New Exchange Program Application
Cover Sheet for Proposed Reciprocal Exchange Agreement

1. Name and location of partner institution: Pontificia Universidade Catolica do Rio de Janeiro (PUC-Rio)
   Rio de Janeiro, Brazil

2. Proposed duration of agreement:
   Starting date: 01/01/2013    Ending date: 12/31/2015

3. Principal Initiator(s) at Loyola
   Name: Debbie Danna
   Department/Office: Center for International Education
   Address, Phone, E-mail: Mercy Hall 301, danna@loyno.edu, 504-864-7550

4. Principal Initiator at partner institution:
   Name: Dr. Ricardo Borges Alencar, Ph.D.
   Department/Office: Deputy Associate Vice-President for Academic Affairs, International Programs
   Address, Phone, E-mail: deputy-ccci@puc-rio.br

International Programs Central Cooperation Office PUC-Rio
Rua Marquês de São Vicente, 225
Ed. Pe. Leonel Franca, 8º andar
22 453-900 Rio de Janeiro - RJ - Brasil
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5. Purpose of agreement:
   Initially a student exchange with the potential to expand to collaboration between faculty.

6. Eligible Participants:
   Undergraduate students

Signature(s) Loyola Contact:

Debbie Danna  4/24/2012
Name  Date

Uriel Quesada  9/6/2012
Name  Date
List Colleges/Departments Participating: College of Humanities and Natural Sciences

College of Business

College of Social Sciences

College of Music and Fine Arts

Approval of Participating Departments and Colleges Listed Above

College of Business

College of Humanities & Natural Sciences

College of Law

College of Music and Fine Arts

College of Social Sciences

Administrative Approval

Center for International Education

International Education Committee

Provost
Application for Proposed Exchange

Please answer the following questions that are appropriate for the proposed exchange.

1. Please describe the proposed exchange.

The proposed agreement is with Pontificia Universidade Catolica do Rio de Janeiro (PUC-Rio), a Jesuit institution and member of AUSJAL. There is only one exchange in Brazil though ISEP but it is with Fundação Armando Alvares Penteado in São Paulo, Brazil. PUC-Rio was created in 1940 by the Jesuit Order with the objective of developing knowledge based on humanistic values. PUC-Rio was the first private, Catholic higher education institution in Brazil. The university now has 20,000 students who come from a variety of religious, ethnic and social backgrounds. PUC-Rio is recognized worldwide as one of the most important doctoral research centers in the country.

PUC-RIO is located in Gávea, a charming neighborhood near the forest and beaches of the Zona Sul area of Rio de Janeiro. Its campus is beautifully situated within a tropical forest, surrounded by lush trees and with a small stream running through it. Visitors and students can often see small monkeys and squirrels jumping among the trees.

- Complete infrastructure and natural beauty!
- Located in a pleasant and quiet neighborhood;
- Large libraries with access to over 500,000 titles; There are 04 libraries on campus including the CENTRAL LIBRARY and a specialized library per academic center.
- FREE Internet access provided (broadband and wireless);
- Restaurants, cafeterias, bookstores and ATMs on campus;
- Community service projects with underprivileged population;
- Cultural center with art exhibitions throughout the year;
- The PILOTIS, an open meeting area for concerts, political debates and fairs;
- A large number of city bus lines make it easy to get to campus.

2. What is the purpose of the proposed exchange? Faculty exchange? Student exchange? Other?

Initially a student exchange with the potential to expand to collaboration between faculty.

3. What are the strengths of the institution abroad?

PUC-Rio is one of the top five universities in Brazil and is known worldwide as one of the most important doctoral research centers in the country.

4. What kind of new opportunities does this program provide for students?

This is our first exchange in Brazil and will enhance our Latin American Studies Program with Portuguese language training as well as content courses on Brazil.

5. Who does it serve (e.g. specific majors, students of a particular language from any major, all undergraduate students, etc.)? How many? Is there demand or demonstrable need
among the students? Is this a site that might be valuable to other departments or colleges? Have they been contacted?

