



UNIVERSIDADE FEDERAL DA BAHIA
Faculdade de Medicina da Bahia
Programa de Pós-graduação em Ciências da Saúde
Largo do Terreiro de Jesus, s/n. Centro Histórico
40.026-010 Salvador, Bahia, Brasil.
Tel.: 55 71 3283.5582 | Fax: 55 71 3283.5567
www.possaude.ufba.br | pos.saude@ufba.br



NOTICE Nº 02/2016

APPLICATIONS ARE INVITED for HEALTH SCIENCES post-graduate program PhD and MASTER´S COURSES starting in 2017.1

The COORDINATOR of the post-graduate program in HEALTH SCIENCES at the FACULTY of MEDICINE, at the FEDERAL UNIVERSITY of BAHIA (UFBA), hereby announces that applications for the selection of candidates for the Health Sciences Master´s and PhD post-graduate program courses are now invited, in accordance with the rules and conditions outlined in this Notice.

1. The number of places

16 (sixteen) places will be offered on the Master´s course and 16 (sixteen) places will be offered on the Doctoral course.

2. Application and selection period

APPLICATION PERIOD: 01 November to 18 November 2016

APPROVAL of application: 21 November 2016

PERIOD OF SELECTION: 22 November to 02 December 2016

APPROVAL of results: 05 December 2016

DISCLOSURE of RESULTS: 06 December 2016

3. How to apply

Applications must be submitted to the Bahia Faculty of Medicine Program Office, Largo do Terreiro de Jesus, Historical Center, Salvador, from Mondays and Fridays from 7:30 to 12:30 and on Mondays, from 13:00 to 15:00. There will be no registration on 14 November 2016.

The following documents are required in order to apply for a place on the Master´s or Doctorate course:

- a) One authenticated photocopy and one ordinary photocopy of an undergraduate diploma/degree in the area of Biological Sciences or Health Professions (as defined by the internal regulations of this program) that is recognised by the Education Ministry.

Note: When registering, Master's degree candidates may submit a statement of probable completion from their undergraduate course if they are still to finish it, whilst those who have completed their course are asked to present their certificate. Otherwise they will be unable to apply.

- b) One authenticated and one ordinary photocopy of an Identity Card;
- c) One authenticated and one ordinary photocopy of Voting Registration and proof of having voted in the last Election;
- d) One authenticated and one ordinary photocopy of CPF;
- e) One authenticated and one ordinary photocopy of Reservist status (males only);
- f) Two 3 x 4 sized photographs;
- g) Three photocopies of the Candidate's up-to-date Curriculum Vitae from the CNPq's Lattes platform, signed and dated by the candidate, accompanied by supporting documents which provide evidence (the front page of each copy) of named publication in journals or attendance at Conferences or Congresses, workshops, any specializations, additional certificates, internships and educational activities; There should be 2 copies of each of these supporting documents;
- h) Three copies of a Research Project consisting of up to four pages for the MASTER'S DEGREE and up to 6 pages for DOCTORAL candidates, including: title, objectives, theoretical foundation, preliminary results (if available), methodology, Ethics in Research committee approval (with three copies of documentary evidence also attached), funding sources and references. The proposed project should be accompanied by two copies of a letter, each sealed in a separate envelope, written in a standard format, provided by a Professor-Tutor (from the Faculty of PPgCS), at the same time as the application. This is so the content of the letter will only be known to the selection Committee during the selection period (the front of these envelopes should bear the candidate's

name and the course for which they are applying). The project will be reviewed taking into account the importance of the theme, the scientific merit of the proposal, its methodology and its enforceability within PPgCS (implementation phase), and the availability of finance;

- i) An application form (below), duly completed by the candidate, which must be typed in Word format and which constitutes the definitive source of information submitted. This document must be printed, signed and dated by the candidate and must be sealed in the envelope by the PPgCS Secretary (in the presence of the candidate or their attorney and must be countersigned by the person present) along with the registration documents;
- j) Proof of registration fee payment by bank transfer (original and a photocopy). Details of how to pay can be found at https://sggru.ufba.br/sggru/publico/escolha_cadastro_externo.jsf. Amounts to be paid: R\$85 for the Master and R\$115 for the Doctorate.
- k) Original or authenticated copy of having obtained a mark of 5 or above in the Language Institute's language test is a requirement of the course. English and Spanish tests should be arranged by phone with the Language Institute at UFBA by calling 32372510 at least 45 days prior to application.

Documentation required in order to be included in the Master selection process:

- a) One authenticated and ordinary photocopy of an undergraduate course academic record.

