

**Regulations for an Open Competition Among International Applicants,
Stateless Citizens and Compatriots Residing Abroad
to Obtain State Scholarships to Study at
St Petersburg University in 2019**

General Provisions

1. In accordance with the Russian Federation Government Decree No. 891 as of October 8, 2013 "On Establishing an Education Quota for Foreign Nationals and Stateless Citizens in the Russian Federation; Procedures for Admission to Educational Programmes of Higher Education — Bachelor Programmes, Specialist Degree Programmes and Master Programmes approved by the Decree No. 3 of the Russian Federation Ministry of Education and Science as of October 14, 2015; Procedures for Admission to Educational Programmes of Higher Education — Aspirantura Programmes approved by the Decree of the Ministry of Education and Science of the Russian Federation No. 13 as of January 12, 2017, St Petersburg University (hereinafter referred to as SPbU) accepts for consideration documents submitted by international applicants, stateless citizens and compatriots residing abroad to government-funded places allocated to SPbU in 2019 from the number of places specified by the Government of the Russian Federation in Decree No. 891 as of October 08, 2013 "On Establishing an Education Quota for Foreign Nationals and Stateless Citizens in the Russian Federation" (on references from the Russian Federation Ministry of Science and Higher Education).

2. International applicants, stateless citizens and compatriots residing abroad shall be admitted to government-funded places allocated to SPbU in 2019 from the number of places specified by the Government of the Russian Federation in Decree No. 891 as of October 8, 2013 "On Establishing an Education Quota for Foreign Nationals and Stateless Citizens in the Russian Federation". The said categories of applicants are admitted to the first year of main educational bachelor, specialist degree, master and aspirantura programmes, full-time mode.

Acceptance of Documents

3. Documents for competition from international applicants, stateless citizens and compatriots residing abroad to government-funded places allocated to SPbU in 2019 from the number of places specified by the Government of the Russian Federation in Decree No. 891 as of October 8, 2013 "On Establishing an Education Quota for Foreign Nationals and Stateless Citizens in the Russian Federation" (hereinafter referred to as the applicants, the competition) shall be accepted from **February 11, 2019 to June 08, 2019**. The particulars of admissions organisation to master programme "Company Economics and Economics of Innovative Activities", master programme "Business Information Analysis", master programme "Management", master programme "Baltic and Nordic Studies", master programme "Professional Verbal Communication in Mass Media", master programme "Language and Communication (in German)", master programme "Germany and Eastern Europe in the Context of Interlingual and Intercultural Communication", master programme "Advanced Mathematics", master programme "The Literature of Russia and France: An Alternate Glance / Littératures russe et française: regards croisés", master programme "Russia and France in Historical and Cultural Space / La Russie et la France dans l'espace

de l'histoire et de la culture", master programme "Philosophical Dialogue of Russia and France / Dialogue philosophique entre Russia et France" are given in Clauses 23–33 hereof. Admissions of international applicants pursuant to the relevant agreements signed between SPbU and governmental agencies of foreign states are organised in accordance with statements (recommendations, references) of the respective governmental agencies of foreign states.

4. The applicants shall submit the following documents for competition:

4.1. a personal application addressed by the applicant to SPbU Rector (filled in at the Personal Accounts through the SPbU Admissions Committee website abiturient.spbu.ru); the applicant may submit no more than 3 (three) applications to different educational programmes;

4.2. a questionnaire - competition application form of the prescribed form filled in block letters and provided with a photo;

4.3. a copy of the applicant's identity document or of a document identifying a foreign national's identity in the Russian Federation under Article 10 of the Federal Law No 115-FZ "On the Legal Status of Foreign Nationals in the Russian Federation" as of July 25, 2002;

4.4. a copy of the birth certificate along with its translation into Russian (for CIS citizens);

4.5. a medical certificate on absence of contraindication against studying in the Russian Federation issued by an official health care agency;

4.6. a medical certificate on the absence of the HIV virus and AIDS issued by an official health care agency of the country of the applicant's residence;

4.7. an original or a copy of the educational credential and supplements thereto (if the latter is provided for by the laws of the country having issued the said educational credentials) containing the list of subjects studied and grades (points) obtained;¹

4.8. a motivation letter written in Russian (or in the language in which the programme is taught) containing the well-reasoned description of why the applicant got interested in the chosen educational programme and is willing to study it. It has also to contain information on his/her professional training, professional experience and the substantiation for his/her interest to receive education in this programme;

4.9. documents confirming proficiency in the language, in which the educational programme is taught and documents containing information on the applicant's academic training;

4.10. 4 (four) photographs 3x4 cm (the photographs must be taken no earlier than 2018).

