

Graduate Program in Health and Nutrition

PUBLIC NOTICE: PPGSN/SCHOOL OF NUTRITION/UFOP No. 07/2023

2024 DOCTORATE SELECTION PROCESS

The Graduate Program in Health and Nutrition (PPGSN) at the Federal University of Ouro Preto announces the opening of applications for the Academic Doctorate Selection Process for the first half of 2024. This public notice complies with the regulations outlined in CEPE Resolutions Nos. 8039, 7507, and 4350, as well as the PPGSN Regulations.

The Program's primary focus is on Health and Nutrition, and it is divided into the following research lines:

Line of research 1 - Experimental Foundations in Health, Food, and Nutrition: Studies on nutrients and non-nutrients, and/or their interactions with environmental and genetic factors adopting biochemical, molecular, and immunological approaches to study physiological and/or pathological conditions in humans and experimental models.

Line of research 2 - Health and Nutrition in Individuals and Communities: Study of the frequency, distribution, and individual and environmental factors influencing food and nutrition; assessment of policies, programs, health services, and interventions, and their effects on the health and nutrition of populations.

1. OBJECTIVE

1.1. The 2024 Doctorate Selection Process seeks to select candidates who demonstrate both knowledge and aptitude to pursue the Doctorate within the Graduate Program in Health and Nutrition at the School of Nutrition, UFOP, for the four-year term of 2024-2028, as outlined in this Public notice.

2. COMMITTEE FOR THE DRAFTING OF THE SELECTION PROCESS PUBLIC NOTICE

2.1. Following the decision of the PPGSN Collegiate, the Committee for the Drafting of the 2024 Doctorate Selection Process Public Notice is composed of:

Karina Barbosa de Queiroz
Marcella Barbosa Miranda Teixeira
Mariana Carvalho de Menezes

2.2. The deadline for expressing any objection to the members of the Committee for the Drafting of the 2024 Selection Process Notice is until September 4th, 2023. The objection should be sent to the email address (posnutricao.enut@ufop.edu.br) with the subject line: "Objection to the Committee for the Drafting of the 2024 Doctorate Selection Process Public Notice".

2.3. The committee will oversee administrative proceedings and review the documents related to the selection process.

3. APPLICATION

3.1. Application is free of charge and will be open from **September 2nd to October 3rd, 2023**. Applications can only be made via the [UFOP Graduate Selection Process Management System](#).

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3.2. Upon application, the candidate will receive a confirmation email at the email address provided during application.

3.3. Documents required for application in the System:

- a) Copy of the identity card;
- b) Copy of CPF (Brazilian tax identification number);
- c) Proof of compliance with military obligations (for male Brazilian candidates only);
- d) Proof of electoral compliance (for Brazilian candidates only) with the presentation of the electoral discharge certificate, available at <http://www.tse.jus.br/eleitor/certidoes/certidao-de-quitacao-eleitoral>. **Individual voting slips will not be accepted;**
- e) Copy of current proof of residence;
- f) Copy of the undergraduate course transcript;
- g) Copy of the undergraduate diploma (front and back), issued by a recognized institution;
- h) Lattes curriculum (in PDF format);
- i) Proof of English proficiency. One of the following proofs will be accepted based on the validity of each test:
 - (1) Certificate of passing the exam from CENEX-FALE-UFMG, in AREA 1 - Biological Sciences, Agricultural Sciences, Health Sciences;
 - (2) Test of English as Foreign Language – TOEFL (minimum of 57 points for TOEFL iBT or 527 points for TOEFL iTP);
 - (3) International English Language Test – IELTS (minimum of 6.0);
 - (4) First Certificate in English from the University of Cambridge;
 - (5) Test of English for Academic Purposes - TEAP (minimum of 57 points);
 - (6) Proof of passing an English proficiency test in the selection processes of PPGSN and other *stricto sensu* graduate programs in Brazil recognized by CAPES, taken since 2018, with a performance of 60% or higher;
 - (7) Certificate of course completion from an accredited institution demonstrating a minimum proficiency of 60%.
 - (8) Duolingo Test score (minimum of 105 points).
- j) A standardized curriculum (available on the PPGSN [website](#)), combined with its supporting documentation into a single PDF document. The documents should be organized and numbered according to the sequence listed in the Standardized Curriculum;
- k) A Proposal of the Research Project in PDF format. The draft should include the project title, an introduction with rationale, general and specific objectives, methods, schedule, funding, and references. The draft must be no longer than five pages (excluding the title

