



UNIVERSIDADE
FEDERAL
DE PERNAMBUCO

GUIDE FOR INTERNATIONAL STUDENTS

2015

VIRTUS IMPAV

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WELCOME TO UNIVERSIDADE FEDERAL DE PERNAMBUCO

It is our pleasure to welcome you to our University. This guide is addressed to all foreign students who are going to study at Universidade Federal de Pernambuco. This may be your first visit to Brazil and we are sure you may have many questions. One of the objectives of this guide is to answer some of them before you arrive, in order to ease your integration into academic life here. In the following pages you will find a general description of our University, some practical advice which will be of use before leaving your own country, and information about your arrival in Recife, university services, as well as addresses of interest.

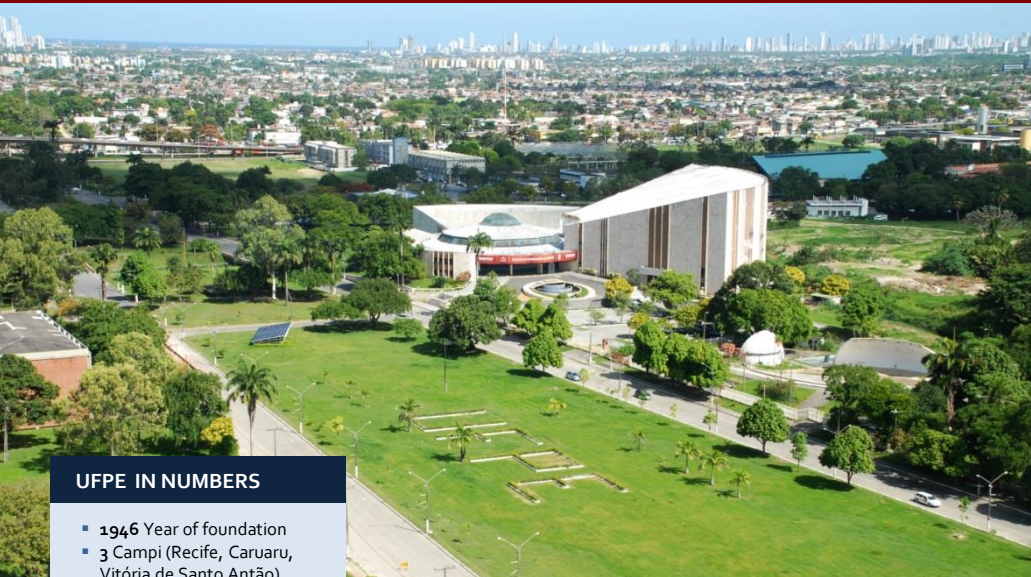
Studying in a foreign country is both an exciting and a challenging experience. The International Office would like your stay in Recife to be productive and enjoyable. Our city offers a broad variety of cultural activities, which we hope you will enjoy.

The International Academic Mobility Program for foreign students was created with the goal of providing opportunities for qualified young people who want to enjoy an academic and cultural experience in Brazil for a period of their university life. Besides having the opportunity of getting to know the Brazilian way of life, these students help the UFPE campus to become more dynamic. They bring with them new experiences, lifestyles and ideas, making the campus inside and outside the classrooms more enriched and exciting.

The International Office is also responsible for disseminating information about the programs of international cooperation and for providing support for student's participation in international academic mobility programs since their arrival until their return to their country of origin.



VIRTUS IMPAV



UFPE IN NUMBERS

- **1946** Year of foundation
- **3** Campi (Recife, Caruaru, Vitória de Santo Antão)
- **12** Academic centres
- **105** Undergraduate courses (6 long distance learning)
- **207** Graduate courses
- **49** PhD Programmes
- **79** Masters Programmes
- **79** Specializations
- **33.616** Undergraduates
- **7.678** Graduates
- **523** Research groups
- **171** International cooperation agreements
- **2.140** Faculty members (80% PhD)
- **4.184** Administrative Staff
- **6** National Institutes of Science and Technology - INCT (Software Engineering, Photonics, Plants and Fungi, Pharmaceutical Innovation, Nanotechnology, Archeology)

Prof. Anísio Brasileiro de Freitas
Dourado
Rector

Prof. Sílvio Romero de Barros
Marques
Vice-rector

Located in the Northeast of Brazil, the Universidade Federal de Pernambuco (UFPE) is one of the best institutions of Higher Education in the country. Its history goes back to the foundation of the first Law School in the country, in 1827. On August 11th, 1946, the Law School, the Engineering School, the Medicine School, the School of Dentistry and Pharmaceutics and the School of Fine Arts and Philosophy decided to become part of one institution and the Universidade do Recife was founded. Later, the Universidade do Recife was integrated to the group of federal institutions that made up the new educational system of the country, receiving the denomination of Universidade Federal de Pernambuco. The construction of the new campus began in 1948, in an area which was then considered on the outskirts of the city, with a project developed by the Italian architect Mario Russo.

Universidade Federal de Pernambuco is the 18th best university in the country, regarding teaching, and the best in the northern part of Brazil, according to evaluations from the Ministries of Education (MEC) and Science and Technology (MCT). It is the 8th institution with the most research groups in Brazil, according to the last census made by the National Council of Scientific and Technological Development (CNPq), of the MCT, with 523 groups.

Recently, with the support of the Federal Government, UFPE has expanded its scope of practice and has widened its interaction with society, increasing the number of students in the already existing courses and creating new ones in response to social and economic demands focused on the new economic scenery of the state of Pernambuco.

