

SELECTION STUDY FOR THE ACADEMIC MASTER'S COURSE OF THE GRADUATE PROGRAM IN GERONTOLOGY OF THE FEDERAL UNIVERSITY OF SÃO CARLOS, FOR THE FIRST SEMESTER OF 2019

The Coordination of the Graduate Program in Gerontology (PPGGero) of the Federal University of São Carlos (UFSCar) makes public the opening of entries for the Selective Process of candidates for the Master's degree in Gerontology, beginning in the 1st Semester of 2018. The Selective Process was approved by the Postgraduate Committee (CPG) of PPGGero at its 23th Ordinary Meeting held on June 13, 2018 and will be governed by the rules described in this announcement.

The PPGGero has an area of concentration - "Gerontology" with two lines of research:

Line 1 - Health, Biology and Aging: Its focus is the study of the biological, psychological and social aspects of aging as well as its evaluation and intervention processes and their epidemiological implications in order to subsidize management systems that may result in actions for the sectors public and private in gerontology.

Line 2 - Management, Technology and Innovation in Gerontology: It focuses on studies on the management of individual and collective aging processes. This line is based on theoretical and practical approaches with an emphasis on organizational models, products and services, and will support interdisciplinary research in both technology and innovation conceptions for the environment, health and social participation, as well as the relationship between people and technology.

1. THE VACANCIES

1.1 This Selective Process offers 22 (twenty-two) vacancies for the Master's degree in Gerontology of PPGGero, being 13 (thirteen) for Line 1 - Health, Biology and Aging and 9 (nine) for Line 2 - Management, Technology and Innovation. The number of places per teacher is shown in Table 1 and the candidate must indicate at the time of enrollment a possible supervisor within the related research line (see section 3.4.1 OF THE REGISTRATION). There may be relocation within the same line according to the classification of the candidate within the line in the case of not filling the vacancy by teacher. If there are not enough candidates to fill the vacancies of a given line, the remaining vacancies will be distributed in another line, respecting the general classification of the candidates.

Table 1: Number of vacancies per Research Lines



Concentration area: Gerontology			
Research lines	Advisors	Vacancies	
Health, Biology and Aging	Profa. Dra. Aline Cristina Gratão	1	13
	Profa. Dra. Daniela Godoi Jacomassi	2	
	Profa. Dra. Fabiana de Souza Orlandi	1	
	Prof. Dr. Fernando Augusto Vasilceac	1	
	Profa. Dra. Grace Angélica de Oliveira Gomes	2	
	Profa. Dra. Karina Gramani Say	2	
	Profa. Dra. Keika Inouye	1	
	Profa. Dra. Márcia Regina Cominetti	1	
	Prof. Dr. Marcos Hortes Nisihara Chagas	1	
	Prof. Dr. Tiago da Silva Alexandre	1	
Management, Technology and Innovation in Gerontology	Prof. Dr. Celeste José Zanon	1	9
	Prof. Dr. Herick Augusto Morales	1	
	Profa. Dra. Luzia Cristina Antoniossi Monteiro	1	
	Profa. Dra. Marisa Silvana Zazzetta	2	
	Prof. Dr. Moacir Antonelli Ponti	1	
	Profa. Dra. Paula Costa Castro	2	
	Prof. Dr. Wilson José Alves Pedro	1	
Total of Vacancies		22	

2. THE SELECTION COMMITTEE

2.1 The Selective Process for admission to the Masters in Gerontology of the PPGero will be conducted by a Selection Committee established after the final list of registrations approved according to the Schedule in Annex A.

