



UNIVERSIDADE
FEDERAL DO CEARÁ

**RESOLUTION NO. 17/TEACHING, RESEARCH AND ACADEMIC
OUTREACH COUNCIL (CEPE), OF 04 DECEMBER 2015.**

Approves the General Regulations of *Stricto Sensu* Graduate Programs at the Federal University of Ceará.

The **PRESIDENT OF THE FEDERAL UNIVERSITY OF CEARÁ**, in the use of his legal and statutory attributions and considering the Teaching, Research and Academic Outreach Council (CEPE) deliberation in the meeting held on **04 December 2015**, according to paragraphs *a* of Article 13 and *s* of Article 25 of the University Statute:

RESOLVES:

Art. 1. Approves the General Regulations of the *Stricto Sensu* Graduate Programs of the Federal University of Ceará, according to the following attachment, which integrates this Resolution.

Art. 2. This resolution will come into force on the date of its approval, revoking any contrary dispositions.

Office of the President of the Federal University of Ceará, on 04 December 2015.

Prof. Henry de Holanda Campos
President

GENERAL REGULATIONS OF *STRICTO SENSU* GRADUATE PROGRAMS AT THE FEDERAL UNIVERSITY OF CEARÁ

CHAPTER I PURPOSE AND ORGANIZATION

Art. 1. *Stricto sensu* graduate programs aim at training qualified human resources and developing scientific, technological and innovative research to work on several fields of knowledge and abide by the General Rules of *Stricto Sensu* graduate programs of the Federal University of Ceará, hereafter denominated Regulations.

1st Paragraph. Academic qualification in *stricto sensu* graduate programs comprises academic and professional master's programs, which grant master's degrees; and doctoral programs, which grant doctoral degrees.

2nd Paragraph. Academic master's programs aim at qualifying researchers and professionals to develop and disclose scientific, technological and innovative research in several fields of knowledge.

3rd Paragraph. Professional master's programs aim at qualifying professionals in several fields of knowledge through the study of techniques, processes or themes that meet a given market demand.

4th Paragraph. Doctoral programs aim at qualifying researchers and professionals able to propose, develop and disclose original scientific, technological and innovative research in several fields of knowledge;

Art. 2. Programs recommended and accredited by the Coordinating Office of Higher Education Personnel Development (CAPES) will be legitimated as a *stricto sensu* graduate program, after the approval by the respective collegiate instance of the academic unit, by the Teaching, Research and Academic Outreach Council (CEPE) and by the University Council (CONSUNI) of the Federal University of Ceará (UFC).

1st Paragraph. The documentation concerning the proposal for creation of a new program to the respective federal agency is the Office of the Vice Provost for Research and Graduate Studies (PRPPG)'s responsibility.

2nd Paragraph. The Office of the Vice Provost for Research and Graduate Studies may, at any time, suspend the opening of new classes in case the program does not meet the requirements of these Regulations or of those concerning CAPES, granting diplomas with national validity to students previously enrolled in them.

3rd Paragraph. *Stricto sensu* graduate programs can only be promoted by UFC or result from the association between UFC and (an)other higher education(s) or research institution(s) if they meet the requirements established by UFC deliberative agencies.

4th Paragraph. *Stricto sensu* graduate programs must address at least one concentration area and two fields of research, the first being understood as a specific field of knowledge which consists of its study object and the second as an investigation guideline with its own identity and coherent with the academic proposal of its respective program.

Sole Paragraph. The concentration areas and fields of research are supported by

several academic activities which are necessary for masters' or doctors' qualification.

5th Paragraph. Students' permanence in a master's program must obey the following criteria:

I – an academic link limited to thirty (30) months, according to UFC General Regulations, with an extension of up to three (3) months, in case it is the program's collegiate interest, which is responsible for informing the decision to PRPPG. By a decision of at least two thirds (2/3) of its collegiate, the academic or professional master's program can establish the maximum deadline for conclusion in up to 24 (twenty-four) months in its internal bylaws, maintaining the maximum extension period allowed.

