

OFFER OF ADMISSION



admissions.hse.ru



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What is Offer of Admission?

The name of the section derives from its meaning:

When an applicant meets all requirements of a programme, the programme in return offers the applicant to be admitted in two different ways:

either on a **contract basis**

or the **scholarship basis**

In order to accept the offer an applicant must upload the required documents to the Offer of Admission section in the applicant's account.

Today we'll take a closer look at the documents required for accepting the scholarship's offer of admission.

Offer of Admission section

The screenshot shows a user interface for a personal account. At the top right, there is a 'Personal data' link with an external icon. The left sidebar contains a 'Personal account page' with several menu items: 'Register', 'Select the date and time of testing', 'Entrance tests', 'Offer of Admission' (highlighted with a red box), 'Recognition', 'Enrolment documents', 'Visa', 'Date of arrival', 'Accommodation', 'Application guidelines', 'Send a message to the moderator', 'Information: technical issues', and 'Take part in a survey conducted by the Higher School of Economics'. The main content area is titled 'Offer of Admission' and contains the following text: 'Candidates recommended for admission with full-tuition scholarship must submit their documents in the section Offer of admission in the personal account within 20 days from notification of recommendation. Candidates who received a decision after the 1st March, 2024 must download documents not later than the 1st April, 2024. Candidates recommended for admission as a fee-paying student can submit their documents till the 25th of August, 2024. Tips for scanning documents and uploading files available here - <https://admissions.hse.ru/en/graduate-apply/steps>'. Below this is a 'Registration number:' field with a redacted value. An information icon is followed by the text: 'Дополнительное информационное сообщение перед информацией о программах (бакалавриат)'. The next section shows 'First programme:' with a redacted value, 'First programme's campus: HSE - Moscow', and 'Total score (first programme): Result: Recommended for admission with full-tuition scholarship'. A 'Provide consent' section follows, with a 'Choose the programme:*' dropdown menu showing a redacted value. Below this is a link for 'Application Form (sample)' and a link for 'Application Form (download)*'. A note states: 'Application form must be with the photo attached in the upper right corner (3x4, color or black and white, matte) and a handwritten signature (e-signatures or inserted images are not accepted). Please use the sample for the correct completion of the form.' A 'Select file...' button is located at the bottom right of the application form section.

Personal data

Personal account page

- [Register](#)
- [Select the date and time of testing](#)
- [Entrance tests](#)
- [Offer of Admission](#)**
- [Recognition](#)
- [Enrolment documents](#)
- [Visa](#)
- [Date of arrival](#)
- [Accommodation](#)
- [Application guidelines](#)
- [Send a message to the moderator](#)
- [Information: technical issues](#)
- [Take part in a survey conducted by the Higher School of Economics](#)

Offer of Admission

Candidates recommended for admission with full-tuition scholarship must submit their documents in the section Offer of admission in the personal account within 20 days from notification of recommendation. Candidates who received a decision after the 1st March, 2024 must download documents not later than the 1st April, 2024. Candidates recommended for admission as a fee-paying student can submit their documents till the 25th of August, 2024. Tips for scanning documents and uploading files available here - <https://admissions.hse.ru/en/graduate-apply/steps>

Registration number: [redacted]

Дополнительное информационное сообщение перед информацией о программах (бакалавриат).

First programme: [redacted]

First programme's campus: **HSE - Moscow**

Total score (first programme):
Result: **Recommended for admission with full-tuition scholarship**

Provide consent

Choose the programme:* [redacted]

[Application Form \(sample\)](#)

[Application Form \(download\)*](#)

Application form must be with the photo attached in the upper right corner (3x4, color or black and white, matte) and a handwritten signature (e-signatures or inserted images are not accepted). Please use the sample for the correct completion of the form.

[Select file...](#)

WHAT DOCUMENTS ARE REQUIRED?

All documents are accepted in PDF format ONLY

"FORMS"

- Application form
- Consent form

The forms can be fill out in English or Russian,
no translations required.

"PERSONAL DOCUMENTS"

- Passport
- Academic credentials

The documents must be translated into Russian and notarized*

*unless they already have information in Russian or executed in Russian

"MEDICAL CERTIFICATES"

- General medical report
- HIV/AIDS test results
- Hepatitis B and C test results
- Tuberculosis test results

The documents must be translated into Russian and notarized*

*unless they already have information in Russian or executed in Russian

HOW THE DOCUMENTS MUST BE SCANNED?

1. Scans of all documents are accepted **in PDF format only. The PDFs must be in colour**
2. Scan must include **all pages of the documents** (except a passport if the other pages (except the double photo page) don't contain relevant information)
3. If a documents is of more than one page – it must be uploaded as **one multipage pdf**. School or degree certificate must be uploaded together with relevant transcript/mark sheet. The same is for their notarized translations.
4. Scan of one document must not contain pages of another document. All-in-one documents' file will not be reviewed..
5. Pages on the scans **must not be bended, blurred, or distorted**.
6. Scans must be taken from **the documents in original**.
7. Pages of the documents **must be fully seen, no cropped pages allowed**.
8. There must not be **foreign objects** on the scans.
9. Stitched documents **must not be unstitched** for scanning.
10. It's allowed to use a smartphone app for scanning, but we recommend using a multifunction printer or scanner for ensuring good quality of scans.