Our mission is to promote the education of people and the formation of scientific and technical knowledge and abilities of international standards, according to ethical, environmental and cultural principles.





ACADEMIC COMMUNITY SERVICES

- 1 Central library + 12 sectorial libraries;
- 1 Restaurant + 6 Snack Bars;
- 804 labs;
- 1 TV station
- 2 Radio stations
- Convention Centre with 2500 places in the main theater
- 1 Art Galery
- UFPE Press
- Technology Information Centre
- Physical Education and Sports Centre

UNDERGRADUATE COURSES

CENTRE OF ARTS AND COMMUNICATION (CAC)

www.ufpe.br/cac
Architecture
Cinema and Film
Dance – Teacher Training
Design – Teacher Training
Graphic Expression – Teacher Training
Information Management
Journalism
Languages
Languages – Teacher Training in French
Languages – Teacher Training in English
Languages – Teacher Training in Spanish
Languages – Teacher Training in Portuguese
Languages – Teacher Training in Brazilian Sign Language (Libras)
Library Studies
Music – Instrument
Music – Singing
Music – Teacher Training
Advertising and Publicity
Radio, Tv and Internet
Theater
Visual Arts

CENTRE OF HEALTH SCIENCES (CCS)

www.ufpe.br/ccs
Dentistry
Medicine
Nursing
Nutrition
Occupational therapy
Pharmacy
Physiotherapy
Physical Education – Bachelor's Degree
Physical Education – Teacher Training
Speech and Language Therapy

CENTRE OF BIOLOGICAL SCIENCES (CCB)

www.ufpe.br/ccb
Biological Sciences – Bachelor's Degree
Biological Sciences – Environmental Sciences
Biological Sciences – Teacher Training
Biomedical Sciences

CENTRE OF SOCIAL AND APPLIED SCIENCES (CCSA)

www.ufpe.br/ccsa
Accounting
Actuarial Science
Business and Management
Economics
Hotel Management
Secretariat Training
Social Service
Tourism Management

CENTRE OF TECHNOLOGY AND GEOSCIENCES (CTG)

www.ufpe.br/ctg
Biomedical Engineering
Chemical Engineering
Civil Engineering
Control Systems Engineering
Food Engineering
Electrical Engineering
Electronics Engineering
Energy Engineering
Geology
Geomatics Engineering
Industrial Chemistry
Materials Engineering
Mechanical Engineering
Mining Engineering
Naval Engineering
Oceanography
Production Engineering

CENTRE OF COMPUTING (CIN)

www.cin.ufpe.br
Computer Science
Computer Engineering
Information Science

CENTRE OF EXACT AND NATURAL SCIENCE (CCEN)

www.ufpe.br/ccen
Chemistry – Bachelor's Degree
Chemistry – Teacher Training
Mathematics – Bachelor's Degree
Mathematics – Teacher Training
Physics – Bachelor's Degree
Physics – Teacher Training
Statistics

CENTRE OF PHILOSOPHY AND HUMAN SCIENCES (CFCH)

www.ufpe.br/cfch
Archaeology
Geography – Bachelor's Degree
Geography – Teacher Training
History – Bachelor's Degree
History – Teacher Training
Museum Studies
Political Science and International Relations
Psychology
Philosophy – Bachelor's Degree
Philosophy – Teacher Training
Social Sciences – Bachelor's Degree
Social Sciences – Teacher Training

CENTRE OF JURIDICAL SCIENCES (CCJ)

www.ufpe.br/ccj
Law

CENTRE OF EDUCATION (CE)

www.ufpe.br/ce/
Pedagogy

DISTANCE LEARNING COURSES (EAD)

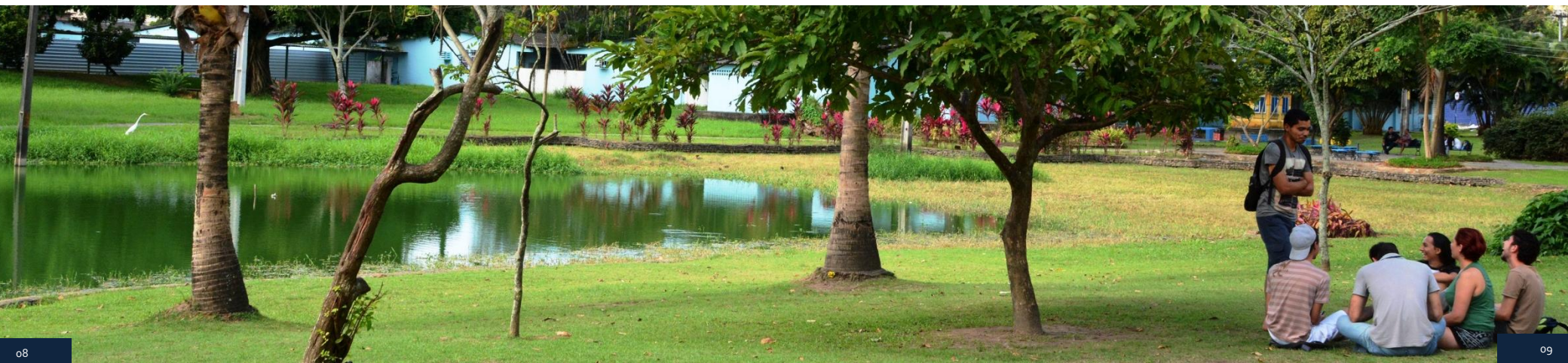
www.ufpe.br/cead
Accounting
Geography – Teacher Training
Languages – Teacher Training in Spanish
Languages – Teacher Training in Portuguese
Mathematics

