

APPROVED  
upon Decision of Academic Council  
September 24, 2018

Acting Rector \_\_\_\_\_ K.A. Markelov

**RULES**  
**of Admission to Educational Programs of Higher Education**  
**(Research Pedagogical Staff Training Programs) at PhD Courses**  
**of Astrakhan State University in 2019**

**I. General Clauses**

1. These Rules of Admission to Educational Programs of Higher Education (Research Pedagogical Staff Training Programs) at PhD Courses (hereinafter referred to as the “Rules”) regulate admission of citizens of the Russian Federation, foreign citizens, and people without a citizenship (hereinafter referred to as “entrants”) to study at Astrakhan State University by covering educational programs of higher education – programs aimed to train research pedagogical staff at PhD courses (hereinafter referred to as the “PhD programs”); they determine the list of entrance examinations during the admission process, as well as peculiarities of arranging entrance examinations for people with special health needs.

2. The University announces admission to cover PhD programs, provided it has a license to perform educational activities in the corresponding educational PhD programs.

3. These Rules are determined within the part, which is not regulated by the legislation of education, by the University itself. The Rules of Admission are approved by the Academic Council of the University.

4. It is only entrants with a complete higher education with a master or a specialist degree who are eligible for admission to PhD programs.

An entrant shall present his or her document confirming obtainment of education of the corresponding level (hereinafter referred to as “the document of official standard”):

a document of education and qualification of the standard determined by the federal executive authority that performs functions to develop the state policy and legal regulation in the field of education, or by the federal executive authority that performs functions to develop the state policy and legal regulation in the field of healthcare, or by the federal executive authority that performs functions to develop the state policy and legal regulation in the field of culture;

a document of official standard that confirms the level of education and qualification, provided it was obtained prior to January 01, 2014;

a document of education and qualification of the standard determined by the Federal State Budgetary Educational Institution of Higher Professional Education “Lomonosov Moscow State University” (hereinafter referred to as “Lomonosov Moscow State University”) and by the Federal State Budgetary Educational

Institution of Higher Professional Education “Saint Petersburg State University” (hereinafter referred to as “Saint Petersburg State University”), or a document of education and qualification of the standard determined upon the decision of an administration collegial body of an educational institution, provided that document has been issued to a person who passed the state final accreditation successfully;

a document of education or education or qualification issued by a private organization that performs educational activities in the Skolkovo Innovative Center;

a document of education and qualification of the standard determined by the Federal State Budgetary Educational Institution of Higher Professional Education “Lomonosov Moscow State University” (hereinafter referred to as “Lomonosov Moscow State University”) and by the Federal State Budgetary Educational Institution of Higher Professional Education “Saint Petersburg State University” (hereinafter referred to as “Saint Petersburg State University”), or a document of education and qualification of the standard determined upon the decision of an administration collegial body of an educational institution, provided that document has been issued to a person who passed the state final accreditation successfully;

a document of education or education or qualification issued by a private organization that performs educational activities in the Skolkovo Innovative Center;

a document (documents) of education or education and qualification issued in a foreign country, provided education certified by that document is acknowledged in the Russian Federation as corresponding to the proper level of education (hereinafter referred to as a “foreign document of education”).

5. Admission of entrants shall be executed to the first year of studies.

6. Admission to cover educational programs is executed within the control figures of admitting citizens at the expense of budget fundings of the federal budget (hereinafter referred to as the “control figures”, “budget fundings”) and on paid terms at the expense of individuals and/or legal entities on the base of contracts of education (hereinafter referred to as “contracts of education”).

7. ASU shall admit entrants to studies on the following terms (hereinafter referred to as the “admission terms”) by arranging a separate entrance competition in each set of those admission terms:

within the University in general, including its Branch;

separately for the full-time and distance forms of studies;

separately for particular PhD programs depending on their profiles: to each PhD program within its more general specialty;

bachelor, specialist, and master programs depending on their profiles as per the regulations specified in Clause 11 of these Rules;

separately within the control figures and as per contracts of education.

