

# Guidelines

## International Students

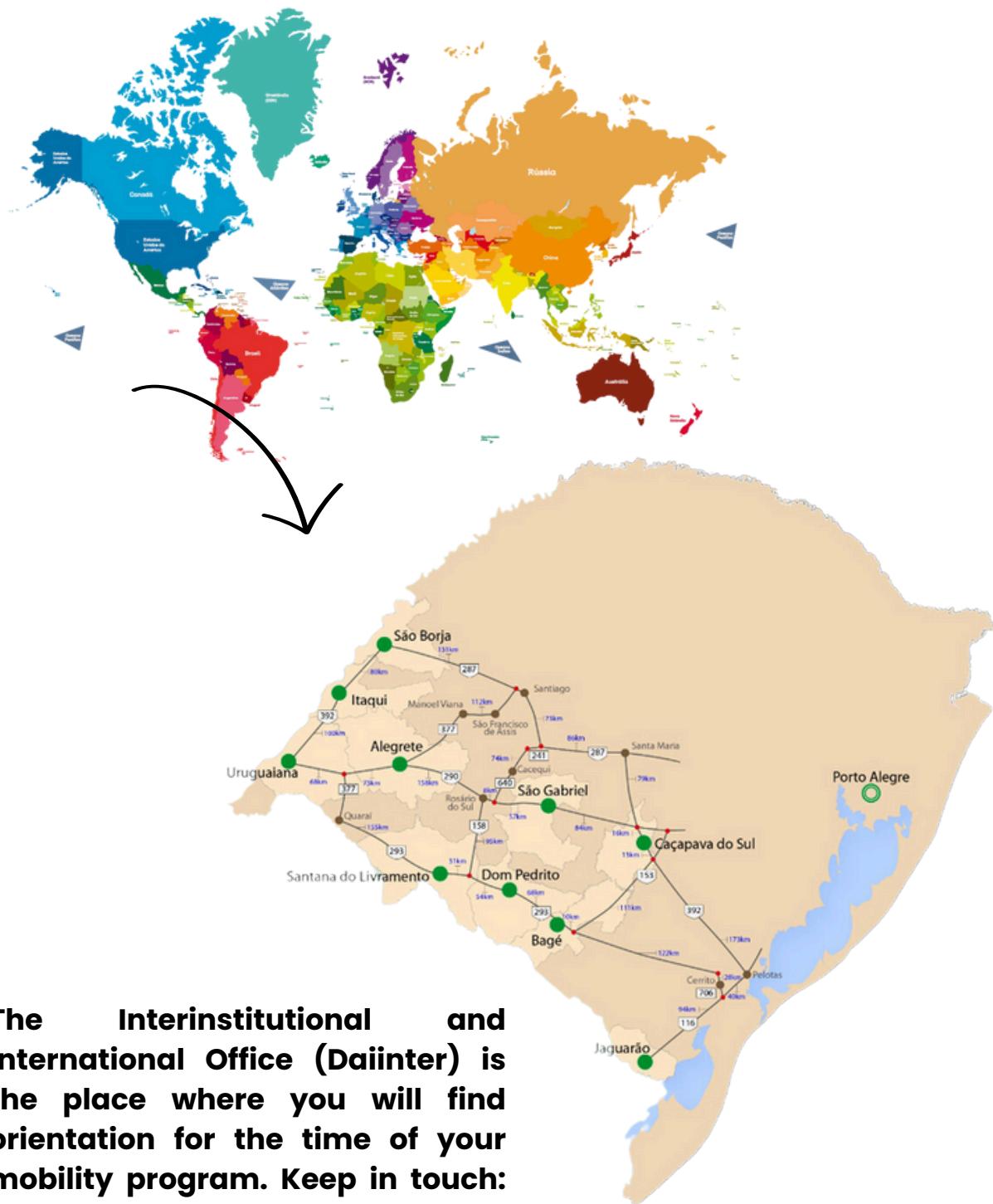


# CONTENTS

Introduction	2
Immigration requirements in Brazil	3
Traveling from Porto Alegre to your destination	7
Student Housing	9
Pre arrival arrangements	12
When at Unipampa	15

UNIPAMPA is a federal institution of higher education. There are campuses in 10 different cities in Rio Grande do Sul State.

