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| |  | | --- | | Processo nº: Fis:  Rubrica: | | **PROTOCOLO** |  |  | | --- | | **-** Cianorte - Cidade Gaúcha  - Diamante do Norte - Maringá  - Goioerê - Umuarama  - Ivaiporã |   **Requerimento - Graduação**  Nome do Aluno:\*   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   Registro Acadêmico e Ano de Ingresso:\* Curso e Turno:\*   |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   Declaro estar ciente que a documentação solicitada deve ser retirada no prazo máximo de 90 dias; após este prazo os documentos serão inutilizados. Declaro ainda, que devo retornar ao Protocolo Acadêmico - DAA ou Secretaria do Câmpus para verificar o resultado dos requerimentos que necessitam de análise.  Telefone:\* E-Mail:\* Data:\*   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  | - |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |   \*Preenchimento de Dados (Obrigatório)  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  **Assinatura do requerente**  **ATESTADO/DIPLOMA**(5)   |  |  | | --- | --- | | 139- Aluno Não Regular | 014- Conclusão de Curso no Prazo Mínimo | | 002- Aprovação em Concurso Vestibular (1) | 150- Conclusão de Curso sem Data de Colação de Grau | | 042- Aprovação em Disciplina (2) | 156- Conclusão de Habilitação | | 149- Ausência de Débitos | 005- Diploma em Fase de Registro | | 066- Autorização ou Reconhecimento do Curso (1) | 157- Matricula com Disciplinas e Horários (3) | | 195- Conduta Escolar | 158- Matricula em Disciplinas no Contra-Turno | | 152- Critérios de Avaliação | 093- Matricula - Visto Policia Federal | | 004- Conclusão de Curso com Data de Colação de Grau | 003- Provável Formando | | 159- 2ª Via - Láurea Acadêmica | 119- 2ª Via – Diploma Modelo Simples | | 118- 2ª Via – Diploma Modelo Pergaminho | 062- Outros - Atestados Diversos (Informar no Verso\*) |   **REQUERIMENTOS DIVERSOS**   |  |  | | --- | --- | | 081- Abaixo-Assinado | 138- Lista de Alunos Matriculados (Via E-mail) (4) | | 021- Colação de Grau Especial (Anterior/Posterior) (5) | 040- Lista de Alunos para Eleição (Via E-mail) (4) | | 114- Currículo do Curso (3) | 010- Programas de Disciplinas Cursadas (5) | | 113- Dados Pessoais - Correção (Anexar Comprovante) | 039- Reconsideração ou Reanálise | | 127- Guia de Transferência (Anexar Atestado de Vaga) (5) | 171- Recurso | | 007- Histórico Escolar - Graduação | 073- Revisão de Prova | | 132- Histórico Escolar - Ensino Médio (5) | 025- Restituição de Taxa | | 031- Isenção de Taxa | 190- Trancamento Especial de Matricula (Anexar Laudo Médico) (5) | | 135- Juntada de Documentos | 192- Transferência Ex-Officio (Anexar Comprovante de Remoção) (6) | | 176- Lista de Alunos Formados (Via E-mail) (4) | 050- Vistas à Prova | | 069- Apostila - Nova Habilitação (Anexar Diploma) | 174- Revalidação – Registro e Apostilamento (Anexar Diploma) | | 180- Revalidação – Instauração do Processo | 099- Outros (Informar no Verso) | |  |  |   **INFORMAÇÕES AUXILIARES:**   |  | | --- | | - Restituição de Taxa: Informar o nome do banco, o número da agência e conta do requerente.  - Revisão de Prova: Especificar a disciplina/turma e o conteúdo em que se julgue prejudicado. Solicitar até 3 dias úteis, após a publicação da nota.  - Trancamento Especial: prazo de afastamento não pode ser inferior a 30 dias. RES.94/1995-CEP.  - Transferência Ex-Officio: fotocópia autenticada do Diário Oficial ou Boletim de Serviço onde foi publicado o ato que ampara o pedido.  **- Toda solicitação que envolva cobrança de taxa, deve ser anexada o comprovante de pagamento ao requerimento.**  - (1) Consta em Histórico Escolar - Graduação.  - (2) Apenas para Disciplinas Isoladas.  - (3) Para consulta: Secretária Acadêmica Virtual.  - (4) Obrigatória a apresentação do motivo da solicitação.  - (5) Obrigatório o pagamento de taxa e apresentação do comprovante (anexar).  - (6) Anexar Histórico Escolar e Programas de Disciplinas. | |
| **PERMUTA**  Solicito permuta, em caráter permanente com:   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |      |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | Registro Acadêmico:   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  |  |  |  |  |  |  | | - Câmpus  - Polo  - Turno | Informar nome do câmpus, turno ou pólo de EAD:   |  | | --- | |  | |      |  |  | | --- | --- | | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Assinatura-Declarante | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Assinatura-Concordante |   **REVISÃO DE PROVA**   |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | - Prova  - Trabalho | | Data da prova:   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  | - |  |  | - |  |  | | Publicação da nota:   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | |  |  | - |  |  | - |  |  | | |  | |  |  | | Nome da Disciplina: | |  | | --- | |  | | | | | Nome do Professor: | |  | | --- | |  | | | |   **INFORMAÇÕES COMPLEMENTARES**   |  | | --- | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  |   **DESPACHO - PARECER - INFORMAÇÕES**   |  | | --- | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |  | |