8. To be admitted to studies, an entrant shall submit an application of admission, enclosing the necessary documents (hereinafter referred to as the “documents necessary for admission”).

An entrant may delegate his or her authorized representative authorities to perform actions on behalf of that entrant as per these Rules, provided those actions

do not require that entrant's personal presence (present the documents necessary for admission to ASU, withdraw those documents, etc.). The authorized representative shall present a warrant issued by that entrant and prepared as per the official legal standard; that warrant must specify the corresponding authorities delegated to the authorized representative.

If an entrant or their authorized representative visits ASU and/or interacts with officials of ASU personally, they shall present the original of their personality identification document.

9. Organizational support of admission to studies, including studies at the Branch, shall be executed by the Admission Commission that is established by ASU. Rector of ASU is the Chairperson of the Admission Commission. The Chairperson of the Admission Commission appoints the Executive Secretary of the Admission Commission, who coordinates activities to be performed by the Admission Commission and who receives entrants and their legal or authorized representatives personally.

To arrange entrance examinations, ASU shall establish examination and appellation commissions as per the procedure that it shall determine itself.

Authorities and the procedure of activities to be performed by the Admission Commission shall be determined by its Statute to be approved by the Rector.

Authorities and the procedure of activities performed by examination and appellation commissions shall be determined by the corresponding Statutes to be approved by the Chairperson of the Admission Commission.

## **II. Informing of Admission to Studies**

10. The University is obliged to provide an entrant with its Statute, with its License to perform educational activities, with its Certificate of State Accreditation, with its educational programs, with its other documents that regulate arrangement and performance of its educational activities, as well as its students' rights and duties.

Should admission be executed on a competitive basis, an entrant shall be provided with information concerning that entrance competition and its results.

11. The University shall also provide the following information on the official web site of the University [www.asu.edu.ru](http://www.asu.edu.ru) in the Internet and on the information board of the Admission Commission:

**1) not later than October 01, 2018:**

the Rules of Admission approved by the University Academic Council;  
information indicating the time of commencing and ceasing the receipt of documents necessary for admission, as well as the time for entrance examinations to be held;

the admission terms specified in Clause 7 of these Rules;  
the number of positions to admit entrants on different terms of admission;  
the list of entrance examinations and their priority degrees to rank the entrants;  
the assessment scale and the minimal scores confirming an entrants' successful passing of an entrance examination (for each entrance examination in particular);  
information indicating forms of entrance examinations;

programs of entrance examinations;  
information indicating the language in which entrance examinations shall be held (for each entrance examination in particular);  
information indicating the procedure to consider entrants' individual achievements;  
information indicating whether it is possible to submit documents necessary for admission electronically;  
information indicating the specifics of entrance examinations arrangement for people with special needs;  
information indicating whether it is possible to take distance entrance examinations (provided the University facilities make it possible to arrange distance entrance examinations);  
rules of submission and examination of appeals related to results of entrance examinations;  
a sample of the contract of paid educational services;  
information indicating sites that receive documents necessary for admission;  
information indicating mail addresses for entrants to submit their documents necessary for admission, as well as email addresses to submit electronic documents necessary for admission;  
information indicating available hostels;

**2) not later than June 01, 2019:**

the number of positions to admit entrants within the control figures on different terms of admission specified in Clause 7 of these Rules, indicating the target quota;  
information indicating the time of enrolment (the time to publish the lists of entrants on the official web site **www.asu.edu.ru** and on the information stand, the deadlines to receive entrants' documents of official standard or their written consents to be enrolled as per Clause 63 of these Rules (hereinafter referred to as the "deadline to receive the document of official standard"), the time to publish the official order of enrolment);  
information indicating the number of hostel seats for entrants coming from areas other than the city of Astrakhan;

3) not later than 14 days prior to commencement of entrance examinations – the schedule of entrance examinations indicating the sites where they shall be held.