AGRESTE ACADEMIC CENTRE (CAMPUS CARUARU)

www.ufpe.br/caa
Business
Design
Chemistry
Civil Engineering
Economics
Intercultural Teacher Training
Mathematics
Medicine
Physics
Production Engineering
Pedagogy

VITÓRIA ACADEMIC CENTRE (CAMPUS VITÓRIA)

www.ufpe.br/cav
Biological Sciences
Nursing
Nutrition
Physical Education - Bachelor's Degree
Physical Education - Teacher Training
Public Health



GRADUATE PROGRAMMES

CENTRE OF ARTS AND COMMUNICATION (CAC)

www.ufpe.br/cac

Communication (Master's Degree and PhD)
Design (Master's Degree and PhD)
Ergonomics (Professional Master's Degree)
Human Rights (Master's Degree)
Information Science (Master's Degree)
Languages (Master's Degree and PhD)
Urban Development (Master's Degree and PhD)

CENTRE OF BIOLOGICAL SCIENCES (CCB)

www.ufpe.br/ccb

Animal Biology (Master's Degree and PhD)
Applied Biology – Health (Master's Degree and PhD)
Biological Sciences (Master's Degree and PhD)
Fungi Biology (Master's Degree and PhD)
Genetics (Master's Degree and PhD)
Industrial Biotechnology (Master's Degree)
Plant Biology (Master's Degree and PhD)
Physiology and Biochemistry (Master's Degree and PhD)
Therapeutic Innovation (Master's Degree and PhD)

CENTRE OF EXACT AND NATURAL SCIENCE (CCEN)

www.ufpe.br/ccen

Chemistry (Master's Degree and PhD)
Mathematics (Master's Degree and PhD)
Materials Science (Master's Degree and PhD)
Physics (Master's Degree and PhD)
Statistics (Master's Degree and PhD)

CENTRE OF EDUCATION (CE)

www.ufpe.br/ce

Education (Master's Degree and PhD)
Mathematics and Technology Education (Master's Degree and PhD)

CENTRE OF PHILOSOPHY AND HUMAN SCIENCES (CFCH)

www.ufpe.br/cfch

Anthropology (Master's Degree and PhD)
Archaeology (Master's Degree and PhD)
Cognitive Psychology (Master's Degree and PhD)
Environment and Development (Master's Degree)
Geography (Master's Degree and PhD)
History (Master's Degree and PhD)
Political Science (Master's Degree and PhD)
Psychology (Master's Degree and PhD)
Public Policy (Professional Master's Degree)
Sociology (Master's Degree and PhD)

CENTRE OF JURIDICAL SCIENCES (CCJ)

www.ufpe.br/ccj

Law (Master's Degree and PhD)

CENTRE OF SOCIAL AND APPLIED SCIENCES (CCSA)

www.ufpe.br/ccsa

Accounting (Master's Degree)
Business Management (Master's and Professional Masters Degree and PhD)
Economics (Master's and Professional Masters Degree and PhD)
Public Management focused the Development of the Northeast of Brazil (Professional Master's Degree)

CENTRE OF HEALTH SCIENCES (CCS)

www.ufpe.br/ccs

Children and Adolescents Health (Master's Degree and PhD)
Dentistry (Master's Degree and PhD)
Gerontology (Master's Degree)
Health Sciences (Master's Degree)
Nutrition (Master's Degree and PhD)
Nursing (Master's Degree and PhD)
Neuropsychiatry and Behavioral Science (Master's Degree and PhD)
Pathology (Master's Degree)
Pharmaceutical Sciences (Master's Degree and PhD)
Physiotherapy (Master's Degree and PhD)
Public Health (Master's Degree)
Surgery (Master's Degree and PhD)
Tropical Medicine (Master's Degree and PhD)

CENTRE OF TECHNOLOGY AND GEOSCIENCES (CTG)

www.ufpe.br/ctg

Biomedical Engineering (Master's Degree)
Civil Engineering (Master's Degree and PhD)
Chemical Engineering (Master's Degree and PhD)
Electric Engineering (Master's Degree and PhD)
Energy and Nuclear Technology (Master's Degree and PhD)
Geodesic Sciences and Geoinformation Technology (Master's Degree)
Geosciences (Master's Degree and PhD)
Mechanical Engineering (Master's Degree and PhD)
Mineral Mechanical Engineering (Master's Degree)
Oceanography (Master's Degree and PhD)
Production Engineering (Master's and Professional Masters Degree and PhD)

CENTRE OF COMPUTING (CIN)

www.ufpe.br/cin

Computer Science (Master's and Professional Masters Degree and PhD)

AGRESTE ACADEMIC CENTRE (CAMPUS CARUARU)

www.ufpe.br/caa

Civil and Environmental Engineering (Master's Degree)
Contemporary Education (Master's Degree)
Economics (Master's Degree)
Production Engineering (Master's Degree)

VITÓRIA ACADEMIC CENTRE (CAMPUS VITÓRIA)

www.ufpe.br/cav

Human Health and Environment (Master's Degree)
Nutrition, Physical Activity and Phenotypic Plasticity (Master's Degree)

JOINT STUDY PROGRAMMES

www.ufpe.br/propesq

Biotechnology – Renorbio – PhD
Environment and Development – Rede (PhD)
Languages – PROFLETRAS – Professional Master's Degree
Pharmaceutical Nanotechnology (UFG/UFRGS/UFSC/UFPE and others) - PhD
Philosophy - CFCH (UFPB/UFPE/UFRN) – PhD
Visual Arts – CAC (UFPB/UFRN) – Master's Degree



INTERNATIONAL COOPERATION

UFPE's **International Relations Office (DRI)** is responsible for the mobility of students and for establishing cooperation agreements with institutions from all over the world. It allows students and professors from Pernambuco to acquire knowledge and share experiences with other countries and cultures.