## **Get to know more here:**



**The Interinstitutional and International Office (Daiinter) is the place where you will find orientation for the time of your mobility program. Keep in touch: daiinter@unipampa.edu.br**



**Learn about the  
immigration  
documents and  
information you  
may need during  
your studies.**



## Required documents

- valid passport;**
- temporary visa IV – student;**
- private international health insurance and repatriation tax;**
- acceptance letter from Unipampa;**
- recommendation letter (graduate programs).**

Unipampa will only enroll the student upon presentation of the identity card for foreigners or the protocol to begin the process at Polícia Federal. If presenting only the protocol, the student will have 60 days to present the identity card for foreigners to the Academic Coordination of the campus, under penalty of having the enrollment cancelled.

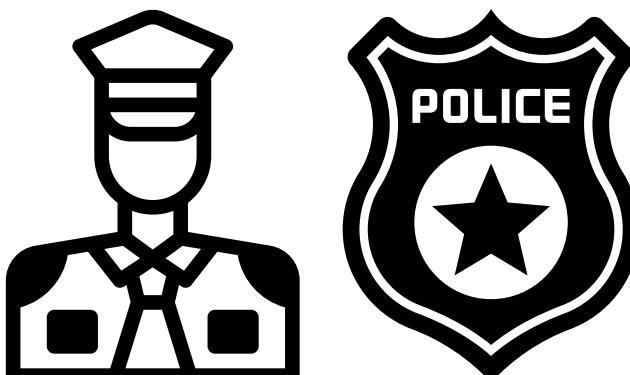


**1) POLÍCIA FEDERAL (FEDERAL POLICE)** International students must, from the date of entry into Brazilian territory, present themselves to the Federal Police (previously scheduled) to validate their stay, receiving their own identity card. Failure to show up on time may result in cancellation of the visa and a fine per day of delay, among other sanctions. Any change of address during your period in Brazil must also be communicated to Polícia Federal.

It is important to have financial resources for this procedure, as there are fees.

Follow Polícia Federal checklist here:  
[https://www.gov.br/pt-br/servicos/registrarse\\_como-estrangeiro-no-brasil](https://www.gov.br/pt-br/servicos/registrarse_como-estrangeiro-no-brasil)

Email Daiinter to receive more information before traveling to Brazil.



**2) CPF – Registry of Individuals (Cadastro de Pessoas Físicas) issued by the Brazilian Federal Revenue Bureau** The CPF number is a database managed by the Brazilian Federal Revenue that stores registration information of taxpayers required to register with the CPF, or of citizens who have registered voluntarily.

**IT IS MANDATORY to the enrollment of international students.**

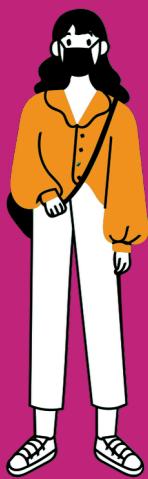
**Where to request the CPF number?** At the Brazilian consulate in the country of origin or at post offices in Brazil. The number is issued at the time of registration. A fee is required.

**CPF is also necessary to buy bus tickets online (the CPF is not necessary in person), open an account at a financial institution (banks), purchase a cellphone chip, among other situations. In comparison, it is the closest document to a social security number in the US.**





# Traveling from Porto Alegre.



It is exclusively up to the student to check and pay for transportation from the capital of the state of Rio Grande do Sul, the city of Porto Alegre (POA), to the destination city.

**1º** The bus ticket can be purchased at the **Porto**

**Alegre bus station website.**

**2º** When purchasing a bus ticket, take into account **possible delays** in the flight arrival time, time for disembarking and transfer to the bus station.

**3º** From the airport to the bus station, you can take a taxi or use transportation apps such as Uber or 99. Please make sure to use regulated services





# Housing.



The student is responsible for finding a place to stay during the mobility program in Brazil.

Each of Unipampa campus has a NuDe (Education Development Office) and it will help students with updated information about housing offers, as well as families that may host the students during their stay.

