



PROGRAMA DE PÓS-GRADUAÇÃO EM  
**ARTES, CULTURA  
E LINGUAGENS**



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## **Scholarship Regulation**

### **FEDERAL UNIVERSITY OF JUIZ DE FORA POSTGRADUATE PROGRAM IN ARTS, CULTURE, AND LANGUAGES PPG-ACL/UFJF SCHOLARSHIP REGULATIONS, DATED 12/03/2024**

Establishes the criteria for granting and maintaining scholarships from funding agencies and the UFJF postgraduate scholarship program for students of the Postgraduate Program in Arts, Culture, and Languages (PPG-ACL) at the Institute of Arts and Design, Federal University of Juiz de Fora.

The Postgraduate Program Board in Arts, Culture, and Languages of the Institute of Arts and Design at the Federal University of Juiz de Fora, in the exercise of its duties, considering the provisions in CAPES Ordinance No. 133, dated July 10, 2023; CSPP/UFJF Resolution No. 32/2023; and CSPP/UFJF Resolution No. 37, presents its internal regulations for granting and maintaining scholarships within its scope of activity, as follows:

#### **TITLE I**

#### **RULES FOR THE GRANTING AND MAINTENANCE OF SCHOLARSHIPS IN PPG-ACL**

#### **CHAPTER I**

#### **ELIGIBILITY FOR SCHOLARSHIPS**

**Art. 1** The criteria established in this regulation apply to master's and doctoral scholarships in the country granted under the PPG-ACL, stemming from funding initiatives for this postgraduate program.

**Art. 2** Regular students of the program who meet the following criteria may be awarded a scholarship:

I - Comply with the regulations and resolutions in force from funding agencies and bodies;

II - Have no failures in their course history at PPG-ACL;

III - Maintain a minimum academic performance index of 80 (eighty) in each semester, calculated after completing at least one full semester of the master's or doctoral program.

**Sole paragraph** This regulation does not apply to scholarships granted within research, development, innovation, or teaching projects submitted by accredited PPG-ACL professors directly to funding agencies or companies.

#### **CHAPTER II**

#### **GRANTING AND DURATION OF SCHOLARSHIPS**



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**Art. 3** Scholarships for the PPG-ACL will be granted to the top candidates of the selection process, respecting the institutional policy of affirmative actions and the equal distribution across the program's three research lines, awarded based on the overall ranking and within each research line, for both Master's and Doctoral courses.

**Art. 4** The PPG-ACL Coordination will publish a public notice for the granting and maintenance of scholarships, which must include:

- I - Requirements for obtaining;
- II - Selection criteria;
- III - Application periods;
- IV - Evaluation periods;
- V - Information on the publication of results.

**Art. 5** The Scholarship Committee will coordinate the granting and renewal process of scholarships for the PPG-ACL.

**Art. 6** Scholarships will be distributed based on availability, as soon as one or more become available or when new scholarships are provided to PPG-ACL.

**Sole paragraph** Admission to PPG-ACL does not guarantee access to a scholarship, as there is no fixed quota for new students.

**Art. 7** The PPG-ACL will adhere to the scholarship accumulation criteria with remunerated activities as defined by funding agencies and other competent bodies.

**Sole paragraph** The student awarded a scholarship must inform the PPG-ACL Coordination about engaging in any other remunerated activities at the time of granting.

**Art. 8** The classification of students for the granting of scholarships will follow these criteria:

- I - Admission through institutional Affirmative Action policies, applicable to all students;
- II - The classification achieved by the candidate in the PPG-ACL selection process, applicable to newly admitted students only;
- III - Analysis of intellectual and artistic production in the Lattes Curriculum, verified through documents and evaluated by a PPG-ACL committee based on specific criteria in the relevant notice for students who have completed at least one semester;
- IV - Academic performance with an academic index of 80 or higher, applicable to students who have completed at least one semester.

**Art. 9** The granting of scholarships to first-year Master's or Doctoral students will be based on the classification achieved by the candidate in the selection process and the institutional policy of affirmative actions. The scholarship distribution will follow the percentage of vacancies in the selection notice, with 50% of scholarships allocated to social demand quotas and 50% to general competition.



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**Art. 10** The criteria for granting Master's and Doctoral scholarships within the PPG-ACL are as follows:

I - The first scholarship will be granted to the candidate enrolled under the affirmative action modalities, approved by the heteroidentification committee, who has the best classification; II - The second scholarship will be granted to the top overall candidate in the broad competition modality. III - In the case of additional scholarships, the criteria for granting them will be:

a) The third scholarship will be granted to the candidate enrolled under the affirmative action modalities, approved by the heteroidentification committee, with the best classification in a research line different from the first place in affirmative action modalities.

b) The fourth scholarship will be granted to the next candidate in the broad competition modality with the best evaluation in a research line different from the first place in this modality.

c) The fifth scholarship will be granted to the next candidate with the best evaluation in the affirmative action modality, approved by the heteroidentification committee, in a research line different from the first two in this modality.

d) The sixth scholarship will be granted to the following student with the best evaluation in the broad competition modality in a research line different from the first two in this modality.

e) If scholarships are offered at different times, the overall classification can be used as a criterion for granting the first one.

f) If no students are available in the affirmative action modalities, the scholarships will be granted to the entrants from the broad competition, respecting the classification and alternating between research lines.

**Art. 11** If additional Master's scholarships are available, specific notices will be published for their granting, observing the following criteria:

I - Scholarships will preferably be granted to second-year Master's students, following the criteria in Articles 8 to 10 of this regulation;

II - If the scholarships are not filled by second-year Master's students, the remaining scholarships will be granted to first-year students, respecting the order of classification in the selection process and alternating between research lines.

