

**APPROVED**  
**by Academic Council of ASU**  
**on September 24, 2018**  
**(Protocol #02)**

**Acting Rector of ASU \_\_\_\_\_ K. A. Markelov**

**RULES OF ADMISSION**  
**to Federal State Budgetary Educational**  
**Institution of Higher Education**  
**“Astrakhan State University”**  
to cover educational programs of higher education –  
bachelor, specialist, and master programs  
for Academic Year 2019/20

## **I. General Clauses**

**1.** These Rules of Admission to cover educational programs of higher education – bachelor, specialist, and master programs (hereinafter referred to as the “Rules”) – regulate admission of citizens of the Russian Federation, foreign citizens, and individuals without a citizenship (altogether hereinafter referred to as “entrants”) to cover educational programs of higher education – bachelor programs, specialist programs, and master programs at the Federal State Budgetary Educational Institution of Higher Education ‘Astrakhan State University’ (hereinafter referred to as “ASU”) and at its Branch in the town of Znamensk (hereinafter referred to as the “Branch”).

**2.** ASU announces admission to cover bachelor programs, specialist programs, and master programs (hereinafter referred to as “admission”, “educational programs”) as per its license to perform educational activities related to the corresponding educational programs. License requisites: series 90JI01 #0008923 of January 21, 2016, reg. # 1893.

**3.** The procedure and the conditions of admission to Federal state institutions that perform educational activities and that are supervised by Federal state authorities specified in Part 1 of Clause 81 of Federal Law #273-FZ of December 29, 2012 (hereinafter referred to as “Federal Law #273-FZ”) shall be determined by the those Federal state authorities.

**4.** Individuals with a general secondary education are eligible for covering a bachelor or a specialist program. Individuals with a higher education of any level are eligible for covering a master program.

Coverage of an educational program is permissible for a person who has obtained education of the corresponding level, which can be confirmed with:

if entering a bachelor or a specialist program – with a document of general secondary education or with a document of secondary professional education, or with a document of higher education indicating the qualification obtained;

if entering a master program – with a document of higher education indicating the qualification obtained.

An entrant shall present his or her document confirming obtainment of education of the corresponding level (hereinafter referred to as “the document of official standard”):

- 1) a document of education or of education and qualification of the standard determined by the federal executive authority that performs functions to develop the state policy and execute legal regulation in the field of education, or by the federal executive authority that performs functions to develop the state policy and execute legal regulation in the field of healthcare, or by the federal executive authority that performs functions to develop the state policy and execute legal regulation in the field of culture;
- 2) a document of official standard that confirms the level of education or of education and qualification, provided it was obtained prior to January 01, 2014 (a document of primary professional education confirming obtainment of secondary (complete) general education and a document of primary professional education obtained on the base of a secondary (complete) general education shall be equal to a document of secondary professional education);
- 3) a document of education and qualification of the standard determined by the Federal State Budgetary Educational Institution of Higher Professional Education “Lomonosov Moscow State University” (hereinafter referred to as “Lomonosov Moscow State University”) and by the Federal State Budgetary Educational Institution of Higher Professional Education “Saint Petersburg State University” (hereinafter referred to as “Saint Petersburg State University”), or a document of education and qualification of the standard determined upon the decision of an administration collegial body of an educational institution, provided that document has been issued to a person who passed the state final accreditation successfully;
- 4) a document of education or education and qualification issued by a private organization that performs educational activities in the Skolkovo Innovative Center;
- 5) a document (documents) of education or education and qualification issued in a foreign country, provided education certified by that document is acknowledged in the Russian Federation as corresponding to the proper level of education (hereinafter

referred to as a “foreign document of education”).

5. Entrants shall be admitted to the first year of their studies.

6. Admission to cover educational programs is executed within the control figures of admitting citizens at the expense of budget fundings of the federal budget (hereinafter referred to as the “control figures”, “budget fundings”) and on paid terms at the expense of individuals and/or legal entities on the base of contracts of education to be signed during the admission period (hereinafter referred to as “contracts of education”).

