



**UNIVERSIDADE FEDERAL FLUMINENSE
GRADUATE PROGRAM IN CARDIOVASCULAR SCIENCES**

2021 DOCTORATE PROGRAM SELECTION NOTICE

The Coordination of the **Graduate Program in Cardiovascular Sciences** at the Universidade Federal Fluminense, considering what establishes Resolution 121/2000 of the Teaching and Research Council, announces that the enrollment for the DOCTORATE program selection process will be open through this Notice, which replaces the previous one.

1. CONCENTRATION AREA AND ANNUAL VACANCIES

Cardiology

For Brazilians: 16

For foreigners: 1

Option for the Affirmative Action policy: Candidates who have opted for affirmative action policy -- quota of an ethnic and social nature, including mothers of children under 5 (five) years of age or mothers of children with special needs, will have priority in filling the vacancy, in compliance with UFF Ordinance No. 57,719/2017.

Paragraph 1. A weight of 1.27 will be computed on the grade of the project/interview when the candidate who has opted for an affirmative action policy - Quota of an ethnic and social nature - obtains a grade equal to or higher than the minimum for approval (7);

Paragraph 2. In the case of mothers of children up to 5 (five) years of age or mothers of children with special needs, a weight of 1.2 will be computed on the grade of the project/interview;

Paragraph 3. In both cases, in order to prove the right to priority and specific weight arising from an affirmative action policy, candidates must submit an Affirmative Action Statement (Annexes II, III, and IV).

Paragraph 4. The candidate who enters the Doctorate Program through the ethnic-racial affirmative action policy may be invited at any time to introduce him/herself to the Assessment Committee instituted by UFF, and must sign a Term of Agreement with this possibility at the time of enrollment.

UFF Lecturers and Administrative Staff: 2 vacancies for the permanent staff of this University, via the Institutional Qualification Program (PQI-UFF) ORDINANCE No. 60,968 of March 26, 2018.

Paragraph 1. The employee who enrolls in the selection process for the PQI vacancies must send, together with the other documents necessary for application (see Item 4), a letter of consent (as per form in Annex V) signed by his/her immediate superior and by the director of the unit. The absence of the letter of consent invalidates, for all purposes, the candidate's participation via PQI.

Paragraph 2. The employee must sign and submit, together with the other application documents (see Item 4), a term of commitment containing rights and obligations (according to the form in Annex VI), including the commitment to remain in effective exercise at UFF for same period as that of budget transfers, if they are made due to their application via PQI.

Biomedical Sciences

For Brazilians: 16

For foreigners: 1

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2. TARGET AUDIENCE

Graduates in Medicine, graduates in other careers in the field of Biomedical Sciences or in other areas of interest in Cardiovascular Sciences.

- **PREREQUISITES**

- **Concentration Area in Cardiology:** Present documentary evidence of completion of a bachelor's degree in Medicine at a national or foreign institution recognized by the Ministry of Education.

- **Concentration Area in Biomedical Sciences:** Present documentary evidence of completion of a bachelor's degree in one of the careers in the biomedical field or other areas of interest in cardiovascular sciences, in a national or foreign institution recognized by the Ministry of Education.

Note: Study regime - The candidate must have as a study regime, at least, the workload of 20 hours per week, and 1 hour a week individually, with the foreign advisor.

3. APPLICATION

Applications for the selection process will be carried out remotely. Candidates must complete the Application Form (the link will be made available on www.poscardio.sites.uff.br) and attach to the form all documents listed in Item 4, in high resolution, in PDF, and organized, until 11:59 pm on the date defined in Annex I.

The selection process for the program will be carried out exclusively in online mode. The internet connection and the technical requirements (such as: computer or smartphone, programs and applications, etc.) are the sole responsibility of the candidate.

Upon registration, candidates must authorize the recording and, if applicable, the dissemination of the presentation videos of the preliminary project, as well as the online interview.

3.1. FEE WAIVER FOR ENTRANCE EXAMS FOR THE MASTERS AND DOCTORATE PROGRAMS.

Exemption from the application fee for the selection exams for the Doctorate Programs in Cardiovascular Sciences may be requested by candidates enrolled in the Single Registry for Social Programs of the Federal Government - CadÚnico, under the terms of the Federal Decree 6,593/08 (or 6,135 of 6/26/2007), and members of a low-income family. Candidates must complete the Application Form for exemption from the Registration Fee (available on www.poscardio.sites.uff.br) and attach the following documents, until 11:59 pm of the date defined in Annex I: a) Proof of enrollment in the CadÚnico; b) Social Identification Number - NIS, assigned by CadÚnico; c) Declaration that you are a member of a low-income family.