2.1 The Preliminary Selection Committee shall consist of the following PPGero Professors:

Profa. Dra. Aline Cristina Martins Gratão
Prof. Dr. Celeste José Zanon
Profa. Dra. Daniela Godoi Jacomassi
Profa. Dra. Fabiana de Souza Orlandi
Prof. Dr. Fernando Augusto Vasilceac

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Profa. Dra. Grace Angélica de Oliveira Gomes
 Prof. Dr. Herick Augusto Moralles
 Profa. Dra. Luzia Cristina Antoniossi Monteiro
 Profa. Dra. Karina Gramani Say
 Profa. Dra. Keika Inouye
 Profa. Dra. Márcia Regina Cominetti
 Prof. Dr. Marcos Hortes Nisihara Chagas
 Profa. Dra. Marisa Silvana Zazzetta
 Prof. Dr. Moacir Antonelli Ponti
 Profa. Dra. Paula Costa Castro
 Prof. Dr. Tiago da Silva Alexandre
 Prof. Dr. Wilson José Alves Pedro

2.3 The relations or links of the candidates with the members of the Preliminary Selection Committee to be informed at the time of registration may be:

I - teacher of which he or she has been or has been a spouse or partner, even if he or she has judicially separated or divorced from it;

II - teacher of which he is ascendant or descendant or collateral until the third degree, whether such kinship by consanguinity or affinity;

III - teacher who has intimate friendship or notorious enmity with the candidate or their respective spouses, companions, consanguineal relatives and the like up to third degree;



IV - teacher who is a partner of the candidate in the same company;

V - other situations of impediment or suspicion provided by law.

Note: in the case of being exclusively a student of any member of the examining bank, it does not characterize a bond, and should not therefore be informed in the application form.

2.4 After the final list of registrants has been published, the regularly registered candidate may submit a challenge request from the Preliminary Selection Committee, as explained in item 3.4.1. This request must be substantiated and, when applicable, accompanied by supporting documents and presented on the day according to the Schedule in Annex A.

2.5 The appeals and challenges of the PRELIMINARY SELECTION COMMITTEE shall be analyzed and the Organizing Committee of the Selective Process shall deliberate and publish on the PPGGero website on the date in accordance with the

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Schedule presented in Annex A, the result of the trial, briefly indicating the reasons of origin or dismissal of appeals or challenges. The Definitive Selection Commission will also be published on the date indicated in the attached Schedule.

3. INSCRIPTIONS

3.1 3.1 Candidates that may register for the selection process for admission to the PPGGero Master's course: 1- Under graduate certificate holders, obtained in a MEC recognized Institution, or, provisionally, a certificate of completion or document proving the completion of the course until the date of enrollment or under graduation certificate issued by a foreign institution in accordance with the norms of the General Rules of UFSCar. Candidates who have not yet completed under graduation and are about to finish, may replace the certificate with a declaration of the coordination of the undergraduate course, containing the probable date for the degree. If a certificate or equivalent document is presented, in case of approval, the registration will be homologated conditional on the presentation of the respective diploma registered in a maximum term of one year, counted from the enrollment, otherwise the student will be disconnected from the Program;

3.2 Entries must be made within the period indicated in the Schedule presented in Annex A;

3.3 Entries can be made at the PPGGero's office, located in the Gerontology Department, North area of UFSCar, or sent by mail, in a sealed envelope, with identification of the candidate and containing the documents indicated in this announcement. In case of mailing of documents by postage by *sedex*, the date of postage limit will be considered in Annex A. The address of delivery and sending of documentation is:

<p>Programa de Pós-Graduação em Gerontologia Departamento de Gerontologia Universidade Federal de São Carlos Rodovia Washington Luís, km 235, Bairro Monjolinho CEP: 13565-905 – São Carlos-SP</p>
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The delivery of documents by third parties will be allowed by proxy. The candidate registered by proxy will assume full responsibility for the information provided by his attorney. Incomplete documentation will generate denial of registration. Internet registrations will not be accepted and part of the documentation may not be sent by electronic mail.

3.4 To register the candidate must present a sealed envelope containing the following documents:

3.4.1 Application form completed, according to the model presented in Annex B, which should include: indication of a possible advisor and information of the candidate on possible relationship or link with any members of the Preliminary Selection Committee according to item 2.3 of this Notice.

3.4.2 Simple copy of the Diploma or document proving the graduation before the enrollment period in the PPGGero / UFSCar Masters course and history of the Graduation, with all the disciplines taken, including disapprovals.

