

**FEDERAL STATE AUTONOMOUS
EDUCATIONAL INSTITUTION OF HIGHER EDUCATION
NATIONAL RESEARCH UNIVERSITY
“HIGHER SCHOOL OF ECONOMICS**

Faculty of Humanities

PORTFOLIO REQUIREMENTS AND EVALUATION CRITERIA

**For foreign students, entering a Master's degree
programme «Russian and Comparative Literature»**

Field of Study 45.04.01 Philology

**Programme Academic Supervisor
V. P. Avdonin**

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The portfolio competition consists of two parts: a competition of documents submitted by applicants and an interview (remotely via Skype).

COMPETITION OF DOCUMENTS

A portfolio is a set of documents confirming the following achievements of the applicant. It is desirable to include in the portfolio the curriculum vitae (CV) of the applicant indicating all his/her achievements.

1. Education

Diploma(s) of higher education and the relevant annex to it must be submitted, and in the absence of a diploma at the time of submission of documents - a certificate from the educational department on the term of completion of the programme, as well as an academic certificate indicating the disciplines studied.

2. Motivation letter

A motivation letter is a coherent text in Russian of 2000-3000 characters. It should be logically structured and competently written. The motivation letter should answer the following questions:

- *Why did you choose this Master's programme?*
- *What in your previous education do you find most useful for your further activity (courses, practices, skills, knowledge)?*
- *What do you expect from the Master's programme?*
- *What would you like to do after the Master programme?*

The motivation letter may include the student's main achievements certified by supporting documents.

3. Knowledge of Russian and foreign languages

In addition to information on the study of foreign languages specified in the diploma, certificates of international examinations, certificates of courses in Russian and other languages, information on internships, speeches in foreign languages, etc. shall be submitted (if available).

4. Evidence of the applicant's personal achievements

- published or accepted for publication scientific works (articles, abstracts of reports, etc.).
- reports at scientific conferences, seminars, etc.
- participation in research projects, academic grants, etc.

5. Other personal achievements

If available: diplomas and certificates (winners and laureates of Olympiads and competitions of scientific works, etc.)

INTERVIEW

The portfolio competition includes a remote interview of the applicant with the members of the committee (in the format of a videoconference). The interview consists of two parts:

1. Answering questions of the commission members on the documents submitted by the applicant.
2. Conversation about the applicant's interests related to the Master's programme.

EVALUATION CRITERIA

The maximum score is 100 points. Unsatisfactory score - below 20 points (inclusive)

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PORTFOLIO		70
1. Education	Diploma(s)	10
2. Motivation letter	Motivation letter	20
3. Russian and foreign languages (except for the language of instruction in previous education)	Russian language (diploma score, certificates, study of disciplines in Russian language, participation in events in Russian)	20
	English language (diploma score, certificates, study of disciplines in English, participation in events in English)	
	Second foreign language (diploma score, certificates, study of disciplines in a foreign language, participation in events in a foreign language)	
	Other foreign languages	
4. Research and projects	Individual presentations at scientific (student) conferences	12
	Collaborative (student) research projects	
	Publications	
5. Other personal achievements	Scholarships, internships, grants, etc.	8
INTERVIEW		30
TOTAL		100