12. The Admission Commission shall provide operation of special telephone hotline **+7-8512-24-64-89**, as well as operation of the section "Admission Campaign – 2019" on the official web site **www.asu.edu.ru** to respond to queries related to entrants' admission to PhD programs.

13. Since the first day of receiving entrants' documents, information indicating the number of submitted applications, as well as lists of entrants who have submitted their documents necessary for admission to positions within the control figures and to positions on paid terms, shall be published and updated on a daily basis on the official web site **www.asu.edu.ru** and on the information board of the Admission Commission. At that, the University shall indicate whether those documents have been accepted or rejected (if rejected, it shall specify the reason for their rejection).

### III. Receipt of Entrants' Documents

14. An entrant shall be entitled to apply for admission on different terms specified in Clause 7 of these Rules. Should an entrant apply on different terms of admission, he/she shall submit one single application for admission as per these Rules.

15. The temporal terms of receiving entrants' documents to be admitted to PhD programs in 2019 are as follows: **June 03, 2019 – July 26, 2019** – to positions within the control figures; **June 03, 2019 – August 23, 2019** – to positions based on contracts of education on self-paid terms. The documents necessary for admission shall be received in Room #117 in Academic Building #1 of ASU located: 20a Tatischev Str., Astrakhan, Russia.

16. The package of admission documents must be presented (submitted) to the University by means of one of the following ways:

1) presented by an entrant or by their authorized representative to the University, including:

to an authorized official of the University, who is in charge of receiving entrants' documents in Academic Building #1 of ASU;

2) submitted to the University via a general mail service operator.

17. Should the package of admission documents be presented by an entrant or by their authorized representative, an entrant or their authorized representative shall be given a receipt indicating that the University has received their documents.

18. Should the package of admission documents be submitted via a general mail service operator, those documents shall be accepted provided they have arrived at the University not later than the above stated deadline of receiving documents.

19. An entrant must indicate the following obligatory data in their application of admission:

1) their family name and their given name(s);

2) their birth date;

3) their citizenship (or absence of a citizenship);

4) data related to their personality identification documents, including data indicating which legal authority and when issued that document;

5) data on their previous education to be submitted by the entrant as per Point 2 of Clause 22 of these Rules;

6) the terms of admission specified in Clause 7 of these Rules, on which the entrant is intending to get enrolled, specifying the degree of priority of enrolment of different terms of admission;

7) information indicating whether it is necessary to provide them with special conditions during their entrance examinations owing to their special health needs (specifying the list of their entrance examinations and the special conditions required for them);

8) information indicating whether they have any individual achievements, whose results must be considered during the admission procedure as per these Rules (if there are any, information specifying them must be provided);

9) information indicating whether an entrant needs a hostel during their studies;

10) their mail address and/or their electronic address (at their choice);

11) information specifying how the University should return the originals of their documents to them in case they are not admitted to studies and in other cases stipulated by these Rules.

20. An entrant's application of admission must confirm the following facts:

1) an entrant is familiar (including via general information systems) with:  
a copy of the license to perform educational activities and its appendices;  
a copy of the certificate of state accreditation and its appendices or with information that there is no such a certificate;

the deadline(s) to cease the receipt of the document of official standard;

the Rules of Admission approved by the University, including the rules to submit an appeal related to results of entrance examinations;

2) an entrant's consent to have his/her personal data processed;

3) information related to necessity to indicate true data in his/her application and submit genuine documents;

4) an entrant guarantees that he/she has no diploma of completion of PhD courses or a PhD diploma – should he/she apply for a position on budget-funded terms within the control figures;

5) an entrant shall submit his/her document of official standard not later than the deadline to submit his/her document of official standard (in case an entrant did not submit that document when he/she submitted his/her admission application) – **August 21, 2019 not later than 06.00 p.m. of the local time** – to positions within the control figures; **August 30, 2019 not later than 06.00 p.m. of the local time** – to positions based on contracts of education on self-paid terms

21. The admission application and the facts that it indicates as per Clause 20 of these Rules shall confirmed with an entrant's or his/her authorized representative's personal signature.

