TITLE I
OBJECTIVES OF THE PROGRAM

Art. 1 - The Graduate Program in Food and Nutrition, hereinafter called PPGAN of the Universidade Federal do Estado do Rio de Janeiro (UNIRIO), has the following objectives:

I - To improve the scientific and technical-professional knowledge of its students in the area of Food and Nutrition, providing constructive critical capacity in Science, Technology and Innovation;

II - To develop the scientific and technical knowledge for the technological innovation of food products aiming at the health and well-being of the human being with sustainability;

III - To create scientific, technical and technological innovation generating new understanding in the metabolic and functional aspects of foodstuffs;

IV - To generate and develop research in the Food and Nutrition Area concomitant with the qualification of human resources for academic teaching at higher education;

V - To improve the critical and intellectual capacity aiming at the formation of highly qualified professional to work in research, learning and extension in academic activities and technological innovation;

VI - To provide a critical mass academic environment comparable to the best global centers in the area.

Art. 2 - PPGAN is organized into Master's and Doctorate programs as a set of courses and activities aiming at developing and enhancing the qualification acquired by the student in the perspective of the proposed objectives. The curricular structure comprises courses and academic activities related to the "Food and Nutrition" concentration area provided by the School Calendar within the periods established by this Regulation.
Art. 3 - PPGAN is governed by the terms of the legislation in force, namely: the General Regulations of UNIRIO, the General Regulation of the Graduate Programs of UNIRIO, and the present Regulation.

TITLE III
CURRICULUM

Art. 4 - The PPGAN master's and doctorate programs present a curricular structure composed of mandatory and elective courses, which are organized around the specific objectives of Research Lines, as well as in the elaboration and defense of the Master's Dissertation (Master's program) and PhD Thesis (Doctorate program).

Paragraph 1 - The core courses of all Research Lines related to the Concentration Area are mandatory at the time they are offered, needed for the developments of the studies and for the foundation of the research and elaboration of the Dissertation or Thesis.

Paragraph 2 - The elective courses that hold affinity with the Research Line linked to the Dissertation or Thesis of the student are optional, as a way to propose insights pertinent to the field of expertise with which it is affiliated; as well as to enrich the search of necessary contents for the composition of the final work.

Paragraph 3 - The optional courses may be taken in Graduate Programs acknowledged by CAPES, from another institution, provided that in agreement with the Faculty Advisor.

Art. 5 - For the doctorate program, up to 21 (twenty-one) credits may be granted in PPGAN or in other stricto sensu Graduate Programs accredited in related areas, with a concept equal or superior to that of the PPGAN at the time of its revalidation. If the concept is lower than the PPGAN, 18 (eighteen) credits will be considered.

For the master's program, up to 15 (fifteen) credits may be granted in other stricto sensu Graduate Programs accredited in related areas, with a concept equal or superior to that of the PPGAN at the time of its revalidation.

Art. 6 - Enrollment by transfer can only be effected with the approval of the Board, taking into consideration the compatibility of the programs, the use and the period available for the completion of the Program, and students from programs with a concept equal or superior to that of the PPGAN at the time of transfer.

Art. 7 - In order to obtain the Doctorate Degree the student shall complete a minimum of 48 (forty-eight) credits obtained at least through: Subject courses (27), study and research activities (3), Thesis seminars (3), teaching internship (9), Thesis defense (6) and present at least one accepted article and one submitted, both in indexed journals (with the participation of the counselor) with B1 or higher classification in agreement with CAPES for the area of food science. In the event the journal is not classified by the qualis of the referred area, the impact factor shall meet the established by the current document of the area (CAPES) in minimum proportionality of B1 classification.
Paragraph 1 - The maximum period for obtaining the credits in the courses is of 6 (six) semesters.

Paragraph 2 - The period for the defense of Thesis is up to 8 (eight) semesters, counting from the Program entry date. Defense in less than or equal to 7 semesters, even with compliance with article 7, shall be approved by the PPGAN Board.

Paragraph 3 - The deadline for the defense of the Thesis may be extended, for a maximum of 1 (one) semester, through a justified request from the student and with the favorable opinion of the counselor, ratified by the PPGAN Board.

In order to obtain the Master’s Degree the student shall complete a minimum of 30 (thirty) credits obtained in courses (24), teaching internship, and Dissertation defense when mandatory (6). To apply for the diploma the student shall present proof of acceptance of at least one article in journals (with the participation of the counselor) with a B2 or higher classification in accordance with CAPES for the area of food science. In the event the journal is not classified by the quais of the referred area, the impact factor shall meet the established by the current document of the area (CAPES) in minimum proportionality of B2 classification.