II – study completion via curricular components, expressed in credit units, totaling at least thirty (30) credits, of which six (06) correspond to the academic activity entitled 'master's thesis'. In exceptional circumstances, students from master's programs developed in associations or networks with other institutions can complete a number of credits different from the one required in UFC programs;

III – passing the curricular component entitled 'teaching internship', which must consist of the curricular proposal as a course, module or academic activity. The teaching internship is an elective component for students from professional master's programs;

IV – proof of foreign language proficiency defined in the program's internal bylaws;

V – passing the qualifying examination, according to the established criteria in the program's internal bylaws;

6th Paragraph. Students' permanence in a doctoral program must obey the following requisites:

I – academic link limited to sixty (60) months according to UFC General Bylaws, with an extension of up to six (6) months, in case it interests the program collegiate, which must inform the decision to PRPPG. By a decision of at least two thirds of its collegiate, doctoral programs must establish the deadline for conclusion in up to forty-eight (48) months in its bylaws, maintaining the maximum extension period allowed.

II – study completion via curricular components, expressed in credit units, totaling at least sixty (60) credits, of which twelve (12) correspond to the academic activity entitled 'doctoral dissertation'. In exceptional circumstances, students from doctoral programs developed in associations or networks with other institutions can complete a number of credits different from the one required in UFC programs;

III – passing the curricular component entitled 'teaching internship', which must consist of a course, module or academic activity according to the curricular proposal;

IV – proof of foreign language(s) proficiency defined in the program's internal bylaws;

V – passing the qualifying examination, according to the criteria established in the program's internal bylaws;

Art. 7: *Stricto sensu* graduate programs address two (2) regular annual academic activity periods, each with one hundred (100) days of effective work.

CHAPTER II PROGRAM MANAGEMENT

Art. 8. Any changes in concentration area, fields of research and/or curricular components in *stricto sensu* graduate program proposals must be approved by the program collegiate and by their respective academic units, as well as for the Research and Graduate Studies Chamber (CPPG/CEPE).

Sole Paragraph. In case there are any changes in the *stricto sensu* graduate program proposal, it will only enter into force in the semester after its approval.

Art. 9. Each *stricto sensu* graduate program has a collegiate composed of accredited professors and student representatives.

1st Paragraph. All accredited professors must hold a doctoral degree or equivalent. Accreditation must be approved by the program collegiate according to criteria described in the internal bylaws of each *stricto sensu* graduate program, meeting CAPES's ordinances which define professor categories;

2nd Paragraph. To obtain its accreditation or renewal, professors must present proof of relevant intellectual production and human resource training, according to the criteria established in the internal bylaws of each *stricto sensu* graduate program and obeying the interstice defined by the program in case of renewal.

Art. 10. *Stricto sensu* graduate program collegiates will have the following attributions:

I – elect a coordinator, a vice coordinator and other professors who will integrate the program coordinating office;

II – approve the program's teaching staff composition, as well as professors' accreditation and removal;

III – approve the nomination of advisor and co-advisor and any possible changes;

IV – approve the program's internal bylaws;

V – decide, when appropriate, by the utilization of financial resources designated to the program;

VI – approve the curricular component offer list, respecting the university calendar;

VII – approve the stages, criteria and the final result of the admission process, respecting the University's specific resolutions;

VIII – deliberate, with the approval of at least two thirds of its members, on the maximum deadline for student admission to master’s and doctoral programs in conformity with subparagraph I of art. 5 and item I of Art. 6;

IX – define the guidelines concerning thesis or dissertation (or equivalent work) presentation form and the situations when theses or dissertations written and/or defended in foreign languages are admitted;

X – perform the other attributions which are included, implicitly or explicitly, in the scope of its competence.

(Article altered by Resolution no. 20/CONSUNI, published on 08 September 2021).

Art. 11. The *stricto sensu* graduate program coordinating office will be composed of coordinator, vice coordinator, two representatives from the teaching staff and one representative from the student body who is regularly enrolled, belonging to the respective collegiate;

1st Paragraph. The coordinator’s, vice coordinator’s and student representatives’ mandate for *stricto sensu* graduate programs is of two (02) years, being able to be renewed for the same period;

2nd Paragraph. The said student representative has a mandate of one (01) year, with a renewal being allowed.

