



DEAN OF RESEARCH AND GRADUATE STUDIES
SELECTION PROCESS FOR ADMISSION TO THE GRADUATE PROGRAM IN TOURISM AND
HOSPITALITY – DOCTORATE

Public Notice 07/2024

1. Opening

The Pro-Rector of Research and Graduate Studies of the University of Caxias do Sul makes public the conditions governing the Selection Process for admission to the Graduate Program in Tourism and Hospitality – Doctorate, to be carried out at Cidade Universitária, Caxias do Sul, for admission in the **first semester of 2025**.

2. Registration

2.1 Dates and place

Registration will be carried out using an online form available on the Program's selection process webpage, from **September 24 to November 11, 2024**.

The registration's approval will be announced on **November 14, 2024** at <https://www.ucs.br/ppgturh>

2.2 Registration fee

The registration fee for the Selection Process is R\$ 200.00 (two hundred Reais).

Candidates who are UCS graduates will have a 30% discount on the registration fee.

2.3 Documents

The documents required to register are as follows:

- Duly completed online registration form;
- Copy of ID or National Driving License or Passport;
- Front and back copy of the Undergraduate diploma (waived for UCS graduates);
- Copy of undergraduate academic record (waived for UCS graduates);

- Front and back copy of the Master's degree obtained from a course recognized in Brazil, or a declaration from the Institution that the candidate met all the requirements to obtain the degree (waived for UCS graduates);
- Front and back copy of the Master's academic record (except for UCS graduates);

Note: The diploma and transcript of undergraduate and master's degrees, whose country of origin is a signatory to the Hague Convention, must be apostilled, in accordance with CNJ Resolution No. 228, of 2016, of the National Council of Justice (available at <https://www.cnj.jus.br/poder-judiciario/relacoes-internacionais/apostila-da-haia/>) and subsequently translated by a sworn translator. Documents originating from non-signatory countries must be authenticated by a competent consular authority and subsequently translated by a sworn translator.

- Front and back copy of the Specialization course certificate (if any), accompanied by the respective academic record;
- Documented Curriculum Vitae in free format;
- Research project (15 to 20 pages), on the topic to be investigated, observing adherence to the Research Lines and research projects of the Program's teachers;

2.4 Posting of documents

The documentation required to participate in the selection process must be posted by uploading it when filling out the online form. Applications with incomplete documentation will not be accepted.

3. Positions

Five (5) positions are offered. This number may be increased during the registration process.

4. Cancellation of course offering

The University reserves the right not to carry out the selection process referred to in this document, if the number of applicants is considered insufficient to carry out the course. Any suspension of the Selection Process will be communicated in advance, in which case registered candidates will be guaranteed a refund of the registration fee.

5. Selection

The selection process for admission to the PPGTURH, conducted by a Committee made up of teachers appointed by the Program Board for this purpose, will comprise three stages: Oral Test, Research Project Assessment and Documented Curriculum Vitae Assessment.

5.1 Oral Test (3 points)

The oral test will be carried out by members of the teaching committee, involving aspects related to the researcher's trajectory, the argument about the research project and coherence with the PPGTURH research lines. This moment of evaluation begins with the presentation of the project (10 minutes), by the researcher, followed by arguments by the Commission's evaluators. The oral exam will be held online in synchronous mode. The schedule for the oral test will be announced via email to candidates by the Program Secretariat by **November 18, 2024**, along with the link to access the virtual room. The oral exam will be held from **November 19, 2024**, morning and afternoon.

5.2 Research Project Assessment (4 points)

The Project evaluation will have the following criteria:

- (a) project adherence with the PPGTURH Research Lines;
- (b) scientific quality: definition of the research object, formulation of the problem and research question, research objectives, justification, theoretical framework, methodology, schedule and bibliographic references;
- (c) compliance with formal requirements: length (15 to 20 pages), formatting (font: Arial 12; line spacing 1.5) and compliance with ABNT standards.

5.3 Documented Curriculum Vitae Assessment (3 points)

The Lattes CV will be evaluated using points, per item, established by the Selection Committee, considering: academic training, participation in research; scientific production; technical production; participation in extension and technological innovation projects; participation in coordination or organization of technical-scientific events.

6. Preliminary results and selection of those approved

The selection of those approved will be made in order of classification, taking into account the total score obtained in the evaluation stages. If there are withdrawals, subsequent approved candidates will be called, in order of classification, until the number of vacancies is filled.

In the event of a tie in the final result, the tiebreaker criterion will be the grade in the Curriculum Vitae.

7. Publication of preliminary results

The names of preliminarily selected candidates will be announced on **November, 22, 2024**.

8. Appeal

All candidates will have the possibility of filing an appeal against the decision made by the selection committee, which must be assessed and judged by a higher court than the one that made the questioned decision.

To lodge the appeal, the candidate must present a document, written by him/herself, explaining the reasons for the request.

The appeal must be sent by email ppgturh@ucs.br by **November 25, 2024**.

The response to the appeal will be made by **November 26, 2024**.

9. Disclosure of the final result

The names of selected candidates will be announced on **November 29, 2024**.

10. Enrollment

Enrollments will take place from **December 05th to 06th, 2024**, in accordance with guidelines to be published with the results of the selection process. To enroll, **all candidates must present a master's degree**. If this is still in the preparation phase, a statement from the respective institution must be submitted with information in this regard.

11. Special cases

The candidate with a disability who requires special assistance to participate in the selection must, **by November 11, 2024**, formalize a specific request to the Selection Committee, as well as present a report issued by a specialist, explaining the nature, type and degree disability and the recommended conditions to enable the candidate's participation in the selection process, to the email ppgturh@ucs.br. The Selection Committee will officially inform **by November 14, 2024**, the total, partial or impossibility of meeting the recommended conditions.

12. Timeline

Date	Stage	Place
24/09 to 11/11/24	<i>Online registration</i>	<i>Online form filling</i>
11/11/24	Special cases – formalization of the request	ppgturh@ucs.br
14/11/24	Special cases – result from the Selection Committee	Candidate's e-mail
14/11/24	Approval of registrations	https://www.ucs.br/ppgturh
19/11/24	Assessment of academic performance	
22/11/24	Announcement of the preliminary result	https://www.ucs.br/ppgturh
25/11/24	Appeal request	ppgturh@ucs.br
26/11/24	Appeal result	Candidate's e-mail
29/11/24	Disclosure of the final result	https://www.ucs.br/ppgturh
05 to 06/12/24	Enrollment	ppgturh@ucs.br

13. Validity of the selection process

The selection process, object of this document, is only valid for admission in the **first semester of 2025** to the Postgraduate Program in Tourism and Hospitality for the Doctorate Course.

14. Final dispositions

Successful candidates who were not selected in this selection process may request enrollment as a non-regular student to study isolated subjects, in accordance with the PPGTURH Regulations.

15. Omitted cases

Omitted cases will be evaluated by the Selection Committee, after hearing, if deemed necessary, the relevant academic bodies.

Caxias do Sul, September 24, 2024.

Prof. Dr. Everaldo Cescon
Pro-Rector of Research and Graduate Studies