

Visa and stay in Brazil

General guidelines for applying for a visa to Brazil must be confirmed with the Brazilian Consulate nearest to the student's place of residence. Concerning the necessary registration, ID card and residence visa (visa renovation), the student must check with *Polícia Federal do Brasil* (Brazilian Federal Police).

General Visa

The basic procedure for a foreigner to study in Brazil is to be accepted by an education institution and then apply for a student visa. The visa is granted only if a document that attests to the student's acceptance or proof of enrollment in a school or university is submitted.

The student visa is granted for a one-year stay by Brazilian consular services in Brazilian embassies or consulates. If the course lasts more than a year, the student must require a visa extension a month before the visa expires.

This type of visa does not allow the student to hold a formal job in Brazil. Visa holders must also present themselves to the *Departamento da Polícia Federal* (Brazilian Federal Police Department) within one month after arrival in Brazil in order to obtain temporary resident registration.

Types of Visa and required documents

The Student Visa (*Visto Temporário IV/VITEM IV*) may be granted for stays of up to 365 days in Brazil to students who have been accepted or enrolled for undergraduate or graduate courses recognized by the *Ministério da Educação – MEC* (Brazilian Ministry of Education) in Brazil. *VITEM IV* holders are not allowed to hold a formal job in Brazil.

The required documents for applying for a visa varies according to the applicant's home country. Check with the nearest Brazilian consular post what requirements apply to your home country.

In general, the required documents include (at least):

- Duly filled out and signed form (2 copies);
- Passport;
- A statement of the Brazilian education institution confirming that the applicant was duly accepted or is enrolled in the course;
- Financial Liability Statement issued by the organization responsible for the grant if the student is a scholarship recipient or by the person who is responsible for the student;
- Parental authorization, if the student is underage;
- Criminal background check issued by the state police department/authority;
- Proof of the means of transportation used for entering and leaving Brazil.

- For student visa holders it is **forbidden to engage in any paid activity, under the penalty of a fine, notification or even deportation.**

- The visa is valid for one (1) year and may be renewed several times for an equal period for the duration of the course.

- An extension application must be filed with the *Departamento da Polícia Federal* (Federal Police Department) or the *Protocolo Geral do Ministério da Justiça* (General Protocol of the Brazilian Ministry of Justice) within thirty (30) days prior the end of the stay.

- At the time when applying for a visa extension, students who are beneficiaries of the Undergraduate Student-Agreement Program (PEC-G) or the Graduate Student-Agreement Program (PEC-PG) in addition

to being obliged to inform the *Ministério da Justiça* (Brazilian Ministry of Justice) about any alterations in the existing conditions at the time the visa was granted must follow the established rules found in the specific manual, which is available on the website of the *Divisão de Temas Educacionais do Ministério das Relações Exteriores* (Division of Educational Themes at the Brazilian Ministry of Foreign Affairs) at: <http://www.dce.mre.gov.br/index.php>

Registration with the Brazilian Federal Police

Foreign individuals admitted to Brazil as temporary residents (such as with the student visa *VITEM IV*) are obliged to register with the *Departamento de Polícia Federal* (Brazilian Federal Police Department) within 30 (thirty) days of their arrival in Brazil.

In general, the required documents for registration are:

1 – **A valid travel document:** notarized copies of the used passport pages or a valid ID document for MERCOSUR nationals (Argentineans, Uruguayans, Paraguayans, Bolivians, and Chileans).

2 – **Two recent 3X4cm photos** (color pictures, white background);

3 – **Proof of payment of the due fee** of R\$ 64,68 (sixty-four *reais* and sixty-eight cents). This fees must be paid through a Brazilian form, the *Guia de Recolhimento da União-GRU*, which may be printed from the Brazilian Federal Police website (<https://servicos.dpf.gov.br/gru/gru?nac=1>), *código da Receita* (revenue code) 140082 (*taxa Registro de Estrangeiros/Restabelecimento de Registro* – Fee for Foreigner registration/registration reestablishment).

Electronic Form (to be filled out online at: <https://servicos.dpf.gov.br/sincretWeb/>).

After the electronic form is filled out, the system will indicate the possibility of scheduling a date and time for the student to appear at the Federal Police unit. Next, click on 'save' and print the filled out form as well as the respective GRUs (*Guias de Recolhimento da União*), paying attention to printer settings.

The student must appear at the Brazilian Federal Police unit for which the appointment is scheduled. If it is not possible to schedule an appointment, the student must go to the Federal Police unit nearest to the student's intended place of residence in Brazil with all the required documents.

