



## INTERNATIONAL AFFAIRS' OFFICE

**Address:**

Rua Quatá 300, Vila Olímpia  
04546-042, São Paulo – SP, Brasil  
[www.insper.edu.br](http://www.insper.edu.br)  
+55 11 4504 2760

**Main contact** [international@insper.edu.br](mailto:international@insper.edu.br)

<b>Head of International Affairs</b>	Ana Paula Fraga	<a href="mailto:ana.fraga@insper.edu.br">ana.fraga@insper.edu.br</a>
<b>International Partnerships</b>	Ana Carolina Souza	<a href="mailto:anacos1@insper.edu.br">anacos1@insper.edu.br</a>
<b>International Mobility</b> (Incoming and Outgoing)	Andreia Ribeiro	<a href="mailto:andreialcr@insper.edu.br">andreialcr@insper.edu.br</a>
<b>International Mobility</b>	Elys Marcondes	<a href="mailto:elysm@insper.edu.br">elysm@insper.edu.br</a>
<b>International Affairs Officer</b>	Fernando Almeida	<a href="mailto:fernandona@insper.edu.br">fernandona@insper.edu.br</a>

## ALL DEGREE PROGRAMS OFFERED AT INSPER

- Bachelor Degrees Programs – Business Administration, Economics, Computer Engineering, Mechanical Engineering and Mechatronic Engineering (Classes in Portuguese and English)
- Graduate Certificates/Diploma (Classes in Portuguese)
- LL.M. and LL.C. Programs (Classes in Portuguese)
- Master (RES) Programs – Business, Economics and Public Policy (Classes in Portuguese)
- Executive MBA (Classes in Portuguese)
- Ph.D. in Business and Economics (Classes in English)
- Advanced Programs - Finance, Communication and Journalism, Data Science and Decision, Public Management, Control and Accounting and Social Urbanism (Classes in Portuguese)
- Executive Education (Open enrollment, customized and online programs)

## ACADEMIC CALENDAR

In Brazil, the academic year starts officially in January and ends in December. The courses we offer in English follow the academic calendar below:

	Semester 2021.1 Dates (Feb – Jun 2021)	Semester 2021.2 Dates (Jul – Dec 2021)
Nomination Deadline	Oct 05 <sup>th</sup> 2020*	April 8 <sup>th</sup> 2021*
Application Deadline	Oct 15 <sup>rd</sup> 2020*	April 15 <sup>th</sup> 2021*
Orientation Week	Feb 1 <sup>st</sup> to the 5 <sup>th</sup> *	Jul 26 <sup>th</sup> to 30 <sup>st</sup> *
Beginning of Classes	Feb 08 <sup>th</sup> *	Aug 2 <sup>rd</sup> *
Semester Finishes at	Jun 25 <sup>th</sup> *	Dec 22 <sup>th</sup> *

*\*to be confirmed*

## NOMINATION PROCEDURE

To nominate your students, please fill up the form by clicking [here](#).

## APPLICATION PROCEDURES

Nominated students will receive information about Insper, application, required documents, accommodation, life in São Paulo, etc. in the beginning of October and April.

## LANGUAGE OF INSTRUCTION

**Students do not need to speak Portuguese to study at Insper.**  
**A variety of courses (10 to 15 per semester) are taught in English.**

Courses are taught in English **or** Portuguese. Insper recommends exchange students to have at least a CEFR B2 level **of English**, but we do not require an English proficiency proof.

If your students plan to take courses in Portuguese, the proficiency proof is compulsory. It can be a letter from the Home University attesting the student is able to take courses in Portuguese.

## PORTUGUESE COMMUNICATION & CULTURE PROGRAM

Insper offers a Portuguese Communication & Culture Program, it is free of charge for international students. It involves interactive activities and classes, which will explore aspects of the Brazilian culture and a survival Portuguese course. Students from all levels of Portuguese are welcome to join. This program is aimed at students that had no prior contact with Portuguese. Students with intermediate level are welcome to participate, but they may find it very basic.

## **COURSES AVAILABLE AND COURSE REGISTRATION**

Program information may change every semester since the courses in English are offered in the 4<sup>th</sup> year of the undergraduate program (7th and 8th semester – elective courses).

The list of available courses will be available in end-November for Spring 2021 and mid-May for Fall 2021, but you can check the list of courses in the last semesters as an example of what is offered, [click here](#).

Exchange students must attend a minimum of three courses (or 18 ECTS) and a maximum of five courses.

## **LEARNING EXPECTATIONS AND CLASS ATTENDANCE**

Classes at Insper are very participative, and students are expected to contribute in class discussions and projects, seminars, lectures, self-study.

Class attendance in Brazil is **mandatory**. Students must attend a minimum of 75% of the courses in order to be approved. Any situation will be included in the 25% absence possibility.

Classes size range from 20 to 90 students.

Assessments take place at different times - students can check the exact examination schedules through the school calendar system. Exams are mandatory (in class).

If a student misses an exam, an additional fee will be applied after it.

## **GRADING SYSTEM**

Grading scale 0 – 10, where 5.0 is the minimum grade required for passing a course:

Group	Scale	Description of the grading system
<b>APPROVED</b>	9 – 10	Excellent
	8 – 8.9	Very Good
	7 – 7.9	Good
	6 – 6.9	Satisfactory
	5 – 5.9	Sufficient
<b>NOT APPROVED</b>	3.1 – 4.9	Fail
	0 – 3	Fail

### Converting Insper courses to ECTS:

Insper does not operate on the ECTS credit system. A full load course contains 80 hrs/lesson or 40 hrs/lesson of classroom activities (exams/tutorials/office hours). That is the regular load for each course students take during their 4 years of undergraduate studies.