Upon request, Daiinter may inform the email contact so the student can get in touch before coming to Brazil.

### **IMPORTANT INFORMATION!**

**In some campuses, Unipampa offers free student housing.**

**The student may check availability with Daiinter.**



When choosing housing, the student must consider:

- 1º** Schedule of classes;
- 2º** Distance from the campus (some are located in rural areas);
- 3º** Public transportation options;
- 4º** The possibility for the owner to pick the student at the bus station at arrival.
- 5º** If there will be bed linen and towels offered at the house/apartment.

UNIPAMPA will not be responsible for payments of any kind and will not mediate negotiations. The addresses provided are indications only and it is up to the student to review the chosen property.





# Pre-traveling arrangements.



**1º Checklist of all required documents.**

**2º** In cash financial resources, regardless of having bank cards. It is going to be needed for issuing documents that are mandatory for enrollment, such as CPF.

**3º You must check the use of bank cards and the availability of money to be used in Brazil.** Situations like this are easier to solve in the origin country.

**4º** Documents listed on title V are mandatory for in person enrollment.

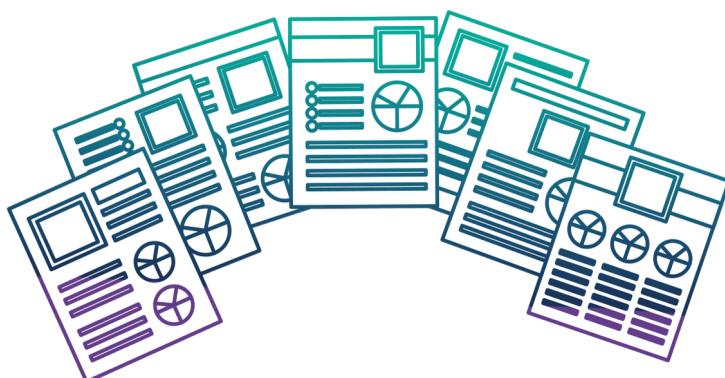


**5º** Do not forget to pay for your international health insurance and repatriation fees.

**6º** Bring the correct address of the chosen house/apartment in Brazil, as well as the owner's phone number and full name.

**7º** Unexpected situations may happen. So, be aware of Unipampa's phone numbers and email addresses in case you need to get in touch.

**8º Research about the weather conditions and different seasons** you are going to find in the specific region you are going to live in Rio Grande do Sul. Winters can be really cold, and summers have high temperatures. So, be aware!





# At Unipampa.



Universidade Federal do Pampa

The student must **present themselves to the Academic Coordinator and the Coordinator of their academic program** to register and see UNIPAMPA facilities, carrying:

- 1)** passport (original and copy);
- 2)** temporary visa IV - student;
- 3)** identity card issued by Polícia Federal, as stated at title I;
- 4)** international health insurance with repatriation to the origin country (original and copy);
- 5)** One 3x4 color photo;
- 6)** Transcript of records (original and copy).

The student must previously schedule a meeting with the coordinators before the classes start.



## Extended studies:

It is possible to extend the mobility for another period. To do so, the student must fill in the form again at Daiinter and get both Unipampa and their institution's accordance.

The Visa IV must still be valid.

**IN ORDER TO AVOID ANY INCONVENIENCES DURING THE ACASDEMIC EXPERIENCE IN BRAZIL, IT IS IMPORTANT TO KEEP CALM AND SOLVE ALL QUESTIONS AND DOUBTS IN ADVANCE.**

Unipampa's team is always available to help. Please contact us: [daiinter@unipampa.edu.br](mailto:daiinter@unipampa.edu.br).



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### **Media channels**

- ✉ [daiinter@unipampa.edu.br](mailto:daiinter@unipampa.edu.br)
- 🌐 <https://sites.unipampa.edu.br/daiinter/>
- FACEBOOK [Daiinter Unipampa](#)
- TWITTER [@daiinteruni](#)
- INSTAGRAM [@daiinter.unipampa](#)
- YOUTUBE [Daiinter Unipampa](#)

Text by Daiinter team.

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