The work developed in the International Office consists of guiding students and professors that seek information on options and procedures required to study abroad and to establish new international agreements. At the moment, UFPE has settled over 200 agreements with institutions from all of the continents .

Our students have the possibility of taking part on the regular Exchange program or acquiring double degrees. The first kind is available for all of the courses that UFPE offers, as long as there's an equivalent one on the foreign affiliated institution and can last up to one year. The second kind, which allows the student to also get a diploma from the international institute after concluding the Undergraduate Course at UFPE, is offered only for Economy and Administration Undergrads at Middlesex University (England), and Chemical Engineering Undergrads at Universidad de Valladolid (Spain).

Besides sending students to other Universities, the International Office is responsible for receiving foreign students that come to Pernambuco to take part on new academic experiences at UFPE.

Every year, the exchanges between UFPE and other institutions gets amplified. This growth is a result of the investment and attention given to the International Office.

DRI

The International Relations Office receives students from Monday to Friday, from 8 a.m to 12 a.m and from 2 p.m to 5 p.m, except on Thursdays.

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Photo by DRI/UFPE

INTERNATIONAL MOBILITY PROGRAM



APPLICATION DEADLINES

- Two calls are made during the academic year:
- First academic semester (February to June): registrations until **November**.
 - Second academic semester (August to December) : Registrations until **May**.
- The courses to which the students can apply to can be consulted at the university's website, at Proacad (Pró-Reitoria de Assuntos Acadêmicos): www.ufpe.br/proacad

General requirements to participate

Every student who belongs to any of the UFPE's partners institutions are invited to participate in the International Academic Mobility Program. The only requirement is that they should be lawfully registered at their home institution. However, some basic requirements will guide the foreign students on the most appropriate time for them to participate in international exchange programs of this nature. UFPE, with the objective of giving priority to academic excellence in exchange programs, will observe if the students fulfill the following prerequisites:

- To be regularly enrolled in a course offered by a partner institution;
 - Having intermediate knowledge in Portuguese;
 - Having an appropriate academic profile;
- It is important to remember that all lessons are taught in Portuguese

Duration of the program

The foreign students may study in our institution for one semester with the possibility of extending his stay for another semester, making it a total of one academic year. The activities which will be undertaken by the foreign students should be approved in advance by the course coordinators of both universities. If it is necessary to extend the exchange period, the request should be made official by the home institution and properly reviewed and approved by the coordinators of both institutions.

Requested documents

The foreign students are totally responsible for organizing the documents to be presented at UFPE. The validity, legality and on time delivery of documents are also entirely the responsibility of the students, since the documents are personal and non-transferable.

The basic documentation to be submitted to participate in the International Academic Mobility Program is listed below:

- Registration form for the exchange to UFPE (available on the website: www.ufpe.br/ci > Estudantes Estrangeiros > Formulário de Candidatura Intercâmbio UFPE);
- Updated school transcript;
- Study plan to be conducted at UFPE, in which the chosen disciplines with the academic loads, duration and number of credits should be related.

It is recommended that students register in a maximum of five disciplines.

All of these documents must be signed and sent to: mobilidade.in@ufpe.br.

Application procedure

When the application form arrives at the International Office, it is sent to the coordinator of the intended course at UFPE. After analyzing the documents of the foreign student and, with the confirmation of his approval, our International Office will send a document, which is the Letter of Acceptance, to the student or to the section in charge of international relations at the student's home university, confirming their acceptance to participate in the Program. This document is official and should be presented to Brazilian Authorities in order to obtain the student visa.

Financial terms

UFPE is a public university and does not charge tuition fees. Students should however be responsible for providing the costs for: airline tickets, accommodation, local transportation, food, study material, and leisure. The average monthly budget suggested is R\$ 2,000.00 (two thousand reais).

Academic load

The academic load is the number of hours required to obtain approval in different disciplines. Normally the load corresponding to an academic discipline is equivalent to 04 credits or 60 hours a semester. There are disciplines with academic loads of 30, 45 and 120 hours. 1 credit = 15 hours of class.

Example: one discipline = 60 hours of class = 16 weeks = 4 credits.



Evaluation system

The academic performance of the student will be verified by assessing the grade of the student and the verification of his attendance. The evaluation of the academic performance of the student will be based on: written exercises, oral interviews accompanied or not by practical exercises, seminars, reports, practical work, research and internships, (under the guidance and supervision of a professor), development of an essay, and dissertation.

Student Visa

To participate in the International Academic Mobility Program or any other activity offered by UFPE, it is necessary that the students obtain the

proper visa, valid throughout the period of permanence in Brazil, which should be obtained from the Consular Division of the Brazilian Embassy or the Brazilian Consulate in the student's home country, before leaving.

It is recommended that the request must be made in advance. It may take awhile from the processing of documents until the granting of the appropriate visa. Without the visa, the student cannot validate their registration at UFPE.

It is important to notice that it is not possible for the exchange student to enroll at UFPE if he only holds a touristic visa. There is also no possibility of switching the kind of visa you have after your arrival in Brazil. It would be necessary to leave the country before getting a new visa, so the student must not leave his country before receiving the student visa.