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page and references) and formatted in A4 size, Arial 11 font, with 1.5 line spacing and 2.5 cm margins. The following should be appended to the end of the draft:

- A one-page cover letter detailing the candidate's professional journey and reasons for choosing the PPGSN graduate program. (A4 format, Arial 11 font, 1.5 line spacing, and 2.5 cm margins);
- Two reference letters, each limited to one page, for doctoral candidates (A4 format, Arial 11 font, 1.5 line spacing, and 2.5 cm margins).

3.4. No applications will be accepted after the deadline or with incomplete documentation. PPGSN/UFOP will not be held responsible for any application not submitted within the stipulated period due to technical or operational reasons or any other factor that prevents the successful completion of the application.

3.5. During the application period, candidates can cancel their application and submit a new one to modify the provided information and attached documents. Once this period ends, no further changes can be made. Candidates are solely responsible for the accuracy of their application, so please review all details before finalizing.

3.6 Under no circumstances will provisional, conditional, or late applications be accepted, nor will applications through any other system than the one mentioned above be considered. Standalone documents will not be accepted under any circumstances.

3.7. Announcement of Approved Applications: The list of approved applicants will be announced on October 4, 2023, on the [website](#) of the Graduate Program in Health and Nutrition.

3.8. In Case of Rejection: Should an applicant be rejected, they will have a 24-hour window (from the time of the announcement) to appeal the decision, which means the deadline for the appeal is October 5, 2023.

3.9. Announcement of Validated Applications: The list of validated applications will be published on October 6, 2023, on the PPGSN website.

Note: Candidates will be able to track their status at each stage through the application system itself. However, announcements on the PPGSN website take precedence over the status updates in the system.

4. NUMBER OF VACANCIES

4.1. The Graduate Program in Health and Nutrition at UFOP is offering 17 positions for the 2024 selection process. Out of these, 10 are for the research line titled "Experimental Foundations in Health, Food, and Nutrition", and 7 are for the research line titled "Health and Nutrition in Individuals and Communities".

4.2. Scholarships are not guaranteed for the selected candidates.

4.3. Upon application, the candidate must specify their preferred research line.

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Research Line: Experimental Foundations in Health, Food, and Nutrition	
Professor	Thematic Area
Albená Nunes da Silva	Supplementation and Physical Exercise
André Talvani	Inflammation and Nutritional Profile in Parasitic Infections
Daniela Caldeira Costa	Herbal Approaches for Treating Metabolic Fatty Liver Disease (MFLD)
Frank Silva Bezerra	Hydroelectrolytic Disorders in Humans
Joana Ferreira do Amaral	Açaí anti-inflammatory effects on murine models of inflammation
Lenice Kappes Becker	Supplementation with Angiotensin-(1-7): Ergogenic Effects and Muscle Repair in Physical Exercise Practitioners
Mauro César Isoldi	The Heart as an Endocrine Organ in Metabolic Extremes
Natália Caldeira Costa	Quality of production of meals for collectives
Patricia Aparecida Pimenta Pereira	Influence of sounds and images on sensory food perception; Food products added with probiotics; Fermentation processes of fruit-based products.

Research Line: Health and Nutrition in Individuals and Communities	
Professor	Thematic Area
Adriana Lúcia Meireles	Nutritional Epidemiology
Aline Silva de Aguiar	Nutrition and its Interface with Mental Health
Daniel Barbosa Coelho	Studies on School Meals for Students with Intellectual Disabilities
Ísis Eloah Machado	Epidemiology of Chronic Non-Communicable Diseases and Their Risk Factors
Júlia Cristina Cardoso Carraro	Dietary Consumption, Eating Behaviors, and Chronic Non-Communicable Diseases
Raquel de Deus Mendonça	Nutritional epidemiology and food and nutrition programs and policies
Sônia Maria de Figueiredo	Nutritional Counseling for Individuals with Cancer and/or STIs (HIV/Aids)

4.4. As stipulated by CEPE Resolution No. 4,350, an additional 10% of the vacancies will be offered, amounting to two vacancies (if demanded). These are reserved for UFOP technical-administrative staff who declare their position during application by completing and submitting the Self-Declaration Form (Annex III), stating their SIAPE and department/section where they work.