3rd Paragraph. Coordinator and vice coordinator’s mandates in *stricto sensu* graduate programs begin on a date determined by the Office of the Vice Provost for Research and Graduate Studies.

4th Paragraph. The coordinator and vice coordinator mandates of new *stricto sensu* graduate programs must be extended or reduced to adjust to the beginning date established in the previous paragraph.

Art. 12. In case of a temporary or permanent lack or impediment of the *stricto sensu* graduate program coordinator, their attributions are performed, for all the effects, by the vice coordinator. In case of coordinator and vice coordinator’s simultaneous absence or impediment, the role of coordinator is performed by the coordinating office’s oldest student representative in exercise of higher education teaching at UFC.

2nd Paragraph. In case of the vice coordinator and/or any teaching representative of the coordinating office’s permanent impediment or resignation, their attributions must be performed by election of the program collegiate, in a meeting scheduled for this purpose, and the mandate of the elected representative will correspond to the remaining period of the replaced one.

3rd Paragraph. In case of permanent impediment of all coordinating office teaching representatives, there will be a new election to compose the coordinating office by a *pro tempore* mandate, through a program collegiate meeting convened to such end, abiding by item I of art. 10 of these Regulations.

Art. 13. *Stricto sensu* graduate programs coordinating offices must have meetings in accordance with the periodicity established in each program’s internal bylaws.

Art. 14. It is each *stricto sensu* graduate program coordinator’s responsibility:

I – convoke elections for the program coordinating office, except in a new program,

in which convocation will be up to the head of the respective academic unit collegiate instance;

II – preside the program coordinating office and collegiate meetings;

III – submit the curricular component offer list to the collegiate, respecting the university calendar;

IV – cancel the curricular component offer after its approval by the program coordinating office;

V – Submit learning agreement processes to the coordinating office;

VI – Submit changes proposals in concentration area, fields of research and/or curricular components to the Office of the Vice Provost for Research and Graduate Studies, so they are forwarded to CPPG/CEPE, after its approval by the program collegiate and respective academic unit collegiate instance;

VII – elaborate and forward the graduate program annual activity report to CAPES;

VIII – submit the call notice concerning the admission process to the Office of the Vice Provost for Research and Graduate Studies;

IX – formalize the decision concerning the maximum deadline to associate students to master's and doctoral programs to the Office of the Vice Provost for Research and Graduate Studies for the purposes of insertion in the current academic control system;

X – submit proposals of specific agreements with international institutions to qualify masters or doctors to the coordinating office, in the modality of split-site doctoral program for program students;

(Article altered by Resolution no. 09/CEPE, published on 20 June 2023).

XI – approve *ad referendum*, in cases of urgency, measures that impose on a matter of the coordinating office's competence, submitting its act to coordinating office or collegiate ratification in the first subsequent meeting;

XII – perform the attributions that are implicitly or explicitly included in its competence range.

(Article altered by Resolution no. 20/CONSUNI/ published on 08 September 2021.)

Art. 15. It is up to the *stricto sensu* graduate program coordinating office:

I – to promote the program's didactic supervision, performing the attributions pertaining to it;

II – establish rules for the qualifying examination;

III – approve the examination committee members responsible for selecting candidates to the program by means of the coordinator's proposal;

IV – approve, according to the advisor, examination committee members for qualifying examinations, theses and dissertations defenses;

V – decide on the extension of students' permanence in the programs, in accordance with item I of article 5 and item I of article 6;

VI – approve, based on criteria established in the internal bylaws of each *stricto sensu* graduate program, learning agreements requested by program students;

VII – define scholarship distribution, relocation or canceling criteria;

VIII – define special students admission criteria;

IX – perform other attributions that are implicitly or explicitly included in their competence range.

