



MINISTÉRIO DA EDUCAÇÃO
UNIVERSIDADE FEDERAL DE SANTA MARIA

CALL N. 268, OCTOBER 10, 2025
SIMPLIFIED CALL FOR FOREIGN VISITING PROFESSORS
HUMANITARIAN PROGRAM FOR PALESTINIAN REFUGEES

The President of the Federal University of Santa Maria, in the exercise of his legal and statutory powers, considering the provisions of UFSM Resolution No. 173/2024, Normative Instruction PRGP-PROGEP/UFSM No. 01/2024, Law No. 8,112 of 12/11/1990, Law No. 8,745 of 12/09/1993, Normative Orientation No. 5 of 10/28/2009, Decree No. 7,485 of 05/18/2011, Ministry of Education Ordinance No. 243 of 03/03/2011, Law No. 12,772 of 12/28/2012, Decree No. 9,739 of 03/28/2019, Law No. 9,474/2017, Law No. 13,445/2017, and the Public Call – Humanitarian Program – Palestinian Refugees, from the UFSM Human Rights Observatory, hereby announces the opening of applications for the **Selection Process for Foreign Visiting Professor – Palestinian Refugees**, at the Federal University of Santa Maria, as per the table below and in accordance with the current legislation.

1. VACANCY TABLE

No. of Vacancies	Type	Minimum Requirements (according to Art. 29, §7, Law No. 12,772/2012)	Work Regime	Base Salary + Degree-Based Allowance
3	Foreign Visiting Professor – Palestinian Refugees	(i) Has held a Doctoral degree, for at least five (5) years; (ii) Has teaching experience and recognized competence in the selection area/subarea; (iii) Has relevant scientific production from the last five (5) years	Full-Time Exclusive Dedication (on-site work)	R\$ 24,802.62

2. APPLICATION

2.1. Modality: Online, exclusively at the electronic address www.ufsm.br/concurso

2.2. Period and Time (observing Brasília official time):

Start: **09:00 a.m., October 13, 2025 (Monday)**

End: **11:59 p.m., November 11, 2025 (Tuesday)**

2.3. Application Procedures:

- Access www.ufsm.br/trabalhe-na-ufsm/ during the period specified in item 2.2;
- Select: “Portal de Inscrições”;
- Access the Public Call page and read it carefully;
- Click on: “Inscrições online”;
- Correctly fill in the candidate’s data in the application form, ensuring that all fields marked with an asterisk (*) are completed;
- Attach identification document and curriculum vitae at the time of application;
- Click on: “Enviar”;
- If the application is successfully submitted, the screen will display: “Inscrição solicitada”;
- No application fee will be charged;
- UFSM will not be responsible for applications not received due to technical issues, communication failures, line congestion, or other factors preventing data transfer.

2.4. Validation and Cancellation of Applications:

- The preliminary list of validated applications will be published by the Provost Office for Personnel Management (PROGEP) on the selection webpage, www.ufsm.br/concurso, within **five (5) business days** after the application deadline;
- Candidates may file an appeal against the non-validation of their application to PROGEP within two **(2) business days** from the publication of the preliminary list, via email to concursodocente@ufsm.br.

- c) PROGEP has **three (3) business days** after the appeal deadline to decide on appeals;
- d) If there are changes in applications due to appeals, a new list of validated applications will be published on the selection webpage;
- e) After the deadline in item 2.4(c), the final list of validated applications will be published on the sele webpage;
- 2.4.1. Applications will not be validated if the candidate:
 - a) does not submit the documents required in item 2.3(f);
 - b) fills in the application form incorrectly or leaves required fields blank.