22. Submitting his/her admission application, an entrant shall also submit:

1) an entrant's personality and citizenship identification document;

2) their document of official standard (an entrant does not have to submit it with their admission application simultaneously; in this case, he/she shall indicate his/her obligation to submit it not later than the deadline to submit his/her document of official standard) – **August 21, 2019 not later than 06.00 p.m. of the local time** – to positions within the control figures; **August 30, 2019 not later than 06.00 p.m. of the local time** – to positions based on contracts of education on self-paid terms;

3) in case special conditions for entrance examinations must be provided – a document that confirms special health needs (the University shall accept this document provided it expires not later than the day of the admission application submission; should a document not indicate its expiry date, it shall be regarded as valid within a year, beginning with the date of its issue);

4) documents that confirm an entrant's individual achievements, whose results must be taken into consideration during admission as per these Rules of Admission (such documents are submitted optionally);

5) other documents (to be submitted at an entrant's option);

6) two photos of an entrant.

23. A document of education issued in a foreign state shall be submitted with a certificate of acknowledgement of foreign education, except for the following cases when such a certificate shall not be required:

in case the submitted document of foreign education complies with Point 3 of Clause 107 of Federal Law #273-FZ;

in case the submitted document of education complies with the requirements set in Clause 6 of Federal Law #84-FZ of May 05, 2014 “About Specifics of Legal Regulation of Relations in Sphere of Education, Owing to Admission of Republic of Crimea into Russian Federation and Formation of New Federation Subjects of Russian Federation – Republic of Crimea and City of Federal Importance of Sebastopol, and about Introduction of Changes into Federal Law “About Education in Russian Federation” (hereinafter referred to “Federal Law #84-FZ”); at that, an entrant shall present his/her documents that confirm his/her relation to the range of individuals whom Clause 6 of Federal Law #84-FZ concerns.

24. Entrants may present either originals, or copies of the documents necessary for admission. Copies of those documents do not have to be certified.

25. An admission application must be presented in the Russian language. Documents written in a foreign language must have a translation into the Russian language; their translation must be certified as per the legal procedure. Documents obtained in a foreign country must be legalized as per the procedure determined by the legislation of the Russian Federation, or they must be verified with an apostil (except for cases when no legalization or apostil is required as per the legislation of the Russian Federation and/or an international agreement).

26. The University shall return the submitted documents necessary for admission to an entrant, provided he/she submitted them violating these Rules (except for the case when that violation does not relate to all the terms and conditions of admission indicated in his/her admission application).

27. The University shall have the right to verify credibility of information indicated in entrants’ admission application, as well as authenticity of the submitted documents. Verifying that information and those documents, the University shall have the right to contact the appropriate state information systems, state (municipal) legal authorities and institutions.

28. An entrant shall have the right to withdraw their documents necessary for admission at any stage of the admission process by submitting their application of withdrawal of those documents by any means indicated in Clause 16 of these Rules. Entrants who have withdrawn their documents shall be expelled from the entrance competition process. The University shall return their documents to them.

#### **IV. Entrance Examinations**

29. The University determines the list of entrance examinations, as well as the language in which those examinations shall be held, the assessment scale, and the minimal scores confirming an entrant’s successful passing of an entrance examination (hereinafter referred to as the “minimal scores”) (for each entrance examination) itself.

30. Programs of entrance examinations for PhD programs shall be formed on the base of federal state educational standards of higher education related to master or specialist programs.

31. Entrance examinations shall be taken in an oral form (as an interview for an entrant to respond to questions whose list shall be made available for any entrant by publishing it on the official web site **www.asu.edu.ru**) (programs of entrance examinations). To prepared their examination responses, entrants shall use their interview sheets that shall be stored in their personal files for at least one year.

The level of an entrant's knowledge shall be assessed by the examination commission by applying the five-grade scale. Each entrance examination shall be assessed separately.

The results of an entrance examination shall be finalized with a protocol that lists questions that examiners have asked their examinees. An individual protocol shall be made for each entrant. Protocols of entrance examinations, upon their official approval by the Chairperson of the Admission Commission, shall stored in entrants' personal files for at least one year.

