université de Poitiers	Business Administration	Canada France Germany Italy Norway Spain United Kingdom USA	2 (1 month)*
		Design		1 (15 days) *

\*altered period

## **ANNEX II – PROFICIENCY**

Foreign applicants for scholarships in Brazil (visiting professor, young talent or post-doctorate with experience abroad) who are not native speakers of Portuguese or English must meet one of the following requirements:

4.1 Provide proficiency in one of these languages through a host HEI document stating that the applicant has language proficiency for the proposed activities;

4.2 For Portuguese language proficiency, present a Celpe-Bras certificate; or

4.3 For English language proficiency, present one of the following certificates described in item (a):

- a) (i) TOEFL (IBT - Internet-Based Testing; ITP - Institutional Testing Program) valid for 2 (two) years; (ii) International English Language Test - IELTS valid for 2 (two) years, and each skill (listening, reading, writing and speaking) must have a minimum grade of 5 (five); and (iii) Cambridge CAE or FCE Certificate, both without expiration date.



**ANNEX III – Work plan – Print**
**WORK PLAN**
*PLANO DE TRABALHO*
**VISITING PROFESSOR IN BRAZIL**
*PROFESSOR VISITANTE NO BRASIL*

<b>Name:</b> <i>Nome:</i>			
<b>Area:</b> <i>Área:</i>	<input type="checkbox"/> Education / <i>Educação</i> <input type="checkbox"/> Communication / <i>Comunicação</i> <input type="checkbox"/> Applied Computing / <i>Computação Aplicada</i> <input type="checkbox"/> Design <input type="checkbox"/> Business Administration / <i>Administração</i>		
<b>Country of origin:</b> <i>País de origem:</i>		<b>Period:</b> <i>Período:</i>	
<b>Unisinos support faculty:</b> <i>Professor apoiador na Unisinos:</i>	Prof.		
<b>Related PRINT project:</b> <i>Projeto PRINT relacionado:</i>	<input type="checkbox"/> Development of Innovation Ecosystems / <i>Desenvolvimento de Ecossistemas de Inovação</i> <input type="checkbox"/> Hospital of the Future - The Use of the Internet of Things and Machine Learning for the benefit of people's health / <i>Hospital do Futuro – O Uso da Internet das Coisas e do Aprendizado de Máquina em benefício da saúde das pessoas</i> <input type="checkbox"/> Digital Transformation and Humanities: education and communication in movement / <i>Transformação Digital e Humanidades: educação e comunicação em movimento</i> <input type="checkbox"/> Using Internet of Things and Machine Learning in Modeling a Smart Factory in the Context of Industry 4.0 / <i>Utilizando Internet das Coisas e Aprendizado de Máquina na Modelagem de uma Fábrica Inteligente no Contexto da Indústria 4.0</i>		

**1. TITLE**
**2. ABSTRACT**
**3. INTRODUCTION**

*Justify the project, presenting the relevance of the theme and connecting it to the PRINT related project.*

- a. Plan's contribution to the promotion of education, training and learning (if applicable)
- b. Potential for increasing the research and education network, with new techniques and partnerships, as well as broad dissemination of results (if applicable)
- c. Relevance to the scientific and technological development of the area in Brazil in the medium and long term
- d. Relevance to Brazil's economic and social welfare development in the medium and long term (if applicable)

e. National and international ethical standards (if applicable)

**4. AIMS AND OBJECTIVES**

**5. METHOD**

**6. TIMELINE SCHEDULE**

## **ANNEX IV – End-of-Activity Report / Visiting Professor in Brazil**

### **Document 1: End-of-Activity Report**

#### **Describes the results obtained in:**

- Conceptual and Methodological Development of the thesis in Brazil (800 characters); during his/her time in Brazil Field Research (800c);
- Detail the number of interviews, technical visits, survey distribution, use of secondary data, etc;
- Analysis and interpretation of data - progresses (800c);
- Presentation of research results and conclusions;
- Impacts of the experience for the progress of the state of the art in the field of knowledge (2000c)
- Sandwich contribution to product, process or public policy innovation (2000c)
- Project contribution to specialized human resources training for academia, basic and higher education, industry, service and public sectors (2000 c)
- Project contribution for the dissemination of knowledge (2000 c)
- Complementary project results material: - attach articles, theses, e-books, etc
- Other cultural experiences acquired during the time spent in Brazil
- Photographs and links to articles about the time spent in Brazil
- Information for promoting the experience: a text for non-experts (800c)

### **Document 2 - Promoting the experience**

- Inform the dissemination activity done at the University:
- Activity name
- Date
- Place
- Number of graduate students involved
- Number of undergraduate students involved
- Photos of the activity