



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

PUBLIC NOTICE 03/2020 – PPGRI
2021 SELECTION PROCESS OF REGULAR STUDENTS
MASTER'S DEGREE IN INTERNATIONAL RELATIONS

The Coordinator of Graduate Program in International Relations of the Federal University of Latin American Integration, appointed by Ordinance Unila # 2018/2019/GR/UNILA, published in the DOU # 80 of Aril 26th 2019, by the powers vested in him, presents this public notice for the 2021 selection process of regular students for the of Master's Degree course of International Relations of the Federal University of Latin American Integration.

1. INITIAL PROVISIONS

1.1 This master's degree program is public and free of charge, and no fees shall be charged at any time.

1.2 All phases of the selection process can be carried out in Portuguese, Spanish or English.

1.3 All phases of the selection process will be carried out through virtual means.

2. SEATS

2.1 20 seats will be offered at no cost for beginning activities in March 2021. These seats will be distributed among the three lines of research:

2.1.1 "Studies for Peace, Human Rights and International Safety";

2.1.2 "Development and Transnational Capital";

2.1.3 "Foreign Policies, Actors and International Processes".

2.2 Fifty percent (50%) of the total number of seats will be preferably distributed to Brazilian candidates and fifty percent (50%) for candidates from other nationalities, preferably from countries of Latin America and the Caribbean, except for Brazil, pursuant to the provisions of the Law which instituted UNILA, Article 14, section IV, and to the Statute of UNILA, Article 49, section II.

2.2.1 If not all seats are taken, the remaining seats may be redistributed.

2.3 Six (6) seats will be reserved for the following groups: Black candidates (black or brown); Refugees or Holders of Humanitarian Visa; Indigenous people from the following countries: Argentina; Brazil, Bolivia; Chile; Colombia; Uruguay; Venezuela; Paraguay; Ecuador and Peru.

2.3.1 Candidates can apply for only one of the modalities of section 2.4;

2.4 The seats of this selection process will be divided as follows:



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

Seats for PPGRI	
Regular Seats	14 Seats
Seats for Black Candidates*	4 Seats
Seats for indigenous people*	1 Seat
Seats for students under humanitarian motivations, refugees and holders of humanitarian visas.*	1 Seat

* If the number of candidates approved for these reserved seats is not sufficient, the remaining seats will be reversed to regular seats and will be destined to the other approved candidates, according to the ranking order of the selection process.

2.5 If one of the lines of research is not fully filled with candidates, the remaining seats in this line of research may be taken by candidates originally approved for another line of research.

2.6 It is not mandatory to fill all the seats.

2.7 PPRGI may call classified candidates in addition to the number of vacancies offered, according to the availability of vacancies.

3. RESERVED SEATS

3.1 About Reserved Seats for Black People.

3.1.1 Pursuant to Ordinance of the Ministry of Education # 13 of May 11th 2016, this program reserves 4 (four) seats for black candidates in this selection process.

3.1.2 In order to apply for these reserved seats, candidates must, at the time of the application, mark the option that says they want to apply for these reserved seats for black people (black or brown). They must declare themselves to be black or brown, pursuant to the race and color criteria used by Fundação Instituto Brasileiro de Geografia e Estatística – IBGE.

3.1.3 Candidates who do not mark the option referred to in section 1.2.1.c will be exclusively applying for the regular seats.

3.1.4 Black candidates will simultaneously compete for regular seats, in accordance with their ranking in the selection process.

3.1.5 Black candidates who are approved within the number of regular seats offered will not take seats which are reserved for black candidates.

3.1.6 In case a black candidate gives up his admission in a reserved seat, this seat will be taken by the black candidate ranked immediately after him.

3.1.7 Responsibility for the information provided lies entirely with candidates, and they may be held liable at any time for false information or forged documents, and thus be charged with crime against public trust, which causes them to be eliminated from the selection process. Also, the provisions of the sole paragraph of article 10 of Decree #



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

83.936/1979 apply.

3.1.8 In case there are not enough black candidates to take the reserved seats, the remaining seats will be reversed to regular candidates and will be taken by the remaining approved candidates in accordance with the ranking of the selection process.

3.1.9 The seats reserved for black candidates will be taken by a descending order of points in a specific rank.

3.1.10 Candidates who are ranked will be later called by means of a Public Notice so that they can confirm their self declaration as black at the moment of application in the selection process.

