



**MINISTÉRIO DA EDUCAÇÃO**  
**CENTRO FEDERAL DE EDUCAÇÃO TECNOLÓGICA DE MINAS GERAIS**  
**SECRETARIA DE RELAÇÕES INTERNACIONAIS**  
**CHAMADA PÚBLICA Nº. 003/2022/SRI/CEFET-MG**  
**PRÉ-SELEÇÃO DE ESTUDANTES PARA O**  
**SUSI LEADERS WINTER 2023, INTERCÂMBIO NOS EUA PARA ALUNOS DE**  
**GRADUAÇÃO INTERESSADOS NO TÓPICO DE EMPREENDEDORISMO E**  
**DESENVOLVIMENTO ECONÔMICO**

O Centro Federal de Educação Tecnológica de Minas Gerais (CEFET-MG), por meio de sua Secretaria de Relações Internacionais (SRI), no uso de suas atribuições legais, torna pública a Chamada para a pré-seleção e indicação de 1 (um/uma) estudante de graduação para participação no Programa “WINTER 2023 STUDY OF THE U.S. INSTITUTE FOR STUDENT LEADERS ON ENTREPRENEURSHIP AND ECONOMIC DEVELOPMENT”.

## **1. DISPOSIÇÕES GERAIS**

1.1 O “Study of the U.S. Institutes (SUSIs) for Student Leaders” é um programa de intercâmbio acadêmico e profissional para estudantes, educadores e pensadores de todo o mundo. O programa é acolhido por instituições acadêmicas de todos os Estados Unidos, por um período de 4 a 5 semanas, e inclui uma hospedagem acadêmica intensiva e uma visita de estudo educacional integrada;

1.2 O intercâmbio acontecerá no Institute for Training and Development (ITD) em Amherst, MA - EUA;

1.3 A bolsa SUSI tem como finalidade promover uma melhor compreensão da cultura dos Estados Unidos, do seu povo e das suas instituições, através do intercâmbio entre os estudantes, professores e acadêmicos estrangeiros. As atividades extracurriculares culturais e comunitárias, neste programa, ajudam ainda a ampliar a compreensão dos participantes sobre a sociedade norte-americana;

1.4 Caso as condições de saúde, segurança e viagem representem desafios significativos, o programa será alterado para um formato virtual adaptado.

## **2. BENEFÍCIOS**

2.1 Participação em curso intensivo de 4 semanas, entre 14 de janeiro e 18 de fevereiro de 2023, que consistirá em discussões em seminários, leituras, apresentações em grupo, palestras, viagens educacionais, visitas guiadas, atividades de liderança e oportunidades de trabalho voluntário com a comunidade local;

2.2 O Education and Cultural Affairs Bureau (ECA) do Departamento de Estado dos Estados Unidos da América será responsável por cobrir os custos de todos os participantes, incluindo a administração do programa, voo doméstico e transporte terrestre, material didático, custos

com atividades culturais, moradia, subsistência e os custos para a retirada do visto e da viagem internacional, de acordo com os limites estabelecidos pelos Consulados;

2.3 Todos os participantes receberão do Departamento de Estado dos Estados Unidos da América cobertura médica, conforme especificação presente no Anexo I (Program Information and Frequent Asked Questions FAQ);

2.4 Se o programa for conduzido virtualmente, o ECA trabalhará com o ITD para fornecer uma bolsa tecnológica a todos os participantes.

### **3. RESPONSABILIDADES DO CEFET-MG**

3.1 Selecionar e indicar 1 (um/uma) estudante de graduação para o Escritório da Representação Diplomática dos Estados Unidos em Belo Horizonte, que será responsável por receber as indicações de todo o estado e selecionar 2 (dois) candidatos(as) de Minas Gerais para a seleção nacional;

3.2 Fornecer orientações gerais sobre o Programa, bem como instruir os(as) interessados(as) sobre questões relativas a esta chamada;

3.3 O CEFET-MG não se responsabiliza pelo resultado final do processo seletivo realizado pelo Escritório da Representação Diplomática dos Estados Unidos e nem arcará com recursos financeiros para a realização da mobilidade internacional.

