

**DEPARTMENT OF AGRICULTURE AND FOOD SUPPLY
SÃO PAULO STATE AGENCY FOR AGRIBUSINESS TECHNOLOGY
FISHERIES INSTITUTE
GRADUATE PROGRAM**

QUALIFYING EXAM

How to request?

1. To undertake the Qualifying Exam, the supervisor and the student must seek authorization from the respective Area Council. This request should be made by the supervisor through the system pesca-pos.chsti.com.br, also accessible on the postgraduate website www.pesca.sp.gov.br/sistema-pg.

It is necessary to register the committee members in the "Cadastro de Docentes" tab, if they are not already in the system, containing at least their full name, CPF, and email. If you encounter difficulties, contact the Program's office.

Then, the qualification of the respective enrolled student must be registered in the "Movimentação" tab, "Pós" under the "Qualificação" action, and fill in the requested windows containing:

- Date, time, and location of the Qualifying Exam, which can be held in person at the Fisheries Institute or virtually.
- Selection of suggested individuals to compose the Qualifying Examination Committee [2 (three) main members and 2 (three) alternates], who must hold a doctoral degree, with at least one main member and their respective alternate preferably not being affiliated with the Program's faculty.

2. The Area Council will review the request to verify if all the required criteria outlined in the Regulations of the Aquaculture and Fisheries Program of the Fisheries Institute (PPG-IP) have been met (completion of credits, pending issues

with the office, etc.). Once approved, the supervisor will issue written invitations to the Examination Committee members, attaching the necessary documents to each invitation.

How does it happen?

1. The Qualifying Exam of the PPG-IP is conducted through the presentation of at least one scientific article, derived from the student's Dissertation Project, elaborated according to the standards of a journal with a minimum A3 rating.

This should be written according to the instructions of the journal to which it will be submitted, regarding style, size, and sequence of titles such as Introduction, Material and Methods, etc.

The article and the guidelines should be sent to the committee members along with the qualification invitation.

2. The Qualifying Exam will be conducted in the form of a public lecture, lasting 20 to 40 minutes, involving the oral presentation of the scientific article.

3. At the conclusion of the presentation, the candidate will be questioned by the Examination Committee in terms of: originality and scientific relevance of the topic; methodology employed; interpretation and discussion of results; adequacy of the bibliography; clarity and correct use of language, and didactic resources used during the oral presentation.

4. Each examiner will have a maximum of 30 minutes to conduct their questioning.

5. If there are suggestions for changes to the presented article, they should be orally presented by the examiners during the questioning and also in writing on the evaluation form distributed at the time of the exam.

6. Each member of the Committee must complete the evaluation form, assigning one of the following concepts based on the quality of the work of the presentation made by the student:

- Approved - quality of the work and presentation considered satisfactory;
- Not Approved - With the requirement for structural reformulation of the work and/or presentation, for a new qualifying exam, explicitly stating the identified flaws.

7. In case of rejection, the new exam must occur within a reasonable time, in relation to the maximum deadline established for the Dissertation Defense. Only 2 (two) qualifying exams will be allowed. If the candidate is not approved on the second exam, their enrollment in the Program will be canceled, and the candidate will be excluded from it.