

**INSTITUTIONAL INFORMATION**

UPDATED JANUARY 20TH , 2026.

<b>Rector</b>	<i>Profa. Dra. Terezinha Domiciano Dantas Martins</i>
<b>Postal and visiting address</b>	<i>UFPB – Campus I Prédio da Reitoria – 1º Andar – Castelo Branco CEP 58.051-900 João Pessoa – Paraíba – Brasil</i>
<b>Website</b>	<i>www.ufpb.br</i>
<b>Erasmus PIC number</b>	<i>961994300</i>

**INTERNATIONAL OFFICE**

<b>Head</b>	<i>Profa. Dra. Ana Berenice Peres Martorelli</i>
<b>Phone number</b>	<i>+55 83 3216 7156</i>
<b>Website</b>	<i>https://www.ufpb.br/aci</i>

**CONTACTS**

<b>Coordinator</b>	<i>Profa. Dra. Ana Berenice Peres presidencia@aci.ufpb</i>
<b>Staff</b>	<i>secretaria@aci.ufpb.br</i>
<b>Academic Cooperation</b>	<i>Profa. Dra. Ana Paula Basso acordos@aci.ufpb.br</i>
<b>Mobility Incoming</b>	<i>Thamirys Ferreira Cavalcante incoming@aci.ufpb.br</i>
<b>Mobility Outgoing</b>	<i>Profa. Dra. Ruth Marcela Bown mobilidade@aci.ufpb.br</i>

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**ACADEMIC INFORMATION**

<b>Credits</b>	<p><i>1 credit = 15 hours for classes (undergraduate studies; for other cases, please ask). For ECTS users: hours per credit at UFPB only takes into consideration in-class work, regardless of the time necessary for the completion of academic goals (self-study reading, preparing presentations, etc.). Thus, a 3-credit course comprises 15 weeks x 3 hours of class per week (45 hours total) that can be used for instruction, seminars and tests.</i></p>
<b>Exams</b>	<p><i>Evaluation is done through tests, papers, essays, works, and/or seminars, to be done/taken/presented during the academic semester.</i></p> <p><i>Students who do not achieve the 7.0 passing grade (out of 10.0) are entitled to one final exam (per each course enrolled) to take place right after the end of classes. For this reason, it is also possible to pass a course with an average from 5.0 to 6.9 (upon taking the final exam)</i></p>
<b>Language of Instruction</b>	<p><i>Portuguese, in all undergraduate courses. Some graduate courses may be delivered in a foreign language at the professor's discretion if all enrolled students agree. This information must be checked at the Graduate Program of interest.</i></p>
<b>Portuguese language proficiency requirements for undergraduate foreign students</b>	<p><i>CEFR - B1. The CELPE-Bras certificate or any certificate or statement issued by a qualified examiner or Portuguese language professor will be accepted as proof of language proficiency. However, the student is fully responsible for corresponding to the level stated in the certificate or statement and for being able to follow courses taught in Portuguese.</i></p>

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<b>Portuguese classes</b>	<p><i>Portuguese classes are offered free of charge on Campus I (João Pessoa) to all foreign students registered at UFPB through PLEI (Programa Linguístico-Cultural para Estudantes Internacionais).</i></p> <p><i>PLEI is coordinated by José Wellisten Abreu de Souza (josewellisten@hotmail.com).</i></p> <p><i>Classes usually take place alongside the academic semester at Campus I.</i></p> <p><i>More Information at <a href="http://www.cchla.ufpb.br/plei">www.cchla.ufpb.br/plei</a></i></p> <p><i>Note: courses taken at PLEI are not shown at the Academic Transcript. Students will receive a Certificate by the end of the semester. PLEI will not allow students to join courses after the second week of classes, except in special cases when previously informed.</i></p>
<b>Date of arrival</b>	<p><i>International students are advised to arrive in the city at least one week before classes start for initial procedures.</i></p>
<b>Orientation</b>	<p><i>We have no orientation week or session for all the incoming students together, but we offer the relevant information individually to every student who checks in at our office.</i></p> <p><i>Students can find most of the information they will need upon their arrival at UFPB and our city in a file that can be downloaded from:</i></p> <p><i><a href="https://www.ufpb.br/aci/contents/menu/programas/incoming/procedimentos-de-chegada">https://www.ufpb.br/aci/contents/menu/programas/incoming/procedimentos-de-chegada</a></i></p>
<b>Course Offers</b>	<p><i>Instructions on how to search for courses/classes to prepare a learning agreement can be found at:</i></p> <p><i><a href="https://www.ufpb.br/aci/contents/menu/programas/incoming/disciplinas">https://www.ufpb.br/aci/contents/menu/programas/incoming/disciplinas</a></i></p> <p><i>Where to search for courses:</i></p> <p><i><a href="https://sigaa.ufpb.br/sigaa/public/curso/lista.jsf?nivel=G&amp;aba=p-ensino">https://sigaa.ufpb.br/sigaa/public/curso/lista.jsf?nivel=G&amp;aba=p-ensino</a></i></p>

