

Welcome to UTFPR!

This guide provides you with essential information on life in Brazil, in particular the main information on daily life, academic routine, and recommendations for exchange students on campus Santa Helena. We hope that you enjoy your experience in Santa Helena, and we wish you well in your studies.

Universidade Tecnológica Federal do Paraná - Campus Santa Helena

Address: Prolongamento da Rua Cerejeira, s/n - Bairro São Luiz, Santa Helena - Paraná, 85892-000.

Website: <http://portal.utfpr.edu.br/campus/santahelena>

Responsible person: Vera Vasilevski (International Relations Department - DERINT)

Phone: +55 45 3268 8800

Email: derint-sh@utfpr.edu.br

IMPORTANT DOCUMENTS

VISA

Once you have been accepted for a period of exchange at UTFPR, it is necessary to apply for a temporary visa IV at a Brazilian consulate in your country. Brazilian visas are not awarded in national territory, airports, ports or at points of entry of the Brazilian border.

In order to apply for the visa, you must submit an online application, then present yourself to the Brazilian consulate with the following documents: the printed and signed Receipt; your passport; a recent ID photo; a Negative Certificate of Criminal Background; proof of financial ability or scholarship to remain in Brazil during the exchange period; proof of means of transportation in and out of Brazil; proof of payment of consular fees; and proof of active enrollment at the University.

Remember to visit the consulate website to confirm which documents you will need.

The temporary visa IV fees range from 100 to 300 dollars, depending on the country. The documents must be in Portuguese, English, French or Spanish, otherwise they can be accepted by sworn translation into Portuguese.

The temporary IV visa will be issued within 10 business days. It is recommended that the request for the visa is made at least 60 days before the date of travel.

Registration in the Federal Police Department (DPF): you must present yourself to the DPF within 30 days of your entry in Brazil.

Remember: the temporary IV visa (VITEM IV) is only granted to those who come to Brazil as a student, without any paid activity, except for those who are attending in higher education institutions for internship programs - if that's your case, you must also present proof of the internship signed by you and your supervisor.

CRNM

Within 30 days after your arrival and holding the temporary visa IV (VITEM IV), you must schedule an appointment and present yourself to the Federal Police Department, where you will be registered to receive the CRNM. The National Migration Registry Card (CRNM) is an ID for temporarily admitted foreigners in Brazil, and it's valid throughout the national territory. The National Migration Registry (RNM) is the registration number informed in the CRNM.

In order to issue the CRNM, you must first access the DPF website at <http://www.pf.gov.br/servicos-pf/imigracao> to register your temporary visa (at "Registro de Visto Consular"). Then submit the form with your personal information and generate the payment form in the amount of 204.77 BRL. After that, you must schedule a visit to the Federal Police Department to present the required documents (you can get the checklist at the DPF website).

The nearest Federal Police station (Polícia Federal) is located at Avenida Paraná, 3471, Foz do Iguaçu, around 108 km from Campus Santa Helena (Phone: +55 45 3576 5500).

Important: The DPF website is mostly written in Portuguese and does not present an English translation for all sections, please contact DERINT in case you need any help.

TRAVELLING

Airports

The state of Paraná have two international airports: Afonso Pena International Airport, in Curitiba (around 636 km from Campus Santa Helena), and Foz do Iguaçu International Airport, in Foz do Iguaçu (around 119 km from Campus Santa Helena).

In order to travel from Foz do Iguaçu to Santa Helena, you'll have to take a bus (or a taxi) in the airport to the city's bus terminal (TTU). Once you have arrived in TTU, take another bus to the bus station (rodoviária), and then an intermunicipal bus to Santa Helena. There are also bus lines departing from Cascavel (around 114 km from Santa Helena), Toledo (around 84 km from Santa Helena) or Medianeira (around 65 km from Santa Helena).

Santa Helena bus station is located at Avenida Curitiba, s/n, Centro.

