

Approved  
by Academic council  
of the HSE and Kyung Hee  
University Double Degree  
Programme in Economics, Politics  
and Business in Asia,  
Minutes No. 8  
dated October, 30 2023

**Federal State Autonomous Educational Institution of Higher Education  
National Research University Higher School of Economics**

Faculty of World Economy and International Affairs

Composition and Criteria for Evaluating Portfolios  
for Enrollment in the Educational Program:  
**HSE and Kyung Hee University  
Double Master's Degree Programme  
in Economics, Politics, and Business in Asia**

41.04.01, Foreign Area Studies

Academic Supervisor

\_\_\_\_\_

D.A. Shcherbakov

Moscow, 2023

## Composition, Structure, and Criteria for Evaluating Documents for Enrollment (Competition Portfolio)

To participate in the competition, applicants must upload to their online cabinet the following elements of their portfolio:

№ In Sequence	Document	Comments
1.	Passport	Copy of passport or equivalent.
2.	Diploma	Copy of diploma of higher education from a Russian or foreign institution of higher education and corresponding attachment thereto (transcript).
3.	CV in English	Information in the CV must be supported by the documents.
4.	Documents or interview demonstrating sufficient proficiency in English	<p>Copy of one of the following certificates attesting to level of proficiency in English:</p> <ul style="list-style-type: none"> <li>• TOEFL - 500 and higher (paper-based);</li> <li>• TOEFL - 80 and higher (internet-based);</li> <li>• LINGUATEST – 66 and higher (independent user);</li> <li>• IELTS - 6 and higher;</li> <li>• Cambridge – BEC or CAE</li> </ul> <p style="text-align: center;"><b>OR</b></p> <p>Copy of document demonstrating that the previous level of education was received in English not more than 2 years prior to submitting documents for enrollment to the program.</p> <p style="text-align: center;"><b>OR</b></p> <p><i>Applicants that do not submit the above documents are to be interviewed to determine their level of proficiency in English by teachers of the program. The interview may be conducted with the use of remote technologies.</i></p>
5.	Documents or interview demonstrating sufficient proficiency in one East Asian language (Korean, Chinese, Japanese) <sup>1</sup>	<p>Copy of one of the following certificates attesting definite level of proficiency in one East Asian language:</p> <ul style="list-style-type: none"> <li>• HSK (qualification exam in the Chinese language) - level 4 or higher;</li> <li>• TOPIK (qualification exam in the Korean language) - level 4 or higher;</li> <li>• JPLT (qualification exam in the Japanese language) - level N3 or higher.</li> </ul> <p style="text-align: center;"><b>OR</b></p> <p>Copies of documents demonstrating that the corresponding East Asian language at the previous level during primary or additional education was studied for at least 600 contact hours not more than 2 years prior to submitting documents for enrollment to the program.</p> <p style="text-align: center;"><b>OR</b></p> <p><i>Applicants that do not submit the above documents are to be interviewed in one of the East Asian languages (Korean, Chinese, Japanese) by teachers of the program. The interview may be conducted with the use of remote technologies.</i></p>
6.	Motivation letter in	The motivation letter is to be composed in English and consists of not

<sup>1</sup> For the track, upon the selection of which practicum at companies located in East Asian countries is planned by the partner university. Knowledge of an Asian language is, while desirable, not obligatory.

	English	more than 3000 characters (with spaces) in no particular format. The letter must explain the applicant's reasons for choosing the program, the extent to which the program relates to the applicant's previous educational, academic, or practical experience, as well as the applicant's professional plans for the future.
7.	Two (2) recommendation letters in Russian or English	1) From place of education (from a teacher, research supervisor for coursework or graduate qualification work, faculty head, etc.); 2) From a representative of an organization where the student undertook a practicum, or from a supervisor at the current place of employment.
8.	Copies of academic publications (if available)	Copies of published academic works with full citation for each publication. Considered are publications in Russian, English, Chinese, Korean, or Japanese.
9.	Other documents (if available)	Copies of the student's diplomas for winning any relevant olympiad or research contests.
10.	Additional education (if available)	Copies of documents attesting to receipt of additional education in the following areas of training with focus on East Asian countries (Korea, China, Japan): Foreign Area Studies, Economics, International Relations, Asian Studies, Management.

**Criteria for Evaluating Portfolios of Applicants  
to HSE and Kyung Hee University Double Master's Degree  
Programme in Economics, Politics, and Business in Asia**

№ In Seque nce	Evaluation Criteria	Maximum Number of Points
1.	Motivation Letter	20
2.	Recommendation Letters	30
3.	Primary Education <sup>2</sup>	30
4.	Academic Publications or Diploma for Winning an Olympiad or Student Research Contest	10
5.	Additional Education	10

Academic Supervisor \_\_\_\_\_

D.A. Shcherbakov

<sup>2</sup> Document relating to higher education in the following areas of preparation: Foreign Area Studies, Economics, International Relations, Asian Studies, Management relating to East Asian countries (China, Korea, Japan).