"FORMS" – REQUIREMENTS

APPLICATION AND CONSENT FORMS

- **PDF only. Other formats won't be accepted**
- **scan of all pages required**
- **readable scans**
- **must have an applicant's personal handwritten signature**
- **do not adjust or change the forms**

The forms can be fill out in English or Russian
no translation required.

This is (hypothetical) **Joe Johnson**

Joe is from **Finland**. He was born on **January 1st, 2001** in **London, UK**

He has his **bachelor's degree** from the **University of Helsinki**.

Joe is applying to HSE University to study at the **Banking and Credit master's degree programme taught in English**.

Joe has completed the application and consent forms just right using our guidelines.

Be like Joe.



Application form. Page 1

Photo: 3x4 cm, color/B&W, matte, white or light background, full-face, no marks

Leave blank

Check as shown

Fill out accordingly – if you need to get a Russian student visa, check the box and specify the country and the city where a Russian Embassy/Consulate General is located.

Fill out accordingly – if you have a valid visa and/or you don't need to get it, check the box "Visa is not required"

If you have a valid visa, temporary or permanent residence permit – enter its date of issue, date of expiry and place of its receipt

Fill out in accordance with your passport

Field **3-4** may be left blank

Field **5** – father's name here is a part of a full name and may not be a full equivalent to father's name in your passport, so **we recommend leaving this field blank**

Fill out accordingly – specify the **country** of your citizenship
If you have more than one citizenship – specify all citizenships you possess

Leave unchecked

Анкета-заявление / Application form на получение образования в Российской Федерации за счет бюджетных ассигнований федерального бюджета Российской Федерации в пределах квоты Правительства Российской Федерации /for education in the Russian Federation at the expense of the Federal funds of the Russian Federation within the quota of the Government of the Russian Federation



Заполняется печатными буквами на русском или английском языке.
Поля, отмеченные знаком «*», обязательны для заполнения
To be completed in block letters in Russian and/or English
Fields marked with «*» are obligatory for filling

Страна, в которой подается анкета-заявление* / Country where the application is submitted*		Регистрационный номер* / Registration number*	
Линия прибытия (источник поступления анкеты-заявления) / Line of arrival (source of application form) <input type="checkbox"/> Представительство Россотрудничества <input type="checkbox"/> Дипломатическое представительство Российской Федерации <input type="checkbox"/> Олимпиада школьников <input type="checkbox"/> Олимпиада для абитуриентов магистратуры <input checked="" type="checkbox"/> Конкурс, проводимый образовательной организацией <input type="checkbox"/> Национальная олимпиада <input type="checkbox"/> Другое _____			
Визовая информация* / Visa information* <input checked="" type="checkbox"/> Виза требуется / Visa is required			
Место получения визы* / Place of visa receipt*			
Страна* / Country* FINLAND		Город* / City* HELSINKI	
<input type="checkbox"/> Виза не требуется / Visa is not required В случае наличия действующей визы, указать: / If you have a valid visa, you must specify:			
Дата получения / Date of issue	Дата окончания действия / Date of expiry	Место получения визы / Place of visa receipt*	
В случае наличия разрешения на временное проживание, указать: / If you have a temporary residence permit, you must specify:			
Дата получения / Date of issue	Дата окончания действия / Date of expiry	Серия, номер: / Visa number:	
В случае наличия вида на жительство, указать: / If you have a residence permit, you must specify:			
Дата получения / Date of issue	Дата окончания действия / Date of expiry	Серия, номер: / Visa number:	
1. Фамилия, латинскими буквами (в соответствии с паспортом)* / Family name, latin letters (according to the passport)* JOHNSON	2. Имя (имена), латинскими буквами (в соответствии с паспортом)* / Name (names), latin letters (according to the passport)* JOE		
3. Фамилия, кириллицей в русской транскрипции* / Family name, Cyrillic Russian transcription* ДЖОНСОН	4. Имя (имена), кириллицей в русской транскрипции* / Name, Cyrillic Russian transcription* ДЖО		
5. Отчество (если имеется), кириллицей в русской транскрипции (в соответствии с паспортом)* / Father's name (if there is any), in Russian Cyrillic transcription (according to the passport)*	6. Место рождения (в соответствии с паспортом)* / Place of birth (according to the passport)* (страна, город) / (country, city) LONDON, UK		
7. Дата рождения* / Date of birth* (день-месяц-год) / (day-month-year) 01-01-2001	8. Пол* / Sex* <input checked="" type="checkbox"/> Мужской / Male <input type="checkbox"/> Женский / Female		
9. Гражданство* / Citizenship* Если вы являетесь гражданином нескольких государств, укажите все государства / If you have many citizenships, specify all 1) FINLAND 2) _____ 3) _____ <input type="checkbox"/> Я – лицо без гражданства (не являюсь гражданином ни одного государства) / I am a person without citizenship (I am not a citizen of any state)	10. Статус соотечественника или беженца / Compatriot or refugee <input type="checkbox"/> Я обладаю особым статусом соотечественника / I'm a compatriot 1. Соотечественниками являются лица, родившиеся в одном государстве, проживающие либо проживавшие в нем и обладающие признаками общности языка, истории, культурного наследия, традиций и обычаев, а также потомки указанных лиц по прямой нисходящей линии. / Compatriot is a person born in the country or lived there before who has common language, historical, cultural features either a descendant of those persons. 2. Соотечественниками также признаются лица и их потомки, проживающие за пределами территории Российской Федерации и относящиеся, как правило, к народам, исторически проживавшим на территории Российской Федерации, а также сделавшие свободный выбор в пользу духовной, культурной и правовой связи с Российской Федерацией лица, чьи родственники по прямой восходящей линии ранее проживали на территории Российской Федерации, в том числе: / Compatriot is also a person and/or his/her descent living abroad who belongs to nations living on historical territory of the Russian Federation who made a choice for religion, culture and legislation of the Russian Federation including: - лица, состоявшие в гражданстве СССР, и/или проживавшие в государствах, входивших в состав СССР, получившие гражданство этих государств или ставшие лицами без гражданства; / a person who had the USSR nationality and/or living in countries-members of the USSR who got citizenship of one of these countries or became a person without citizenship; - выехавшие (эмигранты) из Российского государства, Российской республики, РСФСР, СССР и Российской Федерации, имевшие соответствующую гражданскую принадлежность и ставшие гражданами иностранного государства или лицами без гражданства. / Emigrants of the Russian State/ Russian Republic/ RSFSR/ USSR/ the Russian Federation who had a citizenship and admitted to foreign citizenship or became a person without citizenship. <input type="checkbox"/> Я обладаю особым статусом беженца / I'm a refugee <input type="checkbox"/> Я являюсь потомком казаков / I'm a descendant of the Cossacks		



