

FEDERAL UNIVERSITY OF PERNAMBUCO
CENTER FOR ARTS AND COMMUNICATION
POSTGRADUATE PROGRAM IN INFORMATION SCIENCE

INTERNAL REGULATION No. 02/2021

It establishes the norms for the processes of requesting the Use of Credit of Course with and without Equivalence within the scope of the Postgraduate Program in Information Science at the Federal University of Pernambuco.

THE POSTGRADUATE PROGRAM IN INFORMATION SCIENCE AT THE FEDERAL UNIVERSITY OF PERNAMBUCO, in the use of its legal attributions and, CONSIDERING:

- Resolution No. 19/2020 of the Teaching, Research and Extension Council (CEPE) of the Federal University of Pernambuco;
- the Regulation of the Postgraduate Program in Information Science.

RESOLVES:

Article 1 - The Use of Credit of Course without Equivalence can only be requested for the elective courses of the PPGCI and must be requested in two situations:

I - When it corresponds to the courses taken by the student in other Postgraduate Programs, before joining the PPGCI; and

II - When it corresponds to the courses taken by the student in other programs, during the period in which he/she is enrolled as a regular student of the PPGCI.

Only paragraph - In relation to item II, the course must be recommended by the supervisor to complement specific training for the development of the research and, therefore, the supervisor must sign the application for requesting Use of Credit of Course without or with equivalence, together with the student.

Article 2 - The Use of Credit of Course with Equivalence concerns the Courses s taken by the

student in the Postgraduate Program and validation must be requested for the required courses.

Article 3 – Other Postgraduate Programs are those offered at UFPE and at other national educational institutions duly recognized by CAPES, or at foreign institutions.

CHAPTER I

Use credit of course without equivalence

Article 4 - The criteria for use credit of course without equivalence is:

I - The course must have been taken in the last 5 (five) years prior to requesting the use of credit without equivalence, the academic load must correspond to at least 75% of the total academic load of the course for which the student requires the use of credit, the minimum score must be 7.0 (seven, point zero).

II - The request for credit utilization must be made before the enrolment period in the PPGCI.

III – Use credit is allowed up to the limit of 1/3 of the total credits required for the curricular completion of the Masters or Doctorate course.

Article 5 - The procedures for requesting use of course of credit without equivalence is:

I - Application addressed to the PPGCI council, according to the Request for use credit of course without equivalence, available on the PPGCI website, at the Institutional Documents/Forms link.

II - Copy of the Teaching Plan (or Program) for the course containing: name of the course, code, academic load, credits, description, objectives, methodology and bibliography.

III - Academic Transcript containing the course from which credit is requested.

§ 1 - Students who request credit for courses taken at the PPGCI do not need to attach to the application the copy of the Teaching Plan (or Program) of the Course, nor the Academic Transcript.

§ 2 - When it comes to taking credit for a course taken in another Program during the period in which you are enrolled as a regular student at the PPGCI, you must include the advisor's signature on the application.

§ 3 - The PPGCI secretariat shall forward for consideration by the council only the processes of Request for Use of Credit of Course without Equivalence that meet all the criteria and all the request procedures established in this Internal Regulations.

CHAPTER II

Use credit of course with equivalence

Article 6 - The criteria for requesting credit of course with equivalence are:

I - The course must have been taken in the last 5 (five) years prior to the request.

II - The description, contents, and the academic load of the course taken in another Program must correspond, at least, in 75% with the course of the PPGCI course requested for equivalence.

III - The minimum grade of the course taken in another Program should be 7.0 (seven, point zero).

IV - The equivalence request must be made before the period of enrolment of the course at the PPGCI.

V- It is allowed the equivalence of only one required course for students enrolled in the Master and Doctorate courses, with an academic load of 60 hours each, corresponding to four credits in both cases.

Article 7 - The procedures for requesting the use of credit for a course with equivalence are:

I – Application, signed by the student, addressed to the council of the Graduate Program in Information Science, according to the Request for Use of Credit of Course with Equivalence, available on the PPGCI website.

II - Copy of the Teaching Plan (or Program) for the course containing: name of the course, code, academic load, credits, description, content, objectives, methodology and bibliography.

III - Academic Transcript containing the course in which the student requests equivalence.

Only paragraph - Students enrolled in the PPGCI doctoral course who request Credit of Course with Equivalence taken as a regular student in the Master's course of the Program do not need to attach to the application the Copy of the Teaching Plan (or Program) of the Course, nor the Academic Transcript.

IV – Report on the acceptance or not of the request for equivalence of the referred course by two permanent professors, one of them, obligatorily, the professor of the course in the PPGCI Program.

Article 8 - The approval of the request Use Credit of Course with or without Equivalence will be the responsibility of the PPGCI Council.

Only paragraph - The PPGCI secretariat shall send for the report of the professors only the processes of Request for Credit of Course with Equivalence that present all the documentation and all the request procedures established in this Internal Regulations.

Article 9 - The omitted cases will be resolved by the Council of PPGCI/UFPE.

Article 10 - Resolution No. 03/2013 of the PPGCI and other provisions to the contrary is revoked.

Article 11 - This Internal Regulation will come into force on the date of its publication in the UFPE Official Bulletin.

APPROVED AT THE 82nd ORDINARY MEETING OF THE COUNCIL OF THE POSTGRADUATE PROGRAM IN INFORMATION SCIENCE AT THE FEDERAL UNIVERSITY OF PERNAMBUCO, HELD ON JULY 29, 2021.

Professor Nadi Helena Presser

Coordinator of the Postgraduate Program in Information Science