

REGULATIONS FOR ADMISSION
to Main Educational Programmes of Higher Education (Bachelor Programmes,
Specialist Degree Programmes, Master Programmes) at St Petersburg University in 2019

Section 1. General Regulations for Admission to Main Educational Programmes of Higher Education (Bachelor Programmes, Specialist Degree Programmes, Master Programmes)

1. General Provisions

1.1. The Regulations for Admission to Main Educational Programmes of Higher Education (Bachelor Programmes, Specialist Degree Programmes, Master Programmes) at St Petersburg University in 2019 (hereinafter referred to as the Regulations) set out the code of practice for admission of citizens of the Russian Federation (hereinafter referred to as citizens; persons; applicants) as well as foreign nationals, stateless citizens, including compatriots residing abroad (hereinafter referred to as foreign nationals; persons; applicants), to main educational programmes of higher education (bachelor programmes, specialist degree programmes, master programmes) (hereinafter referred to as main educational programmes of higher education; main educational programmes; programmes of higher education) at St Petersburg University (hereinafter referred to as SPbU), on the government-funded basis or on the fee-paying (contractual) basis paid for by individuals and/or legal entities. These Regulations also specify the details of holding admissions tests for physically challenged and disabled applicants.

1.2. These Regulations have been developed in compliance with the following documents: Federal Law No 273-FZ as of December 29, 2012 "On Education in the Russian Federation"; 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 of the Ministry of Education and Science of the Russian Federation No 1147 as of October 14, 2015 (hereinafter referred to as the Procedures for Admission); Charter of the Federal State Budgetary Institution of Higher Education "St Petersburg University".

1.3. The details of admission of foreign applicants including those having equal rights with Russian citizens when applying for main programmes of higher education are specified in Section 3 hereof. A Russian citizen with an additional non-Russian citizenship is considered as a Russian citizen only, when it concerns the conditions of SPbU admission, apart from cases specified in international agreements of the Russian Federation or federal laws.

1.4. An enrollment order concerning a Russian Federation national being a foreign national at the same time but not informing SPbU thereof when applying for admission can be duly cancelled due to such applicant's failure to provide true and/or full information of themselves to SPbU Admissions Committee (in accordance with the Sub-clause 1, Part 2, Article 61 of the Federal Law No 273-FZ "On Education in the Russian Federation" dated 29 December 2012 an enrolled SPbU applicant can be expelled for the violation of the SPbU Regulations for Admission that caused his/her illegal enrollment to SPbU).

1.5. The responsibility of organising admission to main professional programmes of higher education shall lie with the SPbU Admissions Committee (hereinafter referred to as the Admissions Committee) headed by SPbU Rector. The composition, authorities and operating procedures of the Admissions Committee shall be determined by the Provisions on the Admissions Committee.

1.6. The Admissions Committee shall publish the documents regulating admissions to main programmes of higher education at SPbU including the activities of the Admissions Committee as well as any other relevant information (in Russian and in English) on the official website of SPbU <http://www.spbu.ru> (hereinafter referred to as the official SPbU website), the Admissions Committee webpage at <http://www.abiturient.spbu.ru> and the Admissions Committee information stand located at: **13-B Universitetskaya Naberezhnaya, St. Petersburg,**

Russian Federation. These sources of information shall serve as the only official information sources on admissions to main programmes of higher education at SPbU including the activities of the Admissions Committee.

1.7. There are full-time and part-time types of enrollment to the first year of bachelor programmes, specialist degree programmes and master programmes at SPbU.

2. Applying for Admission

2.1. Admission to SPbU main programmes of higher education at all levels, types and conditions of enrollment is conducted on a competitive basis on grounds of personal applications and admissions tests results (unless otherwise specified by the laws of the Russian Federation and these Regulations).

2.2. Certain categories of persons eligible to enter SPbU without passing any admissions tests on a government-funded basis within the special quota and enjoying a priority right to enrollment are specified by the laws of the Russian Federation.

2.3. The following persons are enrolled at SPbU without passing any admissions tests to bachelor and specialist degree programmes in the fields of study corresponding to the profile of the All-Russian School Olympiad, all-Ukrainian school olympiads and international olympiads in general education subjects:

2.3.1 winners and awardees of the final round of the All-Russian School Olympiad (hereinafter referred to as the winners and awardees of the All-Russian Olympiad), members of Russian national teams, formed as per the procedure defined by the federal executive agency in charge of the development of the governmental policy and legal regulation of education, who have participated in international olympiads in general education subjects (hereinafter referred to as the members of Russian national teams) in specialities and/or fields of study corresponding to the profile of the All-Russian School Olympiad — in the course of 4 years following the year of the relevant olympiad;

2.3.2. winners and awardees of the fourth round of all-Ukrainian school olympiads, members of Ukrainian national teams who have participated in international olympiads in general education subjects — in the course of 4 years following the year of the relevant olympiad, if the said winners, awardees and members of national teams belong to the following categories of persons:

2.3.2.1. persons recognised as citizens of the Russian Federation pursuant to Part 1 of Article 4 of the Federal Constitutional Law No 6-FKZ "On Accepting the Republic of Crimea to the Russian Federation and Forming of the New Russian Federal Subjects, the Republic of Crimea and the Federal City of Sevastopol" as of March 21, 2014 (hereinafter referred to as the persons recognised as citizens).

2.3.2.2. citizens of the Russian Federation who were permanent residents of the Republic of Crimea and the federal city of Sevastopol as of the date of accepting the Republic of Crimea to the Russian Federation and who were being educated in accordance with the state standard and/or curriculum of secondary general education approved by the Ukrainian Cabinet of Ministers (hereinafter referred to as the persons who were permanent residents of the Crimea).

2.4. The Admissions Committee specifies the degree of correspondence of the main fields of study, to which SPbU admits students, to a profile of the All-Russian School Olympiad, all-Ukrainian school olympiads or an international olympiad in general education subjects. Applicants are informed about the given decision of the Admissions Committee on or prior to November 01, 2018 in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission.

2.5. By the decision of the Admissions Committee depending on a particular general education subject corresponding to a school olympiad's profile, the winners and awardees of the 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 school olympiads, held in accordance with the Procedures for School Olympiads (hereinafter referred to as the Procedures for School Olympiads) and included into the list of the relevant school olympiads approved by the Russian

Federation Ministry of Education and Science, are entitled, when admitted to main bachelor and specialist degree programmes, to one of the following particular rights (only for those who were 10th or 11th form students at the time of the olympiad):

2.5.1. being enrolled without any admissions tests to a bachelor (specialist degree) programme in the main field of study corresponding to the olympiad's profile; the correspondence of SPbU main fields of study to the olympiad's profile is specified by the decision of the Admissions Committee;

2.5.2. either being equalled to persons who have received the maximum grade at the USE in a general education subject corresponding to the olympiad's profile, or being equalled to persons who have successfully completed the field-specific additional admissions tests, practical creative admissions tests and/or profession-specific additional admissions tests, as per the procedure established by the Admissions Committee's decision.

2.6. Applicants are informed about the Admissions Committee's decisions concerning the correspondence of SPbU main fields of study to the olympiad's profile and the procedure of providing particular rights to the winners and awardees of school olympiads on or prior to October 1, 2018 in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission. This information includes, among other things, in which level of olympiads and/or list of olympiads particular rights are granted as well as in which olympiad (in which level of olympiads), for which years of the comprehensive school curriculum the winner's (awardee's) results must be obtained to be granted the relevant special right or benefit.

2.7. The following individuals, for whom studying at the relevant educational organisations is not against medical and social advice provided by a federal institution of expert evaluation, shall be eligible for admission on a government-funded basis within the special quota: disabled children; 1st/2nd group of disabled persons; lifelong disabled persons; persons disabled as a result of war injuries or diseases received during their military service.

2.8. The following persons are eligible for priority enrollment when applying for admission to bachelor and specialist degree programmes:

- 1) orphaned children and children deprived of parental care as well as persons coming from orphaned families and families with children deprived of parental care;
- 2) disabled children, 1st/2nd group of disabled persons;
- 3) individuals younger than twenty and having only one parent who is a 1st group invalid, if the family average income is lower than the minimum subsistence level specified for the constituent entity of the Russian Federation where these person reside;
- 4) individuals who were exposed to radiation as a result of the disaster at the Chernobyl Atomic Electric Power Station and who are under the force of the Russian Federation Law No 1244-1 as of May 15, 1991 "On Social Protection of Individuals Exposed to Radiation as a Result of the Disaster at the Chernobyl Atomic Electric Power Station"¹;
- 5) children of military personnel killed on duty or dead as the result of an injury (a wound, a trauma, a contusion) or diseases caused by their military service, including participation in counter-terrorist operations and/or other anti-terrorism efforts;
- 6) children of deceased (fallen) Heroes of the Soviet Union, Heroes of the Russian Federation and Full Cavaliers of the Order of Glory;
- 7) children of employees of law enforcement agencies, Federal Service of the National Guard Forces of the Russian Federation, institutions and bodies of the correctional system, Federal Fire-Fighting Service of the State Fire-Fighting Service, narcotics and psychotropics control agencies, customs agencies, Investigative Committee of the Russian Federation who have fallen (died) as the result of an injury or other health damage received by them in the line of duty or as the result of a disease received during their

¹ Bulletins of the Congress of People's Deputies of the RSFSR and the Supreme Soviet of the RSFSR, 1991, No 21, Art. 699; Bulletins of the Congress of People's Deputies of the Russian Federation and the Supreme Soviet of the Russian Federation, 1992, No 32, Art. 1861; the Legislation Bulletin of the Russian Federation, 1995, 48, Art. 4561; 1996, No 51, Art. 5680; 2000, No 33, Art. 3348; 2001, No 7, Art. 610; 2004, No 35, Art. 3607; 2011, No 49, Art. 7024; 2013, No 27, Art. 3446.

- service in the said institutions and agencies, as well as children having been dependent upon them;
- 8) children of public prosecution officers, who have fallen (died) as the result of an injury or other health damage received by them during their public prosecution service or after dismissal as a result of personal injury related to their employment activity;
 - 9) individuals on contractual military service whose term of continuous military service is three years or more, as well as conscripts recommended for application by their commanders as per the procedure established by the federal executive authority where military service is provided for by the federal law;
 - 10) individuals who have been on contractual military service for three years or longer in the Armed Forces of the Russian Federation, other troops, military units and bodies, appointed at military posts and dismissed from military service at the grounds specified in Sub-clauses "b" –"d" of Clause 1, Sub-clause "a" of Clause 2 and Sub-clauses "a" - "c" of Clause 3 of Article 51 of the Russian Federal Law No 53-FZ "On Military Duty and Military Service" as of March 28, 1998 ¹;
 - 11) disabled veterans, combatant as well as combat veterans belonging to persons specified in Sub-clauses 1-4 of Clause 1 of Article 3 of the Federal Law No 5-FZ as of January 12, 1995 "On Veterans"¹;
 - 12) direct participants of nuclear tests, tests of combative radioactive substances in the atmosphere, underground nuclear tests, mimetic warfare involving such weapons and combative radioactive substances before the date on which the said tests and mimetic warfare were stopped; direct participants of radiation emergency containment at nuclear facilities of surface vessels and submarines and other military facilities; direct participants of organisation and maintenance of radiocontamination collection and burial as well as direct participants of such emergency containment (military personnel and individuals belonging to the civilian contractors of the Russian Federation Armed Forces, internal military personnel of the Russian Federation Ministry of Internal Affairs, military personnel and employees of the Federal Service of the National Guard Forces of the Russian Federation, persons who have been on military service in railroad troops and other military formations, employees of law enforcement agencies of the Russian Federation and Federal Fire-Fighting Service of the State Fire-Fighting Service);
 - 13) military personnel, employees of the Federal Service of the National Guard Forces of the Russian Federation, employees of law enforcement agencies of the Russian Federation, correctional system, Federal Fire-Fighting Service of the State Fire-Fighting Service who have accomplished missions in the conditions of the armed conflict in the Chechen Republic and adjacent territories belonging to the armed conflict area and the said military personnel accomplishing missions during counter-terrorist operations in the North Caucasus region.

2.9. Persons specified in Clauses 2.3 and 2.5.1 hereof and eligible for admission to SPbU without passing any admissions tests may enjoy the right granted to them when applying to main educational bachelor programmes and specialist degree programmes on a government-funded basis, only in one organisation of higher education and being admitted to only one educational programme of the applicant's choice (irrespective of the number of grounds substantiating this particular right). The applicant must specify in his/her application form the particular educational programme, for which he/she would like to use the particular right during admission. In case of their applying to other educational organisations implementing educational programmes of higher educations or to other bachelor or specialist degree programmes, the given persons take part in the general competition according to the Procedures for Admission. The particular rights for applicants to bachelor and specialist degree programmes pursuant to the Federal Law No 273-FZ as of December

¹ The Legislation Bulletin of the Russian Federation, 1995, No 3, Art. 168; 2000, No 2, Art. 161; 2002, No 48, Art. 4743; 2004, No 27, Art. 2711.

29, 2012, are granted to Russian citizens only and are not granted to foreign nationals including compatriots residing abroad, unless otherwise specified by the laws of the Russian Federation or by the international agreement of the Russian Federation.

2.10. Admission to main programmes of higher education at SPbU is conducted on grounds of a personal application addressed by the applicant to SPbU Rector. Personal application forms shall be submitted by applicants to the Admissions Committee.

2.11. The applicant may either submit an application form and other application documents personally or send them by general post or submit them electronically via the official SPbU website. The requirements to electronically submitted documents and procedures of applying for the competition are set out in particular sections hereof.

2.12. The applicant may capacitate a trustee to submit the application documents required for admission to higher education programmes, withdraw the submitted documents as well as perform other actions that do not require personal attendance of the applicant. This trustee shall exercise the said powers upon submission of a duly formalised notarised power of attorney from the applicant. The said powers may also be exercised by the applicant's authorised representative.

2.13. When visiting SPbU in person and/or personally interacting with SPbU authorised officials, the applicant (his/her trustee) shall demonstrate the original identity document. An application receipt shall be issued to the applicant (his/her trustee) submitting the documents in person.

2.14. Applicants submitting their documents by general post shall send their documents to: **SPbU Admissions Committee, 7/9 Universitetskaya Embankment, St. Petersburg 199034, Russian Federation.**

2.15. Applications sent by general post and submitted electronically via the official website of SPbU shall be accepted within the same time frame as those submitted in person.

2.16. When submitting documents by general post, the applicant shall attach to his/her application form other particular documents specified in Clauses 2.23 – 2.29 hereof.

2.17. The following documents shall confirm that the application documents sent by the applicant to the Admissions Committee by general post have been accepted:

2.17.1. a return receipt signed by an authorised SPbU official and carrying the date stamp of the destination post office, as well as by a signed list of enclosures carrying the date stamp of the post office from which the letter was sent;

2.17.2. an invoice (or a copy thereof) signed by an authorised SPbU official (when sent by express mail with the postal item delivery directly at the Admissions Committee's address).

2.18. In order to keep the applicants informed, the Admissions Committee updates the following data at SPbU official website daily, on or prior to 6 p.m., Moscow standard time, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission:

2.18.1. a list of postal items delivered at the Admissions Committee's address before noon, Moscow standard time, on the day of the information publication, including a list of postal items delivered during the previous day;

2.18.2. a list of persons having applied for the competition before the end of the previous working day of the Admissions Committee and having been admitted to the competition (with the competition type specified: eligible for admission without any admissions tests; eligible for admission on a government-funded basis within the special quota; eligible for priority enrollment) within the relevant types of enrollment (full-time and, if applicable, part-time) and conditions (government-funded places or places on the fee-paying (contractual) basis paid for by individuals and/or legal entities);

2.18.3. a list of persons, having got their documents back for participating in the competition according to applications submitted in the written form;

2.18.4. a list of persons having submitted applications (or any other documents) for the competition before the end of the previous working day of the Admissions Committee and not having been admitted to the competition on the grounds specified in Clause 2.30 hereof;

2.18.5. a list of persons having submitted applications (or any other documents) for the competition later than it is specified in these Regulations (this list is published daily until the name lists of applicants sorted by the number of points they have received are published).

2.19. The application for admission must be submitted in Russian. The documents in a foreign language must be submitted with their certified Russian translation. Any documents issued in a country other than the Russian Federation must be either duly legalised in accordance with the laws of the Russian Federation or apostilled (apart from the cases when, in accordance with the laws of the Russian Federation and/or international treaties, no legalisation or apostille are required). By signing the application form, the applicant confirms his/her familiarity (including via the public information systems) with the following documents:

2.19.1. with SPbU Charter;

2.19.2. with SPbU License for Education Activities (including an appendix thereto)

2.19.3. with SPbU Certificate of State Accreditation in the respective main fields of study;

2.19.4. with the Regulations for Admission to Main Educational Programmes of Higher Education (Bachelor Programmes, Specialist Degree Programmes, Master Programmes) at St Petersburg University in 2019;

2.19.5. with the Regulations for Admissions Tests for Main Educational Programmes of Higher Education at SPbU in 2019 (hereinafter referred to as the Regulations for Admissions Tests) being Appendix 1 hereto;

2.19.6. with the deadlines when applying for:

2.19.6.1. places within the admission quotas — the applicants' submission of their enrollment consent application with the attached documents specified in Clause 6.9.1 of the Regulations for Admission including the original education credentials, on each stage and each step of the enrollment;

2.19.6.2. places on the fee-paying (contractual) basis paid for by individuals and/or legal entities — signing of the contract for provision of paid education services and submission of their enrollment consent application with the attached documents specified in Clause 6.9.2 of the Regulations for Admission

2.19.7. with the Regulations for Review of Written Works, Appeal Submission and Appeal Proceedings being Appendix 2 hereto;

2.19.8. with the information on granting the applicants certain particular rights and priorities when admitting to bachelor or specialist degree programmes.