3.1.11 The confirmation will be done by the Verification Committee which will certify the self declaration is true

3.1.12 Candidates who are called must appear at UNILA on the date established by PPGRI with their personal identification document so that they can confirm their self declaration.

3.1.13 The Verification Committee will ultimately decide whether the candidates for reserved seats shall remain, and the verification done by the Committee will only consider the phenotypic characteristics of the candidates.

3.1.14 Candidates who do not produce an official identification document on the occasion of the confirmation of the self declaration will lose their right to the reserved seats, and will then compete for the regular seats. The same is true for those who do not appear or appear out of the established time.

3.1.15 Candidates whose self declaration is not certified as true by the Verification Committee and who are called by the public notice mentioned in section 2.1.12 will then be ranked only in the list for regular candidates.

3.1.16 The results regarding the in person self declaration will be published in the web page of PPGRI (www.unila.edu.br/ppgri) in a specific Public Notice.

3.1.17 Duly reasoned appeals regarding the results of the in person self declarations will be accepted, provided they are filed or sent by mail to PPGRI (secretaria.ppgri@unila.edu.br), within 2 (two) business days from the publication of such results.

3.1.18 In the final ranking, candidates who applied for the reserved seats for black people may, if qualified to do so, be listed in the specific rank for black candidates and/or in the general regular rank, provided their status is confirmed by the Verification Committee of the University.

3.1.19 The reserved seats for black people will be taken by candidates who are



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

approved and ranked in the specific list for black people, even if their final grade is lower than any regular candidate's grade.

3.1.20 Appeals regarding reserved seats will not be accepted from candidates who do not declare themselves as black in the occasion of the application for this selection process.

3.2 About Reserved Seats for students admitted under humanitarian reasons, refugees and holders of humanitarian visas

3.2.1 One (1) of the seats for Latin American and Caribbean students will be reserved for refugees and holders of humanitarian visa pursuant to the provisions of Law # 9.474/1997, specially Article 44; Law # 13.445/2017, specially Article 2, section X and Decree # 9.199/2017 which regulates it; Law # 13.684/2018; Resolution # 97/2012 of the National Council of Immigration (CNIg); and Resolution # 17/2013 of the National Committee for Refugees (CONARE).

3.2.2 The candidate not being a Brazilian national, not even in a dual nationality case.

3.3 About Reserved Seats for indigenous peoples

3.3.1 Considering Decree # 5.051/2004 and the reality of the several nations and peoples which are part of Latin America and the Caribbean, specially in the plurinational countries, one (1) seat will be reserved for Indigenous Candidates.

3.3.2 The candidate must belong to and reside in indigenous villages in the Brazilian territory or in one of the following countries: Argentina; Bolivia; Chile; Colombia; Uruguay; Venezuela; Paraguay; Ecuador and Peru.

3.4 In the event that there are not enough qualified candidates to fill one of the vacancy reserve modalities of item 1.4, the remaining vacancies will be redistributed to another type of vacancy reserve.

3.4.1 In case of non-completion of the vacancies after redistribution according to item 2.4, the remaining vacancies will be redistributed to ample competition.

4. APPLICATION

4.1 Applications for the Graduate Program in International Relations (PPGRI) for March 2021 are free of charge and must be done according to the timetable set in Enclosure I of the present Public Notice.

4.2 The Selection Process herein is intended to candidates who have graduated in any area of knowledge.



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

4.3 Applications will be exclusively done online through SIGAA – Integrated System of Academic Activity Management (https://sig.unila.edu.br/sigaa/public/processo_seletivo/lista.jsf?nivel=S&aba=p-strict).

4.4 Under no circumstance will applications be accepted if not done through SIGAA - Integrated System of Academic Activity Management.

4.5 Only applications done within the deadline set in the timetable of the present Public Notice will be accepted. All documents must be sent at the time of application. No documents produced afterwards shall be accepted.

4.6 Candidates will get an application receipt after completing their application online. This receipt will contain the candidate's application number and this will serve as proof that the candidate is registered in the selection process.

4.7 The online application receipt does not ensure the candidate's application is confirmed. Applications will only be confirmed after the analysis of the documents sent. Applications will be canceled if not all documents are produced.

4.8 PPGR I will accept only one application from each candidate.

4.8.1 If there are problems with the application, the applicant should contact the secretariat of PPGR I by email secretaria.ppgri@unila.edu.br.