Documentation required in order to be included in the Doctorate selection process:

- a) One authenticated and one ordinary copy of a Master's course academic record. The Master's Degree certificate may be substituted by a certification of course completion OR
- b) One copy of a document published or accepted for publication in journals with impact factor (JCR) > 1 that has been conceived and written entirely by the candidate. If the candidate is unable to

confirm this, even after the application has been made, then this may render the application invalid.

Post-graduating master's students who are applying for the PhD should deliver a draft of the dissertation, together with a letter stating that the Master will be completed by February 2017, that must also be signed by the master student.

If original documents are presented, the PPgCS Secretary may authenticate them, at the time of application.

4. Target group:

Graduates of Biological Sciences, Pharmacy, Medicine, Veterinary Medicine, Dentistry, Nursing, Biomedicine, Physiotherapy or Speech Therapy.

5. The selection

The selection of candidates will be made by a Committee established by the Program Board made up of its permanent teachers, and will undertake the following:

- a) An analysis of the Master's thesis or Doctoral thesis considering its methodological aspects, ethics, infrastructure and support for the development of the project which has already reached development stage, with preliminary results presented and fit with PPgCS research areas. The project must be accompanied by a declaration from the proposed candidate's supervisor stating that they agree to guide the candidate (the proposed candidate's advisor must be a faculty member accredited by the PPgCS Board);
- b) An analysis of the candidate's Curriculum Vitae with regard to academic training and scientific research, scientific production and teaching experience;
- c) Proof of foreign language proficiency (applicants who have an internationally valid foreign language proficiency certificate must include a certified copy of this document among the documents supplied with their application):

- i. Master's course candidates: English language proficiency test;
- ii. Doctorate course candidates: English language and a second language (Spanish) proficiency test.

d) Some candidates may be called for an interview for the purpose of clarification of issues related to the curriculum or project. At least two members of the Selection Committee will attend.

APPLICATION FORM - SELECTION 2017.1 – MASTER ()
DOCTORATE ()

Application No. Registration N°

Name

Nationality Date of Birth

Resident of State

Marital Status Sex

Graduated in _____ Year

Name of Institution

Identity Card No. Issuing entity

UF Date of Issue Smart Card No.

Voter No. Date of Issue Zone Section State of Issue

CPF Doc Military ID no. Series Origin

Mother's name

Father's name

Full address

Neighbourhood Post code

City State

Residential Tel. Mobile Tel.

Fax E-mail
Place of work/study
Full address
Neighbourhood Post Code
City State
Tel Fax
Job title Current (yes/no)
Foreign language qualification? Which?
Place and date
Candidate's signature

Information required for the CAPES report (Department of Postgraduate Studies internal use only) Professor? No/ Yes, at UFBA /another IES in the country/ in a foreign UNIVERSITY/ non-teaching staff/ former student of UFBA/ IES in another country /former student of a foreign INSTITUTION of HIGHER EDUCATION

FEDERAL UNIVERSITY OF BAHIA

Faculty of Medicine

Health Science Post-graduateProgram

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SUPERVISING PROFESSOR'S TERMS OF COMMITMENT

Candidate:

Supervisor:

1. How did you get to know the candidate?

a) as a student on an undergraduate course;

b) as a tutor;

c) as an intern or student. In this case please indicate:

Length of internship and or and / or sponsor: from _____ / _____ /
_____ to _____ / _____ / _____

Time (per week) dedicated to this Intern/IC :

Relevant facts about this

intern/IC: _____

d) Other option. Please describe:

2. How much contact do you have with them?

3. How would you describe the candidate's relationship with the other members of the Research Team?

4. At which stage of development is the research project presented by the candidate for selection?

a) initial project only;

b) pilot study in development;

c) pilot study completed;

- d) data collection completed in full ;
- e) ongoing analysis of the data.

5. Please rate the following attributes from 1 (insufficient) to 5 (excellent):

Level of initiative _____ Manual/operational ability _____
 Learning ability _____ Compliance with timetables _____
 Ability to communicate ideas orally _____ Intellectual capability _____
 Level of interest _____ Care in organizing the study material _____
 Assiduity _____ Ability to communicate ideas in writing _____

6. With regard to the ability to perform postgraduate studies and research, the candidate is:

- a) 5% more apt b) 10% more apt
- Excellent Very Good

- 'c) 20% more apt d) 50% more apt
- Good Regular

7. Estimate the average weekly workload that the student must devote to the research project, excluding activities of scientific writing and literature search to be: _____
 _____ hours.

I, _____
 _____, as supervisory teacher accredited as faculty member of the Post-graduate program in Health Sciences, hereby accept to guide the candidate _____
 _____, confirming I am aware of the maximum time limits for completion of the courses laid down in the internal regulations of the program, and the requirement to have an article published presenting the results of this project in relevant scientific journals. Salvador, _____ of 2016. _____

Signature of Supervisory teacher.