Paragraph 4 - The maximum period for obtaining the credits in the master's courses is of 3 (three) semesters.

Paragraph 5 - The period for the defense of Thesis is up to 4 (four) semesters, counting from the Program entry date. Defense in less than or equal to 3 semesters, even with compliance with article 7, shall be approved by the PPGAN Board.

Paragraph 6 - The deadline for the defense of the Dissertation may be extended, for a maximum of 1 (one) semester, through a justified request from the student and with the favorable opinion of the counselor, ratified by the PPGAN Board.

TITLE IV
ACADEMIC AND EDUCATIONAL REGULATION

CHAPTER I
REGISTRATION AND SELECTION

Art. 8 - The registration of candidates for the stricto sensu Graduate Program is performed in accordance with a Public Notice published for this purpose, and the selection is held by a Commission indicated and approved by the PPGAN Board.

Sole Paragraph - The Committee shall be composed in such a way that the areas of concentration and lines of research provided for in the PPGAN curriculum are represented therein.
Art. 9 - The candidates for the selection process for admission to the Doctorate and Master's degree programs must submit a registration application and the documents listed below:

I - Copy of the Undergraduate Diploma, or Statement of completion of the Undergraduate Program (master's program), or Copy of the Master's Diploma, or Statement of completion of the Master's Program for the PhD program. The diplomas must be acknowledged by a higher education institution accredited by MEC.

II - School Transcript from the Undergraduate Program (master's program), School Transcript from the Master's Program (PhD course);

III - CV Lattes updated;

IV - Application form duly filled;

V - 1 (one) 3 x 4 photo in recent date;

Art. 10 - Acceptance into PPGAN will be by selective process, with the norms of the public notice approved by the Board, in which one or more of the following criteria is used: pre-selection of the documentation submitted by the applicant; research project; English exam; proof of specific knowledge; verbal test; curricular evaluation. The selection committee will prepare the exams.

Paragraph 1 - The candidate who obtains an average of seven or above in the exams composing the selection process will be considered approved.

Paragraph 2 - The classification of the candidates will be in descending order of the final average of the selection exam, within the limit of the number of vacancies offered.

Paragraph 3 - The Selection Committee shall refer the results of the classification to the PPGAN Board before its publication.

Paragraph 4 - The recommendation of the Selection Committee in relation to the number of vacancies must be approved by the Board before its publication.

Art. 11 - Admission to PPGAN can be performed in any school semester, at the discretion of the Board. Exceptionally, the college may propose a selection of students at any time.

CHAPTER II
ENROLLMENT, LEAVE OF ABSENCE, AND WITHDRAWAL
Art. 12 – In order to enroll at PPGAN, the selected candidate or transfer student from another acknowledged *stricto sensu* Program must formalize the enrollment with the Program Secretariat, within the deadline established by the Calendar.

**Paragraph 1** - After the selection, and through mutual understanding between the student and professor, a Faculty Advisor will be chosen within 30 days after the start of the first school semester.

Art. 13 - In the deadlines established in the PPGAN School Calendar, the student must enroll and request registration in the courses and other activities.

**Paragraph 1** - Upon completing all credits in the program, the student must enroll in the Dissertation or Thesis Research course in order to remain linked to PPGAN.

**Paragraph 2** - The student may take a leave of absence for a maximum of 6 (six) months, as long as the deadlines for completion of the Program can be met, defined in this Regulation; the student is not allowed to take the leave of absence in the first academic period of his/her enrollment into the Program.

**Paragraph 3** - The student who takes a leave of absence shall give up the scholarship and may not compete for the new scholarship when returning.

Art. 14 - Upon obtaining the credits courses and up to the defense of Dissertation or Thesis, the link with the PPGAN maintains through the enrollment renewal of the semester.

I - Fail to enroll in the semester implies in abandoning PPGAN;

Art. 15 - Registration in isolated courses in the PPGAN is allowed for:

I - students regularly enrolled in Programs from other institutions, within the limits of vacancies of each course, provided that the student is officially referred by the Coordinator of their Program of origin;

II - special students, with no ties to PPGAN, holders of a diploma or certificate of completion of university degree and in agreement with a specific notice, established by the PPGAN Board.