4.11. Applicants to aspirantura programmes shall also be obliged to submit the following:

4.11.1. a description of their prospective research;

4.11.2. copies of their scientific publications in sources corresponding to their chosen field of study (speciality of research workers) or copies of works prepared to publication in

¹ Applicants arriving to study shall present their original educational credentials and supplements thereto (if the latter is provided for by the laws of the country having issued the said educational credentials) legalised in accordance with the established procedure

sources corresponding to their chosen field of study (speciality of research workers) — if any.

4.11.3. their CV containing information on their academic (professional) training, their research and achievements, their professional experience, etc;

5. Requirements to the content and structure of the motivation letter and its assessment criteria, the assessment criteria for documents confirming the applicant's proficiency in the language, in which the educational programme is taught, and the assessment criteria for additional documents (individual achievements) shall be set by the SPbU Admissions Committee and shall be made known to the applicants not later than the date when acceptance of the documents for competition starts by means of publication at the official website of St Petersburg University at the SPbU Admissions Committee web page <http://www.abiturient.spbu.ru>.

6. An applicant to a bachelor or a specialist degree programme shall submit for competition one of the following documents:

6.1. a state-recognised document of secondary general education or secondary vocational education;

6.2. a foreign educational credential recognised in the Russian Federation as a state-recognised document of secondary general education or secondary vocational education;

6.3. a statement from an educational organisation implementing educational programmes of secondary general education or secondary vocational education or their equivalents, where the applicant is studying at the moment of his/her submission of the application for competition. This statement shall contain information of the level of the educational programme he/she is studying, the expected date of the end of training, presence or absence of final assessment and its form, academic performance according to the results of the previous interim assessment with grades for subjects (disciplines) obtained during the recent 3 (three) semesters of study.

7. An applicant to a master programme shall submit for competition one of the following documents:

7.1. a bachelor degree, a higher education specialist degree or a state-recognised specialist degree;

7.2. non-Russian educational credentials recognised in the Russian Federation as a bachelor or a specialist degree;

7.3. a statement from an educational organisation implementing bachelor and specialist degree programmes or their equivalents, where the applicant is studying at the moment of his/her submission of the application for competition. This statement shall contain information of the level of the educational programme he/she is studying, the expected date of the end of training, presence or absence of final assessment and its form, academic performance according to the results of the previous interim assessment with grades for subjects (disciplines) obtained during all semesters of study.

8. An applicant to a aspirantura programme shall submit for competition one of the following documents:

8.1. a state-recognised master's diploma, a state-recognised bachelor's diploma;

8.2. non-Russian educational credentials recognised in the Russian Federation as a master's or a specialist degree;

8.3. a statement from an educational organisation implementing specialist degree or master programmes or their equivalents, where the applicant is studying at the moment of his/her submission of the application for competition. This statement shall contain information of the level of the educational programme he/she is studying, the (expected) date of the end of training, presence or absence of final assessment and its form, academic performance according to the results of the previous interim assessment with grades for subjects (disciplines) obtained during all semesters of study.

9. A person who has not submitted one of the documents specified in Clauses 4–8 hereof shall not be allowed to take part in the competition.

10. The documents specified in Clauses 4–8 hereof shall be submitted in legible copies in Russian or translated into Russian (translations into Russian have to be notarised by either a notary or the Russian Federation embassy/consulate in the foreign country or the embassy/consulate of the foreign country in Russia unless otherwise specified in the international agreements of the Russian Federation).

11. Documents for participation in the competitive selection shall be submitted in electronically through the SPbU official website using the applicants' Personal Account.

12. If the applicant chooses to submit the documents specified in Clauses 4–8 hereof electronically, the documents must be scanned and attached to the registration form through the applicant's Personal Account. The documents must be submitted as colour or grey-scale scans with definition of 200 or 300 points to an inch. Illegible scans or scans omitting significant parts of the documents (text, signatures, official seals, etc.) shall not be accepted. The applicant must submit scans of the pages in their identity documents carrying the applicant's photograph, surname, given name, patronymic, gender, date and place of birth, nationality, document series and number, information about the issuing governmental agency and the applicant's place of registration. The applicant's photograph (taken in the current calendar year, with vertical resolution of at least 800 pixels and horizontal resolution of at least 600 pixels) must be submitted in the same manner, i.e. by attaching the file with the photograph to the registration form through the applicant's Personal Account. Each document must be uploaded as a single file with a correct title reflecting the document's content. The uploading of a single document in separate incorrectly titled files is not permitted. In this case the documents shall not be accepted and are considered non-submitted.

