

INTERNATIONAL PROGRAMS

GUIDE BOOK – INTERNATIONAL STUDENTS

Academic Internationalization Office
Universidade Paulista –UNIP

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UNIVERSIDADE PAULISTA – UNIP GENERAL INFORMATION

Website	www.unip.br
List of undergraduate courses	https://www.unip.br/cursos/graduacao/index.aspx
Campuses list	https://www.unip.br/universidade/localidades/
Address Academic Internationalization	Rua Vergueiro, 1211, 11º andar, sala 1101 CEP: 01504-000 São Paulo/SP – Brasil https://www.unip.br/universidade/internacionalizacao_academica/
Contact	Phone 55.11.21661132 Fax. 55.11.21661133 Email: internacionalizacaoacademica1@unip.br, copy to internacionalizacaoacademica2@unip.br
Vice-Rector	Professor Laura Ancona Lee, PhD
Coordinator	Vanessa Louise, Msc

LIST OF PREPARATIONS TO START STUDIES AT UNIP

Upon arrival in Brazil, look for the Academic Internationalization Office at Paraíso Campus (internacionalizacaoacademica1@unip.br, copy to internacionalizacaoacademica2@unip.br).

Schedule a meeting with the coordinator of your course, for guidance on the subjects that will be taken.

Go to the Campus Office for registration and get your School ID card.

UNIP- UNIVERSIDADE PAULISTA

MISSION

Universidade Paulista – UNIP has the mission of constituting a center for the generation and dissemination of knowledge, articulating teaching, research and extension activities, in line with the demands of contemporary society and the world of work, respecting diversity and cultivating solidarity, inclusion, human

values and ethics, aiming at the formation of qualified citizens who are potentially able to contribute to the socio-economic development of their region of influence. In accordance with article 3 of its Statute and article 2 of its General Regulations, Universidade Paulista – UNIP, in order to achieve its objectives, aims to:

- I. Promote Teaching, Research and Extension through the cultivation of knowledge, in the fields of Philosophy, Sciences, Languages, Arts and Techniques, and their application in the service of the progress of the community and the human person;
- II. Contribute to the general and technical training of the community, through the preparation of liberal professionals and qualified specialists in different fields of knowledge, as well as for the training of higher-level technicians;
- III. Act in the development process of the community that lives in its area of coverage and influence;
- IV. Contribute to the strengthening of solidarity among human beings;
- V. Collaborate in the country's development effort, articulating with the public authorities and with the private initiative, for the study of problems at regional and national level;
- VI. Participate through the promotion of cultural initiatives and the provision of technical assistance services, in solving community problems.

According to article 3 of its General Regulations, in order to achieve the proposed objectives, Universidade Paulista – UNIP obeys the principles of respect for the dignity of the person and fundamental rights, prohibiting any form of discrimination.