This location is open to students in humanities, social sciences, and business. There are very limited courses for Theatre students in the College of Music and Fine Arts.

This is a particularly important exchange for Latin American Studies students as it will allow them to take courses on Brazil and learn Portuguese, neither of which are available at Loyola.

6. What are the admission requirements for the program? (Exchange Programs generally require a 2.75 or higher GPA.) Are there pre-requisites?

This exchange will require a minimum GPA of 3.0.

Students should have a minimum of four semesters of Spanish or two semesters of Portuguese. This requirement may be modified depending on our experience since PUC-Rio does not have any language requirements for incoming students.

7. If students matriculate at an overseas institution please provide the following information in as much detail as possible.

a. Academics

i. What courses would students be able to take? Are these courses for foreigners or are our students integrated with national students? Please provide a course catalogue or the Web site address if only available online.

Students at PUC-Rio could take a combination of courses depending on their level of Spanish or Portuguese.

**Portuguese as a Second Language Course:** All international students are required to study Portuguese.

The [Department of Letters](#) at the Pontifícia Universidade Católica do Rio de Janeiro offers PORTUGUESE AS A SECOND LANGUAGE via regular and intensive courses. The objective of these courses is to develop the student's ability to understand, speak, read and write Portuguese in both formal and informal situations. This program also prepares international students to attend regular University courses in all academic areas.

There are five proficiency levels offered in the Portuguese as a Second Language program. Level I, II and III consist of 90 hours of instruction per term (6 hours per week), corresponding to 6 academic credits. Level IV and V consist of 60 hours of instruction per term (4 per week) corresponding to 4 academic credits.

**Attention:** In Brazil, a 1 hour/class corresponds to 50 minutes.

- Level I - BEGINNER
- Level II - INTERMEDIATE I
- Level III - INTERMEDIATE II
- Level IV - ADVANCED I
- Level V - ADVANCED II
In order to place candidates according to their proficiency in the Portuguese Language, students must take a mandatory Placement Test which is available online. Candidates who test above Level V will be allowed to attend the university's regular undergraduate introductory Portuguese Language courses.

People who speak Spanish with average fluency can communicate in Portuguese and are able to attend regular courses at PUC-RIO after taking an Intensive Pre-term Portuguese as a Second Language Intensive Course

Courses in English

The courses taught in English have a content based on Brazilian and Latin American aspects, such as: culture, literature, business, design, Civilization and history, among others. Along with the courses in English, international students must attend Portuguese as a Second Language courses.

The following list of courses are offered in English. Detailed information on these courses can be found at: [http://www.puc-rio.br/ensinopesq/ccci/study_english_puc.html](http://www.puc-rio.br/ensinopesq/ccci/study_english_puc.html)

- Arts and Design:
  - Ethics and Aesthetics in Contemporary Brazil
- Business and Administration:
  - Introduction to Strategy in a Globalized World
- History:
  - Brazilian History
- Sociology:
  - Contemporary Brazilian Debates from a Sociological and Anthropological Perspective
- Letters:
  - Special Topics in Portuguese Language
  - Topics in Brazilian Literature
- International Relations:
  - Regional Integration Process
  - Brazilian Foreign Policy I

Courses in Portuguese (All information is in Portuguese)

For a list of courses, go to the link and click on “O que é o curso”

College of Business

- Administration [http://www.puc-rio.br/ensinopesq/ccg/administracao.html](http://www.puc-rio.br/ensinopesq/ccg/administracao.html)
- Economics - [http://www.puc-rio.br/ensinopesq/ccg/economia.html](http://www.puc-rio.br/ensinopesq/ccg/economia.html)
College of Humanities and Natural Sciences