13. Irrespective of the form of documents submission, registration for obtaining a Personal Account is obligatory for all applicants.

14. The originals of the documents specified in Clauses 4–8 hereof and submitted by the applicant in electronic form shall be submitted by him/her to SPbU (the Committee for Foreign Nationals' Admissions, 13B Universitetskaya Naberezhnaya, St Petersburg 199034, Russian Federation) no later than October 1, 2019.

Procedures for Selection of Applicants and Enrollment

15. The competitive selection of applicants to government-funded places allocated to SPbU in 2019 and specified by the Government of the Russian Federation in Decree No. 891 as of October 8, 2013 "On Establishing an Education Quota for Foreign Nationals and Stateless Citizens in the Russian Federation" shall be made by the Admissions Committee.

16. The decision on whether or not to recommend an applicant to study shall be made by the SPbU Admissions Committee.

17. Each applicant is considered by the SPbU Admissions Committee and a decision is made on whether or not to recommend him/her to be accepted for study.

18. Based on a positive recommendation of the SPbU Admissions Committee, the applicant's personal record is sent by St Petersburg University to the Russian Ministry of Science and Higher Education for a decision to be made concerning acceptance for study. If the decision is positive, the Ministry forms a reference for the applicant's enrollment to the field of study (speciality).

19. Terms of the consideration of applicants and submission of the sets of documents constituting their personal records as well as terms of decision-making concerning the forming of the reference for the applicant's enrollment to the educational programme of the appropriate level and field of study are established by the Russian Ministry of Science and Higher Education.

20. The SPbU Admissions Committee shall inform the applicants on the results of the competitive selection by means of publication at the official web site of St Petersburg University at the SPbU Admissions Committee web page of a list of applicants, sorted by name, having been admitted to the competition and having successfully passed the competitive selection. A list of applicants recommended for enrollment by SPbU Admissions Committee is marked out.

Lists of applicants admitted to the competition and sorted by name, who have successfully passed the competitive selection and who have been approved by the SPbU Admissions Committee for the recommendation to study, shall be published at the official SPbU web site at the Admissions Committee web page <http://www.abiturient.spbu.ru> on or prior to **July 02, 2019**.

22. Enrollment of applicants approved by the SPbU Admissions Committee of St Petersburg University and the Russian Ministry of Science and Higher Education to St Petersburg University is based on the references issued by the Russian Ministry of Science and Higher Education within the terms established by the said governmental body, upon arrival of the applicant at SPbU and his/her submission of the original educational credentials.

Admissions to Educational Master Programme

"Company Economics and Economics of Innovative Activities" in the Main Field of Study "Economics"

23. The particulars of admissions to the double-degree master programme "Company Economics and Economics of Innovative Activities" are specified by the Contract between St Petersburg University and the Ilmenau University of Technology as well as by additional agreements to it.

International applicants to SPbU master programme "Company Economics and Economics of Innovative Activities" shall be obliged to submit a recommendation letter from the Ilmenau University of Technology confirming that these candidates have been nominated to participate in this programme.

International applicants to SPbU master programme "Company Economics and Economics of Innovative Activities" shall submit their thesis abstract that will be evaluated by the examination board as an essay.

**Admissions to Educational Master Programme
"Business Information Analysis" in the Main Field of Study "Business Informatics"**

24. The particulars of admissions to the double-degree master programme "Business Information Analysis" are specified by the Contract between St Petersburg University and the Ilmenau University of Technology as well as by additional agreements to it.

International applicants to SPbU master programme "Business Information Analysis" shall be obliged to submit a recommendation letter from the Ilmenau University of Technology confirming that these candidates have been nominated to participate in this programme.

International applicants to SPbU master programme "Business Information Analysis" shall submit their thesis abstract that will be evaluated by the examination board as an essay.

**Admissions to Educational Master Programmes in the Main Field of Study
"Management"**

25. The particulars of admissions to the double-degree master programmes in the main field of study "Management" are specified by the Contract No 08/2-04-040-012-013 between St Petersburg University and the Lappeenranta University of Technology dated June 18, 2010, Contract No № 08/2-04-p-010-025 between St Petersburg University and Vienna University of Economics and Business dated December 03, 2010, between St Petersburg University and HEC-Paris, France, as well as by additional agreements to them.