If there is a need for renewal, the student will have to submit the documents to the Federal Police Department thirty (30) days prior to the expiration date.

Health Insurance

It is compulsory for foreign students to submit an International Health Insurance as soon as they arrive at the UFPE. A copy of this document will be kept at the International Office, in the student's folder, in case it is necessary to contact the insurance in the event of an accident or illness. If foreign students arrive in Brazil without health insurance previously done, they will be directed to obtain it with a local agency.

Accommodation

Although UFPE does not provide accommodation for foreign students, we offer a list of places to stay. You can check the Accommodation List at the complete version of our Student Guide, on our website. There are options near the campus or on other parts of the city. The rental conditions vary depending on the quality and location of the accommodation.

Documents to bring

- Passport
- Student Visa
- Photocopy of enrollment at the University of origin or a University ID or Card
- Health Insurance
- Copy of the letter of Acceptance from UFPE
- Letter of Recommendation from the supervisor of the home institution (for postgraduate students).



DOCUMENTS REQUIRED FOR OBTAINING A STUDENT VISA

The documents may vary from country to country, but the main documents to be submitted at the Consular Division of the Brazilian Embassy or the Brazilian Consulate in the student's home country are:

- Passport with a minimum of six months validity;
- 4x4 recent photo, with white background;
- Certificate of residence in the consular jurisdiction;
- Letter of Acceptance from the Institution, in this case, UFPE;
- Visa application form (available at the Brazilian Consulate in student's home country);
- Consular fee (check directly at the Consulate in the student's country, since it can vary from country to country).

The required documents may change, so the student must check with the consulate of their country in order to obtain an updated list of documents necessary for obtaining the student's visa.

Get more information at :
<http://www.mre.gov.br/portugues/enderecos/consulados.asp>

ARRIVING IN BRAZIL



At the airport

During international flights, all foreign passengers receive a document for entry into Brazil, which should be completed and presented to the Federal Police at the time of landing. This procedure is required to register the arrival in Brazilian territory and later to legalize their stay in Brazil. Again, we would like to remind you that the student must not leave his country before receiving the student visa.

We suggest students to have a previous reservation in some type of accommodation before arrival, either temporary or permanent (see the item "Accommodation" on the previous page).

To leave the airport the safest way is to take one of the registered taxis at the airport. There are taxis at all times. It is possible to pay for the transfer beforehand, in the airport, at the luggage claim and you can use either cash or credit cards. By proceeding

this way, the student avoids misunderstandings and danger. If you are staying at a hotel, there are no problems regarding the time of arrival. If you are staying at a hostel or host family, it is better to inform them your time of arrival and plan in advance the best way to get there.

If your luggage does not arrive with you, you should make a formal written complaint to the airline company. Generally, there is a counter for this kind of complaints in the area where you claim the baggage. Your luggage will be delivered to the address you provide.

Students can exchange currency at the airport at the Câmbio Confidence which is opened 24 hours a day or at the Banco do Brasil agency opened Monday to Friday from 10 am to 4 pm. Depending on your type of credit card, you will also be able to cash some money at the ATMs of the Banco do Brasil agency opened Monday to Friday from 10 am

to 4 pm. Depending on your type of credit card, you will also be able to cash some money at the ATMs of the Banco do Brasil. However, if possible, it would be wise to bring some cash with you in the local currency. Just to know, international flights usually arrive late at night or early mornings.

Reporting at DRI

Once you arrive, you must go to the International Office, to fill out an international student form and receive information on how to properly register for the courses. You should bring a copy of your passport (identification page and the visa), and a copy of the International Health Insurance. After that, the International Office will issue a permit for registration at the University and an authorization for the Portuguese language course for foreigners (more information on the next topic).

With this authorization for registering and the passport, the student should proceed to the Corpo Discente (Student Body) to acquire authorization for registering, and take this document to the Escolaridade of the graduation course to confirm the disciplines and receive an authorization from the Coordinator of the course. The student should then go back to the Corpo Discente to confirm his enrollment.

The International Office is located on campus: Av. Prof. Moraes Rego, 1235 – Cidade Universitária Reitoria - first floor

Hours: Monday to Friday from 8 am to 12 pm and from 2 pm to 5 pm. Except on Thursdays.

It is important to arrive before the enrollment date. Even if the student has already chosen a discipline, this does not guarantee that it will be offered. You can solve this kind of problem until the end of the enrollment modification deadline, which usually ends 15 days after the beginning of the classes.

Improving your Portuguese

UFPE's Culture and Language Centre (NLC) offers a free course in Portuguese to our undergraduate exchange students. When the students register at the International Office they will receive an authorization to take the course. Graduate students will have to pay a fee that covers the semester.

More information at: ufpe.nlc@hotmail.com
Telephone: +55 81 2126.8961.

Federal Police

The students will be informed that they have 30 days starting from the date of entry into Brazil to present themselves at the Federal Police Station located at the International Airport of Recife to legalize their stay here and to get an ID card for foreigners (Carteira de Identidade de Estrangeiro Temporário - CIET). If the students do not present themselves until the last day, a tax will be charged for each day of delay.

To proceed with register it's necessary to fill out an application online and to pay a few taxes. There's a LAN house at the airport where you'll be able to do that in case you don't have access to a computer.





At the website www.dpf.gov.br, choose the option "Estrangeiro" on the menu on the left side > "Requerer Registro / Renovação e Anistia" and follow steps 1, 2 and 5 of the website.