3.4.3 Printed curriculum vitae, presented in an organized and numbered manner, in the order listed in Appendix C. The supporting documents of the Curriculum Vitae must be organized and numbered in the same order as in Annex C.

3.4.4 Simple copy of the RG and CPF documents or the driver's license (do not attach to the curriculum). Foreign students must present a simple copy of the valid passport and visa;

3.4.5 Research Project (maximum of 12 pages) according to Annex D.

3.4.6 A copy of the proof of payment of the registration fees. The candidate must make a payment in the amount of R \$ 150.00 (one hundred and fifty reais) through the Union Collection Guide (GRU), available on the website of the National Treasury Secretariat of the Ministry of Finance: http://tesouro.fazenda.gov.br/gru/gru_simples.asp.

To fill out the GRU, use the data in the chart below and then print and make the payment at any branch of Banco do Brasil, by the deadline of the enrollment period.

Unidade Favorecida	
Unidade Gestora (UG)	154049
Gestão	15266
Nome da Unidade	Universidade Federal de São Carlos
Recolhimento	
Código	28883-7
Número de Referência	201826

3.4.6.1 In order to request an exemption from collecting GRU expenses, the applicant must present at the PPGGero's office, in the period specified in the Schedule (Annex A),

a statement of his / her own hand and supporting documentation regarding the family income (income must not exceed value of a minimum wage and a half per person of the family group). The request will be evaluated by the Commission of the selection process and the final opinion will be issued according to the date indicated in the attached Schedule.

3.4.7 Persons with disabilities must inform their condition at the time of enrollment and will have support to carry out the selection process, according to the stipulated need.

3.4.8 After reviewing the registration documents, the selection committee will disclose on the PPGGero / UFSCar website (www.ppggero.ufscar.br) according to the date stated in the attached Schedule.

- List of candidates whose registrations were deferred;
- List of candidates who were refused registration, as well as the reason (s) for rejection;
- The new composition of the Preliminary Selection Committee, already excluded the members with indication of relation or links with candidate (s).

3.4.9 The candidate whose registration was rejected may appeal against the rejection of his / her registration on the date indicated in the attached Schedule, making explicit the reasons for it, in an original document, written in his own hand and if he wishes, the candidate in this may attach pertinent documents substantiating its appeal. The request for appeal must be filed at the PPGGero Secretariat, at regular business hours. Requests for resources sent from electronic messages will not be accepted.

3.4.10 Once the appeals have been analyzed, the Selection Committee shall deliberate and publish the result of the judgment, succinctly indicating the reasons for the dismissal or dismissal of the appeals, according to the date indicated in Annex A.

3.4.11 On the same date, the Selection Committee will disclose the list with the definitive list of the candidates enrolled per research line.

4. STAGES OF THE SELECTIVE PROCESS

4.1 The Master Selection Process will be carried out in three stages:

- Step 1: Written test (eliminary);
- Step 2: Analysis and Argument of the Research Project (eliminary);
- Step 3: Curriculum Vitae (classificatory) analysis.

4.2 At each stage of the procedure, examiners shall assign a score on a scale from 0 (zero) to 10 (ten), to the second decimal place, without rounding.

4.3 The candidate's final score will be the arithmetic mean of the points assigned to him by each of the examiners.

4.4 The candidate who scores less than 50% of the best candidate's grade in the knockout stages of the Selective Process will be considered as disqualified.

4.5 The stages of the selection process will be carried out on the dates according to the Schedule attached and changes will be announced on the PPGero website (www.ppggero.ufscar.br).

5. FROM STAGE 1: WRITTEN PROOF

5.1 The written test of knowledge in gerontology, with an eliminatory character, will be a dissertation related to the Concentration area of PPGero and its lines of research. The test will be held in the premises of the Department of Gerontology of UFSCar on the date stipulated in the Schedule attached. The test will have a maximum duration of 3 (three) hours. The candidate will receive an identification code for the written test.