Art. 16 - The student will be dismissed from the Program if he/she:

I - fails to enroll in at least 1 (one) Program activity in 1 (one) school quarter, except in cases of leave of absence;

II - fails in more than one course or in the same course more than once;

III - exceeds the maximum period for the defense of Thesis of 48 (forty-eight) months or 24
(twenty-four) months for the defense of the dissertation, without approval by the college for deadline extension of the defense;

IV - violates UNIRIO's Regulation, the General Regulation of UNIRIO stricto sensu Graduate Program, and this Regulation;

V - does not receive an approval in the doctoral thesis seminar course within a maximum period of 7 (seven) months from the start date of the academic activities in the Program;

VI - does not receive an approval in the master's seminar course within a maximum period of 7 (seven) months from the start date of the academic activities in the Program;

VII - has its Thesis or Dissertation rejected.

Art. 17 - Students fail to register at the due time will be removed from the list of PPGAN students, allowing for their re-entrance if the student has a reasonable time for the completion of the Program and presents satisfactory performance, heard from the Advisor and approved by the PPGAN Board.

CHAPTER III
PERIODIC SCHEDULE OF PROGRAMS

Art. 18 - The periodic schedule of the programs will specify the courses and their requirements, as well as the other academic activities with the respective number of credits, hours and menus.

Art. 19 - The UNIRIO Calendar will establish the dates of the academic period and other academic events of PPGAN.

CHAPTER IV
GUIDANCE SYSTEM

Art. 20 - Each candidate for the title of Master or Doctor shall be accompanied during his/her academic journey by a Faculty Advisor, accredited in the permanent faculty of the PPGAN.

Art. 21 - They are apt to guide Dissertations and Theses, Doctors who are members of the permanent faculty of PPGAN, accredited in the program and in accordance with the specificities established in article 56.

Paragraph 1 - When necessary, a Doctor may be invited to act as Co-Advisor, whether or not belonging to the active faculty of PPGAN, from within or outside UNIRIO, provided that the Faculty Advisor is a member of the faculty of the PPGAN.

Art. 22 - For the choice of the Advisor and Co-Advisor, one must consider the relation between the candidate's object of study and the professors' Research Line(s).
Art. 23 - The commitment link between the Advisor and, where appropriate, the Co-Advisor, and the candidate, will be formalized through a Commitment Agreement signed by the proponents and endorsed by the Coordinator.

Paragraph 1 - The number of students that each Faculty Advisor will have under his supervision will be established by the Board, not exceeding the limit recommended by CAPES.

Art. 24 - The duties of the Faculty Advisor are:

I - To guide the enrollment in proper courses for the student's graduation at PPGAN;

II - To guide, through follow-up, the research tasks and preparation of the Dissertation/Thesis in order to enforce the deadlines set for the completion of the Program;

III - To perform other duties assigned by the PPGAN Board.

Art. 25 - It is incumbent upon the Co-Advisor to contribute with the attributions assigned to the Advisor.

Art. 26 - The Board may, through a reasoned request, allow the change of the Advisor or Co-Advisor, within the maximum limit for the period of the dissertation project or doctoral qualification established in article 18.

Paragraph 1 - At any stage of the research, in compliance with the deadlines established in article 28, the Advisor may request the Board to waive its task of Advisor, provided that it is duly justified, and it is up to the Board to appoint another Advisor. In cases where there is no other Advisor, the guidance will be assigned to a monitoring committee, which will be appointed by the Board.

Paragraph 2 - At any stage of the research, and for duly justified reasons, the graduate student may request to the Board to change the Faculty Advisor, provided there is a substitute available.

Paragraph 3 - Upon the change of the advisor, the student undertakes not to continue the research developed, and must maintain the established deadline to submit to the qualification and defense of dissertation project established in article 18.

Paragraph 4 - The deadlines established for the defense of the Thesis or Dissertation in this regulation shall maintain even if the advisor is replaced.

Paragraph 5 - If the student has already completed the Seminar II (Master's degree) or Seminary of Thesis (PhD course), at the time of the change of guidance, the student will have a period of 30 (thirty) days to defend a new project of dissertation or thesis, which must be approved by the examining board, following the same procedures of the mentioned courses.
CHAPTER V
EVALUATION SYSTEM

Art. 27 - A credit is the unit of measure of academic work corresponding to 15 (fifteen) hours of class activities, seminars, theoretical research or practice.

Art. 28 - The academic period has a minimum duration of 15 (fifteen) weeks of classes complemented by academic activities, filling the 100 (one hundred) days of the semester, according to Art. 47 of the Law of Guidelines and Basis of National Education (Law No. 9.394, of 12.20.1996), LDB.

Art. 29 - The performance evaluation in each course is made by the professor of the course and will be represented by notes with a decimal between 0 (zero) and 10.0 (ten), considering the norms and procedures related to the calculation of the Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA) in force in UNIRIO.

