

Step-by-step instruction for applicants recommended for admission at SPbU on places under contracts for the provision of paid educational services

The results of the competitive selection in 2024 for admission to places under contracts for the provision of paid educational services are published on the Admissions Committee page in the form of lists of applicants for bachelor's, specialist's, master's degree programmes at St Petersburg University and programmes of training research and academic staff in aspirantura and in the branch of St Petersburg University in Tashkent for bachelor's and master's degree programmes.

Information about the results of participation in the competition for each applicant is presented in the lists with the indication of the applicant's UID. The UID assigned to an applicant is indicated on the main page of the applicant's [Personal Account](#).

In the lists, the UIDs of applicants recommended for admission to the main educational programmes of higher education in 2024 are marked green, and the UIDs of applicants recommended for admission the main educational programmes of higher education in 2025 are marked yellow provided that they confirm their successful completion of the additional educational programme of St Petersburg University "Preparatory Department (for International Applicants)".

If you are recommended for admission to SPbU degree programme in 2024, please follow the procedure below:

1. In order to obtain **your contract**, send an email to admission@spbu.ru mentioning "Contract 2024", your name, UID, and your degree programme in the subject line. A signed copy of your contract should be uploaded to your Personal Account. A translated [standard form of the contract is available here](#).

2. Make sure that all the **necessary documents** are submitted in your [Applicant's Personal Account](#):

- a signed application for admission (available for downloading in your Personal Account);
- final educational credentials (certificate/diploma) with a summary of academic records.

3. Prepare your educational credentials.

1) After receiving your final educational credentials (certificate/diploma/degree certificate) with the summary of academic records please upload its copies to the Personal Account. Educational credentials issued by a foreign state must be certified by apostille or consular certification (if there is no international agreement on the abolition of certification). The certification requirement can be checked on the website of the [National Accreditation Agency](#).

2) Educational credentials issued in a foreign language must be translated into Russian after being certified/apostilled. The translation must include a copy of the document being translated. The translation must be certified either by a Russian notary or by the Consulate of the Russian Federation (the translation can be certified by a notary in the country where the educational credentials are issued if there is an agreement with this country on the abolition of certification).

Questions on preparation of the documents can be addressed to the Committee for the Evaluation of Foreign Credentials by e-mail: recognition@spbu.ru.

4. After the contract is signed, the first study term should be paid for within 10 days. The **payment** can be processed:

- via the Russian Federation bank branches. (fees may be charged for banking services in accordance with the tariffs, a receipt could be emailed upon request);
- via the [SPbU online payment system](#) (there is a 2% charge when paying by bank cards of any banks, it is obligatory to indicate the number of your contract);
- at the box office of St Petersburg University (by a personal visit if possible, payments shall be made in cash only).

5. You must read the [Rules of stay in the Russian Federation for foreign citizens and stateless persons](#) and upload a signed Statement of Understanding (page 5) to your Personal Account.

1) Purchase a voluntary medical insurance policy (obligatory for international students) from any insurance agency. The insurance must contain the list of services covered, which must include both emergency and planned admission to hospital as well as medical repatriation.

2) In order to comply with the requirements of the legislation, foreign citizens arriving in the Russian Federation to study at St Petersburg University must notify the SPbU Passport and Visa Office (or stay) on the territory of the Russian Federation in person or by email pvo@spbu.ru.

6. If a **student visa** is required to enter the Russian Federation, make sure that your passport expires no sooner than 18 months after the date that visa is valid from (no sooner than March 2025) and upload a completed application form for visa invitation to your Personal Account as well as send it to admission@spbu.ru with the subject “Visa invitation”.

7. Follow the updates on the accommodation at **halls of residence** published on the [website](#) and await updates on the **timetable** on the [website](#).

If you are recommended for admission to SPbU degree programme in 2025 after completing the non-degree programme “Preparatory Department (for International Applicants)”, please see contacts [here](#).