### **4. REQUISITOS BÁSICOS**

4.1 Ser aluno(a) de graduação, regularmente matriculado(a) no CEFET-MG, e estar cursando entre o segundo e o penúltimo período da graduação;

4.2 Ter entre 18 e 25 anos;

4.3 Possuir proficiência comprovada em inglês;

4.4 Permanecer matriculado(a) por pelo menos um semestre acadêmico após o período do Programa;

4.5 Apresentar um alto nível de desempenho acadêmico, indicado por meio do rendimento global e de atividades realizadas durante o curso de graduação;

4.6 Não ter realizado mobilidade acadêmica internacional.

### **5. REQUISITOS PREFERENCIAIS**

5.1 Ter interesse pela área de Empreendedorismo Social;

5.2 Demonstrar comprometimento com a comunidade e com atividades extracurriculares e de extensão;

5.3 Demonstrar grande capacidade de liderança e potencial nas atividades da Universidade e da comunidade;

5.4 Não ter tido uma experiência de viagem prévia nos Estados Unidos ou em outro país;

5.5 Apresentar grande interesse em aprender sobre os Estados Unidos;

5.6 Ser maduro(a), responsável, independente, confiante, de mente aberta, tolerante, atencioso(a) e curioso(a);

5.7 Estar disposto(a) e ser capaz de participar plenamente de um programa acadêmico

intensivo, de serviços comunitários e de viagens educacionais;

5.8 Estar preparado(a) para a vida no campus universitário, considerando o compartilhamento de acomodações e a adaptação às práticas culturais e sociais diferentes das de seu país de origem.

## **6. VAGAS PARA INDICAÇÃO**

6.1 Será oferecida 01 (uma) vaga para indicação como representante do CEFET-MG.

6.1.1 Após a indicação, o(a) estudante passará por uma segunda seleção a nível estadual. O comitê do Escritório da Embaixada dos EUA em Belo Horizonte fará entrevistas, em inglês, com os candidatos selecionados na semana do dia 26/09. Dois candidatos serão selecionados para representar Minas Gerais na seleção nacional feita pela Embaixada em Brasília, em outubro;

6.1.2 O CEFET-MG apenas será responsável pela indicação do estudante selecionado, não participando das seleções a nível estadual e nacional.

## **7. PROCEDIMENTOS PARA A INSCRIÇÃO**

7.1 As inscrições serão recebidas exclusivamente por meio do formulário <https://questionarios.cefetmg.br/index.php/189727/lang-pt-BR>, conforme cronograma.

7.2 São documentos obrigatórios para inscrição:

7.2.1 Application Form (Anexo II), devidamente preenchido, conforme as instruções apresentadas no início do formulário, em formato PDF;

7.2.2 Histórico Escolar emitido até quinze dias do ato de inscrição;

7.2.3 Documento institucional que comprove o Rendimento Global igual ou maior que 80%;

7.2.4 Certificado de proficiência em língua inglesa, com nível B2 ou superior, conforme Quadro Europeu Comum de Referência para Línguas OU declaração de professor de inglês credenciado na rede federal (com matrícula SIAPE) atestando que o candidato possui o nível exigido;

7.2.5 Comprovante(s), caso possua, de participação em atividades durante o curso de graduação, conforme Anexo III.

## **8. DO PROCESSO DE SELEÇÃO**

8.1 A seleção consistirá em duas etapas, a serem conduzidas por banca avaliadora designada pela SRI: (i) análise documental e (ii) entrevista em inglês;

8.1.1 A análise documental será realizada com base na conferência e homologação da documentação e no cálculo da pontuação conforme critérios constantes do Anexo III; Serão classificados até 3 candidatos, considerando-se a maior pontuação obtida na etapa

8.1.2 Para a segunda etapa, os candidatos classificados na primeira deverão participar de uma entrevista em inglês, individual ou coletiva, em formato remoto ou presencial;

8.2 O resultado final será a soma das notas obtidas nas duas etapas e será divulgado na página da SRI: <https://www.sri.cefetmg.br/editais-de-mobilidade/>, conforme cronograma.

