



STUDENT AND RESEARCHER'S GUIDE



ufla.br/en/guide

An invitation to university internationalization

FEDERAL UNIVERSITY of Lavras (UFLA) has faced many challenges throughout its centennial existence. Presently, universities]he intensification of transnational ties, the establishment of connections and the creation of knowledge networks with worldwide researchers.

While UFLA reaches new excellence position to keep up with the societal demands, the academic community gets ready for the era of international academic cooperation. This new challenge requires a reflection both on the role of this university and on the universal character of knowledge.

Internationalization fosters students' and professors' mobility, by paving the way to lead them into exchange programs, by strengthening international ties and by improving processes, which will aim at a double-major. Considering the younger generations' expectations, UFLA promotes a world's new vision, inspiring new interactions and partnerships.



Professor
José Roberto
Scolforo
President

After all, we are aware that the search for a new quality level requires respect to our tradition, persistence in strategic projects and boldness to show and conquer a new place in the world.

Come and be part of our community! You will also feel proud to be UFLA!

Professor José Roberto Scolforo
President





Federal University
of Lavras: Come and
join this knowledge
network



FOR MORE THAN a century, Federal University of Lavras represents a diversified network of people, interconnected with the objective of generating knowledge, innovation and the societal development. Since its foundation, as the Agricultural School of Lavras in 1908, and, later, as the Agriculture College of Lavras, UFLA has conquered a prominent position in the national scenario and has been expanding its network of contacts in the global science and innovation context.

UFLA goes far beyond the Agricultural Sciences

UFLA is proud to have been a pioneer in the development of new cultivars and agricultural machinery, in the improvement of rural constructions and in the innovation of

extension services, with the release of technical and scientific journals that have made history. With a qualified faculty and the coordination of major research projects, UFLA has been fostering the development of Brazilian agribusiness.

However, over the years, it has become an eclectic university. By means of generating and disseminating information and technologies, this University excels in other areas and is consolidated as one of the institutions that most contributes to the expansion of educational frontiers in different knowledge areas.



■ ufla.br/en/guide

Technology and Innovation

DIDACTIC and scientific departments work with special emphasis on information articulation and on the complementarity of abilities to allow the generated knowledge to exceed the boundaries of the academy and reach the market by means of innovations that can make a difference in societal life quality.

With the creation of the Technological Innovation Center, the Technology-Based Company Incubator and of the Science and Technology Park of Lavras - Lavrastec, UFLA prepares itself for the articulation between academy, market and government, representing the fundamental tripod for generating innovations and technologies that will subsidize the progress of future generations.

UFLA does not stop growing

THINKING about the future professionals, the university campus is constantly expanding, aiming at adapting the University infrastructure to the new challenges of constructing knowledge and information society. Classrooms, amphitheatres, themed laboratories, greenhouses and numerous facilities are available to the academic community.

In order to follow this new dynamic scenario, the University library provides more than 300 thousand volumes and several databases for





advanced research. Besides, to follow the technology improvements, lap-top computers are lent to students in order to make information widely available.

UFLA offers a large variety of facilities in campus:

- students' dormitories,
- sports gymnasium,
- courts and soccer stadiums,
- university restaurant,
- snack bars
- a community center,
- a university Integration center for sports and leisure,
- a convention hall,
- a post office,
- banks,
- consumer and labor cooperatives,
- a hotel,
- a physical training center,
- an radio and TV station for educational purposes,
- a publishing house,
- printing offices,
- a bookstore,
- two foundations which support the institution: Foundation of Support for Teaching, Research and Extension- (Fundação de Apoio ao Ensino, Pesquisa e Extensão - Faepe) and the Foundation for the Scientific and Cultural Development (Fundação de Desenvolvimento Científico e Cultural - Fundecc (Foundation for the Scientific and Cultural Development)).