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<p><b>Applications for any semester</b></p>	<p><i>Applications are accepted at any time, up to two months prior to the start of the semester.</i></p> <p><i>Please note that the Medical School is not currently able to host international students for internship placements.</i></p> <p><i>Partner institutions and students are strongly advised to take into consideration the time required for visa application and issuance before submitting nominations.</i></p> <p><i>The academic calendars are periodically published on the website of the Office of the Dean of Undergraduate Studies (PRG):</i> <a href="https://www.prg.ufpb.br/prg/codesc/documentos/calendario-academico/">https://www.prg.ufpb.br/prg/codesc/documentos/calendario-academico/</a></p>
<p><b>Applications procedure</b></p>	<ol style="list-style-type: none"><li>1. <i>Students must fill out the online application form via Google Forms, available at the following link:</i> <a href="https://forms.gle/GtrkUjq8q51DU1EZ7">https://forms.gle/GtrkUjq8q51DU1EZ7</a></li><li>1. <i>Students must complete the Study Plan, according to the courses intended to be taken at UFPB.</i></li><li>2. <i>The Partner University must send the official Letter of Nomination to <a href="mailto:incoming@aci.ufpb.br">incoming@aci.ufpb.br</a>.</i></li><li>3. <i>After the nomination, students must send all required documents indicated in the application process to the same email address.</i></li><li>4. <i>The Program Coordination will evaluate the submitted documents and provide feedback regarding the acceptance of the student.</i></li><li>5. <i>Once approved, the UFPB International Office will issue the Letter of Acceptance.</i></li></ol> <p><i>All information concerning foreign student's incoming process can be now found at:</i> <a href="https://www.ufpb.br/aci/contents/menu/programas/incoming">https://www.ufpb.br/aci/contents/menu/programas/incoming</a></p>
<p><b>Important!</b></p>	<p><i>According to the terms of the Academic Cooperation Agreement, students must obtain an International Insurance Policy. In addition to health and accident coverage, including liability, it is recommended that the policy also cover evacuation, repatriation, and body transfer.</i></p>

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*A copy of the insurance policy must be presented by the student upon arrival at the UFPB International Office, at the latest.*

**ACADEMIC TRANSCRIPTS**

**Issuance and Verification**

*Please note that the availability of transcripts depends on professors' timely submission of final grades to the university's electronic system. Mobility students' academic transcripts are issued exclusively in electronic format and sent by e-mail. While they retain access to UFPB's online academic system (SIGAA), students may also generate and print their own transcripts directly through their accounts. Transcripts issued by UFPB can be verified online through the official verification portal: <http://sigaa.ufpb.br/sigaa/documentos>. To verify a transcript, select "Histórico", then enter the student's UFPB ID number ("Matrícula"), the issue date ("Emitido em"), and the verification code provided at the bottom of the transcript, along with the on-screen captcha.*

**ACCOMMODATION**

**No on-campus housing available**

*Currently, UFPB does not provide on-campus housing for international students. However, the International Office can assist students by providing information and guidance to help them find suitable accommodation in a timely manner.*

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Agência UFPB de Cooperação Internacional  
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