- Biological Science - [http://www.puc-rio.br/ensinopesq/ccg/ciencias_biologicas.html](http://www.puc-rio.br/ensinopesq/ccg/ciencias_biologicas.html)
- Chemistry - [http://www.puc-rio.br/ensinopesq/ccg/quimica.html](http://www.puc-rio.br/ensinopesq/ccg/quimica.html)
- Film Studies - [http://www.puc-rio.br/ensinopesq/ccg/comunicacao_cinema.html](http://www.puc-rio.br/ensinopesq/ccg/comunicacao_cinema.html)
- Geography (Environmental Studies) - [http://www.puc-rio.br/ensinopesq/ccg/geografia.html](http://www.puc-rio.br/ensinopesq/ccg/geografia.html)
- History - [http://www.puc-rio.br/ensinopesq/ccg/historia.html](http://www.puc-rio.br/ensinopesq/ccg/historia.html)
- Literature - [http://www.puc-rio.br/ensinopesq/ccg/letras.html](http://www.puc-rio.br/ensinopesq/ccg/letras.html)
- Mathematics - [http://www.puc-rio.br/ensinopesq/ccg/matematica.html](http://www.puc-rio.br/ensinopesq/ccg/matematica.html)
- Philosophy - [http://www.puc-rio.br/ensinopesq/ccg/filosofia.html](http://www.puc-rio.br/ensinopesq/ccg/filosofia.html)
- Physics - [http://www.puc-rio.br/ensinopesq/ccg/fisica.html](http://www.puc-rio.br/ensinopesq/ccg/fisica.html)
- Psychology - [http://www.puc-rio.br/ensinopesq/ccg/psicologia.html](http://www.puc-rio.br/ensinopesq/ccg/psicologia.html)
- Theology - [http://www.puc-rio.br/ensinopesq/ccg/teologia.html](http://www.puc-rio.br/ensinopesq/ccg/teologia.html)

College of Music and Fine Arts

- Performing Arts – May be appropriate for Theatre students [http://www.puc-rio.br/ensinopesq/ccg/artes_cenicas.html#profissional](http://www.puc-rio.br/ensinopesq/ccg/artes_cenicas.html#profissional)

College of Social Sciences

- Sociology - [http://www.puc-rio.br/ensinopesq/ccg/ciencias_sociais.html](http://www.puc-rio.br/ensinopesq/ccg/ciencias_sociais.html)
- Communications
  - Journalism - [http://www.puc-rio.br/ensinopesq/ccg/comunicacao_jornalismo.html](http://www.puc-rio.br/ensinopesq/ccg/comunicacao_jornalismo.html)
  - Advertising - [http://www.puc-rio.br/ensinopesq/ccg/comunicacao_publicidade.html](http://www.puc-rio.br/ensinopesq/ccg/comunicacao_publicidade.html)
- International Relations - [http://www.puc-rio.br/ensinopesq/ccg/rel_internacionais.html](http://www.puc-rio.br/ensinopesq/ccg/rel_internacionais.html)

In what language are courses offered? If the program is in a language other than English, are there language prerequisites? How is a student’s language ability determined? Are language courses offered prior to the start of the program or during the program if a student were to need a refresher course? Is this an additional cost or included in the exchange benefit?

PUC-Rio offers a selection of classes in English. In addition, all exchange students are required to take a Portuguese language class throughout the course of the semester.
Students with sufficient fluency in Spanish can take the month-long Pre-Term course and then take courses in Portuguese. There is an additional cost for the pre-term language program and the course does not provide academic credit and will not be included on the students’ transcript. Students who take the intensive course will receive a certificate of attendance upon completion.

iii. Do the courses meet Loyola requirements, e.g. major, minor, common curriculum, and/or electives?

Courses should be able to meet all Loyola requirements as long as approved in advance by the student’s advisor, chair, and the Associate Dean of their college at Loyola prior to their selection to participate in the exchange.

iv. What documentation would we receive from the foreign institution about the courses our students took and how they performed? Please describe the grading system and the expected course load for our students. How would this translate to Loyola’s credit and grading system?

