

CALL 045/2025 – International Relations Office/UENP (Brazil)

**INTERNATIONAL MOBILITY (*Incoming*)
INTERNATIONALIZATION AT HOME POLICY - UENP/SETI**

The State University of Northern Paraná-UENP, by means of the International Relations Office-IRO, pursuant to its legal powers and under the conditions and requirements established in this Call, announces to **faculty/researchers**, preferably, from partner universities, the application process regarding the **financial aid for international academic mobility** for up to 10 (ten) days at UENP.

1. AIMS

1.1 This call aims to consolidate UENP's internationalization at home policy, through academic mobility activities (inbound) that aim to strengthen international relations between foreign partner universities for the development of scientific, technological and innovation production actions, such as: improvement of scientific techniques, exchange of experience with international centers, international scientific production, participation in or offering of courses, seminars, among other academic-scientific activities.

1.2 The aid includes round-trip/economy class **flight tickets** from the applicant's home country to the state of Paraná, Brazil. Additionally, the grant includes **meals and accommodation** within the daily amount of R\$290.55 (two hundred reais and fifty-five cents) up to a maximum of R\$2,905.50 (two thousand, nine hundred and five reais and fifty cents) for 10 (ten) days.

1.3 30% of the grants will be intended for individuals with proven social vulnerability, disabilities (PWD), Black, Indigenous, transgender and non-binary individuals.

1.3.1 This percentage only applies when there is a minimum of 3 (three) applications/candidates. From this point on, if the percentage results in a fractional number, it will be rounded up to the next whole number when equal to or greater than 0.5 (zero point five).

1.4 The grant comes from a joint action between the International Relations Office (IRO/UENP) and the Secretariat of Science, Technology and Higher Education of Paraná (SETI/Fundo Paraná) and its implementation is subject to the

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budgetary/financial schedule of SETI/Fundo Paraná, when formalizing the legal agreement, and not exceeding the maximum number of 14 (fourteen) grants.

2. ELIGIBILITY REQUIREMENTS

2.1 The candidate must have an active formal relation with a higher education institution outside of Brazil and hold a **doctoral degree**.

2.2 The candidate must have financial means to cover/supplement any additional expenses related to the mobility.

2.3 Each applicant may submit only one proposal.

2.4 The applicant who does not speak English, French or Spanish must possess proficiency in Portuguese, proven by an official proficiency test or self-declared.

3. DUTIES

3.1 Carry out the project submitted in the application process.

3.2 Submit mandatory reports to the International Relations Office, once the mobility is completed, on the activities carried out during the period, including accountability and the results achieved through the implementation of the activity plan.

3.3 Make reference to the International Relations Office (UENP) and the Secretariat of Science, Technology and Higher Education of Paraná (SETI) for the aid when there are scientific publications resulting from the mobility occur.

3.4 Participate, upon request, in activities promoted by the Office, such as interviews, testimonials and similar activities.

3.5 Proponents who fail to complete the steps outlined in the activity plan (project), as well as those who fail to submit and approve the final report, will be subject to the academic sanctions from UENP's internal regulations, including the return of funds received under this program.

3.6 Once flight tickets are purchased, candidates must return the money invested in case they are unable, for any reason, to travel to Brazil/UENP.

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3.6.1 Once flight tickets are purchased according to the dates indicated by applicants and, for any reason, such dates need to be changed, candidates must bear any costs related to flight changes

3.7 The applicant must comply with the internal regulations of UENP.

3.8 The applicant must comply with Brazilian and UENP regulations regarding (if applicable) obtaining and carrying an entry visa, travel insurance and other requirements.

4. SELECTION PROCESS

4.1 The selection process will be carried out by the International Relations Office in partnership with the Graduate School and Research Sector in three stages: **I-** documentary verification; **II-** Project (Appendix I) and **III-** CV (Scientific Production Table, Appendix II).

4.2 Applications pending documentation will not be approved, and only approved applications will have their proposals judged.