2.20. The signed application form confirms that the applicant:

2.20.1. receives higher education of the given level for the first time (for persons applying for government-funded places);

2.20.2. submits an application to no more than 5 (five) educational organisations implementing educational programmes of higher education (for persons applying for admission to bachelor and specialist degree programmes);

2.20.3. submits an application for admission to SPbU bachelor or specialist degree programmes in no more than 3 (three) fields of study (for persons applying for admission to bachelor and specialist degree programmes);

2.20.4. in case of enjoying particular rights when applying for admission to state accredited bachelor and specialist degree programmes within the admission quotas specified in Clauses 2.3 and 2.5.1 hereof:

2.20.4.1. submits an application form in accordance with this particular right to SPbU only;

2.20.4.2. when applying for admission to several bachelor or specialist degree programmes — submits an application form in accordance with this particular right to this educational programme only ;

2.20.5. gives permission to processing their personal data as per the procedure established by the Federal Law No 152-FZ as of July 27, 2006 “On Personal Data”;

2.20.6. is informed about audio and video recording at the oral and/or oral-and-written admissions tests.

2.21. Applicants to SPbU main programmes of higher education are eligible to apply for admission (for taking part in the competition) specifying different types (full-time and, if applicable, part-time) and conditions (government-funded places or places on the fee-paying (contractual) basis paid for by individuals and/or legal entities) of enrollment. Submission of an application specifying different types and conditions of enrollment within the same educational programme is considered as participation in a competition for one educational programme.

2.22. In case of applying for competition for government-funded places, to different main educational programmes of higher education (groups of main educational programmes, depending on how the competition is organised) as well as to different types of enrollment within the same educational programme (group of main educational programmes) the applicant specifies the priority ranking of his/her enrollment for each educational programme (as well as the priority ranking of his/her enrollment for each educational programme within the particular group of main educational programmes, for which general competition is organised), and, if applicable, for each type of enrollment. The applicant is eligible, until the deadline of the enrollment consent application submission, to change the previously specified priority ranking of educational programmes and types of enrollment.

2.23. To take part in the competition for SPbU main programmes of higher education, an applicant shall submit the following documents:

2.23.1. a copy of an identity document with the indication of his/her nationality;

2.23.2. an application for admission to a main professional programme of the appropriate level in the format established by the Admissions Committee;

2.23.3. 2 (two) photographs (3x4 cm, made during the current calendar year) (when applying to main fields of study requiring additional admissions tests, to master programmes or in case of an applicant's participation in admissions tests held at the discretion of SPbU);

2.23.4. original standard educational credential or a copy thereof;

2.24. Persons eligible for admission to SPbU without passing any admissions tests shall submit original standard educational credential when applying for admission with the help of the right granted to them. In case of submitting a copy of a standard educational credential without an original thereof, such persons shall be granted a priority by equalising them to the persons with the maximum USE grade (100 points) in a general education subject, if the general education subject corresponds to the olympiad's profile.

2.25. Persons competing for places within the special quota, to places within the sponsored admissions quota shall submit either an original standard educational credential or a copy thereof when applying for admission to SPbU.

2.26. Persons specified in Clauses 2.3 – 2.8 hereof shall submit, at their own choice, either originals or copies of the documents confirming their particular rights for admission set up by the laws of the Russian Federation.

2.27. The winners and awardees of the 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 school olympiads held in accordance with the Procedures for School Olympiads (hereinafter referred to as the Procedures for School Olympiads) and included into the appropriate List of School Olympiads approved by the Russian Federation Ministry of Education and Science are eligible to submit, when applying for admission, an electronic form of the school olympiad winner's (awardee's) diploma, together with its original or a copy, as stated in the Procedures for School Olympiads. The e-diplomas are issued via the services of the official Internet portal of the Russian Council of School Olympiads.

2.28. In case they require creation of a special environment for the admissions tests, disabled and/or physically challenged persons must submit the original or a copy of a document confirming their disability or physical challenges requiring creation of such environment.

2.29. Disabled children, 1st/2nd group of disabled persons, lifelong disabled persons; persons disabled as a result of war injuries or diseases received during their military service eligible

for admission on a government-funded basis within the established quota submit, at their own choice, either the original or a copy of the statement of physical disability.

2.30. The applicant shall be excluded from the admissions competition on the following grounds:

2.30.1. an incomplete set of application documents submitted;

2.30.2. the absence of the personal signature on the application form;

2.30.3. illegible document copies submitted (including illegible scanned document copies submitted electronically through the SPbU official website);

2.30.4. submission of incorrect information;

2.30.5. failure to comply with the competition requirements for main educational programmes established by the laws of the Russian Federation, Procedures for Admission and these Regulations;

2.30.6. submission of documents for competition after the deadline set for the acceptance of documents specified by these Regulations;

2.30.7. the results of the admissions tests are lower than the minimum points specified by the Admissions Committee confirming the successful completion of the admissions tests in a subject when applying for a programme with the respective type (full-time or part-time) and conditions (government-funded places or places on the fee-paying (contractual) basis paid for by individuals and/or legal entities) of enrollment.

2.31. SPbU has a right to verify any information and documents submitted by the applicants including their educational credentials, documents issued by health care institutions, institution of medical and social evaluation, military units, etc. It may do the verification, among other things, also by sending requests to the relevant state (municipal) bodies and organisations.

In case illegible document copies or document copies with significant parts of text omitted (in particular the seal, the authorised representative's signature, document details, etc are missing or illegible) are submitted, such documents shall neither be accepted nor considered.

When applying for admission to main fields of study included in the list of main fields of study requiring that the applicants undergo compulsory preliminary health examinations in the order established during signing of a labour contract or an employment agreement in the respective position or main field of study approved by the Russian Government Decree No 697 as of August 14, 2013, the applicants shall undergo compulsory preliminary health examinations in the order established during signing of a labour contract or an employment agreement in the respective position or main field of study. Such applicants are eligible to submit an appropriate medical certificate (a medical expert report) when applying for admission to these main fields of study.

2.32. Applicants who have submitted consciously forged documents to the Admissions Committee bear responsibility under the laws of the Russian Federation.

2.33. Having submitted an application form and other application documents, the applicant may withdraw them on written request. The original standard educational credential and other documents submitted by the applicant shall be returned to the applicant upon his/her written request:

2.33.1. until the end of the current working day - in case the revocation application is submitted no later than two hours before the end of the working day;

2.33.2. in the course of the first two hours of the next working day - in case the revocation application is submitted two hours or less before the end of the working day.

2.34. The originals of the documents are returned upon the submission of the application receipt either to the applicant in person or his/her authorised representative. If the revocation application contains an indication that the submitted documents be given to the individual, whose documents have been revoked, or his/her authorised representative, the set of application document shall be given to this person.

If the revocation application contains an indication that the submitted documents be sent by general post, only the originals of the submitted documents shall be returned.

2.35. The applicant may refuse to take part in the competition either concerning his/her application for admission on the whole or concerning any particular educational programme (group

of educational programmes), type and conditions of enrollment specified in the application form. The following persons shall be excluded from competition: those who have submitted a statement of their refusal to participate in the competition, or have withdrawn their documents after the deadline for documents submission set by these Regulations as well as those having received during the admissions tests and the additional admissions tests results below the minimum points that could confirm his/her success at the relevant admissions tests.

2.36. It is not allowed to change the type of competition based on documents submitted after the deadline of their submission to the Admissions Committee.

2.37. Unless otherwise specified by the laws of the Russian Federation and these Regulations, 6 p.m., Moscow standard time shall be the deadline for the date of accepting the documents for competition and documents required for enrollment specified by these Regulations.

3. Procedure of Defining the Number of Places for Admission to Main Educational Programmes of Higher Education

3.1. The admission of applicants to main programmes of higher professional education is held by SPbU to government-funded places in compliance with the admission quotas set for SPbU by the relevant federal executive authority.

3.2. Within the government-funded places, SPbU holds sponsored admissions in accordance with contracts signed with the commissioners of sponsored admissions, including:

3.2.1. federal government authorities, government authorities of constituent entities of the Russian Federation, local self-government authorities;

3.2.2. state and municipal institutions, unitary enterprises;

3.2.3. government-owned corporations;

3.2.4. government-owned companies;

3.2.5. organisations included into the consolidated register of military industrial sector organisations established in accordance with Part 2 of Article 21 of the Federal Law No. 488-FZ as of 31 December 2014 "On Industrial Policy in the Russian Federation";

3.2.6. commercial companies, whose capital stock includes a share of the Russian Federation, a constituent entity of the Russian Federation or a municipal entity;

3.2.7. joint-stock companies, whose shares are owned or confidentially managed by a government-owned corporation;

3.2.8. subsidiary commercial companies of organisations specified in Clauses 3.2.4, 3.2.6, 3.2.7 hereof;

3.2.9. organisations either created by government-owned corporations or transferred to government-owned corporations in accordance with the appropriate provisions of federal laws on the said corporations.

3.3. Apart from admissions within the admission quotas, SPbU accepts students on the fee-paying (contractual) basis to places paid for by individuals and/or legal entities. The amount of such students is defined by the Admissions Committee.

3.4. The number of places for each main field of study, for each competition, in accordance with which separate admission to the programmes of higher education is held, as well as for the group of educational programmes for which general competition is organised, for all types and conditions of enrollment to SPbU programmes of higher education is announced by SPbU Admissions Committee:

3.4.1. on or prior to October 1, 2018 – concerning the number of places for admission to bachelor, specialist degree and master programmes;

3.4.2. on or prior to June 1, 2019 concerning the number of places allocated for sponsored admissions.

3.5. The cost of education at the places on the fee-paying (contractual) basis paid for by individuals and/or legal entities approved as per the procedure established at SPbU, are announced by the Admissions Committee on or prior to June 1, 2019.

3.6. By the decision of the founder SPbU can announce additional admissions to bachelor and specialist degree programmes. Additional admissions and enrollments are organised according to these Regulations. The information on additional admissions on or prior to August 15, 2019 is published as per the procedure specified in Clause 1.6 of the Regulations for Admission. The enrollments based on additional admissions must be over on or prior to the first day of the academic year.

3.7. SPbU holds admissions to the places within the sponsored admissions quota in accordance with the provisions of the federal laws and delegated legislation including Section 9 of the Procedures for Admission.

3.8. If there are any vacant places allocated for sponsored admissions left after the enrollments, they are given to applicants participating in the general competition.

4. Procedures for Admissions Tests

4.1. The list and forms of SPbU admissions tests as well as admissions syllabi for main programmes of higher education are approved by the decision of the Admissions Committee.

4.2. For each main educational programme of higher education one and the same list of admissions tests is set forth for admission to all types (full-time or part-time) and conditions (government-funded places or places on the fee-paying (contractual) basis paid for by individuals and/or legal entities) of enrollment.

4.3. All admissions tests held at SPbU to main programmes of higher education:

4.3.1. are marked on a 100-point scale;

4.3.2. are held in Russian (only the admissions tests of foreign language skills and the admissions tests for programmes taught in a foreign language may provide for working at the assignments in the relevant foreign language including the language in which the educational programme is taught);

4.3.3. must contain elements of testing the creative (professional) skills and/or knowledge of applicants in the written form and/or provide audio- or videorecording of the admissions test procedure.

4.4. When holding admissions to main programmes of higher education, as well as for the group of educational programmes for which general competition is organised, the Admissions Committee on or prior to October 1, 2018 announces for each main educational programme with segregated admissions the minimum points needed for successful completion of each admissions test.

4.5. The schedule of all admissions tests for main programmes of higher education (with the subject, date, time, place of examination, consultation (if any), results announcement specified) are approved by the Admissions Committee or his/her deputy. Apart from the cases specified in Section 3 hereof, the applicants are informed thereof on or prior to June 1, 2019. No information on the members of the Examination Board shall be stated in the schedule of the admissions tests. The results of admissions tests to master programmes are announced within the time frame specified in the schedule of admissions tests.

4.6. Persons that fail to come to their admissions tests for a valid reason (disease or any other duly documented circumstances), in case of holding admissions tests if groups are formed, are allowed either to take the relevant admissions tests in groups organised at the next stage of admissions tests within the period before they are concluded or to take an admissions test on a reserve day. To be allowed that, such persons must submit to the Admissions Committee a written application form and relevant confirmations. The application and the documents must be submitted within the time frames specified by these Regulations. The applicant is eligible to take only one admissions test on a reserve day.

4.7. The issues of admission to tests of persons who are late to an admissions test start are regulated by the Regulations for Admissions Tests for Main Educational Programmes of Higher

Education at SPbU in 2019 (hereinafter referred to as the Regulations for Admissions Tests) being Appendix 1 hereto.

4.8. When admissions tests for the chosen type and/or condition of enrollment to main programmes of higher education are organised in several streams, the applicant may take each admission test only once, i.e. in one of the streams.

4.9. The results of admissions tests for one type and/or condition of enrollment to a main programme of higher education shall be credited by the Admissions Committee as the results of admissions tests for another type and/or condition of enrollment to the same main programme of higher education provided that during document submission the applicant has submitted an application to participate in the respective competition.

4.10. All admissions tests shall be conducted in accordance with the Regulations for Admissions Tests.

4.11. The examination papers of all the applicants are made anonymous, so that the author of any paper cannot be identified, and in such condition they are marked by SPbU examiners.

4.12. Any applicant that disagrees with the outcome of an admissions test or believes that the Regulations for Admissions Tests have been violated may submit to SPbU Appeals Panel a reasoned letter of appeal (an appeal) in writing in accordance with the Regulations for Review of Written Works, Appeals Submission and Appeals Proceedings being Appendix 2 hereto.

5. Consideration of the Applicants' Individual Achievements

5.1. Applicants are entitled to submit any information concerning their individual achievements. Their results are taken into consideration during the admission procedure within the time frame specified in Clauses 7.3 and 8.8 hereof.

5.2. These individual achievements shall be considered through scoring. Points shall be assigned to an applicant who has submitted documents confirming that he/she has relevant individual achievements. These points shall be included into the total number of competition points in accordance with Clause 6.5 hereof.

5.3. The procedure for the consideration of individual achievements of the applicants to bachelor and specialist degree programmes are specified in Chapter 7 hereof. The list and procedure for the consideration of individual achievements of the applicants to master programmes are set forth in Appendix 3 hereto.

6. Enrollment Procedures

6.1. Enrollment to a main programme of higher education of the chosen type and/or conditions of enrollment is carried out on a competitive basis within the admission quotas or the number of places on the fee-paying (contractual) basis paid for by individuals and/or legal entities (that depending on the type of competition for the conditions of enrollment applied to by the person) set forth for the respective main programme of higher education of the respective type or conditions of enrollment.

6.2. The following persons shall be enrolled: those who have participated in the competition for a main programme of higher education in a main field of study in a respective type and/or conditions of enrollment, who have submitted their enrollment consent application within the dates set by these Regulations and received the maximum number following the result of the admissions tests and individual achievements consideration; those eligible to admission without passing any admissions tests according to the laws of the Russian Federation, and, if being enrolled to places on the fee-paying (contractual) basis to places paid for by individuals and/or legal entities, also upon signing the contract for provision of paid education services.

6.3. Enrollment to main programmes of higher education at SPbU shall proceed on grounds of the Decree issued by the Rector or the official authorised by the Rector following the

resolution of the Admissions Committee upon completion of admissions for the respective main educational programmes.

6.4. Following the results of the acceptance of documents and/or admissions tests, the Admissions Committee shall form lists of applicants (hereinafter referred to as the lists of applicants):

6.4.1. the lists of applicants eligible for admission without any admissions tests for each competition to places within the admission quotas and to places paid for by individuals and/or legal entities;

6.4.2. the lists of applicants who have successfully completed the admissions tests for each competition (hereinafter referred to as the competition lists).

6.5. The total number of competition points is calculated as the total number of points assigned for each admissions test as well as points assigned for personal achievements.

6.6. The competition lists shall include each applicant's total number of competition points with the following aspects highlighted: points assigned for each admissions test as well as for personal achievements, priority right to enrollment (if any).

6.7. The lists of applicants shall be published in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission and shall be updated daily (no later than the start of the working day) before the relevant enrollment orders shall be issued.

6.8. A person applying for admission to main programmes of higher education to government-funded places may be enrolled at SPbU as student of only one main field of study and one type of enrollment, for which a segregated competition is held.

