

**UNIVERSIDADE DE SÃO PAULO – USP POLYTECHNIC SCHOOL DIRECT
DOCTORATE PROGRAM AND DOCTORATE IN PRODUCTION ENGINEERING
PPGEP-EPUSP**

NOTICE

The Coordinating Committee of the Graduate Program in Production Engineering at the Polytechnic School of the University of São Paulo (PPGEP-EPUSP) hereby announces to interested parties, in accordance with Articles 36 to 42 of the USP Graduate Regulations, that applications are now being accepted for admission to the doctoral and direct doctoral programs. The results of the PPGEP-EPUSP Selection Process are valid for one year. This Notice will be closed after the results are published.

PPGEP-EPUSP offers *stricto sensu* graduate courses in the following research areas:

- 1) Production Economics and Financial Engineering (EPEF) – Research subgroup “Economics and Modeling in Energy, Sustainability, and Innovation”;
- 2) Operations Management and Logistics (GOL);
- 3) Information Technology Management (GTI);
- 4) Product Quality and Engineering (QEP); and
- 5) Work, Technology, and Organization (TTO).

Additional information about research areas, ongoing research projects, advisors, courses offered, regulations, schedules, benefits, and student structure is available at <https://ppgep.poli.usp.br/>.

1. GENERAL INFORMATION

- 1.1. This selection process is intended for candidates who hold a bachelor's degree. Applications from candidates with a short bachelor's degree or a certificate from a sequential higher education course will not be accepted. The diploma must be registered or certified with the date of award of the degree obtained in a full undergraduate course and officially recognized by USP.
- 1.2. The selection process will be conducted by the Program Coordinating Committee (PCC) and will consist of three assessments: 1) Document review, 2) Research Project Presentation, and 3) English proficiency.
- 1.3. The registration fee for the selection process for admission to PPGEP-EPUSP is R\$150.00 (one hundred and fifty reais). The fee must be paid by the candidate, by bank slip, by the twentieth day of the month in which the candidate registered. Under no circumstances will the registration fee be refunded, except in the event of cancellation of the selection process covered by this Notice. Candidates who do not pay the fee by the deadline specified in this Notice will not have their registration approved and, therefore, will not be evaluated.
- 1.4. The Program Coordinating Committee will review requests for exemption from the registration fee for candidates in situations of socioeconomic vulnerability. Requests for exemption, dated and signed by the candidate, should be sent to the email address ppgep@usp.br, together with the documentation required for registration. The document must be written and signed by the candidate explaining the reason for their request for exemption. In addition, the candidate may attach supporting documents, if they deem it relevant. The response to the request for exemption will be sent by email to the applicant.

- 1.5. Candidates approved by PPGE-EPUSP in this selection process may be invited to enroll as special students in the first, second, or third quarter of 2025, or in the first quarter of 2026. The transition from special student to regular student is subject to compliance with the Individual Academic Plan, which the student will complete and sign, together with the tutor, at the time of enrollment, as per section 5.
- 1.6. During this selection process, announcements and results will be published exclusively on the PPGE-EPUSP website (<https://ppgep.poli.usp.br>).
- 1.7. The number of places is allocated to each line of research, depending on the availability of supervisors, in accordance with the rules and regulations currently in force.
- 1.8. There will be no review of tests, grades, or scores for any of the assessments in the Selection Process.

2. REGISTRATION

- 2.1. Registration period: Registration for the selection process will take place in January 2025, April 2025, July 2025, November 2025, and January 2026, from the fifth to the fifteenth day of each month.
- 2.2. Candidates must register on the website of the PPGE-EPUSP (<https://ppgep.poli.usp.br>). To do so, you must fill in all required fields and upload the required documents. PPGE-EPUSP is not responsible for problems that may arise in sending and receiving information and documentation. If necessary, PPGE-EPUSP will send an email requesting additional documents, which should be sent to e-mail ppgep@usp.br.