Art. 16. The advisor's attributions are:

I – elaborate the learning agreement with their students and advise on the thesis or dissertation in all elaboration stages;

II – respect the ethical principles concerning research in Brazil and the ones related to authorship rights;

III – approve curricular component enrollment and withdrawal requests of students under their guidance;

IV – forward the thesis or dissertation qualifying examination request to the coordinating office according to the rules established by the internal bylaws of each program;

V – suggest names to the program coordinating office to integrate qualifying examination, thesis or dissertation examination committees;

VI – preside the thesis or dissertation qualifying examination or defense committee;

VII – forward to the program coordinating office a copy of the thesis or dissertation, according to the procedures established on the internal bylaws of each *stricto sensu* graduate program.

Art. 17. each *stricto sensu* graduate program is responsible for the elaboration of their internal bylaws, which must be approved by the program collegiate and homologated by the Office of the Vice Provost for Research and Graduate Studies, with the particularities of their assessment field, respecting the dispositions established by UFC and CAPES and their bylaws and complementary regulations.

Sole Paragraph. It will be part of each *stricto sensu* graduate program's internal bylaws the obligatoriness of defining criteria for collegiate members accreditation and removal, by means of specific resolutions in accordance with CAPES ordinances.

Art. 18. The Chamber for Teaching, Research and Academic Outreach is responsible for deliberating on circumstances which were not foreseen in the UFC *stricto sensu* graduate programs regulations and the Office of Vice Provost for Research and Graduate Studies

will be responsible for the monitoring and fulfillment of these norms.

CHAPTER III ADMISSION AND ENROLLMENT

Art. 19. The access to *stricto sensu* graduate programs by Brazilian or international candidates is exclusively accomplished through an admission process which is previously defined by the program coordinating office, by means of an admission call notice, approved by the Office of the Vice Provost for Research and Graduate Studies and widely disclosed, assuring the entrance of candidates with a higher potential.

1st Paragraph. international students, once approved in the admission process, can only be admitted and remain in *stricto sensu* graduate programs by presenting a valid identification document and a temporary or permanent visa which allows them to study in Brazil.

2nd Paragraph. A call notice for progression to doctoral programs to students who complete their master's until the eighteenth (18th) semester after their enrollment may be disclosed, in exceptional circumstances, as established in the internal bylaws, at the *stricto sensu* graduate program's discretion.

3rd Paragraph. The aforementioned students' enrollment will be accomplished in the current academic control system, respecting the university calendar and defining itself as an admission procedure called placement change.

Art. 20. *Stricto sensu* graduate program students will be classified into regular or special students.

1st Paragraph. Regular students in *stricto sensu* graduate programs are those who hold undergraduate degrees, including higher education associate degrees, and who have been approved in the admission process;

2nd Paragraph. Special students are those enrolled in *stricto sensu* graduate programs at other institutions who are accepted to attend curricular components offered by the programs, respecting the limit of eight (8) credits for master's programs and sixteen (16) credits for doctoral programs, at the coordinating office's discretion and according to the professor in charge of the curricular component;

3rd Paragraph. In exceptional circumstances, according to the criteria established in the internal bylaws of each program, regular UFC undergraduate students may be able to attend curricular components as special students, respecting the limit of eight (8) credits for master's programs;

4th Paragraph. Regular and special students' enrollment must respect the enrollment period established in the university calendar.

Art. 21. The condition of UFC regular or special student will only be assured to those who have enrolled in any curricular component of *stricto sensu* graduate programs every semester.

1st Paragraph. Regular students' enrollment will be requested by students themselves in the current academic control system at UFC and confirmed by their advisor and/or

program coordinator;

2nd Paragraph. Students' special enrollment will be accomplished by the *stricto sensu* graduate program coordinator directly in the academic control system in force at UFC;

3rd Paragraph. Enrollment in curricular components from other *stricto sensu* graduate programs at UFC is allowed to regular students as long as program coordinators and professors in charge of the courses, modules or academic activities express their consent;

4th Paragraph. student enrollment in national or international academic mobility must be requested by the *stricto sensu* graduate program to the Office of the Vice Provost for Research and Graduate Studies during the enrollment period defined in the university calendar of the current semester;

5th Paragraph. Regular students enrolled in national or international academic mobility are allowed not to enroll in the current semester in any curricular component of a UFC graduate program, according to the Office of the Vice Provost for Research and Graduate Studies;

6th Paragraph. Regular students must monitor the information registry in their academic transcripts.