- Step 1 – Fill out the form "formulário de pedido de registro, emissão de carteiras de identidade para estrangeiros (1ª e 2ª via)";
- Step 5 – Select "Gerar GRU" and fill out the form, providing you personal data and your address in Recife. In the space "Unidade arrecadadora" you must choose the option "Superintendência Regional no Estado de Pernambuco". The "Códigos da Receita", are 140082 (registro de Estrangeiro - R\$ 64,58 – sixty four reais and fifty eight cents) and 140120 (Carteira de Estrangeiro 1ª via - R\$ 124,23 – one hundred twenty four reais and twenty three cents). Both taxes can be paid in any agency of Banco do Brasil. On the main occupation space you must choose "Estudante";
- Step 2 – Schedule a visit to Polícia Federal. If there's no date available in the period of 30 days that you have to present yourself to register, choose any day and print the reservation sheet and go to the Polícia Federal as soon as possible.

Required documents:

- Passport (copies of all used pages of the passport, including the original visa application)
- Two 3x4 recent color photos with white background;
- Copy of the document received once you entered Brazil (Cartão de entrada/saída);
- Receipt of paid fees;
- Filled in form (Step 1)
- Current Brazilian visa acquired in the Brazilian Consulate of your home country and form of original visa request

The Federal Police is open from 9 am until 3 pm and the Banco do Brasil from 10 am until 4pm.
 Polícia Federal: estrangeiros@dpf.gov.br
 (81) 3322-4950 / 3322-4951 / 3322-4948

Obtaining a CPF

CPF (Cadastro de Pessoa Física) is a personal document necessary for procedures like opening a bank account and registering for a few public and private services. It works as a database that's maintained by the Secretaria da Receita Federal do Brasil (RFB), that holds personal information of all those that are registered.

To obtain the CPF the student must go to an agency of Banco do Brasil or Correios (Post Office) with his passport and the protocol that proves you've requested your Carteira de Identidade de Estrangeiro Temporário (CIET) at the Federal Police Office (check item above – Federal Police). You'll receive a tax of R\$5,70 (five reais and seventy cents). After paying the tax you must go to the Receita Federal Office, where you'll provide the following documents:

- Passport;
- Receipt of paid fee (R\$5,70);
- Proof of residence in Brazil issued in the last three months;
- Carteira de Identidade de Estrangeiro Temporário (CIET) or the protocol of request at the Federal Police Office.

You will receive the number immediately.

Receita Federal is located at Av. Alfredo Lisboa, 1152, Recife Antigo, CEP: 50030-150.

Hours: 7.30am to 7.00pm. Phone: (81) 3326-7476

Banco do Brasil

Foreign students are allowed to open an account at Banco do Brasil. The bank is open from 10am to 4pm.

Required documents:

- Letter issued by the International Office
- CPF (Cadastro de Pessoa Física) – check item above.

Student ID or Card

The Student ID is made at the beginning of each semester in the centers of each course. After that period, the student should go to União Nacional dos Estudantes (UNE), located at Rua do Hospício 382, Boa Vista (downtown). UNE is open from 7.30am to 5pm. You will need a recent 3x4 photo, proof of enrollment at UFPE (original register confirmation or a declaration from the university), and your passport with a photocopy of your identification and visa or the Cadastro de Pessoas Físicas (CPF).

The student ID costs around R\$ 20.00 (twenty reais) and it is payable at UNE. This ID will allow students to pay half entrance at cinemas, theaters and concerts. portaldameiaentrada@une.org.br
 Phone: 3221 9698.

VEM Card

VEM (Vale Eletrônico Metropolitano) is the card of the electronic ticket service of the Recife Metropolitan Area (which includes cities like Olinda, Jaboatão dos Guararapes, Paulista, São Lourenço da Mata and Cabo de Santo Agostinho, among others). The whole process of buying credits can be completed through internet and the cards can be recharged inside the buses.

The VEM card enables the students to half

prices in all public transportation. The necessary documents to obtain the card are:

- Student Card (of the current year);
- Passport;
- Picture (the digital photo is taken at the moment of register, which is why you have to go in person);
- Certificate of Enrollment at UFPE (of the current semester)

The student must go to the "Posto de Emissão do Cartão VEM Estudante" located at Rua da Soledade, 259 na Boa Vista, between Av. Conde da Boa Vista and Rua do Progresso.

Hours: First register, from Monday to Friday, from 8.30am to 5.30 pm.

To recharge the cards the students can use any of the 15 terminals available Monday to Friday from 7.00 am to 7.30pm at the same place. You can also recharge it online, through the website www.vemgranderecife.com.br. The procedure is to choose the option "Vem Estudante" > "Vendas OnLine" and register to be able to buy credits through the internet. On the next visits you'll just have to confirm it to continue the process. Print the tax and pay it at any office of Casas Lotéricas or Caixa Econômica Agencies, both available in many parts of the city. In 48 hours the credits will be available.
 More information: 0800 081 0158 or (81) 3182-5551 (in case of loss or theft)





Pina Beach by Portal da Copa / ME

Where to eat

Each Academic Centre at UFPE usually has its own restaurant or coffee shop. There are other places where you can eat around the University, like the Restaurante Universitário (RU). Moreover, in Recife there are several good restaurants, snack bars, fast foods, and malls with food courts. Our city also offers a wide range of supermarkets, like Hiperbompreço (Walmart), Carrefour Pão de Açúcar, Extra e Extrabom. They're usually open everyday, some of them 24/7.