Also, in case you want to hire a private transportation service to Santa Helena, the average prices range from 100 to 350 BRL according to the city you've arrived (Foz do Iguaçu, Medianeira, Toledo or Cascavel).

The distances presented here are an estimative of the shortest distances by land and may vary according to routes and other particular cases.

Vaccines

Vaccination is not mandatory for entry in Brazil. However, the Ministry of Health recommends that international tourists and foreigners update their vaccination schedule in their origin country before traveling. For further information, please visit the Brazilian Ministry of Health website.

DAILY LIFE

Fees

As a public federal institution, we do not charge any tuition or registration fees.

Enrollment

The campus International Department will take care of your enrollment after the final confirmation of the courses you will take (Learning Agreement). If you're coming for a full program (from 2 to 5 years), you will be able to do your enrollment by yourself from the second semester until the end of the program, through the Student Portal ("Portal do Aluno").

Student ID

A student ID will be provided for you to access the University services and facilities. On Campus Santa Helena, DERAC is responsible for providing student IDs.

Final grade and class attendance

In each course, students are required to achieve a final grade of at least 6, on a scale of 0 to 10, and a class attendance of 75%.

Accommodation

The University does not provide residence halls. Your main options for accommodation will be shared apartments, bedsits, student hostels, and rented private houses or apartments.

For instance, the average monthly expenses on accommodation in Santa Helena is around 250-900 BRL. According to your living standard in Santa Helena, you may spend from 30 BRL to 200 BRL on electricity consumption and water supply. The average monthly expenses range from 300 BRL on student hostels (including electricity consumption and water supply), 500 BRL on bedsits (two rooms, including electricity and water supply), and 1000 BRL on rented, private apartments. People usually around 100 BRL a month on Internet providers.

Remember to evaluate details such as transportation, proximity or ease of access to the campus, and the availability of general services in the neighborhood. You can contact DERINT for further advice.

Food

All our campuses have University Restaurants. The price of meals for students is 3.50 BRL and there are options to restricted diets. Your student ID is required in order to buy the meal ticket. Our University Restaurants also provide other options such as snacks, coffee, and candies. At Campus Santa Helena, the University Restaurant serves lunch from Monday to Friday (from 11:30am to 1:30pm), and dinner from Monday to Friday (from 6:30pm to 8pm).

If you prefer to have your meals outside the University, you can find restaurants around 1-2 km from Campus Santa Helena, also the nearest supermarkets are around 1-3 km from the Campus. Students usually spend around 3.50-12 BRL a day in restaurants, and around 200 BRL a month on food in supermarkets.

Don't forget to try some of the traditional meals in the region such as *Filé de Tilápia* (tilapia), *Pacu*, and *peixe dourado na grelha* (grilled goldfish). We also recommend *Costela Fogo de Chão*, a regional variety of ribs.

Accessibility

Campus Santa Helena provides assistance for people with disabilities in accordance with the Brazilian legislation.

Libraries

All our campuses have libraries with a collection of scientific, technical and professional books for undergraduate and graduate students. You will need your student ID and a password to borrow books from the library. Students are allowed to borrow up to five books at a time, and the lending of a book can usually be renewed up to three times.

Be careful not to forget the deadline to return the books, otherwise fine of 1 BRL a day will be charged for each book you keep past the deadline.

You can check our catalogue online:

<http://biblioteca.utfpr.edu.br/pergamum/biblioteca/index.php>

In case you want to renew the lending of a book online, please check:

http://biblioteca.utfpr.edu.br/pergamum/biblioteca_s/php/login_usu.php?flag=index.php

(student ID code and password are required).

Sports and Activities

All our campuses offer sports activities for students. In case you want to participate in a specific activity on Campus Santa Helena, you must observe the specific instructions related to each activity. For further information, please contact the academy center on the campus.

Health Insurance

After your arrival and prior to your enrollment at the University, you will be asked to provide proof of health insurance covering your entire stay.