The control figures specially determine:

the quota for admission physically challenged children, individuals with the 1st and the 2nd degrees of disability, individuals physically challenged since their childhood, individuals physically challenged owing to a military trauma or to a disease obtained during their military service (provided they have no contraindications to study at the corresponding educational institutions), children-orphan and children who remained without their parents’ care, and veterans of combat operations related to the range of individuals indicated in Subpoints 1-4 of Point 1 of Clause 3 of Federal Law #5-FZ “About Veterans” of January 12, 1995 (all together referred to as the “special quota”) to cover bachelor and specialist programs at the expense of budget fundings. ASU shall determine this special quota as at least 10 % of the total value of the control figures for bachelor and specialist programs in each set of admission terms and conditions stipulated in Clause 10 of these Rules;

the quota of target admission (hereinafter referred to as the “target quota”).

7. Admission to study at the expense of budget fundings shall be executed on a competitive basis, unless another procedure is stipulated by Federal Law #273-FZ. Admission to study of paid terms (studies to be paid by individuals and/or by legal entities) shall be executed on the terms determined by contracts of education to provide paid educational services.

8. These Rules of Admission to cover the main professional educational programs at ASU shall guarantee the rights for education and enrolment for those

entrants who have the corresponding level of education, who are the most gifted and best-prepared to cover an educational program of the corresponding level and specialization.

**9.** Admission to cover educational programs shall be executed:

1) to bachelor and specialist programs (except for admission of individuals who are eligible for enrolment without taking entrance examinations):

entrants having a secondary general education – on the base of their results of the Unified State Examination (hereinafter referred to as “USE”) taken in 2015-2019 and assessed by means of the 100-point assessment scale; those results shall be acknowledged as results of entrance examinations; and/or on the base of results of entrance examinations to be arranged by ASU itself in cases stipulated by these Rules.

entrants having a secondary professional education or a higher education (hereinafter referred to as “professional education”) – on the base of results of entrance examinations whose form and list shall be determined by ASU;

2) to master programs – on the base of results of entrance examinations whose list and delivery procedure shall be determined by ASU.

**9.1.** Individuals specified in Points 3.1 and 3.3 of Clause 5 and Clause 6 of Federal Law #84-FZ of May 05, 2014 “About Specifics of Legal Regulation of Relations in Sphere of Education, Owing to Admission of Republic of Crimea into Russian Federation and Formation of New Federation Subjects of Russian Federation – Republic of Crimea and City of Federal Importance of Sebastopol, and about Introduction of Changes into Federal Law “About Education in Russian Federation” are admitted to studies to institutions located both in the Republic of Crimea and in the city of federal importance of Sebastopol (hereinafter referred to as the “territory of Crimea”) and outside the territory of Crimea, in accordance with the specific features stipulated by these Rules.

**10.** ASU shall admit entrants to studies separately in each set of admission terms (hereinafter referred to as the “admission terms”):

1) separately to study at ASU and at its Branch;

2) separately for the full-time, part-time, and distance forms of studies;

3) separately for bachelor, specialist, and master programs depending on their profiles as per the regulations specified in Clause 11 of these Rules;

4) separately within the control figures and as per contracts of education.

**11.** For each set of admission terms, ASU shall arrange a separate entrance competition. Within the control figures, there shall be a separate competition arranged specifically for each set of admission terms and for each of the following grounds for admission (hereinafter referred to as the “grounds for admission”):

to positions within the special quota;

to positions within the target quota;

to positions within the control figures, subtracting the special quota and the target quota (hereinafter referred to as “main positions within the control figures”);

For entrants claiming for enrolment to a bachelor or a specialist program on the base of different levels of education, a single competition shall be arranged on the same admission terms and on the same grounds for admission (should such grounds exist).