4.9 PPGR I shall not be held responsible for applications which are not received due to technical problems, communication breakdown, congestion in communication networks, as well as other factors which prevent data transfer to the SIGAA system.

4.10 The following documents must be attached to the application form.

4.10.1 All the documents listed in section 3.10 are mandatory for application and they can be written in Portuguese or Spanish or English. The documents must be sent to PPGR I in PDF format.

4.10.1.1 Documents issued in other languages must be translated and be enclosed with a handwritten declaration by the candidate stating the translation is faithful.

4.10.2 Application form duly filled out (Enclosure I), indicating one of the lines of research and also two possible advisors.

4.10.3 Research project (A4 size, up to 10 pages, Arial font size 12, 1,5cm line spacing, justify text), structured as follows:

Title
1 Introduction
1.1 Problem;



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

1.2 Hypothesis
2 Justification
3 Objective(s)
4 Methodology
5 Theoretical Framework and Review of Related Literature
6 Timetable
7 Bibliography and other references

4.10.3.1 The project must be sent with no information about the author, because a blind review will be carried in order to assess the work. Candidates who include identification information in their projects will have their application automatically canceled.

4.10.4 Curriculum Lattes (mandatory for candidates residing in Brazil) or *Curriculum Vitae* (for candidates who do not reside in Brazil and who choose not to register in the Lattes Platform), with supporting documents attached in the order established in the curriculum;

4.10.5 Diploma or certificate of completion of an undergraduate course, or certificate of possible completion of undergraduate course.

4.10.5.1 If any approved candidate attaches a certificate of possible completion of an undergraduate course to their application form, they will have to produce their diploma or certificate of completion at the time of enrollment.

4.10.6 Candidates who are interested and eligible for affirmative action seats must mark this option in the online application system (SIGAA) of UNILA. They must also attach to their application form one of the following documents depending on which type of reserved seat they are applying for:

4.10.6.1 For black candidates (black or brown): Civil Self Declaration (Enclosure III)

4.10.6.2 For indigenous candidates: Civil Self Declaration (Enclosure III) and eclaration signed by the leaders of their people stating they belong to that specific Indigenous Community (Enclosure IV).

4.10.6.2.1 This Declaration must be attached to a copy of the identification documents of such leaders;

4.10.6.3 Holders of humanitarian visas or those who have applied for a refugee status in Brazil: Civil Self Declaration (Enclosure III) and a document that serves as proof of their legal status in Brazil

4.10.6.3.1 The following documents can be sent for such purpose: National Migratory Registration Card – CRNM (formerly called National Alien Registration – RNE); or Valid protocol issued by the Federal Police containing the individual's migratory status in Brazil; or For refugee applicants, a provisional Refugee Protocol will be accepted,



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

pursuant to Resolution CONARE # 18 of Apr/30/2014; or For humanitarian visa applicants, the Visa Application File or Protocol will be accepted.

4.10.8 The originals of the supporting documents shall be verified at enrollment.

4.11 Responsibility for the information provided lies entirely with candidates and they shall be liable even for possible mistakes made during the process.

4.11.1 Applications which do not meet the requirements of the present Public Notice will be canceled.

4.12 PPGRI will use the website of the Program (www.unila.edu.br/ppgri) as its main channel of communication with the public.

5. SELECTION PROCESS

5.1 The Selection Process for the Master's Degree Program in International Relations of UNILA will have three stages, all them being qualifying and ranking stages.

5.2 First Stage: Analysis of the Research Project

Each research project will be evaluated by two professors of PPGRI. It will be a blind review: the name of the candidates will not be included in the project to be evaluated.

Candidates who receive a grade lower than 7 (seven) will be automatically eliminated, in a scale of 0 (zero) to 10 (ten) including fraction numbers.

5.2.3 Results will be published in increasing order considering the candidates' application numbers.

5.2.4 The criteria for evaluation in this stage are established in enclosure VI.

5.3 Second Stage: Online Written Test

5.3.1 The second stage of the selection process for this master's degree program is a written test which will be eliminating and ranking. The content of this test will be listed in Enclosure V.

5.3.2 The written test will be on themes which allow professors of the Selection Committee to assess the knowledge of candidates, their performance in writing, articulation of thoughts and interpretative analysis, as well as the candidate's comprehension of the proposed contents.

5.3.3. Each test will be evaluated by two professors of PPGRI. It will be blind review process where the candidate is not identified.



