

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 2018 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"

I. Admissions Test Syllabus for International Applicants to Main Educational BACHELOR (SPECIALIST DEGREE) Programmes

The form of the admissions test: competitive selection of documents (portfolios).

The documents shall be submitted electronically by attaching the files in the applicant's Personal Account (the motivation letter and the essay must be either .doc or .docx files). The official documents and certificates shall be submitted in legible copies only, in Russian or translated into Russian (translations into Russian have to be notarised by either a Russian 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).

Evaluation criteria for documents of international applicants to bachelor (specialist degree) programmes

No.	Evaluation criterion / category of applicants	Points awarded
1	Motivation letter	0-20
2	An essay (a portfolio of creative projects in accordance with the given field of study (<i>when admitting to educational programmes in Arts</i>))	0-50
3	The following individual achievements:	
3.1	individual who has successfully completed the International Baccalaureate Diploma Programme at one of the accredited educational institutions, having obtained 30 or more points.	10
3.2	winner of school olympiads held in accordance with the Procedures for School Olympiads and included into the List of School Olympiads approved by the Russian Federation Ministry of Education and Science for the appropriate year. Only one diploma is considered.	20

3.3	runner-up of school olympiads held in accordance with the Procedures for School Olympiads and included into the List of School Olympiads approved by the Russian Federation Ministry of Education and Science for the appropriate year. Only one diploma is considered.	10
3.4	participant of the final stage of SPbU School Olympiad in the subjects (series of subjects) who has won the necessary score in accordance with the assessment criteria and included into the first 50% in the rating list of participants. Only one diploma is considered.	3
3.5	confirmation of foreign language competences by the following international certificates (only one diploma is considered): <ul style="list-style-type: none"> • in English: TOEFL (PBT from 550 points and over; iBT from 80 points and over); IELTS (not less than 5,5); Cambridge CAE (Certificate in Advanced English), Cambridge BEC (Business English Certificate), Cambridge CPE (Certificate of Proficiency in English) • in German: Goethe Certificate C1 • in French: DALF (Diplome Approfondi de Langue Francaise) ; in Spanish: DELE • in Chinese: HSK (not less than the beginner level A, 5) • GMAT (Graduate Management Admissions Test) (not less than 525) 	10
3.6	confirmation of the Russian language skills: the results of state certification testing of Russian as a foreign language must be TORFL 1 or higher	20

MOTIVATION LETTER

0 – 20 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 5 points;
4. Prospects of the obtained knowledge implementation in future professional career – from 0 to 5 points.

ESSAY

0 – 50 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 10 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 30 points:

3.1. the applicant is not competent in the range of issues concerning the chosen topic – from 0 to 5 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 5 to 15 points;

3.3. The applicant is quite competent in the topic, yet the reasoning is contradictory or the causal relationships are not clear – from 15 to 20 points; 3.4. The applicant is fully competent in the given range of issues, yet there are certain inaccuracies in his/her work – from 20 to 30 points.