

**Criteria for documents assessment and individual achievements rating
in the framework of the competitive selection among foreign citizens,
stateless persons and compatriots residing abroad applying
for studying in the master's degree programmes**

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

Applicants should submit their admission documents in digital format via their Personal Account indicating the file type correspondent to the respective document. A motivation letter should be in *.doc(x) format.

Applicants should provide their official documents and credentials as legible copies in Russian or translated into Russian (translations into Russian have to be notarised by either a notary or the Russian Federation embassy/consulate in the foreign country or the embassy/consulate of the foreign country in the Russian Federation unless otherwise specified in the international treaties of the Russian Federation).

Documents / documented facts to be evaluated	Evaluation criteria	Score of points
1. Motivation letter <i>Should be uploaded to the applicant's Personal Account with the indication of the file type 'Motivation letter'</i>	The assessment criteria are specified in section 1 'Motivation Letter' <i>Should the applicant fail to provide his/her motivation letter, they shall obtain zero (0) points for the competitive selection of documents (portfolio)</i>	0-30 points
Maximum score of points for the section - 30		
2. Language reference certificate for the programme's language of instruction. <i>Should the reference of framework certificate in the programmes' language of instruction be unavailable, the applicant shall obtain zero (0) points for the competitive selection of documents (portfolio).</i>		
2.1. for the programmes implemented in Russian	TORFL-II certificate and higher	30
	A certificate confirming the fact that the lower level programme's language of instruction was Russian	30
	A winner or an awardee diploma of the St Petersburg University International Olympiad of Russian as a Foreign Language (held in 2021/22, 2022/23, 2023/24 academic years); the Olympiad of Russian as a Foreign Language under the auspice of the Ministry of Education of the Russian Federation	30
	A certificate confirming the fact that the lower level degree programme included the Russian language courses (to be indicated in the transcript of academic studies/supplement to the diploma/high school diploma)	25
	TORFL-I certificate	10
	Certificates for other B1 levels testing correspondent to the Common European Framework of Reference for languages	10
	Documents confirming the fact of the Russian language mastering at language centres, preparatory departments, during internship or inclusive studies	10
2.2. for the programmes fully implemented in English	Certificates: Language reference test in English (B2 and higher) at St Petersburg University IELTS B2 (5.5 and above)	30

	TOEFL B2 (iBT 69 and above) Cambridge ESOL B2 and above (FCE, CAE, CPE) GMAT (above 500)	
	A certificate confirming the fact that the lower level programme's language of instruction was English	30
	Certificates for other B2 level testing correspondent to the Common European Framework of Reference for languages	20
	A document confirming the fact of being instructed in English within any programme of academic internship or inclusive studies at least during one (1) semester	10
2.3. for the programmes implemented in German	Goethe Certificate (C1 and higher) TestDaF (TDN 5)	30
	A certificate confirming the fact that the lower level programme's language of instruction was German	30
	Certificates for other C1 level testing correspondent to the Common European Framework of Reference for languages	20
	A document confirming the fact of studying German within any programme of internship or inclusive studies at least during one (1) semester	10
2.4. for the programmes implemented in French	DELF (B2 and higher)	30
	A certificate confirming the fact that the lower level programme's language of instruction was French	30
	Certificates for other C1 level testing correspondent to the Common European Framework of Reference for languages	20
	A document confirming the fact of studying French within any programme of internship or inclusive studies at least during one (1) semester	10
Maximum score of points for the section - 30		
3. Academic credentials		
3.1. Academic training at the lower level of education	A bachelor's degree, master's degree or a specialist's degree diploma with distinction in the field of study or speciality correspondent to the enlarged group of the fields of study and specialities currently open for admission within a respective degree programme	15
	A bachelor's degree, master's degree or a specialist's degree diploma in the field of study or speciality correspondent to the enlarged group of the fields of study and specialities currently open for admission within a respective degree programme	10
	Personalised fellowship for academic excellence (to be confirmed by a certificate or a letter from the respective university)	10
	The National fellowship from the President of the Republic of Uzbekistan	20
	Biruni, Ibn Sina, Navoi, Ulukbek and Imam al-Bukhari national personal fellowships (the Republic of Uzbekistan)	20
	A bachelor's degree / specialist's degree / master's degree / diploma obtained upon completion of a degree programme implemented through the network technology (to be confirmed by an official document on the letter-head of the respective educational organisation with the seal and official's signature)	3