Origin	Required Documents	Delivery Method
I. Brazilian candidates	<ul style="list-style-type: none"> ✓ ID card or equivalent document with photo (e.g., driver's license); ✓ CPF (Individual Taxpayer Registration Number); ✓ Undergraduate degree; ✓ Postgraduate degree (Master's) or Certificate of Completion (Master's). Exceptionally, applicants for direct doctoral programs are not required to submit a Certificate of Completion or Postgraduate Diploma (Master's); ✓ Undergraduate and postgraduate transcripts; ✓ Proof of address; ✓ Lattes Curriculum; ✓ Candidates must provide digital proof of the existence of article(s) published/accepted in the last five years in scientific journals (national or international) or scientific conference proceedings with an editorial committee that adopts peer review in a blind review system (with anonymous reviewers), both in the case of journals and events. These articles must be mentioned in the respective Lattes Curriculum. ✓ Research project, written in Portuguese or English (see item 2.3 of this Notice); ✓ Proof of proficiency in English as a foreign language (see item 2.4 of this Notice). 	All documents must be attached to the application.
II. Foreign Applicants	<ul style="list-style-type: none"> ✓ Passport; ✓ Undergraduate degree; ✓ Postgraduate degree (Master's) or Certificate of Completion (Master's). Exceptionally, applicants for direct doctoral programs are not required to submit a Certificate of Completion or Postgraduate Degree (Master's); ✓ Undergraduate and postgraduate transcripts, highlighting evaluation criteria and grade ranges in the country in question; ✓ Lattes Curriculum (or equivalent); ✓ Candidates must provide digital proof of articles published/accepted in the last five years in scientific journals (national or international) or scientific conference proceedings with an editorial committee that adopts blind peer review review system (with anonymous reviewers), both in the case of journals and 	All documents must be attached to the application.

Procedência	Documentos requeridos	Forma de Entrega
	<p>events. These articles must be mentioned in the respective Lattes Curriculum. Research project, written in Portuguese or English (see item 2.3 of this Notice);</p> <p>✓ Proof of proficiency in English as a foreign language (see item 2.4 of this Notice).</p>	

2.3. About the research project: to join PPGE-EPUSP, candidates must demonstrate skills and interest in developing an academic research project. In addition, the project topic must fall within the scope of one of PPGE-EPUSP's lines of research. Furthermore, it is highly desirable that the project be aligned with the research project currently underway at PPGE-EPUSP. The project must be no longer than ten (10) pages, single-spaced, Times New Roman 12, A4 paper size. It is recommended that its structure include the following elements:

- ✓ Title.
- ✓ Definition of the study topic.
- ✓ Statement of the problem and its relevance.
- ✓ Research objective.
- ✓ Review of literature relevant to the topic/subject of study – summary and criticism
- ✓ Conceptual definitions – different meanings of fundamental concepts
- ✓ Methodology: research question, general methodological approach, possible hypotheses or propositions, sample and research universe (if relevant).
- ✓ Expected results and how the project could contribute to the advancement of knowledge in the specific area.
- ✓ Schedule of activities.
- ✓ References.

2.4. Regarding foreign language proficiency: for admission to the direct doctoral level, or doctorate, of Brazilian or foreign candidates to PPGE-EPUSP, prior demonstration of English language proficiency is mandatory. The English language proficiency exams accepted by PPGE-EPUSP, as well as their respective minimum required scores, are listed below:

- ✓ CL-FFLCH-USP (Specific exam for PPGE-EPUSP, developed by the Language Center of the Faculty of Philosophy, Languages, and Literature, and Human Sciences at USP). Minimum score: 7 (seven);
- ✓ IELTS (International English Language Testing System). Minimum score: 7 (seven);
- ✓ TOEFL-IBT (Test of English as a Foreign Language – Internet Based Test). Minimum score of 79 (seventy-nine) points;
- ✓ TOEFL-CBT (Test of English as a Foreign Language – Computer Based Test). Minimum score of 213 (two hundred and thirteen) points;
- ✓ TOEFL-ITP (Assessment Series). Minimum score of 550 (five hundred and fifty) points;
- ✓ CAMBRIDGE FCE (First Certificate in English) or CAMBRIDGE CAE (Certificate in Advanced English). Minimum grade A in CAMBRIDGE FCE or minimum grade B in CAMBRIDGE CAE;
- ✓ Pass para MICHIGAN ECPE (Examination for the Certificate of Proficiency in English);
- ✓ Graduate Management Admission Test (GMAT). A minimum score of 560 (five hundred and sixty) points is required;
- ✓ Graduate Record Examination (GRE) - For the Verbal and Quantitative sections, a minimum score of 154 (one hundred and fifty-four) points is required, and for the Writing section, a minimum score of 3.6 is required.

First paragraph: The English language proficiency exam administered by the Language Center team at the Faculty of Philosophy, Languages, and Literature, and Human Sciences (FFLCH) at USP has its own announcement, which is available at <https://clinguas.fflch.usp.br/proficiencia-ingles>, in the “Attachments” section. The exam is specific to the PPGE-EPUSP selection process. The exam score will not be disclosed. Candidates will receive a pass or fail grade. Candidates who obtain a score of at least 70% of the maximum possible score will be considered to have passed the exam. The exam fee must be paid directly to the FFLCH Language Center.

