

Document description

Acceptance process for foreigners/Brazilians with graduation abroad for *lato sensu* and *stricto sensu* Post-Graduate Courses of Universidade Anhembi Morumbi.

1. Make sure your diploma is revalidated before enrolling:

All students graduated abroad must revalidate their diplomas before joining Universidade Anhembi Morumbi. This procedure is performed by public universities offering graduate degrees under the same field of knowledge or similar areas, in accordance with international agreements of reciprocity or equivalence. In the event of uncertainties regarding course similarities, the university may request the performance of additional tests to confirm course equivalence. Required documents and instructions vary depending on the public institution and must be consulted directly with the area in charge of this process.

Go to <http://portal.mec.gov.br/revalidacao-de-diplomas> for more information

2. Admittance process

Applicants must undergo the admittance process at Universidade Anhembi Morumbi and obtain approval to be able to register and become a student.

Students can enroll in the selection process at <http://portal.anhembi.br/estude-aqui/pos-graduacao/inscreva-se/>

3. Enrollment

To complete the enrollment process, applicants must visit the Applicant Assistance Center (CAC) of the nearest campus, with the following documents (original and copies):

- Enrollment application, education service agreement (these documents will be available after approval);
- Credit and/or debit cards (ELO, VISA, MASTER or AMEX) are accepted to pay the bank slip printed upon registration, which represents the first monthly tuition of the course;
- RNE identification document (replaces the RG) - Copies of passports may be provisionally accepted until foreign applicants obtain their respective RNEs;
- CPF (mandatory) - CPFs can be obtained directly through the Brazilian Federal Revenue Service unit closest to the residence. Alternatively, this document may be requested at the Brazilian Embassy/Consulate abroad (no visa is required to request this document);
- Certificate of completion of university course (graduate) **;
- Scholar background of university course (graduate) **;
- University diploma (graduate), revalidated by a public institution;
- **RNE** - If the candidate still does not have the RNE, he must provisionally submit a copy of his passport, until he can provide a copy of the RNE.
This document is required by the Ministry of Education and Culture (MEC); therefore, applicants must submit this document as soon as possible in order to stay enrolled at the institution.



- Copy of proof of residence. In the event of applicants lacking proof of residence under their names, the respective individuals, enterprises or spouses responsible for such applicants must fill out, sign and notarize the following statement (along with proof of residence to ensure the accuracy of information):

"Declaration of Residence" template

I _____, bearer of RG [ID] No. _____ and CPF [Individual Taxpayer Registry] No. _____, hereby confirm the enrollment information of _____, bearer of Passport/ RNE No. _____, CPF [Individual Taxpayer Registry] No. _____, and declare that this student lives in my residence, located at _____, nº _____ second address line _____, District _____ CEP [ZIP Code] _____, and I am responsible for such individual.

I hereby confirm all of the aforementioned information to be true and accurate, subject to applicable law.

Signature

** Must be legalized only by the Consular Offices of the Ministry of Foreign Affairs (MRE) abroad, in the country where they were issued, accompanied by their official sworn translation. In the case of documents in a foreign language, the submission of sworn translation will be mandatory, except in the cases of agreements between MERCOSUR countries. Attention: Check the procedures for legalization of documents at the site of the Consulate or Embassy which has jurisdiction over the territory where the document was issued.

The registration can be made at one of the Applicant Assistance Centers-CAC.

4. Letter of acceptance and score obtained in the admittance test for the request of a study visa

After registration, the student will be qualified to apply for his Letter of Acceptance and Certificate of the score he achieved in the Selection Process. These documents must be requested from the Student Service Center (CAA), under the following protocols: Certificate with test specification and score.