Attention! Do not miss the registration deadline. If no date is available for scheduling an appointment in time, the applicant must immediately go to the Brazilian Federal Police unit nearest to the applicant's place of residence in Brazil.

Further information on the registration of foreign persons in Brazil may be obtained through the Brazilian Federal Police Department's e-mail: eletrônicoestrangeiros@dpf.gov.br.

ID card for Foreign Persons in Brazil

To foreign persons temporarily residing in Brazil duly registered with the Federal Police Department will be granted the *Carteira de Identidade de Estrangeiro – CIE* (Foreign Person ID Card). The *CIE* may be applied for solely in person by the applicant. In Rio de Janeiro, the *CIE* is applied for at the Federal Police Department in Tom Jobim Airport – 3rd floor. Generally, this procedure may be carried out simultaneously with the registration with the Federal Police. However, we recommend that students check if the rules have changed.

How to apply for the CIE?

1 – Fill out the electronic form available in “*Requerer Registro, Emissão/Renovação de Cédula de Identidade de Estrangeiro, e Anistia - Agendamento*”, or through the link: <https://servicos.dpf.gov.br/sincreWeb/>.

2 – After the electronic form is filled out, the system will indicate the possibility of scheduling a date and time for an appointment.

3 – Next, click on ‘save’ and print the filled out form as well as the respective *GRUs (Guias de Recolhimento da União)*, paying attention to the printer settings.

4 – Keep the appointment at the Brazilian Federal Police unit as scheduled. If it is not possible to schedule an appointment, go directly to the Federal Police unit nearest to your intended place of residence in Brazil with all required documents.

Attention! If it is not possible to schedule an appointment, the applicant must go immediately to the Brazilian Federal Police unit nearest to the student’s intended place of residence.

Fees

In order to print out the *GRU (Guia de Recolhimento da União)* for the *CIE* (Foreign Persons ID Card), the applicant must access the following link: <https://www2.dpf.gov.br/gru/gru?nac=1>.

The *código da receita* (revenue code) is 140120 (*1ª via da CIE* - first *CIE* issuing) and the fee is R\$ 124,23 (one hundred and twenty-four *reais* and twenty-three cents).

Note: Registration and *CIE* fees may be altered without previous notice. Hence, the fees indicated here are just references.

Extending the student visa (extending your stay in Brazil)

– An extension of stay in Brazil must be applied for within 30 days prior to the visa expiration date as provided for in Article 67, paragraph 3, Executive Order 86.715/81.

– Extension applications for temporary visas *VITEM IV* (student) must be filed at the Federal Police unit nearest to the applicant’s place of residence in Brazil or at the *Protocolo Geral do Ministério da Justiça* (General Protocol of the Brazilian Justice Ministry).

– Applications for the extension of Temporary Visas *VITEM IV* (student) will be analyzed and decided on by the *Departamento de Estrangeiros da Secretaria Nacional de Justiça* (Foreigners Department of the Brazilian Justice National Department).

– When filing the documents regarding the extension application, either at the *Departamento de Polícia Federal* (Federal Police Department) units or at the *Protocolo Geral do Ministério da Justiça* (General Protocol of the Brazilian Ministry of Justice), the applicants will receive a temporary document with their photograph and the application number. This temporary document will be their proof of legal stay in Brazil until the final decision is made.

– Accepted applications

If the extension application is granted, the applicant must go the Federal Police Department unit nearest to the applicant’s place of residence in Brazil to update the registration within ninety (90) days from the publication of the granted application in the *Diário Oficial da União* (Official Gazette).

– Denied applications

If the extension application is denied, the applicant has fifteen (15) days, non-extendable, from the publication of the decision in the *Diário Oficial da União* (Official Gazette) to apply for reconsideration of the decision, as provided by SNJ Ordinance 03/2009.

The reconsideration application must be informed with facts and documents capable of modifying the decision and presented at the Federal Police Department nearest to the applicant's place of residence or the Central Service of the *Secretaria Nacional de Justiça* (Brazilian Justice National Secretary).

In addition to the documents capable of modifying the negative decision, the applicant must present proof of payment of the applicable fee, which must be paid through a *Guia de Recolhimento da União – GRU*. The *GRU* may be printed from the following link: <https://www2.dpf.gov.br/gru/gru?nac=1>, in the electronic website of the Brazilian Federal Police Department. The *código da receita* (revenue code) regarding reconsideration applications is 140163.