- 2.5. Second paragraph: Only proof of English proficiency issued from 2018 onwards will be considered valid.
- 2.6. 2.6. All registrations, whether approved or not, will be confirmed by email. Please disable your spam filter for the e-mail ppgep@usp.br.

3. REVIEWS

- 3.1. Documentary analysis: after confirmation of payment of the registration fee, between the sixteenth and last day of the month in which the candidate registered, the Coordinating Committee of the Graduate Program in Production Engineering (PPGE-EPUSP) will analyze the documents submitted and issue an opinion approving or rejecting the candidate's registration for the next stage of the selection process. Candidates summoned to the Research Project Defense must express their interest in continuing the selection process. To do so, they must send an email, with the subject line *Arguição_Projeto_Pesquisa_INTERESSE_NomeCompleto*, to ppgep@usp.br. This must be done between the first and tenth day of the month following their application.
- 3.2. Research Project Defense: consists of the evaluation of the research project and interview of candidates by the PPGE-EPUSP research lines. Candidates who are summoned must give an oral presentation of their research project to an examination board that will be appointed by the PPGE-EPUSP Coordinating Committee. The date of the Research Project Defense will be between the eleventh and last day of the month following the candidate's registration. The defense will be held by appointment, to be made by the PPGE-EPUSP Secretariat, in person or remotely. In the case of a remote presentation, the candidate is responsible for ensuring a viable audio and video connection.

Sole paragraph: there will be no review of documents, nor review of grades or concepts in the assessments.

4. APPOINTMENT OF THE TUTOR

The list of supervising professors eligible to tutor candidates approved for admission to PPGE-EPUSP will be defined by the PPGE-EPUSP Coordinating Committee by the candidate's enrollment date. The tutor for the approved candidate will be designated by the collegiate body formed by accredited professors.

5. ENROLLMENT

To complete enrollment, selected candidates must submit copies of the following documents to the PPGE-EPUSP Secretariat (Department of Production Engineering, Polytechnic School of USP, University City, São Paulo, SP):

- Enrollment Form.
- Individual Academic Plan, signed by the student and the tutor.
- Voter registration card (only for native or naturalized Brazilians).
- Marriage or birth certificate.
- Proof of military service discharge (only for native or naturalized Brazilian males).
- Undergraduate diploma or Certificate of Course Completion and Graduation.
- Photo: 1 (one), 3x4 format, recent, with white background.

Enrollment date: see the official USP calendar, to be published by PRPG-USP (Dean of Graduate Studies - University of São Paulo).

6. FINAL REMARKS FOR FOREIGN STUDENTS

According to USP regulations, when enrolling foreign students who have been approved in the graduate selection process, it is mandatory to present a valid visa to stay in Brazil, obtained from the Brazilian Embassy or Consulate in their country of origin (the PPGE-EPUSP Secretariat will provide a letter of acceptance for the visa application), and a valid National Foreigners Registry (RNE) card or proof of application for the document from the Brazilian Federal Police, with the RNE number.

In exceptional cases, enrollment may be done with only a passport and valid visa, provided that it is accompanied by proof of appointment for the Registration/Issuance of a Foreign Identity Card issued by the Federal Police. In this case, after the student appears at the Federal Police, the interested party must submit the protocol/document issued by the Federal Police, with the RNE number, to the Graduate Secretariat within a maximum period of 15 days to regularize the registration.

Foreign applicants who are not resident in the country must present proof of a scholarship from their country of origin or a letter guaranteeing responsibility for their own maintenance throughout the period of the Direct Doctorate or Doctorate.

SELECTION PROCESS SCHEDULE:

STAGES	DATE
Registration period	Registration begins at midnight on the 5th day and ends at 5:00 p.m. on the 15th day of January 2025, April 2025, July 2025, November 2025, and January 2026.
Approval of registrations	Between the 16th day and the last day of the month in which the registration was made
Expression of interest in continuing the selection process	The event begins at midnight on the first day and ends at 5:00 p.m. on the tenth day of the month following registration
Research Project Proposal Examination	Between the 11th and the last day of the month following registration
List of Selected Candidates	Up to the tenth business day after the Research Project Defense Exam
Enrollment	According to USP's official calendar