6.9. **To be enrolled** to main educational programmes of higher education at SPbU, the applicant shall submit, no later than **6 p.m., Moscow standard time of the working day specified by these Regulations as the deadline for submission of the enrollment consent application:**

6.9.1. to places within the admission quotas – the enrollment consent application with one of the following documents attached:

6.9.1.1. the original standard educational credential;

6.9.1.2. an original of a duly legalised (if required) foreign educational credential and supplements thereto (if the latter is provided for by the laws of the country having issued the said educational credentials) recognised in the Russian Federation and giving its holder the same academic and/or professional rights that holders of state-recognised documents of the appropriate level have. If necessary, they shall also submit a certificate of recognition of a foreign document on the level of education and (or) qualification in the Russian Federation or a certificate of equivalence;

6.9.2. to places paid for by legal entities and/or individuals – the enrollment consent application with the original standard educational credential or a certified copy of the said educational credentials attached, or a copy of the said document with the original document presented for this copy to be duly certified at SPbU;

6.10. Persons applying for admission to places on the fee-paying (contractual) basis paid for by individuals and/or legal entities shall be enrolled only upon signing the contract for provision of paid education services based on the applicant's consent for enrollment.

6.11. The lists of applicants shall include, for each of the applicants, the presence at SPbU of their original standard educational credential and their enrollment consent application submitted in accordance with these Regulations for Admission.

6.12. Persons who have submitted their enrollment consent application are eligible for enrollment.

The applicants shall be enrolled in the following order: from the beginning to the end of the list of applicants until there are no vacant places for admission left.

6.13. The information on the applicants' submission of enrollment consent applications with the attached documents specified in Clause 6.9 of the Regulations for Admission is entered by the authorised officials into SPbU information system of admissions support for main programmes of higher education. On the final day of the submission of enrollment consent applications, the said

information is submitted no later than 2 (two) hours after the relevant documents have been submitted. The information on the return of original standard educational credentials upon written requests from applicants is entered into the said system likewise.

SPbU official website information on submitted (returned) original standard educational credentials upon enrollment consent (enrollment refusal) applications is updated every 30 (thirty) minutes or more often which is specified by Clause 1.6 of the Regulations for Admission.

6.14. If a certificate of equivalence or a certificate of recognition in the Russian Federation of a foreign document on education is absent at the moment of documents submission, the applicant must submit the said certificate no later than the final moment of submission of the enrollment consent applications set forth by these Regulations. When submitting an educational credential issued outside the Russian Federation and requiring either legalisation or apostille, the applicant may submit the said document without legalisation or apostille when applying for admission, upon subsequent submission of the said document either duly legalised or apostilled, on or prior to the deadline for acceptance of the enrollment consent applications specified hereby.

Section 2. Organisation of Admissions to the Main Programmes of Higher Education at Various Levels

7. Organisation of Admissions to Bachelor and Specialist Degree Programmes

7.1. Persons who apply for admission to bachelor and specialist degree programmes and are going to obtain education of such level **for the first time** must have either secondary general education or non-university level higher education, or basic vocational education (if their basic vocational education credentials contain confirmation of the secondary (complete) general education, or their basic vocational education credentials has been obtained on the basis of secondary (complete) general education).

7.2. The admissions to SPbU main bachelor and specialist degree programmes shall be held in the following manner:

7.2.1. on the basis of the marked on a 100-point scale USE results obtained in general education subjects relevant to the main fields of study for which admission is held;

7.2.2. on the basis of the results of admissions tests held at the discretion of SPbU in general education subjects relevant to the main fields of study. The following categories of persons are eligible to take these tests:

7.2.2.1. disabled children, disabled persons;

7.2.2.2. international applicants;

7.2.2.3. persons who have obtained a document of secondary general education within one year before the deadline for documents acceptance and admissions tests inclusive, if all the assessment tests of state final assessment in educational programmes of secondary general education passed by them within the specified period were held not in the USE form (or they passed the final assessment tests in non-Russian educational organisations and did not pass the USE within the specified period);

7.2.2.4. persons with non-university level higher education or higher education, when applying for admission to bachelor or specialist degree programmes of the relevant area of specialisation;

7.2.2.5. in particular general education subjects - persons who passed state final assessment in these general education subjects in the form of state final examination upon condition that they have obtained a document of secondary general education within one year before the deadline for documents acceptance and admissions tests inclusive and did not pass the USE in the relevant general education subjects.

7.2.3. on the basis of the results of practical creative admissions tests and/or profession-specific additional admissions tests in the main fields of study requiring applicants to have either

particular creativity or physical and/or psychological characteristics. These tests are held in the subjects not covered by the USE.

7.3. The acceptance of personal applications for competition and other documents from persons applying for admission to bachelor and/or specialist degree programmes starts on **June 20, 2019** and ends on:

7.3.1. **July 7, 2019**, for persons applying for admissions to main fields of study requiring completion of practical creative admissions tests and/or profession-specific additional admissions tests;

7.3.2. **July 10, 2019**, for persons applying for admissions to main fields of study requiring completion of field-specific additional admissions tests as well for persons applying for admission on the basis of the results of admissions tests held at the discretion of SPbU;

7.3.3. **July 26, 2019**, for persons applying for admissions to main fields of study requiring only the USE results in general education subjects, relevant to the main field of study, to which admission is held.

7.3.4. **August 9, 2019**, for persons applying for admissions to main fields of study to places paid for by individuals and/or legal entities requiring only the USE results in general education subjects, relevant to the main field of study, to which admission is held; as well as for persons having submitted their applications for admission and documents within the time frames specified in Clauses 7.3.1 and 7.3.2 hereof, applying for admissions only to government-funded places and having successfully passed practical creative admissions tests and/or profession-specific additional admissions tests or field-specific additional admissions tests as well as admissions tests held at the discretion of SPbU (applications shall be accepted only to the fields of study (educational programmes) to which the respective admissions tests have been passed successfully).

7.4. Persons applying for admission to bachelor or specialist degree programmes are eligible to submit applications for taking part in competitions in no more than three main fields of study or specialities:

7.4.1. Either in person or by general post;

7.4.2. Or electronically through the SPbU official website:

7.4.2.1. For this purpose the applicants shall register on the SPbU official website and obtain a personal login and password for access to the Personal Account. Personal logins and passwords may not be transferred to the third parties. The applicant shall bear responsibility for the safety of the personal login and password to the Personal Account from the moment of their receipt. Documents submitted not through the applicant's Personal Account (including those sent via e-mail or by fax) shall not be accepted and considered by the Admissions Committee.

7.4.2.2. Electronic application forms for bachelor (specialist degree) programme(s) shall be completed from applicants' Personal Accounts. The applicant should complete all compulsory fields in the online application form, print the completed application form and confirm the correctness of the data with his/her signature. The signed application form, along with other required documents, shall be submitted by the applicant to the Admissions Committee in person, by general post or electronically in accordance with Clause 7.4.2.3 hereof.

7.4.2.3. If the applicant for bachelor (specialist degree) programme(s) chooses to submit the specified documents electronically, the documents must be scanned and attached to the registration form through the applicant's Personal Account:

– a copy of an identity document with the indication of his/her nationality (the following pages must be scanned: 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);

– an application for admission to a main professional programme filled in the applicant's Personal Account and signed by the applicant;

– 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);

– a standard educational credential;

- documents confirming the applicant's particular rights and/or privileges when applying for admission (if any);
- documents confirming the applicant's individual achievements (if any)
- other required documents.

7.4.2.4. The specified 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.

7.5. Applicants to SPbU bachelor or specialist degree programmes shall submit the following as their educational credentials:

7.5.1. an original or a copy of a document of secondary general education or a standard document of non-university level higher education, or a standard document of basic vocational education (if it contains confirmation of the secondary (complete) general education, or their basic vocational education credentials has been obtained on the basis of secondary (complete) general education);

7.5.2. an original or a copy of a document of secondary general education or a standard document of non-university level higher education, or a standard document of basic vocational education (if it contains confirmation of the secondary (complete) general education, or their basic vocational education credentials has been obtained on the basis of secondary (complete) general education (for persons eligible, in accordance with the laws of the Russian Federation, for admission without any admissions tests));

7.6. Persons applying for admission to SPbU shall enter into the application form for taking part in the competition either the valid USE results or, in the absence thereof, the place of USE completion. Applicants providing several unexpired certificates of USE results shall specify in their application forms the exact results and general education subjects that they wish to present for the competition.

7.7. USE results recognised as the results of the admissions tests in general education subjects relevant to the main field of study for which admission is held as well as results of admissions tests held at the discretion of SPbU and confirming successful completion of the admissions tests in general education subjects must not be lower than the minimum USE points specified by the Russian Federal Education and Science Supervision Service for such general education subjects. The minimum USE points confirm that a person has mastered the main educational programme of secondary general education in compliance with the federal state educational standard as well as the minimum points specified by the Admissions Committee confirming the successful completion of the admissions tests in the relevant general education subjects.

7.8. If an applicant has several valid USE results and has not specified in the statement of participating in the competition which results must be taken into account, the best USE results (with the highest score) are considered in the relevant general education subjects.

7.9. When holding admissions to bachelor and specialist degree programmes, the Admissions Committee sets forth three or more admissions tests chosen from the List of Admissions Tests to Educational Programmes of Higher Education (Bachelor Programmes and Specialist Degree Programmes) Approved by the Ministry of Education and Science of the Russian Federation (hereinafter referred to as the List of Admissions Tests) including a mandatory admissions test of Russian and an admissions test of the field-specific general education subject specified in the List of Admissions Tests as mandatory for the respective main field of study. When holding admissions to main fields of study requiring completion of practical creative admissions tests and/or profession-specific additional admissions tests, the Admissions Committee sets forth two or more admissions tests chosen from the List of Admissions Tests.

7.10. All admissions tests held by SPbU for applicants to bachelor and specialist degree programmes, including additional admissions tests, shall start **on or after July 8, 2019** and finish **on or prior to July 26, 2019**. Additional admissions tests may be held in several stages, as examination groups are formed by persons having applied for admission and having submitted all

the required documents. Applications for passing the admissions tests on a reserve day may be submitted by the applicants until noon, Moscow standard time, of July 22, 2019.

7.11. When applying for admission to bachelor and/or specialist degree programmes, a person shall take an admissions test held at the discretion of SPbU only once, regardless of the chosen main field of study, type (full-time or part-time) and conditions (government-funded places or places on the fee-paying (contractual) basis paid for by individuals and/or legal entities) of enrollment. The results obtained are considered when applying for admission to any bachelor or specialist degree programme with any type or conditions of enrollment chosen by the person when applying for a competition.

7.12. When applying for admission to bachelor and/or specialist degree programmes, a person shall take a relevant field-specific additional admissions tests/practical creative admissions test/profession-specific additional admissions test only once, regardless of the chosen type (full-time or part-time) and conditions (government-funded places or places on the fee-paying (contractual) basis paid for by individuals and/or legal entities) of enrollment. The results of field-specific additional admissions tests, practical creative admissions tests and/or profession-specific additional admissions tests taken when applying for one bachelor or specialist degree programme shall not be considered as the results for admission to other main educational programmes of the respective level.

7.13. When admitting persons to bachelor and specialist degree programmes, SPbU shall assign points for the following individual achievements:

7.13.1. The status of a winner and awardee of Olympic Games, Paralympic Games and Deaflympic Games, a world champion, a European champion, a first-place finisher in a world or European championship in sports admitted to the Olympic Games, Paralympic Games and Deaflympic Games, the status of a winner of Abilympics, the world skills competition featuring persons with disabilities —

upon submission of confirming documents (certificates, diplomas, records);
10 points;

7.13.2. a golden badge obtained for the "Ready to Work and Defence" physical training complex results and a standard certificate to it, —

upon submission of a golden badge of the "Ready to Work and Defence" physical training complex results designed in accordance with the requirements of the Decree of the Russian Ministry of Sport No 705 dated 19 August, 2014 "On Approving the Pattern and Description of the Badge of the "Ready to Work and Defence" Physical Training Complex" signed by the Minister of Sport of the Russian Federation (Clause 18 of the Procedures for Awarding Citizens of the Russian Federation with the Badges of the "Ready to Work and Defence" Physical Training Complex and Conferring Them with Athletic Titles approved by the Decree of the Russian Ministry of Sport No 144 dated February 18, 2015) –

1 point;

7.13.2. A certificate of secondary general education with distinction or a certificate of secondary general education (secondary (complete) general education) containing information that either a gold medal or a silver medal was awarded —

upon submission of the original or a copy of the certificate of secondary general education with distinction or a certificate of secondary general education (secondary (complete) general education) containing information that either a gold medal or a silver medal was awarded —

3 points;

7.13.3. A certificate of secondary general education with distinction –

upon submission of an original or a copy of a diploma of secondary vocational education with distinction —

1 point;

7.13.4. Participation and/or results of participation of applicants in olympiads (not used for enjoying particular rights and/or privileges when applying for admission following particular admission requirements and particular reasons for admission) and other intellectual and/or creative

competitions and sporting events held in order to discover and support persons with outstanding abilities – points shall be assigned for only one of the following individual achievements:

7.13.4.1. participation in sporting events as a member of a Russian national Olympic team in 2018 and 2019 (the main, under-21, junior and youth teams as well as the reserve squad), —

upon submission of documents confirming participation in a sporting event as a member of a Russian national team as well as membership in a member of a Russian national Olympic team in 2018 and 2019, —

10 points;

7.13.4.2. participation in sporting events as a member of a Russian national non-Olympic team in 2018 and 2019 (the main, under-21, junior and youth teams as well as the reserve squad), —

upon submission of documents confirming participation in a sporting event as a member of a Russian national team as well as membership in a member of a Russian national non-Olympic team in 2018 and 2019, —

5 points;

7.13.4.3. a diploma of the winner of the regional (3rd) round of the All-Russian School Olympiad in a subject corresponding to the first or second subject in the list of admissions tests specified for admission to the relevant bachelor or specialist degree programme (see Appendix 4 hereto to find out which subjects of the All-Russian School Olympiad correspond to which subjects of the admissions tests), —

upon submission of a diploma of the winner of the regional (3rd) round of the All-Russian School Olympiad –

4 points;

7.13.4.4. a diploma of an awardee of the regional (4th) round of the All-Russian School Olympiad in a subject corresponding to the first or second subject in the list of admissions tests specified for admission to the relevant bachelor or specialist degree programme (see Appendix 4 hereto to find out which subjects of the All-Russian School Olympiad correspond to which subjects of the admissions tests), —

upon submission of a diploma of the winner of the regional (3rd) round of the All-Russian School Olympiad –

3 points;

7.13.4.5. a diploma of a winner or an awardee of a school olympiad held in accordance with the Procedures for School Olympiads and included into the relevant List of School Olympiads approved by the Russian Federation Ministry of Education and Science, in the course of 4 years following the year of the relevant olympiad –

upon submission of a diploma of a winner or an awardee of a school olympiad held in accordance with the Procedures for School Olympiads and included into the relevant List of School Olympiads approved by the Russian Federation Ministry of Education and Science –

2 points;

7.13.4.6. a diploma of a winner or an awardee of the SPbU School Olympiad in a subject (set of subjects) not included into the relevant List of School Olympiads approved by the Russian Federation Ministry of Education and Science, in the course of 4 years following the year of the relevant olympiad; a diploma of a winner or an awardee of the intellectual talk show "Legko Skazat" held by SPbU within the framework of the Federal Target Programme "Russian Language", —

upon submission of a diploma of a winner or an awardee of the SPbU School Olympiad in a subject (set of subjects), a diploma of a winner or an awardee of the intellectual talk show "Legko Skazat", –

1 point;

7.14. For persons having several individual achievements out of those specified in Clauses 7.13.1, 7.13.4 the maximum number of points assigned for individual achievements of each

category cannot exceed the number of points specified in the relevant sub-clause. Moreover, the total number of points assigned for individual achievements in accordance with Clauses 7.13.1 – 7.13.4 cannot exceed 10 points. Any information on his or her individual achievements (specifying the achievement type and confirmation documents details) shall be given by the applicant in the personal application form.

7.15. The admissions to SPbU main bachelor and specialist degree programmes within the admission quotas shall be held by stages:

7.15.1. admission without any admissions tests to places within the special quota, to places within the sponsored admissions quota;

7.15.2. the first stage of enrollment within the general competition – enrollment to the 80 per cent of the competition places within the general competition (if the specified number of places makes up a fractional value, upward rounding is performed);

7.15.3. the second stage of enrollment within the general competition – enrollment to the 100 per cent of the competition places within the general competition.

7.16. The lists of applicants eligible for admission without any admissions tests are rated as follows:

7.16.1 in accordance with the status of persons entitled to admission without passing any admissions tests in the following order:

a) members of Russian national teams and Ukrainian national teams specified in Sub-clause 2 of Clause 33 of the of the Procedures for Admission;

b) winners of the All-Russian School Olympiad and winners of the 4th round of all-Ukrainian school olympiads specified in Sub-clause 2 of Clause 33 of the Procedures for Admission;

c) awardees of the All-Russian School Olympiad and awardees of the 4th round of all-Ukrainian school olympiads specified in Sub-clause 2 of Clause 33 of the Procedures for Admission;

d) champions (awardees) in sports;

e) winners of school olympiads;

f) awardees of school olympiads;

7.16.2. for persons specified in each of the "a" - "f" sub-clauses of Sub-clause 7.16.1 hereof - by the number of points (in the descending order) they have received for their individual achievements;

7.16.3. if the criteria specified in Sub-clauses 7.16.1 and 7.16.2 hereof are equal, a higher place in the list shall be occupied by the applicants who are eligible for priority enrollment.

