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**Federal State Autonomous Educational Institution
of Higher Education
NATIONAL RESEARCH UNIVERSITY
HIGHER SCHOOL OF ECONOMICS
Faculty (division) Social Sciences
Department of Psychology**

**Composition and criteria for evaluating the portfolio of a
foreign applicant for admission to
the Master's degree program
"Systemic family Psychotherapy"**

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A list of mandatory documents for passing the entrance test in the form of a competitive selection (portfolio) for foreign citizens entering higher education programs – master's degree programs within the framework of a separate competition for places under contracts for the provision of paid full-time educational services.

1. A copy of the basic education document (diploma);
2. Motivation letter;
3. CV (a short summary indicating the educational and professional trajectory);
4. Interview results.

A list of additional documents for passing the entrance test in the form of a competitive selection (portfolio) for foreign citizens entering higher education programs – master's degree programs as part of a separate competition for places under contracts for the provision of paid full-time educational services.

1. Copies of documents on additional education (retraining, advanced training, trainings);
2. A letter from a personal psychotherapist about psychotherapy with an indication of the number of hours of work;
3. Copies of documents confirming participation in scientific conferences, student Olympiads, certificates of scholarships, competitions of scientific papers, other awards and incentives, scientific publications;
4. Letters of recommendation from well-known professionals in the field, scientific supervisors, supervisors from the workplace, etc.;
5. A document confirming the level of proficiency in a foreign language;

Portfolio evaluation criteria

1. Basic education (max - 20)

- psychological - 20 points
- related (teachers, social workers, doctors) - 15 points
- other - 10 points

2. Additional education (max - 15)

- retraining - 15 points
- professional development - 10 points
- trainings - 5 points

3. Motivation letter (max - 20)

4. Personal therapy (max - 5)

5. Scientific achievements (max 5 points)

Certificates of participation in scientific conferences, student Olympiads, scholarships, competitions of scientific papers, other awards and incentives. Scientific publications, recommendations from scientific supervisors.

6. Other (max – 15)

Certificates confirming the experience of practical work with people (managerial, HR, marketing, pedagogical, etc. spheres), experience of volunteer assistance in social spheres.

Recommendations from well-known professionals in this field, managers from the workplace, etc.

Diplomas and certificates confirming the level of proficiency in foreign languages.

7. Interview (max - 20)

Total maximum - 100 points