Term: Continuous flow (all year long, on demand)

Selection dates already foreseen: See Annex I

MANDATORY FEE

Candidates must fill out a Union Collection Guide (GRU) by accessing https://consulta.tesouro.fazenda.gov.br/gru/gru_simples.asp and completing it with the following information:

- Código da Unidade Favorecida: 153056
- Gestão: 15227
- Código de recolhimento: 28830-6
- Número de referência: 0250158235
- Competência: mm/yyyy (month and year of payment of the fee)
- Vencimento: dd/mm/yyyy (deadline for the application process)
- CNPJ ou CPF do contribuinte: (insert CPF No.)
- UG/ Gestão 153056 / 15227
- Valor principal: R\$ 200,00
- Valor total: R\$ 200,00

After the GRU is completed and printed, it must be paid at any Banco do Brasil branch.

Applicants must present proof of payment of the fee upon registration.

4. MANDATORY DOCUMENTATION

Candidates must complete the Application Form (available on www.poscardio.sites.uff.br) and attach all documents listed in Item 4 to it, in high resolution, in PDF, and organized until 11:59 pm of the date defined in Annex I.

- a) Application form (the link will be available on www.poscardio.sites.uff.br)
- b) Copy of an ID card and CPF;
- c) Declaration of completion or diploma of a bachelor's degree program in renown institution;
- d) Lattes *Curriculum* updated, **with proof of titles and all activities described there that are associated with research, extension, teaching activities, publications and scientific events.**
- e) A 3x4 photo;
- f) Proof of payment of the Application fee as specified in item 3;
- g) Preliminary project developed within one of the Research Lines of the Program;

- h) Presentation letter from the advisor, accredited to the Graduate Program in Cardiovascular Sciences at UFF (free format);
- i) Letter of intent from the candidate addressed to the Coordinator of the Graduate Program in Cardiovascular Sciences at UFF (see contents in Annex I);
- j) Declaration of opting for vacancies for Affirmative Action in accordance with Annex II for the blacks, "pardos" (brown-skinned) and indigenous people, and Annex III for people with disabilities in accordance with current legislation. The disabled must attach a medical report with the type and the degree or level of the disability, as well as its probable cause, with express reference to the International Classification of Disease code.
- k) Candidates with disabilities must indicate on the registration form if they need accessibility resources and assistive technology in accordance with the current legislation to carry out the tests and attach a medical report with the type and the degree or level of the disability, as well as its probable cause, with express reference to the International Classification of Disease code.
- l) Applicants who have opted for an affirmative action policy - to prove the right to priority and specific weight arising from an affirmative action policy - Ethnic and social quota - must submit an Affirmative Action Statement (Annexes II, III, and IV).

Note: The degrees obtained in foreign universities will be conditioned to Resolution 18/2002 CEP-UFF, which provides for their acceptance for the purposes of continuing studies at UFF.

5. RESEARCH LINES AND ADVISORS

5.1. The lines of research with their respective researchers are available on http://poscardio.sites.uff.br/?page_id=797;

5.2. The advisor must be a professor accredited to the Graduate Program.

6. SELECTION PROCESS

6.1. The selection process will consist of two stages, the first one being eliminatory, consisting of an English test, applied by the Graduate Program or in a third-party way, and the second one consisting of curriculum evaluation (only classificatory) and presentation of preliminary project (eliminatory).

6.2. Requirements of this process:

(1) English exam, by sending a Google Forms questionnaire to be filled out by the candidate.

Sole Paragraph: Alternatively to the English test, proof of proficiency in English with the minimum passing grade may be presented at the time of application, EXPEDIED IN UP TO 2 (TWO) years. The following certificates will be accepted:

- TOEFL - IBT (0-120) – 36 points
- TOEFL - ITP Level 1 (310-677) – 240 points
- MTELP (0-100) – 30 points
- IELTS (1-9) – 3 points
- FCE by Cambridge – B2
- ECCE – Pass
- ANPAD English Exam (0-600): 222 points
- GMAT® (0-60) – 18 points in the oral session

(2) a video recording of the preliminary project presentation, with a maximum duration of 10 minutes, previously to the examination board (until 23:59 on the date defined in the Notice; guidelines for sending the video will be provided);