4.5. Black (both black and brown) and indigenous candidates are eligible for a reservation of 10% of the vacancies (if demanded), provided that they declare their ethnicity during application by filling out and submitting the Self-Declaration Form, which is available at the PPGSN website.

4.6. Candidates who self-identify as having a disability will have 10% of vacancies reserved for them. They must provide a report from a qualified professional, issued within the last 12 months, which certifies the type and severity or degree of the disability. Additionally, they should fill out and submit the Self-Declaration Form available on the PPGSN website.

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4.7. Candidates referenced in sections 4.4, 4.5, and 4.6 must be successfully selected in the Selection Process to fill the available vacancies. UFOP Administrative Technicians choosing to participate in the Selection Process under the qualification incentive policy (section 4.4) will not compete in the general pool but will only compete against each other.

4.8. If the vacancies detailed in sections 4.5 and 4.6 are not fully occupied, they can be filled by other qualified candidates based on the ranking from the Selection Process.

4.9. The enrollment of selected candidates under the vacancy reservation/affirmative action policy (sections 4.5 and 4.6) will only be confirmed after validation by the UFOP Verification Commissions, which will follow the guidelines of the Proppi Ordinances 02/2022, 03/2019, 27/2019, and 09/2021.

5. SELECTION

5.1. The PPGSN 2024 Selection Process will be conducted in three stages. They are: 1) Research Project; 2) Online Oral Presentation of the Research Project and Interview; and 3) Curriculum Analysis.

1st Stage: RESEARCH PROJECT (Both qualifying and eliminatory – Total of 100 points).

For the evaluation of the **research project** (100 points), the criteria detailed in **Annex I** of this Public Notice will be considered. **Proposals revolving around the themes 'nutrients, foods, and food, with an emphasis on the health-disease-care process' and having health as the primary objective (adherence criteria) will be accepted, according to <https://www.gov.br/capes/pt-br/centrais-de-conteudo/nutricao-pdf>.**

Projects that do not align with the adherence criteria will be disqualified.

Candidates who achieve scores equal to or greater than 60% of the points available in the 1st Stage of the Selection Process will advance to the next stage. Candidates scoring less than 60% will be **disqualified**.

Announcement of the 1st Stage results: October 16th, 2023 on the PPGSN [website](#).

2nd Stage: ONLINE ORAL PRESENTATION OF RESEARCH PROJECT & INTERVIEW with Examining Board (Classifying and Eliminatory – Total of 100 Points).

The **interview** (100 points) will focus on the research project and delve into the candidate's experience in the chosen research area. The assessment will be based on: a) Mastery of the topic, argumentation, and theoretical foundation (30 points); b) Clarity and objectivity in argumentation (30 points); c) Experience relevant to the research area (15 points); d) Adherence to presentation timing (5 points); and e) The candidate's full-time dedication to the doctorate (20 points).

Candidates will have **between 15 and 20 minutes** for the oral presentation of their research project. Each interview will last from **15 to 25 minutes** and will be conducted via the Google Meet Platform. The unique interview link will be sent to the candidate's email address.

The online oral presentations of the research projects and the interviews are scheduled between **October 19th and November 7th, 2023**, based on the order of application. The

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schedule for the presentations will be announced on the Program's [website](#) on October 16th, 2023.

Project presentations and interviews will be recorded and stored for a period of 30 days after the final results of the Selection Process are announced.

The Examining Board will consist of three (03) full members and two (02) alternate members:

Full members: Aline Rezende Ribeiro de Abreu, Erika Cardoso dos Reis, Luciana Rodrigues da Cunha (President).