Malls

Shopping Center Recife – in Boa Viagem
Shopping Center RioMar – Pina
Shopping Guararapes – in Piedade / Jaboatão dos Guararapes
Shopping Tacaruna – between Recife and Olinda
Shopping Plaza – in Casa Forte
Open every Day, including Sundays. On the malls you can find banks, money exchange stations, food courts, clothing stores and cinemas.

Transportation

Cabs: there are stops at certain locations, taxis that roam the city at all hours, and services that

people can call and ask for a taxi or even just make an appointment to the airport or bus station (TIP).
Telephones:
Tele Taxi: (81) 2121.4242
Coope Taxi: (81) 3424.8944
Radio Taxi: (81) 3474.5198
Servi Taxi Recife: (81) 2122.0202 / 3036 8080
Bus: There are several lines connecting one neighborhood to another, buses that go downtown and reach nearby cities and beaches. There is also a bus that goes around the campus every 30 minutes.
More information about public transportation in Recife at: www.granderecife.pe.gov.br

Fun

There are several cinemas, theaters, museums, exhibitions, bars, discos, clubs, a zoo, botanical gardens, parks and beaches. Recife is 6km away from the city of Olinda, a city known for its artistic handicrafts, art studios, galleries, restaurants, churches, lodges and natural beauty. There are sports facilities, pool, computers and libraries inside the campus available for our students.

Post Offices

There are several post offices throughout the city including at the main Malls.

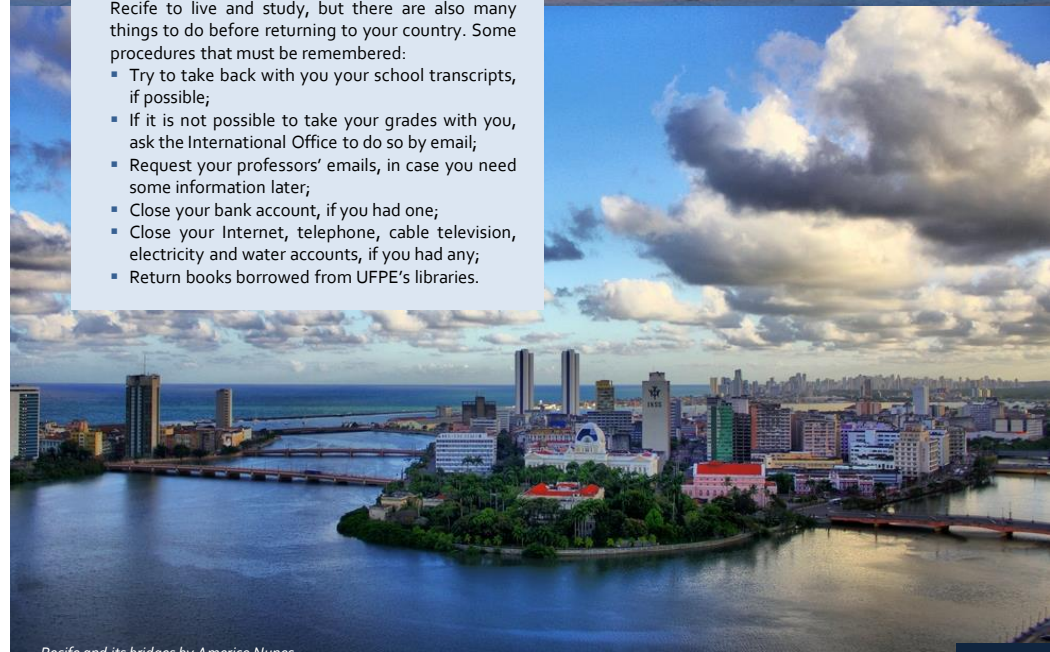
Zero Mark by Portal da Copa / ME



BEFORE RETURNING TO YOUR COUNTRY

There are many things to do when you come to Recife to live and study, but there are also many things to do before returning to your country. Some procedures that must be remembered:

- Try to take back with you your school transcripts, if possible;
- If it is not possible to take your grades with you, ask the International Office to do so by email;
- Request your professors' emails, in case you need some information later;
- Close your bank account, if you had one;
- Close your Internet, telephone, cable television, electricity and water accounts, if you had any;
- Return books borrowed from UFPE's libraries.



Recife and its bridges by Americo Nunes



MAP – RECIFE CAMPUS

- 1 Rectorship Building
- 2 Niate CCB
- 3 CCB (Centre of Biological Sciences)
- 4 CCS (Centre of Health Sciences)
- 5 CCS Library
- 6 Lika / Fiocruz
- 7 Nutrition
- 8 Hospital das Clínicas
- 9 Physical Rehab
- 10 Odontology
- 11 Pharmacy
- 12 Antibiotics
- 13 Student Body
- 14 NHT (Hotel Management and Tourism Building)
- 15 DCE (Student Union)
- 16 Chemical Engineering
- 17 CCSA (Centre of Social Applied Sciences)
- 18 Central Library
- 19 University's Restaurant
- 20 Niate CFCH/CCSA
- 21 CE (Centre of Education)
- 22 CFCH (Centre of Philosophy and Human Sciences)
- 23 CAC (Centre of Arts and Communication)
- 24 Convention Centre
- 25 CTG (Centre of Technology and Geosciences)
- 26 University Press
- 27 Oceanography
- 28 CEERMA
- 29 Oceanography Museum
- 30 UFPE's City Hall
- 31 Nuclear Energy
- 32 Area II
- 33 CCEN (Centre of Exact and Natural Sciences)
- 34 CIN (Centre of Computing)
- 35 Niate CTG
- 36 University's Club
- 37 Occupational therapy
- 38 Physical Education and Sports Facilities
- 39 Physiotherapy
- 40 Student Residence
- 41 NTI (Technology and Information Centre)
- Restaurant
- Available Bicycles
- UFPE's Internal Bus Stop
- Information Centre
- University's Hospital