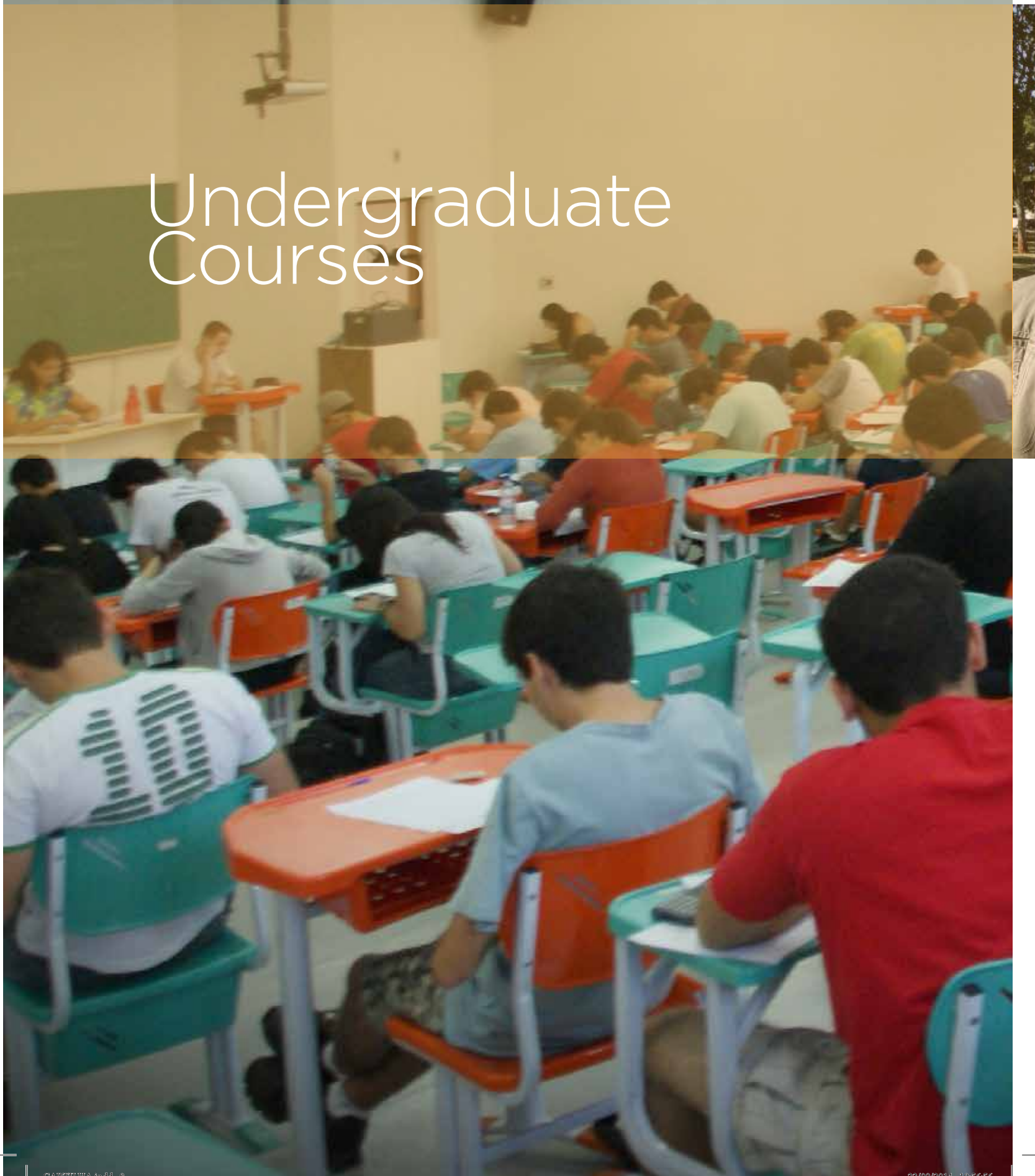


This entire infrastructure is constantly expanding to meet UFLA's growth in number of courses. The University moved from 10 courses in 2004, to 32 courses in 2014, including undergraduate opportunities with night courses and the inclusion of students who were outside the academy.

In graduate studies, the University offers master's and doctoral courses with renowned qualification in Capes - Coordenação de Aperfeiçoamento de Pessoal de Nível Superior (Co-ordination for the Improvement of Higher Education Personnel). In addition to, there are distance learning courses that have provided access to students from all over Brazilian states and foreign countries.



Undergraduate Courses





“

Je suis Adriane Beniaïch, je fais un doctorat en Science du sol à l'UFLA, je suis fier d'être ici à l'UFLA, c'est une université ayant une grande renommée national et international, et aussi c'est un immense plaisir d'être encadré de professeurs de haute niveaux. La vie au Brésil est agréable, avec des gens très ouverts et toujours disponible pour aider en cas de besoin.

Adriane Beniaïch
Errachidia - Morocco

Doctoral Degree in Soil Science

Business Administration

<http://www.prg.ufla.br/site/cursos/administracao/>

Public Administration

<http://www.prg.ufla.br/site/cursos/administracao-publica/>

Agronomy

<http://www.prg.ufla.br/site/cursos/agronomia/>

Biological Sciences (Bachelor's Degree)

<http://www.prg.ufla.br/site/cursos/ciencias-biologicas-licenciatura-ou-bacharelado/>

Biological Sciences (Licentiate)

<http://www.prg.ufla.br/site/cursos/ciencias-biologicas-licenciatura/>

Computer Science

<http://www.prg.ufla.br/site/cursos/ciencia-da-computacao/>

Law (Bachelor's Degree)

<http://www.prg.ufla.br/site/cursos/direito/>

Physical Education

(Bachelor's Degree)

<http://www.prg.ufla.br/site/cursos/educacao-fisica-bacharelado/>

Physical Education (Licentiate)

<http://www.prg.ufla.br/site/cursos/educacao-fisica-licenciatura/>

Agricultural Engineering

<http://www.prg.ufla.br/site/cursos/engenharia-agricola/>



■ [ufla.br/en/guide](http://www.prg.ufla.br/en/guide)

Environmental and Sanitary Engineering

<http://www.prg.ufla.br/site/cursos/engenharia-ambiental-e-sanitaria/>

Food Engineering

<http://www.prg.ufla.br/site/cursos/engenharia-de-alimentos/>

Control and Automation Engineering

<http://www.prg.ufla.br/site/cursos/engenharia-de-controle-e-automacao/>

Forest Engineering

<http://www.prg.ufla.br/site/cursos/engenharia-florestal/>

Philosophy (Licentiate)

<http://www.prg.ufla.br/site/cursos/filosofia-licenciatura/>

Physics (Licentiate)

<http://www.prg.ufla.br/site/cursos/fisica-licenciatura/>

Language and Literature (Portuguese and English - Licentiate)

<http://www.prg.ufla.br/site/cursos/letras-ingles-e-portugues-licenciatura/>

Mathematics (Licentiate)

<http://www.prg.ufla.br/site/cursos/matematica-licenciatura/>

Veterinary Medicine

<http://www.prg.ufla.br/site/cursos/medicina-veterinaria/>

Nutrition

<http://www.prg.ufla.br/site/cursos/nutricao/>

Chemistry (Bachelor's Degree and Licentiate)