Alternate members: Karina Barbosa de Queiroz and Mariana Carvalho de Menezes.

The deadline for expressing any objection to the members of the Examining Board of the 2024 Selection Process is until October 3rd, 2023. The objection should be sent to the email address (posnutricao.enut@ufop.edu.br) with the subject line: "Objection to the Examining Board of the 2024 Doctorate Selection Process".

Candidates will be considered qualified for the next phase if they achieve a score of 60% or more of the points awarded in the 2nd Phase of the Selection Process. Candidates scoring less than 60% will be **disqualified**.

Candidates who do not authorize recording will not undergo the interview. Other individuals are prohibited from remaining in the same physical space as the candidate.

Neither UFOP nor PPGSN shall be held liable for any issues arising from internet disruptions, user difficulty in using the communication tool, or any technical issues encountered during online presentations.

The Examining Board allows a grace period of up to 5 minutes from the stipulated start time for presentations and interviews. Absent candidates will be disqualified from the Selection Process.

There will be no rescheduling of presentations.

If Examining Board members encounter internet disruptions, a new schedule will be coordinated with the affected candidate.

Candidates requiring specialized or assistive techniques for this stage should indicate as such in the application form. Approval will be contingent upon the submission of a report from a qualified professional (issued within the last 12 months) detailing the special treatment, assistive technique, and/or the type and degree of the need, if relevant.

Announcement of 2nd Stage Results: To be published on the PPGSN [website](#) on November 8, 2023.

3rd Stage: Analysis of Curriculum and Supporting Documentation (Classificatory – Total of 100 points).

Activities described in the **Standardized Curriculum Analysis Form**, found in **Annex II** of this Public Notice, will be taken into account for scoring.

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Only **activities with proper evidence** will be considered. This evidence should be in the form of copies of declarations, certificates, and articles (only the first page is required). Curricula without supporting documents will not be reviewed, and additional documents cannot be submitted after the initial submission. Moreover, the documents should be organized and numbered in the sequence presented in the Standardized Curriculum.

The analysis of the Standardized Curriculum will cover the period from 2018 to 2023 concerning the candidate's academic and/or professional activities.

Announcement of 3rd Stage Results: To be published on the PPGSN [website](#) by November 20, 2023.

Candidates who fail to complete any of the stages or steps outlined in this notice will be automatically disqualified from the selection process.

6. 6. SELECTION PROCESS RESULTS

6.1. Candidates will be ranked in descending order based on the total score achieved in stages 1 (out of 100 points), 2 (out of 100 points), and 3 (out of 100 points). A candidate will be considered as qualified if their final score is equal to or greater than 60% of the distributed points.

6.2. In case of a tie, the candidate with the highest score in the first stage of the Selection Process will be given priority. If a tie still remains, the older candidate will be given priority.

6.3. The **preliminary final results** will be published on November 24th, 2023, on the [PPGSN](#) website.

6.4. The **definitive final results will be published on November 30th, 2023**, on the [PPGSN](#) website.

6.5. Qualified candidates who are not ranked (additional candidates) might be invited to join the PPGSN at the discretion of the Collegiate, strictly following the ranking order.

7. APPEALS

7.1. Candidates can appeal decisions made during any stage of the selection process outlined in this public notice.

7.2. An appeal can only be lodged based on claims of **unlawful decisions or material errors**. Any appeal must be supported with a clear and unbiased reason.

7.3. Appeals need to be submitted via the selection process system and should observe the following deadlines:

- a) **Appeals concerning registration:** must be submitted within 24 hours of its announcement (Approved Applications).
- b) **Appeals concerning the analysis of the Research Project:** must be submitted within 24 hours of its announcement.
- c) **Appeals concerning the preliminary final result of the selection process:** must be submitted within 72 consecutive hours of its announcement.

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- d) The Selection Process Committee will have up to 72 hours after the conclusion of the appeal submission window to respond.

7.4. Candidates are entitled to review the scoring sheet for each stage, but only if requested within the appeal deadline. Requests for this review should be sent to the email: posnutricao.enut@ufop.edu.br.