(3) online interview through Google Meet by the examination board. If the candidate has difficulty connecting at the time of the interview, a second opportunity will be defined no later than 2 hours after the defined initial time;

6.3. Preliminary project:

- Structured preliminary project with a maximum of 20 pages. Sections: Cover - Summary - Introduction - Objectives - Methodology - Incentives - Execution schedule - Perspectives - Bibliographic References - Addendums (forms, consent form, complete PDF with the approval certificate of the research ethics committee)

Preliminary project structure

- Cover: Identification of the candidate, his/her advisor, CNPq areas (<http://lattes.cnpq.br/documents/11871/24930/TabeladeAreasdoConhecimento.pdf/d192ff6b-3e0a-4074-a74d-c280521bd5f7>), title of the project, key-words;
- Structured summary covering a maximum of 400 words: Introduction - Objectives - Methodology - Perspectives.

Note: The presentation of documents outside the required format will result in a discount of 0.5 point from the total score attributed to the interview/presentation of the preliminary project.

6.4. Presentation of the preliminary project:

- Structured (such as item 6.3) in Power Point (.ppt) duration of 10 min max, followed by 10 min of argumentation/interview.

6.5. Candidates will be eliminated if they:

- a) do not attend any of the selection phases or appear after the time established in each phase;
- b) use any type of electronic receiver equipment;
- c) use illicit means to take the tests;
- d) disturb the order of business in any way;
- e) receive a grade lower than 6.0 in the first selection phase (English exam).

Note: The candidate must return all material received at the end of the test.

6.6. Being qualified to go through the second phase of the selection, the minimum grade for interview/project presentation will be 7.0. The final classification among those not eliminated due to insufficient grade will be based on the following weights:

- Curriculum analysis – weight 1
- Interview/presentation and defense of the project – weight 3

6.7. If there are candidates with the same final average, there will be a tiebreaker, which will take into consideration the following criteria:

- 6.7.1. Highest grade in the interview/project presentation and defense;
- 6.7.2. Highest grade in the curriculum;
- 6.7.3. Highest grade in the English exam.

6.8. The use of the vacancies of the Program will follow the decreasing order of the total number of points obtained by the candidate as the final average. If the vacancies reserved for candidates opting for Affirmative Action are not filled, these will be available for wide competition. There is no obligation to fill all vacancies.

6.9. The examination board is sovereign to, in spite of the final grade, nominate approved candidates to carry out probationary internships, in case the respective projects do not have a positive review by the Research Ethics Committee.

6.10. The allocation of approved and nominated candidates for enrollment in scholarships will be in decreasing order of the final grade, respecting the criteria established by the Scholarship Committee of the Graduate Program in Cardiovascular Sciences. Their unavailability will allow the creation of a valid official waiting list until the next selection process is carried out or until the use of all scholarships that becomes available.

7. FINAL DISPOSITIONS

7.1. Candidates must show an original identity document whenever requested. And in remote mode, they should be available for activities in real time.

7.2. Candidates are responsible for the accuracy of the information provided in the application stage and those who pass this selection must be aware that, according to CAPES Ordinance 13/2006, the theses and dissertations defended in the Graduate Program in Cardiovascular Sciences at UFF will be made available on the CAPES website;

7.3. Applicants must show, whenever requested, the originals of the documents presented by means of copies. Applications with incomplete documentation will not be accepted;

7.4. The results will be widely publicized as it is a public notice;

7.5. There will be no refund of registration fee;

7.6. All cases not covered in this Notice will be resolved by the examination board, upon request for an appeal that must be forwarded according to the selection schedule (see Annex I);

7.7. Masters candidates wishing to apply to the Doctorate program in parallel should consult the corresponding notice, paying particular attention to the eligibility and evaluation criteria, and stating this intention in the registration form for the Master's selection process.



UNIVERSIDADE FEDERAL FLUMINENSE
FACULTY OF MEDICINE
GRADUATE PROGRAM IN CARDIOVASCULAR SCIENCES

2021 DOCTORATE PROGRAM SELECTION PROCESS
(Annex I)

APPLICATION:

Candidates must fill out the Application Form: Selection process for master's and doctoral degrees in the Graduate Program in Cardiovascular Sciences (the link will be available on www.poscardio.sites.uff.br) and attach all documents listed in Item 4, in high resolution, in PDF, and organized, as defined in the following schedule.

Semester:

- First

February 15 to February 19, 2021

- Second

August 2nd to August 6th, 2021

Deadline: Until 11:59 pm on the last registration day.

