

**CALL FOR SUPPORT TO SHORT-TERM COURSES
WITH INTERNATIONAL SCOPE – 2024/2025**

Within the scope of the Teaching Excellence Program and the Fiocruz Institutional Internationalization Program, the Vice-Presidency of Education, Information and Communication, through the General Coordination of Education at the Oswaldo Cruz Foundation, aiming to support international courses of Fiocruz's *stricto sensu* Postgraduate Programs with foreign institutions, announces this call that will grant resources to support the implementation of international courses.

The application for this call needs to be submitted by a researcher/professor from a Fiocruz's *stricto sensu* Postgraduate Program.

OBJECTIVES

- This call aims to attract renowned professors working and residing abroad to teach short-term courses with an international scope within the framework of *stricto sensu* Postgraduate Programs (see item 2), transforming the course workload into credits for students.
- Encourage the attraction of international leaders with outstanding scientific and technological production to contribute to the innovation of Postgraduate Programs, and to enhance the development of internationalization and excellence in education at Fiocruz.
- Contribute to the internationalization of *stricto sensu* Postgraduate studies, as well as to advancements in science, technology and innovation.

REQUIREMENTS

- The courses must have a minimum workload of 20(twenty) hours and should be aimed at students enrolled in Fiocruz's *stricto sensu* Postgraduate Programs and registered on the *Plataforma Sucupira*.
- The course proposal must be presented containing:
 - A Proposing professor, who must be a current employee at Fiocruz, working as a permanent professor in one of Fiocruz's *stricto sensu* PPGs registered on the Sucupira Platform, have an international profile and be in line with Fiocruz's Internationalization Policy. The proposing and organizing professor will be the coordinator responsible for submitting the course proposal, in accordance with this call.

- The visiting professor must be an international researcher who meets the following requirements:
 - Be a foreign national or Brazilian **working and residing abroad**;
 - Hold a doctoral degree for at least 1 (one) year, with recognized competence in their field of activity and with relevant academic production in the period from 2019 to 2024.
- In compliance with Fiocruz's [Open Access to Knowledge Policy](#), the course organizer and visiting professors will assume the following commitments when submitting the proposal:
 - Deposit the course material and intellectual works produced for use in the course in the Institutional Repository, for the purpose of making them available in Open Access, under the terms and in accordance with the provisions of Fiocruz's [Open Access to Knowledge Policy](#);
 - Copyright Assignment Agreement to be signed by the organizer and visiting professors (Annex V);
 - Non-exclusive assignment of the author's property rights for the course and any intellectual works produced for use in the course, including publications, for all non-commercial purposes. This includes, but is not limited to, public availability in Open Access, in accordance with Fiocruz's [Open Access to Knowledge Policy](#);
 - The material made available in Open Access may include text, video, or audio formats, in accordance with institutional standards and guidelines.

APPLICATION PROCESS

- To apply for selection, the visiting professor must send the following documents to the proposing professor:
 - Annex VII - Letter of Agreement, signed by the visiting professor, regarding the proposed activities;
 - An updated brief CV of the visiting professor, in free format, in Portuguese, English or Spanish, covering the period from 2019 to 2024, with a maximum length of 5 (five) pages.

SCHEDULE

PHASES / STAGES	1 st Schedule	2 nd Schedule
Submission of proposals	By 5 PM (BRT) on November 08, 2024	By May 06, 2025
Announcement of Proposal Approval	By November 12, 2024	By May 13, 2025
Merit Review	From November 13 to November 22, 2024	From May 14 to May 24, 2025
Announcement of Selected Candidates	By November 26, 2024	By May 27, 2025
Appeals/Reconsideration Requests of the Merit Review	November 27, 2024	May 28, 2025
Final Result	By November 29, 2024	By May 30, 2025
Deadline for Course Completion	From February to June 2025	From August to December 2025

EXECUTION OF FINANCIAL RESOURCES

For financial execution, the following documents must be submitted:

- **To request airplane tickets**, it will be necessary to send a copy of the passport and the Annex III containing all the information duly completed.
- **To request daily allowances, for the duration of the course**, it will be necessary to send a copy of the passport, a copy of the bank statement, a copy of proof of address and the Annex III containing all the information duly completed. Daily allowances will be paid via international remittance and there will be administrative fees for this service.