USEFULL PHONE NUMBERS

- | | | | |
|---|--|---|--|
| UFPE's International Office
2126 8006 / 2126 8118
UFPE's Security Centre
2126 8061 / 2126 8062 | Police - 190
Fire Department - 193
Samu (Ambulance) - 192 | Tourist Police Office
3322 4867
Airport
3322 4188 / 3322 4353/ | Federal Police Office
3322- 4950
Public Transportation
0800 08101078 / 3355 |
|---|--|---|--|

ACCOMODATION LIST				
TYPE	NAME	CONTACT INFO	ADDRESS	DETAILS
Hostel	Zoya	www.zoyabedandbreakfast.com zoya@zoyabedandbreakfast.com (81) 3326 4297 / (81) 9228 5192	Avenida Conselheiro Aguiar, 4405, Ap 105, Boa viagem - Recife- PE. CEP 51021-020	Furnished Includes Breakfast Unisex
Hostel	Hostel Boa Viagem	www.hostelboaviagem.com.br hostel@hostelboaviagem.com.br (81) 3326 9572 / (81) 3466 2486	Rua Aviador Severiano Lins, 455 - Boa Viagem - Recife – PE	Includes Breakfast WiFi
Hostel	Hostel Piratas da Praia	www.piratasda.praia.com capitaoganch@piratasdapraia.com reservas@piratasdapraia.com (81) 3326 1281 / (81) 9649 6887 / (81) 8786 6080	Avenida Conselheiro Aguiar, 2034, Ap 307, Boa viagem - Recife- PE CEP 51111-010	Includes Breakfast, Wifi, Locker with Padlock
Hostel	Hostel de Olinda	www.hosteldeolinda.com.br (81) 3429 1592 / (81) 3439 1913	Rua do Sol, 233 – Carmo. Olinda - PE - CEP: 53120-010	Includes Breakfast, WiFi, Linked to Homestay International
Accommodation with Host	Pousada dos Pinheiros	www.pousadapinheiros.com.br 81 3273 1212 / (81) 9640 5848 / (81) 9632 9287	Rua Célio Regueira, 96, Cidade Universitária - Recife – PE	Near UFPE, includes WiFi and all meals
Accommodation with Host	Up Residências Inteligentes	Facebook: up_residenciasinteligentes clarablah@yahoo.com.br (81)3271 0910 / (81) 9606 9266 - Clara (81)9974 7848 / (81) 8666 0792 – Dorian	Av. Professor Moraes Rego, 150. Cidade Universitária - Recife - PE	Furnished, Free internet, 5 minutes by foot to UFPE
Room	Carlos e Leandro	lobielov@yahoo.com.br leonardo.admcomex@hotmail.com (81) 9973 7752 / (81) 9522 4670	Rua J.A. da Silveira, 124 Near Hospital D'Ávilla Madalena – Recife - PE	3 Bedrooms, furnished, TV, Internet, cleaner
Room	Karol	(81) 9919 4440	Near Caxangá Golf Club, Near UFPE	Female, Furnished (bed, tv, wardrobe, microwave, washing machine), Internet, includes water and electricity bills
Room	Filipe	felipe.bgp@gmail.com (81) 9893 7864	Rua Arquiteto Reinaldo, 193 Apt 405 - Pina - Recife - PE	Furnished, Tv, Internet, Washing machine – near Shopping RioMar and the beach
Apartment	Maria José Lima Lllamarca	mariallamoca@gmail.com (81) 3453 9129	Rua Padre Champagnat, 137 Cidade Universitária – Recife PE	Unisex
Accommodation with Host	Raquel	raqueltabatchik@hotmail.com (81) 3227 3297	Rua Jaguaribe, 48 – Torre Recife – PE	Furnished, Unisex, Includes breakfast, WiFi
Accommodation with Host	Tereza Siciliani Mário	terezasiciliani@outlook.com (81) 3453-7948 mario.iputinga@hotmail.com (81) 8820-5415 e (81) 9680-4255	R. General Cândido Borges, 206 Iputinga, Recife – PE Near A Carreta Steak House	Unisex, WiFi, No Meals included, Shared kitchen fully equipped, furnished bedrooms, laundry, cleaning, energy and water included
Accommodation with Host	Residência das Palmeiras	www.residenciadaspalmeiras.com.br (81) 3088 0801 (Cineide)	Avenida Mauricéia, 474, Cidade Universitária - Recife - PE, Near UFPE	Furnished, private bath, Internet, Tv and Study room
Flat	Jarysa de Oliveira	(81) 3326 2740 / (81) 3465 7901	Av. Boa Viagem, 2434, Apt 503 Boa Viagem - Recife – PE	Includes Building Tax



UNIVERSIDADE
FEDERAL
DE PERNAMBUCO

INTERNATIONAL RELATIONS OFFICE
UFPE – RECTORY BUILDING – 1ST FLOOR.
AVENIDA PROFESSOR MORAES REGO, 1235
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CEP. 50.670-901
PHONE: (55) (81) 2126-8006 / 2126-7021.
FAX: (55) (81) 2126-8118
WWW.UFPE.BR/CCI