Within each of the said categories of applicants the ranking is performed in accordance with the number of points assigned for individual achievements.

In the list of applicants eligible for admission without any admissions tests, for each of the applicants the reason for admission without any admissions tests is specified, as well as the number of points assigned for individual achievements and the priority right to enrollment (if any).

7.17. Applicants who have successfully completed the admissions tests shall be rated in the following order within the competition lists:

7.17.1. with the decrease of the total number of competition points;

7.17.2. if the total number of competition points is equal – with the decrease of the number of competition points assigned following the results of the admissions tests;

7.17.3. if the total number of competition points assigned following the results of the admissions tests is equal – with the decrease of the number of points assigned following the results of particular admissions tests, in accordance with the priority ranking specified by the Admissions Committee for the admissions tests (the information thereon is published with the list of SPbU educational programmes, to which admissions have been announced, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission;

7.17.4. if the previous criteria are equal, a higher place in the list shall be occupied by the applicants who are eligible for priority enrollment;

7.17.5. at the absence or presence of equal priority rights to enrollment, persons having a higher score for the profession-specific and/or practical creative additional admissions test (in case it was held);

7.17.6. at the absence or presence of equal priority rights to enrollment, persons who have won school olympiads held in 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 academic years in accordance with the Procedures for School Olympiads (hereinafter referred to as the Procedures for School Olympiads) in the subjects included into the List of the relevant School Olympiads approved by the Russian Federation Ministry of Education and Science for the respective academic year (in the profession-oriented subjects for the respective main field of study);

7.17.7. at the absence or presence of equal rights to enrollment, persons who are awardees (2nd class diploma holders) of the school olympiads held in 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 academic years in accordance with the Procedures for School Olympiads in the subjects included into the List of the relevant School Olympiads approved by the Russian Federation Ministry of Education and Science for the respective academic year (in the profession-oriented subjects for the respective main field of study);

7.17.8. at the absence or presence of equal rights to enrollment, persons who are awardees (3rd class diploma holders) of the school olympiads held in 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 academic years in accordance with the Procedures for School Olympiads in the subjects included into the List of the relevant School Olympiads approved by the Russian Federation Ministry of Education and Science for the respective academic year (in the profession-oriented subjects for the respective main field of study);

7.17.9. at the absence or presence of equal rights to enrollment, persons having a certificate of secondary complete education with distinction;

7.17.10. at the absence or presence of equal rights to enrollment, persons having a diploma of secondary vocational education with distinction;

7.17.11. at the absence or presence of equal rights to enrollment, persons having a higher average score in their certificate of education;

7.17.12. at the absence or presence of equal rights to enrollment, persons who are either winners or awardees of school olympiads held in 2018/2019, 2017/2018, 2016/2017, 2015/2016, 2014/2015 academic years in the subjects not included into the List of School Olympiads approved by the Russian Federation Ministry of Education and Science (in the profession-oriented subjects for the respective main field of study);

7.17.13. at the absence or presence of equal rights to enrollment, persons having other achievements (winners and awardees of other olympiads; holders of other diplomas, certificates, etc.) confirmed by documents obtained 4 (four) years before the last day of documents acceptance and admissions tests or later.

7.18. The admissions to SPbU main bachelor and specialist degree programmes within the admission quotas (to general budgetary places) shall be held within the following time frame:

7.18.1. **July 27, 2019** – publishing of the lists of applicants in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission;

7.18.2. enrollment of applicants eligible for admission without any admissions tests of applicants to places within the special quota when they apply for admission to places within the sponsored admissions quota:

7.18.2.1. **July 28, 2019** – the deadline for acceptance of the enrollment consent applications from the persons eligible for admission without any admissions tests of applicants to places within the admission quotas;

7.18.2.2. **July 29, 2019** – issuing and publication of orders for the enrollment of applicants eligible for admission without any admissions tests, to places within the special quota, to places within the sponsored admissions quota who have submitted their enrollment consent applications in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission;

7.18.3. **the first stage** of enrollment to main competition places:

7.18.3.1. **July 29, 2019** — the increase in the number of competition places in the relevant competition lists for the number of places equal to the number of applicants eligible for admission without any admissions tests who have not submitted their enrollment consent applications, as well as for the number of places left vacant within the special quota, the sponsored admissions quota; with the allocation within every competition list of persons who have submitted their enrollment consent applications until 80 per cent of the competition places within the general competition are filled up;

7.18.3.2. **August 1, 2019** — the deadline for acceptance of the enrollment consent applications from the persons included into the lists of applicants to main competition places and willing to be enrolled at the first stage of enrollment to main competition places; within every list of applicants, persons having submitted their enrollment consent applications are allocated until the 80 per cent of the main competition places are filled up (with rounding off to a whole number);

7.18.3.3. **August 3, 2019** — issuing and publication of orders for the enrollment of applicants included into the first stage lists and having submitted their enrollment consent applications, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission;

7.18.4. **the second stage** of enrollment to main competition places:

7.18.4.1. **August 4, 2019** – exclusion from the competition lists of the persons enrolled at the first stage, the decrease in the number of competition places in the competition lists by the number of the filled up places; with the allocation within every competition list of persons who have submitted their enrollment consent applications until 100 per cent of the competition places within the general competition are filled up;

7.18.4.2. **August 6, 2019:**

7.18.4.2.1. the deadline for acceptance of the enrollment consent applications from the persons included into the lists of applicants to main competition places

7.18.4.2.2. exclusion from the competition of persons who have failed to submit their enrollment consent applications until the deadline or who have called off the said application as the persons who have refused to be enrolled;

7.18.4.2.3. within every list of applicants, persons having submitted their enrollment consent applications are allocated until the 100 per cent of the main competition places are filled up;

7.18.4.3. **August 8, 2019** – issuing and publication of orders for the enrollment of applicants having submitted their enrollment consent applications until the 100 per cent of the main competition places are filled up, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission.

7.19. Applicants shall be enrolled as SPbU students of main bachelor and specialist degree programmes to places paid for by legal entities and/or individuals within the following time frame:

7.19.1. **August 10, 2019** — announcement and publication of the name lists of persons who have successfully completed the admissions tests sorted by the number of points they have received and also, within the number of the fee-paying (contractual) places specified by the Admissions Committee, persons having submitted their enrollment consent applications to each main bachelor or specialist degree programme to places paid for by individuals and/or legal entities in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission;

7.19.2. **August 14, 2019** – the deadline for submission of the enrollment consent applications by persons who have signed contracts for provision of paid education services;

7.19.3. **August 15, 2019** – issuing and publication, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission, of orders for the enrollment, since September 1, 2019 of applicants from the name list of persons specified in Clause 7.19.1 of the Regulations for Admission who have successfully completed the admissions tests, submitted their enrollment consent applications and signed contracts for provision of paid education services.

7.20. In case admission is organised for a group of bachelor programmes within a certain field of study, the applicants participate in the competition for each main educational bachelor programme, which form a single competition group.

7.21. In case specified in Clause 7.20 hereof, the regulations for opening admissions to a particular educational programme, assignment (enrollment) of applicants to a particular educational programme shall be regulated by the Procedures for Assignment (Enrollment) of Applicants to Educational Bachelor Programmes, the admissions to which is organised for a group of educational programmes within certain fields of study (general competition for a group of educational programmes) (Appendix 5 hereto).

8. Organisation of Admissions to Master Programmes

8.1. Applications for admission to SPbU main master programmes shall be accepted in order to:

8.1.1. receive government-funded education. These are persons having higher education confirmed by one of the following degrees (qualifications) conferred to the person: "bachelor" "diploma specialist";

8.1.2. receive education on the fee-paying (contractual) basis paid for by individuals and/or legal entities. These are persons having higher education confirmed by one of the following degrees (qualifications) conferred to the person: "bachelor", "diploma specialist"; "specialist"; "master".

8.2. Applicants to master programmes may also submit application forms and other required documents electronically through the SPbU official website.

8.3. Applicants to SPbU main programmes of higher education are eligible to apply for admission for taking part in the competition to any number of master programmes, admissions to which are held on the basis of segregated competition.

8.4. Applicants to SPbU master programmes shall submit the following as their educational credentials: an original standard document of higher education or, in case of its absence due to reasons, for which the applicant is not responsible, by the acceptance deadline for applications and other documents specified in Clause 8.8 hereof, a standard statement signed by a higher education organisation that the given person has met the requirements of the curriculum and of the final state assessment in a main bachelor or specialist degree programme.

8.5. Applicants may submit documents specified in Clause 2.23 hereof electronically through SPbU official website. For this purpose the applicant should register on SPbU official website starting **from March 1, 2019 and up to the deadline for acceptance of documents to 2019 master programmes** and obtain a personal login and password for access to the Personal Account. Personal logins and passwords may not be transferred to the third parties. The applicant shall bear responsibility for the safety of the personal login and password to the Personal Account from the moment of their receipt. Documents submitted not through the applicant's Personal Account (including those sent via e-mail or by fax), shall not be accepted and considered by the Admissions Committee.

8.6. Electronic application forms for master programme(s) shall be completed from applicants' Personal Accounts. The applicant should complete all compulsory fields in the online application form, print the completed application form and confirm the correctness of the data with his/her signature. The signed application form, along with other required documents, shall be submitted by the applicant to the Admissions Committee in person, by general post or electronically in accordance with Clause 8.6 hereof.

8.7. If the applicant chooses to submit the specified documents electronically, the documents must be scanned and attached to the registration form through the applicant's Personal Account:

– a copy of an identity document with the indication of his/her nationality (the following pages must be scanned: 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);

– an application for admission to a main professional programme of the appropriate level filled in the applicant's Personal Account and signed by the applicant;

- 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);
- a standard educational credential;
- documents for participation in the competitive selection of portfolios (see Clause 8.14 of the Regulations for Admission);
- other required documents.

The specified 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.

8.8. The acceptance of applications for taking part in the competition for master programmes or any other documents from the applicants submitting their documents in person or by general post starts on **July 1, 2019** and ends (for all forms of document submission) on:

8.8.1. **at 6 p.m., Moscow standard time, on July 20, 2019** – for full-time master programmes;

8.8.2. **at 6 p.m., Moscow standard time, on September 11, 2019** – for part-time master programmes;

8.9. The time frames for acceptance of statements and other documents for competition, the time frames for admissions tests and enrollment differ depending on the type of enrollment to the main master programmes and on the forms of admissions tests.

8.10. For full-time master programmes:

8.10.1. applications and other documents for competition (including the competitive selection of documents (portfolios)) shall be accepted in electronic form through the applicants’ Personal Accounts **from March 1, 2019 to July 20, 2019, 6 p.m., Moscow standard time;**

8.10.2. applications and other documents for competition (including the competitive selection of documents (portfolios)), in case of their submission in person or by general post, shall be accepted **from July 1, 2019 to July 20, 2019, 6 p.m., Moscow standard time;**

8.10.3. the admissions tests shall be conducted from **July 23, 2019 to August 05, 2019;** applications for passing the admissions tests on a reserve day shall be accepted until noon, Moscow standard time, of August 01, 2019 — if there is any coincidence of the admissions tests date for different educational programmes of SPbU and until noon, Moscow standard time, of August 03, 2019 — if there are any other valid reasons (an illness, etc.).

8.10.4. applicants shall be enrolled as students within the following time frame:

8.10.4.1. **August 07, 2019:** announcement, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission, of the complete name list of applicants sorted by the number of points they have received (the number of points specified) who have successfully completed the admissions tests and whose enrollment may be considered by the Admissions Committee within various conditions of the competition (general competition, sponsored admission quota, etc.) and conditions of enrollment;

8.10.4.2. **August 14, 2019 until 6 p.m., Moscow standard time:**

8.10.4.2.1. the deadline for acceptance of the enrollment consent applications and submission of the original educational credentials – for the applicants within the admission quotas;

8.10.4.2.2. the deadline for acceptance of the enrollment consent applications and signing contracts for provision of paid education services – for applicants to places on the fee-paying (contractual) basis paid for by individuals and/or legal entities;

8.10.4.3. **August 16, 2019** – issuing and publication, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission, of orders for the enrollment, since September 1, 2019, of applicants who have submitted the documents specified in Clause 8.10.4.2.

8.11. For part-time master programmes:

8.11.1. applications and other documents for competition (including the competitive selection of documents (portfolios)) shall be accepted in electronic form through the applicants’ Personal Accounts **from March 1, 2019 to September 11, 2019, 6 p.m., Moscow standard time;**

8.11.2. applications and other documents for competition (including the competitive selection of documents (portfolios)), in case of their submission in person or by general post, shall be accepted **from July 1, 2019 to September 11, 2019, 6 p.m., Moscow standard time;**

8.11.3. admissions tests shall be conducted **from September 13, 2019 to September 17, 2019;**

8.11.4. applicants shall be enrolled as students within the following time frame:

8.11.4.1. **September 19, 2019** – announcement, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission, of the complete name list of applicants sorted by the number of points they have received (the number of points specified) who have successfully completed the admissions tests and whose enrollment may be considered by the Admissions Committee within various conditions of the competition and conditions of enrollment;

8.11.4.2. **September 21, 2019 at 6 p.m.**, Moscow standard time – the deadline for submission of the enrollment consent applications and signing contracts for provision of paid education services;

8.11.4.3. **September 24, 2019** – issuing and publication, in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission, of orders for the enrollment, since October 1, 2019, of applicants who have submitted their enrollment consent applications and signed contracts for provision of paid education services.

8.12. For master programmes, following the decision of the Admissions Committee, results of the respective international certification examinations (provided by the applicant together with the application form and other required documents) may be credited upon personal request of the applicant as the admissions test of foreign language skills and the admissions test aimed at assessing applicants' foreign language competencies and professional competencies required for successful completion of the selected educational programme. Such documents are to be submitted by the applicants until the deadline of documents acceptance specified in Clause 8.8 hereof. The applicants shall be informed on the said Admissions Committee's decision on or prior to the start of applications acceptance and that shall be published in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission.

8.13. When being admitted to main educational master programmes in particular main fields of study, master programmes, applicants who have successfully completed the admissions tests and have got the same score for them and for their personal achievement shall be rated in the following order:

8.13.1. in accordance with the number of points scored for the admissions tests;

8.13.2. in accordance with the number of points scored for particular admissions tests taking into account the priority ranking specified by the Admissions Committee for the admissions tests;

8.13.3. in accordance with the average score of the standard educational credential submitted by the applicant for competition.

The documents taken into account during the ranking procedure must be submitted by the applicants within the time frames specified in Clause 8.8 hereof. The Admissions Committee may specify some additional ranking criteria in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission.

8.14. In case admission is organised for a group of master programmes within a certain field of study, the applicants participate in the competition for each main educational master programme, which form a single competition group.

8.15. In case specified in Clause 8.14 hereof, the regulations for opening admissions to a particular educational programme, assignment (enrollment) of applicants to a particular educational programme shall be regulated by the Procedures for Assignment (Enrollment) of Applicants to Educational Master Programmes, the admissions to which is organised for a group of educational programmes within certain fields of study (general competition for a group of educational programmes) (Appendix 6 hereto).

8.16. Applicants to full-time master programmes who have successfully completed all the admissions tests but lost the competition for government-funded places may submit, together with

the original or a copy of their educational credential and the enrollment consent application, an application to participate in the competition for places on the fee-paying (contractual) basis until 6 p.m., Moscow standard time, of August 14, 2019. They may also sign a contract for provision of paid education services.

9. Organisation of Admissions to Main Programmes of Higher Education for Persons Having Higher Education of the Appropriate Level

9.1. Persons having higher education confirmed by a bachelor degree, a specialist degree, a master degree and applying for admission to main bachelor programmes and specialist degree programmes shall be enrolled at SPbU to places on the fee-paying (contractual) basis paid for by individuals and/or legal entities.

9.2. Persons applying for admission to SPbU main educational programmes (bachelor programmes, specialist degree programmes, master programmes) shall submit the original or a copy of their educational credentials confirming their higher education by one of the following qualifications (degrees): "bachelor", "diploma specialist"; "specialist", "master".

9.3. Admissions to SPbU of persons with a higher education to bachelor and specialist degree programmes is held on a competitive basis on grounds of personal applications and admissions tests results, the form and list thereof is defined at the discretion of SPbU.

9.4. The acceptance of applications and other documents from persons with a higher education applying for admission to bachelor and specialist degree programmes starts on **June 20, 2019** and ends on:

9.4.1. **July 7, 2019**, for persons applying for admissions to main fields of study requiring completion of practical creative admissions tests and/or profession-specific additional admissions tests;

9.4.2. **July 10, 2019** – for persons taking admissions tests held at the discretion of SPbU;

9.4.3. **July 26, 2019** – for persons applying for admission to main fields of study requiring only the USE results.

9.5. Persons applying for admission to main bachelor and specialist degree programmes and already having higher education shall be enrolled within the same time frame and in the same order with the persons applying for admission to the same programmes and going to obtain education of such level for the first time to places on the fee-paying (contractual) basis paid for by individuals and/or legal entities.