The student will receive an official PUC-Rio transcript listing the courses taken with its corresponding total number of class-hours, number of credits obtained and the final course grade.

The PUC-Rio grading scale is as follows: 0 (minimum) – 5 (minimum passing grade) – 10 (maximum). For example, the conversion scale between PUC and U.S. universities would be as follows:

- A+ = 10
- B+ = 8,5
- C+ = 7,0
- D+ = 5,5
- A = 9,5
- B = 8,0
- C = 6,5
- D = 5,0
- A- = 9,0
- B- = 7,5
- C- = 6,0
- F = Any grade below 5,0

v. What is the academic calendar and when are the breaks?

**Semester 1:**

**Pre-Term Portuguese as a Second Language**

January 4- February 2

January 20- Holiday Break

**Regular Term**

February 13- July 3

February 28 Classes begin

April 5-8 Holiday Break

April 21-23 Holiday Break

April 30- May 1 Holiday Break

June 7-9 Holiday Break
b. Student Services

i. Please describe the room and board options available to students in detail.

1. Where will the students live? On-campus? Off-campus? If students stay with host families, how are they selected and evaluated?

International students are placed in home stays, where they have the best opportunity to experience the Brazilian way of life and to speak Portuguese every day. Each student has his/her own private room in a family’s home selected by CCCI (Coordenador Central Adjunto de Cooperação Internacional).

Most families live near the university. As Rio de Janeiro is a big city, the traffic during peak hours may increase the commute time to and from PUC-Rio campus to more than 15 minutes. However, many students opt to ride to the university by bike as neighborhoods in the Southern Zone are connected by bike paths.

2. Are the following services available to students in their housing:

The housing program places students in home stays where they are provided with: an individual room with a fan, a desk, a weekly change of sheets and towels, access to light/gas, laundry facilities and a Brazilian breakfast (coffee, milk, bread, butter, jelly and fruit). The use of the telephone, internet and the possibility of receiving visits must be agreed by both parties upon arrival.

   a. Air conditioning? Is it needed?

      Students will receive a fan. Air conditioning is not standard

   b. Phones in room?
Students will purchase local cell phones upon arrival.

c. Shared or private bathrooms?
   Will vary according to the host family.

d. Furnished? Unfurnished? What should students bring?
   See above

e. Internet access from rooms? Wireless?
   If internet is provided, its cost will be R$25,00 per month, approximately $12.

3. Health and safety issues in housing
a. Is access to housing/dormitories secure?
   Housing is recommended by the CCCI. Because students will be housed with host families, each situation will vary but generally, the housing will be secure.

b. Does the facility appear to be clean?
   Housing is recommended by the CCCI and should be clean.

c. Is the location of housing safe? Do students have a long way to walk at night?
   At night, it is advisable to take a taxi.

d. Is there access to public transportation?
   Most families live near the university, within 15 minutes from campus by city bus or micro-bus. Students may also purchase a bicycle to get to and from the university.

4. Who assists the students with their housing?
   Luisa Mote (housing-ccci@puc-rio.br) is the Student Services and Housing in the International Cooperation Central Coordination Office.

5. Is temporary housing available if students arrive early?
   Students are not allowed to arrive to their host family’s residence before the official arrival date.

6. Where will the students eat?
   Breakfast is included in homestays and additional meals are available at additional cost. Students also have access to kitchens.

   The PUC-RIO campus also offers restaurants and service centers, including: Three restaurants with complete meals ranging between US$4,00 to US$10,00 coffee-shops, 1 pizza-parlor; a bookstore and an office supply store; three copy centers; three bank branches; a post office; a newsstand and several ATM machines. Close to the campus, students also have easy access to a great number of shops, banks, specialized bookstores, restaurants, a movie and a shopping mall. The
beautiful Botanical Garden and Leblon beach are also only within walking distance from campus.