DATA PROTECTION

- The personal data processing procedures requested during this selection process will be conducted in accordance with current and applicable Brazilian legislation on the protection of personal data, specifically [Law No. 13,709 of August 14, 2018 \(LGPD\)](#), as well as in accordance with other relevant legislation and the provisions outlined in this call.

The processing of photos, videos, images and/or audio recordings collected during courses/events may be conducted through specific Fiocruz or third-party platforms, with which data requested from teachers may be shared when carrying out the course or when



reporting on the course/event, in compliance with the legal bases presented in this document for this operation.

Rio de Janeiro, November 27th, 2024.

Isabella Fernandes Delgado
Deputy General Coordinator of Education | *Stricto sensu*
VPEIC/Fiocruz
Siape: 1356795

ANEXO III

EMISSÃO DE PASSAGENS E DIÁRIAS

(para candidaturas selecionadas - item 7.2)

 Passagens e Diárias Somente Passagens Somente Diárias**Dados do Professor Visitante**

Nome

Sobrenome

Obs.: O nome deve ser exatamente como consta no passaporte.

Nacionalidade

Data de Nascimento

Endereço

Dados do Passaporte

Número

País de Emissão

Data Expiração

Dados Bancários (se houver pagamento de diárias com remessa ao exterior)

Nome do Banco:

Endereço do
Banco:Swift Code (Society For Worldwide Interbank
Financial Telecommunication/ Bic)

Accounting Number

Iban - International Bank
Accounting NumberAba Number/ Routing Number/
Aba/ Sort Code/ Branch/ Nyb Aba

Quantidade de diárias

Dados da Viagem

Cidade de Origem

Cidade de Destino

Trecho de Destino ao Brasil

Trecho 1

Data Trecho 1	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 1	<input type="text"/>	Aeroporto	<input type="text"/>
Trecho 2	<input type="text"/>		
Data Trecho 2	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 2	<input type="text"/>	Aeroporto	<input type="text"/>
Trecho 3	<input type="text"/>		
Data Trecho 3	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 3	<input type="text"/>	Aeroporto	<input type="text"/>
Trecho 4	<input type="text"/>		
Data Trecho 4	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 4	<input type="text"/>	Aeroporto	<input type="text"/>
Trecho de Destino ao País de Origem			
Trecho 1	<input type="text"/>		
Data Trecho 1	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 1	<input type="text"/>	Aeroporto	<input type="text"/>
Trecho 2	<input type="text"/>		
Data Trecho 2	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 2	<input type="text"/>	Aeroporto	<input type="text"/>
Trecho 3	<input type="text"/>		
Data Trecho 3	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 3	<input type="text"/>	Aeroporto	<input type="text"/>
Trecho 4	<input type="text"/>		
Data Trecho 4	<input type="text"/>	Cia Aérea	<input type="text"/>
Horário Trecho 4	<input type="text"/>	Aeroporto	<input type="text"/>



ANEXO V

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Rio de Janeiro, _____ de _____ de _____

NOME e ASSINATURA DO(A) AUTOR(A)/TITULAR

DADOS DO AUTOR/TITULAR

Nome:

CPF/CNPJ/PASSAPORTE:

Endereço completo:

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The assignment and authorization of the rights specified and established in this instrument are granted free of charge and no remuneration, under any title, is due to the author and/or owner, at any time.

Insert here the logo of the institution

ANEXO VII

LETTER OF ENDORSEMENT

(replace and erase parentheses with the requested information)

To may it whom concern:

With this letter, I hereby confirm the agreement in participating in the course “(title of the course)” as a visiting professor at (unity Fiocruz) in (state).

The course/activity proposed by Dr. (Fiocruz researcher’s name) of the (department/faculty/laboratory) will start in (day/month/2025) and will be finished in (day/month)/2025). The activities proposed are suitable for the period and it has the potential to enhance Fiocruz expertise in the field of public health, research and technology development in health, and also contributes to the internationalization of the institution.

(city), (month) (day) 2024.

(Supervisor’s name – please sign above)

PUT HERE THE ADDRESS AND OTHER CONTACT INFORMATION OF THE UNIVERSITY