Exam:

- For the first semester:

1st phase – Online English Exam: February 23 and 24

2nd phase – Sending the videos with the presentation of the preliminary project by the approved in the 1st phase: March 1st

Online interviews: March 4th

Results after appeals and their due response: March 12th, 2021

- For the second semester:

1st phase – Online English Exam: August 10th and 11th

2nd phase – Sending the videos with the presentation of the preliminary project by

the approved in the 1st phase: August 16th

Online interviews: August 19th

Results after appeals and their due response: by August 27th, 2021

Note: Other application/selection dates may be defined, according to the demand of candidates.

1. Contents of the applicant's Letter of Intent addressed to the Program Coordinator (two pages max):

- The relationship between Graduate Studies in Cardiovascular Sciences and their professional interests;
- The reasons for choosing the Graduate Program in Cardiovascular Sciences at UFF;
- Professional commitments already made and which will be maintained during the program, indicating their type and working hours;
- Actual availability to be devoted to graduate activities;
- Mention current job/paid activity or if you are interested in a scholarship.

2. Evaluation Criteria:

Considering the need to ensure compliance with the standards of excellence established by CAPES, the following criteria will be used in the evaluation of candidates for admission to the Doctorate program:

Curriculum (a qualifying evaluation)

- Presentation of abstracts at congresses (0.0-2.0 points)
- Professional practice - monitoring, scientific initiation, extension and/or professional practice (0.0-3.0 points)
- Publications of scientific articles (0.0-5.0 points)
- Publication as 1st author (1.0 additional point)

Preliminary project/interview

- Time availability for the program (0.0-0.5 points)
- Approval of the project by the Research Ethics Committee (Up to 1.0 point)
- Experimental design and project feasibility (0.0-3.0 points)
- Clarity in the presentation of the preliminary project (0.0-3.0 points)
- Relevance and Impact of Work (0.0-2.0 points)
- Preliminary data (0.0-0.5 points)
- Internationalization (Up to 1.0 additional point)

3. SCHEDULE:

First semester of 2021

- **Application: February 15th to 19th;**
- **Application approval: February 22nd;**
- **Online English Exam: February 23rd and 24th;**
- **English Exam result: by February 26th;**
- **Submission of videos with the presentation of the preliminary project by the approved in the 1st phase: March 1st;**
- **Online interviews: March 4th;**
- **Results of the selection process: March 5th;**
- **2nd phase appeals: by March 9th*;**
- **Final result after appeals: by March 12th;**
- **Enrollment in courses: March 15th to 19th;**
- **Period of classes: March 22nd to July 9th.**

Second semester of 2021

- **Application: August 2nd to 6th;**
- **Application approval: August 9th;**
- **Online English Exam: August 10th and 11th;**
- **English Exam result: by August 13th;**
- **Submission of videos with the presentation of the preliminary project by the approved in the 1st phase: August 16th;**
- **Online interviews: August 19th;**
- **Results of the selection process: August 20th;**
- **2nd phase appeal: by August 24th*;**
- **Final result after appeals: by August 27th;**
- **Enrollment in courses: August 30th to September 3rd;**
- **Period of classes: September 6th to December 17th.**

*** Appeals on rejections will be received by 2 pm and answered by 6 pm on the same day.**



UNIVERSIDADE FEDERAL FLUMINENSE
FACULTY OF MEDICINE
GRADUATE PROGRAM IN CARDIOVASCULAR SCIENCES

2021 DOCTORATE PROGRAM SELECTION PROCESS
(Annex II)

I, _____,

Identity Card No. RG _____, hereby declare I am _____

and I choose to participate in the Selection Process of the Graduate Program in
Cardiovascular Sciences at UFF (2021 Notice) by the affirmative action policy.

City: _____

Date: _____

Signature: _____



UNIVERSIDADE FEDERAL FLUMINENSE
FACULTY OF MEDICINE
GRADUATE PROGRAM IN CARDIOVASCULAR SCIENCES

2021 DOCTORATE PROGRAM SELECTION PROCESS
(Annex III)

I, _____,
Identity Card No. RG _____, hereby declare I am disabled and I choose to
participate in the Selection Process of the Graduate Program in Cardiovascular Sciences at
UFF (2021 Notice) by this affirmative action policy. Attached is the medical report
containing the International Code of Functionality (CIF).