Art. 22. Students will not be allowed to enroll in two master's or doctoral programs simultaneously, or in a master's and a doctoral program, or in an undergraduate and a master's or doctoral program.

Sole Paragraph. Simultaneous enrollment in a specialist certificate or postgraduate course and in a master's or doctoral program is allowed, as long as it is expressly authorized by the *stricto sensu* program collegiate the student was selected to.

Art. 23. Students regularly enrolled in a master's program may be transferred to a doctoral program at the *stricto sensu* graduate program's discretion, in exceptional circumstances as established in the internal bylaws.

Sole Paragraph. The abovementioned transfer occurs through a specific call notice. It may only be able to occur until the eighteenth (18th) month after enrollment and implies in the impediment of the master's defense.

Art. 24. According to criteria established in the internal bylaws of each *stricto sensu* graduate program, the coordinating office will be able to accept the transfer of students regularly enrolled in programs of the same degree level, recommended and accredited by CAPES.

Sole Paragraph. The transfer concerning the item of this article occurs by means of a specific call notice and transferred student enrollment will occur in the current academic control system, respecting UFC university calendar and defining itself as an admission and transfer procedure.

Art. 25. Students are allowed to withdraw their enrollments in any curricular component respecting the university calendar. Homologation by the advisor or *stricto sensu* graduate program coordinator is necessary.

Sole Paragraph. Students who do not enroll in at least one curricular component in the current semester will have canceled their link with the *stricto sensu* graduate program.

Art. 26. Official withdrawals will only be allowed in case of disease or maternity leave, duly authorized by the university medical service, not computing the withdrawal period for the effect of what item I or article 5 and item I of article 6 disposes;

Sole Paragraph. Authorization of the special regime by the university medical service does not imply a program withdrawal or extension of the completion deadline.

(Article altered by Resolution no. 20/CEPE, published on 08 September 2021).

Art. 27. At the *stricto sensu* graduate program's request, UFC will be able to establish a specific agreement with foreign institutions to qualify masters or doctors in the split-site doctoral program modality, with a view to obtaining a degree in both universities.

1st Paragraph. The aforementioned cotutelle agreement proposal will be specific to certain master's or doctoral students and must fulfill legal and institutional requirements, abiding by the guidelines of the UFC Office of the Vice Provost for International Affairs and Institutional Development;

2nd Paragraph. Every cotutelle agreement must establish at least:

I – agreement validity term in consonance with degree deadlines of the institutions involved, noting that defenses must mandatorily occur during the agreement validity period;

II – a set of activities to be developed, not only at UFC but also at the foreign institution;

III – a decision, when appropriate, about minimum permanence time at each university, detailing the existence of a minimum number of credits to be completed;

IV – nomination of advisors for each university;

V – degree to be conferred to students at each university;

VI – thesis or dissertation presentation format, language, defense venue and examination committee members;

VII – mention about the need for inclusion of the diploma in the cotutelle information.

(Article altered by Resolution no. 09/CEPE, published on 20 June 2023).

CHAPTER IV TEACHING REGIME

Art. 28. The curricular grid of *stricto sensu* graduate programs will comprise a set of curricular components defined as courses, modules or academic activities, to which credits are attributed and whose completion will be part of the requisites for diploma conferral;

1st Paragraph. Curricular components might be mandatory or elective;

2nd Paragraph. Master's thesis and doctoral dissertation are mandatorily considered academic activities, just as the qualifying examination and foreign language proficiency.

Article 29. Credits obtained in curricular components from other *stricto sensu* graduate programs which are accredited and recommended by CAPES or completed abroad will be transferred as long as the criteria and limits established in each program's internal bylaws are respected.

1st Paragraph. Credits obtained in master's programs curricular components may be transferred to doctoral programs, at the program coordinating office's discretion and in accordance with the internal bylaws;

2nd Paragraph. Credits obtained in the academic activity 'master's thesis' cannot be transferred to a doctoral program;

3rd Paragraph. Grades obtained at curricular components attended in other *stricto sensu* graduate programs as an object of credit transfer will be maintained. In case the grade is awarded as a concept, it will be converted into a grade according to the way established in each program's internal bylaws.