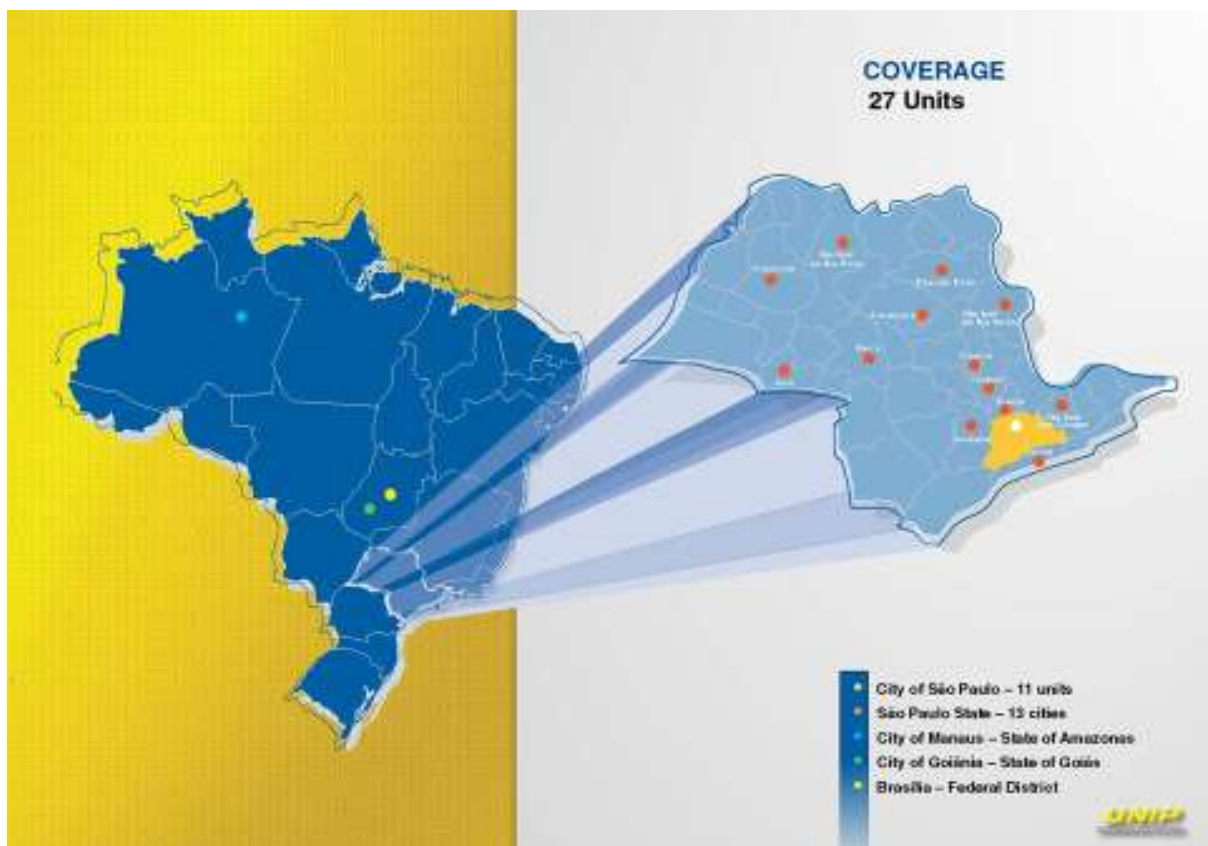
INSTITUCIONAL DATA - UNIP

- 27 Campuses comprising 65 units, as some Campuses have more than one unit
- Use of modern facilities with a total of 741 thousand square meters of built area.
- 339 Health Care laboratories
- 90 Clinics (Psychology, Physiotherapy, Nursing, Dentistry, Veterinary).
- 171 Humanities laboratories ((Photography, Radio and TV, Hospitality).
- 34 Judicial assistance offices
- 174 Exact science laboratories (Engineering and Architecture).
- 263 Computer labs
- More than one million and two hundred thousand community assistances
- UNIP manages an educational network of 9,249 computers with 254 fixed connection points.

More information: <https://unip.br/>

BRAZIL

- Largest country in South America
- Covers 47.3% of the territory of South America
- Fifth largest country in the world after Canada, the Russian Federation, China and the United States
- Population: 213,607,838
(Source: https://www.ibge.gov.br/apps/populacao/projecao/box_popclock.php)
- It borders French Guiana, Suriname, Guyana, Venezuela and Colombia to the north; Uruguay and Argentina to the south; and Paraguay, Bolivia, and Peru to the west.
- Atlantic Ocean extends along the entire east coast of the country.
- Language: Portuguese (Brazilian)
- Weather: Tropical



SÃO PAULO

Population:

- 46,649,132 inhabitants in the state of São Paulo
 - 2,396,372 inhabitants in the city of São Paulo
- (Source: https://www.ibge.gov.br/apps/populacao/projecao/box_popclock.php)



UNIP - São Paulo (Southeast Region): 13 units + State Capital (São Paulo):

- City of São Paulo – 11 campuses.
- State of São Paulo – 13 cities, maximum displacement: 520km

WELCOME TO SÃO PAULO

GENERAL INFORMATION

São Paulo is a Brazilian city, capital of the state of São Paulo and the main financial, corporate and commercial center of South America. It is the most populous city in Brazil, in the American continent, in the Portuguese-speaking world, and in the entire southern hemisphere. São Paulo is the most influential Brazilian city on the global stage, being considered the 14th most globalized city on the planet.