5.2 The questions will cover topics related to the recommended bibliography in Annex E.

5.3 Only candidates who score at or above 50% of the maximum score obtained by the highest scoring candidate will be approved.

5.4 For the correction of the written test, the following will be considered: 1- Presentation of the text, containing introduction, development and conclusion (maximum value: 2 points); 2- Content, taking into account the clarity of ideas, consistency, updating of the theme and critical reflection on the subject (maximum value: 6 points); 3- Language, considering the use of technical terminology, appropriate use of the Standard of the Portuguese, Spanish or English Language (maximum value: 2 points).

5.5 The test will be corrected by at least 2 (two) members of the Selection Committee, one of each line and the final grade of the Written Test will be the arithmetic average of the marks awarded.

5.6 The result of the Gerontology Writing Test will be published on the PPGero website (www.ppggero.ufscar.br) in accordance with the attached Schedule.

5.7 The result of the written test of knowledge in gerontology shall be used, which must be presented within 10 (ten) days after the disclosure of the result. The appeals presented will be analyzed and the final results of those approved in the stage of the theoretical test will be announced on the PPGero website on the date stated in the attached Schedule.

6. FROM STAGE 2: ANALYSIS AND ARGUING OF THE RESEARCH PROJECT



6.1 The Analysis and Arguing of the Research Project phase, in an eliminatory manner, will take place in the order of receipt of the registrations and will be available on the website of the program. The date, time and place of this stage will be announced on the website on the date stated in the Schedule in Attachment. Each candidate will have 10 minutes to present his / her project and the Selection Committee will have another 10 minutes for questioning and the candidate up to 10 minutes for their consideration in response to the placements made by the bank. The maximum time of challenge for each candidate will be 30 minutes. This step will be audio recorded.

6.2 The arguing will be carried out by at least 2 (two) members of the Selection Committee, being a professor of each line.

6.3 The candidate will not be allowed, for any reason, not to present at the scheduled time the realization of the research project. In this case, the candidate will be assigned a grade of 0.0 (zero) and the same will be eliminated from the selection process.

6.4 In the Research Project arguing, the items will be evaluated according to the items in Table 1:

ITEM	SCORE
Relevance and consonance of the project with the line of research pertinent to the supervisor selected at the time of enrollment in this Selective Process.	Up to 2.5
Relevance and timeliness of the research project theme, as well as knowledge, methodology, and expected results in the insertion area.	Up to 2.5
Viability of the research project and its impact at local, regional, national and international levels.	Up to 2.5
Projection and quality of expected results.	Up to 2.5
Maximum score	10.00

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6.5 Each item will have a maximum score of 2.5 points and the Analysis and Argument phase will have a score of 0 to 10.0. Each evaluator will assign a grade and the final grade of this stage will be the arithmetic mean of the assessments.

6.6 Candidates who score higher than 50% of the candidate's score with the highest score will be considered approved.

6.7 Recourse to the result of the Arrangement of the Research Project shall be made, which shall be presented within ten (10) days after the disclosure of the result. The appeals presented will be analyzed and the final results of the approved results will be published on the PPGGero website (www.ppggero.ufscar.br) on the day indicated in the attached Schedule.

7. FROM STAGE 3: CURRICULUM VITAE ANALYSIS

7.1 The curriculum will be scored according to the criteria set out in Annex C, and in accordance with the supporting documents submitted by the candidate. The weights in percentages of each item are described in Annex C and the final grade can vary from 0 to 10.0. This stage is classificatory.

7.2 The result of the Curriculum Vitae Analysis shall be used, which must be presented within 10 (ten) days after the disclosure of the result. The appeals presented will be analyzed and the final results of those approved at the stage of the Curriculum Vitae Analysis will be announced on the PPGGero website (www.ppggero.ufscar.br) on the day indicated in the attached Schedule.