8. SITUATIONS NOT COVERED

8.1. Any situations not addressed in this public notice will be resolved by the Committee responsible for drafting the Selection Process Public Notice of the Graduate Program in Health and Nutrition. Decisions will be made ensuring fairness and equal opportunity for all candidates, along with maintaining transparency in the selection process.

9. CALL FOR ENROLLMENT

9.1. Qualified candidates must enroll on the dates and times specified by the PPGSN.

9.2. Enrollment for candidates qualified under the reserved seats/affirmative action policy (items 4.5 and 4.6 of this Public notice) will proceed only after validation by UFOP's Verification Committees.

9.3. Foreign qualified candidates are required to submit an authenticated copy of their diploma and academic transcript. If these documents are from a country that is a signatory to the Hague Convention, they should be duly apostilled. If from a non-signatory country, they should be authenticated by the appropriate consular authority. Additionally, an authenticated copy of the passport, country entry visa, or other specific document(s) mandated by federal law will be required.

9.4. Failure to enroll within the designated period will be considered as a withdrawal from the Program. The candidate will forfeit all rights obtained through the approval and ranking in the selection process.

9.5. Following enrollment, students have a **30-day window** to submit the **minutes of their Master's Defense** to the PPGSN. If they do not, their enrollment might get canceled.

9.6. In the first academic semester of 2024, students must enroll on **all mandatory subjects** offered that semester by the Graduate Program of the School of Nutrition – UFOP.

10. SELECTION PROCESS SCHEDULE

PERIOD	STAGES
September 2nd to October 3rd	Application Deadline for expressing any objection to the Examining Board.
September 4th	Deadline for expressing any objection to the members of the Committee for the Drafting of the Selection Process Public Notice

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October 4th	Announcement of the validation of applications
October 5th	Deadline to appeal against the validation of applications
October 6th	Announcement of approved applications
October 16th	Announcement of 1st Stage Results and Schedule for Oral Presentations and Interviews
October 17th	Deadline for 1st Stage appeal
October 19th to November 7th	2nd Stage: Online Oral Presentation of Research Project and Interview
November 8th	Announcement of 2nd Stage Results
November 9th	Deadline for 2nd Stage appeal
November 20th	Announcement of 3rd Stage Results
November 21st	Deadline for 3rd Stage appeal
November 24th	Announcement of Preliminary Final Results
November 27th	Deadline to appeal against the Preliminary Final Results
November 30th	Announcement of the Final Results

11. FINAL REMARKS

11.1. Candidates causing disruptions or interfering with the selection process at any stage will be disqualified.

11.2. By applying, candidates confirm they understand and agree to the terms set out in this public notice and cannot claim ignorance of them later on.

11.3. Any additional public notices or official announcements published by UFOP or PPGSN will be incorporated into this Public notice for all intents and purposes.

Prof. Karina Barbosa de Queiroz,
Coordinator of the Graduate Program in Health and Nutrition.

ANNEX I

Criteria for Evaluation of the Research Project Draft

1. Introduction and Rationale (30 points)

- 1.1. Proper presentation of scientific evidence related to the topic
- 1.2. Identification of areas that require further exploration (knowledge gaps)
- 1.3. Rationale
- 1.4. Statement of the study's relevance
- 1.5. Presentation of the research question and well-formulated hypothesis
- 1.6. Alignment of the project with the PPGSN focus area
- 1.7. Emphasis on the social impact of the proposal
- 1.8. Presentation of the potential for the development of a doctoral thesis (uniqueness).

2. Objectives (10 points)

- 3.1. The general objective aligns with the proposal, research question, and hypothesis
- 3.2. Specific objectives are clear and well defined
- 3.3. Stated objectives align with the research question of the study

3. Methods (40 points)

- 4.1. The study's design or model is comprehensively described
- 4.2. Methodological choices are in line with current understanding of the subject
- 4.3. The methods proposed are in harmony with the study's objectives
- 4.4. Procedures for data processing and analysis are mentioned

4. Schedule and feasibility of implementation (5 points)

- 5.1. Appropriateness of the schedule
- 5.2. Operational and financial feasibility within the institutional context
- 5.3. Presentation of the feasibility of the proposal and details of a potential advisor (if applicable).

