



**ENGINEERING DEGREE
FACT SHEET FOR INCOMING STUDENTS
(DOUBLE DEGREE & EXCHANGE STUDENTS)**

CONTACTS		
School Address	The Instituto Tecnológico de Aeronáutica is located in São José dos Campos a city close to São Paulo. And from São Paulo to São José dos Campos there are buses from both the Tietê Bus Terminal and International Guarulhos Airport (GRU Airport).	Instituto Tecnológico de Aeronáutica - ITA Pró-Reitoria de Pesquisa e Relacionamento Institucional - IPR Praça Marechal Eduardo Gomes, 50 - Vila das Acácias, 12228-900 São José dos Campos/SP - Brasil +55 12 3947 - 5734
Institutional Relations Division	Prof. RONALDO Vieira Cruz Head of the Institutional Relations Division : pre-arrival, application, requests and inquiries, student life, questions upon arrival etc.	jpr.ri@ita.br +55 12 3305 - 8537 +55 12 99628 - 4840
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	Prof. Carlos Henrique Costa Ribeiro - <i>Computer Engineering Division</i>	carlos@ita.br +55 12 3947 - 5899 / 5896

APPLICATION	
Nomination deadlines & procedures	Before submitting your application you should be officially nominated by your home university. Nominations should be endorsed by e-mail via the international coordinator of the program. Please note that only nominations from our partner universities will be taken into consideration. Deadlines for nominations: - 31/10 for exchange students applying for the summer semester. (entrance February). - 31/03 for exchange students applying for the winter semester. (entrance in late July or August).

Application Deadlines	16/11 For doubles degree students and exchange students applying for the summer semester (entrance in February). 15/04 For all the other doubles degree students and exchange students applying for the academic year (winter semester or two semesters)(entrance in late July or August).
Application procedures	Steps in order to complete your application: 1. You should download the application form: Fill out the form (The application form must be completed electronically). 2. The application file must be completed electronically and sent by email to ipr.ri@ita.br and secr@ita.br . You should add to your application all the required documents in pdf files. An incomplete application file will not be processed.
Required Documents for Application	1. Motivation Letter 2. Certificate of Enrollment declaring that the student is a regular student at the University (can be scanned, but the original should be sent by regular mail) 3. Stamped transcript of records issued by your home university (can be scanned, but the original should be sent by regular mail) 4. Scanned copy of the main page of the passport with the student's personal information and expiration date. 5. Proof of English language level; 6. For exchange students: Learning agreement approved by your home university.

ACADEMIC INFORMATION

Semester dates	Summer semester: February to July Winter semester: late July or August to December
Course Selection	The course catalogue can be viewed on the following web page : Undergraduate catalog: http://www.ita.br/grad/catalogo Graduate Catalog: http://www.ita.br/posgrad/calendario
Fees	Exchange students will be exempt from IR registration fees. The payment of extension courses, supplementary classes, as well as any activity outside the regular course offered by the receiving institution, will be the responsibility of the student. Activities developed specifically for exchange students (such as intensive language classes, a welcoming program, support in administrative stages, specific training to prepare for professional life, etc.) may be subject to a fee required by the receiving institution.

STUDENTS SERVICES

Living Expenses	Costs for on-campus and off-campus housing for the exchange period : Off-campus room : R\$ per month (estimate) + deposit On-campus room : R\$ 120 (shared room) per month Meals: ITA can offer student cafeteria (inside the campus) to foreign students at no cost.
Health Insurance	Health insurance is compulsory. All students must show proof of health insurance coverage for the duration of their stay at Instituto Tecnológico de Aeronáutica (i.e. a European health insurance card, etc.). Student health insurance in Brazil costs approximately R\$ per year.

Visa	<p>Visa requirements differ per country. We recommend that you contact the Brazilian Embassy or Consulate in your country directly. They will inform you of the process for obtaining a visa, including potential cost.</p> <p>You must apply for a student visa at Brazilian Consulate at your country of origin. Proper visas are the ones called “Temporário I” or “Temporário IV”.</p> <p>ATTENTION: Under no circumstance should foreign nationals accepted as exchange or regular students come to Brazil without having obtained one of the mentioned temporary visas. ITA is not allowed to enroll students who only have a tourist visa, and it is not possible to request the correct visa once the student has already entered Brazil. In this case you will be compelled to return to your home country.</p>
Housing	<p>Double Degree or Exchange Students</p> <p>ITA will seek to assist the exchange student in getting housing on campus (subject to prior authorization and availability of vacancies).</p> <p>If there are no vacancies available on campus, ITA will indicate some options outside the campus.</p>