**12.** Admission to studies (see Point 3 of Clause 9 of these Rules) shall be executed as follows, depending on the profile of an educational program:

for each bachelor program within its specialty, for each specialist program within its specialization, and within each master program within its specialty.

Admission to studies may be executed differently for different bachelor, specialist, and master programs.

**13.** To be admitted to studies, an entrant shall submit an application of admission, enclosing the necessary documents (hereinafter referred to as the “documents necessary for admission”).

**14.** An individual to whom an entrant delegated the corresponding authorities (hereinafter referred to as an “authorized representative”) may perform actions on behalf of that entrant as per these Rules, provided those actions do not require that entrant’s personal presence (present the documents necessary for admission to ASU, withdraw those documents, etc.). That authorized representative shall present a warrant issued by an entrant and prepared as per the official legal standard; that

warrant must specify the corresponding authorities delegated to the authorized representative.

**15.** If an entrant or their authorized representative visits ASU and/or interacts with officials of ASU personally, they shall present the original of their personality identification document.

**16.** Organizational support of admission to studies, including studies at the Branch, shall be executed by the Admission Commission that is established by ASU. Rector of ASU is the Chairperson of the Admission Commission. The Chairperson of the Admission Commission appoints the Executive Secretary of the Admission Commission, who coordinates activities to be performed by the Admission Commission and who receives entrants, their parents, or their other legal or authorized representatives personally.

To arrange entrance examinations, ASU shall establish examination and appellation commissions as per the procedure that it shall determine itself.

Authorities and the procedure of activities to be performed by the Admission Commission shall be determined by its Statute to be approved by the Rector. Authorities and the procedure of activities performed by examination and appellation commissions shall be determined by the corresponding Statutes to be approved by the Chairperson of the Admission Commission.

**17.** The following deadlines shall be determined for admission to full-time and part-time studies to positions within the control figures:

**1) to bachelor and specialist programs:**

- a) the day of commencing to receive documents necessary for admission – June 03, 2019;
- b) the day of ceasing to receive documents necessary for admission from entrants to be admitted on the base of results of their additional entrance examinations of creative and/or professional character (Design, Architecture, Journalism, Pedagogical Education – not earlier than July 07, 2019;
- c) the day of ceasing to receive documents necessary for admission from entrants to be admitted on the base of other entrance examinations arranged by ASU itself – not

earlier than July 10, 2019;

d) the day of ceasing to hold entrance examinations to be arranged by ASU itself; the day of ceasing to receive documents necessary for admission from entrants eligible for admission without taking such entrance examinations (hereinafter referred to as the “final day of receiving documents necessary for admission and holding entrance examinations”) – July 26, 2019.

**2) to master programs:**

a) the day of commencing to receive documents necessary for admission – June 03, 2019;

b) the day of ceasing to receive documents necessary for admission – July 20, 2019;

c) the day of ceasing to hold entrance examinations arranged by ASU itself – August 03, 2019.

**18.** The following deadlines shall be determined for admission to full-time and part-time studies to positions on paid terms after signing contracts of education:

**1) to bachelor and specialist programs:**

a) the day of commencing to receive documents necessary for admission – June 03, 2019;

b) the day of ceasing to receive documents necessary for admission – August 29, 2019;

c) the day of ceasing to hold entrance examinations – August 30, 2019;

**2) to master programs:**

a) the day of commencing to receive documents necessary for admission – June 03, 2019;

b) the day of ceasing to receive documents necessary for admission – August 30, 2019;

c) the day of ceasing to hold entrance examinations – August 31, 2019.

**19.** The following deadlines shall be determined to admit entrants to distance studies within the control figures:

**1) to bachelor and specialist programs:**

a) the day of commencing to receive documents necessary for admission – May 13,



2019;

b) the day of ceasing to receive documents necessary for admission – August 09, 2019;

c) the day of ceasing to hold entrance examinations – August 20, 2019;

**2) to master programs:**

a) the day of commencing to receive documents necessary for admission – June 03, 2019;

b) the day of ceasing to receive documents necessary for admission – August 09, 2019;

c) the day of ceasing to hold entrance examinations – August 20, 2019.