Paragraph 1 - Students who achieve a grade equal to or greater than seven 7.0 (seven) and at least 75% (seventy-five percent) of attendance will be considered approved in the set of activities scheduled for each course.

Art. 30 - The works of the students, as well as the attendance and use of credits in the courses, must be delivered to the PPGAN Secretariat on the dates established in the Academic Calendar.

Art. 31 - The student's academic performance will be measured by the GPA. Each semester the student will be entitled to 2 (two) grade points: one relative to their performance in the semester, GPA, and another related to their performance over the semesters studied, Cumulative Grade Point Average (CGPA).

Paragraph 1 - The GPA is calculated by the weighted average of the final grades of the courses taken - whether they are mandatory or electives, having as weight the number of credits that the respective subjects confer.

Paragraph 2 - For the calculation of the Cumulative Grade Point Average (CGPA), all the final grades of the courses that are in the curriculum of the Program in which the student is regularly enrolled will be taken into account.

Paragraph 3 - For the purposes of calculating GPA and CGPA, the final grades obtained in the elective courses are also considered.

Art. 32 - After the release of the grades at the end of each semester, the calculation of the GPA will be processed by the Information System for Learning (ISL).

Art. 33 - Students who fail to present a minimum of 75% (seventy-five percent) of attendance (RP) in the set of activities scheduled for each course will be disqualified.
Art. 34 - In the case of the Dissertation or Thesis, the grading of the project only pertains to the acceptance feature, A - "approved" and NA - "not approved", without computing for the calculation of the GPA.

Art. 35 - The course that the student requests to exclude within the deadline established by the PPGAN Board and disclosed as a norm on the program website will not be included in the School Transcript.

CHAPTER VI
RESEARCH

Art. 36 - PPGAN is organized around Concentration Areas and Research Lines, proposed by the PPGAN Board.

Sole Paragraph - The research projects coordinated by the professors and the Doctoral Thesis and master's dissertation projects must be linked to one of the Research Lines of the PPGAN.

Art. 37 - For its integrative character, the Research Lines:

I - Host institutional research projects and extension activities, coordinated by PPGAN professors; the Dissertation or Thesis projects and students' academic activities are guided by these professors as well;

II - Support the curriculum of the offered courses, grouped around a common core or separated by the specific mastery of the Area of Concentration and the Research Lines linked to them.

Art. 38 - Research Lines are considered the conducts of institutional projects and research activities of the professors, and Dissertation or Thesis projects of the students of PPGAN; The Research Lines are linked to the Areas of Concentration, as these refer to the curriculum courses.

CHAPTER VII
DISSERTATION OR THESIS

Art. 39 - The Master Thesis or PhD Thesis, partial requirement in order to obtain the title, is a final paper that demonstrates the mastery of the chosen topic, its relevance, critical review of the pertinent bibliography, and systemic organization of the knowledge.

Sole Paragraph - The development of practical experimental work as an integral part of the master's dissertation or of the doctoral thesis is mandatory.
Art. 40 - The Dissertation corresponds to the Master's final paper and, once the requirements for defense provided for in this Regulation have been met, it should be delivered to the Secretariat, version to be defended, in PDF file, for the referral of the dissertation to the Examining Board at the advisor's responsibility, who may request a letter of referral to the PPGAN Coordination. The Thesis corresponds to the Doctorate's final paper and, once the requirements for defense provided for in this Regulation have been met, it should be delivered to the Secretariat, version to be defended, in PDF file, for the referral of the dissertation to the Examining Board at the advisor's responsibility, who may request a letter of referral to the PPGAN Coordination.

Paragraph 1 - The deadline to forward the original paper to the Examining Board must be at least 30 (thirty) days prior to the date of the defense.

Paragraph 2 - The final draft of the Master's Dissertation must be presented in 1 (one) printed hard cover copy, and the official PDF copy obeying the norms established by the PPGAN board that will be sent to UNIRIO Sectoral Library.

Paragraph 3 - The final version of the Doctoral Thesis must be presented in 1 (one), printed hard cover copy, and the official PDF copy obeying the norms established by the PPGAN board that will be sent to UNIRIO Sectoral Library.

Art. 41 - The defense of Thesis or Dissertation is done in public session before an Examining Board approved by the PPGAN Board. The time of explanation of the master's student is from 40 (forty) to 50 (fifty) minutes and the doctorate student's is 50 (fifty) to 60 (sixty) minutes. Each member of the board may argue and comment on what is necessary.

Paragraph 1 - It is up to the advised, with the approval of the Advisor, to forward the composition of the Examining Board to the PPGAN Coordination at least 60 days prior to the defense date.

