

**THE GOVERNMENT OF THE RUSSIAN FEDERATION**  
**Federal State Autonomous Educational Institution**  
**for Higher Education**

**THE NATIONAL RESEARCH UNIVERSITY HIGHER SCHOOL**  
**OF ECONOMICS**

**Faculty of Law**  
**Department of International Law**

**Field of Education 40.04.01. – Jurisprudence**  
**Master Program Law of International Trade and Dispute Resolution**  
**Level: Master Degree**

**MASTER’S PROGRAMME**

**«LAW OF INTERNATIONAL TRADE AND DISPUTE**  
**RESOLUTION »**

**PORTFOLIO EVALUATION CRITERIA**  
**(2023)**

**Approved** by the Academic Council of the Master’s Programme “Law of International Trade and Dispute Resolution” 5<sup>th</sup> of October 2022 (protocol № 5)

Academic Supervisor of the Master’s Programme «Law of International Trade and Dispute Resolution», PhD, Associate Professor of the Department of International Law Faculty of Law HSE  
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**Moscow, 2022**

## **1. General Provisions.**

Admission to the educational Master's Program " Law of International Trade and Dispute Resolution " in the direction of training 40.04.01. "Jurisprudence" (hereinafter referred to as the Program) is carried out for full-time education at places provided with budget funding, and at places with payment of tuition fees.

## **2. Conditions for admission to the master's program.**

2.1. Competitive selection for the Program is carried out following the examination by the Examination Commission of the documents submitted by the applicant. The Admissions Committee conducts enrollment on the basis of the conclusion of the Examination Committee.

2.2. To pass the competitive selection, applicants submit two packages of documents: the first package forms the applicant's personal file and contains the documents specified in clause 2.12. Of the Rules for admission to the National Research University Higher School of Economics for applicants to study programs of higher education - Master's programs in 2022 (hereinafter referred to as the Rules). An applicant submits such documents to the HSE Admissions Committee in one of the ways specified in the Rules. The second package is actually a portfolio and contains the following documents that are uploaded to the applicant's personal account on the website of the HSE Admissions Committee in the form of electronic files containing scanned originals of documents or their duly certified copies:

2.2.1. diploma of higher education (Attention !!! Regardless of submitting a copy or original of the diploma to the Admissions Committee, the applicant must upload an electronic file containing a scan of the diploma to the applicant's personal account as part of the portfolio);

2.2.2. certificates, certificates and diplomas confirming the level of knowledge of the English language (if any);

2.2.3. diplomas and certificates proving the individual achievements of applicants (winning competitions, academic contest in the field of Law, Moot courts, etc) (if any);

2.2.4. documents proving the work experience in the field of law (such a document can be a duly certified copy of a work book, an employment contract or a civil law contract of a compensatory nature; if the applicant presents a copy of an electronic work book, it must be accompanied by a duly certified copy of the employment contract), and also a document confirming the successful completion of an internship in the legal specialty (if any);

2.2.5. recommendation letters (of an employer, both from the field of jurisprudence and not from the field of jurisprudence and/or of a scientific and pedagogical worker), reflecting the research interests of the applicant, his qualifications, readiness and ability to study the Program;

2.2.6. motivation letter justifying the applicant's interest in studying on the

Program, and indicating that he has the necessary knowledge, skills and abilities that will allow him to successfully master the Program (addressed to the academic supervisor of the program, signed by the applicant, contains the name “Motivation letter”);

2.3. If the applicant has several documents for one portfolio position, which can be assessed according to several different criteria for a different number of points, the highest score for one of the criteria is given for this portfolio position.

Different points within any one position in the portfolio are not cumulative (for example, for the portfolio position "Diploma of Higher Education", the mark for a specialist diploma in the direction of "Economics" (15 points) and the mark for a bachelor's degree in the direction of "Jurisprudence" with honors (25 points) are not summed up and the applicant is given a score of 25 points).

2.4. If the applicant has one document that can be assessed on several portfolio positions, the Examination Commission has the right to evaluate it on one or more portfolio positions at its discretion.

2.5. The documents included in the portfolio can be submitted both in Russian and in English. If the document is submitted in a language other than English, it must be accompanied by a properly certified Russian translation.

### **3. Portfolio assessment criteria:**

3.1. The portfolio is evaluated on a 100-point system for the following positions:

<b>Documents</b>	<b>Score</b>
1. Diploma and academic transcripts	0 – 25
2. English proficiency certificate	0 - 15
3. Interview	0 - 25
4. Achievements (certificates of winning students' competitions, academic contest in the field of Law, Moot courts)	0 - 15
5. Work experience in Law	0 - 10
6. Recommendation letters	0 - 5
7. Motivation letter	0 - 5

3.2. The points received by the applicant can be increased by the amount of additional points credited by the Examination Commission (in total with the main points - no more than 100 points) according to the following criteria:

3.2.1. Mastering the additional professional program of the Faculty of Law of the National Research University Higher School of Economics over the past two years - 5 points.