32. In case of admission to the same educational program, the list of entrance examinations, the assessment scale, and the minimal scores must not be different while admitting to different forms of studies, as well as while admitting within the control figures and on paid term upon signing a contract of education.

33. The minimal scores must not be changed during the admission process.

34. One entrance examination shall be held either for all the entrants simultaneously, or within different temporal terms for different groups of entrants (also in case of a gradual formation of those groups of entrants who have submitted their documents necessary for admission).

For each group of entrants, only one entrance examination shall be arranged per day.

35. An entrant shall take each entrance examination only once.

36. Entrants who have not come to take an entrance examination for a valid reason (their disease or another circumstance that is confirmed with an official document) shall take that examination in another group of entrants or on a reserve day (provided there is such an opportunity as per the schedule of entrance examinations).

37. During their entrance examinations, entrants and individuals involved in the examination procedure are prohibited to have and use any communication devices. The participants of the entrance examinations may have and use reference materials and electronic calculation devices whose application during the entrance examination procedure is allowed by the Rules of Admission.

38. If an entrant violates the Rules of Admission during the procedure of an entrance examination, the authorized officials of the University shall be entitled to remove that entrant from the examination site; they shall compose an act of removal.

39. The decision made by an examination commission shall be published on the official web site **www.asu.edu.ru** and on the information board not later than three days after the entrance examination has been held.



40. Entrants who have received a score inferior to the minimal scores at any entrance examination, who have not taken any entrance examination without a valid reason (including those removed for the examination site) shall be expelled from the entrance competition process. The University shall return their documents to them.

41. While returning the submitted documents via general mail operators (in cases stipulated by Clauses 26, 28, 40, and 66 of these Rules), only the originals of those documents shall be returned to an entrant.

## **V. Peculiarities of Taking Entrance Examinations by Entrants with Special Health Needs**

42. The University shall provide the appropriate procedure of entrance examinations for entrants with special health needs, considering with peculiarities of their physical and psychic development, as well as with their individual capabilities and the state of their health (hereinafter referred to as “individual peculiarities”).

43. The University has the appropriate material and technical conditions that provide free access to lecture halls, toilet rooms, and other premises for entrants with special health needs, as well as their comfortable stay in those premises.

44. Entrance examinations for entrants with special health needs shall be held in a separate room upon their personal applications.

The number of entrants with special health needs must not exceed six people per examination room in case the entrance examination is held orally.

It is acceptable that a larger number of entrants with special health needs is present in an examination room, as well as that entrants with special health needs take entrance examinations together with other entrants, provided that does not create any difficulties for entrants during their entrance examinations.

It is acceptable that an assistant (a staff member of ASU or another person involved in helping entrants with special health needs), who provides entrants with special health needs with the necessary technical assistance, considering with their individual peculiarities (to be seated, to move, to read and prepare an examination response, to talk with examiners) is present in an examination room.

45. The duration of an entrance examination for entrants with special health needs shall be increased upon a decision of the University, but not more than by 1.5 hours.

46. Entrants with special health needs shall be given an instruction concerning the procedure of taking an entrance examination in a form that is comprehensible for them.

47. Entrants with special health needs may use technical devices, which are necessary for them owing to their individual peculiarities, during their entrance examinations.

48. During an entrance examination, the University shall comply with the following additional requirements, depending on individual peculiarities of entrants with special health needs:

- 1) for the blind:

assignments to be completed at an entrance examination shall be read by an assistant;

written assignments shall be dictated to an assistant;

2) for the vision impaired:

individual even lighting at least 300 lx shall be provided;

if necessary, an entrant shall be provided with a magnifying tool to prepare an examination assignment; entrants may also use their own magnifying tools;

examination tasks and instructions concerning the entrance examination procedure shall be typed in a magnified print;

3) for the deaf and for the hearing-impaired, sound-amplifying devices of collective application shall be provided; if necessary, they shall be provided with sound-amplifying devices of individual application;

4) for individuals with severe speech malfunctions, for the deaf, and for the hearing-impaired, entrance examinations that are typically held in an oral form shall be held in a written form upon the decision of the University;

5) for entrants with locomotorium disorders, with malfunctioning upper extremities or without upper extremities, written assignments shall be dictated to an assistant;

49. The conditions specified in Clauses 43 – 48 of these Rules shall be provided for entrants upon their admission application that shall indicate the necessity to provide them with the appropriate special conditions.

