

Requirements to the Content and Structure as Well as the Assessment Criteria of Documents Submitted by International Applicants, Stateless Citizens and Compatriots Residing Abroad Applying to Government-Funded Places Allocated to SPbU in 2017 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"

MOTIVATION LETTER

0 – 30 points

Requirements

1. The motivation letter must be composed in the language in which the educational programme is taught.
2. The letter must be at least 1 page long and must not exceed 2 pages, the font must be straight Times New Roman with the size 12 and one and a half line spacing
3. The motivation letter shall contain a well-reasoned description of the following:
 - 3.1. why the applicant has got interested in the chosen programme;
 - 3.2. that the applicant does possess the necessary knowledge and skills to study at the chosen programme (including any information on the success and achievements in the chosen field of study, the level of professional training or professional experience);
 - 3.3. prospects of the obtained knowledge implementation in future professional career.

Evaluation criteria

1. Proficiency in the language in which the educational programme is taught – from 0 to 5 points;
2. Meeting of the requirements to the formatting and content – from 0 to 5 points;
3. Interest (explanation of goals) in the chosen educational programme – from 0 to 10 points;
4. Academic and professional achievements corresponding to the content and requirements of the chosen educational programme – from 0 to 5 points;
5. Prospects of the obtained knowledge implementation in future professional career – from 0 to 5 points.

ESSAY

0 – 70 points

Requirements

1. The essay must be composed in the language in which the educational programme is taught.
2. The abstract must be at least 4 pages long and must not exceed 10 pages, the font must be straight Times New Roman with the size 12 and one and a half line spacing.
3. The text must be a complete and thoroughly structured one and contain an introduction (where the issue is formulated), the main part (with well-reasoned substantial points), a conclusion (with the author's own conclusions concerning the issue) and a bibliography (not exceeding 2 pages).
4. Proof links to all of the sources used must be provided.

5. The text must convey the author's outlook on a certain current issue. The author must provide his/her point of view and form a consistent set of reasons proving the preferability of the chosen view.

6. The author must demonstrate a good knowledge of the subject of research, its conceptual framework, terminology, awareness of the common scientific concepts in the given subject area, understanding of the present-day trends and problems arising in this subject studies.

Evaluation criteria

The essay allows the admissions board to evaluate the applicant's knowledge as well as his/her general cultural level, analytical abilities and proficiency in the language in which the educational programme is taught. The applicant must provide a well-reasoned, logical and substantial answer; demonstrate a good level of thinking as well as his/her perception and generalisation abilities. He/she also must be good at information analysis and clearly communicate in the language in which the educational programme is taught.

1. Proficiency in the language in which the educational programme is taught – from 0 to 10 points;

2. Meeting of the formal requirements to written academic works – from 0 to 20 points:

2.1. the research-oriented character of the text;

2.2. text structuredness (an introduction, the main part, a conclusion, a bibliography);

2.3. absence of plagiarism (using another author's text without any references);

2.4. terminology and bibliography competence in the chosen field of study.

3. Competence in the range of issues – from 0 to 40 points:

3.1. the applicant is not competent in the range of issues concerning the chosen topic – from 0 to 10 points;

3.2. The applicant has a general idea of the topic, yet he/she has failed to provide any logical reasoning to support his/her point – from 10 to 20 points;

3.3. The applicant is quite competent in the topic, yet the reasoning is contradictory or the causal relationships are not clear – from 20 to 30 points; 3.4. The applicant is fully competent in the given range of issues, yet there are certain inaccuracies in his/her work – from 30 to 40 points.

DESCRIPTION OF THE PROSPECTIVE RESEARCH

(for applicants to main educational doctoral programmes)

0 – 20 points

Requirements

1. The description of the prospective research must be provided in the language in which the educational programme is taught.

2. It must be at least 7 pages long and must not exceed 15 pages, the font must be straight Times New Roman with the size 12 and one and a half line spacing.

3. The description must contain the argumentation of the author's choice of the topic; a well-reasoned reference to the applicability of the prospective research; a reference to the existing views concerning the given range of problems in the global scientific community; the author's own clear position concerning the chosen topic; his/her vision of the future doctoral thesis structure; a reference to the author's achievements in the chosen object research (in the course of his/her previous academic and/or professional activity).

Evaluation criteria

1. applicability of the prospective research – from 0 to 5 points;
2. the author's proficiency in the chosen range of issues, including his/her academic and practical experience in the given field of study – from 0 to 10 points;
3. a clear vision of the course of the research line, of the structure and content of the future thesis – from 0 to 5 points.

CURRICULUM VITAE (CV)

(for applicants to main educational doctoral programmes)

0 – 25 points

Requirements

1. The CV must be provided in the language in which the educational programme is taught.
2. The CV must contain full and reliable (documented, if needed) information on the applicant's academic and professional experience, his/her achievements.

Evaluation criteria

1. The academic experience and achievements (including a positive reference provided by the education institution) directly in the range of issues of the chosen doctoral speciality – from 0 to 10 points;
2. Any academic experience and achievements in another field – from 0 to 5 points;
3. Any practical experience directly in the range of issues of the chosen doctoral speciality (documented by a copy of the applicant's service record, a copy of a labour agreement, a letter from the employer on a sealed official blank, a positive reference from the employer) – from 0 to 5 points;
4. Any practical experience in another field (documented by a copy of the applicant's service record, a copy of a labour agreement, a letter from the employer on a sealed official blank, a positive reference from the employer) – from 0 to 5 points;

DIPLOMA THESIS ABSTRACT

(for applicants to main educational doctoral programmes)

0 – 25 points

Requirements

1. The abstract must be composed in the language in which the educational programme is taught.
2. The abstract must be at least 4 pages long and must not exceed 10 pages, the font must be straight Times New Roman with the size 12 and one and a half line spacing.
3. The abstract must contain general information on the applicability of the research, its aims and objectives, suggested methods and solutions, practical and scientific weight of the research, its volume and structure, the conclusions and results obtained in the course of work, a review of the bibliography the research is based upon.

Evaluation criteria

1. Meeting of the requirements to the structure and content of the abstract – from 0 to 5 points;
2. Applicability of the prospective research – from 0 to 5 points;
3. Up-to-dateness of the methods and solutions given in the research – from 0 to 5 points;
4. Scientific and practical weight of the results – from 0 to 5 points;
5. Consistency and justification of the conclusions given in the research – from 0 to 5 points.