

NORMATIVE INSTRUCTION CPPGBIOEN – 003/2015

Concerning the distribution of Institutional Scholarships in the Integrated Postgraduate Program in Bioenergy/FEA

Considering the need for a formal description of the procedures referring to the distribution of Institutional Scholarships to Doctoral students in Bioenergy, the Postgraduate Program Commission, using its legal attributions, established the following orientations and procedures:

Article 1 – The distribution of Institutional Scholarships, from CAPES and CNPq, within the Integrated Postgraduate Program in Bioenergy, is the competence of the Postgraduate Program in Bioenergy Commission (CPPGBIOEN).

Single paragraph – The CNPq scholarships will preferably be directed at the first placed students, considered the payment of bench fees.

Article 2 – The scholarships will be destined exclusively to regular students of the Program advised by accredited professors who develop research activities at UNICAMP or at another institution of reference in the area.

Single paragraph – Students with any academic pendency with respect to the Program cannot receive any type of institutional scholarship until his/her situation is regularized.

Article 3 – The Doctoral scholarships will be distributed according to the classification divulged by the Program Commission and are valid for a maximum of 48 months as from the first registration date.

Single paragraph – For classification, the student's situation at the moment the scholarships are distributed will be considered.

Article 4 – The scholarship will be attributed to the student with co-responsibility of the ADVISOR.

Single paragraph – The attribution of institutional scholarships is conditioned to the presentation of proof that a scholarship has been requested from FAPESP or another Financing Agency. The advisor and student are responsible for presenting the number of the process referring to this request within up to 60 days after communication of the selection of the student for an institutional scholarship.

Article 5 – The scholarships can be interrupted at any moment at the discretion of the CPPGBIOEN due to the failing of courses or of a qualifying exam, or due to leave, absence or insufficient academic performance.

Single paragraph – Maintenance of the scholarship depends on adequate and satisfactory performance in the research project activities and approval of the annual activity report. Two consecutive unfavorable opinions of the activity reports will imply in cancelling of the scholarship.

Article 6 – Classification for the scholarships will be elaborated based on the curricular evaluation of the candidate, considering points such as carrying out undergraduate research training, a master's title, carrying out a training period abroad and the publication of scientific articles in recognized publication vehicles, amongst other factors.

Single paragraph – In the case of a tie, the contribution of the Program Advisor will also be considered, considering points such as the regular offer of courses and the contribution to requests from the Program with respect to the selection process steps, classification for scholarships and the CAPES Report.

Article 7 – It has been established that acceptance by the advisor and approval in the selection exam do not imply in the automatic concession of a scholarship to the candidate.

Article 8 - Special and missing cases will be analyzed by the Postgraduate Program in Bioenergy Commission.

Approved by the CPG/FEA on 17/09/2015

Altered by the CPPGBIOEN on 15/04/2016