Application form. Page 2

Enter your **full address** where you live permanently in your country

Enter your **contact e-mail** and phone number

Fill out the section **14.1** with the contact data of one of your parent (in case of emergency)

Fill out the fields **15-17** in accordance with your passport

Field **18** – check the **level of education** you currently have

Field **19** – **name the educational institution** you graduated from or will graduate this year

Fields **20.1, 20.2, 20.3** – enter the **full address of the educational institution** you graduated from or will graduate this year

Field **21** – enter the **year of graduation** (no period of studies)

11. Адрес постоянного проживания* / Permanent address:*			
11.1 Страна* / Country*	11.2 Почтовый индекс / Postcode	11.3 Область / Штат / Регион* / Region / State / Location*	11.4 Город / Населенный пункт* / City / Community*
FINLAND	40740	KESKI-SUOMI	JYVASKYLA
11.5 Улица, дом, корпус, строение, квартира* / Street, house, building, flat*			
NOUSUKATU STR., 12, 5			
12. Адрес электронной почты* / e-mail*		13. Номер мобильного телефона (с кодом страны)* / Mobile (cell) phone number (with a country code)*	
JOEJOHNSON@MAIL.COM		+3581234567890	
14. Контакты родителей или законного представителя, не являющегося родителем* / Contacts of parents or legal representative who is not a parent*			
14.1 Контакты родителей* / Parents' contacts:*			
Фамилия* / Family name*	Имя* / Name*	Отчество (если имеется) / Father's name-(if there is any)	
JOHNSON	JOHN		
Гражданство* / Citizenship*	Дата рождения* / Date of birth* (день-месяц-год) / (day-month-year)		
FINLAND	02-03-1980		
Адрес электронной почты* / e-mail*	Номер мобильного телефона (с кодом страны)* / Mobile (cell) phone number (with a country code)*		
J.JOHNSON@MAIL.COM	+3580987654321		
14.2 Контакты законного представителя, не являющегося родителем (в случае необходимости)* / Contacts of legal representative who is not a parent (if it is necessary)*			
Фамилия* / Family name*	Имя* / Name*	Отчество (если имеется) / Father's name-(if there is any)	
Гражданство* / Citizenship*	Дата рождения* / Date of birth* (день-месяц-год) / (day-month-year)		
Адрес электронной почты* / e-mail*	Номер мобильного телефона (с кодом страны)* / Mobile (cell) phone number (with a country code)*		
15. Номер паспорта* / Passport No*	16. Дата выдачи* / Date of issue* (день-месяц-год) / (day-month-year)	17. Действителен до* / Valid till* (день-месяц-год) / (day-month-year)	
E123456789	04-05-2023	04-05-2033	
Срок действия паспорта не должен истекать ранее, чем через 1,5 года с даты начала действия визы (для поступающих на основные образовательные программы) / The validity of the passport should not expire earlier than 1,5 years from the date of commencement of visa validity (for long term programs) Срок действия паспорта не должен истекать ранее, чем через 0,5 года с даты окончания действия визы (для поступающих на краткосрочные образовательные программы) / The validity of the passport should not expire earlier than 0,5 years from the expiry date of visa (for short term programs)			
18. Уровень полученного (имеющегося) образования* / Level of education*		19. Наименование образовательной организации, которую Вы закончили, или образовательной организации, в которой Вы завершаете обучение* / Name of graduated educational organization or the educational organization where you are completing your studies *	
Выберите только один вариант – образование, на базе которого вы желаете учиться в России / Choose ONLY one option – the education on the basis of which you want to study in Russia <input type="checkbox"/> Основное общее образование (школа, лицей, гимназия; 8-9 лет обучения) / Secondary School (8-9 study years) <input type="checkbox"/> Среднее общее образование (школа, лицей, гимназия; 10-12 лет обучения) / General secondary education (10-12 study years) <input type="checkbox"/> Среднее профессиональное образование (профессиональное училище, техникум, колледж) / Secondary vocational education (Vocational/Technical School/Colleges) <input checked="" type="checkbox"/> Бакалавриат / Bachelor's degree <input type="checkbox"/> Специалист (высшее образование со сроком обучения 5-5,5 лет) / Specialist degree (Higher education 5-5,5 study years) <input type="checkbox"/> Магистратура / Master's degree <input type="checkbox"/> Аспирантура / Postgraduate studies <input type="checkbox"/> Ординатура / Residency training <input type="checkbox"/> Адъюнктура / Postgraduate military course <input type="checkbox"/> Ассистентура-стажировка / Assistantship-traineeship		UNIVERSITY OF HELSINKI	
		20. Местонахождение образовательной организации, которую Вы закончили, или образовательной организации, в которой Вы завершаете обучение* / Location of graduated educational organization or the educational organization where you are completing your studies *	
		20.1 Страна / Country	20.2 Город / City
		FINLAND	HELSINKI
		20.3 Улица, дом, корпус, строение / Street, house, building	
		YLIOPISTONKATU 4, 00100	
		21. Год окончания / Graduation year	
		2022	
В случаях, установленных законодательством Российской Федерации, может потребоваться установление признания представленных документов об образовании. / According to the legislation of the Russian Federation, it may be required to establish the recognition of the submitted educational certificates.			