8. THE FINAL RESULT

8.1 The final result will be the ranking of the candidates in descending order according to the arithmetic mean of the scores obtained in the three stages (Writing Test of Knowledge in Gerontology, Agreement of Research Project and Evaluation of Curriculum Vitae), considering the number of places per advisor per line of research.

8.2 The disclosure of the classified in the selection process will be carried out on the day according to the attached Schedule.

8.3 The final classification will be disclosed after analyzing the resources on the date indicated in Annex A.

8.3.1 The request for appeal of the classified in the selection process must be filed with the secretariat of PPGGero/UFSCar, on the date stated in the Schedule attached, through

a written letter of his own, original, stating what is desired that the commission as well as the justification and relevant supporting documentation.

8.3.2 The request may be made in person or by third parties, by proxy with notarized signature.

8.3.4 In the absence of a request for appeal in the periods provided for, the Selection Committee shall issue a note informing the non-appeal and ratifying the result initially disclosed. Disclosure of the final classification after the appeal phase will be available on the program site on the date set out in the Schedule attached.

8.4 Failure to appear at any stage of the qualifying round shall result in the award of a score of 0.00 for that phase and it shall be eliminated from the selection process.

8.5 After the period of enrollment, according to the date described in Annex A, the waiting list of classified by teacher will be announced.



9. THE ENROLLMENT

9.1 Regular student enrollment shall be made in the period in accordance with the Schedule in Annex A, personally in the PPGGero secretariat.

9.2 The candidate who, within the stipulated deadline, does not register will be deemed to be ineligible.

9.3 The following documents will be required for registration:

- Copy of the RG, CPF and Birth or Marriage Certificate;
- Copy of Passport (for foreign applicants);
- 2 (two) 3x4 photos;
- Copy of the diploma of Graduation or certificate of completion of the course of graduation or declaration of the coordination of the course containing the probable date of the collation of degree;
- Copy of the graduation history.
- A copy of proof of Proficiency in English during the last two years, according to the instructions available in Annex F.
- A copy of the proof of Proficiency in a English carried out in the last two years and Portuguese for foreign candidates, according to instructions in Annex F. If the

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proficiency exam is carried out by the Institute of Languages of UFSCar (IL), the candidate must present only the proof of enrollment of the exam and the result will be sent by the IL directly to PPGGero.

9.4 All documents required for Registration may be delivered in plain copy accompanied by the originals.

10. THE ACCURACY OF THE DECLARATIONS AND INFORMATION PROVIDED BY CANDIDATES

10.1 UFSCar reserves the right at any time to require candidates to prove the veracity of their statements or information provided in the selection process.

10.2 If any of the statements or information provided in the selection process for admission to the Master of Gerontology course is untrue, UFSCar may adopt one of the following measures, without prejudice to the applicable judicial measures:

- a) refuse the candidate's registration;
- b) disqualify the candidate who has had their documents analyzed;
- c) refuse the registration of the candidate called for it;
- d) cancel the registration of a registered candidate.

10.3 The candidate shall be assured the right to ample defense and to the adversary.



11. THE FINAL PROVISIONS

11.1 The dates stipulated in this announcement are summarized and available in the Schedule presented in Annex A.

11.2 Registration in the selection process implies full acceptance by the candidate of the rules set out in the Internal Rules of PPGGero and of this Selection Notice, which will be foreseen and will be available in the PPGGero secretariat and in the program site (www.ppggero.ufscar.br).

11.3 PPGGero does not guarantee scholarships for incoming students. The scholarships depend on the existing availability to be consulted at the time of enrollment, and in accordance with current regulations.

11.4 Candidates not approved in the selection process should remove copies of their documents in person at the PPGGero secretariat on the date stated in the attached Schedule. After this period, they will be destroyed.

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11.5 If there are not enough candidates to fill the vacancies of a given line, the remaining vacancies will be distributed in another line, respecting the general classification of the candidates.

11.6 The other issues not provided for in this notice will be settled by the PPGGero Coordination in the use of its competence, together with the PPGGero Committee, in accordance with the Internal Rules and Internal Rules of PPGGero.

Coordination of PPGGero.