Founded in 1554 by Jesuit priests, the city is world-renowned and exerts significant national and international influence, whether from a cultural, economic or political point of view. It has important monuments, parks and museums, such as the Latin America Memorial, the Portuguese Language Museum, the Ipiranga Museum, MASP, the Ibirapuera Park, the São Paulo Botanical Garden and Paulista avenue, and also high-profile events, such as the International Art Biennial, the Brazilian Formula 1 Grand Prix, São Paulo Fashion Week and the São Paulo Indy 300.

São Paulo is the seventh most populous city on the planet and its metropolitan region, with around 20 million inhabitants, is the eighth largest urban agglomeration in the world. Regions around the Greater São Paulo are also metropolises, as Campinas, Baixada Santista and Vale do Paraíba; in addition to other nearby cities, which comprise urban agglomerations in conurbation process, such as Sorocaba and Jundiaí. This complex of metropolises - the so-called Expanded Metropolitan Complex - exceeds 30 million inhabitants (about 75% of the state's population) and forms the first megalopolis in the southern hemisphere.

The weather of São Paulo is considered humid subtropical, with a decrease in rainfall in winter and an average annual temperature around 19.3 °C, with mild winters and summers with moderately high temperatures, increased by the effect of pollution and the very high concentration of buildings. The hottest month of the year is February (22.4 °C), and the coldest is July (15,8° C).

(Source: Guedes, Maria Helena. *A cidade do futuro!*. Clube de Autores, 2016; Marasco, Luis Carlos. *Limite*. Clube de Autores, 2017).

CULTURAL INFORMATION

- Portuguese is the official language of Brazil.
- It is forbidden to smoke in closed public or private spaces (Federal Law No. 9294).
- Brazilians often greet each other with long handshakes and constant eye contact. Hugs and back slaps are common among Brazilian friends. They often greet each other by touching cheek to cheek and then kissing the air.

- Frequent touching of the arms, hands, and shoulders is common during the course of a conversation.
- The sign of “O.K.” (using your index finger and thumb to form a circle) is considered an offensive gesture in Brazil.
- Yawning or stretching in public is not appreciated.
- It is not polite to push people in formations, even if others are doing that.
- We recommend caution when crossing the street, as vehicle traffic is chaotic and extremely fast in some places.

Brazilian cuisine is rich, tasty and diverse. Each of the Brazilian states has its typical dishes, prepared according to ancient traditions, which are passed on to each generation. The daily diet, made in three meals, involves the consumption of coffee with milk, bread, fruits, cakes and sweets for breakfast, beans and rice for lunch, the basic Brazilian meal, to which are sometimes added pasta, meat, salad and potatoes, and for dinner, soups and also the various regional foods.

Eating habits vary from region to region according to the history. Thus, in Northeast coast there is a major African influence in the cuisine, highlighting “acarajé”, “vatapá” and pepper sauce; in the North, there is a major indigenous influence, in the use of manioc and fish; in the Southeast, there are different dishes such as “tropeiro” beans and “angu” linked to the Bandeirantes in Minas Gerais, and pizza in São Paulo, influenced by immigrants, and in the South of the country, there is a strong influence of Italian cuisine, in dishes such as polenta, and also of German cuisine. Barbecue is typical of Rio Grande do Sul and Mato Grosso do Sul.

In the state of São Paulo, a typical food is “virado à paulista”, which is made with rice, “tutu de feijão” (bean paste with manioc flour), salted kale and pieces of pork. Brazilian couscous, also called “paulista” couscous, is also originally from the state, the result of a mixture of African and indigenous influences in the region. In the city of São Paulo, it is possible to find a wide variety of cuisines, from French to Chinese. One of the city's most traditional delicacies is the “pastel”, which originated in São Paulo with oriental culinary influences, and which today is possible to find in almost the entire country. The city of São Paulo is the gastronomic capital of international projection, as there are dishes from different regions of the world. The dishes have mainly strong Lebanese, Syrian, Italian and Japanese influence. The “caipira” cuisine, from the countryside, offers a wide range of dishes that are part of the regional tradition, such as “Espeto de Rojão”.