Art. 30. Curricular completion control in *stricto sensu* graduate programs is accomplished through the credit-hour system, a credit corresponding to sixteen (16) hours.

Art. 31. Enrollment in the academic activities 'master's thesis' or 'doctoral dissertation' cumulatively demand from students:

I – approval in all mandatory courses of the curricular grid;

II – final average measured by the Productivity Coefficient (CR), according to dispositions on the sixth paragraph of Art. 32, being equal or higher than seven (7,0);

III – passing the academic activity entitled 'foreign language proficiency';

IV – passing the qualifying examination;

Art. 32. School performance assessment of curricular components always comprises attendance and efficiency. In courses and modules, professors are mandatorily responsible for entering performance assessment into the current academic control system.

1st Paragraph. Efficiency assessment will be accomplished by one or more of the assessment methods, at the professor in charge of the curricular component's discretion: exam, paper, project, as well student's effective participation in the proposed activities;

2nd Paragraph. In the case of courses and modules, the said assessment is expressed by means of grades on a scale from zero (0) to ten (10), with at least one decimal point.

3rd Paragraph. In case of academic activity, assessment is expressed through the concept of pass or fail.

4th Paragraph. Students who present an attendance rate equal or higher than 75% of the activities developed and a final grade equal or higher than five (5.0), or a 'pass', will be considered as passing the said curricular component.

5th Paragraph. Students must enroll in the corresponding semester for the curricular component entitled 'academic activity' and, in case they do not complete it during the academic term, enrollment can be renewed in the beginning of the next academic term, until its completion.

6th Paragraph. Students will have a productivity coefficient (CR), which will be calculated by the weighted average of the grades obtained in each curricular component, excluding academic activity evaluation, having credit number as corresponding weight. The curricular component which will have its credits transferred will not have its grade computed to the coefficient calculation.

7th Paragraph. Students who fail any curricular component, including the academic activities entitled 'foreign language proficiency' and 'qualifying examination', will have the right to a new opportunity.

Art. 33. The current academic control system will cancel students' link to the *stricto sensu* graduate program if they fit in one of the following situations:

I – if they fail twice in any curricular component, including the academic activities entitled 'foreign language proficiency' and 'qualifying examination';

II – do not enroll in any curricular component at the current semester;

III – exceed the maximum completion deadline established by the *stricto sensu* graduate program collegiate;

IV – fail the academic activities 'master's thesis defense' or 'doctoral dissertation defense'.

CHAPTER V

QUALIFYING EXAMINATION, MASTER'S THESIS AND EQUIVALENT GRADUATE THESES

Art. 34. The qualifying examination must be accomplished before enrollment in the academic activity 'master's thesis' or 'doctoral dissertation' in academic programs, and graduate thesis or equivalent in professional master's programs.

1st Paragraph. Period, content, modality and number of examination members are chosen at the coordinating office's discretion and in accordance with the internal bylaws or specific resolution of the *stricto sensu* graduate program;

2nd Paragraph. Students who fail the qualifying examination will have the right to a new opportunity, according to the 7th paragraph of article 32.

Art. 35. The master's thesis or doctoral dissertation defense will occur in a place, day and time established by the program coordinating office, disclosed with at least seven (07) days in advance, being open to the public.

1st Paragraph. The thesis or dissertation presentation format follows guidelines established by the internal bylaws of the *stricto sensu* graduate program;

2nd Paragraph. Theses or dissertations may be written and/or defended in a foreign language, in accordance with the guidelines established in the internal bylaws of the *stricto sensu* graduate program.

3rd Paragraph. In case the thesis or dissertation involves intellectual property registration, the filing process, duly presented by the UFC Coordinating Office for Technological Innovation, must be accomplished before the public defense.

4th Paragraph. Professional master's graduate thesis presentations follow specific legislation according to CAPES.