Paragraph 2 - It is the responsibility of the PPGAN Coordinator to call the Board for the approval of the Examining Board, with a minimum notice of the defense date of 30 (thirty) days.

Paragraph 3 - The Doctorate's Examining Board is composed of four Doctors (at least two external to the program), with the Advisor acting as the president. The Master's Examining Board consists of three Doctors, (being at least one external to the program) with the Advisor as the president. The members of the board must have their participation approved by the collegiate board.

Paragraph 5 - The Examining Board will have two (2) substitutes, being an alternate obligatorily external to the PPGAN.
Art. 42 - After the defense, the Dissertation or Thesis will be considered approved, approved with restrictions or not approved.

Paragraph 1 - In the case of approved with restrictions, all changes suggested by the Board shall be included in the minutes of the defense and a member of the Board shall be appointed as responsible for verifying the compliance with the documented restrictions.

Art. 43 - After the defense, the student will deliver in the Secretariat a copy of the Thesis or Dissertation and digital version with corrections eventually suggested by the Board, as a final condition for the issuance of the diploma, within a maximum period of 30 (thirty) days for Dissertation or Thesis approved and 60 (sixty) days for Dissertation or Thesis approved with restrictions.

Paragraph 1 - Of the copies mentioned in the caput of this Article, the printed copy must be sent to the Central Library of UNIRIO and the digital version to the Board of Dissertations and Theses of the Program (website). The copy of the previous and/or final version of the Dissertation or Thesis to the members of the examining board is the responsibility of the advisor and student.

Paragraph 2 - By CAPES requirement, a digital version of the Thesis or Dissertation will be available in the Board of Dissertations of the website of the Sucupira platform.

TITLE IV
PROGRAM ADMINISTRATION

Art. 44 - The PPGAN has the Board as its deliberative body and the Coordination as executive body. The Board will consist of all of the permanent professors, who are part of the faculty staff of the Program, and the student representative of each program course elected by their peers.

Paragraph 1 - The student representative shall be elected by his/her peers for a period of 2 (two) years, with a single renewal permitted.

Art. 45. The Program Coordinator and his/her substitute are appointed by the Board and appointed by the Dean for a period of 3 (three) years, up to two renewals permitted. The Coordinators of the Programs and their substitutes are indicated by the PPGAN Coordinator, approved by the Program Board and appointed by the Dean.

Sole Paragraph - All members of the PPGAN Board shall compose the Electoral College for the choice of Coordinators and their legal substitutes.

Art. 46 - The PPGAN Coordinator must represent him/her with the Dean of Graduate Studies and Research, being a natural member of the Scientific Committee and the Learning and Research Council of UNIRIO, as provided in the Institution's regulation.

Art. 47 - It is the responsibility of the PPGAN Board:

Escola de Nutrição - Av Pasteur 296
Tel – (21) 2542-7418; 2542-7294
I - To approve the annual plan of the PPGAN, the number of vacancies to be offered and the organization of the Selection Exam;
II - To approve utilization studies requests;
III - To indicate the Program Coordinator and his/her substitute;
IV - To determine the Areas of Concentration, the Research Lines and/or the thematic axes of the Program;
V - To propose and approve the appointment of professors to PPGAN;
VI - To propose and approve the nomination of members for the various commissions provided for in the PPGAN Regulation;
VII - To approve the extension of deadlines to defend Thesis or Dissertation;
VIII - To resolve regarding the modification of the curriculum or the PPGAN Regulation; IX - Indicate Professor representing the PPGAN Board in the Council of the Center and in the various representation instances of the Institution;
X - To propose the Specific Regulation and its amendments;
XI - To approve investment plans of resources made available to PPGAN by UNIRIO or by external financing agencies;
XII - To propose agreements of interest for PPGAN activities, which will follow the Institution's own procedures;
XII - To approve the list of those approved in the selection process;
XIV - To appraise and approve the distribution of scholarships proposed by the Scholarship Committee;
XV - To approve calendar for leave of absence;
XVI - To decide on the rules for acceptance of credits obtained in other Graduate Programs or as Special Student in the PPGAN itself;
XVII - To judge review requests of students' concepts through a duly instructed requirement;
XVIII - To approve the indications made by the professors' advisor who will integrate the commissions and Dissertation or Doctoral Thesis boards;
XIX - To define criteria for granting scholarships to PPGAN students.

Sole Paragraph - In order to better comply with the provisions of this article, members of the PPGAN Board may appoint, through election, Committees with their own rules and norms, approved by the Board. The PPGAN board must approve all decisions of any and every PPGAN committee.