## **VI. General Rules of Appeals Submission & Examination**

50. An entrant (their authorized person) shall be entitled to submit an appeal to the appellation commission; that appeal may concern a violation of the procedure of an entrance examination (which, in their opinion, has occurred) and/or their disagreement with the obtained grades for an entrance examination.

51. An appeal shall be submitted by one of the means indicated in Clause 16 of these Rules.

52. While a submitted appeal is being examined, compliance with the procedure of an entrance examination and/or adequacy of assessing the scores gained at an entrance examination shall be considered.

53. An appeal shall be submitted the day when the results of an entrance examination are declared or within the next office day. An appeal related to a procedural violation at an entrance examination may also be submitted the day when that entrance examination was held.

54. An appeal shall be examined not later than the next office day after it has been submitted.

55. An entrant (or their authorized representative) shall be entitled to be present at the examination of their appeal.

56. Upon its examination of an appeal, the appellation commission shall make a decision whether to change the obtained score for an entrance examination or to leave that score unchanged.

The decision of an appellation commission shall be formalized in a special protocol; the entrant or their authorized representative shall be informed of that

decision. The fact of informing the entrant (or their authorized representative) of a decision of the appellation commission shall be testified with the entrant's personal signature (or with their authorized representative's signature).

## **VII. Consideration of Entrants' Individual Achievements during Admission Procedure**

57. Entrants shall have the right to submit information related to their individual achievements, whose results shall be considered during the admission procedure. Their individual achievements shall be considered by adding scores for them and/or by regarding as an additional advantage, should the criteria to rank lists of entrants be equal.

Scores added for individual achievements shall be included in the sum of total scores.

An entrant shall present their documents confirming their individual achievements. Those documents shall be accepted provided they certify individual achievements that have taken place **over the last two years**.

58. List of individual achievements to be considered:

#	Name of Achievement	Document Confirming Individual Achievements	Scores Added
1	Intellectual property (IP) <b>corresponding to an entrant's specialization</b>	Copy of a legal protection document (patent, certificate, etc.)	2 for each IP document
2	Publications in reviewed scientific editions, in which the main research findings of a PhD thesis must be published (the list of VAK (the Higher Attestation Commission) <b>corresponding to an entrant's specialization</b> ; Publications in foreign editions <b>corresponding to an entrant's specialization</b>	Title page of that edition and the first page of their research article corresponding to an entrant's specialization	1 for each publication

## **VIII. Formation of Lists of Entrants & Enrolment to Studies**

59. Based on the results of entrance examinations, the University shall form a separate list of entrants in each entrance competition. That list shall not include entrance whose scores in one or several entrance examinations are inferior to the minimal scores.

60. A list of entrants to be enrolled shall be ranked as follows:

in a decreasing order of the sum of gained competition scores;

should the sum of competition scores be equal – in a decreasing order of the sum of competition scores gained at entrance examinations and/or in a decreasing order of scores gained at particular entrance examinations, as per the degree of priority of entrance examinations determined by the University;

The sum of competition scores shall be calculated as a sum of scores for each entrance examination, as well as for individual achievements.

61. The lists of entrants to be enrolled shall indicate the following data related to each entrant:

the sum of his/her entrance competition scores;

the sum of his/her scores for each entrance examination;

the sun of his/her scores for his/her individual achievements;

whether the Admission Commission has received the original of his/her document of official standard (his/her consent for enrolment) (submitted as per Clause 63 of these Rules).