Application form. Page 3

Check a box accordingly to the level of the programme you're applying for.
Choose **ONLY ONE** option.

Leave this part blank and unchecked

Check the box "Очная / Full time"

Enter the code and name of the programme you're applying for.

You can find this info in your applicant's account, Register section

Field 24.3 and 25 is for the PhD programmes' applicants only. **Leave them blank.**

Type or write in
Национальный исследовательский университет "Высшая школа экономики / Higher School of Economics

If you download the form from your applicant's account – this field is already pre-filled

22. Уровень образования, которое Вы хотите получить в России* / Level of education that you want to get in Russia*

Выберите только один вариант / Choose **ONLY ONE** option

- Среднее профессиональное образование / Secondary vocational education
- Бакалавриат / Bachelor's Degree
- Специалист / Specialist Degree
- Магистратура / Master's Degree
- Аспирантура / Postgraduate studies
- Ординатура / Residency training
- Адьюнктурa / Postgraduate military course
- Ассистентура-стажировка (по специальностям в области культуры и искусства)/Assistantship-traineeship (specialties in the field of culture and art)

Дополнительное профессиональное образование / Supplementary vocational education

Название программы дополнительного профессионального образования (ДПО) / Name of the Supplementary vocational education program

Продолжительность обучения / Duration of study:
_____ месяцев / months

Семестр/ Term:

- Летняя школа / Summer School
- Весенний семестр / Spring term
- Учебный год / Academic year
- Осенний семестр / Fall term
- Зимняя школа / Winter School

23. Форма обучения* / Mode of study* Очная / Full-time Заочная / Extramural Очно-заочная / Part-time

24. Направление подготовки (специальность, научная специальность, профессия) (не заполняется в случае выбора обучения по программам ДПО)* / Educational program (specialty, scientific specialty, profession) (Not filled in if you choose to study at the Supplementary vocational education)*

Для поиска кода и наименования направления подготовки (специальности) используйте сайт russia-edu.ru / You can use russia-edu.ru website to find the code and the full name of the educational program

24.1 Код*/ Code * (является обязательным при поступлении на все программы / required for admission to all programs)

38.04.08

24.2 Наименование*/ Full name * (является обязательным при поступлении на все программы / required for admission to all programs)

BANKING AND CREDIT

24.3. Профиль научной специальности * (является обязательным при поступлении на программы аспирантуры) / Field of the educational program (required for admission to postgraduate programs)

25. Тема исследований (для поступающих на обучение по программам аспирантуры, ассистентуры-стажировки, ординатуры) / Topic of research (for postgraduate studies, assistantship-traineeship, residency training)

26. Образовательные организации (университеты, колледжи), где Вы хотели бы учиться* / Educational organizations (universities, colleges) where you would like to study*

Заполните все 6 строк в порядке приоритета. Не выбирайте больше 3 образовательных организаций из одного федерального округа и не больше 2 образовательных организаций г. Москвы, г. Санкт-Петербурга и г. Севастополя. В случае, если Вы указали только одну образовательную организацию, и она Вас не выбрала на обучение, Вы лишаетесь возможности обучения в Российской Федерации / Fill in all 6 points in order of priority. Do not choose more than 3 educational organizations from one federal region and no more than 2 educational organizations from Moscow, Saint-Petersburg and Sevastopol. If you mention only one educational organization and this organization refused to admit you, you will be finally refused to study in the Russian Federation.

1) Национальный исследовательский университет «Высшая школа экономики» / Higher School of Economics

2) _____

3) _____

4) _____

5) _____

6) _____

В случае если заявка не была отобрана образовательными организациями, указанными в анкете, досю доводится до сведения двух образовательных организаций, не указанных в анкете, обладающих наименьшим удельным весом иностранных граждан в общей численности обучающихся по основным профессиональным образовательным программам среди всех образовательных организаций, реализующих образовательную программу среднего профессионального образования, высшего образования или дополнительную профессиональную программу, на обучение по которой претендует кандидат. / If the educational organizations indicated in the application form did not accept you for study, your application will be sent to two other educational organizations that have the smallest proportion of foreign citizens among all educational organizations according to the chosen program.

Application form. Page 4



Enter the languages you speak and check the your level of each language's proficiency.