Art. 48 - The PPGAN Board shall meet regularly and extraordinarily. Paragraph 1 - Ordinary meetings, held on a monthly basis, shall be summoned in writing (email) by the Program Coordinator, at least 5 (five) business days prior to the meeting.

Paragraph 2 - Extraordinary meetings shall be summoned by the Program Coordinator or by request of a simple majority of the members of the Board, always with a minimum of 48 (forty-eight) hours in advance.

Paragraph 3 - Only the members of the Board will have voice and vote in the meetings. In special cases, the Board may invite external persons to report or provide information.
Art. 49 - The PPGAN Board will function in a first call with at least 50% (fifty percent) of its members, and in a second call 15 (fifteen) minutes after the first one with 1/3 (one third) of its members, and shall act by a majority of those present.

Art. 50 - It is the responsibility of the PPGAN Coordinator:

I - To summon and preside over the meetings of the Board;
II - To prepare the annual plan of PPGAN to be approved by the Board, and zeal over its compliance;
III - To coordinate the academic and administrative activities of PPGAN;
IV - To propose the formation of Committees to assist him in the academic-administrative tasks, such as, distribution and management of scholarships (Scholarships Committee); follow-up of the student's performance, the average time of titration and the distribution map of those guided by the faculty (Academic Committee); financial planning and resource disbursement monitoring (Finance Committee); external contacts, international conventions, for example (Foreign Affairs Committee); and others that may be deemed necessary;
V - To propose projects of interest of the PPGAN to development agencies;
VI - To annually promote the preparation of reports, taking into account the deadlines of the UNIRIO Calendar and the development agencies;
VII -;
VII - To decide ad referendum of the Board on urgent matters within the competence of that body;
VIII - To fulfill and enforce the decisions of the Board, Superior Administration and its Councils, and ensure compliance with the relevant provisions of the UNIRIO General Regulations and By-Laws and this Regulation.

Art. 51 - The legal substitute will replace the Program Coordinator in his absences and impediments, and in case of vacancy, at any time; there will be a new election of the Program Coordinator by the PPGAN Board.

Art. 52 - The Graduate Studies Secretariat is responsible for performing the administrative support activities of the Program.

Art. 53 - The Secretariat shall:
I - Execute the services that are pertinent to him/her and others that are assigned to him/her by the Coordination;
II - Keep the settlements of the teaching staff, technical-administrative staff and student body up to date;
III - Receive and process enrollment requests;
IV - Process, by informing the Coordinators all the requirements of enrolled students;
V - Record the attendance and grades obtained by the students;
VI - Distribute and file documents related to teaching and administrative activities;
VII - Prepare accounts and reports;
VIII - Keep the Collection of Laws, Decrees, Ordinances, Circulars and others updated, which regulate the Graduate Programs;
IX - Keep the inventory of the equipment and supply of the Courses updated;
X - Prepare, by signing with the PPGAN Coordinator, a document related to the students’ School Transcripts;
XI - Serve as secretary of the Board meetings and PPGAN general meetings; XII - Serve as secretary for the sessions devoted to dissertation and thesis defenses; XIII - Give teachers and students the routine notices.
XIV - Provide the emails of the enrolled students requested by the professors, who must be informed about this rule at the beginning of the school semester.

TITLE VI
FACULTY AND STUDENT BODIES

CHAPTER I
FACULTY

SECTION I
CONSTITUTION

Art. 54 - The faculty of PPGAN is composed of permanent professors (professors of the faculty of UNIRIO and associated institutions), of Professors Collaborators (professors of the faculty or not of UNIRIO, participants of PROPAP), of Participating Professors (from other institutions that maintain effective activity with the Programs), and Visiting Professors (who are linked to the Programs for a certain period of time, with the support of development institutions or not).

Art. 55 - The accreditation of the faculty of PPGAN will be evaluated by a Committee of 3 (three) members, following the criteria below. The PPGAN board should approve the
recommendations of the committee.

**Paragraph 1 - Permanent**

Faculty:

a) Has a PhD Degree;

b) Has an employment contract, with 40 (forty) hours or exclusive dedication, with Academic Units or Supplementary Bodies of UNIRIO and possibly of other Higher Education or Research Institutions affiliated with PPGAN;

c) Is linked to at least one Program Research Line;

d) Is guiding or has guided students, preferably from the Graduate Studies, in the current year and/or at most in the previous 3 (three) years;

e) Has produced at least 3 (three) scientific articles in indexed journals, in the current year and/or at most in the previous 3 (three) years, with at least one scientific article classified in the CAPES of the area of Food Sciences as A2 or higher, or equivalent classification according to the area document in effect at CAPES. If this item is not met, current norms established by the PPGAN board may be used for accreditation.

g) If there is participation of more than one PPGAN professor in the publications referred to on line f, the score will be computed to only 1 professor, formally indicated to the coordination by the authors in common agreement.

h) The publications referred to on items "e" and "f" should be compatible with the PPGAN area of concentration and its respective lines of research.