5. Overall presentation (15 points)

- 6.1. Formatting
- 6.2. The text is clear, concise, and adheres to academic language standards
- 6.3. Logical sequence and coherence in the text
- 6.4. Equitable distribution across sections
- 6.5. Up-to-date and formatted references
- 6.6. Proper spelling and grammar

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ANNEX II
Standardized Curriculum Evaluation Form (2018-2023)
Total possible score = 100 points

A – RESEARCH EXPERIENCE	Score	Maximum score
Research Internship (scholarship recipient or volunteer with a certificate issued by the Dean of Research)	1/month	24
Extension (scholarship holder or volunteer with certificate issued by the Dean of Extension)	1/month	12
Pró-Ativa program/Monitoring/PET (scholarship recipient or volunteer with a certificate issued by the respective Dean)	1/month	12
Participation in research/extension/monitoring projects (declaration must specify hours completed; certificates issued by Deans will not be considered for this category)	1 point for every 100 hours	24
Technical Improvement Scholarship Recipient (<i>Bolsista de aperfeiçoamento técnico - BAT</i>)	2/month	24
B – SCIENTIFIC PRODUCTION	Score	Maximum score
Presenting works at scientific events	3 for international, 2 for national, 1 for regional/local	15
Full article (accepted/published) in an indexed journal (score based on Qualis CAPES in the Nutrition field)*	A1 and A2: 40/article A3 and A4: 30/article B1 and B2: 20/article B3 and B4: 10/article *If the author is primary, an additional 10 points will be awarded, regardless of Qualis category	
Patents submitted	20 per patent	
Accepted patents	40 per patent	
Book chapters with ISBN	20 per chapter	40
Book (author/editor) with ISBN	40 per book	40
C – TEACHING	Score	Maximum score
Master's – Diploma or equivalent	30 points	30
Teaching at the tertiary level	1/month	20
Teaching at primary/secondary levels	0.5/month	10
Successfully supervised undergraduate thesis or research internships (as the primary advisor)	10/advisory role	20
Successfully co-supervised undergraduate thesis or research internships	5/co-advisory role	20
Participation on undergraduate thesis or specialization panels (except as advisor or co-advisor)	1/participation	5
D – PROFESSIONAL EXPERIENCE	Score	Maximum score
Work in the fields of health and/or food (excluding teaching and internships)	2/year	10
Participation in collegiate bodies, academic centers, or directories	0.5/semester	1.5

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E – OTHER ACTIVITIES	Score	Maximum score
Attendance at international academic events (minimum duration: 4 hours)	2/event	10
Attendance at national academic events (minimum duration: 4 hours)	1/event	5
Attendance at regional or local scientific events (minimum duration: 4 hours)	0.5/event	2.5
Participation in scientific courses	1 point every 20h	3.0
Speaking at scientific/academic events	8 for international events, 4 for national events, 2 for regional/local events	16
Organizing scientific events	5 per event	10

*Journals without a classification will be evaluated based on the JCR Impact Factor, as detailed in the [Nutrition Area document](#).

Total possible score = 100 points	
Score Obtained	References
> 190	100 points
171 to 190	95 points
151 to 170	90 points
131 to 150	85 points
111 to 130	80 points
91 to 110	75 points
71 to 90	70 points
51 to 70	65 points
< 50	60 points



Ministry of Education
Federal University of Ouro Preto
School of Nutrition



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ANNEX III

Self-Declaration Form

I, _____, CPF No. _____, holder of identity document No. _____, hereby declare myself as _____ and choose to apply for vacancies in:

() Technical-Administrative Staff of UFOP – SIAPE: _____
Department/Section: _____.

I am aware that any candidate who provides false information related to the requirements set out in this self-declaration will be subject, besides facing legal penalties for crimes stipulated by law, to disqualification from the SELECTION PROCESS FOR ADMISSION TO THE DOCTORAL PROGRAM OF THE GRADUATE PROGRAM IN HEALTH AND NUTRITION 2024, Public notice No. 07/2023.

Local: _____

Date: ____/____/____

Candidate's signature