

Portuguese as an Additional Language (PLA) regular courses – First term - 2015

The Department of Language Proficiency in the Office of International Relations (DRI) and the Faculty of Letters (*FALE*) from the Federal University of Minas Gerais (*UFMG*) announce the beginning of the application period for **Portuguese as an Additional Language (*Português Língua Adicional - PLA*) regular courses** to be offered throughout the first semester of 2015 (March until beginning of July).

Important Information:

Application for PLA regular courses	From February 20 th to 25 th , 2015
Placement test	February 26 th , 2015
Placement tests results and more information about classes	February 27 th , 2015

What is the target audience of PLA regular courses?

PLA subjects are exclusive for non-Brazilians, or Brazilians who do not have Portuguese as their mother tongue. To be allowed to enroll in the Portuguese regular courses offered at UFMG, one must be an undergraduate or graduate student, professor /researcher.

If you do not have an affiliation with UFMG, you cannot take these courses. We suggest you to check courses that are offered at CENEX (Centro de Extensão - Faculdade de Letras - UFMG). For more information, please visit the website < <http://www.letas.ufmg.br/cenexx/>>

What is the status of these courses?

Students do not have to pay for regular subjects that are offered at UFMG, and this is the same with PLA regular courses, but they are responsible for occasional expenses with materials. PLA regular subjects are included in the students' academic records. If a student gets a minimum of 6 points (from a scale of 0 up to 10) as their final grade and attends at least 75% of the term classes, they will be entitled to **4 credits** (60 hour per class) for completing one of the courses.

Attention: If you are not able to attend **at least 75% of classes** (for example, because you will arrive in Brazil after the beginning of the term, or will return to your country before the end of classes at UFMG), you cannot participate in the PLA regular subjects.

Attention: After enrolling, the student can only drop a course upon formal request to UFMG, according to the university rules and calendar. You can check that the deadline for dropping partly which is **April 13th, 2015** <<https://www.ufmg.br/conheca/calendario.shtml>>. If you drop out a subject without a formal request (through your Course Department), **you will fail** and it will be registered on your academic record. It is not possible to drop a subject after the date that is mentioned at our institution calendar.

Which regular PLA courses will be offered in the 1st term of 2015?

The PLA courses offered in 2015/1 are:

Subject	Time
Portuguese as an Additional Language - Basic (UNI 045) - Class A	Mondays and Wednesdays, 11:30 – 13:10
Portuguese as an Additional Language - Basic (UNI 045) - Class B	Tuesdays and Thursdays, 11:30 - 13:10
Portuguese as an Additional Language - Intermediate (UNI 046)	Mondays and Wednesdays, 11:30 - 13:10
Portuguese as an Additional Language - Oral and Written Production through Communicative Tasks (UNI 047)	Tuesdays and Thursdays, 11:30 - 13:10
Portuguese as an Additional Language – Academic Writing (UNI 048)	Mondays and Wednesdays, 17:00 – 18:40

All courses will take place at Pampulha campus. Please check the map here: <<https://www.ufmg.br/conheca/mapas/>>. The exact place of each course will be informed on February 27th along with the results of the Placement Test. You will find this information at DRI website: <<https://www.ufmg.br/dri/>>

Can I choose which PLA subject I will attend?

No. Each of the subjects and classes above are oriented towards students with a certain level of proficiency in Portuguese. The proficiency level of each student will be assessed through a **Placement Test**, in which all interested students shall take part (the exceptions are listed below). Enrollment in one or other subject depends on the results of this test.

Who should take the Placement Test? How do I sign up for this test?

All students interested in taking one of the PLA regular subjects who have previous knowledge of the language, except those that fit into one of the cases below, shall take the Placement Test. Therefore, it is necessary to apply, filling the form available on <http://goo.gl/forms/aOrcbcHI78> until February 25th, 2015.

You are exempted from the Placement Test if:

- (i) you have already taken regular subjects of Portuguese as an Additional Language at UFMG (UNI 045, UNI 046, UNI 047 and/or UNI 048);
- (ii) you have already taken the Portuguese for Foreigners offered at CENEX (Centro de Extensão - Faculdade de Letras - UFMG);
- (iii) you have been approved at *Certificate of Proficiency in Portuguese for Foreigners* (Celpe-Bras), elaborated and delivered by the Brazilian Ministry of Education; or
- (iv) you have completed the Portuguese as an Additional Language – Intensive Course offered by DRI and FALE in February 2015.