Don't forget to check your level of the Russian language proficiency

Check this box if you're recommended for admission to a Russian-taught programme and need a prep year course.

If you're recommended for admission to an English-taught programme – leave this box unchecked.

Check ONLY ONE option:
 - for bachelor's degree applicants – Test OR Academic Competition
 - for master's degree applicants – Portfolio Competition

Leave the field unchecked

Check the boxes as shown

27. Владение языками (включая родной язык)* / Languages (including native) *

1) Русский язык / Russian	<input type="checkbox"/> Родной язык / Native	<input type="checkbox"/> Владею свободно / Fluent	<input type="checkbox"/> Читаю, пишу, говорю / Intermediate	<input type="checkbox"/> Читаю со словарем / Beginner	<input checked="" type="checkbox"/> Не владею / Do not speak
2) FINNISH	<input checked="" type="checkbox"/> Родной язык / Native	<input type="checkbox"/> Владею свободно / Fluent	<input type="checkbox"/> Читаю, пишу, говорю / Intermediate	<input type="checkbox"/> Читаю со словарем / Beginner	
3) ENGLISH	<input type="checkbox"/> Родной язык / Native	<input checked="" type="checkbox"/> Владею свободно / Fluent	<input type="checkbox"/> Читаю, пишу, говорю / Intermediate	<input type="checkbox"/> Читаю со словарем / Beginner	
4)	<input type="checkbox"/> Родной язык / Native	<input type="checkbox"/> Владею свободно / Fluent	<input type="checkbox"/> Читаю, пишу, говорю / Intermediate	<input type="checkbox"/> Читаю со словарем / Beginner	

28. Необходимость обучения на подготовительном отделении (факультете) / Necessity to study at the Preparatory course (Preparatory department)

Я нуждаюсь в обучении на подготовительном отделении (факультете) для изучения русского языка. Срок обучения – 1 год.
 В этом случае распределение кандидатов на обучение на подготовительном отделении (факультете) осуществляется Министерством науки и высшего образования Российской Федерации. / I need to get admission to the Preparatory course (Preparatory department) for the study of Russian language. Period of study – 1 year. In that case educational organization is to be chosen by the Ministry of Science and Higher Education of the Russian Federation.

29. Спортивные достижения / Sport achievements

1.	вид спорта / sport	достижение / achievement	год / year
2.	вид спорта / sport	достижение / achievement	год / year
3.	вид спорта / sport	достижение / achievement	год / year

30. Дополнительная информация о достижениях в разных областях / Additional information about different achievements

31. Тип отборочных мероприятий, которые Вы проходили в своей стране для получения квоты* / The type of qualification tests that you have taken in your country to get the quota*

Тестирование / Test

Конкурс документов об образовании и (или) квалификации / Educational Certificate Competition

Творческое испытание / Creativity test

Конкурс портфолио / Portfolio competition

Собеседование / Interview

Олимпиада / Academic Competition

Другой (указать) / Other (specify) _____

32. Место прохождения отборочных мероприятий* / The place of qualification tests passing*

Представительство Россотрудничества / Representative office of Rosstrudnichestvo

Дипломатическое представительство Российской Федерации / Diplomatic representative of the Russian Federation

Образовательная организация / Educational organization

Другое (указать) / Other (specify) _____

В том числе, с использованием дистанционных технологий с идентификацией личности при прохождении мероприятия (указывается одновременно с местом прохождения отборочных мероприятий)* / Using distance technologies with personality identification during the tests passing (the place of qualification tests passing and this section are indicated at the same time) *

33. К анкете-заявлению прилагаются следующие документы: / I attach the following documents*:

1. Копия паспорта* / Copy of the Passport*

2. Копия документа об образовании (или документ, содержащий сведения о результатах последней аттестации последнего года обучения, если обучение еще не завершено)* / Copy of the Educational Certificate (or a document containing information about the results of the last certification of the last year of study, if the studies has not finished yet)*

3. Свидетельство о признании иностранного образования и (или) иностранной квалификации (при наличии) / Certificate of recognition of foreign education and (or) foreign qualifications (if any)

4. Копия медицинской справки, подтверждающей отсутствие медицинских противопоказаний для обучения* / Copy of the medical certificate confirming the absence of medical contraindications for training*

5. Копия медицинской справки об отсутствии ВИЧ и СПИД* / Copy of the medical certificate on the absence of the HIV and AIDS *

6. Копия медицинской справки об отсутствии всех типов гепатита и туберкулеза* / Copy of the medical certificate on the absence of all types of hepatitis and tuberculosis*

7. Копия результатов отборочных мероприятий, а также иные документы, подтверждающие указанные результаты (при необходимости) / Copy of the document with the results of the qualifying tests and other documents confirming these results (if necessary)

8. Копия документа с результатами прохождения обязательных предварительных медицинских осмотров (при поступлении на обучение по определенным специальностям) / Copy of the document with the results of passing preliminary medical examinations (when applying for training in some educational programs)

9. Реферат на русском и/или английском языке (для поступающих на обучение по программам аспирантуры, ассистентуры-стажировки, ординатуры) / Research paper in Russian and/or English (for postgraduate studies, assistantship-traineeship, residency training)

10. Список публикаций (для поступающих на обучение по программам аспирантуры, ассистентуры-стажировки, ординатуры) / List of publications (for postgraduate studies, assistantship-traineeship, residency training)

11. Согласие кандидата на обработку персональных данных / Consent of the Candidate to Personal Data Processing

12. Копии документов, подтверждающих статус соотечественника / Copies of documents which confirm the compatriot status

13. Иные документы, подтверждающие получение результатов индивидуальных достижений (по усмотрению) / Other documents confirming the getting of the results of individual achievements (at the discretion)

Документы, указанные в пунктах 1-2 и 4-6, предоставляются с заверенным переводом на русский язык* / Documents 1-2 and 4-6 are provided with a certified translation into Russian*

Application form. Page 5



Check all boxes as shown

Enter the date of the form's completion and sign the form.
Signature must be personal and handwritten

This field is for staff use only. Leave it blank.

