

Welcome!

Please take note of some important information about your exchange period at USP.

1. Enrollment at USP

For information about enrollment, dates, required documents and additional academic orientation, students must head to the [local International Office](#) of their host School/Institute from which they received the acceptance letter.

2. Getting the National Foreign Registry - *Carteira de Registro Nacional Migratório (CRNM)*

Within 90 days upon arrival in Brazil, the exchange student will have to apply for a foreign person ID card (**CRNM** = *Carteira de Registro Nacional Migratório*), a mandatory document for their temporary or permanent residency in Brazil. The student will need a CRNM to legalize their stay in the country and to obtain a Student Bus Pass. In order to obtain their CRNM, the student must head to the local International Office of their host School/Institute. Here are some links – for reference only – with more information and a list of required documents (*Lista de Documentos*): [Carteira de Registro Nacional Migratório](#) and [Federal Police - Migration FAQ](#).

Be aware that, before any proceedings, you should contact your local Office.

Do not head to the Federal Police before proceeding with CAPEE (Support Center for Foreign Students and Professor)

CAPEE information: <http://www.prefeiturarp.usp.br/page.asp?url=capee>

3. How to apply for a CPF

CPF usefulness: The student will need a CPF to apply for a Student Bus Pass, open a bank account, language courses at USP, etc...

The **Cadastro de Pessoas Físicas (CPF)** is the registry of a citizen with the Brazilian IRS (*Receita Federal*).

Before arrival:

In order to apply for a CPF, the foreigner can attend a representation of Brazil in his/her home country, following the instructions in the [Consular web portal](#) (available in Portuguese and the electronic form available in English).

After arrival:

You can apply for a CPF online, via the [Receita Federal website](#) (available in Portuguese).

Alternatively, the foreigner can attend in person the responsible office (Banco do Brasil banks, Receita Federal or Poupatempo offices (Osasco or Sé) or. To be able to get a CPF, the foreigner must submit a few documents when they apply. The **CRNM** (CIE or its protocol of receipt) is essential for the foreigner to be able to request a CPF. to be able to file the request for a CPF. Once s/he goes to a Banco do Brasil bank or a Receita Federal office, the foreigner will receive a protocol of receipt to pick up the CPF. With this in hands, s/he can present it in any Poupatempo office once they've been notified of its availability.

4. Housing

USP doesn't offer housing to its exchange students. The student should search for it on its own, according to their interests and financial conditions. Alternatively, there are some options available at <http://www.usp.br/internationaloffice/en/index.php/campus-life/housing> and at [Morar USP](#). USP encourages the students to participate in the [USP iFriends](#) program, in order to get information about housing. The candidates can apply to the program as soon as they have been nominated by their Home University.

For more information about housing options, the student should contact their [local International Office](#)

5. Meals

- University restaurant

Pricing:

CATEGORY	PRICE per Lunch or Dinner
Student (undergraduate or graduate)	R\$ 2,00



USP Menu app (“Cardápio USP”):

You can load money credits to your USP via the “Cardápio USP” app. On the app, you can generate a *boleto* (a bank slip payable using a bar code, being R\$20,00 and R\$200,00 the minimum and maximum allowed amounts). Upon its payment, the credits should be available in up to 3 working days.

6. Transportation

The transit pass allows the student to pay half the fee on bus lines in town. To apply for the pass, the student must live at a minimum distance of 1.000 meters (1km) from the school. Head to RITMO post office with the following documents:

- **USP proof of enrollment ;**
- **ID document (CRNM or passport);**
- **Proof of residence (water or power bill, etc.).**

RITMO office address:
R. São Sebastião , 909

Bus routes and schedules: <http://www.nossoritmoribeirao.com.br/servicos-a-populacao/ribeirao-ponto-a-ponto/>

Fees (july, 2019): <http://www.nossoritmoribeirao.com.br/tarifas/valores-e-tarifas/>

- **Crédito Eletrônico ônibus (Estudante) R\$ 2,10 (up to 2 rides)**

In campus transport

The campus shuttle bus’ rides are free. Schedules can be consulted at: <http://www.prefeiturarp.usp.br/circular/>

7. USP card

USP Card: Your USP Student ID card. With it, the student may use libraries, student restaurants, sports and recreational facilities, etc. It can be used electronically via the mobile app “e-Card USP”, available on the App Store/Google Play.

8. Wireless network - eduroam

Students can access USP’s **free Wi-Fi** by selecting the “eduroam” network on their devices. The user login is the USP Number (“número USP”, your ID number linked to the university the USP Card) followed by @usp.br (as example: 1234567@usp.br), and the password is your common password for USP Digital (Mundus). More details about configurations on devices can be found at [Eduroam USP website](#) (available in Portuguese).

9. Apps and other relevant links

Apps:

E-card USP: <http://www.sti.usp.br/appusp/e-card-usp/>

The USP card is now digital. It substitutes the physical card, which remains valid in all situations and can be used as an ID at USP. With the E-card app you can have access to the Libraries and Restaurants.

USP Libraries (Bibliotecas USP): http://www.app.usp.br/?page_id=59

Find where a specific book is located at USP and check its availability. Use your camera to scan a bar code and check if there is a copy of it in any USP library. Create a wishlist, suggestions and references lists with the results. Export your lists to an e-mail or a DropBox account. Find where a library is located through the map and check the working hours, contact numbers and e-mail. Alternatively, you can search USP Libraries database on [Dedalus page](#) or on [Portal de Busca Integrada](#).

USP Menu (Cardápio USP, restaurants): http://www.app.usp.br/?page_id=70

The weekly menu for restaurants maintained by the university (Superintendência de Assistência Social, SAS) can be accessed directly on your phone or tablet. You can bookmark a restaurant and its menu will always update once you open the app. Check more information on each restaurant and where it’s located on the map.