Section 3. Organisation of Admissions for International Applicants

10. Categories of International Applicants Participating in the Competition, Their Application for Admission and Submission of Other Necessary Documents, Holding of Admissions Tests and Enrollment

10.1. This section of the Regulations set out the code of practice for admission of foreign nationals, stateless citizens, including compatriots residing abroad (hereinafter referred to as foreign nationals; persons; applicants) having equal rights with Russian citizens when applying for main programmes of higher education. They may be admitted to SPbU to study on a state-financed basis as well as on the fee-paying (contractual) basis.

10.2. The admissions of international applicants to study on a government-funded basis are organised:

10.2.1. within the quota established by 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" - on references from the Russian Federation Ministry of Science and Higher Education;

10.2.2. pursuant to the Agreement for Providing Equal Rights to Admission to Educational Institutions for Nationals of the Countries Participating in the Treaty on Strengthening Economic and Humanitarian Integration as of March 29, 1996, approved by Decree No 662 of the Russian Federation Government of June 22, 1999; Agreement on Educational Collaboration, Tashkent, May 15, 1992; Agreement between the Russian Federation Government and the Government of the Georgian Republic on Cultural, Scientific and Educational Cooperation, approved by Decree No 49 of the Russian Federation Government of February 2, 1994, and other international and intergovernmental agreements of the Russian Federation;

10.2.3. for participants of the Governmental Programme Facilitating Voluntary Resettlement of Compatriots Residing Abroad to the Russian Federation, approved by Decree No 637 of the President of the Russian Federation as of June 22, 2006, on grounds of the official certificate of participation in the Programme;

10.2.4. pursuant to Federal Law No 99-FZ “On the State Policy of the Russian Federation Concerning Compatriots Residing Abroad” as of May 24, 1999;

10.3. Admission of international applicants to SPbU specified in Clauses 10.2.2 – 10.2.4 hereof to SPbU for receiving state-financed education is carried out on a competitive basis and on equal terms with the citizens of the Russian Federation specified by these Regulations unless otherwise provided for by the laws of the Russian Federation.

10.4. Terms and procedures for admission of international applicants specified in Clause 10.2.1 hereof are subject to the Procedures for Competitive Selection of Foreign Nationals and Compatriots Residing Abroad for Government-Funded Education approved by the Admissions Committee and published on the SPbU official site in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission on or prior to April 1, 2019.

10.5. Admission of international applicants to SPbU to study on the fee-paying (contractual) basis is organised above the admission quotas in the amount approved by the Admissions Committee, on a competitive basis unless otherwise provided for by the laws of the Russian Federation and on the terms set forth by these Regulations.

10.6. Foreign nationals applying for main programmes of higher education at SPbU under direct agreements of SPbU on inter-university collaboration, including agreements for delivery of double-degree programmes and agreements on inter-university student exchange shall be enrolled on the terms and in the numbers provided for by the respective agreements unless it contradicts the federal laws and these Regulations.

10.7. The list of educational programmes, the list of admissions tests and the minimum points needed for successful completion of each admissions test, as well as the syllabi of the admissions tests are made known to the applicants by their publication on the SPbU official website.

10.8. International applicants, apart from those specified in Sub-clauses 10.2.2 – 10.2.4 hereof, shall enroll to main bachelor, specialist degree and master programmes provided by SPbU in the full-time mode.

10.9. When applying for admission to SPbU, international applicants shall submit the following documents:

10.9.1. an application for admission to (a) main programme(s) of the appropriate level in the format established by the Admissions Committee;

10.9.2. their educational credentials:

10.9.2.1. when applying for admission to main bachelor or specialist degree programmes:

10.9.2.1.1. an original (or a true copy) of a standard document of secondary general education or a state-recognised document of non-university level higher education, or

10.9.2.1.2. an original (or a true copy) of a duly legalised (if required) foreign educational credential and supplements thereto (if the latter is provided for by the laws of the country having issued the said educational credentials) recognised in the Russian Federation;

10.9.2.2. when applying for admission to main master programmes:

10.9.2.2.1. an original (or a true copy) of a bachelor diploma or of a diploma of a specialist with higher education, or a specialist's diploma or

10.9.2.2.2. an original (or a true copy) of a duly legalised (if required) foreign educational credential and supplements thereto (if the latter is provided for by the laws of the country having issued the said educational credentials) recognised in the Russian Federation;

10.9.3. a certified Russian translation of your educational credential and supplements thereto (if the latter is provided for by the laws of the country having issued the said educational credentials);

10.9.4. a copy of the identity documents of a foreign national 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;

10.9.4.¹. for persons specified in Clause 10.2.2 hereof — documents confirming their belonging to the group persons specified in the respective international agreements;

10.9.5. for persons specified in Clause 10.2.4 hereof – copies of documents or of other proofs confirming, pursuant to Federal Law of the Russian Federation No 99-FZ “On the State Policy of the Russian Federation Concerning Compatriots Residing Abroad” as of May 24, 1999, the status of a compatriot residing abroad, i.e.:

10.9.5.1. USSR citizenship, nationality or an absence thereof at the moment of submission - for persons having been USSR citizens;

10.9.5.2. living in the Russian state, a Russian republic, the Russian Soviet Federated Socialist Republic, USSR or the Russian Federation in the past; a respective nationality at the moment of emigration and nationality or an absence thereof at the moment of submission - for emigrants;

10.9.5.3. their lineal relationship with said persons - for descendants and compatriots;

10.9.5.4. their living abroad - for all said persons;

10.9.6. a copy of the entry visa to the Russian Federation (in case an foreign national entered Russia on an entry visa) specifying the purpose of the visit to the Russian Federation: “to study at SPbU”;

10.9.7. a copy of the migration card;

10.9.8. a certificate confirming the applicant’s familiarity with the Rules of Stay in the Russian Federation for Non-Russian Citizens;

10.9.9. 4 (four) photographs 3x4 cm (made during the current calendar year).

10.10. All translations into Russian must show the same given name and surname as those used in the entry visa (in the absence of an entry visa, the given name and surname appearing in the passport).

10.11. Applicants may submit documents specified in Clause 10.9 hereof electronically through SPbU official website. For this purpose the applicant should register on SPbU official website starting **from February 1, 2019 and up to the deadline for acceptance of documents to the respective 2019 main educational programmes** and obtain a personal login and password for access to the Personal Account. Personal logins and passwords may not be transferred to the third parties. The applicant shall bear responsibility for the safety of the personal login and password to the Personal Account from the moment of their receipt. Documents submitted not through the applicant's Personal Account (including those sent via e-mail or by fax), shall not be accepted and considered by the Admissions Committee.

10.12. Electronic application forms for admission to the respective main educational programme shall be completed from applicants’ Personal Accounts. The applicant should complete all compulsory fields in the online application form, print the completed application form and confirm the correctness of the data with his/her signature. The signed application form, along with other required documents, shall be submitted by the applicant to the Admissions Committee in person, by general post or electronically in accordance with Clause 10.13 hereof.

10.13. If the applicant chooses to submit the documents specified in Clauses 10.9.1 – 10.9.8 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.

10.14. Originals of the documents specified in Clauses 10.9.1 – 10.9.9 hereof and submitted by the applicant in electronic form shall be submitted by him/her to the Committee for Acceptance of Documents from Foreign Applicants **no later than October 1, 2019**.

10.15. The foreign national signing the application form confirms, apart from the circumstances specified in Clauses 2.19 – 2.20 hereof, his/her familiarity with the Rules of Stay in the Russian Federation for Non-Russian Citizens established by Federal Law of the Russian Federation No 115-FZ dated July 25, 2002 "On the Legal Status of Foreign Nationals in the Russian Federation" and other legal acts of the Russian Federation.

10.16. International applicants specified in Clauses 10.2.2 – 10.2.4 hereof shall take the same admissions tests to SPbU main programmes of higher education of the appropriate level that the Russian Federation citizens do.

10.17. The enrollment of international applicants specified in Clauses 10.2.2 – 10.2.4 applying for admission to government-funded places or on the fee-paying (contractual) basis paid for by individuals and/or legal entities is held as per the same procedure and within the same time frame with the enrollment of the Russian Federation citizens applying for admission to main programmes of higher education of the appropriate level.

10.18. The acceptance of documents from international applicants specified in Clauses 10.5 and 10.6 hereof applying to main bachelor (specialist degree) programmes takes place **from February 1, 2019 to July 6, 2019**.

10.19. The acceptance of documents from international applicants specified in Clauses 10.5 and 10.6 hereof applying to main master programmes takes place **from February 1, 2019 to July 6, 2019**.

10.20. Admissions tests for international applicants specified in Clauses 10.5 and 10.6 hereof shall proceed in accordance with the schedule of admissions tests published at the SPbU official website.

10.21. All admissions tests, except for admissions tests of foreign language skills and admissions tests for persons applying to programmes taught in a foreign language, are held in Russian for the categories of international applicants specified in Clauses 10.5, 10.6 hereof.

10.22. The particular rights granting enrollment to bachelor and specialist degree programmes are not granted to compatriots residing abroad who are not citizens of the Russian Federation pursuant to the Federal Law No 273-FZ as of December 29, 2012 "On Education in the Russian Federation" unless otherwise specified in the international agreements of the Russian Federation.

10.23. International applicants with the USE results may participate in the competition for bachelor or specialist degree programmes on grounds of either the USE results or the results of the admissions tests in the respective subjects conducted at the discretion of SPbU.

10.24. If an admission test conducted at the discretion of SPbU for admission to the selected main educational programme is organised in several streams, the applicant may take the admission test in the given subject only once.

10.25. Following the decision of Admissions Committee, videoconference systems and distance education technologies may be used during the admissions tests process. Such methods also include written works done by the applicant in SPbU electronic system of distance education

via the Internet. The members of the Admissions Committee shall have an opportunity to make sure that the same person with the one that has submitted the application for competition is taking part in the respective admissions test.

10.26. Technical specifications for videoconference systems and requirements to the end devices and the channel used for the electronic systems of distance education to be used by the applicants shall be established by SPbU.

10.27. For bachelor programmes, specialist degree programmes and master programmes requiring speaking Russian as a foreign language at the TORFL 1 or TORFL 2 levels, the documented fact of successful completion of an educational programme of a previous level or degree (not lower than basic general education) in the Russian language may be credited as a result of the admissions test in Russian.

10.28. The ranked rating lists of applicants to bachelor (specialist degree) and master programmes specified in Clauses 10.5 and 10.6 shall be published at the SPbU official website no later than **July 23, 2019**.

10.29. To be enrolled to SPbU, international applicants shall also submit, if necessary, a certificate of recognition of a foreign document on the level of education and/or qualification in the Russian Federation;

10.30. Acceptance of foreign nationals specified in Clauses 10.5 and 10.6 hereof to main programmes of higher education at SPbU shall proceed following the resolution of the Admissions Committee in accordance with the results of admissions tests for the given main educational programmes **until August 31, 2019**.

10.31. International students specified in Clause 10.2.1 shall be accepted on references from the Russian Federation Ministry of Science and Higher Education within the time frames established by the Russian Federation Ministry of Science and Higher Education. Separate enrollment orders related to the said persons shall be issued.

10.32. International applicants applying for admission to places paid for by individuals and/or legal entities shall be enrolled only upon signing the contract for provision of paid education services.

REGULATIONS
for Admissions Tests to Main Educational Programmes of Higher Education at
St Petersburg State University in 2019

1. General Provisions

1.1. These Regulations for Admissions Tests to Main Educational Programmes at St. Petersburg State University in 2019 (hereinafter referred to as the Regulations) specify the procedures for practical creative admissions tests and/or profession-specific additional admissions tests, admissions tests held at the discretion of SPbU when admitting applicants to main bachelor programmes, specialist degree programmes and master programmes in 2019.

1.2. These Regulations have been developed in compliance with the following documents: Federal Law No 273-FZ as of December 29, 2012 "On Education 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 of the Ministry of Education and Science of the Russian Federation No 1147 as of October 14, 2015 (hereinafter referred to as the Procedures for Admission); Charter of the Federal State Budgetary Institution of Higher Education "St. Petersburg State University", the Regulations for Admission to Main Educational Programmes of Higher Education (Bachelor Programmes, Specialist Degree Programmes, Master Programmes) at St. Petersburg State University in 2019 (hereinafter referred to as the Regulations for Admission).

1.3. The examination papers of all the applicants are made anonymous, so that the author of any paper cannot be identified, and in such condition they are marked by SPbU examiners.

1.4. The syllabi of the admissions tests held at the discretion of SPbU for applicants specified in Clause 7.2.2 of the Regulations for Admission as well as the syllabi of field-specific additional admissions tests held in general education subjects are developed by SPbU in compliance with the federal state educational standard of secondary general education.

1.5. The forms of admissions tests held at the discretion of SPbU include the following: written examinations, oral and written examinations, competitive selection of documents (portfolios), creative competition and other forms established in accordance with the decisions of the Admissions Committee.

1.6. The form of practical creative additional admissions tests and/or profession-specific additional admissions tests is specified in the List and Forms of Admissions Tests to Bachelor Programmes and Specialist Degree Programmes at SPbU in 2019 approved by the Admissions Committee (hereinafter referred to as the List and Forms of Admissions Tests to Bachelor Programmes and Specialist Degree Programmes).

1.7. Admissions tests held at the discretion of SPbU for persons applying for admissions to a particular main field of study are held in general education subjects set forth by the Admissions Committee in the List and Forms of Admissions Tests to Bachelor Programmes and Specialist Degree Programmes.

1.8. The form of Admissions tests held at the discretion of SPbU is specified in the List and Forms of Admissions Tests to Bachelor Programmes and Specialist Degree Programmes.

1.9. The list and forms of admissions tests held by SPbU for applicants to master programmes are specified in the List and Forms of Admissions Tests to SPbU Master Programmes in 2019 set forth by the Admissions Committee (hereinafter referred to as the List and Forms of Admissions Tests to Master Programmes).

1.10. Examination materials and organisation of admissions tests for applicants to SPbU main programmes of higher education are developed by examination boards created in accordance with the procedures set forth at SPbU for admissions tests.

1.11. Examination boards are formed out of SPbU research and teaching staff as well as research and teaching staff of educational, research and other organisations with the same areas of activity that the respective SPbU educational programmes have. The chairpersons of examination boards are appointed out of qualified research and teaching staff of educational, research and other organisations with the same areas of activity that the respective SPbU educational programmes and examination boards have.

1.12. To provide the credibility of the admissions tests procedure, control measures may be organised pursuant to a particular decision of the Admissions Committee. These may include using metal detectors at the entrance to the room, cell phone detectors as well as devices blocking cellular communications in the rooms (buildings) where admissions tests are held.

2. Procedures for Organisation of Admissions Tests

2.1. The 2019 schedule of admissions tests for admission to SPbU main programmes of higher education is established in accordance with the Regulations for Admission.

2.2. Prior to all admissions tests, except for the competitive selection of documents (portfolios), consultations are provided for the applicants concerning the outline of admissions tests' syllabi, their procedures as well as requirements to papers and answers and criteria of their evaluation.

2.3. During admissions tests, the rooms where they are being held are allowed to be entered only by the Rector - Chairman of the Admissions Committee, other members of the Admissions Committee, members of the appropriate examination boards as well as by SPbU employees, who, in accordance with their approved job descriptions or SPbU bylaws, are in charge of carrying out of the admissions tests.

2.4. The admission of applicants to the rooms where admissions tests are being held, maintaining order in the rooms during admissions tests and monitoring of the testing procedure are exercised by members of the appropriate examination boards.

2.5. It is prohibited to bring to the room where an admissions test is being held any personal belongings except for materials and items allowed to be used by the applicant during the test. The applicant may leave his/her personal belongings at a place specified by the authorised officials. Any communication devices and other appliances have to be switched off in advance.

2.6. To be admitted to the room where an admissions test is being held, the applicant shall show his/her passport or any other ID (with the applicant's photo).

2.7. The applicant shall receive a blank sheet for the oral (oral and written) answer or a blank title page with inserted sheets for the written paper and/or written test as well as scratch paper. All sheets provided to the applicant shall be sealed by the Admissions Committee.

2.8. During his/her work at the admissions test assignments, the applicant may turn to the SPbU staff holding this test for any additional blank sheets for written paper or its drafts. All additional sheets provided to the applicant shall be sealed by the Admissions Committee.

2.9. Pens with blue, black or violet ink shall only be used for written papers during admissions tests (pencils may be used only if it is specified in the syllabus of the appropriate admissions test). Any correction fluids are not allowed. In case the paper has been written using either pens with other ink colours or pencils or correction fluids, such paper is not allowed to be marked by the examination board; the applicant obtains a minimum score (a zero score) and a statement of fact is drawn up signed by the chairperson (deputy chairperson) of the relevant examination board and approved by the executive secretary of the Admissions Committee.

2.10. Apart from the writing instruments specified in Clause 2.9 of the Regulations for Admissions Tests, the applicant is only allowed to have a pair of compasses, a ruler and a rubber during admissions tests. At particular admissions tests an additional list of materials and equipment

allowed to be used by the applicant during the test may be determined. The said list shall be published in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission at the same time with the schedule of the respective admissions tests.