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

5.3.4 Candidates who obtain a grade equal to or higher than 7,0 (seven), in a scale of 0 (zero) to 10 (ten) including fraction numbers, will be approved for the third stage of the process.

5.3.5 Results will be published in increasing order considering the candidates' application numbers.

5.3.6 The criteria and weights of the grades in this stage are listed in Enclosure VII.

5.3.7 About the written test:

5.3.7.1 The test will be done online through the system called "Inscreva", in accordance with the timetable established in the present Public Notice, from 2pm to 6pm (Brasilia time);

5.3.7.2 The link for taking the test will be sent only to the candidates who passed the First Stage, according to the timetable established in this Public Notice;

5.3.7.3 PPGRI recommends inserting the e-mail ending @unila.edu.br in the safe senders list and also checking inbox, Spam and e-mail filters. Besides, PPGRI shall not be held liable for the failure to receive the e-mail with the link to the test.

5.3.7.4 After receiving the link to the test, candidates must submit their application through the Inscreva System of UNILA within the deadline established herein.

5.3.7.5 Candidates will be allowed to access the Inscreva System in order to take the written test at 2pm (Brasilia time) on the date indicated in the timetable established in the present Public Notice.

5.3.7.6 After logging in the Inscreva System, candidates will be able to see the questions that must be answered in a separate file so that it can be uploaded to the system later.

5.3.7.7 The candidate must upload a single file, in PDF format, containing the answers to the questions of the written test. Candidates must indicate which question is being answered. Failure to answer any of the questions results in the elimination of the candidate.

5.3.7.8 The Inscreva System will be closed at 6pm (Brasilia time) on the date indicated in the timetable of the present Public Notice. Therefore, this is the deadline for uploading the PDF file with the answers to the questions of the written test.

5.3.7.9 PPGRI shall not be held liable for answers not received due to technical problems regarding computers, communication breakdown, congestion in communication networks as well as other factors which prevent the transfer of the PDF file to the Inscreva System of UNILA.



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

5.3.7.9.1 In such occasions, the applicant must immediately get in contact with PPGRI by e-mail (secretaria.ppgri@unila.edu.br) and send the written test in PDF format, until 6pm (Brasilia time)

5.3.7.10 A tutorial for the application through the Inscreva System will be made available in the PPGRI website (<https://www.unila.edu.br/ppgri>), as well as one regarding the online written test for the selection process.

5.4 Third Stage: Online Interview and Curriculum Evaluation

5.4.1 The first forty candidates who qualify will be called for the interview, considering the average of the sum of grades from the First and the Second Stage.

5.4.1.1 In the event of a tie in the evaluation of candidates, the tie-break criteria shall be in the following order:

- Higher grade in the research project;
- Higher grade in written test.
- Persisting the tie, the older candidate.

5.4.2 The interview will be done by the Selection Board with candidates who are approved in the second stage of the selection process. It will be a video conference through RNP plataforma.

5.4.2.1 Exceptionally, voice-based interviews can be carried without prejudice to the evaluation.

5.4.3 Criteria and weights in this stage are established in Enclosure VIII.

5.4.4. All candidates who are selected for the online interview must confirm their participation previously by e-mail (secretaria.ppgri@unila.edu.br) within the deadline established in the timetable set in the present Public Notice.

5.4.4.1 Failure to confirm participation eliminates the candidate from the selection process, and PPGRI will then call the following candidates from the waiting list, by ranking order.

5.4.5 All candidates who are selected for the online interview must use the Skype account that was informed in the application form and answer the call from the Selection Board on the date and time that are scheduled according to this Public Notice.

5.4.6 Candidates who do not answer the call from the Selection Board will be assigned grade zero for the interview.

5.4.7 Interviews will last no more than 20 (twenty) minutes.

5.4.8 Results will be published in increasing order considering the candidates' application numbers.



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

6. LANGUAGE PROFICIENCY TEST

6.1 The Proficiency Test is not part of the Selection Process. However, it is a mandatory stage for the completion of the course, as mentioned in the rules of the program.

6.2 Proficiency in a Foreign Language is ruled by a Resolution of PPGRI and by UNILA's Resolution.

7. RESULTS OF THE SELECTION PROCESS

7.1 The results of each stage of this selection process will be published in the web page of PPGRI-UNILA (<https://portal.unila.edu.br/mestrado/ppgri>), in the "Processo Seletivo" page, and later in the Gazette of the Federal University of Latin American Integration (<http://www.unila.edu.br/boletim>).

