

INTERNAL NORM 02/2016 OF THE POSTGRADUATE PROGRAM IN FOOD ENGINEERING

Ref. Distribution and maintenance of Institutional Scholarships (CNPq & CAPES)

Article 1 – The distribution of the Program's quota of **Master's** and **Doctoral** scholarships (CNPq and CAPES) will be done according to the following priorities:

I: Renovation of the scholarships from the 1st to the 2nd years for students with a $CR \geq 3.0$ in all courses, and the scholarship can be cancelled for students with a $CR < 3.0$.

II: Newly admitted students according to the classifying list from the selection process.

Previously admitted students who did not receive a scholarship will be reclassified according to the criterion of the CPPGEA, together with the current classifying list.

Whenever there is a new selection process, students without a scholarship will be submitted to the classification process again, a new list being composed.

III: Students receiving a salary if the regime of the financing institution allows them to receive a scholarship.

1st Paragraph – In items I and II, distribution of the scholarships will be done in decreasing order of CR for the courses completed.

Article 2 – The scholarship will be cancelled when:

I: the student develops experimental work away from UNICAMP without the consent of his/her advisor and the CPPGEA.

II: the student takes leave for any motive.

III: the student fails any course and/or presents a $CR < 3.0$ in the courses taken.

IV: The student has accumulated other income sources except those related to the UNICAMP teaching support programs, and those permitted according to the regulation of the financing institutions.

Article 3 – While receiving a scholarship, the students should conform to the Integral Dedication Regime of the Postgraduate Program, observing the frequency and hours demanded by the program and the norms of the financing entities (CAPES and CNPq).

Article 4 – The Master's student should take the qualifying exam pertinent to the Area up to the end of the 2nd semester of the program, under the threat of suspending the scholarship until the exam has been taken, the final deadline being the end of the next semester. If this deadline is not complied with, the scholarship will be cancelled.

Article 5 – The Doctoral student should take the qualifying exam pertinent to the Area up to the end of the 3rd semester of the program, under the threat of suspending the scholarship until the exam has been taken, the final deadline being the end of the next semester. If this deadline is not complied with, the scholarship will be cancelled.

Article 6 - The Doctoral student should take the General qualifying exam up to the end of the 5th semester of the program, under the threat of suspending the scholarship until the exam has been taken, the final deadline being the end of the next semester. If this deadline is not complied with, the scholarship will be cancelled.

Article 7 – This internal norm will come into force as from this date.

Campinas, August 8th 2016

Coordination of the Postgraduate Program in Food Engineering, DEA/FEA/UNICAMP