**20.** The following deadlines shall be determined to admit entrants to distance studies to positions on paid terms after signing contracts of education:

**1) to bachelor and specialist programs:**

a) the day of commencing to receive documents necessary for admission – May 13, 2019;

b) the day of ceasing to receive documents necessary for admission – September 21, 2019;

c) the day of ceasing to hold entrance examinations – September 28, 2019;

**2) to master programs:**

a) the day of commencing to receive documents necessary for admission – June 03, 2019;

b) the day of ceasing to receive documents necessary for admission – September 14, 2019;

c) the day of ceasing to hold entrance examinations – September 21, 2019.

**II. Determination of List & Programs of Entrance Examinations, Assessment Scales of Their Results, & Minimal Scores Confirming Successful Passing of Entrance Examinations**

**21.** ASU shall include the following items into its List of Entrance Examinations to Admit to Bachelor & Specialist Programs Based on General Secondary Education:

1) entrance examinations as per the Order of the Ministry of Education and Science of the Russian Federation of September 04, 2014 at #1204 “About Approval of List of Entrance Examinations to Admit to Studies of Educational Programs of Higher Education – Bachelor and Specialist Programs” (hereinafter referred to as the “general educational entrance examinations”, “Order #1204”). The results of the USE shall be acknowledged as results of those general educational entrance examinations; otherwise, those entrance examinations shall be arranged by ASU itself as per these Rules;

2) additional entrance examinations to be arranged in cases stipulated by Clause 23 of these Rules.

**22.** The following particular categories of entrants may take general educational entrance examinations to be arranged by ASU itself to enter a bachelor or a master program (hereinafter referred to as “general educational entrance examinations for particular categories of entrants”):

1) in any general educational disciplines:

a) physically challenged children, physically challenged adults;

b) foreign citizens;

c) entrants who obtained a document of secondary general education within one year prior to the day of ceasing to receive documents and hold entrance examinations inclusively – provided their entire state final certification in programs of secondary general education was held not as a USE (or if they graduated from foreign educational institutions and did not take the USE within this period);

2) in particular general educational disciplines – entrants who passed the state final certification in those general educational disciplines successfully as a state final examination, provided they obtained their document of secondary general education within one year prior to the day of ceasing to receive documents and hold entrance examinations inclusively and did not take the USE in those general educational disciplines within this period.

**23.** To realize their rights specified in Clause 22 of these Rules, entrants may take all the general educational entrance examinations that ASU arranges itself, or take

one or several general educational examinations that ASU arranges itself, simultaneously applying their USE results as results of other general educational entrance examinations (to realize their right specified in Point 2 of Clause 22 of these Rules, entrants may take general educational entrance examinations that the higher educational institution arranges itself only in those general educational disciplines in which they passed the state final certification as a state final examination within one year prior to the day of ceasing to receive documents and hold entrance examinations inclusively and did not take a USE during that period).

To realize their rights specified in Subpoints A and B of Point 1 of Clause 22 of these Rules, entrants may take general educational entrance examinations that ASU arranges itself, whether or not they participated in the USE.

**24.** A higher educational institution may include the following additional entrance examinations of creative and/or professional character into the list of entrance examinations based on secondary general education:

a professional examination – for specialties 25.05.05 Aircraft Exploitation & Air Traffic Arrangement, 31.05.01 Medicine, 31.05.02 Pediatrics, 31.05.03 Stomatology; 38.05.02 Customs; for specializations 07.03.04 Urban Development, 25.03.03 Air Navigation, 25.03.04 Exploitation of Airports & Aircraft Traffic Supervision, 41.03.01 Regional Studies of Foreign Countries, 44.03.04 Professional Education (with specific profiles), 45.03.01 Philology;

an interview – for specialization 44.03.03 Special (Speech Pathology) Education;

a professional examination and/or an interview – for specializations 48.03.01 Theology, 49.03.01 Physical Training, 49.03.02 Physical Training for Individuals with Special Needs (Adaptive Physical Training), 49.03.03 Recreation & Recreational Tourism;

a professional examination or a creative examination – for specializations 44.03.01 Pedagogical Education, 44.03.05 Pedagogical Education (with two specialization profiles);

a professional examination and/or a creative examination – for specialties 54.05.01 Monumental Decorative Art, 55.05.04 Film Producing; for specializations 07.03.01