For re-accreditation:

a) Presents at least 1 (one) publication in the previous 3 years that contains the participation of students of PPGAN and that is in scientific journals classified in the CAPES qualification of the area of Food Science as B1 or higher or equivalent classification according to the area document in effect at CAPES.

b) Has produced at least 3 (three) scientific articles in indexed journals, in the current year and/or at most in the previous 3 (three) years, with at least 1 scientific article classified in the CAPES of the area of Food Sciences as A2 or higher, or equivalent according to the area document in effect at CAPES. If this item is not met, current norms established by the PPGAN board may be used for accreditation.

c) If there is participation of more than one PPGAN professor in the publications referred to on line f, the score will be computed to only 1 professor, formally indicated to the coordination by the authors in common agreement.

d) The publications referred to on items a, b, and c should be compatible with the PPGAN area of concentration and its lines of research.

e) Has offered courses in PPGAN in the period compatible with the CAPES evaluation

f) Has guided student(s) at PPGAN in the period compatible with the CAPES evaluation
Paragraph 2 - Visiting Faculty:

a) In order to be accredited as Visiting Faculty of PPGAN, the professors must hold a PhD and functional link with other institutions, but be free from their activities corresponding to such link to collaborate, for a continuous period of time and with a full dedication regime, with the Program (40 - forty - hours per week);

c) Be linked to a Program Research Line and have funding that allows the accomplishment of the academic and research works;

d) Regularly administer courses in PPGAN;

e) Has produced at least 5 (five) scientific articles in indexed journals, in the current year and/or at most in the previous 3 (three) years, with at least 1 scientific article classified in the CAPES of the area of Food Sciences as A2 or higher, or equivalent according to the area document in effect at CAPES.

f) Teachers accredited as Visitors will be able to guide students enrolled in the Program, provided that in conjunction with a Permanent Professor of the Program.

Paragraph 3 - Collaborating Faculty:

a) Has a PhD Degree;

b) Has an employment contract, with 40 (forty) hours or exclusive dedication, with Academic Units or Supplementary Bodies of UNIRIO and possibly of other Higher Education Institutions;

c) Is linked to at least one Program Research Line;

d) Is guiding or has guided students in the last 3 (three) years;

e) Has produced at least 3 (three) publications, in the last 3 (three) years, between scientific articles in indexed journals, deposited patents, patents granted, books and chapters of indexed scientific books;

f) Publications should be mandatory in scientific journals with any CAPES in the area of Food Science at least B2 or equivalent classification according to the area document in force at CAPES;

g) Professors accredited as Collaborators may co-guide a maximum of 3 (three) students of the Program.

h) Re-credentialing of the Collaborating Professor will not be allowed.

Paragraph 4 - Teachers who have not obtained re-accreditation in a given period of evaluation shall complete the guidelines in progress.

Paragraph 5 - in line with the opening of accreditation by PPGAN. The accreditation of new faculty to the PPGAN may occur, up to 3 months after the beginning of the evaluation period of CAPES, and having the PPGAN board previously established the criteria and availability of vacancies.
Paragraph 6 - The application for accreditation of the professor must be formally sent to the Program Coordinator, attaching, for the purpose of evaluating the activities of the last three (3) years, the supporting documentation regarding scientific production, financing, finalized or in progress guidelines, participation in examining boards and courses taught.

Art. 56 - Upon approval of the accreditation and/or re-accreditation of the professor, a statement by the PPGAN Coordinator will be issued. Its validity will be compatible with the CAPES evaluation period.

Art. 57 - For the re-accreditation, the coordination will issue an invitation letter to the PPGAN faculty between 50 and 60 days prior to the end of the CAPES evaluation period. Those interested should send a formal request for a 30-day maximum re-accreditation.

Art. 58º - The eventual faculty body of PPGAN will be integrated by the invitees, obligatory doctors or well-known experts developed in the PPGAN, as participants in academic activities of established duration, Committees and Boards, offer of courses, workshops and classes.

SINGLE PARAGRAPH - to guide the student of the PhD program, the professor must have at least 2 (two) master's degrees completed in PPGAN.

SECTION II
RIGHTS AND DUTIES

Art. 59 - The professors' rights are:

I - To participate in the Board, as provided by these Regulations;

II - To move away for the realization of internships and scientific events;

III - To propose institutional research projects, requesting support for their execution;

IV - To participate in institutional research projects.

Art. 59 - The professors' duties are:

I - To participate in the academic and administrative activities of PPGAN;

II - To exercise the functions of Advisor and Co-Advisor of Thesis and/or Dissertation;

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III - To participate in institutional research activities;

IV - To present to the academic community the results the research activities;

V - To comply with and enforce this Regulation;

VI - To participate in Boards and Committees;

VII - To respect the decisions of the Board;

VIII - To annually inform the Program Coordination the data regarding its intellectual production;

IX - To deliver student assessments within the deadlines established by the Program Coordination.

CHAPTER II
STUDENT BODY

SECTION I
CONSTITUTION

Art. 61 - The PPGAN study body is composed of regularly enrolled students.

SECTION II
RIGHTS AND DUTIES

Art. 59 - The students' rights are:

I - To have the necessary supply of courses, in order to be able to fulfill the deadlines defined in this Regulation;

II - To receive guidance pertinent to their study plan and the nature of their needs, as long as appropriate to the structure of the Program;

III - To participate in learning, research, and extension activities;

IV - To have a representative elected by his/her peers, at the PPGAN Board.
**Art. 59** - The students' duties are:

I - To profitably participate in all academic activities of PPGAN established by the course professors and those provided for in this Regulation, fulfilling the corresponding requirements;

II - To have attendance of at least 75% (seventy-five percent) of the total academic activities of each course in which they are enrolled;

III - To comply with the present Regulation, the Regulation of the Biological and Health Sciences Center, and the UNIRIO Regulation.

**TITLE VII**

**TWO DEGREES OF MASTER'S DEGREES AND PHD CHAP**

**TER I CONCESSION**

**Art. 64** - To obtain the Doctorate Degree in Food and Nutrition, the candidate must meet the following conditions:

I - Have been enrolled for at least 46 (forty-six) months in the PPGAN. In exceptional cases, the defense may be anticipated and must be in accordance with article 7 of this regulation.

II - Have obtained a grade point average equal to or greater than 7.0 (seven) at the time of the Thesis defense;

III - Have passed the defense of Thesis.

IV - Meet the requirements established in article 7 of this regulation.

**Art. 65** - To obtain the Master's Degree in Food and Nutrition, the candidate must meet the following conditions:

I - Have been enrolled for at least 22 (twenty-two) months in the PPGAN. In exceptional cases, the defense may be anticipated and must be in accordance with article 7 of this regulation.

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II - Have obtained a grade point average equal to or greater than 7.0 (seven) at the time of the Dissertation defense;

III - Have passed the defense of Dissertation.

IV - Meet the requirements established in article 7 of this regulation.

TITLE VIII
INTERNATIONALIZATION

Art. 66 - Foreign students will be admitted to PPGAN and PPGAN students will be admitted to a foreign institution under the co-supervision scheme, in accordance with the following requirements:

I - Formal approval of the co-supervision by the advisor(s) from PPGAN and foreign institution;

II - In case of co-supervision, for foreign students it will be necessary to approve the dissertation or thesis project/ work plan by the doctorate graduate of the PPGAN course;

III - Co-supervision agreement approved by the responsible bodies, in Portuguese and foreign languages.

Art. 67 - Students involved in the co-supervision scheme will carry out their work under the control and responsibility of two advisors, one of PPGAN and another of the foreign institution involved.

Art. 68 - The thesis will have a unique defense, acknowledged by PPGAN and by the foreign institution involved, provision that should be object of a clause of the co-supervision agreement signed between them.

Article 69 - The thesis in co-supervision involving a foreign institution that is elaborated under the PPGAN will be written in Portuguese.

Article 70 - In cases where the thesis is elaborated abroad, it will be written in a foreign language, established at the end of a co-supervision agreement, with a summary in Portuguese.
TITLE IX
FINANCIAL RESOURCES

Art. 71 - The financial resources necessary for the operation of PPGAN are derived from UNIRIO budget allocation and from funding agencies for Graduate and Research studies, as well as resources from special research or extension programs.

TITLE X
GENERAL PROVISIONS

Art. 72 - This Regulation may be changed, totally or partially, with the approval of the PPGAN Board, entering into force after the approval by the Council of the Biological Sciences and Health Center, and approval by the Teaching and Research Council and by the Dean of Graduate and Research Studies.

Art. 73 - Omitted cases will be solved by the PPGAN Board.

Art. 74 - This Regulation shall enter into force on the date of its publication, unless otherwise provided.