Health services on Campus

Our Student Assistance Division has a medical and dental clinic for students and staff, and is prepared to provide assistance in emergency and first aid cases. The division also carries out prevention activities.

Health Services next to Campus

The nearest public health center (Posto Baixada Amarela) is around 1 km from the campus, also there is a health center (Posto Central, 24 hours a day) around 2 km from Campus.

In case you need specific health services which are unavailable in Santa Helena, you'll have to go to hospitals in Foz do Iguaçu, Toledo, Medianeira or Cascavel. Doctors in public health centers (SUS) in Santa Helena can refer patients to those hospitals if necessary. There is also a private hospital in Santa Helena.

Student Assistance

For general assistance related to your exchange program, please contact DERINT.

For psychological orientation, please contact NUAPE (opening hours: from 8am to 10pm).

Transportation

Public transportation in Santa Helena is provided by taxis, since there are not regular bus lines in the city. However, the city hall provides transportation by bus for UTFPR students for free.

For instance, a taxi ride from the city center to Campus Santa Helena is around 10-20 BRL and require payment in cash.

Language

It is not required that exchange students take official Portuguese exams to apply. However, if you're planning to take courses at UTFPR, please be aware that almost all of them are taught in Portuguese. We recommend that you achieve a B1 level in Portuguese before coming. If you intend to do an internship or take part in research activities, please check with your supervisor for any specific recommendation regarding the language. Campus Apucarana does not offer a Portuguese language course for non-native speakers.

Academic calendar

Our academic calendar is divided into two semesters. The first one begins in March and ends in the first week of July and second one begins in August and ends in the first week of December. We have a "winter break" in July and a "summer break" from December to February. You can check the complete calendar on our website: <http://portal.utfpr.edu.br/alunos/calendario>

Holidays and academic breaks

Our academic activities are usually affected by holidays, academic breaks, and other similar situations which might impact on opening hours and access to services on the campus. For instance, the University Restaurant does not serve meals during academic breaks, and our library also adopts different opening hours during those. In particular cases, the campus may offer courses and activities over academic breaks.

Bank account

If you wish or need to open a bank account in Brazil, the documents required are CPF*, RNM (National Migration Registry), passport, proof of residence and proof of enrollment. Remember to close your bank account by the end of your stay to avoid extra fees.

*The Individual Taxpayer Registry (CPF) is a document that allows you to do different operations such as opening a bank account, hiring phone and internet services, etc. You can request it in any post office ("Correios") or at the Receita Federal website. In Santa Helena, there is a post office at Avenida Brasil, 1761, Centro (opening hours: Monday to Friday, from 9am to 4:30pm). Bank agencies can be found around 2 km from campus Santa Helena.

Communication

All our campuses have free wifi for students and staff. You can also hire internet services on mobile companies' stores.

To make long distance calls, just type: 00 + company code + country code + city code + phone number.

Entertainment and leisure

Tourist attractions in Santa Helena include Balneário do Lago de Itaipu, which is an artificial beach in the lake of Itaipu, as well as Cristo Esplendor, a bronze statue of Christ high enough for a panoramic view of Santa Helena, and especially of Itaipu lake, and Avenida Brasil, the main street in Santa Helena, where you can buy typical local products on Wednesday afternoons in street fairs. In case you want to buy something in Paraguay, the Paraguayan popular commercial city "Ciudad Del Este" is around 100 km from Santa Helena.

Weather

In Santa Helena, temperatures can reach up to 40°C in Summer, so light clothes are recommended for Summer and also Spring. In Winter, coats and similar clothes are usually necessary, since it may occur frosts, and temperatures of some (few) days of Winter are near zero.

Important numbers in case of emergency

193 - Fire Brigade and Integrated Service of Emergency Trauma Assistance (Siate)

192 - Ambulance

190 - Police

180 - Specialized Station for Women Assistance