Architecture, 07.03.02 Reconstruction & Restoration of Architectural Heritage, 07.03.03 Design of Architectural Environment, 29.03.02 Technology & Projection of Textile Products, 29.03.04 Technology of Artistic Processing of Materials, 29.03.05 Construction of Products of Light Industry, 42.03.04 Television, 50.03.02 Beaux Arts, 50.03.03 History of Arts, 51.03.02 Folk Artistic Culture, 51.03.05 Stage Direction of Theatrical Performances & Holidays, 54.03.01 Design, 54.03.02 Decorative & Applied Arts & Folk Crafts, 54.03.03 Costume & Textile Art, 54.03.04 Restoration, 54.03.05 Traditional Applied Art;

a creative examination, and/or a professional examination, and/or an interview – for specialties 51.05.01 Sound Direction of Cultural Mass Performances & Concert Programs, 52.05.01 Actors' Art, 52.05.02 Theater Stage Direction, 52.05.03 Set Design, 53.05.01 Art of Concert Performance, 53.05.02 Artistic Direction of Symphonic Orchestra & Academic Choir, 53.05.03 Musical Sound Direction, 53.05.04 Musical Theater Art, 53.05.05 Music Studies, 53.05.06 Composition, 53.05.07 Direction of Military Brass Band, 54.05.02 Painting, 54.05.03 Graphics, 54.05.04 Sculpture, 54.05.05 Painting & Beaux Arts, 55.05.01 Cinema & Television Direction, 55.05.02 Sound Direction of Audiovisual Arts, 55.05.03 Cameraperson's Art, 55.05.05 Cinema Studies (with different profiles), 42.03.02 Journalism, 52.03.03 Circus Art, 52.03.04 Performance Artistic Design Technology, 52.03.05 Theater Studies, 52.03.06 Dramaturgy, 53.03.01 Variety Musical Art, 53.03.02 Musical Instrumental Art, 53.03.03 Vocal Art, 53.03.04 Folk Singing Art, 53.03.05 Orchestra Direction, 53.03.06 Music Studies & Music Applied Art;

a creative examination and/or an interview – for specialty 52.05.04 Literary Art; for specializations 42.03.05 Media Communications, 52.03.01 Choreographic Art, 52.03.02 Choreographic Performance.

**25.** Admitting individuals who have already obtained a professional education and who are applying for bachelor and specialist programs, ASU shall:

- a) determine the number of entrance examinations as equal to the number of entrance examinations for those who have obtained a secondary general education;
- b) include all the general educational and additional entrance examinations, which

are on the list of entrance examinations for entrants with a secondary general education, into the list of entrance examinations;

c) determine the form for each general educational entrance examination – written testing.

**26.** Entrants who have already obtained a professional education:

may take all the general educational entrance examinations, which ASU arranges itself, in accordance with Point C of Clause 25 of these Rules, or take one or several entrance examinations simultaneously with applying their USE results as results of other general educational entrance examinations, or apply their USE results as results of all the general educational entrance examinations;

may take general educational entrance examinations, which ASU arranges itself, in accordance with Point C of Clause 25 of these Rules, whether or not they participated in the USE;

may realize their rights as per Clauses 22 and 23 of these Rules, if the form of a general educational entrance examination for entrants who have already obtained a professional education is the USE (provided they are eligible for these Clauses).

Entrants who have already obtained a professional education may enter bachelor and specialist programs on the base of their secondary general education.