In the four cases above, it is necessary to fill out the form that it is available on <<http://goo.gl/forms/aOrcbcHI78>>.

If you are exempted from the Placement Test because of (ii) or (iii), you should:

- 1) fill out the form <<http://goo.gl/forms/aOrcbcHI78>>; and
- 2) send an e-mail to <proficienciaportuguesufmg@gmail.com> expressing your interest in attending a PLA discipline and stating the reason why you do not need to take the Placement Test. You should attach a declaration or a certificate from CENEX or Celpe-Bras.

I have never studied Portuguese. Should I take the Placement Test as well?

Maybe. If you have some proficiency in Portuguese (reading, writing, listening and/or speaking), you should take the test. Remember that you may have built this knowledge not only through formal courses, but also by some other significant contact with the language (e.g. listening to music, reading or watching movies in Portuguese, or living in Brazil for some time).

On the other hand, if you have never studied Portuguese, nor had significant contact with the language, or have taken a fast course (e.g. 15 hours per class), then you can choose not to do the Placement Test. In this case, you shall fill out the form available on <<http://goo.gl/forms/aOrcbcHI78>> as well. At the end of the form, you will see a field to indicate that you do not want to take the test in question.

Attention: If your **native language is Spanish** (or you have an advanced level of proficiency in that language), and you have had no or very limited contact with the Portuguese, you do not need to take the Placement Test, unless you want to. In this case, you will take the discipline "Portuguese as an Additional Language - Basic". This class will focus on pupils speaking Latin languages who understand Portuguese relatively well, but have little proficiency on (oral or written) production.

When and where will be held the Placement Test?

The Placement Test will take place on February 26th (Thursday) at 14:00 at *Faculdade de Letras* (FALE), classroom 1007. The map can be seen here: <https://www.ufmg.br/conheca/mapas/>.

What should I do to enroll in the suggested subject? When do the PLA classes start?

Until February 27th, **the results of the Placement Test will be announced at <https://www.ufmg.br/dri/>**. At that same moment, the students who were exempted from Placement Test will also be informed about the subjects that they will attend.

After checking the subject in which you should enroll, **you must get an authorization for enrollment in this subject**. We will inform time and place on February 27th (along with the results of the Placement Test). **Such authorization must be presented at the Department of your course**, which will be responsible to provide your registration in the first week of classes.

Attention: Your Course Department will only be able to make your enrollment in one of the PLA disciplines if you already have your registration number.

Pay attention to the time of PLA discipline that will be announced on February 27th. **If there is any overlap with other subject in which you are enrolled, UFMG enrollment system will not allow your inclusion in the PLA subject**. For example, if you take a class that ends at 11:40 and plan to

get a course of Portuguese as an Additional Language which starts at 11:30, this is not possible, unless you request your Course Department to change your other course time.

Can I enroll in a different subject from the one that was indicated for me?

No. We have different subjects that have different goals, presupposing higher or lower levels of proficiency in Portuguese. We inform that the two Basic level courses are also aimed to students with different profiles (speakers of Latin languages, with good capacity for listening and written in Portuguese, as opposed to speakers of distant languages with low capacity of understanding in Portuguese). For all those reasons, students for whom class A was indicated cannot enroll in the class B, and vice versa.

Can I enroll in two regular PLA subjects in the same semester?

No, since, as mentioned above, each course is elaborated for students that have a certain level of proficiency in Portuguese.

Will I receive a certificate of Portuguese after concluding the course?

No, certificates are not provided. On the other hand, you can request a transcript, by the Department of your Course, in which there will be the information that you have concluded the PLA discipline, along with your grade, as it happens with other subjects that you have taken at UFMG. If you go back to your country before getting the transcript, we suggest you to send an e-mail to bemvindo.ufmg@gmail.com.

Are there other PLA courses offered at UFMG?

Yes. If you want to study PLA, but you cannot attend the regular courses offered by UFMG, you can, for example, attend to the courses offered by the Extension Center (*CENEX*) at the Faculty of Letters from UFMG (*FALE*). These courses are offered to the inside and outside community of UFMG. For further information, access <http://www.lettras.ufmg.br/cenex/>.

If you have questions, write to proficienciaportuguesufmg@gmail.com.

We wish a great semester for everyone!