Sports in Brazil are practiced in several modalities and organized by national sports confederations, the main one being the Brazilian Olympic Committee. Soccer is the most widely played sport in the country.

Brazil is a religiously diverse country, with a tendency towards mobility between religions and religious syncretism. The demographic census carried out in 2010, by IBGE (Brazilian Institute of Geography and Statistics), pointed out the following religious composition in Brazil: 64.6% of Brazilians (around 123 million)

claim to be catholic; 22.2% (around 42.3 million) claim to be Protestants (traditional evangelicals, Pentecostals and Neopentecostals); 8.0% (around 15.3 million) claim to be irreligious: atheists, agnostics, or deists; 2.0% (around 3.8 million) claim to be Spiritists; 0.7% (1.4 million) claim to be Jehovah's Witnesses; 0.3% (588 thousand) claim to be followers of Afro-Brazilian animism such as "Candomblé", "Tambor-de-mina", and "Umbanda"; 1.6% (3.1 million) claim to be followers of other religions, such as: Buddhists (243 thousand), Jews (107 thousand), Messianics (103 thousand), esoteric (74 thousand), spiritualists (62 thousand), Islamists (35 thousand), and hoasca users (35 thousand). There are also records of people claiming to be Baha'is and Wiccans, but an exact number of the followers of such religions in the country has never been revealed.

(Source: <https://educacao.uol.com.br/disciplinas/cultura-brasileira/culinaria-brasileira-conheca-as-comidas-tipicas-do-brasil.htm>; Censo IBGE, <https://censo2010.ibge.gov.br>).

IMPORTANT FESTIVITIES

- Réveillon or New Year Party – January 1st
- Carnival
- Easter – April
- June Celebration – June
- Christmas – December 25th

HOW TO GET TO SÃO PAULO

Internacional Airport of São Paulo/ Guarulhos – GRU

Address: Rodovia Helio Smidt, s/nº - Guarulhos - São Paulo- Phone: +55 (11) 2445-2945

<http://www.gru.com.br>

It is the busiest airport in South America and is located 25 kilometers from downtown São Paulo.

Transfer: You can hire a transfer service to get to and from GRU. Check out the companies below:

- Airport Transfers - website: www.airporttransfers.com.br
- Alfa Vans – website: www.alfavanslocadora.com.br
- Fox Transfer – website: www.foxtransfer.com.br/
- Go Service – website: www.goservicesp.com.br
- Guvans Transfers – website: www.guvans.com.br
- J&C Transfers – website: www.jctransfers.com.br
- More information at: <https://www.gru.com.br/>

Cab/Taxi transport: To leave GRU, the Guarucoop taxi driver's cooperative has a concession from the Guarulhos City Hall to operate exclusively at the location. The services offered have fixed-tariff prices, with bilingual drivers and receptionists. Its fleet has more than 650 vehicles, all with air conditioning.

Guarucoop (24 hours) – website: <https://www.guarucoop.com.br/>; Phone: +55 (11) 2440-7070

Use only cabs from professional companies and avoid taking regular cabs.

Congonhas Airport:

It is only 8 kilometers from the center of São Paulo and it is possible to get to the airport by bus or subway. Address: Av. Washington Luís, s/nº - Vila Congonhas - zona Sul - São Paulo.