7. **How do students pay for housing and meals? What are the costs of the different housing options?**

Rent must be paid monthly directly to the family by the third of each month. This includes breakfast with access to a kitchen.

ii. **What office at the foreign institution would assist our students?**

International Cooperation Central Coordination Office

iii. **Is there an orientation for students on-site? What is included?**

There are 2 days of onsite orientation before classes begin. Topics such as immigration, academic system, courses, add-drop and accommodations will be discussed in depth.

iv. **Are there special programs to help students adjust to the institution and the country, such as a buddy program, field trips, etc.? Please describe.**

Students pay a required registration fee. The regular session includes a beginning of term cocktail, city tour, 1 field trip, and an end of term cocktail.

v. **Are visas required for students and what support does the institution provide?**

Students are required to get student visas from the appropriate consulate prior to arriving in Brazil. Students cannot register for classes if they do not have the visa. PUC-Rio offers extensive instructions and guidelines to students in their pre-departure manual.

vi. **Will students have faculty advisors?**

CCCI will assist students with course selection.

vii. **Is support available for students with disabilities?**

From the State Department information: Accessibility: While in Brazil, individuals with disabilities may find accessibility and accommodation very different from what you find in the United States. Brazilian law prohibits discrimination against persons with physical and mental disabilities in employment, education, and access to health care, and the federal government effectively enforces these provisions. While federal and state laws have provisions ensuring access to buildings for persons with disabilities, states do not have programs to enforce them effectively. Accessibility to public transportation and the ability to accommodate the needs of physically disabled persons are limited in many areas.

viii. **Does the university provide computer labs for the students? Printers? Is there a fee for this? Is there wireless or other internet access on campus? Should students bring their own computers?**

RIO DATACENTRO (RDC) is the computer center. The first internet provider in the country, the RDC has a state-of-the-art multiprocessor computer and a
graphics-computing center, among other equipment and programs. All PUC-RIO students, including international students, benefit from free access to the Internet from numerous terminals located in various microcomputer laboratories on campus.

ix. What additional services not addressed above has the institution agreed to provide?

Airport pickup, cultural activities throughout the year and orientation.

8. What are the health, safety and security risks at the proposed program site, and how will these be addressed?

The main issue for our students will be crime. The information below is taken from the State Department information on Brazil and will be covered in the orientation for students.

CRIME: Brazilian police and media report that the crime rate remains high in most urban centers, including the cities of Rio de Janeiro and Sao Paulo, and is also growing in rural areas within those states. Brazil’s murder rate is more than four times higher than that of the United States, and rates for other crimes are similarly high. Brazil has seen a recent increase in reported cases of rape. Criminal convictions for crimes are rare.

Street crime remains a problem for visitors and local residents alike. Foreign tourists, including U.S. citizens, are often targets, especially in Sao Paulo, Rio de Janeiro, Salvador, and Recife. While the risk is greater during the evening and at night, street crime also occurs during the day, and safer areas of cities are not immune. Incidents of theft on city buses are frequent. You should keep a copy of your passport with you while in public and keep your passport in a hotel safe or other secure place. You should also carry proof of your health insurance with you.

The incidence of crime against tourists is greater in areas surrounding beaches, hotels, discotheques, bars, nightclubs, and other tourist destinations. This type of crime is especially prevalent prior to and during Carnival (Brazilian Mardi Gras), but also occurs throughout the year. Several Brazilian cities have established specialized tourist police units to patrol areas frequented by tourists.

Use caution with regard to evening and night travel through rural areas and satellite cities due to reported incidents of roadside robberies that randomly target passing vehicles. Robberies and “quicknappings” outside of banks and ATMs occur regularly. In a “quicknapping,” criminals abduct victims for a short time in order to receive a quick payoff from the family, business, or the victim’s ATM card. Some victims have been beaten and/or raped. You should also take precautions to avoid being carjacked, especially in Sao Paulo, Rio de Janeiro, Recife, and other cities.