34. Дополнительная информация (если хотите что-то сообщить о себе дополнительно) / Additional information (if you want to inform something about yourself)		
35. Планы после окончания обучения (предполагаемое место работы/дальнейшей учебы) / Plans after graduation (the prospective place of work / further education)		
<input checked="" type="checkbox"/> Я даю согласие на проведение обработки, в том числе с помощью средств автоматизации, моих персональных данных, указанных в настоящей анкете-заявлении и прилагаемых к нему документах, в целях реализации моего права на получение образования в Российской Федерации за счет бюджетных ассигнований федерального бюджета. Я даю согласие на трансграничную передачу моих персональных данных, указанных в настоящей анкете-заявлении и прилагаемых к нему документах, с использованием сети Интернет. / I accept the processing in hardware of personal data provided in the application and documents attached for the purpose of realizing my right to obtain education in the Russian Federation by budgetary appropriations of federal budget. I agree with transborder transmitting of my personal data noted in the application and attached documents via Internet.		
<input checked="" type="checkbox"/> Я подтверждаю достоверность предоставляемых мною данных и подлинность представленных документов. / I confirm the accuracy of the data I provide and the authenticity of the submitted documents.		
<input checked="" type="checkbox"/> Я проинформирован(а) об ответственности в соответствии с законодательством Российской Федерации за сообщение ложных или неполных сведений в анкете или предоставление поддельных документов / I have been informed of my responsibility under the legislation of the Russian Federation for reporting false or incomplete information in the application form or providing forged documents		
<input checked="" type="checkbox"/> Я проинформирован(а) о том, что в соответствии с законодательством Российской Федерации не имею права повторно поступать на уже имеющийся у меня уровень образования (если данный уровень образования был получен в Российской Федерации) и что в данном случае мне будет отказано в предоставлении места на обучение в пределах квоты Правительства Российской Федерации. / I have been informed that in accordance with the legislation of the Russian Federation I do not have the right to re-enroll at the level of education I already have (if this level of education was obtained in the Russian Federation) and that in this case I will not have the right to study within the quota of the Government of the Russian Federation.		
Дата* / Date* (день-месяц-год) / (day-month-year) 01-02-2024		Подпись* / Signature*
36. Данные представителя, проверившего полноту и достоверность данной анкеты-заявления / Information about the representative who verified the completeness and reliability of this application form		
Должность сотрудника/ Officer's Position	Фамилия Имя Отчество* / Full name*	Контактный номер / Contact number
Дата* / Date* (день-месяц-год) / (day-month-year)	Подпись* / Signature*	

Consent form. Page 1



Consent of the Candidate to Personal Data Processing, Transmission and Storage

I, JOHNSON JOE

(Last name, first name, patronymic (if there is any))

Data of passport or other identity document № E123456789

Date and place of issue 01.01.2001, MINISTRY OF INTERNAL AFFAIRS

I agree to the processing in hardware of personal data provided in the application form of a candidate for education in the Russian Federation at the expense of the Federal funds of the Russian Federation within the quota established by the Resolution of the Government of the Russian Federation of December 18, 2020 No. 2150 "About establishment of quota for education of foreign citizens and persons without citizenship in the Russian Federation" (hereinafter – "application form", "quota of the Government of the Russian Federation") and documents (their copies) attached for the purpose of realizing my right for education in the Russian Federation at the expense of the Federal funds of the Russian Federation within the quota of the Government of the Russian Federation.

I agree with transborder transmitting of my personal data noted in the application form and attached documents (their copies) via the Internet.

I confirm that information provided is complete and reliable.

In accordance with Article 9 of the Federal Law of the Russian Federation dated July 27, 2006 No. 152-FZ "On Personal Data" (hereinafter – Federal Law No. 152-FZ), I hereby consents to the processing of my personal data by the Operators:

- Ministry of Science and Higher Education of the Russian Federation, TIN 7710539135, located at: Tverskaya St., 11, 125993, Moscow, Russia, including using the information system located on the portal russia-edu.minobrnauki.gov.ru;
- Federal Agency for the Commonwealth of Independent States Affairs, Compatriots Living Abroad, and International Humanitarian Cooperation (Rossotrudnichestvo), TIN 7704706758, located at: Vozdvizhenka St., 18/9, 119019, Moscow, Russia, including using the information system located on the portal education-in-russia.com;
- Federal State Budgetary Institution "Center for the Development of Education and International Activities ("Interobrazovanie")", TIN 7706001432, located at: Bolshoy Chudov Pereulok, 8/1, 119021, Moscow, Russia;

-

(The Representative office of Rossotrudnichestvo and (or) diplomatic Representative office of the Russian Federation abroad, which perform the selection functions in a foreign country)

I have been informed about the responsibility in accordance with the legislation of the Russian Federation for the reporting of false or incomplete information in the application form or the provision of forged documents.