<http://www.prg.ufla.br/site/cursos/>





[quimica-licenciatura-e-bacharelado/](#)

Information Systems

<http://www.prg.ufla.br/site/cursos/sistemas-de-informacao/>

Animal Science

<http://www.prg.ufla.br/site/cursos/zootecnia/>

Civil Engineering

<http://www.prg.ufla.br/site/cursos/abi-engenharias/engenharia-civil/>

Materials Engineering

<http://www.prg.ufla.br/site/cursos/abi-engenharias/engenharia-de-materiais/>

Mechanical Engineering

<http://www.prg.ufla.br/site/cursos/abi-engenharias/engenharia-mecanica/>

Chemical Engineering

<http://www.prg.ufla.br/site/cursos/abi-engenharias/engenharia-quimica/>

DISTANCE LEARNING COURSES

Public Administration

Philosophy

Language and Literature/English (Licentiate)

Language and Literature/Portuguese (Licentiate)

Pedagogy (Licentiate)



Graduate Studies





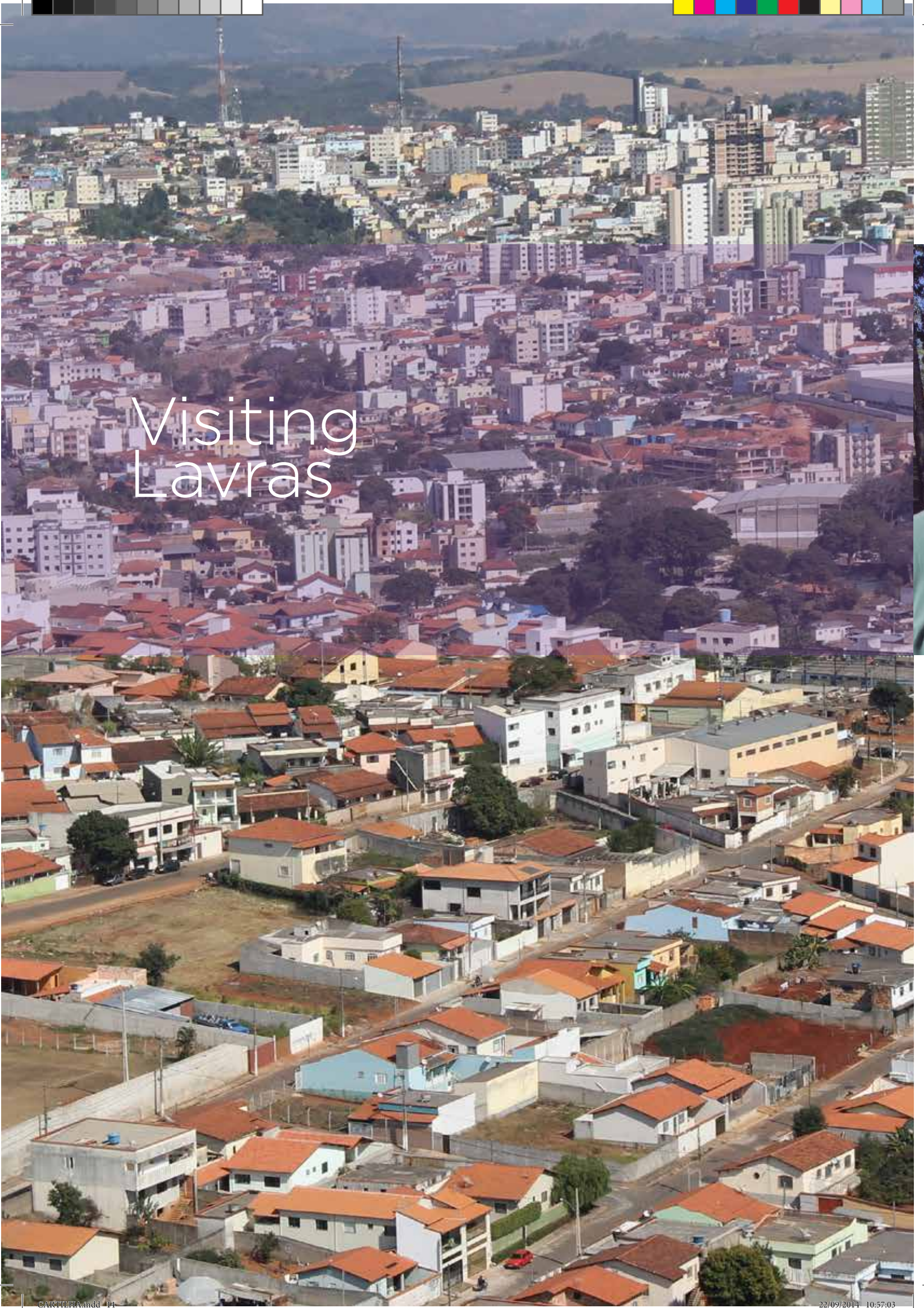
1. Business Administration (M.Sc. & D.Sc.)
2. Agrochemicals (M.Sc. & D.Sc.)
3. Plant Biotechnology (M.Sc. & D.Sc.)
4. Applied Botany (M.Sc. & D.Sc.)
5. Computer Science (M.Sc.)
6. Soil Science (M.Sc. & D.Sc.)
7. Food Science (M.Sc. & D.Sc.)
8. Wood Science and Technology (M.Sc. & D.Sc.)
9. Veterinary Sciences (M.Sc. & D.Sc.)
10. Applied Ecology (M.Sc. & D.Sc.)
11. Agricultural Engineering (M.Sc. & D.Sc.)
12. Systems and Automation Engineering (M.Sc.)
13. Biomaterials Engineering (M.Sc. & D.Sc.)
14. Forest Engineering (M.Sc. & D.Sc.)
15. Entomology (M.Sc. & D.Sc.)
16. Agriculture and Livestock Statistics and Experimentation (M.Sc. & D.Sc.)
17. Physics (M.Sc.)
18. Plant Physiology (M.Sc. & D.Sc.)
19. Phytopathology (M.Sc. & D.Sc.)
20. Phytotechnology (M.Sc. & D.Sc.)
21. Genetics and Plant Breeding (M.Sc. & D.Sc.)
22. Agricultural Microbiology (M.Sc. & D.Sc.)
23. Medicinal and Aromatic Plants and Condiments (M.Sc. & D.Sc.)
24. Hydric Resources in Agricultural Systems (M.Sc. & D.Sc.)
25. Animal Sciences (M.Sc. & D.Sc.)