**27.** ASU shall be guided with the following principles to form programs of entrance examinations that it arranges itself:

programs of general educational entrance examinations and additional entrance examinations of profile-relevant character shall be formed on the base of the federal state educational standard of secondary general education and the federal state educational standard of basic general education. Programs of general educational entrance examinations shall be formed, considering with the necessity to comply with the level of complexity of such entrance examinations to the level of the complexity of the USE in the corresponding general educational disciplines;

programs of entrance examinations to admit entrants to master programs shall be formed on the base of the federal state educational standards of higher education for bachelor programs.

**28.** For each entrance examination, an assessment scale and minimal scores confirming one's successful passing of an entrance examination shall be determined (hereinafter referred to as the "minimal scores").

During admissions to cover a bachelor, a specialist, or a master program, the results of each entrance examination that ASU arranges itself shall be assessed with a 100-point assessment scale.

It is the USE minimal score that shall be used by ASU as the minimal score rate for a general educational entrance examination to be arranged by ASU itself. The specified minimal score cannot be lower than that of the USE, which is necessary for admittance to a bachelor or a specialist program and which is determined by the federal executive authority that performs control and supervision in the sphere of education.

The minimal scores for an additional entrance examination and for an entrance examination to admit to a master program shall be determined by ASU itself.

**29.** The list of entrance examinations, the assessment scale, and the minimal scores cannot differ in case of admitting to ASU and to its Branch, in case of admitting to different forms of studies, as well as in case of admitting within the special quota, within the target quota, to the main positions within the control figures, and on paid terms after signing a contract of education.

**30.** The minimal scores cannot be changed during the admission process.

### **III. Special Rights for Admission to Bachelor & Specialist Programs**

**31.** The following individuals shall be entitled for admission without taking entrance examinations:

1) winners and awardees of the Final Stage of a Russian Contest of Schoolchildren (hereinafter referred to as "winners and awardees of a Russian Contest"), members of teams of the Russian Federation that participated in international contests in general educational disciplines and that were formed as per the order determined by the federal executive authority that performs functions to develop the state policy and legal regulation in the field of education (hereinafter referred to as "members of Russian teams") – to specialties and/or specializations

that correspond to the profile of a Russian Contest of Schoolchildren or to that of an international contest – within 4 (four) years following the year when that contest was held;

2) winners and awardees of Stage 4 of Ukrainian Contests for Schoolchildren, members of Ukrainian teams that participated in international contests in general educational disciplines – to specialties and/or specializations that correspond to the profile of a Ukrainian Contest of Schoolchildren or to that of an international contest – within 4 (four) years following the year when that contest was held, provided such winners, awardees, and team members are related to the range of individuals specified in Point 3.1 of Clause 5 of Federal Law #84-FZ.

3) champions and awardees of Olympic Games, Paralympic Games, and Deaflympics, World Champions, Europe’s Champions, individuals who took the first place at a World Championship or at a European Championship in sports included into programs of Olympic Games, Paralympic Games, and Deaflympics (hereinafter referred to as “champions and awardees in sports”) – to specialties and/or specializations in the field of Physical Training and Sports.

**32.** The right for admission to studies within the special quota shall be granted to disabled children, to individuals with the 1st and the 2nd degrees of disability, to individuals disabled since their childhood, to individuals disabled owing to a military trauma or a disease obtained during their military service, to children-orphans and to children who remained without their parents’ care, as well as to individuals related to the latter category, as well as veterans of combat operations from the range of individuals specified in Subpoints 1-4 of Point 1 of Clause 3 of Federal Law #5-FZ “About Veterans” of January 12, 1995.