3. SELECTION COMMITTEE

- 3.1. The Selection Committee for Foreign Visiting Professors – Palestinian Refugees will be appointed by the Graduate Programs receiving the Foreign Visiting Professor vacancies, and will consist of 5 (five) permanent professors from the Graduate Program: 3 (three) main members (doctoral degree holders) and 2 (two) alternates, linked to the knowledge area under selection;
- 3.2. If it is impossible to form the Committee as described in 3.1, professors with doctoral degrees from related areas may be appointed;
- 3.3. The designation of the selection committee will be published on the Selection Process webpage after the application period closes and once the Graduate Program(s) receiving the Foreign Visiting Professor vacancies has been defined, through an Ordinance issued by the Unit Director;
- 3.4. Candidates will have up to **two (2) business days**, after the Ordinance publication, to request disqualification of a Committee member via electronic administrative appeal, as provided in item 12.9;
- 3.5. The Graduate Program will appoint a staff member to act as secretary of the selection process. The appointment will be published on the Selection Process webpage.

4. SELECTION METHOD

- 4.1. Foreign Visiting Professors will be selected through a simplified process, consisting of analysis of the **Production Scoring Table** (Annex I) and an Interview;
- 4.2. The Production Scoring Table has a weight of 10; candidates scoring below 7.0 are eliminated, according to Normative Instruction No. 01/2024-PRPGP/PROGEP. The interview has a weight of 1.0;
 - 4.2.1. For scoring, the committee will evaluate the CV submitted at the time of application and fill in the Production Scoring Table;
 - 4.2.3 The candidate with the highest score in Annex I is considered the reference and receives a score of 10. Other candidates' final scores are calculated proportionally;
 - a) Scores for the Production Table will be published on the selection webpage before the call for interviews is published;
 - 4.2.4. Interviews may be conducted remotely (online);
 - a) The call for interviews will be published on the selection webpage at least five **(5) calendar days** in advance.
 - 4.2.5. Final selection score is the sum of the Production Table score and the Interview score.

5. RESULTS

- 5.1 Candidate ranking follows descending order of the final score; minimum score of 7.0 in the Production Table (Annex I) is required for approval;
- 5.2. Maximum number of candidates classified per vacancy follows Annex II of Decree No. 9,739/2019:

No. of Vacancies	Maximum Approved Candidates
03	14

- 5.3. Candidates not among the maximum approved, even if they reach minimum scores, are automatically disqualified, according to Decree No. 9,739/2019;
- 5.4. In case of a tie, candidates aged 60 or older on the last application day have preference, according to the Elderly Statute (Law No. 10,741/2003);
 - 5.4.1. If more than one candidate is 60 or older, the older candidate has preference;
- 5.5. Final results will be published on the Selection Process webpage after a public session.

6. APPEALS OF RESULTS

- 6.1. After the final result is published on the Selection Process webpage, candidates will have **3 (three) business days** to request a review of their evaluations, via a petition filed through the National Electronic Process (PEN), addressed to the Director of the Graduate Program responsible for the selection;
- 6.2. To file an appeal, the interested party must first register as an external user at: <https://www.ufsm.br/orgaos-suplementares/dag/pen/servicos/foreign-external-user-registration>. Then, they may open a National Electronic Process (PEN-SIE) via the UFSM Process Portal, using the document type "*Processo de recurso de seleção pública*", initially directed to the "*Núcleo de Concurso Docente*";
- 6.3. The Examining Committee will have **3 (three) business days** to analyze and decide on appeals, after which the candidate will be notified of the decision through the electronic process;

6.4. The definitive final result, after the appeals period, will be sent by the Graduate Program to the NCD/CCON/PROGEP department for publication on Selection Process webpage.

7. APPROVAL OF RESULTS

7.1. The results of the Selection Process will be approved by the Collegiates of the Graduate Programs responsible for the selection, by the Units' Councils, and by the Council of Teaching, Research, and Extension, before being forwarded to the Faculty Selection Office/PROGEP for appropriate action.

8. REMUNERATION

8.1. The remuneration of the foreign visiting professor will correspond to their work regime, as provided in Article 12 of UFSM Resolution No. 173/2024, using the remuneration of a Full Professor as a reference, as established in Law No. 12.772/2012;

8.1.1. The work regime of foreign visiting professors selected through this Call will be exclusive dedication, with work performed strictly on-site at UFSM;

8.2. The monthly remuneration will consist of the Base Salary plus a Degree-Based Allowance, as follows:

Work Regime	Base Salary	Degree-Based Allowance	Total Remuneration
Full Dedication (on-site)	R\$ 11,536.10	R\$ 13,266.52	R\$ 24,802.62

9. CONTRACT DURATION

9.1. The contract for the foreign visiting professors selected through this call is for a period of 6 (six) months, where a single extension for an equal period is allowed.