## 9. DA BANCA AVALIADORA

9.1 A banca avaliadora será designada pela SRI.

9.2 Hipóteses de suspeição e impedimento dos membros da Banca:

a) seja cônjuge, companheiro ou parente consanguíneo ou afim, em linha reta ou colateral, até o terceiro grau, de algum dos candidatos;

b) tenha amizade íntima ou inimizade notória com algum dos candidatos ou com os respectivos cônjuges, companheiros, parentes e afins até o terceiro grau;

c) seja ou tenha sido sócio de candidato em atividade profissional nos últimos cinco anos;

d) esteja litigando judicial ou administrativamente com o candidato ou respectivo cônjuge ou companheiro;

e) que mantém ou tenha mantido, no interregno de 05 (cinco) anos anteriores à publicação do Edital, vínculo de natureza acadêmica, tal como, orientador ou coautor de obras públicas, com os candidatos inscritos.

## 10. CRONOGRAMA

10.1 O cronograma da presente Chamada seguirá conforme disposto no quadro abaixo:

ITEM	DATA
Divulgação da chamada	24/08/2022
Período de inscrição	25/08/2022 a 12/09/2022 às 10h00min
Análise das inscrições (primeira etapa)	13/09/2022 a 16/09/2022
Resultado da primeira etapa	16/09/2022
Entrevista em inglês	19/09/2022
Divulgação do resultado	19/09/2022
Indicação do estudante selecionado	21/09/2022
Previsão do período do programa	14/01/2023 a 18/02/2023

## 11. DISPOSIÇÕES FINAIS

11.1 A inscrição do(a) candidato(a) pressupõe concordância aos termos desta Chamada e às instruções contidas no Anexo I (Program Information and Frequent Asked Questions FAQ) e no Anexo II (Application form: Winter 2023 Study of the U.S. Institute for Student Leaders);

11.2 A SRI poderá, a seu único e exclusivo critério, alterar a presente Chamada independentemente do cronograma estabelecido;

13.3 À SRI reserva-se o direito de resolução dos casos omissos e das situações não previstas nesta Chamada;

13.4 É obrigatória a leitura do Anexo I, que trata das informações completas sobre o Programa;

13.5 O atendimento para esclarecimento de dúvidas será realizado exclusivamente por meio eletrônico, através do endereço de e-mail [sri@cefetmg.br](mailto:sri@cefetmg.br).

# ANEXO I



## PROGRAM INFORMATION

The Study of the U.S. Branch is pleased to invite candidate nominations for a **winter 2023 Study of the U.S. Institute for Student Leaders** from Argentina, Brazil, Chile, and Uruguay interested in the topic of Entrepreneurship and Economic Development. The **program will be conducted in English** and will be **hosted by the Institute for Training and Development (ITD) in Amherst, MA from January 14 to February 18, 2023**. Should health, safety, and travel conditions pose significant challenges, the program will pivot to a modified virtual format.

**Study of the U.S. Institutes (SUSIs) for Student Leaders** are intensive short-term academic programs whose purpose is to provide groups of undergraduate student leaders with a deeper understanding of the United States while simultaneously enhancing their leadership skills. Each Institute has 20 participants. The Institutes consist of a **four-week academic residency** with a balanced series of seminar discussions, readings, group presentations and lectures. Site visits, leadership development, cultural activities, community service, and, if possible, a one-week study tour will complement the coursework and academic sessions. Note that if the program must take place virtually, participants will engage in similar activities but online from their home countries.

The SUSI on Entrepreneurship and Economic Development will provide participants with an overview of principles of entrepreneurship and social entrepreneurship by reviewing the development, history, challenges, and successes of U.S. enterprises, business leadership and women's economic empowerment, in the United States and globally. Topics may include, but are not limited to, social capital strategies for sustainable economic development, financial literacy, banking, microfinance, organizational development and management, innovation, emerging markets and risk analysis, strategic business planning, corporate social responsibility, and minorities in entrepreneurship.

**Program Funding:** The Education and Cultural Affairs Bureau (ECA) of Department of State will cover all participant costs, including program administration; international and visa travel, travel allowances, domestic travel, and ground transportation; book, cultural, mailing, and incidental allowance, and housing and subsistence as well as arrange and pay for participants' international and visa travel costs and travel allowance within set limits. If the program is conducted virtually, ECA will work with ITD to provide a technology stipend to all participants.

