



PUBLIC NOTICE No. 07/2017 - CEFID

Beginning of applications and determination of deadlines and procedures for selection and enrollment in Master's Degree Course in Physiotherapy.

The General Principal of the Center of Health and Sport Sciences - CEFID, in accordance with the provisions of the Regulations of the MASTER'S DEGREE PROGRAM IN PHYSIOTHERAPY, approved by Resolution No. 007/2010 - CONSUNI, and exercising the powers conferred upon him, decides, upon request of the Coordination of the Graduation Program in Physiotherapy, to establish this public notice.

1. APPLICATIONS

1.1 It is a basic condition for enrollment in the Master's Degree Course in Physiotherapy the conclusion of the undergraduate course. The applicants who are in the last semester of the undergraduate and who have not finished the Higher Course at the moment of the application, must deliver a declaration establishing an estimate date for the completion of the undergraduate studies in the the application for this selection process.

1.2 The applications must be carried out in the period from June 12th to June 23rd, 2017, in the Secretariat of Master's Degree Graduation Program in Physiotherapy (PPGFt), or by e-mail; in this case, the submission of all documentation must be carried out by SEDEX (Fast Post Office Delivery Service by Correios). For deadline effects, documentations considered will be the ones issued with postmark date up to 06/19/2017.

1.3 The application for foreign students follow the same recommendations.

1.4 The documents required for the application are:

- Application form duly fulfilled (Attachment I);



- Academic Transcript(s) of undergraduate studies course(s) ;
- Undergraduation diploma or declaration stating that the graduation will happen up to enrollment date;
- Documented Curriculum Lattes with copies of the originals and bound in the order of the model generated by the website of Plataforma Lattes (see Attachment II);
- Electoral Discharge Certificate (it can be obtained on <http://www.tse.jus.br/eleitor/certidoes/certidao-de-quitacao-eleitoral> or in any Notary Public Office or electoral service center), in case of Brazilian applicants;
- Proof of being up-to-date with military obligations, in case of Brazilian male applicants; Copy of Identity Card/RG and CPF for Brazilians or naturalized Brazilians. In case of foreign applicants, identification documents can be substituted by a Copy of the Passport.
- Pre-Project in line with the chosen research (version in Portuguese or English);

1.4 The application can be carried out or sent by Sedex to:

Centro de Ciências da Saúde e do Esporte - CEFID (Center of Health and Sport Sciences). Coordination of the Master's Degree Program in Physiotherapy

Street: Paschoal Simone, 358 - Coqueiros

88080-350 - Florianópolis - SC

General information:

Phone: +55 48 3321-8660

Electronic address: mestradofisioterapia.cefid@udesc.br

Page: http://www.cefid.udesc.br/pos_fisioterapia

2. PLACES

2.1 PPGFt offers a total of **28 places** for the master's degree course, distributed in accordance with research lines in the focused area of Evaluation and Intervention in Physiotherapy, according to the table below.

Advisors	Places	Contacts
Research line: Evaluation and intervention in cardiopulmonary physiotherapy		
Prof ^a Dr ^a Anamaria Fleig Mayer	2	anamaria.mayer@udesc.br
Prof ^o Dr ^o Darlan Lauricio Matte	1	darlan.matte@udesc.br
Prof ^a Dr ^a Camila Isabel Santos Schivinski	2	camila.santos@udesc.br
Prof ^a Dr ^a Elaine Paulin Ferrazeane	2	elaine.paulin@udesc.br
Prof ^a Dr ^a Deborah Hizume Kunzler	1	deborah.hizume@udesc.br
Prof ^a Dr ^a Dayane Montemezzo	1	dayane.montemezzo@udesc.br
Prof ^o Dr ^o Marlus Karsten	2	marlus.karsten@udesc.br
Research line: Physiotherapy evaluation and intervention in posture control and human movement		
Prof ^a Dr ^a Clarissa Medeiros da Luz	2	clarissa.medeiros@udesc.br
Prof ^o Dr ^o Gilmar Moraes Santos	3	gilmar.santos@udesc.br
Prof ^a Dr ^a Fabiana Flores Sperandio	3	fabiana.sperandio@udesc.br
Prof ^a Dr ^a Luciana Sayuri Sanada	1	luciana.sanada@udesc.br
Prof ^o Dr ^o Rodrigo Okubo	1	rodrigo.okubo@udesc.br
Prof ^a Dr ^a Soraia Cristina Tonon da Luz	1	soraia.luz@udesc.br
Research line: Neurofunctional Physiotherapy, Neurological Mechanisms, Evaluation and Intervention in Adults/Elderly		
Prof ^a Dr ^a Stella Maris Michaelsen	2	stella.michaelsen@udesc.br
Prof ^o Dr ^o Jocemar Ilha	2	jocemar.ilha@udesc.br
Prof ^a Dr ^a Alessandra Swarowsky	2	alessandra.martin@udesc.br
Total of places: 28		