1. The list of personal data that will be processed:

- Last name, first name, patronymic (if there is any);
- Date of birth, place of birth;
- Citizenship;
- Data of the document confirming the compatriot status (if there is any);
- Permanent address;
- Contact phone number and e-mail address;
- Passport data or other identity document;
- Data of the Educational Certificate (or a document containing information about the results of the last certification of the last year of study, if the studies has not finished yet);
- Data on refugee status (if there is any);

Type or write in your full name (surname and name(s)) as it's in your passport

Type or write in your passport's number

Type or write in the date and place of issue of your passport as they are in the passport

LEAVE THIS LINE BLANK

Consent form. Page 2-3



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- Foreign language skills;
- Data of the documents confirming special knowledge (if there is any);
- Data of the documents confirming academic degree, academic status, lists of scientific works and inventions (if there is any);
- Photo;
- Information about health (the medical certificate confirming the absence of medical contraindications for training, the medical certificate on the absence of the HIV and AIDS, the medical certificate on the absence of all types of hepatitis and tuberculosis, the results of passing preliminary medical examinations (when applying for training in some educational programs));
- Visa information (if necessary);
- Last name, first name, patronymic (if there is any) and date of birth of parents or legal representatives;
- Data on sports achievements (if there is any);
- Data on the results of individual achievements (if there is any).

2. The list of documents (their copies) for the processing of which a candidate gives consent (documents (their copies) marked with "*" are provided with a certified translation into Russian):

- Application form;
- Copy of the Passport*;
- Copy of the Educational Certificate (or a document containing information about the results of the last certification of the last year of study, if the studies has not finished yet)*;
- Copy of the medical certificate confirming the absence of medical contraindications for training*;
- Copy of the medical certificate on the absence of the HIV and AIDS*;
- Copy of the medical certificate on the absence of all types of hepatitis and tuberculosis*;
- Copy of the document with the results of the qualifying tests;
- Copy of the document with the results of passing preliminary medical examinations (when applying for training in some educational programs);
- Research paper in Russian and/or English (for postgraduate studies, assistantship-traineeship, residency training);
- List of publications (for postgraduate studies, assistantship-traineeship, residency training)
- Copies of documents which confirm the compatriot status (if there is any);
- Other documents confirming the getting of the results of individual achievements (at the discretion).

3. The list of actions in the commission of which a candidate gives consent:

I agree to the Operators to perform actions with personal data defined by Article 3 of the Federal Law of the Russian Federation dated July 27, 2006 Federal Law No. 152-FZ, namely: collection, systematization, accumulation, storage, clarification (update, change), use, distribution (including transfer), depersonalization, blocking, destruction of personal data. Processing of personal data can be carried out with the use of automation tools or without them (on paper).

Only personal data that respond the processing purposes are processed. The content and amount of the personal data processed by the Operators respond the stated processing purposes; redundancy of the processed personal data is not allowed.

Operators carry out the specified actions with personal data specified in the application form and attached documents (their copies) posted in the information systems of the Operators in the form of graphic images and information in the corresponding data fields.

When processing personal data the Operators ensure the accuracy of personal data, their sufficiency and, where appropriate, relevance in relation to the personal data processing purposes. Operators take

3

the necessary measures (ensures their provisioning) to remove or clarify the incomplete or inaccurate personal data.

I agree to the actions (operations) defined by Article 3 Federal Law No. 152-FZ, performed with my personal data specified in the application form and attached documents (their copies) between Operators and third parties in order to comply with my legitimate rights and interests, including:

- Educational organizations were selected for the application form process;
- Educational organizations not listed in the application form in case my application was not selected by the educational organizations indicated in the application form;
- Consular Department of the Ministry of Foreign Affairs of the Russian Federation (for the purpose of issuing a visa invitation to obtain a study visa).

A prerequisite of provision and (or) assignment of personal data processing to the third parties is the duty of the parties to ensure the confidentiality and security of personal data during transmission and processing.

4. Timing of the personal data processing and storage:

Processing of personal data is terminated on reaching goals.

The storage of personal data is implemented in a form that allows you to determine the subject of personal data, without specifying a period.

The candidate has the right to withdraw his consent to the processing of personal data together with the application form and attached documents (their copies) through the organization or agency, that submitted his dossier, as well as personally in writing form or in the form of an electronic document (in this case, the candidate is considered to have refused to receive education under the quota of the Government of the Russian Federation).

5. This Consent is valid from the date of registration in the Operator's system.

6. The Personal Data Processors/Operators are not responsible for inaccurate information provided by the personal data subject.

Date: 02.02.2024

Signature:

(JOHNSON J.)
(Surname, initials)

Type or write in the date of the form's completion

Sign the form.
Signature must be personal and handwritten

Type or write in your surname and initials

"FORMS" – WHERE TO UPLOAD?



Application form

 [Application Form \(sample\)](#)

[Application Form \(download\):*](#)

Application form must be with the photo attached in the upper right corner (3x4, color or black and white, matte) and a handwritten signature (e-signatures or inserted images are not accepted). Please use the sample for the correct completion of the form.

