

TO DO LIST

1. After receiving your Acceptance Letter:

- Go to a Brazilian Consulate or Embassy in your home country and request a Temporary Visa IV – Student.
- Hire international health insurance.

2. Days before arriving in Porto Alegre:

- Look for a place to live in Porto Alegre (you received/will receive a helping guide to find accommodation).
- Read with attention the International Student Guide.
- Enroll yourself in one of the informative sessions offered by RELINTER, to get all the necessary information related to your stay in Porto Alegre and to UFRGS' classes. You will receive by email the information on how to enroll yourself.
- Get in touch with one of the Brazilian UFRGS students registered in the Brazilian Friend Program, who may help you with your adaptation in our city (you received/will receive, by email, the information concerning the enrollment).
- Get in touch, by email, with your Tutor Professor in order to discuss the Study Plan and/or schedule a date to meet him as soon as you arrive in Porto Alegre.

3. First days after arriving in Porto Alegre:

- Assist to the Informative Session offered by RELINTER for which you have enrolled.
- Go to the federal police to prove your exchange student status in Brazil (it's necessary to make a previous scheduling and payment).
- Meet your Tutor Professor in order to define a Study Plan and complete your Enrollment Process (you can schedule a meeting by email).
- Get a Brazilian document that corresponds to the "Cadastro de Pessoa Física" (CPF) (optional).
- Get the TRI Card, which allows you to get discount on the public urban transport (optional).
- Go to the "Central de Identificação da UFRGS" in order to get your UFRGS student card.
- Call to the CPD (Centro de Processamento de Dados) and request a temporary password that will enable you to use the "Portal do Aluno".
- Get in the "Portal do Aluno" with your temporary password, create your own password and register your email.

4. After the end of the classes:

- Download your transcripts on the "Portal do Aluno" (you will receive a tutorial explaining how to do it).
- Answer the evaluation questionnaire about your exchange (RELINTER will send the questionnaire by email).

*RELINTER organizes cultural and integration events with the international students along the semester, and the participation is optional. Be sure RELINTER has your correct email and check your mail box periodically! All contact will be made through email before, during and after your mobility experience at UFRGS.