M Sc: Master in Science

D Sc: Doctor in Science

Professional Master's Degree in:

1. Public Administration
2. Sustainable Development and Extension
3. Education
4. Genetics and Plant Breeding
5. Physics Teaching
6. Mathematics - PROFMAT
7. Environmental Technologies and Innovations



Visiting Lavras



I am Joshua from the Netherlands. I am doing a 5 month internship, studying coffee fermentations. The research here is very applied and focused on opportunities for this country. Brazil is a great place to be: the people are very welcoming, they like to talk with foreigners and they know very well how to enjoy life. Here in Minas Gerais there are many great places to visit and the weather is always nice.

Joshua van Mullem
Wageningen, the Netherlands
Master in Agricultural Microbiology

LAVRAS IS A typical Municipality of the State of Minas Gerais, in the Campo das Vertentes region. Its urban population is estimated in 93 thousand inhabitants, but the floating population is of approximately 130,000 due to the great economic influence the city exerts over the region and universities.

Lavras is in a privileged location, between the country's three major centers (São Paulo - 370 km, Rio de Janeiro - 420 km and Belo Horizonte - 230 km), connected by two main highways: BR-381 - Fernão Dias and BR-265.

Geographical Characteristics

- Area** 564.495 km²
- Population** 92,200 inhabitants inhab. Census IBGE/2010
- Density** 163.26 inhab./km²
- Altitude** 919 m
- Climate** tropical of altitude
- Time Zone** UTC-3

Indicators

- HDI** 0.819 high PNUD/2000 [3]
- GDP** R\$ 1,459,076 thousand IBGE/2010
- GDP per capita** R\$ 15,83.10 IBGE/2010



■ ufla.br/en/guide

Tourist Areas In Lavras

Quedas do Rio Bonito Ecological Park

The Park presents several attractions, such as hiking, arena theater, lake, observation deck and waterfall. Visiting hours: from 8:00 am to 5:00 pm, Tuesday to Sunday.

Bi Moreira Museum

Recently renovated, the Museum is located at UFLA's historical campus. Visiting hours: from 8:00 am to 5:00 pm, Monday to Friday, and from 1:00 pm to 5:00 pm, Saturdays and Sundays.

Natural History Museum

UFLA's historical campus. Visiting hours: from 8:00 am to 10:30 am and from 1:30 pm to 4:30 pm, Tuesday to Friday.

Steam Locomotive

Exhibited at Praça José Esteves, a Baldern steam locomotive from 1822 - one of the first that served the ancient Ferro Oeste de Minas railroad.

Instituto Presbiteriano Gammon (Gammon Presbyterian Institute)

High School founded in the 20th century that preserves historical buildings, such as the Lane Morton auditorium, where important artistic and cultural events are held. Location: Dr. Jorge Square.

Funil Lake

One of the main tourist attractions of the city, where the Funil Hydroelectric Power Plant is located.





Serra da Bocaina

If you enjoy hiking, you can reach the highest point of this mountain range.

Handcraft Fair

Options of handcrafts and delicacies. Every Sunday, from 9:00 am to 1:00 pm, at Dr. Augusto Silva Square.

How to get to Lavras

Via São Paulo

The transfer from Guarulhos International Airport to Tiete Bus Station can be made by taxi or by bus service. If the choice is by taxi, head to the taxi company counter as soon as you leave the airport. Simply inform your destination to receive the ride fare, which can even be paid by credit card.

The bus service is a more cost-effective option, since the transfer fare is, on average, half of the taxi one. The bus service office at the airport is located outside the airport, next to the arrival terminals.

The tickets for the transfer from TieteBus Station to Guarulhos International Airport are sold at the Passaro Marrom Company office, located on the second floor of the bus station, next to the bank agencies. The departure platform may vary depending on the time of departure. Check the correct location at the time you purchase the ticket.



■ ufra.br/en/guide

Additional information is available at <http://www.airportbusservice.com.br/br/linhas> - also available in English and Spanish.

Via Rio de Janeiro

If you arrive in Brazil via Rio de Janeiro, as soon as you leave Galeão International Airport - Antônio Carlos Jobim, you can use the blue bus of the Real Auto Ônibus - Premium company for the transfer to the station. There are several lines and a company representative will be able to guide you.

Upon reaching the Novo Rio Bus Station, buy a bus ticket from the Útil Company, which offers direct buses to Lavras. See the company link to check the best time <http://www.util.com.br>.

Via Belo Horizonte

If your arrival in Brazil is at Tancredo Neves International Airport (Confins), in Belo Horizonte, the cheapest option is to use the bus making the route between Confins and the bus station.