**Program Requirements and Restrictions:** Candidates should be made aware that they are applying for an intensive and rigorous academic Institute and are expected to fully participate in all aspects of the program. Participants must attend all lectures, participate in all required organized activities, and complete all assignments. Family members and/or friends may not accompany or join participants for any part of the program.

**English Language Ability:** English Language knowledge and proficiency are REQUIRED to participate in this program. The program is conducted in English.



**Housing and Meal Arrangements:** Housing will be in shared or single university dorms on campus or full-service hotels within walking distance of most classroom activities. Male and female participants will be housed in separate quarters. In addition to regular group meals and a university meal plan, participants may have access to a kitchen to cook some meals on their own. It is important that nominees are aware of these arrangements and that they are comfortable with such accommodations.

Care will be taken to ensure that any special requirements regarding diet, daily worship, housing, and medical care are satisfied. Special accommodations will be made available to the greatest extent possible. Should a participant need to quarantine due to positive COVID-19 test results, accommodations will follow Center for Disease Control (CDC) and host institution guidelines.

**Health Benefits:** All participants will receive the Department of State's Accident and Sickness Program for Exchanges (ASPE) health benefit during the U.S.-based in-person component, which provides coverage of up to \$100,000 with a \$25 co-pay per medical visit and a \$75 co-pay per emergency room visit, for the duration of the program. Pre-existing conditions may be covered up to \$100,000, subject to policy exclusions and limitations. ASPE also covers up to \$500 for routine COVID-19 testing requirements in the United States. COVID-19 is treated like any other illness under the ASPE health benefits plan.

**Travel Policy:** Under no circumstances are participants allowed to arrive in the United States prior to the start date of the SUSI or remain in the United States after the end date. Similarly, participants will not be permitted to leave the SUSI to visit relatives or friends while in the United States. If a relative or friend wishes to visit a participant, it will be considered on a case-by-case basis in consultation with the ECA program officer and the host institution. Participants are required to return to their home countries immediately following the end of the Institute.

**Virtual Program Contingency:** Should health, safety, and travel conditions pose significant challenges, the SUSI will pivot to a virtual format. The virtual program would consist of a minimum of 36 hours of required programming with a combination of synchronous and asynchronous learning. To the extent possible, the virtual programming would include lectures, small group discussions, videos, readings, panels, site visits, leadership development, assignments, and individual and group activities. Participants will be expected to fully participate in the entire virtual program from their location.

**Connectivity:** Should the program need to pivot to a virtual format, participants would need access to a computer and a stable internet connection. If a participant does not have access to these two items, ITD will work with the participant and post to facilitate access. Participants would be expected to actively engage in all program activities, and therefore, they should notify immediately the host institution and post of any issues with their online access during the duration of the program as well as any difficulties affecting their participation.



### **CANDIDATE DESCRIPTION AND QUALIFICATIONS:**

The participants are expected to be highly motivated first through third year undergraduate students from colleges, universities, and other institutions of higher education, who demonstrate leadership through academic work, community involvement, and extracurricular activities. Their fields of study will be varied and may include the sciences, social sciences, humanities, education, business, and other professional fields. Emphasis should be made on recruiting participants from non-elite backgrounds, from both rural and urban areas, and with little or no prior experience in the United States or elsewhere outside their home country. In addition, recruitment of participants should include historically underserved, indigenous groups, Afro-Latinos, disadvantaged groups, individuals with disabilities, and ethnic minority communities. Please see paragraph 24 for more information on the number of nominations that may be submitted.

### **Candidates nominated for this program will:**

- be proficient in English;
- be interested in the topic of Entrepreneurship and Economic Development;
- be between 18 and 25 years of age;
- have at least one semester left of their undergraduate studies, and be committed to returning to their home universities following completion of the program;
- demonstrate strong leadership qualities and potential in their university and community activities;
- indicate a serious interest in learning about the United States;
- have a sustained high level of academic achievement, as indicated by grades, awards, and teacher recommendations;
- demonstrate commitment to community and extracurricular university activities;
- have little or no prior study or travel experience in the United States or elsewhere outside of their home country;
- be mature, responsible, independent, confident, open-minded, tolerant, thoughtful, and inquisitive;
- be willing and able to fully participate in an intensive academic program, community service, and educational travel;
- be comfortable with campus life, prepared to share living accommodations, and able to adjust to cultural and social practices different from those of their home country; and,
- if the program must be conducted virtually, posts must ensure that participants have access to the internet or help facilitate such access if needed.