62. Lists of entrants shall be published on the official web site **www.asu.edu.ru** and on the information board; they shall be updated on a daily basis (not later than the beginning of an office day) prior to publication of the appropriate enrolment orders.

63. The University shall determine the deadline to receive the document of official standard; not later than that day, entrants shall submit:

for enrolment to positions within the control figures – the original of their document of official standard;

for enrolment to positions on paid terms on the base of contracts of paid educational services – the original of their document of official standard, or their application indicating their consent for enrolment, or copies of that document (in the latter case, an entrant shall present the original to the Admission Commission, and the Admission Commission shall testify those copies).

On the deadline day, the specified documents shall be submitted to the University **not later than August 21, 2019, 06.00 p.m. of the local time** – to positions within the control figures; **not later than August 30, 2019, 06.00 p.m. of the local time** – to positions based on contracts of education on self-paid terms;

64. Entrants who have submitted the original of their document of official standard (their written consents for enrolment) shall be eligible for enrolment as per Clause 63 of these Rules. Their enrolment shall be performed as per the ranked list until all the determined enrolment positions have been occupied.

65. Enrolment to positions on paid terms on the base of contracts of paid educational services shall be performed after enrolment to positions within the control figures or disregarding the temporal terms of enrolment to positions within the control figures.

66. Enrolment to studies shall be completed not later than the day when the academic year commences. The University shall return documents to those who have not been enrolled.

67. The official orders of enrolment shall be published on the official web site **www.asu.edu.ru** and on the information board the same day when they have been issued; they shall be accessible for visitors of the official web site within six months upon their publication.

## **IX. Specifics of Admitting Foreign Citizens & Individuals without Citizenship**

68. Foreign citizens and individuals without a citizenship shall be entitled to obtain a higher education at the expense of budget fundings as per international

agreements of the Russian Federation, federal laws, or a quota for education determined by the Government of the Russian Federation for foreign citizens and for individuals without a citizenship (hereinafter referred to as “the quota for foreign citizens’ education”), as well as at the expense of individuals and legal entities on the base of contracts of paid educational services.

69. Admission of foreign citizens within the quota for foreign citizens’ education shall be executed on the ground of letters of referral issued by the federal executive authority that performs functions to develop the state policy and execute legal regulation in the field of education. Enrolment to studies within the quota for foreign citizens’ education shall be executed by a special order (orders) of ASU.

70. Foreign citizens and individuals without a citizenship, who are expatriate countrypeople, shall be entitled to obtain a higher education on equal terms with citizens of the Russian Federation, provided they comply with the requirements stipulated by Clause 17 of the Federal Law of May 24, 1999 at #99-FZ “About State Policy of Russian Federation towards Country People Residing Abroad” (hereinafter referred to as “Federal Law 99-FZ”).

71. Submitting their documents necessary for admission to studies, a foreign citizen or an individual without a citizenship shall indicate the requisites of their document that identifies their personality, or the requisites of their document that identifies the personality of a foreign citizen or an individual without a citizenship in the Russian Federation as per Clause 10 of the Federal Law of June 25, 2002 at #115-FZ “About Legal Status of Foreign Citizens in Russian Federation” (hereinafter referred to as a “document identifying a foreign citizen’s personality”) in their admission application. A foreign citizen or an individual without a citizenship shall present the original or a copy of their personality identification document, or the original or a copy of their personality and nationality identification document as per Point 1 of Clause 22 of these Rules.

72. Applying for admission to studies as per Clause 17 of Federal Law #99-FZ, an expatriate countryperson shall submit (besides the documents specified in Clause 23 of these Rules) the originals or copies of the documents determined by Point 6 of Clause 17 of Federal Law #99-FZ.

73. Foreign citizens to be admitted on the base of international agreements shall present, besides the documents specified in Clause 22 of these Rules, the documents that confirms their relation to the range of individuals that those international agreements specify.

Executive Secretary of Admission Commission

L.V. Tovarnichenko

Acting Head of Unit of PhD Courses

O.V. Morozova