

Validity

2022 - 2026



REGULATION

*Internationalization
Center of the Patos de
Minas College*

REGULATION OF THE INTERNATIONALIZATION CENTER OF PATOS DE MINAS COLLEGE – FPM

SECTION I PRELIMINARY PROVISIONS

Art. 1º The Internationalization Center of the Patos de Minas Faculty - FPM is governed by this regulation, by the General Regulations of the FPM and by the legislation in force.

Sole paragraph. The FPM Internationalization Center will be directly linked to the General Management of the FPM and its activities will be operationalized by the Academic Coordination and Postgraduate Coordination.

SECTION II DEFINITION, OBJECTIVES, GUIDELINES AND POLICIES

CHAPTER I From the Definition

Art. 2º Internationalization is a process of rapprochement between the FPM academic community and the international university community, through international mobility between institutions.

§ 1º This process allows teaching, research and extension to be planned, executed and shared on a global scale, providing a unique scientific-pedagogical synergy and providing opportunities for contact with global university centers.

§ 2º **The Internationalization of the FPM is a mechanism that permeates and encompasses all Undergraduate and *Lato Sensu* Postgraduate Courses .**

Art. 3º International Mobility is understood as that which facilitates the development of administrative and/or academic activities of teaching, research, extension and cultural in foreign higher education institutions or other specific institutions in the interest of each process, whether or not associated with the FPM, and activities of foreigners in FPM.

Art. 4º The possible categories of International Mobility in the FPM are: International Student Mobility and International Teacher Mobility, according to the International Mobility Regulations of the FPM.

CHAPTER II

Objectives and Guidelines

Art. 5º The activities of the FPM Internationalization Center aim to promote international experiences to the university community through the Research Incentive Center.

Art. 6º The guidelines of the FPM Internationalization Center are based on the following: principles:

- I. Interculturality;
- II. Interdisciplinarity;
- III. Promotion of development;
- IV. Comprehensive training of individual.

CHAPTER III

From Institutional Policy to Internationalization

Art. 7 The institutional policy for internationalization aims to establish a relationship with the international community, through teaching, research and extension processes, in favor of global development.

§1º To ensure the effectiveness of Internationalization, the main objectives of this Policy are established:

- a. promote constant agreements and partnerships with international institutions on different continents, in strategic fields for the development of the FPM and the territory in which it is located inserted;
- b. develop and offer training and qualifications that prepare students for the world globalized/internationalized;
- c. integrate undergraduate, graduate, research and extension programs and projects that have partnerships international;
- d. implement a language teaching policy, by strengthening the teaching of Portuguese as an adopted language, and training teachers and students to write and present academic texts in other languages;
- e. implement research programs in partnership with other countries;
- f. train students, teachers and other collaborators, through foreign exchange of technical, scientific and cultural knowledge, etc.;
- g. produce, disseminate and encourage the appropriation of acquired knowledge with a view to improving the quality of life of living beings in communities related/partnered or assisted by FPM in accordance with its socio-environmental responsibility proposals.

§2º The institutional policy for internationalization is implemented through the activities of the Research Incentive Center, which aim to:

- I. publicize international opportunities to the community university;
- II. provide educational and scientific experiences international;
- III. allow interdisciplinarity, between university contexts foreigners;
- IV. provide exchange of experiences cultural;
- V. to facilitate language learning foreigner.

TITLE III ORGANIZATIONAL STRUCTURE AND ACTIVITIES

CHAPTER I

From the Composition

Art. 8º The FPM Internationalization Center is composed of:

- I. for the General Management;
- II. by the Academic Coordination;
- III. by the Pedagogical Coordination;
- IV. by the Coordination of Postgraduate Studies, Research and Extension;
- V. by the Advisory Board of the Research Incentive Center;
- VI. by the Research and Postgraduate Advisory Office ;
- VII. by the Financial Director of AEJP.

CHAPTER II Internationalization Activities

Art. 9º The Internationalization of the FPM is developed, mainly, through the following institutional activities:

- I. mobility of academics and teachers between partner institutions, in teaching, research and extension;
- II. cultural exchange or language courses in exterior;
- III. internships in exterior;
- IV. publications in periodicals or books international;
- V. participation in events international;
- VI. technical visits to organizations multinationals;
- VII. language subjects foreign.

Sole paragraph. The activities described in items I and II will be processed exclusively by the FPM Research Incentive Center.

Art. 10 The processing of Internationalization activities by the Research Incentive Center is set out in the FPM International Regulations.

§1º It is up to the FPM Internationalization Center to approve the International Mobility Proposal by means of an opinion, taking into account the opinion of the Undergraduate Course Board or the *Lato Sensu* Postgraduate Course Coordination in accordance with the institutional policy and considering the relevance of the work plan presented by judging the merit of the proposal.

§2º The International Mobility Proposal must expressly demonstrate that the candidate for international mobility will bear the full costs for his/her international mobility and will only be approved by the FPM Internationalization Center upon a favorable opinion from the FPM.

CHAPTER III Of Agreements or Protocols

Art. 11 Internationalization activities I and II of Art. 9 will only be processed by the FPM, preferably, in foreign partner institutions, through cooperation agreements or protocols.

Art. 12 The execution of new agreements or cooperation protocols will be mediated by the Pedagogical Coordination.

Art. 13 The renewal or cancellation of agreements or protocols will be mediated by the Pedagogical Coordination.

Sole paragraph. In the case of protocols between researchers or research groups/centers, mediation may be carried out by the Program Coordination or by the Research and Postgraduate Advisory Office, with the Pedagogical Coordination being informed.

CHAPTER IV Financial Resources

Art. 14 The financial resources for carrying out all international activities of academics or professors will be the sole responsibility of the interested party.

Art. 15 Considering that international activities are optional and not mandatory in the course curricula, interested parties benefiting from scholarships and/or financing must also cover their own financial resources.

Art. 16 Subsidies for accommodation and transportation (among others) may be mediated with foreign institutions for interested parties.

Art. 17 Expenses relating to the fulfilment of international mobility shall be borne by the teacher and/or student undergoing international mobility, without prejudice to any grants that may be obtained from national and international funding agencies.

Sole paragraph . It is the responsibility of the student and/or teacher on international mobility to provide all essential documents for the trip, such as passport, student visa, vaccinations, travel insurance and health insurance.

Art. 18 The issue of remuneration of the teacher in international mobility must be adjusted in advance in the detailed terms of the proposal presented in a written document with the approval of the Financial Directorate of AEJP.

TITLE IV FINAL AND TRANSITORY PROVISIONS

Art. 19 Foreign candidates for internationalization activities must prove the regularity of their legal and academic situation in the country of origin and, when necessary, validated in Brazil.

Art. 20 The validation of documents in a foreign language may be subject to sworn translation.

Art. 21 Any changes, doubts or omissions in this Regulation will be made by the Board of Directors, after consulting the Academic Coordination and Pedagogical Coordination.

Art. 22 If illegal conduct or damage occurs during the development of activities, the perpetrators will be held civilly and criminally liable.

Art. 23 In the event of total or partial non-compliance with this Regulation, the Disciplinary Regime provided for in the General Regulations of the FPM will be applied.

Art. 24 This regulation shall come into force on the date of its Publication.

Patos de Minas, November 20, 2022.

Professor Dr. Paulo Cesar de Sousa
General Director
Patos de Minas College