In airports, hotel lobbies, bus stations, and other public places, pick pocketing and the theft of hand-carried luggage and laptop computers are common. You should “dress down” when in public and avoid carrying valuables or wearing jewelry or expensive watches. "Good Samaritan" scams are common. If a tourist looks lost or seems to be having trouble communicating, a seemingly innocent bystander offering help may actually be a participant
in a scam. Take care at and around banks and ATMs that take U.S. credit or debit cards. Travelers using personal ATM or credit cards sometimes receive billing statements with unauthorized charges after returning from a visit to Brazil or have had their cards cloned or duplicated without their knowledge. If you use such payment methods, carefully monitor your banking for the duration of your visit.

While the ability of Brazilian police to help recover stolen property is limited, we strongly advise you to obtain a "boletim de ocorrencia" (police report) at a "delegacia" (police station) if any of your possessions are lost or stolen. This will facilitate your exit from Brazil and assist with insurance claims. Be aware, however, that the police in tourist areas are on the lookout for false reports of theft for purposes of insurance fraud.

Do not buy counterfeit and pirated goods, even if they are widely available. These goods are illegal in the United States, and if you purchase them you may also be breaking local law.

**Rio de Janeiro:** The city continues to experience a high incidence of crime. Tourists are particularly vulnerable to street thefts and robberies in areas adjacent to major tourist attractions and on the main beaches in the city. In July 2011, several armed assailants committed a robbery of a luxury hotel in the Santa Teresa district of Rio de Janeiro, conducting room to room searches and stealing cash and valuables from hotel patrons. If robbed, do not attempt to resist or fight back, but rather relinquish your personal belongings. Violence and crime are most likely to occur in establishments and neighborhoods near shanty towns or "favelas" where there is not a visible police presence.

Rio de Janeiro’s favelas are a subject of curiosity for many U.S. citizen travelers. A favela pacification program, instituted in 2008, has installed police stations in some favelas, primarily in the Zona Sul area. However, most favelas exist outside the control of city officials and police. Travelers are urged to exercise caution when entering any “pacified” favelas and should not go into favelas that are not “pacified” by the state government. Even in some “pacified” favelas, the ability of police to provide assistance, especially at night, may be limited. Several local companies offer “favela jeep tours” targeted at foreign tourists. Be aware that neither the tour company nor the city police can guarantee your safety when entering favelas.

Do not take valuable possessions to the beach. Pay close attention to your surroundings and the behavior of those nearby; there have been incidents of robbers and rapists slipping incapacitating drugs into drinks at bars, hotel rooms, and street parties.

While crime occurs throughout the year, it is more frequent during Carnival and the weeks prior. Choose lodging carefully, considering location, security, and the availability of a safe to store valuables.

Be vigilant while on the roads, especially at night. There have been attacks, including shootings, along trails leading to the famous Corcovado Mountain, on the Red-line road (Linha Vermelha) linking the airport and the Southern Zone of the city. In Rio de Janeiro, motorists are allowed to treat stoplights as stop signs between the hours of 10 p.m. and 6 a.m. to protect against holdups at intersections. Follow police instructions in the event of road closures. You should also remain alert to possibility of manhole cover explosions.
Report all incidents and road closures to Rio's tourist police (DEAT) at (21) 2332-2924. The tourist police have been very responsive to victims and cooperative with the U.S. Consulate.

9. **How would the program differ from current study abroad offerings, or would it replace a current offering? If the latter, what compelling arguments are there for such a change?**
   We currently have no programs in Brazil or in Portuguese.

10. **What expenses are covered under the exchange agreement? (Tuition, fees, room and board, etc.)**
    Tuition and fees.

11. **What provision is there for pre-departure orientation, debriefing of students and evaluation of program?**
    All students going on exchange participate in a pre-departure orientation and an evaluation upon their return.

12. **Is there potential for the program to develop and grow? Are there opportunities for faculty exchanges, joint research projects, etc.?**
    This is primarily a student exchange.