When leaving the airport, you should cross the parking lot on a white covered walkway until you reach the external street, where the local departure is located.

The opposite route, from the city to the airport, the bus tickets are purchased at the bus station, at the Unir Company ticket window. The estimated time for this trip is 60 minutes. As in all airports, you will find taxis available at the exit area. Simply inform the driver where you want

to go. However, this option can be much more expensive compared to the transfer made by bus.

At the bus station, go to Gardenia's ticket window, which offers direct buses to Lavras. Check on the website the available time: <http://www.expressogardenia.com.br>.

It is worth mentioning that there may be traffic jams in the cities depending on the time, so if you buy your bus ticket on the internet, avoid tickets with a short interval between the arrival at the airport and the departure from the bus station.

18





Upon arrival in Lavras, how to go home/to a hotel or to UFLA?
When arriving in Lavras, the easiest and fastest option to get to your destination is to take a taxi. There is a taxi stop just outside the bus station. You simply need to tell the driver your destination: UFLA or home/hotel address.

Hotels in Lavras

Alvorada Hotel

Historic campus at UFLA - +55 (0xx35) 3821-1110

Mazza Hotel

Rua: Francisco Salles 691 - Centro - +55 (0xx35) 3821-7366

Pinguim Hotel

Rua: Álvaro Botelho 111 - Centro - +55 (0xx35) 3821-2955

Tropical Palace Hotel

Rua: Comendador José Esteves 379 - Centro - +55 (0xx35) 3821-8868

Serema Palace Hotel

Praça Dr. Augusto Silva 140 - Centro - +55 (0xx35) 3829-8350

Vereda Hotel

Rua: Professor Alberto Carvalho 755 - Centro +55 (0xx35) 3821-7522

Vila Romana Flat Hotel

Rua: João Tenebra 15 - Centro - +55 (0xx35) 3821-5900

Lavras Apart Hotel

Rua: Misseno de Pádua 151 - Centro - +55 (0xx35) 3821-1413

Vitória Palace Hotel

Praça Dr. Augusto Silva 158 - Centro - +55 (0xx35) 3822-3555

Cama & Café Hotel

Rua: Dr. João Lacerda 435 - Centro - +55 (0xx35) 3822-5789

Ouro Lavras Hotel

Rua: Cel. Francisco Antônio dos Santos 232 - +55 (0xx35) 3822-8300

Califórnia Hotel

Rua Venerando Pereira 60 - Centro +55 (0xx35) 3821-6009

Minas Hotel

Rua Benedito Valadares 275 - Centro - +55 (0xx35) 3821-5511

Ipê Hotel

Rua: Prof. Alberto de Carvalho 755 - Ouro Preto - +55 (0xx35) 3821-7522

Pousada Lavrense (university students)

Rua: Lourenço Menicucci 9 - Centro - +55 (0xx35) 3821-5192

You may also access the website "Morar UFLA" (How to live in UFLA), <http://morarufla.com.br/>
In this website, it is possible to search for students' accommodation such as apartments and hostels. According to it, the objective is to offer direct contact between those seeking a place to live and those who offer vacancies, with the possibility of agreements that result in prices that are more attractive.





Campus





“

*I am Manuel Pedro Maleia from Mozambique. I came to UFLA for post-graduation course on cotton crop Technologies. I learnt and had gained a lot of experiences. I think that the University of Lavras is well organized and has experienced teachers. The knowledge I get during the last 4 months has given me and upgraded my professional skills.
Thanks UFLA!*

Manuel Pedro Maleia
Mozambique23, July 2014









Office of International Affairs





I am Stephen Jones Barigye from Uganda. I am on a post-doctoral fellowship in agrochemistry at UFLA. The university is great, the reception, attention by the international relations office is excellent. Lavras is great, that is if you adore calm cities. It is really calm here. The people are friendly. I am having a great time here. The weather is great but you may need a good jacket for winter.

Stephen Jones Barigye, Uganda
Post-doctoral fellow at the
Department of Chemistry, UFLA

THE OFFICE OF International Affairs is a complementary branch of the University Executive Office, which aims to deal with the international affairs to favor the University's interest.

The foreign students will have the necessary support in all aspects of their academic life: the office will give them support throughout the adaptation process either at the university or in the country.

<http://www.dri.ufla.br/>
+55 (0xx35) 3829-1858
dri@dri.ufla.br





Join our academic community





JOIN OUR ACADEMIC community
Students who are at UFLA to perform any academic activity should be enrolled in the discipline “International Academic Activity”, according to the instructions present on the Office of International Affairs website <http://www.dri.ufla.br/>

The foreign undergraduate or graduate student advisor at UFLA must hand in to the course or program collegiate a memo requesting the student's registration. The document has to inform the institution of origin and the legal support of the activity (partnership or agreement signed, research promotion foundations program,

registration form signed both by the advisor and course coordinator and the study plan). In addition, copies of the passport, visa and CPF must be attached to the registration request.

Regular students

UNDERGRADUATES - Foreign undergraduate students coming to attend a complete course at UFLA, in which he/she has been accepted, must head to the Board of Registration and Academic Control (Diretoria de Registro e Controle Acadêmico - DRCA) to fill in their registration form.



■ ufla.br/en/guide

GRADUATES - Graduate students accepted to attend a course at UFLA must head to the Board of Graduate Studies (Pró-Reitoria de Pós-Graduação - PRPG) to fulfill their registration at the university.