City: _____

Date: _____

Signature: _____



UNIVERSIDADE FEDERAL FLUMINENSE
FACULTY OF MEDICINE
GRADUATE PROGRAM IN CARDIOVASCULAR SCIENCES

2021 DOCTORATE PROGRAM SELECTION PROCESS
(Annex IV - SOCIOECONOMIC QUESTIONNAIRE)
Affirmative Action

I – Personal data

Full name, **no abbreviation**:

CPF: _____ Date of birth: _____

Gender: () male () female

Identity No.: _____ Issuing state: _____ Issuing date: _____

Marital status: Single () Married () Widow () Other ()

Nationality: _____ Born in the state of: _____

Program: _____

Address: _____

Neighborhood: _____

ZIP code: _____

City: _____ State: _____

E-mail address: _____

Area code (DDD): _____ Phone : _____

Are you disabled and/or need special Ed? () Não () Sim

Skin color (IBGE classification): White Native Indian Black Brown Yellow

Address next to/close to: _____

Student's Address: (in case he does not live with parents)

Neighborhood: _____

ZIP code: _____

City: _____ State: _____

E-mail address: _____

Area code (DDD): _____ Phone : _____

Address next to/close to: _____

Phone No.: _____

II – Academic data

1 – Major

University & Program: _____

City: _____ Year of start: _____ Last year: _____

Public Institution Private institution with a fee waiver Private institution with no fee waver

Have you ever taken time off from undergraduate studies? No Yes

If so, explain why: _____

2 – Master’s

Do you have a Master’s degree? No Yes

Which one? _____

Taken with scholarship/fee waiver No scholarship/fee waiver

Have you ever taken time off from master’s studies? No Yes

If so, explain why: _____

3 – Other programs/courses

(Languages, Certificate programs, etc.)

III - Family composition (Socioeconomic data - Fill in the data for all the people who live in your household)					
Name	Kinship	Age	Education	Profession	Gross income (R\$)
1. (Candidate)					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					
11.					
12.					

Total family income (R\$): _____

NOTE: _____

A – Family information

1 – Father

CPF: _____

City where he lives: _____ Age: _____ Profession: _____

Position: _____ Work place: _____ Monthly income: _____

Retirement date: _____ Former profession: _____

Monthly income: _____

Note: _____

In case of death inform: _____

Date ____/____/____ Former profession: _____ Pension amount: _____

Recipient: _____

2 – Mother

CPF: _____

City where she lives: _____ Age: _____ Profession: _____

Position: _____ Work place: _____ Monthly income: _____

Retirement date: _____ Former profession: _____

Monthly income: _____

Note: _____

In case of death inform: _____

Date ____/____/____ Former profession: _____ Pension amount: _____

Recipient: _____

3 – Companion

CPF: _____

City where he/she lives: _____ Age: _____ Profession: _____

Position: _____ Work place: _____ Monthly income: _____

Retirement date: _____ Former profession: _____

Monthly income: _____

Note: _____

In case of death inform: _____

Date ____/____/____ Former profession: _____ Pension amount: _____

Recipient: _____

B – Other sources of income for the candidate and family (contribution from relatives, allowance, academic scholarship, internship grant, alimony, government aid, such as the one from the 'bolsa familia' program, etc):

Type of income	Source	Recipient	Monthly amount (R\$)

C – Additional information:

1 - Family properties

Property where you live:

Own Paid off Mortgage Rented property - monthly amount: _____

Rented commercial property(ies) - No Yes - how many? _____

Others, specify here: _____ Value (R\$): _____

Car(s) - Yes No How many? _____ Brand & model: _____ Year: _____

Check other types of real estate owned by the family:

House/apartment Summer house Cottage Shop or commercial deposit

Rented land - monthly income (R\$): _____

Does the family or candidate have a vehicle Yes No

Enter the purpose: for private use for work

Car brand & model: _____ Monthly income (R\$): _____

2.3.4 - Candidate's work situation: (even without a contract)

Never worked Worked before age 14 Between 14 and 18 After the age of 18

Last job & company:

Period: from ____ / ____ / ____ to ____ / ____ / ____ Last salary (R\$): _____

Reason for dismissal: _____

V – Additional information that the candidate may want to provide:

VI – Statement of responsibility:

I hereby declare that all the information provided and documents presented are true, and I am aware that they will be subject to verification, through home visit and other forms of verification, and that, if the information provided is untrue the candidate's enrollment will be cancelled without prejudice to any possible criminal sanctions.

Niterói, _____, 2021.

Candidate's signature

VII – Statement of the Social Worker:
