



Federal University of the State of Rio De Janeiro - UNIRIO
Office for International Affairs

Resolution # 3874, from March 1st, 2012.

Provides standards for registration in Isolated Discipline, in undergraduate programs of UNIRIO, for students of Institutions of Higher Education of the international scene without agreement with UNIRIO.

The Board of Education, Research and Extension, at its meeting held on 1st of March of 2012, in accordance with the terms of the case file number 23102.000412/2011-68, has approved and therefore I promulgate the following Resolution:

Article 1 - It is approved the possibility of registration in Isolated Discipline in the undergraduate programs of UNIRIO, for students of Institutions of Higher Education of the international scene without agreement with UNIRIO, having the right to receive, at the end of the course, a declaration with his/her grade and frequency.

Sole Paragraph: The registration granted to students from Institutions of Higher Education of the international scene, pursuant to this article, does not characterize any link to UNIRIO for any other purpose.

Article 2 - It will only be allowed to enroll in Isolated Discipline if there is availability, confirmed with the School Direction or the Course Coordination.

Sole Paragraph: The student from the Institution of Higher Education of the international scene without agreement with UNIRIO can attend up to 2 (two) disciplines per semester and can only stay in UNIRIO for 2 (two) academic semesters.

Article 3 - The student from the Institution of Higher Education of the international scene without agreement with UNIRIO should formalize his/her request to the Office for International Affairs of UNIRIO with the following documents:

- I- I - A document proving that the student is enrolled in an undergraduate program of an Institution of Higher Education of the international scenario;
- II - Copy of passport;
- III- III - Updated school transcript in its original language and in Portuguese;
- IV- IV - A letter, in Portuguese, appointing the subject(s) of interest in the inscription in Isolated Discipline and justifying the choice for UNIRIO.



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Sole paragraph: It is forbidden the enrollment of candidates applying to boarding school, teaching practices and/or supervised internships in undergraduate courses.

Article 4 - The deferral of the enrollment in Isolated Discipline for students of Institutions of Higher Education of the international scene without agreement with UNIRIO is competence of the School Director or the Course Coordinator, after consulting the Registration Committee, which may hear from the responsible professor for the requested discipline, issuing an opinion about the application, taking into consideration the availability to attend the request.

First Paragraph one: Once the foreign student's enrollment in isolated discipline is accepted, it will be up to the School Direction/Course Coordination to provide his/her inclusion in the Information System for Teaching (Sistema de Informações para o Ensino – SIE/UNIRIO).

Second Paragraph: It will be up to the School Direction/Course Coordination to provide a copy of the programs of the requested subjects to the applicant for Isolated Discipline from an Institution of Higher Education of the international scene without agreement with UNIRIO.

Article 5 - At the end of the semester, the student of an Institution of Higher Education of the international scene without agreement with UNIRIO should ask the School Direction/Course Coordination the transcript with his/her notes/concepts and frequency, which must be delivered to their home institution.

Sole Paragraph: It will not be allowed that the student who failed on a subject to attend it again.

Article 6 - The omitted cases will be examined by the Board of the School/Institute/Coordination of the course in which the process was started.

Article 7 - This resolution comes into force on the date of its publication.

Rector