UFLA is one of the institutions accredited by the Ministry of Foreign Affairs to receive students selected by the Undergraduate (PEC-G) and Graduate (PEC-PG) Patternship Programs. These programs offer students from developing countries, with whom Brazil maintains either educational, cultural or scientific agreements or opportunities to study in Brazil.

The students selected for these programs must contact the DRI <http://www.dri.ufla.br/> to submit their documents and confirm their participation.

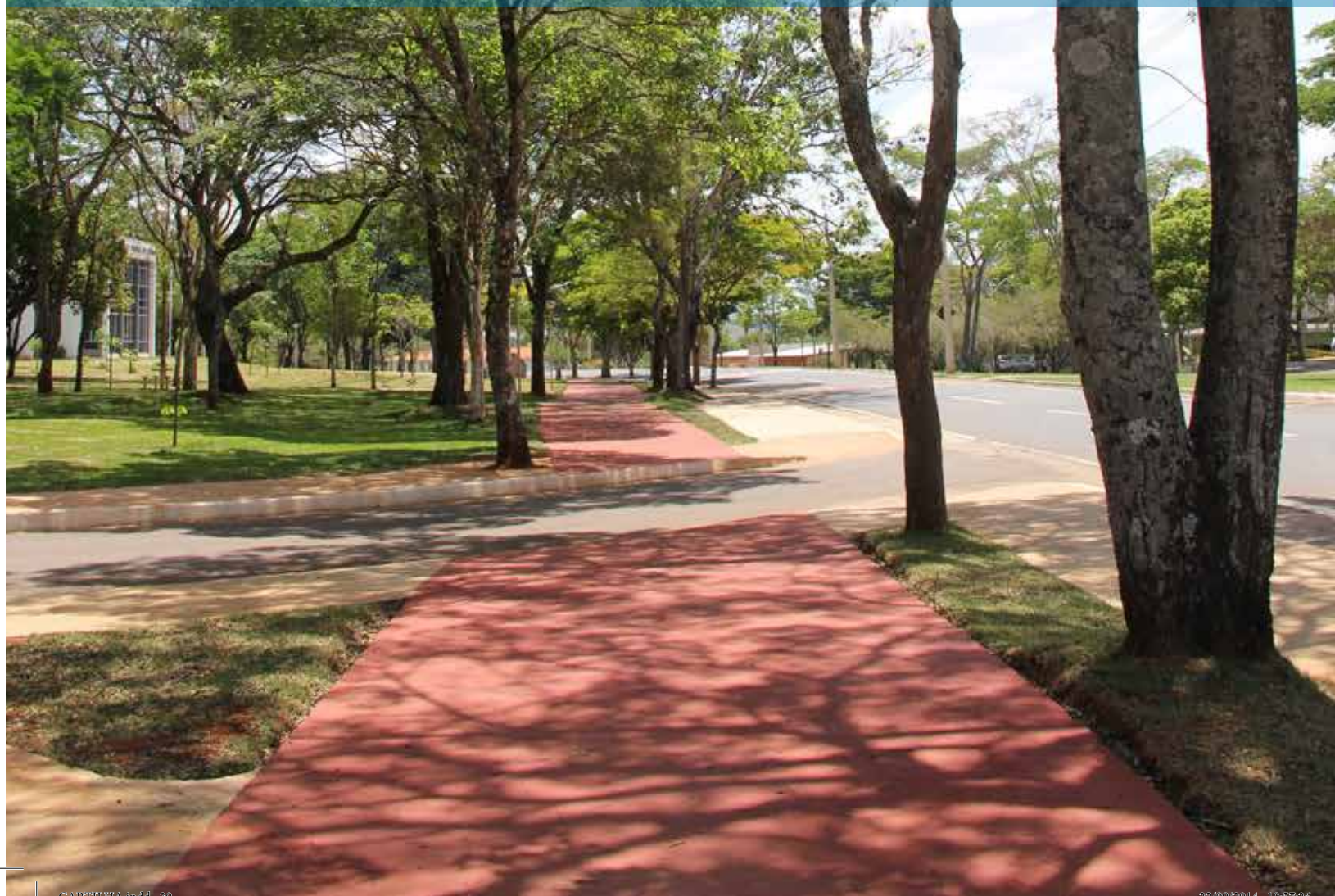
Further information on the programs, check on the following websites <http://www.dce.mre.gov.br/PEC/PECG.php> <http://www.dce.mre.gov.br/PEC/PECPG.php>







Why to choose UFLA?





Mi nombre es Lourdes Yabor Cabrera, soy cubana y estoy haciendo un post doc en el laboratorio de Fisiología Molecular dirigido por el profesor Dr. Antonio Chalfun Junior. El proyecto CAPES ha permitido la colaboración científica CUBA - BRASIL. Mi estancia en la UFLA ha sido un crecimiento profesional importante que prestigia mi currículum como investigador. También como persona ha sido un fortalecimiento porque he encontrado en la ciudad de LAVRAS un sitio apacible, lleno de espiritualidad... Muchas gracias.

Lourdes Yabor Cabrera
Post-doctoral, Cuba. 23/07/2014

UFLA is highlighted as the first university among all universities in the state of Minas Gerais and the second among the 218 public and private universities in Brazil by the General Course Index (IGC).

This statement was released by National Institute of Educational Studies and Research (Instituto Nacional de Estudos e Pesquisas Educacionais - Inep), department linked to the Ministry of Education (MEC).

This quality indicator has consolidated UFLA as one of the most important public education institutions in the country.

In order to achieve this benchmark, UFLA does not stop growing and innovating. The University is constantly thinking of ways to offer students a memorable experience for an ethical education.