10. VALIDITY OF THE SELECTION PROCESS

10.1. The result of this notice will not result in the creation of a reserve list and will expire once the offered vacancies are filled.

11. FINAL PROVISIONS

11.1. Participation in the Selection Process implies, from the outset, acknowledgment and tacit acceptance of the conditions established in this call and other governing documents of this public selection;

11.2. By applying to this selection process, the candidate authorizes UFSM to provide personal data to third parties demonstrating legitimate interest, during the appeals period, respecting the principles of publicity and transparency that govern Public Administration and in accordance with Law No. 13.709/2018;

11.3. The veracity of information provided is the sole responsibility of the candidate, who may be held accountable at any time in case of false information or use of fraudulent documents, constituting a crime against public faith, which will result in elimination from the selection process, in addition to the provisions of the sole paragraph of Article 10 of Decree No. 83.936/1979;

11.4 UFSM may verify, through official platforms, websites, and other means, the authenticity and truthfulness of information declared or presented by candidates throughout the process;

11.5. Candidates who previously held positions under Law No. 8.745/1993 may only be rehired after 24 (twenty-four) months from the end of their previous contract;

11.6. Only foreign candidates with a permanent visa in Brazil at the contract signing date, or a temporary visa for research, teaching, or academic extension purposes as provided by Law No. 13.445/2017, may be hired. The temporary visa will be requested by UFSM from the Ministry of Justice and Public Security;

11.7. Active employees of the Federal, State, Federal District, or Municipal administration, as well as employees or officers of their subsidiaries and controlled companies, may not be hired under this law;

11.8. UFSM active or retired employees may not be hired as visiting professors, pursuant to Article 1, §4, of UFSM Resolution No. 173/2024;

11.9. UFSM active or retired employees may not be hired as visiting professors, pursuant to Article 1, §4, of UFSM Resolution No. 173/2024;

11.10. Only a doctoral degree from a CAPES-MEC accredited course will be accepted. Foreign diplomas must be recognized as equivalent by a Brazilian public higher education institution to be valid;

11.11. For the purposes of hiring visiting professors under this Call, foreign diploma recognition may be replaced by a simplified recognition report issued by the UFSM Graduate and Research Office;

11.12. To open a "Public Selection Appeal Process" via PEN-SIE/UFSM, candidates must first register as an external user at: <https://www.ufsm.br/orgaos-suplementares/dag/pen/servicos/foreign-external-user-registration>, at least **2 (two) business days** before filing, following the deadlines established in this notice. All faculty selection appeals will be sent by default to the Faculty Selection Office ("Núcleo de Concurso Docente" 01.26.03.01.0.0);

11.13. Information about the call may be obtained from the Graduate Program responsible for the public selection (contacts in Annex I) or from the Faculty Selection Office/PROGEP via email: concursodocente@ufsm.br.

Santa Maria/RS, October 10, 2025

Luciano Schuch
President

ANNEX I
Production Scoring Table – (Palestinian Refugees)

Item	Points / Verified Item	Quantity per Item	Total per Item
Scientific Article with JCR impact factor above 4.00: unlimited points	30		
Scientific Article with JCR impact factor from 2.00 to 3.99: unlimited points	20		
Scientific Article with JCR impact factor from 1.00 to 1.99: limited to 80 points	15		
Scientific Article with JCR impact factor below 1.00 or without JCR: limited to 20 points	10		
Authored Books with ISBN/ISSN published: limited to 50 points	10		
Granted Patent: unlimited points	15		
Main PhD Supervisor (per graduated student): unlimited	10		
Main Master's Supervisor (per graduated student): unlimited	5		
Teaching at Master's and Doctoral level	1/year		
Candidates with formal employment as professor or researcher at a foreign higher education institution	400		
Total			

(1) Candidate production evaluation will be carried out by the examining committee based on analysis of the Curriculum Vitae submitted by the candidate.