Courses also require 60/70 hours of private study and projects throughout the semester.

Insper considers 2 ECTS equivalent to a workload of 20/25 hours.

Thus, one course at Insper is equivalent to 6.0 ECTS (80 hrs/lesson) or 3ECTS (40 hrs/lesson), some European schools do consider our full load courses equivalent to 7.5 ECTS.



## **FACILITIES**

Insper has a modern and innovative Campus, with two buildings. All infrastructure is available to students: classrooms, auditorium, restaurant, coffee shops, parking lot, Wi-Fi access, Student's Lounge, labs, sports facilities and much more.

## **BUDDY PROGRAM**

Buddies are regular Insper students assigned to help international students during their stay in Brazil. All exchange students are assigned to a Buddy, their main goal is to make students enjoy the most of their experience in Brazil.

## **CAREER CENTER**

Exchange students are welcome to visit and count with our career center to help them understand how the Brazilian job market works and to know more about internship opportunities. Since most of the courses are offered during the morning international students are able to look for internship opportunities during the afternoon period. If your student is interested on this kind of opportunity, we recommend that they contact us in advance.

## **CLUBS AND SOCIETIES**

Insper has more than 30 clubs and societies, exchange students are welcome to join them. From discussing politics, doing consultancy, organizing cultural activities, playing sports, to building and competing with racecars, there are many great options to engaging and enjoying the best of the academic experience at Insper.



## **PRACTICAL INFORMATION**

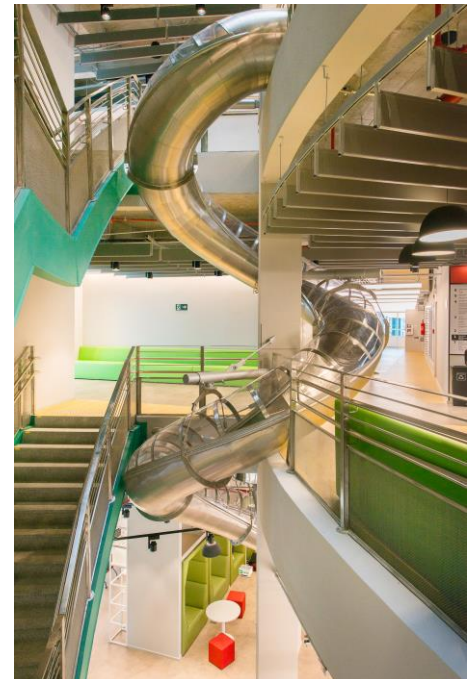
### **VISA**

International exchange/visiting students must obtain a student visa at the Brazilian Embassy or Consulate in their home countries after receiving their letter of acceptance from Insper.

**Please note that a tourist visa is not valid for permanence in Brazil as an international student.**

Visas must be obtained **BEFORE** admission into Brazil. A tourist visa cannot be converted into a student visa once the student has left his/her country of origin. Students without student visas will not be enrolled at Insper.

[Click here](#) to see more information about visa to Brazil.



## ACCOMMODATION

Insper does not offer housing to students, but we **advise students to contact** [4Student](#) to help them find accommodation around the Campus and also in great neighborhoods in São Paulo. This platform was founded by Insper alumni and has been working with us for many years. But we also can help them in this matter.

Insper is located at Vila Olímpia, one of São Paulo's delightful upper-class neighborhoods, the region hosts many of the world's largest and most renowned technology corporations and has therefore been endearingly nicknamed 'Silicon Valley São Paulo'. Considered one of the greatest centers of development in the city of São Paulo, Vila Olímpia infuses modernity and innovation with charm and variety, most visited by people who are constantly in search for the best that São Paulo has to offer. Vila Olímpia is also well known for its nightlife, with bars and nightclubs injecting energy into this region of São Paulo.

## ARRIVAL DATE AND ORIENTATION WEEK

Exchange students must arrive **BEFORE** the Orientation Week, during it we will present the school, give information about the registration procedures, present the Buddies and share a bit more about the Brazilian culture, and São Paulo.

It is also very important to arrive prior to classes in order to accommodate and adapt in the city, as well as finish the registration in the courses.

Presence at the Orientation Week is **MANDATORY**!

## HEALTH INSURANCE

**It is mandatory to present a health insurance policy to obtain the visa and to study at Insper.**

A copy of the health insurance policy will be required upon arrival of the student at the Orientation Week.

## LIVING EXPENCES AND MONEY

São Paulo is the largest city in South America, with more than 20 million habitants in its great area. The currency in Brazil is Brazilian Real (R\$).

Opening an account in Brazilian bank can take long for a foreign person and we advise students to count on other sources of getting money during their stay here:

- Prepaid Travel Cards (highly recommended)
- Credit Cards
- Cash (you can easily find an exchange office)

Living Expenses ( <u>per month</u> )	R\$ (Brazilian Reais)	US\$*	€*
<b>Housing – single room</b> (from R\$2000 to R\$3000)	2.500	469	398
<b>Food</b>	1.200	225	191

# Fact Sheet 2021

# Insper

<b>Transportation</b> (R\$ 4,40 bus, subway and train ticket)**	400	75	64
<b>Personal Expenses</b>	500	94	80
<b>Total</b>	4.600	863	733

\*Exchange rate for September' 2020: US\$ 1 = R\$ 5,32; 1€ = 6,28. Prices may vary, as currency fluctuation is frequent. (we used [Oanda](#))

\*\*Prices may vary with a purchase of public transportation cards.

\*Prices may vary according to student's lifestyle.