Bearing in mind a wide-range of an internationalization program, UFLA offers (from 2015 on) accommodations for foreign researchers on campus, especially for sabbaticals, collaborate researchers and visiting professors. Students, however, can also be placed in one of these accommodations in a brief period of adaptation until he can establish himself in the city.



■ ufla.br/en/guide

University Restaurant

The university restaurant (RU) serves meals to the entire university community and visitors, operating according to the academic calendar. Approximately 4,000 meals are daily served at lunch and dinner, at subsidized prices.

Learn Portuguese

At UFLA, the exchange program students or visiting researchers can deepen their knowledge in Portuguese in a specific course for foreigners. As it is a classical language, Portuguese is a language which grasp can be a differentiating factor, since it not only has enormous lexical richness but also gains importance on a global scale.

Languages Center

The Language Center (NuLi) is an initiative of the English without Borders Program (IsF), in support to the Science without Borders Program. In addition to the Toefl preparatory courses, addressed to eligible students to the Science without Borders Program (CsF), there is a greater variety of course options to the academic community. In order to participate in these classes, the student has to be enrolled in the online course (My English Online) and keep active doing his activities in order to be eligible to apply for the in-person (classroom) courses at UFLA. Enrollments are available on the Internet through the website: isf.mec.gov.br.

Practical learning

UFLA encourages the organization of study groups, Tutorial Education Program groups (PET) and junior companies. Students involved in these programs are responsible for academic events, research, extension





actions, and solidarity campaigns.

International Culture

Learning from diversity. This is the proposal of the International Culture Center at UFLA, which gathers undergraduate and graduate students from different countries, as well as foreign teachers. It was created to develop and disseminate among the participants the cultural knowledge and practices from different countries, as well as to assist the adaptation process of foreign students both at UFLA and in Lavras.

Brother UFLA PROGRAM

Brother UFLA is a program created by UFLA's Office of International Affairs, aiming both to integrate foreign students into the University community and to offer our Brazilian students the opportunity of a new international experience without having lived abroad. The program includes the selection of an undergraduate or graduate student regularly enrolled at UFLA who, voluntarily, becomes a foreign student tutor at the institution, collaborating in the reception and in the monitoring of this foreign student during his stay in Brazil.

Sports and Leisure at UFLA

UFLA relies on a Board of Sports and Leisure Practices to promote and develop activities related to sports and leisure. Among the spaces offered on UFLA's campus, the University Integration Center (Ciuni) is destined for the practice of sports and social and cultural events. In this area, the exchange program student can enjoy swimming pools, volleyball and badminton courts, soccer field, multi-sport courts and hall for events. Next to Ciuni, UFLA offers





■ ufla.br/en/guide

the High Performance Sports Complex, oriented for athletic practices, with Olympic track and training areas.

In addition, the students themselves encourage sports practices in different modalities. The DCE Sports project, organized by the Board of Students (DCE), offers training at different times on the following modalities: slack line, street running, rugby, self-defense, judo, hapkido, karate, basketball, cycling and yoga.

Every year, UFLA organizes the UFLA Street Running Circuit, with the objective of encouraging the practice of physical activity, with a series of four events throughout the year. The circuit organizes thematic runs: UFLA 10, Endurance Cross Running, Gammon UFLA and Running in The Night.

On weekends, the North Avenue at UFLA (behind the University Restaurant) is exclusively assigned for sports enthusiasts to practice their hiking, racing, cycling and other sport practices.

Living Center

At UFLA, the students have a Living Center to make the integration between different undergraduate and graduate students easier. In this space, there is even an 8m high climbing wall with qualified instructors to monitor the sports practice. Fraternal, friendly parties are frequently organized, with cultural activities and slackline, juggling, music and crafts workshops.

University Library

With around 300 thousand volumes, including books, dissertations,





thesis, and other publications, the University Library offers an identification system of the collection using Radio Frequency (Radio Frequency Identification - RFID), which allows the automatic lending and return of the materials, by means of self-service. The student can also borrow netbooks for his academic papers or for his participation in events.

Internet

The Information Technology Management Directory (DGTI) works for the UFLA academic community having access to the best Internet network, providing services such as videoconferencing, VoIP telephony, e-mail, web pages and wireless network access throughout the campus. UFLA users access an Internet six times faster than the world average.

Culture

The Cultural Center and Fitness Center facility, at UFLA historical campus, provides an infrastructure oriented to theatrical arts, music, dance and photography, including a theater with a capacity of 274 seats to receive regional artists and theatergoers.

Music

Students can also participate in UFLA's Choir, in UFLA Chamber Orchestra, and in the Musical Study Group. Rehearsals are held at Casa das Pedras, at UFLA's historical campus, under the coordination of the conductor Augusto Pepper.





Passaport visa and entry to the country





“

I am Mariel from Bolivia. I was admitted to University Federal de Lavras (UFLA) to study Soil Science and get a Master Degree. I won a scholarship from OEA - GCUB. I love Lavras since the first day I arrived. I like my classes, I am learning a lot, traveling a lot and one of the teachers is the best in the world! People are really nice and they are always willing to help. The city is very quiet and interesting. It's very different from my city.

Mariel Cazón Tapias
Cochabamba - Bolivia
Master's Degree in Soil Science

BEFORE THE foreign student join UFLA, it is mandatory that his position be regularized at the Brazilian government. Therefore, before coming to Brazil, the student has to require his student visa. The Brazilian consulate in the student's country of origin also issues the visa, except in cases of International Agreements, which the board should make provisions for his dismissal.