Phone: +55 (11) 5090 – 9000

How to get there and out: <https://www4.infraero.gov.br/aeroportos/aeroporto-de-sao-paulo-congonhas-deputado-freitas-nobre/sobre-o-aeroporto/como-chegar-e-sair/#bus>

More information: <https://www4.infraero.gov.br/aeroportos/aeroporto-de-sao-paulo-congonhas-deputado-freitas-nobre/>

SAFETY TIPS

AT THE AIRPORT

The boarding and disembarkation moments are the most critical for a traveler. Tiredness and overcrowding at airports cause traveler inattention and vulnerability to theft. Keep an eye on the terminals and follow these tips:

- As soon as you disembark, make sure that your luggage is locked exactly as it was when you boarded. To ask for information or help, always look for a properly identified police officer or an employee of the company you traveled with.
- Never talk to strangers. In all airports in São Paulo, there is a DEATUR, a Police Station Specialized in Tourist Assistance, with professionals trained to help.
- Do not be careless with your belongings at any time. Beware of men or women who approach you to ask questions. The act may be intended only to distract you. Talk while keeping an eye on your luggage.
- Do not open your luggage in public, especially if you have electronic equipment and cash inside.
- Do not handle money in public.

- If you need to use the ATM service, make sure that your password is not seen by others. In case of equipment failure, request help from a duly identified employee.
- Do not accept any kind of package at the request of strangers.
- If someone gets sick and asks you to get help, do it without leaving your belongings with this person. Even if he/she insists that alone you will go faster.
- When using cab services or rental cars, prefer registered professionals and companies. Upon entering the vehicle, request that all your belongings be placed in the trunk. If not, look for another cab.
- It is important to store your luggage in the trunk, especially electronic devices.
- When using the cell phone inside the cab, make sure it is on the opposite side of the window.

Addresses of Police Stations Specialized in Tourist Assistance

DEATUR- Police Station Specialized in Tourist Assistance

Rua da Cantareira, 390 - Centro - (Building next to the Municipal Market)

Phone: +55 (11) 3120-4475

Other units of DEATUR: Guarulhos Airport: +55 (11) 2445-2686

More information: <http://www.capital.sp.gov.br/turista/informacoes/delegacias-de-atendimento-ao-turista>

(Source: São Paulo City Hall, <http://adm.capital.sp.gov.br/turista/informacoes/dicas-de-seguranca>).

LOCAL TRANSPORTATION

The public transportation systems in São Paulo are: municipal buses (SPTrans), subway and train (Companhia Paulista de Trens Metropolitanos – CPTM and Empresa Metropolitana de Transportes Urbanos de São Paulo - EMTU).

In the north of the city is the Tietê Bus Terminal, which has bus lines to several cities in São Paulo and to many other states in the country, as well as lines to other South American countries, such as Chile, Argentina, Paraguay, Uruguay and Peru. . It is integrated with the Portuguesa-Tietê subway station. There are also other bus terminals, such as the Barra Funda Intermodal Terminal (west zone), with destinations to other Brazilian states, and Jabaquara Intermunicipal Terminal (south zone), with bus lines to several cities on the coast of São Paulo.

Buses: On city buses, passengers board at the front and disembark at the back. In the bus aisles, boarding and disembarking are done through the doors on the driver's side. At lottery houses or at SPTrans stations, visitors can request their Bilhete Único, a magnetic card that must be loaded with credits and entitles them to four trips every three hours for a single fare. Those who do not have the Bilhete

Único can pay the fare directly to the collector. Information on bus routes can be acquired by calling 156, the call is toll-free, or through the website. Rates: Check bus prices in the city of São Paulo on the website: <http://www.sptrans.com.br>

Subway: The Subway Guide is available at: http://www.metro.sp.gov.br/mobile/guia/Guia_do_passageiro_jun_2021.pdf.

Metro has several types of tickets, classified according to their use. Information at the Metro website - www.metro.sp.gov.br – Phone: 0800 770 77 22 (Monday to Friday, from 8am to 8pm, except for holidays).