4.3 The Evaluation Committee will be responsible for judging the proposals, according to the items listed below:

Item	Scores
Characterization of the project as a priority for internationalization: one that includes, in its scope, a set of important actions for the internationalization process of the institutions involved.	- <u>Very good</u> : 21-30 points; - <u>Good</u> : 11-20 points; - <u>Fair</u> : up to 10 points; - <u>Poor</u> : 0 point.
Coherence: clarity and precision of activities in relation to the proposed aims.	- <u>Very good</u> 11-15 points; - <u>Good</u> : 6-10 points; - <u>Fair</u> : up to 5 points; - <u>Poor</u> : 0 point.
Justification: reason (s) why the project should be implemented at UENP.	- <u>Very good</u> 11-15 points; - <u>Good</u> : 6-10 points; - <u>Fair</u> : up to 5 points; - <u>Poor</u> : 0 point.
Impact of results mobility outcomes: consolidation of the internationalization process of the institutions involved.	- <u>Very good</u> : 16-25 points; - <u>Good</u> : 11-15 points; - <u>Fair</u> : up to 10 points;

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	- <u>Poor</u> : 0 point.
Feasibility of the proposal: adequacy of the proposal to the available physical resources (budget, time, etc.).	- <u>Very good</u> 11-15 points; - <u>Good</u> : 6-10 points; - <u>Fair</u> : up to 5 points; - <u>Poor</u> : 0 point.

4.4 The maximum score for the project is 100 points.

4.5 The maximum score for the Scientific Production Table (Appendix II) is also 100 points.

4.6 The final score will be the sum of the Project (according to item 4.3) and the Scientific Production Table, considering the last 5 years, as per Appendix II.

4.7 Priority will be given to proposals from universities with which UENP has current cooperation agreements. The list of UENP's partners can be accessed at this link. (<http://cri.uenp.edu.br/index.php/convenios-programas/convenios-internacionais>).

4.8 Since UENP has seven graduate programs, the two highest-scoring proposals from each program will be selected, so that all of the 7 programs are included. If there are vacant positions in any program, the selection will be based on the overall ranking, in descending order.

4.9 In the event of a tie in the final score, the following tiebreaker criteria will be used: I- highest score in project; II- highest score in the CV; III- age.

5. PROPOSALS

5.1 The proposal must be accompanied by a letter from an UENP undergraduate, graduate program or other department, expressing approval of the activity (ies) to be carried out and the indication of a researcher/advisor involved in the mobility. The list of UENP undergraduate and graduate programs can be accessed on the official website. (<https://uenp.edu.br/>).

5.2 The project (activity plan) must follow the template in Appendix I, contain a maximum of 3,500 words, be written in English, French, Spanish or Portuguese, and encompass:

a) Title;

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- b) Proponent;
- c) Area of Knowledge;
- d) Participating Institutions (UENP department/sector and foreign university);
- e) Abstract (maximum 300 words);
- f) Aims;
- g) Justification;
- h) Problem Characterization;
- i) Theoretical Framework (if applicable);
- j) Methodology (including planned activities and implementation period);
- k) Expected Results (list of the expected results and benefits considering the social, economic, environmental, scientific, technological, and/or sociocultural aspects for Paraná or the region);
- l) Technical Feasibility of the Project (considering existing infrastructure) (if applicable);
- m) Ethical and Biosafety Aspects (if applicable);
- n) Schedule;
- o) References (if applicable).

5.3 The activities outlined in the proposal **must not exceed 10 (ten) days**.

6. Applications

6.1 Application deadline is **November 24, 2025**, and it must be submitted through the form ([click here](#)).

6.2 Within the form, the applicant must submit the following documentation in PDF format:

- a) Copy of a National Identity Document, issued less than ten years ago, or a valid Passport;
- b) Project;
- c) Copy of the Curriculum Vitae (from the last 5 years);
- d) Table from Appendix II completed;
- e) Letter of affiliation with a higher education institution;
- f) Copy of a doctoral diploma/certificate
- g) Letter of acceptance from a UENP program/ department;
- h) Proof of Portuguese proficiency, if applicable.

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6.3 IRO is not responsible for technical or other problems that occur during the completion of the online form.

6.4 Late submissions will not be accepted.

7. PERSONAL DATA PROTECTION AND PRIVACY - GENERAL DATA PROTECTION LAW (LGPD)

7.1 In compliance with Law No. 13,709/18, known as the General Data Protection Law (LGPD), and in accordance with UENP's Privacy and Personal Data Protection Policy (Resolution No. 002/2021 – CAD/UENP) and UENP's Personal Data Processing Policy (Resolution No. 003/2021 – CAD/UENP), we hereby inform that UENP will maintain the protection of the data provided by the individual, in defense of the fundamental rights of freedom and privacy, in addition to the free development of the individual's personality.