[Select file...](#)

Click here to download the guidelines

Click here to download the blank form

Click here to upload a completed application form

Consent form

[Consent of the Candidate to Personal Data Processing, Transmission and Storage \(download\):*](#)

[Select file...](#)

Click here to upload a completed application form

Click here to download the blank form



"PERSONAL DOCUMENTS" - REQUIREMENTS

Academic credentials (educational documents)

- **for bachelor's degree applicants:** school certificate with transcript
- **for master's degree applicants:** bachelor's (specialist's) degree diploma with transcript
- **certificate and transcript** must be uploaded in one pdf
- don't use more than one set of academic credentials for application.
- if you're graduating from a school or uni this year, and don't currently have a final certificate – use an academic record with the results of the last session. The record must be issued by your educational institution.

The documents must be translated into Russian and notarized*

*unless they already have information in Russian or executed in Russian



"PERSONAL DOCUMENTS" – WHERE TO UPLOAD?

Passport

Academic credentials (educational documents)

The documents must be translated into Russian and notarized*

*unless they already have information in Russian or executed in Russian

Passport you will use when applying for your Russian visa: * [Select another file..](#) successfully uploaded

Document language: * Foreign language

Passport you will use when applying for your Russian visa (must be translated into Russian and certified by an official notary/translation service): * [Select file...](#)

Click here to upload a scan of your passport

Click here to select the language your passport is issued in:

- the Russian language
- any foreign language
- both a foreign and the Russian language

Click here to upload a scan of your passport's notarised translation

Type of the document: * Academic Record

Diploma (with supplements) or transcript: * [Select file...](#)

Language of the diploma: * Foreign language

Diploma (with supplements) or transcript (must be translated into Russian and certified by an official notary/translation service): * [Select file...](#)

Click here to select the type of your academic credentials

! Academic record is for the applicants who haven't finished their education yet !

Click here to upload a scan of your academic credentials

(diploma/certificate + transcript)

Click here to select the language(s) your academic credentials are executed in

Click here to upload a scan of your academic credentials' **(diploma/certificate + transcript)** notarised translation



"MEDICAL CERTIFICATES" – REQUIREMENTS

General medical report

The report must contain a comprehensive assessment of your health status, confirm that you are medically fit and indicate the absence of contraindications for studying in the Russian Federation. The form may include, for instance, the following information - your height and weight, eye vision, hearing sense, colour sense, blood pressure, blood type, your previous diseases, vaccinations, any medical contradictions, other abnormal findings. The report must be signed by a doctor and have a stamp of the medical institution (hospital, health care centre. etc.)

HIV/AIDS, hepatitis B (HBsAg), hepatitis C (HCV), and tuberculosis test results

The tests must include the results and may include reference data

**All medical documents are considered valid for 12 months of the date of issuance.
We recommend having them valid till April 15, 2024, at least.**

NB! Vaccination cards/certificates are not accepted

All medical documents must be translated into Russian and notarized*

*unless they are already executed in Russian



"MEDICAL CERTIFICATES" – WHERE TO UPLOAD?

• **General medical report**

• **HIV/AIDS test results**

• **Hepatitis B (HBsAg) and C (HCV) test results**

• **Tuberculosis test results**

All documents must be translated into Russian and notarized*

*unless they are already executed in Russian

Standard general medical certificate: * [Select file...](#)

Language of the medical certificate: * Foreign language

Standard general medical certificate (translated into Russian and certified by an official notary/translation service): * [Select file..](#)

Click here to upload a scan of your **general medical report**

Click here to select the **language** the medical report is issued in.

Click here to upload a scan of the **medical report's notarised translation**

Medical certificate indicating HIV test results: * [Select file..](#)

Language of the medical certificate: * Foreign language

Medical certificate indicating HIV test results (Medical certificate COPY indicating HIV test results (translated into Russian and certified by an official notary/translation service): * [Select file..](#)

Click here to upload a scan of your **HIV/AIDS** test results

Click here to select the **language** the **HIV/AIDS** test results are issued in.

Click here to upload a scan of the **HIV/AIDS test results' notarised translation**

Medical certificate on the absence of hepatitis B and C and tuberculosis: * [Select file..](#)

Language of the medical certificate: * Foreign language

Medical certificate on the absence of hepatitis B and C and tuberculosis (translated into Russian and certified by an official notary/translation service): * [Select file..](#)

Click here to upload a scan of your **HBsAg, HCV, and TB** test results

Click here to select the **language** the **HBsAg, HCV, and TB** test results are issued in.

Click here to upload a scan of the **HBsAg, HCV, and TB test results' notarised translation**

HOW DOES IT ALL WORK?



1

As soon as you get all of the required documents ready, upload them to the designated fields of your applicant's account – Offer of Admission section and submit for reviewing.

2

Your documents are being reviewed by our reviewers.

If they are all OK – you will get the message that all documents are confirmed and you're good to proceed to the next section.

If they all or some of them need to be adjusted – you'll get a message specifying what documents are not confirmed and what you're to amend in the documents – **read the comments carefully**

3

As soon as your documents are all set, we send them to the Ministry of Science and Higher Education of the Russian Federation.

If the Ministry requires some of the documents to be revised – we'll have 14 days for updating them.

Keep in touch and check your e-mail regularly.

4

As soon as your documents are accepted by the Ministry, you'll get a notification from russiaedu.minobrnauki.gov.ru, where you'll be able to check the scholarship status.





HAVE A QUESTION?

CONTACT OUR INTERNATIONAL ADMISSIONS TEAM



admissions.hse.ru/en



+7 (916) 311-85-21



inter@hse.ru



[@HSEenter](https://t.me/HSEenter)