

## 1. Carteira de Registro Nacional Migratório (CRNM)

Every international student and researcher coming to Brazil on mobility register at the Federal Police (*Polícia Federal - PF*). This document is mandatory for your enrollment at the university. The document must be presented at the Office of International Affairs (Diretoria de Relações Internacionais – DRI) at the check-in, between the with the dates yet to be released.

First, you must follow the steps at the Federal Police website: <http://www.pf.gov.br/servicos-pf/imigracao/cedula-de-identidade-de-estrangeiro>.<sup>1</sup>

- 1) Click *Preenchimento do formulário*, and then *Registro*. Make sure any information you provide in this form is identical to that in your Passport, Student Visa and Visa Application. After you fill out the form, you will receive a PDF file with your information will come out, you should print it and copy the code *Código de Solicitação*.
- 2) Click *Verificar se existe agenda disponível* to choose the date of your visit. Insert the code and choose the most appropriate date for your session. Once you choose the details, a PDF file will come out, you should also print it.
- 3) Click *Para gerar GRU*. Fill out all the required information and a payment order called GRU (*Guia de Recolhimento da União*) will be issued. The order must be printed and paid at any Brazilian bank agency. At UFMG Service Court (*Praça de Serviços*), there is a *Banco do Brasil* where you can go, pay for the ordes and attach the receipt to the printed payment order. You must also bring the two documents to the scheduled session at the Federal Police.

After these steps, the exchange student must attend the scheduled visit bringing the following documents:

-  Passport
-  Copy of the pages of your Passport, including every used, stamped and annotated pages.
-  Visa Application
-  Two recent 3x4 colored photos, with a white background and in frontal position.

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<sup>1</sup> Detailed information about this procedure can be accessed in our tutorial “Procedimentos para Agendamento da Polícia Federal” at [acolhimentobemvindoufmg.wordpress.com](http://acolhimentobemvindoufmg.wordpress.com)

- ✚ Printed Federal Police Form along with the scheduled visit document.
- ✚ GRU payment order and receipt.

## **2. How to get from UFMG to the Federal Police**

The Federal Police is located at Avenida Francisco Deslandes, 900 – Anchieta, inside the Shopping Plaza Anchieta building. Take bus line **MOVE 5106** (Bandeirantes-BH Shopping) which has a stops right across UFMG main gate. Get off at Praça da Liberdade, at the same bus stop, wait for the bus line **2103** (Prado-Anchieta) which has a stop in front of the Shopping Center Plaza Anchieta, where the Federal Police office is located.