Student Visa - VITEM IV

The Student Visa can be granted for periods up to 365 days (1 year) in Brazil, which may be extended for an equal period, by successive times, for the course duration. This modality aims at students, accepted or enrolled in undergraduate or graduate courses, recognized by the Ministry of Education (MEC) in Brazil. The documentation necessary to the visa application depends on the applicant own country. For this reason, see the nearest consular office to



■ ufla.br/en/guide

know what the requirements in your country are. This information can be checked on the website of the Foreign Ministry - Itamaraty: <http://www.itamaraty.gov.br/o-ministerio/o-brasil-no-exterior>.

In general, the requested documentation includes, at least:

- forms filled out and signed in two copies;
- passport;
- declaration of the Brazilian Educational Institution stating that the applicant has been accepted or is enrolled in the desired course;
- term of Financial Responsibility issued by the entitled office, when it is a scholarship, or by the person responsible for the student;
- parental consent, if under age;
- certificate of good morals;
- evidence of transportation means to enter and exit the national territory.

An application for an extended duration must be registered in the Federal Police or the General Protocol of the Ministry of Justice up to 30 (thirty) days in advance of the stated deadline. Under the penalty of fine, notification or deportation, stu-

dents are not allowed to exert any paid activity. Therefore, the VITEM IV beneficiaries cannot have any work contract in Brazil.

National Registry of Foreigners

Foreign students at UFLA must request the National Registry of Foreigners (RNE), at the Federal Police (FP), in the city of Varginha.

The student must fill out the form on the Federal Police website, schedule an appointment through the telephone and take all the required documentation. (Telephone: +55 35 3219-1400 - Address: Rua Joaquim Paraguai, nº 20, Vila Isabel, Varginha).

Vaccines

Travelers to Brazil must also pay attention to the instructions of the Brazilian health authorities. For the State of Minas Gerais, the vaccination against yellow fever is recommended at least 10 days in advance. The vaccine is effective and protects for 10 years.





Useful phones and e-mails at the University:

UFLA - GENERAL:
Phone: +55 (35) 3829-1122

UNIVERSITY LIBRARY (BU)
Phone: +55 (35) 3829-1174 / 3829-1181
E-mail: informacao@biblioteca.ufla.br

DRCA - REGISTRATION AND ACADEMIC CONTROL DIRECTORY
Phone: +55 (35) 3829-1134
E-mail: drca@drca.ufla.br

DRI - INTERNATIONAL RELATIONS DIRECTORY
Phone: +55 (35) 3829-1858
E-mail: dri@dri.ufla.br

PRG - PRO-DEAN OF UNDERGRADUATE STUDIES
Phone: +55 (35) 3829.1113/3829-1114
E-mail: prg@prg.ufla.br

PRPG - PRO-DEAN OF GRADUATE STUDIES
Phone: +55 (35)

3829.1126
E-mail: prpg@ufla.br

PRAEC - PRO-DEAN OF STUDENT AND COMMUNITY AFFAIRS
Phone: +55 (35) 3829-1132
E-mail: praecc@ufla.br

PRP - PRO-DEAN OF RESEARCH
Phone: +55 (35) 3829-1127
E-mail: prp@prp.ufla.br

UNIVERSITY RESTAURANT (RU)
Phone: +55 (35) 3829-1207/ 3829-1593
E-mail: ru@ufla.br

Useful Telephone numbers in the city of Lavras:

URPA- REGIONAL UNIT OF FIRST-AID CLINIC
Phone: +55 (35) 3821-0009

FIREMAN
Phone: 193

SANTA CASA DE MISERICÓRDIA HOSPITAL
Phone: +55 (35) 3829-2828/ 3829-2844
VAZ-MONTEIRO HOS-

PITAL
Phone: +55 (35) 3829-2600

MILITARY POLICE
Phone: 190

BANK OF BRAZIL
Phone: +55 (35) 3821-6500

CAIXA ECONOMICA FEDERAL BANK
Phone: +55 (35) 3821-5253

AUTOTRANS:
Phone: +55 (35) 3821-6344

POST OFFICE
Phone: +55 (35) 3821-6390

BUS STATION:
Phone: +55 (35) 3821-9933

SANTANDER BANK
Phone: +55 (35) 3694-2066

BRADESCO BANK
Phone: +55 (35) 3694-1150

CIVIL POLICE
Phone: +55(35) 3829-3200

CITY HALL
Phone: +55 (35) 3694 - 4000

FEDERAL POLICE
Phone: +55 (35) 3219-1433





Expediente

Realização

Diretoria de Relações Internacionais - Universidade Federal de Lavras

Produção Jornalística

Cibele Aguiar - Assessoria de Comunicação Social/ASCOM UFLA

Pesquisa e colaboração

Juliana Moreira Magalhães - DRI

Lidiane Dias (Estudante do Curso de Administração Pública UFLA - Bolsista DRI)

Núcleo de Estudos em Direito e Relações Internacionais, em especial o estudante de Direito Gustavo Duarte e o professor orientador Pedro Ivo Ribeiro Diniz

42

Planejamento Gráfico e Diagramação

Helder Tobias

Tradução

Green Word

Revisão

Norma Lirio de Leão Joseph

Fotos

Arquivo ASCOM UFLA

Tiragem

1000 exemplares

Impressão

Cidade Indústria Gráfica



STUDENT AND RESEARCHER'S GUIDE



ufla.br/en/guide

+55.35.3829.1122
reitoria@reitoria.ufla.br