**Art. 12** If additional Doctoral scholarships are available, specific notices will be published for their granting, observing the following criteria:

I - Scholarships will preferably be granted to second or third-year Doctoral students, following the criteria in Articles 8 to 10 of this regulation;

II - If the scholarships are not filled by second or third-year Doctoral students, the remaining scholarships will be granted to first-year students, respecting the order of classification in the selection process and alternating between research lines.

**Art. 13** In the case of a tie for scholarship granting, the following criteria will be used, in the order established:



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- I - Priority to students who entered through affirmative action policies;
- II - Priority to students with the longest stay in the PPG-ACL, as long as the regular course duration is respected;
- III - Priority to students with the best academic performance.

**Art. 14** In case of the need to grant Doctoral scholarships to students from different selection processes, the distribution will occur proportionally between the cohorts, considering the classification in the selection process of the new students and the score obtained through criteria outlined in a specific notice for students who have been in the program for more than one year, respecting the other normative provisions established in this regulation.

**Art. 15** The duration of scholarships will be a maximum of 24 months for the Master's program and 48 months for the Doctoral program.

§ 1 - A Master's scholarship holder who completes 24 months in the PPG-ACL will have their scholarship canceled.

§ 2 - A Doctoral scholarship holder who completes 48 months in the PPG-ACL will have their scholarship canceled.

§ 3 - For scholarship holders on parental leave, the maximum regulatory periods in this article may be extended by up to 6 (six) months, if temporary leave from activities is proven due to childbirth or adoption during the term of the respective scholarship.

### **CHAPTER III THE SCHOLAR'S OBLIGATIONS**

**Art. 16** It is mandatory for students receiving scholarships to develop supervised internships in curricular activities as outlined by the Collegiate of the Postgraduate Program in Arts, Culture, and Languages in its internal regulations.

**Art. 17** To maintain their scholarship, students must: I - Dedicate themselves to the activities proposed by the program and their advisor; II - Not have any reproofs on their academic record; III - Maintain an academic performance of 80 or higher in each course or curricular activity; IV - Stay regularly enrolled in the program; V - Inform the PPG-ACL coordination about any changes in their conditions regarding the accumulation of scholarships with other paid activities; VI - Submit to annual monitoring by the Scholarship Committee, through an Annual Activity Report and updated academic transcript and Lattes Curriculum; VII - Provide a favorable assessment from their advisor on their academic performance; VIII - Actively cooperate with the internal academic activities of the PPG-ACL, including student representation and participation in committees; IX - Participate in organizing the Arts, Culture, and Languages Seminar during the scholarship period, if granted for more than one year; X - Provide documentation of their bibliographic and/or artistic production in their Annual Activity Report, which must also be registered in the Lattes Curriculum.



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**Art. 18** Compliance with the minimum participation requirements in academic events and bibliographic/artistic productions, mentioned in Art. 16 and the clauses, will depend on the scholar's stage in the program, as specified in Arts. 18 and 19.

**Art. 19** For first-year Master's and Doctoral students, the following are required: I - Participation in one academic event in their research area, presenting work accompanied by related bibliographic production, which can be a summary or a full paper published in the event's proceedings; or II - Publication of an article in a journal classified by Qualis/Capes; or III - Artistic production according to the parameters specified in the scholarship scoring table of the PPG-ACL.

**Art. 20** For second- and third-year Doctoral students, the following are required: I - Participation in two academic events in their research area, presenting work accompanied by related bibliographic production, which can be a summary or a full paper published in the event's proceedings; or II - Publication of one article in a journal classified by Qualis/Capes; or III - Artistic production according to the parameters specified in the scholarship scoring table of the PPG-ACL.

**Art. 21** For Doctoral students conducting internships abroad, the following are required: I - Participation in one academic event in their research area, presenting work accompanied by related bibliographic production, which can be a summary or a full paper published in the event's proceedings; or II - Publication of an article in a journal classified by Qualis/Capes; or III - Artistic production according to the parameters specified in the scholarship scoring table of the PPG-ACL.

**Art. 22** The student will not be penalized in their evaluation if there is no academic record of grades or credits for courses or curricular activities undertaken.

**Art. 23** If the qualification deadline is not met—18 months for Master's students and 36 months for Doctoral students—the scholarship will be canceled.

**Art. 24** In case of withdrawal from the program, the student will lose their scholarship.

**Art. 25** The Collegiate of the PPG-ACL, after consulting the Scholarship Committee, may suspend a scholarship at any time due to non-compliance with the obligations in this regulation or low academic performance.

#### **CHAPTER IV GENERAL PROVISIONS**

**Art. 26** The cases not covered by this regulation will be decided by the Collegiate of the PPG-ACL, after hearing the analysis of the Scholarship Committee and considering the opinion of the advisor, when applicable.

**Art. 27** Any contrary provisions within the PPG-ACL are hereby revoked.

**Art. 28** This regulation comes into effect on 03/12/24.

Prof. Dr. Renata Cristina de Oliveira Maia Zago  
Coordinator of PPG-ACL/UFJF

Scholarship Committee:

Prof. Dr. Renata Cristina de Oliveira Maia Zago (Coordinator of PPG-ACL);  
Prof. Dr. Maria Lucia Bueno (Representative of the Art, Fashion: History and Culture track);  
Prof. Dr. Marta Castello Brando (Representative of the Visual and Musical Poetics track);  
Prof. Dr. Theresa Medeiros (Representative of the Cinema and Audiovisual track);  
Jéssica Wisniewski Dias (Student Representative);  
Camila Vitório Siqueira (Student Representative).