7.2 You are also hereby informed that the data provided will be processed by the University, however, always ethically and for specific purposes that comply with legality and the legitimate public interest.

7.3 The data requested in this process is essential for the implementation of the educational activity developed.

7.4 Questions involving personal data in violation of the provisions of the LGPD may be forwarded to the University's Personal Data Processing Office by email (encarregado.lgpd@uenp.edu.br).

8. RESULTS AND APPEAL

8.1 Results will be released according to the schedule (from item 9), on the International Relations Office's website (<https://cri.uenp.edu.br/index.php/documentos-editais/editais-cri/editais-2025>).

8.2 After being contacted by the Office, the applicant will have up to 7 days to confirm the interest in undertaking the mobility project. In the event of withdrawal or non-confirmation, the scholarship will be granted to the next applicant (according to the final classification).

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8.3 Applicants may appeal against the result and appeals must contain reasons to support the request and be submitted to the International Relations Office by email, according to the deadline in the schedule (item 9). (cri@uenp.edu.br).

8.4 Appeals will be judged by the Evaluation Committee.

8.5 After the appeal period has expired, no appeal will be possible.

9. SCHEDULE

Etapas	Período
Call launch	October 14, 2025
Applications	Up to November 24, 2025
Documentary verification	Up to November 26, 2025
Appeal against documentary verification	Up to November 28, 2025
Final results	Up to December 5, 2025
Appeal against Final results	Up to December 10, 2025

10. GENERAL PROVISIONS

10.1 The content and integrity of the submitted documentation are the responsibility of the applicant.

10.2 Final authorization for mobility is subject to the submission of necessary documentation, which must be provided by the candidate at the discretion of UENP (such as travel insurance, for instance).

10.3 Any unpredicted situations not covered by this Call will be resolved by the Evaluation Committee.

10.4 Clarifications and additional information may be obtained by emailing the International Relations Office (cri@uenp.edu.br).

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Jacarezinho-PR, October 14th, 2025.

Dr. Fábio Henrique Rosa Senefonte
Head of the International Relations Office
cr.internacionais@uenp.edu.br
Ordinance 81/2023- President's Office

APPENDIX I – Project (activity plan)

1-Title	
2-Proponent	
3-Area of Knowledge	
4-Participating Institutions	
5-Abstract	
6-Aims	
7-Justification	
8-Problem Characterization	
9-Theoretical Framework (if applicable)	
10-Methodology	
11-Expected Results	
12-Technical Feasibility	
13-Ethical and Biosafety Aspects (if applicable)	
14-Schedule	
15-References (if applicable)	

APPENDIX II- Scientific Production Table (last 5 years)

	Item	Points (P)	Amount (A)	Score (PxA)
1	PRESENTATIONS/EXHIBITIONS (maximum score: 10 points)			
1.1	International Events	5		
1.2	National Events	2		
1.3	Regional Events	1		
2	PUBLICATIONS (maximum score: 50 points)			
2.1	Journals and Books			
2.1.1	Journal	10		
2.1.2	Books	25		
2.1.3	Book chapters	10		
2.2	International Events			
2.2.1	Full paper	8		
2.2.2	Expanded abstract	5		
2.2.3	Abstract	3		
2.3	National Events			
2.3.1	Full paper	5		
2.3.2	Expanded abstract	3		
2.3.3	Abstract	1		
3	TECHNICAL, ARTISTIC OR EDUCATIONAL PRODUCTS (maximum score: 10 points)			
3.1	Patents	10		
3.2	Educational product	10		
3.3	Software, new techniques, maps, etc.	10		
3.4	Plays and musicals, sculptures, films, etc.	5		
3.5	Other bibliographic/technical/innovation productions	3		
3.7	Other Technical Activities			
3.7.1	Agency consultant	3 (per year)		

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3.7.2	Journal reviewer	3 (per year)		
3.7.3	Editorial board	3 (per year)		
3.7.4	Journal Committee	3 (per year)		
4	ACADEMIC SUPERVISIONS AND COMMITTEE (maximum score: 15 points)			
4.1	Doctoral advisor	6		
4.2	Master's advisor	4		
4.3	Undergraduate advisor	3		
4.3	Doctoral committee member	2		
4.5	Master's committee member	1		
5	PROJECTS (maximum score: 15 points)			
5.1	Research projects	3		
5.2	Teaching projects	3		
5.3	Other academic projects	2		
Final Score				