## **Frequent Asked Questions (FAQ)**

### **What degree of English proficiency should a nominee have?**

All participants must be fully proficient in English; throughout the Institute they will need to fully understand lectures, actively participate in discussions, and read and write assignments in English.

### **During the in-person portion of the program, how much free time will a participant have?**

There will be some free time during the program. However, nominees MUST understand that this is an intensive academic program, and they are expected to fully participate in all lectures, activities, site visits, and scheduled events.

### **If a nominee has relatives in the United States, would he/she/they have time to see them, during the in-person portion of the program?**

Participants will NOT be allowed to leave the Institute to visit relatives or friends. Occasionally it is possible for a relative or friend to visit the participant on a specific day designated by the U.S. host institution if the schedule permits. These situations will be considered on a case-by-case basis in consultation with the ECA program officer and the host institution. Participants are required to return to their home countries immediately following the end of the Institute.

### **During the in-person portion of the program, can a participant arrive early/late or stay after the Institute?**

No. Participants who choose to travel to the United States on a Study of the U.S. Institute are required to abide by the terms and conditions of the program. These terms state clearly that student leaders may NOT arrive in the United States before the program start date or remain in the country after the close of the Institute.

### **Can a graduate student participate in the SUSI for Student Leaders Institute?**

No. Study of the U.S. Institutes for Student Leaders are designed exclusively for undergraduate students with at least one remaining semester of study.

### **Can a participant miss one part or component of the Institute?**

All participants are expected to participate in all scheduled lectures, events, site visits, trips, and activities.

### **How much money will participants need to bring for the in-person portion of the program?**

The Study of the U.S. Institutes cover all basic costs of an individual's participation including transportation, lodging, and meals. Generally, U.S. host institutions provide meals through a combination of a cafeteria meal plan, a pre-loaded debit card for use at local restaurants, and/or a cash allowance to permit participants to purchase food for cooking. Information on housing and meal arrangements will be





provided by the U.S. host institution approximately six weeks prior to the start of the Institute. Other than the meal stipend mentioned above, participants should not expect to receive any spending money from the Institute. Participants should bring their own spending money if they wish to purchase souvenirs or other items during their time in the United States.

**Are you able to fully accommodate participants with disabilities?**

The Study of the U.S. Branch welcomes nominations for individuals with disabilities. We are committed to working with our Institute hosts to arrange reasonable accommodations for all participants. We ask that you identify disabilities during the nomination process so that we can begin working with our Institute hosts to ensure appropriate accommodations.

# ANEXO II



## INSTRUCTIONS:

- Please submit the below form to your professor or selection committee in the deadline set by your institution.
- Applications sent directly to the Embassy Branch Office in Belo Horizonte will not be considered.
- Please **save this form with the Higher Education Institution's name, candidate's name and surname**. Examples: UCR\_John Smith, UFLA\_Joao Silva.
- In case you are sending images please save them on PDF format with your name, surname and name of the University. Examples: Joao Silva\_Transcript, Maria Santos\_TOEFL.
- Send all information together in a single e-mail message. Only electronic, scanned (PDFs) documents will be accepted.
- Type N/A for questions that are non-applicable
- **Please delete the instruction information when saving the file with your data.**

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**APPLICATION FORM: WINTER 2023 STUDY OF THE  
U.S. INSTITUTE FOR STUDENT LEADERS ON ENTREPRENEURSHIP AND ECONOMIC  
DEVELOPMENT**

### SECTION A: candidate information

**1. Applicant's full name:** *(exactly as they appear in passport or national identity document)*

**Surname:**

**Middle name:**

**First name:**

**Gender:**

Female

Male

Other: \_\_\_\_\_

**Date of Birth:** *(month/day/year - please spell the month, e.g.: February 15, 1986)*

**City and State of Birth:**

**Country of Birth:**

**Country of Residence**

**Primary Citizenship:**

**Secondary Citizenship** (if applicable):

**2. Contact information:** *(please write the name of the street in Portuguese)*

Address:

City:

State:

Postal Code:

Country:

Phone number *(country code + DDD)*:

Cell Phone *(country code + DDD)*:

E-mail:

**3. Medical, Physical, Dietary or other Personal Considerations:** This will not affect selection but will enable the host institution to make any necessary accommodations.