2.2 At the moment of application, the applicant must indicate his/her choice for advisor, marking it in the application form.

3. SELECTION

3.1 For applicant' selection, the following criteria will be considered:



a) English Test

The applicant will take a reading essay text. The answers must be written in Portuguese. This test has ELIMINATORY character, and the minimum grade for approval is seven (7.0).

- For foreign applicants, the English test will be orally carried out during the interview.

b) Curriculum analysis

- Intellectual production in the program research lines, scored through evaluation of the Curriculum Lattes, according to the System Qualis/CAPES;
- Professional experience;
- Academic experience.
- The evaluation of the intellectual production will be based on the last 3 (three) years (2014-2017), including articles which were published and/or accepted up to the application date. The points will be calculated only for the activities which are duly proven. The grade of the curriculum analysis of each applicant will be calculated proportionally in ratio of the higher raw score among applicants of the same professor/advisor, using the expression:

$$NC = \frac{PPC \times 10}{MPC}$$

Where:

NC = Curriculum Grade

PPC = Applicant's Curriculum Points

MPC = Higher Grade among Applicants of the same advisor/professor.

c) Pre-Project Analysis

- Presentation;
- Relevance and originality;
- Content (Introduction, Justification, Objectives, Theoretical Background, Material and Methods, and Bibliographical References);
- Consistency between the topics mentioned above.
- The pre-project cannot exceed 15 pages in A4 sheet, font 12pts and spacing of 1.5.

d) Interview

The applicant will be evaluated according to the following criteria:



- Posture, personal presentation and resourcefulness;
- Pre-project's defense;
- Curriculum's defense;
- Time availability for the Master's Degree Course.
- In case of foreign applicants, the interview can be carried out through video-conferencing, in date and time scheduled by the examining board.

4. APPROVAL

4.1 The applicant's final grade on the Selection Process will be obtained upon simple arithmetic average, applying the following equation:

$$NF = \frac{NI + NP + NC + NE}{4}$$

In which:

NF = Final Grade;

NP = Pre-Project Grade

NI = English Test Grade

NC = Curriculum Grade

NE = Interview Grade

4.2 It will be considered APPROVED by the Selection Process the applicant who obtained in his/her final grade (NF) the simple arithmetic average equal to or higher than seven (7.0).

4.3 After analysis, the assessments will be sent for approval in PPGFt's Collegiate. In the final assessment, the students who are qualified to fulfill the places of each professor/advisor of this public notice will be listed.

4.4 If the number of qualified students is smaller than the number of places, they will not be not fulfilled. However, the professor of the program can show his/her interest by a applicant who was approved but not selected to take a place of another professor, and the interested professor may invite the student to take the remaining



place, as long as the research line chosen is respected in the act of application.

5. SELECTION PERIOD

5.1 Document analysis: June 26th, 2017;

5.2 Approval of applications: June 27th, 2017;

- After the approval of the applications, the applicant will have up to 24 hours to present a appeal at PPGFt's secretariat.

5.3 Selection process: July 03rd - 07th, 2017:

- July 03rd, 2017: English test (eliminator y character) which will be performed in the Auditorium of the Center of Health and Sport Sciences, from 9:00AM to 12:00AM. The English test's grade will be disclosed on CEFID's wall until 2:00PM same day.
- From July 04th to 07th, 2017: curriculum analysis (without applicant's presence), pre-project's evaluation (without applicant's presence) and interview (according to the time period disclosed before the beginning of the English test).