### 3.3. Portfolio assessment criteria by section:

#### Diploma and academic transcripts

Criteria	Score
1. Bachelor's or master's degree (NOT in Law)	15
2. Bachelor's or master's degree in Law	20
3. Bachelor's or master's degree in Law with honors	25

#### English certificate proficiency

Criteria	Score
1. English proficiency proved by Diploma	5
2. English proficiency proved by: <ul style="list-style-type: none"> <li>• IELTS (score: 6.0 &gt; 7.0);</li> <li>• TOEFL IBT (internet-based) (80 - 90);</li> <li>• TOEFL PBT (paper-based) (549 – 579);</li> <li>• CAE (Certificate of Advanced English) (Grade C: 180 - 192);</li> <li>• CPE (Certificate of Proficiency in English) (Level C1: 180 – 192);</li> <li>• BEC Vantage (Business English Certificate) (Grade A: 180 – 192);</li> <li>• BEC Higher (Business English Certificate) (Grade C: 180 – 192);</li> <li>• HSE Independent Exam 6-7 points</li> <li>• Duolingo English Test 95-115*</li> <li>• PTE Level 3*</li> </ul>	10
*certificates received after July 2020	
3. English proficiency proved by: <ul style="list-style-type: none"> <li>• IELTS (score: 7.0 &gt; 8.0);</li> <li>• TOEFL IBT (internet-based) (91 - 100);</li> <li>• TOEFL PBT (paper-based) (580 – 600);</li> <li>• CAE (Certificate of Advanced English) (Grade B: 193 - 199);</li> <li>• CPE (Certificate of Proficiency in English) (Level C1: 193 – 199);</li> <li>• BEC Higher (Business English Certificate) (Grade B: 193 – 199);</li> <li>• Interview</li> <li>• HSE Independent Exam 8-9 points</li> </ul>	13

<ul style="list-style-type: none"> <li>• Duolingo English Test 116-135*</li> <li>• PTE Level 4*</li> </ul> <p>*certificates received after July 2020</p>	
<p>4. Native English speaker or English proficiency proved by:</p> <ul style="list-style-type: none"> <li>• IELTS (score: &gt;8.0 );</li> <li>• TOEFL IBT (internet-based) (&gt;100);</li> <li>• TOEFL PBT (paper-based) (&gt;600);</li> <li>• CAE (Certificate of Advanced English) (Grade A: 200 - 210);</li> <li>• CPE (Certificate of Proficiency in English) (Grade C, B, A: &gt;200);</li> <li>• BEC Higher (Business English Certificate) (Grade A: 200 – 210)</li> <li>• HSE Independent Exam 10 points</li> <li>• Duolingo English Test 136-160*</li> <li>• PTE Level 5*</li> </ul> <p>*certificates received after July 2020</p>	15

### Interview

Criteria	Score
The examination board conducts an interview on the specific date agreed by two parties. The questions during the interview concern applicant's interests in the field of international economic law, his motivation to get his/her master's degree, level of knowledge of international law.	25

### Achievements

Criteria	Score
2. Certificates of participants in students' competition of academic works, contests in field of law, moot courts, that prove regular and successful applicant's participation	Up to 8
3. Certificate of winning students' competition of academic works, contests in field of law, moot courts related to <u>international law</u>	10-15

### **Work experience**

<b>Criteria</b>	<b>Score</b>
1. Documents that prove successful internship in the field of law	4
2. Documents that prove work experience in the field of law: copy of employment contract, employment history (work experience from 8 to 12 months)	5-7
3. Documents that prove work experience in the field of law: copy of employment contract, employment history (work experience more than 1 year)	8-10

### **Recommendation letters**

<b>Criteria</b>	<b>Score</b>
1. Recommendation letters presented by applicant's employer or academic supervisor in the field of law	3
2. Recommendation letters presented by applicant's employer or academic supervisor in the field of law that prove applicant's specific knowledge and interest in the Program	5

### **Motivation letter**

<b>Criteria</b>	<b>Score</b>
1. Applicant presents ingenious yet not convincing enough arguments that demonstrate his motivation to study on the Program	3
2. Applicant presents ingenious, detailed and convincing arguments that demonstrate his motivation to study on the Program	5