Train: Companhia Paulista de Trens Metropolitanos (CPTM) has 90 stations on 7 lines and connects the capital of São Paulo with 22 municipalities in the metropolitan region, such as Jundiaí, Mogi das Cruzes and Itapevi. CPTM serves both the peripheral regions of the city and Marginal Pinheiros. The seven lines are 7-Rubi, which connects Jundiaí to Luz; 8-Diamante, which leaves Amador Bueno and goes to Júlio Prestes; 9-Esmeralda, which runs along the Marginal Pinheiros connecting Grajaú to Osasco; 10-Turquesa, from Rio Grande da Serra station to Bresser-Moooca; 11-Coral, in the West zone, which connects Estudantes, passing through Poá, to Luz; line 12-Safira, from Calmon Viana to Brás station, and finally line 13-Jadem from Eng. Goulart to Guarulhos Airport. See the map at <https://www.cptm.sp.gov.br/Documents/Mapa-Metropolitano.pdf>. The ticket price can be found on the website: www.cptm.sp.gov.br

Cab/Taxi: It is easy to find cabs in São Paulo, there are around 33,000 vehicles registered. The price to be paid is indicated on the panel in red. There are four categories: common, radio cab, special and deluxe. A fixed value of the flag is charged plus an amount that varies according to the mileage, day and time. To know the approximated prices and fleets between neighborhoods in São Paulo and the main airports, see: www.adetax.com.br

INFORMATION ABOUT VISA

Several foreign countries have a consulate in Brazil and São Paulo. To consult the countries that have representatives in the city, consult the addresses and contacts in the portals below:

- <https://www.gov.br/mre/pt-br/assuntos/portal-consular/>
- <https://www.gov.br/mre/pt-br>
- www.consulados.com.br/paises
- Federal Police: <http://www.dpf.gov.br/>

USEFUL INFORMATION

- **Bank card;** The student must verify with the bank that has a bank account if it is associated with an international banking system, how to activate the cards for use abroad and the amounts that will be charged. Also consult about the use of the card in credit and debit, withdrawals abroad and fees that will be charged. It

is good to have the phone number of your international credit card company and your bank manager abroad, in case your card is lost or stolen.

- **Money:** Do not carry high value notes with you. Never carry all your money in one place. The money should be separated into three or four heaps and kept in separate places. Always leave some amount, however small, in the hotel or safe. Change small amounts at the airport for taxi expenses, tips, and then look for better exchange rates.

- **Use of the public telephone:** The cheapest option to call when you are on the street is the Public Telephone. They are available for use in outdoor environments - streets and avenues, and indoors - shopping malls, hospitals, pharmacies, transport stations, hotels, cafeterias and others. On public telephones you will find labels with instructions for use to make your local, national, international and collect calls.

- How to make a call:

- Local Collect Calls: 9090 + Phone Number
- National (Area Code): 0 + Provider + City Code + Phone Number
- National (Area Code) Collect Call: 90 + Provider + City Code + Phone Number
- International (DDI): 00 + Provider + Country Code + City Code + Phone Number

It is necessary to use a telephone card to use public telephones. With the phone card it is possible to make local calls (landline and mobile) and long distance (DDD and DDI). It is sold in several versions and prices: 20, 30, 40, 50 and 75 units.

Telefônica cards can be purchased at bakeries, newsstands, pharmacies, post offices in the State of São Paulo and other commercial establishments. More information and values see the website: <http://www.vivo.com.br>

- **Posting documents**

Post Office: Correios or the National Post Office of Brazil operates several document delivery services, express or economic, with national or international destinations. See below the characteristics of each of the services.

Services with international destinations:

- **SEDEX Mundi –Documents:** Service for sending documents outside Brazil with top priority in handling and forwarding, with guaranteed delivery time.
- **EMS – Express Document:** Service for sending documents outside Brazil with high priority in handling.

- **Priority Document:** Service for sending documents outside Brazil with shorter delivery times.
- **Economic Document:** Service for sending documents outside Brazil with medium term, basic level of added value and lower price. See coverage, shipping price and delivery time and more information on the website: <http://www2.correios.com.br/sistemas/efi/consulta/precos/default.cfm>

The shipping price for parcels with international destination varies according to: the shipping service, city of origin, city and country of destination, weight, package dimensions and additional services contracted. Simulate on the link: <http://www2.correios.com.br/sistemas/efi/consulta/precos/default.cfm>

The campus address to receive mailings by the postal office is:

UNIP – Universidade Paulista

Internacionalização Acadêmica

Endereço: Rua Vergueiro, 1211 – 11º andar, Sala 1101

CEP 01504-000

São Paulo – SP – Brasil

DHL- Express Delivery Services for International Shipments. DHL Express Customer Service Center: in São Paulo, call: +55 (11) 5042-5500; <http://www.dhl.com.br>

Fedex: Information on locations, rates and prices: <http://www.fedex.com/br/>

WHAT TO BRING?