2.11. The following items are not allowed to be brought and/or used by applicants and persons involved into holding admissions tests in the rooms where the given tests are being held:

2.11.1. personal computers (including portable computers, pocket computers etc.), other computing machinery (including calculators) and other devices except for those provided by SPbU for the given test;

2.11.2. cell phones and other means of communication;

2.11.3. any stationery except for the items specified in Clauses 2.9, 2.10 of the Regulations for Admissions Tests (including correction fluids etc.);

2.11.4. any reference materials (including learner's guides, monographs, lecture notes, geographic maps and atlases, etc.) unless their usage is specified by the syllabus of a relevant admissions test.

2.12. During the admissions test all questions on organisation are put by the applicants to persons in charge, aloud. The answer is voiced so that all the applicants could hear it. Consulting of applicants on the assignments of the test is not allowed.

2.13. Applicants being late for the beginning of either written or oral and written or creative admissions tests may be allowed to enter the room only upon consent of a person in charge of holding of the test. A "late for the test" mark is put onto the title page of the applicant's written paper or onto the sheet for oral (oral and written) answer. Being late for an admissions test does not entitle the applicant to be provided extra time for taking the given test. If any applicant familiar with the contents of the examination task leaves the room, no applicant that is late for the test is allowed to take this test.

3. Procedures for Holding of Admissions Tests

3.1. The oral part of an examination (test) is graded by at least two members of the respective examination board. The applicant is given 45 minutes to get ready for the answer (20 minutes to work with the text at a foreign language examination). During the examination the applicant may be asked additional questions concerning the topics of his/her examination card. The applicant gets ready for the answer only by writing on the blank sheet. The examiners record the correctness and completeness of the answers on the questions from the examination cards and ask the applicant additional questions.

3.2. When holding an interview, the board keeps a record of questions they ask the applicant, brief commentary of the examiners (synopsis) of the answers to them and put marks for every part of the interview.

3.3. The final grade for the oral part of the examination (interview) is put in figure and in full into the sheet of oral (oral and written) answer (interview record) signed by at least two examiners.

3.4. The length of a written admissions test cannot be more than four hours (240 solid minutes) since the announcement of the examination task.

3.5. The length of a practical creative admissions test and/or a profession-specific admissions test may be defined in each particular case in accordance with the syllable of the given admissions test.

3.6. Before the beginning of an admissions test each applicant shall fill in the blank title page, by hand, legibly and in Cyrillic letters. The applicant's signature on the blank title (front) page confirms that the paper is written by the person whose personal data is entered into the questionnaire of the participant of the given test as well as confirms the fact that he/she is familiar and agrees with these Regulations, the excerpts of which are given on the second page of the blank title page.

3.7. Written examination papers are done on the inserted sheets that must not contain any

marks that can help identify the author of the paper and that are not directly connected to the process of working at the paper. The written examination paper or any part thereof is not allowed to be written on the blank title page. The written examination paper done fully or partially on the blank title page or containing any marks that can help identify the author of the paper is not allowed to be marked by the examination board; the applicant obtains a minimum score (a zero score) and a statement of fact is drawn up signed by the chairperson (deputy chairperson) of the relevant examination board and approved by the executive secretary of the Admissions Committee.

3.8. All sheets of paper used by the applicant as drafts must be marked as such ("Draft") Drafts of examination papers are not marked by examination boards.

3.9. Examination tasks are performed by each of the applicants individually.

3.10. During an admissions test no interaction between the applicants is allowed. They are not allowed to change their seats or walk about the room or building where the given admissions test takes place.

3.11. Applicants are informed on a possibility of leaving for a short time the room where an admissions test takes place by an authorised official responsible for the respective admissions test, before the beginning of the given test. The applicant may leave the room where an admissions test takes place for a short time accompanied by an authorised official responsible for the respective admissions test, before the beginning of the given test. During the applicant's absence his/her examination paper is submitted to the authorised officials responsible for the respective admissions test. The applicant's time of leaving and return is recorded. The said absence of the applicant in the room where an admissions test takes place does not entitle the applicant to be provided extra time for taking the given test. Applicants may leave the room where an admissions test takes place for a short time - one applicant of the same sex at a time.

3.12. If the applicant present in the room where an admissions test takes place has or uses any written and/or printed materials, devices (including means of communication) prohibited for use as well as violation by the applicants of Clauses 3.9, 3.10 hereof entails withdrawal of the applicant from the examination and a statement of fact is drawn up by the authorised officials responsible for the respective test. In such cases the paper is not checked and he/she obtains a minimum score (a zero score).

3.13. To provide the credibility of oral and/or oral and written admissions tests, the procedures for such tests, including the questions and answers of each applicant, are recorded by audio- and video equipment. The Admissions Committee is entitled to annul the results obtained by the applicant in case any violation by the latter thereof for Admissions Tests during the admissions test is later detected with the help of the above-mentioned records. In this case the applicant is informed within 3 (three) working days since the relevant decision is adopted by the Admissions Committee, that a violation has been detected. The minutes of the Admissions Committee meeting containing the appropriate decision is published on the SPbU official website.

3.14. The applicants that have completed their written examination papers in advance may submit them to the authorised officials responsible for the respective admissions test and leave the room where the admissions test is being held not waiting for it to be finished.

3.15. When submitting their examination papers to the authorised officials responsible for the respective admissions test, the applicants shall show them their passports or any other IDs, thereby proving that the paper have been written by the same person whose personal data is entered into the questionnaire of the participant of the given test.

3.16. Upon completion of an admissions test, the authorised officials responsible for the respective admissions test announce that the examination had finished and collect all applicants' written papers. The written papers of the applicants are sealed, memorialised and submitted to the Admissions Committee for marking. The examination papers of all the applicants are made anonymous through encryption, so that the author of any paper cannot be identified, and in such condition they are marked by the Admissions Committee.

3.17. The papers are marked in accordance to the duly approved evaluation criteria by members of the examination boards only and solely in SPbU rooms appointed by the Chairperson

or Deputy Chairperson of the Admissions Committee.

4. Organisation of Admissions Tests for Physically Challenged and Disabled Applicants

4.1. Admissions tests for physically challenged and disabled applicants are organised in accordance with their special needs resulting from their psychophysical development, individual opportunities and state of health (hereinafter referred to as the special needs).

4.2. The following requirements shall be met when holding admissions tests:

4.1.1. the admissions tests shall be held in a separate room, the number of applicants in one room shall not be more than 12 persons for a written test and 6 persons for an oral or an oral-written test;

4.1.2. more physically challenged and disabled applicants may be present in one room during an admissions test and they may share one room with other applicants if it does not make difficulties for the applicants during taking this admissions test;

4.1.3. physically challenged and disabled applicants may be accompanied by an assistant rendering them the required technical assistance in accordance with their special needs (helping them occupy a workplace, move across the room, read and formalise the assignment, communicate with the examiner);

4.1.4. physically challenged and disabled applicants are instructed in an intelligible form on the procedures of holding the admissions tests;

4.1.5. physically challenged and disabled applicants may use the appliances they need with an account of their individual disabilities;

4.1.6. physically challenged and disabled applicants must be provided unimpaired access to rooms, toilets and other premises.

4.2. In addition, the following requirements shall be met during the admissions test procedure for physically challenged and disabled applicants:

4.2.1. for the blind:

4.2.1.1. the assignments and the instruction on the admissions test procedure shall either be printed in Braille or provided in the form of an electronic document accessible from a PC with specialised software for the blind, or read by the assistant;

4.2.1.2. the written assignments shall either be printed in Braille or typed on a PC with specialised software for the blind, or dictated to the assistant;

4.2.1.3. if required, the applicant shall be provided with a set of writing instruments and Braille paper, a PC with specialised software for the blind;

4.2.2. for partially sighted:

4.2.2.1. individual uniform illumination (at least 300 lx) shall be provided;

4.2.2.2. a magnifying device shall be provided if required to work on the assignment; such applicants may also use their own magnifying devices;

4.2.2.3. the assignments and the instruction on the admissions test procedure shall be typed in a magnified font;

4.2.3. multiaccess sound-amplifying equipment shall be provided for the deaf and partially sighted; if required, individual sound-amplifying devices shall be provided; the services of a sign language interpreter shall be provided;

4.2.4. deafblind persons shall be provided the services of a special interpreter (in addition to the requirements met for the blind and the deaf);

4.2.5. persons with severe speech disorders, deaf and partially sighted persons may choose to take all admissions tests in the written form;

4.2.6. for persons with locomotor disorders (severe upper limb motor disorders or absence of upper limbs):

4.2.6.1. written assignments shall either be performed using a PC with specialised software

or dictated to the assistant;

4.2.6.2. such applicants may choose to take all admissions tests orally.

4.3. Such applicant must specify in his/her personal application form that he/she requires creation of a special environment for the admissions tests due to being disabled and/or physically challenged (including the fact that the duration of the admissions tests has to be increased). The duration of an admissions test shall be increased by 60 minutes for physically challenged and disabled applicants who have specified their requirement of admissions test duration increase in their personal application forms.

5. Regulations for Competitive Selection of Documents (Portfolios)

5.1. To pass an admissions test in the form of a competitive selection of documents (portfolios), applicants shall submit, within the time frames for applications acceptance, the documents specified in Clause 2.23 of the Regulations for Admission. All the documents specified by the syllabus of the admissions test in the form of a competitive selection of documents (portfolios) have to be submitted within the time frame for acceptance of applications and documents to master programmes set forth by these Regulations. In case their standard educational credential is absent as of the period of competition, applicants graduated from educational organisations of higher education shall submit a statement from this educational organisation specifying the date of programme completion and educational credential issuance as well as standard transcript of records or a copy of the personal transcript of records specifying the disciplines studied and assessment results.

5.2. Depending on the syllabi of the relevant admissions tests to main master programmes, applicants shall submit, together with the documents specified in Clause 2.23 of the Regulations for Admission, any documents and materials confirming his/her aspiration to study the chosen master programme, his/her academic achievements, research and practical work (specified in the syllabus of the admissions test):

5.2.1. a motivation letter containing well-reasoned description of why the applicant got interested in the chosen master programme. The motivation letter must contain necessary information on the professional experience/work of the applicant; information confirming the necessity of obtaining the knowledge/skills specified by the chosen master programme; prospects and/or plans of implementing the knowledge gained during the period of study at the chosen master programme in the future professional activity.

5.2.2. an essay (a creative or a research paper) on one of the topics specified for the given main field of study. The requirements to essay topics and size and evaluation criteria for essays shall be specified in the syllabi of the relevant admissions tests in the form of a competitive selection of documents (portfolios).

5.2.3. copies of publications in scientific sources (periodicals, collections of papers, monographs). The applicant shall attach to the text of the publication a copy of the title page of the edition with a masthead.

5.2.4. documents confirming the applicant's participation in conferences, seminars, round-table discussions and other scientific and research events. Abstracts of research papers and an event programme can be such documents;

5.2.5. diplomas of a winner, awardee, laureate or participant of open all-Russian and regional competitions of student research papers and student olympiads of various levels;

5.2.6. documents and materials confirming the applicant's participation in research projects supported by grants and confirming the results obtained by him/her;

5.2.7. documents and materials confirming the applicant's work (including the efficiency) in research laboratories, project teams, etc;

5.2.8. a service record statement or a copy of a labour agreement and a copy of the job description signed by an authorised worker of the organisation confirming the applicant's length of service and practical experience;

5.2.9. statements from educational organisations confirming the scholarships (institutional, republican, governmental, presidential, foundational, from social associations and other organisations) as well as documents confirming any other awards and prizes;

5.2.10. certificates confirming foreign language levels:

5.2.10.1. international certificates confirming foreign language skills (in English: TOEFL (550 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);

5.2.10.2. other international certificates as well as diplomas of Russian courses of foreign languages (with a 2-year term of studies). Documents confirming that the applicant has studied abroad (excluding CIS countries) one semester or more can also serve as documents confirming foreign language skills (such documents may include a diploma of higher education issued by a foreign university (excluding CIS higher education institutions));

5.2.11. certificates of participation in winter/summer schools or international schools in Russia in foreign languages;

5.2.12. diplomas and certificates confirming professional development.

5.2.13. synopses of research papers.

5.2.14. other documents and materials specified in the syllabus of the appropriate admissions test held in the form of a competitive selection of documents (portfolios).

5.3. In case of submitting incorrect information and/or a work either containing unjustified borrowings (plagiarism) or done by a person other than the applicant, the applicant shall be held responsible in accordance with the laws of the Russian Federation. If such facts have been discovered, the Admissions Committee shall be entitled to award the applicant a minimum score – 0 (zero) points – for this admissions test.

5.4. The documents specified in Clauses 5.2.1 and 5.2.2 of the Regulations for Admissions Tests are marked by the members of the examination board in the relevant admissions test in the electronic system of checking portfolio as a single set of documents. The essay and the motivation letter must not contain any information allowing the board members to establish its authorship. In case any of the documents (the motivation letter or the essay) contains information allowing the board members to establish its authorship, the applicant obtains a minimum score (0 points) for this admissions test.

Regulations for Review of Written Works, Appeal Submission and Appeal Proceedings

1. After announcing the results of an admissions test, the applicant (his/her authorised representative), in accordance with the procedure set forth in these Regulations for Review of Written Works, Appeal Submission and Appeal Proceedings (hereinafter referred to as the Regulations for Review of Written Works), may see his/her written paper or the written part of the oral-written admissions test (hereinafter referred to as the written work), if he/she disagrees with the outcome of the given admissions test and/or may submit a reasoned letter of appeal (hereinafter referred to as an appeal). Such appeal may also be submitted if the applicant (his/her authorised representative) believes that the Regulations for Admissions Tests have been violated.

2. The day of the publication of the results of an admissions test on SPbU official site in accordance with the procedure set forth in of the Regulations for Admission shall be considered as date of the announcement of the results of this admissions test.

3. The applicants shall be informed on the date of announcement of the results of each admissions test, the period of time specified for submitting the application concerning reviewing written papers accomplished during the test, the period of time specified for submitting an appeal, place and time of the procedure of appeals consideration for each admissions test in accordance with the procedure set forth in of the Regulations for Admission. The abovementioned information shall also be included into the admissions tests schedules.

4. An application of reviewing the written paper done during the admissions test shall be submitted by the applicant (his/her authorised representative) to the Admissions Committee **on the same or the next day after the results of the admissions test have been announced, from 10 a.m. till 2 p.m., Moscow standard time, unless otherwise specified in the schedule of admissions tests.**

5. The paper written by the applicant during the admissions test is shown to the applicant by a member of the appropriate examination board and the applicant reviews his/her paper in this official's presence.

6. An appeal, addressed to the Chairperson of SPbU Appeals Panel (hereinafter referred to as the Appeals Panel), is personally submitted by the applicant (his/her authorised representative) in the written form on the same or the next day after the announcement of the results of the admissions test.

7. The appeal must contain specific reasons why the applicant disagrees with the mark obtained or certain facts proving that the Regulations for Admissions Tests have been violated.

8. When an appeal is submitted, the application shall be registered and the applicant (his/her authorised representative) shall be informed on the place of its consideration.

9. The composition of the Appeals Panel is approved by SPbU Rector or his authorised representative.

10. The appeal is considered by three or more members of the Appeals Panel.

11. The applicant (his/her authorised representative) is eligible to be present at the consideration of his/her appeal. The applicant must present an identity document.

12. Appeal consideration is not a retaking of the admissions test. During the appeal consideration only the correctness of the procedure for the admissions test and/or the correctness of the evaluation of admissions test results are considered.

13. Upon the result of the Appeals Panel work, the mark may be made higher, lower or left unchanged.

14. Upon the appeal consideration, an Appeals Panel decision is made concerning the admissions test mark. Appeals Panel decisions are made in an open ballot by majority vote.

15. The Appeals Panel decision, documented in the minutes, is approved by the Chairperson of the Appeals Panel and is final. The applicant (his/her authorised representative) is informed on the Appeals Panel decision, documented in the minutes. The awareness of the applicant (his/her authorised representative) of the Appeals Panel decision is certified by the signature of the applicant (his/her authorised representative).

16. The Appeals Panel decision on changing the mark for the admissions test (either making it higher or lower) influences the results of the admissions test which is published on the SPbU official website in accordance with the procedure set forth in Clause 1.6 of the Regulations for Admission.