5.4 The dates / times of the interviews will be informed on the day of the English test by one of the teachers from each research line.

6. RESULT

6.1 The official list of the applicants who were approved will be published up to July 10th, 2017 at the Secretariat of Master's Degree Course in Physiotherapy, and also on PPGFt's website. The results CANNOT be disclosed by telephone or e-mail.

Reviews regarding final results will only be accepted when registered up to 12:00PM of July 11th, 2017.

7. ENROLLMENT

7.1 All registration procedures will be informed to the selected candidates within 48 hours after the results are announced.

7.2 Qualified and classified applicants up to limit of offered places will be able to enroll on the Master's Degree Course in Physiotherapy, obeying deadlines and standards established in this Public Notice.



7.3 The applicant will be immediately substituted by the next one classified if he/she does not perform the enrollment within established deadline, as long as there is an approval by the advisor.

7.4 Besides the documents requested for the application, the applicant must present at registration the following documents:

- a) 01 recent 3x4 picture;
- b) Copy of birth or marriage certificate;
- c) Diploma of undergraduation course or document evidencing graduation (1).

(1) According to Resolution 025/2009/CONSEPE, art. 30th, § 1: Applicants holding graduation course diploma offered by institutions of another country can be accepted, as long as it has consular acknowledgment. § 2: If there is absence of a diploma, the applicant can present certificates of undergraduation course completion with the date of graduation. The conclusion certificate must be substituted by the diploma duly registered within a period of 12 months starting to be counted on the date of beginning of the course's school semester. In case of not presenting the diploma, the applicant may be dismissed from the course and therefore, lose his/her place on it.

- Proof of proficiency examination in English, as follows:

(1) Applicants must look for accredited institutions to take the proficiency examination. Proficiency certificates of English issued by the Brazilian IES or TOEFL will be accepted.

(2) Applicants with proficiency examination in English by TOELF with a minimum grade of 430 points, carried out in class by accredited institutions, will be exempted from taking the proficiency examination.

8. FINAL REMARKS

8.1 This selection examination is valid only for enrollments regarding the second school semester of 2017, in this University.

8.2 The applicants who are no classified must withdraw their documentation at PPGFt's Secretariat, from August 01th to 31st, 2017. The Program will NOT be responsible for such documents after this date, as well as will not be responsible by their devolution by mail.



8.3 In in the act of the application, the applicants must deliver their documentation duly enveloped.

8.4 This Public Notice was approved at Collegiate's meeting of the Master's Degree Course Program in Physiotherapy, carried out on xxth, 20xx.

8.5 Omitted situations in this Public Notice will be solved, as appropriate, by the Collegiate of the Graduation Program.

Florianópolis, April ??, 2017.

Signature of General Principal - CEFID/UDESC

ATTACHMENT II

GUIDANCE FOR THE ELABORATION OF THE CURRICULUM LATTES

I - Structural Organization

1. The Curriculum Lattes must be fulfilled directly on CNPq's page (<http://www.cnpq.br>) and printed; then it must be delivered in the act of application, along with all supporting documentation.
2. All information registered in the Curriculum Lattes must be proved. Information which is not documented will NOT be considered.
3. Supporting documentation of information registered on Curriculum Lattes must be sequentially organized and numbered, based on the order and numbering mentioned in the text of the document.

II – Structuring



Structurally, there are several ways to organize the Curriculum Lattes; however, the most important thing is to obey the structural logics, grouping in topics the documents of the same kind, and temporal hierarchy inside topics. For this selection process, we suggest the following structuring:

I - PERSONAL DATA

II - ACADEMIC BACKGROUND

2.1. At Undergraduation level

2.2. At Graduation level

2.3. At Extension level

III - PROFESSIONAL EXPERIENCE

3.1. At higher education

3.2. At graduation teaching

3.3. At updating and/or improvement courses

3.4. In professional activities not related to professorship

IV - TECHNICAL-SCIENTIFIC PRODUCTION

4.1. Published Book

4.2. Chapters published in books

4.3. Articles published in journals with editorial board

4.4. Free-topic publications at scientific events' annals

4.5. Conferences, lectures or similars.