Plug adapters: The voltage in Brazil is 110 or 220 volts, depending on the city or state, and the plug adapters are of the European and American type. It is important to check the voltage of electrical devices.

Medicines: Take your own medicines, since it is difficult to buy medicines without

USEFUL EXPRESSIONS

- Oi, como vai? - Hi! How are you? (greeting)
- Prazer em conhecê-lo - Nice to meet you.
- prazer é meu - Nice to meet you too.
- É mesmo!? - Oh, really?! / Is that right?
- Até logo / Até amanhã - I'll (I will) see you later (tomorrow). / See you.
- Você tem certeza? - Are you sure?
- Você tem razão - You are right.
- Tenha cuidado - Be careful.
- E aí, como é que é? - Hey, what's up? (informal greeting)
- Há quanto tempo! - It's been a long time.
- De nada. / Não há de que. / Disponha. / - You're welcome. / That's OK. / It's my pleasure.
- Com licença - Excuse me.
- Eu já volto - I'll be right back.
- Saúde! (When someone sneezes) - God bless you. / Bless you.
- Pois não? (Que deseja?) - Yes, may I help you? / Can I help you? / What can I do for you? / What can I get for you?
- Pois não! - Sure! / Of course! (acceding to a request)
- Tenha um bom dia - Have a nice day.
- Você está bem? / Tudo bem contigo? - Are you OK?
- Isso mesmo / Exatamente. / Com certeza. - Exactly. / Absolutely.
- Boa idéia! / Parece bom - Good idea! / Sounds good.
- Ótimo! - Great!
- Meus parabéns pelo seu aniversário / Meus cumprimentos pelo ... - Congratulations on your birthday.
- Cuida-te / Cuide-se (In a farewell) - Take care. / Take care of yourself.
- Desculpa pelo atraso - Sorry for being late. / Sorry I'm late. / Sorry to be late.
- Não faz mal - That's all right. / No problem.
- Deixe-me ir - Let me go.

USEFUL PHONE NUMBERS

São Paulo - Area Code (DDD) for the Capital is 11

Always have these numbers in hands:

Emergency Phone Numbers

Fire Department	193
Civil Defense	+55 (11) 2193-8888
Civil Police	197
Military Police	190
Emergency Medical Service	192
Hotline	181

Useful Phones

Cumbica International Airport	+55 (11) 2445 2945
CCI- Poison Control Center	0800 722 6001
Ceatox – Toxicological Assistance Center	+55 (14) 3880-0673
SP TRANS CENTRAL (suggestions, information or complaints)	156
Zoonosis Control Center	2947-8000
Post Office (Correios - Capital)	3326-4496
DEATUR – Tourist Support	3104-4475
EMTU - Metropolitan Company of Urban Transportation	08007240555
PROCON (Bureau of Consumer Protection)	151
SAMU- Mobile Emergency Care Service	192
Telegram by Phone	0800550135

USEFUL WEBSITES

- <http://www.unip.br>
- <http://www.saopaulo.sp.gov.br/>
- <https://cidadedesapaulo.com/?lang=en>
- <https://visitesapaulo.com/>
- <http://www.gru.com.br/pt>
- <http://www.sptrans.com.br/>
- <http://www.metro.sp.gov.br/>
- <http://www.adetax.com.br>
- <http://www.gov.br/mre/pt-br/assuntos/portal-consular>
- <http://www.consulados.com.br>
- <http://consulmex.sre.gob.mx/saopaulo/>
- <http://www.gov.br/pf/pt-br>
- <http://www.correios.com.br>
- <http://www.dhl.com.br>
- <http://www.fedex.com/br/>