17. The minutes of the Appeals Panel decisions are kept within the time frame regulated by the File Register.

Appendix 3

to the Regulations for Admission to Main Educational Programmes of Higher Education
(Bachelor Programmes, Specialist Degree Programmes, Master Programmes) at St Petersburg University in 2019

The List and Procedure for the Consideration of Individual Achievements of the Applicants to Master Programmes						
Main fields of study	Codes of consolidated groups of main fields of study. Codes of main fields of study.	Educational programmes	List of individual achievements	Intellectual competition organisers	Year of intellectual competition (date of diploma issue)	Category of persons whose achievements are considered and the number of points assigned
Mathematics	01.04.01	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals, in the subjects Mathematics Fundamental Mechanics Computational Technologies (Fundamental Informatics and Information Technologies)	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Applied Mathematics and Informatics	01.04.02	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals, in the subjects Mathematics Fundamental Mechanics Computational Technologies (Fundamental Informatics and Information Technologies)	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Mechanics and Mathematical Modelling	01.04.03	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals, in the subjects Mathematics Fundamental Mechanics Computational Technologies (Fundamental Informatics and Information Technologies)	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)

Fundamental Informatics and Information Technology	02.04.02	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals, in the subjects Mathematics Fundamental Mechanics Computational Technologies (Fundamental Informatics and Information Technologies)	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Software and Administration of Information Systems	02.04.03	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals, in the subjects Mathematics Fundamental Mechanics Computational Technologies (Fundamental Informatics and Information Technologies)	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Physics	03.04.02	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Physical Methods in Interdisciplinary Research"	Russian Union of Industrialists and Entrepreneurs, Novosibirsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, SPbU olympiad for students and young professionals, in Physics	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Chemistry	04.04.01	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Physical Chemistry and Catalysis"	Russian Union of Industrialists and Entrepreneurs, Novosibirsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals (within the framework of the International Natural Sciences Tournament)	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Geology	05.04.01	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Geology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)

Geography	05.04.02	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Ecology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Cartography and Geoinformatics	05.04.03	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Hydrometeorology	05.04.04	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Ecology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Ecology and Nature Management	05.04.06	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Ecology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Biology	06.04.01	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Biotechnologies"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
Soil Science	06.04.02	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Ecology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Software Engineering	09.04.04	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Computational Technologies (Fundamental Informatics and Information Technology)"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)

Petroleum Engineering	21.04.01	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Geology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Land Use and Cadastres	21.04.02	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Nanosystems and Nanomaterials	28.04.04	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Physical Chemistry and Catalysis"	Russian Union of Industrialists and Entrepreneurs, Novosibirsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals (within the framework of the International Natural Sciences Tournament)	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Psychology	37.04.01	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Psychology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Psychology"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Economics	38.04.01	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Economics and Finance"	St Petersburg State University	2018-2019	Winners (100 points) Awardees (50 points)
Personnel Management	38.04.03	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Economics and Finance"	St Petersburg State University	2018-2019	Winners (100 points) Awardees (50 points)
Public Administration	38.04.04	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Urban Development Management (Public Administration)"	St Petersburg State University	2019	Winners (100 points) Awardees (50 points)

Business Informatics	38.04.05	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Business Informatics"	Russian Union of Industrialists and Entrepreneurs, Higher School of Economics	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Economics and Finance"	St Petersburg State University	2018-2019	Winners (100 points) Awardees (50 points)
Finance and Credit	38.04.08	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Economics and Finance"	St Petersburg State University	2018-2019	Winners (100 points) Awardees (50 points)
Sociology	39.04.01	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Social Sciences (Sociology and Social Work)"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Social Work	39.04.02	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Social Work"	Russian Union of Industrialists and Entrepreneurs, Russian State Social University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Social Sciences (Sociology and Social Work)"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Law	40.04.01	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Law"	Russian Union of Industrialists and Entrepreneurs, St Petersburg State University	2018-2019	Medalists, winners (100 points) Awardees (50 points)
Political Science	41.04.04	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Political Science"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
			The international competition of research projects "The Role of the Russian Empire in the Establishment of the Constitutional Fundamentals of the United States of America as an Independent State"	St Petersburg State University, "History of Russia" Fund	2018-2019	Winner (1st place): 100 points Awardees (2nd place, 3rd place): 50 points
International Relations	41.04.05	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "International Relations"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)

			The international competition of research projects "The Role of the Russian Empire in the Establishment of the Constitutional Fundamentals of the United States of America as an Independent State"	St Petersburg State University, "History of Russia" Fund	2018-2019	Winner (1st place): 100 points Awardees (2nd place, 3rd place): 50 points
Tourism	43.04.02	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Ecology"	Russian Union of Industrialists and Entrepreneurs, Tomsk State University	2018-2019	Medalists, winners (50 points) Awardees (25 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Earth Sciences"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Pedagogical Education	44.04.01	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Pedagogy"	St Petersburg State University	2018-2019	Winners (100 points) Awardees (50 points)
Philology	45.04.01	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Philology"	Russian Union of Industrialists and Entrepreneurs, St Petersburg State University	2018-2019	Medalists, winners (100 points) Awardees (50 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Philology"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Linguistics	45.04.02	All educational programmes in the main field of study	All-Russian olympiad for students "I Am Professional" in the main field of study "Philology"	Russian Union of Industrialists and Entrepreneurs, St Petersburg State University	2018-2019	Medalists, winners (100 points) Awardees (50 points)
			Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Linguistics"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
History	46.04.01	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "History of Arts"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
			The international competition of research projects "The Role of the Russian Empire in the Establishment of the Constitutional Fundamentals of the United States of America as an Independent State"	St Petersburg State University, "History of Russia" Fund	2018-2019	Winner (1st place): 100 points Awardees (2nd place, 3rd place): 50 points

Anthropology and Ethnology	46.04.03	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "History of Arts"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
Arts and Humanities	50.04.01	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "Interdisciplinary Research (Arts and Humanities)"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)
History of Arts	50.04.03	All educational programmes in the main field of study	Petropolitan Science (Re)Search, an open international olympiad for students and young professionals in the subject "History of Arts"	St Petersburg State University	2017-2019	Winners (100 points) Awardees (50 points)

1. The individual achievements of applicants to master programmes shall be considered through assignment of points that are added to the points awarded for the admissions test (admissions tests).

2. Points for individual achievements shall be assigned only if the applicant has been awarded at least 65 points for the first admissions test in accordance with the priority ranking specified by the Admissions Committee for the admissions tests.

3. If several types of individual achievements are specified for one main field of study/educational programme, the applicant shall be assigned points only for one of the given types of individual achievements (at the applicant's choice). If the applicant has several individual achievements of the same kind (several diplomas of the winner/awardee of an olympiad, several certificates on online courses completion), points shall be assigned only for one individual achievement.

4. The applicant must specify in his/her personal application form the particular individual achievement for which he/she may be assigned additional points (if the applicant has several individual achievements when admitted to one main field of study/educational programme, he/she must specify only one of them) and specify the details of the document confirming this particular individual achievement.

5. The applicant must attach documents confirming his/her individual achievements to his/her personal application form.

6. If the admissions test is held in the form of a competitive selection of documents (portfolios) and points are assigned to the applicant pursuant to his/her submission of certain documents with the framework of the portfolio, points for individual achievements based on the same documents (take into account with the framework of the portfolio) shall not be assigned.

7. The results of applicants' completion of SPbU open online courses (in accordance with the relevant area of specialisation of the appropriate educational programme (consolidated groups of main fields of study)) shall be considered as individual achievements when admitting to all master programmes. If the applicant submits a certificate of successful SPbU open online courses completion (in accordance with the relevant area of specialisation of the appropriate educational programme) and meets the requirements specified in Clause 2 of this List and Procedure for the Consideration of Individual Achievements, he/she shall be assigned 5 points when being admitted to master programmes.

The following correspondence between the SPbU open online courses and educational programme (consolidated groups of main fields of study) is established:

COURSE TITLE	CONSOLIDATED GROUP OF MAIN FIELDS OF STUDY AND SPECIALITIES / MAIN FIELDS OF STUDY (the courses correspond to all educational programmes within the consolidated group of main fields of study / main field of study specified in the appropriate column)
PHYSICAL AND MATHEMATICAL SCIENCES	
Competitive Programming	02.00.00 Computer and Information Sciences 09.00.00 Informatics and Computer Engineering
Higher Mathematics. Algebra: Introduction to Group Theory	01.00.00 Mathematics and Mechanics 02.00.00 Computer and Information Sciences
Databases	01.00.00 Mathematics and Mechanics
Introduction to Data Science	01.00.00 Mathematics and Mechanics
Computer Architecture	01.00.00 Mathematics and Mechanics
Mathematical Approach to Psychology. Usage Fundamentals	01.00.00 Mathematics and Mechanics 02.00.00 Computer and Information Sciences 37.00.00 Psychological Sciences
Introduction to Deformable Body Mechanics	02.00.00 Computer and Information Sciences
Introduction to Cybernetic Systems Theory	01.00.00 Mathematics and Mechanics 02.00.00 Computer and Information Sciences
Quantum Computing	01.00.00 Mathematics and Mechanics 02.00.00 Computer and Information Sciences
Nuclear Physics	03.00.00 Physics and Astronomy
Statistics Using R. A Simple Approach (any course of specialisation)	04.00.00 Chemistry 05.00.00 Earth Sciences 06.00.00 Biological Sciences 37.00.00 Psychological Sciences 38.00.00 Economics and Management 39.00.00 Sociology and Social Work
NATURAL SCIENCES	

Introduction to Bioinformatics: Metagenomics	06.00.00 Biological Sciences 09.00.00 Informatics and Computer Engineering
Crude Minerals Economy	05.00.00 Earth Sciences
Photogrammetric Plotting of Aerial Photography via Drones	05.00.00 Earth Sciences 21.00.00 Applied Geology, Mining, Petroleum Engineering and Geodesy
Life Safety	44.00.00 Education and Pedagogical Sciences
Introduction to Geology of Mineral Resources	05.00.00 Earth Sciences 21.00.00 Applied Geology, Mining, Petroleum Engineering and Geodesy
Protists: Evolution and Ecology of Microbial Eukaryotes	06.00.00 Biological Sciences
Introduction to Parasitology	06.00.00 Biological Sciences
SOCIAL SCIENCES	
Psychology of Consciousness	37.00.00 Psychological Sciences 44.00.00 Education and Pedagogical Sciences
Psycholinguistics	37.00.00 Psychological Sciences 45.00.00 Linguistics and Literary Studies 44.00.00 Education and Pedagogical Sciences
Political Governance and Public Policy in Russia	41.00.00 Political Sciences and Regional Studies
Political Decision-Making Process: Agents and Technologies	41.00.00 Political Sciences and Regional Studies
Sociology of Labour	39.00.00 Sociology and Social Work
US Public Diplomacy	41.00.00 Political Sciences and Regional Studies
Russia and Nuclear Arms Control	41.00.00 Political Sciences and Regional Studies
Legal Regulation of Internet Relations. The Russian Perspective	40.00.00 Law
Constitutional Reforms in Russia	40.00.00 Law
Methodological Issues in Psychology (two courses)	37.00.00 Psychological Sciences 44.00.00 Education and Pedagogical Sciences

Introduction to Gender Sociology	39.04.01 Sociology
Modern International Relations Theories	41.00.00 Political Sciences and Regional Studies
The Art of Business Practices (any course according to specialisation)	38.00.00 Economics and Management
Fundamentals of Business	38.00.00 Economics and Management
Fundamentals of Effective Business Communication	38.00.00 Economics and Management
Practices of Economic Data Analysis from Simple to Complicated (any course according to specialisation)	38.00.00 Economics and Management
Legal Support of Business in Russia (in Russian or English)	40.00.00 Law
Tax Law	40.00.00 Law
HUMANITIES	
Current Processes in Spoken Russian	42.00.00 Mass Media and Information Librarianship 45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects
History of Russian Written Texts	42.00.00 Mass Media and Information Librarianship 45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects
Language of Modern Opinion Journalism	39.00.00 Sociology and Social Work 41.00.00 Political Sciences and Regional Studies 42.00.00 Mass Media and Information Librarianship 45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects 42.04.02 Journalism
English. Preparation for the Candidate's Examination	45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects

Russian Academic Writing	45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects
Objectives and Techniques of Linguistic Expert Evaluation	45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects
Functioning of the Russian Language in CIS Countries and National Republics of the Russian Federation	45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects
Language of Modern Advertising and Mass Media	45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects 42.00.00 Mass Media and Information Librarianship
Philosophy	47.00.00 Philosophy, Ethics, and Religious Studies
Islam: History, Culture and Practice	46.00.00 History and Archaeology;4 47.00.00 Philosophy, Ethics, and Religious Studies; 58.00.00 Asian and African Studies
Arabic	45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects 58.00.00 Asian and African Studies
Japanese	45.00.00 Linguistics and Literary Studies 51.00.00 Cultural Studies and Sociocultural Projects 58.00.00 Asian and African Studies
History and Culture of St Petersburg and Leningrad Oblast	46.00.00 History and Archaeology
History of Russia	46.00.00 History and Archaeology
Lives of Saints and Sources on the History of the Russian Orthodox Church	46.00.00 History and Archaeology
Introduction to Literary Studies	45.00.00 Linguistics and Literary Studies
Introduction to Chinese Hieroglyphics	45.00.00 Linguistics and Literary Studies 58.00.00 Asian and African Studies
ART AND CULTURE	

Design Methodology: Inspiration Management	54.00.00 Fine and Applied Arts
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**Correspondence of the subjects
of the All-Russian School Olympiad to the subjects of admissions tests**

Subject of the All-Russian School Olympiad	Subject of admissions tests
English	English, Foreign Language
Astronomy	Physics
Biology	Biology
Geography	Geography
Informatics and ICT	Informatics and ICT
Art (World Art)	History
Spanish	Foreign Language
History	History
Italian	Foreign Language
Chinese	Foreign Language
Literature	Literature
Mathematics	Mathematics
German	Foreign Language
Social Science	Social Science
Life Safety	—
Law	Social Science
Russian	Russian
Technology	—
Physics	Physics
Physical Education	Physical Education
French	Foreign Language
Chemistry	Chemistry
Ecology	Biology, Geography
Economics	Social Science

to the Regulations for Admission to Main Educational Programmes of Higher Education (Bachelor Programmes, Specialist Degree Programmes, Master Programmes) at St Petersburg University in 2019

Procedures for Assignment (Enrollment) of Applicants to Educational Bachelor Programmes, the Admissions to Which Is Organised for a Group of Educational Programmes Within Certain Fields of Study (General Competition for a Group of Educational Programmes)

1	2	3	4	5	6
Main field of study title	Programme title	Type of enrollment	Minimum number (government-funded, contractual)	Maximum number (government-funded)	Maximum number (government-funded, contractual)
40.00.00 LAW — BACHELOR STUDIES					
40.03.01 Law	Law (with Advanced Studies in Chinese Language and Law)	Full-time	10	20	90
	Law (with Advanced Studies in Japanese Language and Law)		10	20	30
43.00.00 SERVICES AND TOURISM — BACHELOR STUDIES					
43.03.02 Tourism	Tourism	Full-time	10	10	25
	Organisation of Tourist Activities (with Additional Chinese Language Training)		10	10	25
45.00.00 LINGUISTICS AND LITERARY STUDIES — BACHELOR STUDIES					
45.03.01 Philology	Classical Philology (Old Greek and Latin; Ancient Literature)	Full-time	5	5	10
	Foreign Literatures, English Language		5	5	10
	Modern Greek, Byzantine and Modern Greek Philology		5	5	10
	Russian Philology (Russian Language and Literature)		5	25	35
45.03.02 Linguistics	English	Full-time	5	5	30
	Spanish		5	5	15
	Italian		5	5	15
	Latvian		5	5	15
	Cross-Linguistic Communication and Translation (English)		5	5	30
	Cross-Linguistic Communication and Translation (German)		5	5	25
	Cross-Linguistic Communication and Translation (French)		5	5	25
	German		5	5	25
	Norwegian		5	5	15
	General and Applied Phonetics		5	5	15
	Polish		5	5	15
	Portuguese		5	5	15
	Applied, Computer and Computational Linguistics (English)		5	5	15
	Russian as a Foreign Language		5	5	25

	Theoretical and Experimental Linguistics (English)		5	5	30
	Theory and Methods of Teaching Foreign Languages and Cultures (German)		5	5	25
	Theory and Practice of Intercultural Communication (English)		5	5	30
	French		5	5	25
	Swedish		5	5	15
	Estonian		5	5	15
58.00.00 ASIAN AND AFRICAN STUDIES — BACHELOR STUDIES					
58.03.01 Asian and African Studies	Assyriology (Languages, History and Culture of the Ancient Near East)	Full-time	5	5	20
	Indo-Aryan Philology (Hindi and Sanskrit)		5	5	20
	History of Arab Countries (Arabic, Hebrew/ Turkish/ Persian)		5	5	20
	History of Iran and Afghanistan (Persian, Afghan, Arabic)		5	5	20
	History of Korea (Korean, Chinese)		5	5	20
	History of Central Asia (Persian, Turkish, Tajik/Uzbek)		5	5	20
	Chinese Philology		5	5	20
	Khmer and Thai Philology		5	5	20
	Mongolian and Tibetan Philology (Mongolian, Tibetan, Chinese)		5	5	20
	Ottoman Studies (Language, History and Culture of Ottoman Turkey)		5	5	20
	Languages and Cultures of East Africa: Ethiopian Studies		5	5	20
	Japanese Philology (Japanese and Chinese)		5	5	20

- Applicants are assigned to educational programmes in accordance with the type of competition, competition list and taking into account the priority ranking of the programmes specified in the application form.
- Applicants are assigned to particular educational programmes by an enrollment order (they are enrolled on a particular educational programme).
- Due to organisation of a general competition with a subsequent assignment to educational programmes, the applicant must specify in his/her application form the priority ranking of all available educational programmes (hereinafter referred to as the internal priorities) within the framework of the general competition for a group of educational programmes.
- When a person applies for the main field of study 45.03.02 "Linguistics", the list of programmes he/she may apply for is specified by the foreign language(s) listed in his/her USE results (featured in the admissions tests held at the discretion of SPbU). The list of available programmes is offered to the applicant when he/she is filling in an application form, upon entering his/her USE results in a foreign language (the correspondence of educational programmes to the foreign language listed in the applicant's USE results (featured in the admissions test held at the discretion of SPbU) is specified in Clause 5 of these Procedures). The applicants rank the priority of educational programmes (highest to lowest) in one supplement to their application form.
- The following correspondence of educational programmes to the foreign language listed in the applicant's USE results (featured in the admissions test held at the discretion of SPbU) is specified:

Main field of study title	Programme title	Foreign Language
45.03.02 Linguistics	English	English
	Spanish	Foreign Language (any)
	Italian	Foreign Language (any)

Latvian	Foreign Language (any)
Cross-Linguistic Communication and Translation (English)	English
Cross-Linguistic Communication and Translation (German)	German
Cross-Linguistic Communication and Translation (French)	French
German	Foreign Language (any)
Norwegian	Foreign Language (any)
General and Applied Phonetics	English
Polish	Foreign Language (any)
Portuguese	Foreign Language (any)
Applied, Computer and Computational Linguistics (English)	Foreign Language (any)
Russian as a Foreign Language	Foreign Language (any)
Theoretical and Experimental Linguistics (English)	Foreign Language (any)
Theory and Methods of Teaching Foreign Languages and Cultures (German)	Foreign Language (any)
Theory and Practice of Intercultural Communication (English)	English
French	Foreign Language (any)
Swedish	Foreign Language (any)
Estonian	Foreign Language (any)

6. In case of the absence of the USE results in one of the specified foreign languages or in case of being assigned a mark below the minimum score confirming the successful completion of the admissions test, the programmes requiring the USE in the given language are removed from the priority list of this applicant. In case he/she has several valid USE results in foreign languages, the best result shall be credited.
7. The name lists of applicants admitted to the competition and published on the SPbU website reflect the internal priorities of the programmes.
8. The competition lists published on the SPbU website contain the priority of each educational programme of the chosen main field of study the applicant has been admitted to compete for, as well as the status "enrolled"/"enrolled on another main field of study"/ "order revocation"/"original submitted"/"documents revoked". Persons enrolled on the chosen main field of study are not excluded from the competition lists for this main field of study (the "enrolled" status).
9. To be enrolled on one of the programmes requiring particular foreign language skills, the applicant for the main field of study 45.03.02 "Linguistics" must submit USE results equal to or higher than the minimum score confirming the successful completion of the admissions test in the given language.
10. If the applicant has specified an incomplete list of his/her priority programmes, yet the existing part of the list contains enough reasons for his/her enrollment (the sum of the points allows for the applicant's enrollment on one of the chosen programmes), the applicant will be enrolled in accordance with the priorities specified. If the sum of the points allows for the applicant's enrollment on neither of the chosen programmes or if the applicant has not specified the priority list, the order of programme listing as it is specified in these Procedures for Assignment shall be considered the applicant's priority list.
11. If places within the programmes requiring USE results in a particular foreign language are not filled by applicants having USE results in this foreign language, yet the number of places is not less than the one specified by these Procedures for Assignment, the vacant places shall be transferred to the programme where the maximum passing score has formed.

12. In case the number of persons willing to be enrolled on a particular educational programme (taking into account applicants to places on the fee-paying (contractual) basis paid for by individuals and/or legal entities) is less than the minimum number of students specified in these Procedures (column 4 "Minimum number (government-funded, contractual)"), this educational programme shall not be implemented and the applicants shall be assigned to other educational programmes within the relevant group of educational programmes in accordance with the programme priority ranking specified in their application forms. In this case applicants shall be assigned to the opening programmes (those with the largest number of applicants' consents for enrollment) in accordance with the priority ranking of the educational programmes specified in the application form, and, if the competitive situation has led to the increase in the maximum number of students within the admission quota (column 5 "Maximum number (government-funded)"), the applicants shall be enrolled taking no account of this limitation of the actual number of applicants having submitted their consents for enrollment on the relevant educational programmes within the admission quotas specified by the Admissions Committee.
13. Limitations of the maximum number of students in the programme (column 6 "Maximum number (government-funded, contractual)") are specified taking into account the admission of all categories of students including international applicants and stateless persons and reflect the organisational and technical capacity of the relevant programme. Yet, applicants are enrolled in strict compliance with the number of places allocated both within the admission quotas and on the fee-paying (contractual) basis and specified by the SPbU Admissions Committee.

to the Regulations for Admission to Main Educational Programmes of Higher Education (Bachelor Programmes, Specialist Degree Programmes, Master Programmes) at St Petersburg University in 2019

Procedures for Assignment (Enrollment) of Applicants to Educational Master Programmes, the Admissions to Which Is Organised for a Group of Educational Programmes Within Certain Fields of Study (General Competition for a Group of Educational Programmes)

1	2	3	4	5	6	7
Main field of study title	Programme title	Language of instruction	Type of enrollment	Minimum number (government-funded, contractual)	Maximum number (government-funded)	Maximum number (government-funded, contractual)
01.00.00 MATHEMATICS AND MECHANICS						
01.04.02 Applied Mathematics and Informatics	Applied Mathematics and Informatics	Russian	Full-time	10	35	40
	Operations Research and Systems Analysis	Russian	Full-time	10	25	30
	Mathematical and Information Support of Economic Activity	Russian	Full-time	10	16	30
	Methods of Applied Mathematics and Computer Science in Control Problems	Russian	Full-time	10	17	30
	Applied Mathematics and Computer Science in Problems of Medical Diagnosis	Russian	Full-time	10	17	30
	Digital Economy	Russian	Full-time	10	16	30
02.00.00 COMPUTER AND INFORMATION SCIENCES						
02.04.02 Fundamental Informatics and Information Technology	Distributed Computational Technologies	Russian	Full-time	10	10	30
	Database Technologies	Russian	Full-time	10	10	30
	Digital Technologies and Systems	Russian	Full-time	10	10	30
03.00.00 PHYSICS AND ASTRONOMY						
03.04.01 Applied Mathematics and Physics	Mathematical and Information Technologies	Russian	Full-time	10	10	30
	Applied Informatics	Russian	Full-time	10	10	30
	Control Processes at MEGA-Science Facilities	Russian	Full-time	5	10	30
03.04.02 Physics	Physics	Russian	Full-time	10	75	90
	Condensed Matter Physics at MEGA-Science Facilities	English	Full-time	5	5	25
05.00.00 EARTH SCIENCES						
05.04.01 Geology	Structural Mineralogy and Materials Science	Russian	Full-time	10	10	13
	Geology	Russian, English	Full-time	10	30	35
	Hydrogeology and Engineering Geology	Russian	Full-time	10	15	16
05.04.02 Geography	Urban Geography	Russian, English	Full-time	10	12	15
	Economic Geography and Digital Spatial Analysis	Russian	Full-time	10	13	15
05.04.04 Hydrometeorology	Hydrological Hazards: From Monitoring to Decision Making	Russian, English	Full-time	10	10	12

	Physical Oceanography and Bioproductivity of Ocean and Seas (PHOBOS)	Russian, English	Full-time	10	10	12
06.00.00 BIOLOGICAL SCIENCES						
06.04.01 Biology	Biology	Russian	Full-time	10	80	90
	Molecular Biology and Agrobiotechnology of Plants	Russian	Full-time	10	10	30
38.00.00 ECONOMICS AND MANAGEMENT						
38.04.01 Economics	Russian and CIS Business in Global Economy	Russian	Full-time	10	20	30
	Institutional Analysis of Modern Markets	Russian	Full-time	10	20	30
	Applied Macroeconomics, Economic Policy and State Regulation	Russian	Full-time	10	20	30
	Management of Organisational Development	Russian	Full-time	10	20	30
	Accounting, Analysis and Audit	Russian	Full-time	10	20	30
	Company Economics and Economics of Innovative Activities	Russian, English	Full-time	10	20	30
38.04.08 Finance and Credit	Actuarial Modelling of Financial Operations	Russian	Full-time	10	20	30
	Risk Management and Insurance	Russian	Full-time	10	20	30
	Financial Markets and Banks	Russian	Full-time	10	20	30
39.00.00 SOCIOLOGY AND SOCIAL WORK						
39.04.01 Sociology	International Sociology	English	Full-time	10	15	60
	Sociology	Russian	Full-time	10	45	60
	Sociology in Russia and China	Russian, English	Full-time	10	10	60
40.00.00 LAW						
40.04.01 Law	International Private Law	Russian, English	Full-time	10	12	30
	Lawyer in the Field of Foreign Trade and Customs Regulation	Russian, English	Full-time	10	12	30
	Lawyer in the Field of Real Estate Turnover	Russian, English	Full-time	10	12	30
40.04.01 Law	Protection of Public Rights	Russian, English	Full-time	10	15	30
	International Public Law	Russian, English	Full-time	10	15	30
	Lawyer in the Field of Norm-Setting Activities	Russian, English	Full-time	10	15	30
	Lawyer in the Field of Sports Law (Sports Lawyer)	Russian, English	Full-time	10	15	30
	Lawyer in the Field of Corporate Labour and Social Relations Management	Russian, English	Full-time	10	15	30
41.00.00 POLITICAL SCIENCE AND REGIONAL STUDIES						
41.04.04 Political Science	Organisation of Government Relations	Russian, English	Full-time	10	10	15

	Politics and Modern Information Technology	Russian, English	Full-time	10	10	15
	Political Global Studies	Russian, English	Full-time	10	10	15
	Applied Political Science and Ethnopolitical Processes in Contemporary World	Russian, English	Full-time	10	10	15
	Digital Public Administration	Russian, English	Full-time	10	10	15
41.04.05 International Relations	American Studies	Russian, English	Full-time	10	10	20
	Baltic and Nordic Studies	Russian, English	Full-time	10	10	20
	Pacific Studies	Russian, English	Full-time	10	10	20
	International Relations in the Post-Soviet Countries	Russian, English	Full-time	10	10	20
	European Studies	Russian, English	Full-time	10	10	20
	BRICS Studies	Russian, English	Full-time	10	10	20
41.04.05 International Relations	International Humanitarian Cooperation	Russian, English	Full-time	10	11	20
	Public Relations as Part of International Relations	Russian, English	Full-time	10	13	20
	World Politics	Russian, English	Full-time	10	13	20
	Diplomacy of the Russian Federation and Foreign States	Russian, English	Full-time	10	13	20
	History of International Relations in the 20th/21st Centuries	Russian, English	Full-time	10	10	20
41.04.05 International Relations	International Relations (in English).	English	Full-time	10	10	20
	Strategic Research	English	Full-time	10	10	20
42.00.00 MASS MEDIA AND INFORMATION LIBRARIANSHIP						
42.04.01 Advertising and Public Relations	Media Communications	Russian	Full-time	10	15	40
	Advertising and Public Relations	Russian	Full-time	10	15	40
42.04.02 Journalism	Journalism	Russian	Full-time	10	40	60
	International Journalism	Russian	Full-time	10	10	40
45.00.00 LINGUISTICS AND LITERARY STUDIES						
45.04.01 Philology	Byzantine and Modern Greek Philology	Russian	Full-time	5	11	15
	Classical Philology and Ancient Greek and Roman Tradition in the World Culture	Russian	Full-time	5	11	15
45.04.01 Philology	Foreign Literatures and Cultures	Russian	Full-time	5	21	30

	Slavonic Languages and Literatures	Russian	Full-time	5	10	15
45.04.02 Linguistics	Intercultural Communication: German-Russian Dialogue / Interlinguale Kommunikation als Kulturdialog	German	Full-time	5	10	15
	Language and Communication (in German)	German	Full-time	5	10	15
	Translation Theory and Cross-Linguistic Communication	Russian	Full-time	5	10	15
	Linguistics of English Socio-Political Discourse	Russian	Full-time	5	10	15
45.04.02 Linguistics	Cultural Linguistics of Great Britain and the USA	Russian	Full-time	5	10	15
	English Discourse and Variability	Russian	Full-time	5	10	15
	Literary Translation	Russian	Full-time	5	15	20
45.04.02 Linguistics	Theory, History and Methodology of Translation	Russian	Full-time	5	15	20
	Legal Translation	Russian	Full-time	5	15	20
	Simultaneous Translation	Russian	Full-time	5	10	15
	Russian	Russian	Full-time	5	15	20
45.04.02 Linguistics	Russian Language and Russian Culture in the Aspect of Teaching Russian as Foreign Language	Russian	Full-time	5	15	20
	Legal Linguistics	Russian	Full-time	5	15	20
	Theory and History of Language and European Languages	Russian	Full-time	5	35	40
45.04.02 Linguistics	Romance Languages	Russian	Full-time	5	15	20
	Linguistic Issues in Scandinavian and Dutch Studies	Russian	Full-time	5	20	25
	Foreign Languages in International Relations	Russian, English	Full-time	10	0	30
45.04.02 Linguistics	Foreign Languages and Intercultural Communication in Business and Management	Russian, English	Full-time	10	0	30
	Media Discourse in Intercultural Communications: Linguistic, Cultural and Professional Competences	Russian, English	Full-time	10	0	30
	Teaching Foreign Language for Specific Purposes at Higher Education Institutions	Russian, English	Full-time	10	0	30
	Foreign Languages and Intercultural Communication in Tourism and Excursion Activities	Russian, English	Full-time	10	0	30
	46.00.00 HISTORY AND ARCHAEOLOGY					
46.04.01 History	History	Russian	Full-time	10	10	20
	History and Culture of St Petersburg and Leningrad Oblast	Russian	Full-time	10	10	20
	History and Theory of Nations and the Issues of Nationalism	Russian	Full-time	10	10	20
	The Origin of the Modern Western Civilisation	Russian	Full-time	10	10	20
47.00.00 PHILOSOPHY, ETHICS, AND RELIGIOUS STUDIES						
47.04.01 Philosophy	Jewish Philosophy	Russian	Full-time	10	10	25
	Practical Philosophy	Russian	Full-time	10	10	25
	Philosophy of Art	Russian	Full-time	10	10	25
	Modern Philosophical Discourse: Germany and France	Russian	Full-time	10	15	25
50.00.00 ART STUDIES						
50.04.01 Arts and Humanities	Cognitive Studies	Russian, English	Full-time	5	12	30

	Complex Systems in Nature and Society	Russian, English	Full-time	5	12	30
51.00.00 CULTURAL STUDIES AND SOCIOCULTURAL PROJECTS						
51.04.01 Cultural Studies	Culture and Art of Modern Europe: Russia, Italy and Hungary	Russian	Full-time	10	15	25
	Media Culture	Russian	Full-time	10	10	25
	Culture of the Caucasus	Russian	Full-time	10	10	25
	Artistic Culture of the Orient	Russian	Full-time	10	10	25
51.04.04 Museology and Conservation of Cultural and Natural Heritage Sites	Visual Technology in Museums	Russian	Full-time	10	10	20
	Supervisory Control at Museums	Russian	Full-time	10	10	20
58.00.00 ASIAN AND AFRICAN STUDIES						
58.04.01 Asian and African Studies	Asian and African History (with Additional Asian and African Language Training)	Russian	Full-time	5	7	15
	Asian and African Culture (with Additional Asian and African Language Training)	Russian	Full-time	5	7	15
	Asian and African Literatures	Russian	Full-time	5	7	15
	Asian and African Politics and International Relations (with Additional Asian and African Language Training)	Russian	Full-time	5	8	15
	Asian and African Religions (with Additional Asian and African Language Training)	Russian	Full-time	5	7	15
	Asian and African International and Economic Relations (with Additional Asian and African Language Training)	Russian	Full-time	5	8	15
	Asian and African Languages	Russian	Full-time	7	10	15

1. Applicants are assigned to particular educational programmes at the moment of enrollment (by an enrollment order) pursuant to the applicant's personal application in accordance with the applicants' ranked list and taking into account the priority ranking of the programmes specified in the applicant's personal application form, according to the limitation of the maximum number of students prescribed for that particular programme by these Procedures.
2. Due to organisation of a general competition with a subsequent assignment to educational programmes, the applicant must specify in his/her application form the priority ranking of all available educational programmes (hereinafter referred to as the internal priorities) within the framework of the general competition for a group of educational programmes.
3. In case the number of persons willing to be enrolled on a particular educational programme (taking into account applicants to places on the fee-paying (contractual) basis paid for by individuals and/or legal entities) is less than the minimum number of students specified in these Procedures (column 5 "Minimum number (government-funded, contractual)"), this educational programme shall not be implemented and the applicants shall be assigned to other educational programmes within the relevant group of educational programmes in accordance with the programme priority ranking specified in their application forms. In this case applicants shall be assigned to the opening programmes (those with the largest number of applicants' consents for enrollment) in accordance with the priority ranking of the educational programmes specified in the application form, and, if the competitive situation has led to the increase in the maximum number of students within the admission quota (column 6 "Maximum number (government-funded)"), the applicants shall be

enrolled taking no account of this limitation of the actual number of applicants having submitted their consents for enrollment on the relevant educational programmes within the admission quotas specified by the Admissions Committee.

4. Limitations of the maximum number of students in the programme (column 7 "Maximum number (government-funded, contractual)") are specified taking into account the admission of all categories of students including international applicants and stateless persons and reflect the organisational and technical capacity of the relevant programme. Yet, applicants are enrolled in strict compliance with the number of places allocated both within the admission quotas and on the fee-paying (contractual) basis and specified by the SPbU Admissions Committee.