<p>3.2. Scientific papers on topics correspondent to the enlarged group of subject areas and specialities within which the admission to a degree programme is held, information of which has been provided by the applicant; <i>The University considers as many as two papers. Each paper is evaluated individually</i></p>	<p>Author's scientific papers and papers with the authorship in periodicals indexes by Web of Science or Scopus scientometric databases.</p>	15
	<p>Author's scientific papers in periodicals included into the Russian Science Citation Index or listed by the Higher Assessment Committee</p>	7
	<p>Papers in other scientific periodicals, papers in journals, digests, etc.</p>	5
	<p>Papers published in any journal included in the Science Citation Index Expanded (SCIE), from the Chinese Science Citation Database (CSCD)</p>	25
<p>3.3. Participation in scientific and research conferences on the respective degree programme's field of study <i>Only one document is considered. Should there be two or more certificates, the points shall not be summed</i></p>	<p>To be confirmed by a publication, the conference programme or a participant's certificate</p>	5
<p>3.4. Being a participant in research projects on topics correspondent to the degree programme's field of study. <i>Only one document is considered. Should there be two or more certificates, the points shall not be summed</i></p>	<p>Participation in a research project on the respective degree programme's field of study supported by any scientific fund. To be confirmed by the research supervisor's feedback indicating the field of the research project and the scientific fund that supported the research.</p>	10
	<p>The status of an awardee of the All-Republic science project contest for university students of the Ministry of the Republic of Belarus, the Republic of Kazakhstan, the Republic of Uzbekistan. To be confirmed by a diploma</p>	15
<p>3.5.1. Participation in intellectual competitions: <i>Only one document is considered. Should there be two or more certificates, the points shall not be summed</i></p>	<p>Awardees of the St Petersburg University Open international Olympiad Petropolitan Science (Re)Search</p>	30
	<p>Participants of the final stage of the St Petersburg University open international Olympiad Petropolitan Science (Re)Search in 2022/23 academic year in the field of study correspondent to the enlarged group of the fields of study open for admissions</p>	15
	<p>Participants of the qualifying stage of the St Petersburg University Open international Olympiad Petropolitan Science (Re)Search on the respective subject in 2023/24 academic year (to be confirmed by indicating the registration number in olXXXXXX format)</p>	5
	<p>Winners of the International contest of research projects in the world's politics and international relations 'The Republic of Uzbekistan and the Russian Federation in the context of the international relations system transformation' in 2023/24 academic year.</p>	20

	Winners of the qualifying stage of the International contest of research projects in the world's politics and international relations 'The Republic of Uzbekistan and the Russian Federation in the context of the international relations system transformation' in 2023/24 academic year.	10
3.5.2. The participation in national university students' Olympiads in respective fields of study/subject/profile correspondent to the main field of study, in the competition for enrolment, which the applicant enters. <i>Only one document is considered. Should there be two or more certificates, the points shall not be summed</i>	The winner of the final stage of the All-Ukrainian Olympiad for university students, International Olympiad for university students held under the aegis of the Ministry of Education of the Republic of Belarus; All-Republic subject-based Olympiad of the Republic of Uzbekistan, All-Republic subject-based Olympiad for university students held under the aegis of the Ministry of Education and Science of the Republic of Kazakhstan	30
3.6. A foreign language level proficiency certificate of the other than the degree programme's language of instruction. <i>Only one document is considered. Should there be two or more certificates, the points shall not be summed</i>	Language reference test certificate in English (B1 and higher) at St Petersburg University TOEFL (iBT 61 and higher) IELTS (5.0 and higher) Cambridge ESOL (B1 and higher) GMAT (500 and above) Goethe-Zertifikat (B1 and higher), TestDaF, DSD II, DELE (B1 and higher), DELTA (B1 and higher) CILS (level 2 and higher) HSK (Level 3 and higher) TOPIK 2 (Level 3 and higher) TÖMER (B1 and higher) TORFL (Level 1 and higher)	10
3.7. Online course certificates from open educational platforms Coursera, Open Education, XuetangX <i>Only one document is considered. Should there be two or more certificates, the points shall not be summed</i>	A certificate for an online course taken at St Petersburg University	10
	Online course certificates from other universities included in international rankings (QS, THE, ARWU, Moscow international ranking of universities 'The Three Missions of the University')	5
3.8. Additional documents confirming the qualification	Documents confirming that the applicant has been instructed in a foreign language for at least one semester at an educational organisation rated among the world's top 300 universities in the QS, THE, ARWU, Moscow international ranking of universities 'The Three Missions of the University')	10

3.9. A diploma/certificate of the professional training, professional retraining, another degree diploma. <i>Only one document is considered. Should there be two or more certificates, the points shall not be summed</i>	Upon provision of confirming documents	5
3.10. Profession-associated practical working experience	Documents confirming respective working experience addressing competences correlated with the competences to be developed in the course of mastering a respective degree programme	5
3.11. Volunteer activities	A document confirming the participation in any of volunteer activities (a diploma, a volunteer's record-book, a letter of appreciation, etc.)	5
Maximum score of points for the section - 40		
TOTAL		100

Section 1. MOTIVATION LETTER

The motivation letter is an obligatory constituting element of the applicant's portfolio. The motivation letter must be presented depersonalised: it must not bear the applicant's family name, first name, middle name and other information that may reveal the authorship of the work.

Should the motivation letter contain information disclosing its authorship (family name, first name, middle name, etc.), it should be graded with the lowest point (zero points).

Requirements

1. The motivation letter must be written independently in the degree programme's language of instruction.

2. It must be at least 3 pages long and must not exceed 5 pages, the font must be straight Times New Roman with the size 12 and one and a half line spacing.

3. The motivation letter must contain reasons why the applicant has chosen this particular master's degree programme, including a well-reasoned substantiation for the applicant's ability to complete this programme. Applicants must:

- point out the areas of their scientific interests and their correspondence to the degree programme;
- emphasise their previous academic, scientific or profession-associated experience that is likely to contribute to mastering the chosen degree programme;
- provide a brief description of the research that the applicant wishes to perform within their graduation project;
- outline theoretical and practical skills the applicant expects to acquire during their studies, as well as describe the intended further professional/academic development or describe areas where they will apply the acquired knowledge.

Evaluation criteria

0-30 points

1. Confirmed level of proficiency in the language of the degree programme's language of instruction – from 0 to 5 points;
2. Meeting the requirements to the formatting and content – from 0 to 3 points;
3. Presence of academic and profession-associated experience that is likely to contribute to mastering the chosen degree programme – from 0 to 6 points;
4. Interest (explanation of goals) in mastering the chosen degree programme – from 0 to 10 points;
5. Prospects of implementing the obtained knowledge in future professional career– from 0 to 6 points.