5th Paragraph. The thesis or dissertation examination committee, presided by the advisor, will be composed of at least three (03) and (05) members, respectively, nominated by the coordinating office and according to criteria established by the internal bylaws of each *stricto sensu* graduate program.

Art. 36. Thesis or dissertation defense committee members can attribute one of the following mentions to candidates: pass or fail.

1st Paragraph. Students who receive these mentions by most of the examination committee members will be considered to have passed or failed.

2nd Paragraph. Students who receive the mention "fail" will be immediately terminated from the program.

3rd Paragraph. In case any modifications are suggested in theses or dissertations, the occurrence will be registered in the defense report and students must proceed with the changes until the deadline established by the *stricto sensu* graduate program as a prerequisite to request the diploma.

Article 37. Master's degree conferral cumulatively requires from students:

I – to be regularly enrolled, giving the deadlines established by the program;

II – passing the master's thesis defense, giving the deadline established on Art. 5 of these regulations;

III – having fulfilled the requirements of the *stricto sensu* graduate program and the UFC Library concerning the thesis deposit, deadline, format and number of copies required.

Art. 38. Doctoral degree conferral cumulatively requires from students:

I – to be regularly enrolled, given the deadlines established by the program;

II – having passed the dissertation defense, respecting the deadline informed on art.

6 of these Regulations;

III – having fulfilled the *stricto sensu* graduate program coordinating office and the University Library requirements concerning dissertation deposit, deadline, format and number of copies required.

Art. 39. UFC confers the corresponding degree and issues its respective diploma to students who have met the requirements on arts. 37 and 38 of these Regulations.

1st Paragraph. Diplomas must be requested by the graduate program coordinating office, in its own administrative process, according to the format established by the Office of the Vice Provost for Research and Graduate Studies, containing: defense minute copy, undergraduate diploma copy to issue the master's diploma and master's diploma's copy to issue the doctoral diploma; identification document copy; a no-outstanding-loans certificate issued by the University Library and a defense approval form issued by the academic control system;

2nd Paragraph. Master's and doctoral diplomas are signed by the Vice Provost for Research and Graduate Studies and by the University President.

3rd Paragraph. Diplomas will contain the general degree conferred by the program, with the area of concentration to which the student was associated specified in the back leaf.

4th Paragraph. The Graduate Teaching Division only offers master's or doctoral degree confirmation letters to students whose diploma issuance process has been accepted.

5th Paragraph. Diplomas will be issued between 60 and 120 after request.

CHAPTER VI GRADUATE DIPLOMAS ACCREDITATION

Art. 40. UFC acknowledges master's or doctoral diplomas issued by foreign institutions in accordance with the legislation in force, as a requisite to be registered and have national validity.

Sole Paragraph. UFC will only acknowledge diplomas obtained in the field equivalent to the program's or with a higher level, already recommended and accredited by CAPES.

Art. 41. Only master's or doctoral diplomas obtained in programs accredited in the respective accreditation system of the granter institution's home country, and which requires the elaboration and the master's thesis or doctoral dissertation examination will be admitted to the accreditation process.

Art. 42. It is CPPG/CEPE's responsibility to deliberate on the accreditation request of master or doctor diplomas obtained in foreign institutions.

CHAPTER VII GENERAL PROVISIONS

Art. 43. Specific demands derived from resolutions or ordinances from the National Education Council for *stricto sensu* graduate programs in the assessment fields are automatically incorporated to these Regulations, without any harm of future updates.

Art. 44. The maximum deadline of six (6) months will be conceded, starting from the publication of these Regulations, so that *stricto sensu* graduate programs promote the adaptation of its internal bylaws with a view to adjusting them.

Sole Paragraph. *Stricto sensu* graduate programs which do not have their internal bylaws approved by PRPPG in the established deadline will be prevented from enrolling new students.

Art. 45. Cases which were not foreseen by the Regulations will be solved by CPPG/CEPE.

Art. 46. These Regulations enter into force starting from its approval, revoking any contrary provisions.

Office of the President of the Federal University of Ceará, in Fortaleza, 04 December 2015.

Prof. Henry de Holanda Campos
President