7.2 The final results of this Selection Process will be released according to schedule.

7.3 The final ranking of this selection process will result from the sum of all grades assigned to candidates by the committee in all stages of the process. (The results and the final rank of the selection process will be a product of the average of grades given by the committee in all stages of the process).

7.3.1 In the case of a tie in the evaluation of candidates, the tie-break criteria shall be in the following order:

- Higher grade in the research project;
- Higher grade in written test;
- Higher grade in oral argument;
- Persisting the tie, the older candidate.

8. ENROLLMENT

8.1 Candidates who are approved in this selection process will be notified by PPGRI for enrollment.

8.2 In order to enroll, the selected candidates must hand over the following documents to PPGRI:

8.2.1 Original and copy of the candidate's ID card, or passport, or National Alien Registration - RNE.

8.2.2 Original and copy of the candidate's CPF – Individual Taxpayer Registration Number (only for Brazilian candidates).

8.2.3 Original and copy of the candidate's Birth Certificate, or Marriage Certificate.



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

8.2.4 Voting Proof (only for Brazilian candidates).

8.2.5 Military Discharge Certificate (only for Brazilian candidates).

8.2.6 Original and copy of the Undergraduate Diploma.

8.2.7 Original and copy of the candidate's Undergraduate Transcript.

7.2.8 For candidates who are selected for the affirmative action seats, the declaration made in accordance with section 2.11.

8.3 If approved candidates do not enroll or if they do not hand over the mandatory documents, they will be disqualified and PPGR I will call the candidate(s) who are in the waiting list according to the ranking order.

9. GRANTS

9.1 Entering in the Graduate Program in International Relations does not mean the candidate will have the right to receive any grants or benefits. Grants and benefits will be offered depending on the budget offer and availability of the development agencies and departments.

9.2 This Master's Degree program is public and free of charge. No fees are required throughout the process.

10. APPEALS

10.1 There will be four occasions when candidates will be able to file appeals, as stated in the timetable of the present selection process for the Graduate Program in International Relations.

10.2 All appeals must be sent in PDF format by the candidate to PPGR I (secretaria.ppgri@unila.edu.br) using the form available in Enclosure IX, in accordance with the timetable of Enclosure II).

10.3 Appeals will be sent to the Selection Committee of PPGR I provided the following steps are observed:

10.3.1 The formal appeal is submitted containing the signature of the petitioner pursuant to Enclosure VIII;

10.3.2 The appeal is clearly and concisely written, highlighting the points which the candidate considers not to comply with the present Selection Public Notice;

10.3.3 The appeal contains a reasonable justification;



MINISTRY OF EDUCATION
FEDERAL UNIVERSITY OF LATIN AMERICAN INTEGRATION
DEAN'S OFFICE FOR RESEARCH AND GRADUATE STUDIES
GRADUATE PROGRAM IN INTERNATIONAL RELATIONS

10.3.4. The appeal contains the name of the candidate, ID number or passport number (for foreigners) and date.

10.4 The appeals will be reviewed by the Selection Committee.

10.5 The results of the appeals will be published in the PPGRI website.

11. VERIFICATION AND SELECTION COMMITTEES

11.1 The Selection Committee will be composed by the professors of PPGRI, the names will be published through an institutional ordinance in UNILA's weekly gazette, which will be made available in the web page of PPGRI-UNILA with the other documents related to this selection process.

12. FINAL PROVISIONS

12.1 The education, research and community outreach activities of PPGRI-UNILA may be developed both in Portuguese and Spanish.

12.2 The education, research and community outreach activities of PPGRI-UNILA may be developed in the mornings, afternoons or evenings.

12.3 PPGRI-UNILA's teaching and research and extension activities can be developed in a remote format, exceptionally, while the scenario of suspension of presential activities at UNILA continues due to the epidemiological scenario of Covid-19.

12.4 The candidate's application implies he or she has fully understood and accepted the terms and conditions herein established, and allegations of unawareness shall not be accepted.

12.5 The PPGRI and the Selection Committee are the only responsible to the preparation and execution of this Public Notice in all its stages.

12.6 The omitted cases shall be analyzed by the selection committee of PPGRI-UNILA jointly with the Coordination of the Program and the other relevant departments of the university.

12.7 In case of discrepancy regarding the interpretation of different translations versions of this public notice, the committee will use the Portuguese version as reference for deliberations.

Lucas Ribeiro Mesquita
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International Relations Graduate Program