International applicants to these SPbU programmes shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.

**Admissions to Educational Master Programme "Baltic and Nordic Studies" in the
Main Field of Study "International Relations"**

26. The particulars of admissions to the double-degree master programme "Baltic and Nordic Studies" are specified by the Contract No 08/2-04-039-016-001 between St Petersburg University and the University of Tampere dated March 02, 2016 as well as by additional agreements to it.

International applicants to these SPbU programmes shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.

**Admissions to Educational Master Programme "Professional Verbal Communication
in Mass Media"
in the Main Field of Study "Journalism"**

27. The particulars of admissions to the double-degree master programme "Professional Verbal Communication in Mass Media" are specified by the Contract No 28-15-862 between St Petersburg University and the Beijing Second Foreign Language University dated October 10, 2017 as well as by additional agreements to it.

International applicants to these SPbU programmes shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.

**Admissions to Educational Master Programme "Language and
Communication (in German)"
in the Main Field of Study "Linguistics"**

28. International applicants to this SPbU programme shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.

**Admissions to Educational Master Programme "Germany and Eastern Europe
in the Context of Interlingual and Intercultural Communication"
in the Main Field of Study "Linguistics"**

29. The particulars of admissions to the double-degree master programme "Germany and Eastern Europe in the Context of Interlingual and Intercultural Communication" are specified by the Contract No 25-15-298 between St Petersburg University and the Kiel University (Christian-Albrechts-Universität, CAU) dated May 25, 2018 as well as by additional agreements to it.

International applicants to this SPbU programme shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.

**Admissions to Educational Master Programme "Advanced Mathematics" in
the Main Field of Study "Mathematics and Mechanics"**

30. ²Foreign applicants to the "Advanced Mathematics" programme planning to take the admissions tests in the first examination flow can submit an application for admission and other documents (including those required for participation in the competitive selection of portfolios) from February 11 to February 28, 2019. On March 7, 2019 the SPbU Admissions Committee shall announce the results of the competitive selection of documents (portfolio) for candidates participating in the first examination flow. As the examination groups are formed from March 11 to March 31, 2019, the candidates who have scored at least 40 points in the competition of documents (portfolio) shall take the second admissions

² The SPbU Admissions Committee develops and approves a separate admissions test syllabus for the competitive selection of documents (portfolio) for applicants to the educational programme "Advanced Mathematics".

test (an interview). The candidates who have not scored 40 points for the first admissions test (the competitive selection of documents (portfolios)) shall not be admitted to the second admissions test and are excluded from the competition. The results of the first examination flow shall be announced by the SPbU Admissions Committee on April 3, 2019.

Foreign applicants to "Advanced Mathematics" planning to take the admissions tests in the second examination flow can submit an application for admission and other documents (including those required for participation in the competitive selection of portfolios) from March 15 to May 31, 2019. On June 6, 2019 the SPbU Admissions Committee shall announce the results of the competitive selection of documents (portfolio) for candidates participating in the second examination flow.

As the examination groups are formed from June 6 to June 25, 2019, the candidates who have scored at least 40 points in the competition of documents (portfolio) shall take the second admissions test (an interview). The candidates who have not scored 40 points for the first admissions test (the competitive selection of documents (portfolios)) shall not be admitted to the second admissions test and are excluded from the competition. The results of the second examination flow shall be announced by the SPbU Admissions Committee on July 2, 2019.

Lists of applicants admitted to the competition and sorted by name, who have successfully passed the competitive selection and who have been approved by the SPbU Admissions Committee for the recommendation to study, shall be published at the official SPbU web site at the Admissions Committee web page on or prior to July 2, 2019.

Admissions to Educational Master Programme "The Literature of Russia and France: An Alternate Glance / Littératures russe et française: regards croisés" in the Main Field of Study "Philology"

31. International applicants to these SPbU programmes shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.

Admissions to Educational Master Programme "Russia and France in Historical and Cultural Space / La Russie et la France dans l'espace de l'histoire et de la culture" in the Main Field of Study "History"

32. International applicants to these SPbU programmes shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.

Admissions to Educational Master Programme "Philosophical Dialogue of Russia and France / Dialogue philosophique entre Russia et France" in the Main Field of Study "Philosophy"

33. International applicants to these SPbU programmes shall additionally submit a recommendation letter from the partner university confirming that these candidates have been nominated to participate in this programme, if that is specified by the terms and conditions of the relevant Contract.