Please indicate if the candidate has a disability:

- None
- Blind or Visual Impairments
- Deaf or Hearing Impairments
- Learning Disability
- Physical Disability
- Psychiatric Disability
- Systemic Disability
- Other: \_\_\_\_\_

**4. Please describe any pre-existing medical conditions, prescription medication, dietary restrictions, or personal considerations for the candidate.**

**5. Previous Experience in the United States.** Please list all trips to the United States and provide dates/duration, purpose of visit(s), and location(s). *(Examples: July 4-14, 2019 - Tourism to Washington, D.C.; December 1-15, 2018 - Short Term Study Abroad to NYC).*

**6. Family residing in the United States** (if applicable). Please list any immediate family members who are currently residing in the United States. Include name, relationship to candidate, city, and state. *(Example: Jane Doe, sister, Denver, CO).*

**SECTION B: Background**

**1. Academic Course, Institutions:**

Course:

Higher Education Institution:

Department:

Year/semester in school:

Expected year/semester of graduation date:

2. **Work history.** Please include employer, position, dates, and location.
3. **Volunteer Experience.** Please include organization, dates, and location.
4. **Memberships in Associations, Clubs, etc.** Please include organization, dates, and location.
5. **Candidate Personal Statement:** As part of the SUSI application process, candidates should submit a personal statement about their background and goals. In up to 500 words, the candidate should address the following questions and any other pertinent information:
  - *What about your background and/or interests makes you competitive for the SUSI exchange program?*
  - *What will you contribute to the program?*
  - *How do you expect your participation in the SUSI exchange program affect your local community or, region/country?*
  - *How will the SUSI exchange affect you personally or professionally?*

6. **SECTION C: Documents**

**Please attach:**

- Your most recent University Transcript or academic records (in Portuguese)
- Evidence of Fluency in English (TOEFL, TELP or other certificates, if available)
- Reference letter from a professor, supervisor, or employer



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**CHAMADA PÚBLICA DE PRÉ-SELEÇÃO N. 003/2022/SRI/CEFET-MG**

**SUSI LEADERS WINTER, INTERCÂMBIO NOS EUA PARA ALUNOS DE GRADUAÇÃO  
INTERESSADOS NO TÓPICO DE EMPREENDEDORISMO E DESENVOLVIMENTO  
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**ANEXO III – BASE DE CÁLCULO DA PONTUAÇÃO PARA A SELEÇÃO**

<b>Item</b>	<b>Documentação comprobatória *</b>	<b>Pontuação</b>	<b>Mínimo exigido para pontuação</b>	<b>Pontuação máxima</b>
1	Desempenho acadêmico, conforme Rendimento Global	Rendimento Global	80,00	100,00
2	Projetos e Programas de Extensão reconhecidos pela Diretoria de Extensão e Desenvolvimento Comunitário	5,00 pontos por semestre letivo completo	1 semestre letivo completo	25,00
3	Programa de Bolsas de Iniciação Científica ou Tecnológica ou Bolsa de Complementação Educacional	5,00 pontos por semestre letivo completo	1 semestre letivo completo	25,00
4	Programa de Monitoria	5,00 pontos por semestre letivo completo	1 semestre letivo completo	15,00
5	Programa PET	5,00 pontos por semestre letivo completo	1 semestre letivo completo	15,00
6	Publicação em periódico científico	6,00 pontos por publicação	---	12,00
7	Apresentação de trabalho em congressos científicos, na área do curso ao qual o aluno está vinculado	4,00 pontos por trabalho apresentado	---	8,00
<b>TOTAL</b>				<b>200,00</b>

**(\*) OBSERVAÇÕES:**

- 1) Documentação comprobatória: declaração, certificado ou outro documento institucional que conste, no mínimo, o nome do projeto, programa ou atividade, período de participação e o nome do aluno.
- 2) Serão analisados/avaliados somente os documentos que apresentarem: nome completo do aluno, assinatura do responsável (se for o caso), data de assinatura, informação consistente que comprove o período da efetiva participação do aluno.