**33.** The primary right for enrollment shall be granted to the following entrants:

- 1) to children-orphans and to children who remained without their parents’ care, as well as to individuals related to this category;
- 2) to disabled children, to individuals with the 1st and the 2nd group of disability;
- 3) entrants under 20 years old who have only one parent who has the 1st group of disability, provided the average per capita income of their families is lower than

the minimal living wage rate, which is determined in the subject of the Russian Federation where that entrant resides permanently;

4) citizens who were affected by radiation owing to the catastrophe at the Chernobyl Nuclear Power Station and who are eligible for the Law of the Russian Federation of May 15, 1991 at #1244-1 “About Social Support of Citizens Affected with Radiation Owing to Catastrophe at Chernobyl Nuclear Power Station”;

5) children of military personnel who perished during their military service or who died owing to a severe injury (a wound, a trauma, or a contusion), or owing to a disease obtained during their military service, including their participation in counter-terroristic operations and/or other actions to struggle with terrorism;

6) children of dead (deceased) Heroes of the Soviet Union, Heroes of the Russian Federation, and Full Cavaliers of the Order of Glory;

7) children of personnel of the police authorities, the Federal National Guard Troops Service of the Russian Federation, the penitentiary system institutions and bodies, the federal fire prevention service, the authorities that control the turnover of narcotic and psychotropic substance, the customs authorities, and the Investigative Committee of Russia, who perished (died) owing to a severe injury or another health trauma obtained during their service, or owing to a disease obtained during that service, as well as children who were their dependents;

8) children of public prosecution staff, who died (perished) owing to a severe injury or another health trauma obtained during their public prosecution service or after their dismissal owing to that health trauma;

9) military personnel who is currently on their military service after signing a contract, whose continuous duration of their military service is at least three years, as well as citizens who have served an obligatory military service term and who are entering upon their commanders’ recommendations that are issued to such citizens as per the procedure determined by a federal executive authority under whose command they were on the military service;

10) citizens who have served at least three years after signing a military contract in the Armed Forces of the Russian Federation, in other troops, in military



formations, and in authorities at military positions and who were dismissed from their military service on the base of Points B-D of Clause 1, Point A of Clause 2, and Points A-C of Clause 3 of Article 51 of the Federal Law of March 28, 1998 at #53-FZ “About Military Duty & Military Service”;

11) individuals disabled at war, participants of combat operations, as well as veterans of combat operations related to the range of persons specified in Points 1-4 of Clause 1 of Article 3 of the Federal Law of January 12, 1995 at #5-FZ “About Veterans”;

12) citizens who directly participated in tests of nuclear weapons and military radioactive substance in the atmosphere, in underground nuclear weapons tests, in military exercises applying those weapons and military radioactive substance prior to the date of the actual termination of those tests and exercises; direct participants of liquidations of radioactive accidents at nuclear installations on board surface and underwater vessels and at other military facilities; direct participants of executing and supporting works to collect and bury radioactive substance, as well as direct participants of liquidation of consequences of those accidents (military personnel and volunteers of the Armed Forces of the Russian Federation, personnel of Internal Troops of the Ministry of Internal Affairs of the Russian Federation, military personnel and staff of the Federal National Guard Troops Service of the Russian Federation, personnel of Railroad Troops and other military formations, staff of the police authorities and the Federal Fire Prevention Service of the Russian Federation);

13) military personnel, staff of the Federal National Guard Troops Service of the Russian Federation, personnel of police authorities and the penitentiary system, staff of the Federal Fire Prevention Service, who fulfilled their tasks during the military conflict in the Republic of Chechnya and in adjacent areas related to the zone of that military conflict, as well as the same categories of military personnel who are currently fulfilling their tasks within the region of Northern Caucasus during counter-terroristic operations.

**34.** The primary right for enrollment to higher educational institutions supervised by federal executive authorities shall also be granted to graduates of general educational institutions and professional educational institutions that are supervised by federal state bodies and that implement additional general educational programs aimed to train under-aged individuals for their further military or other official service.

**35.** Winners and awardees of contests for schoolchildren that are arranged as per the procedure determined by the federal executive authority that performs functions to develop the state policy and legal regulation in the field of education (hereinafter referred to as “schoolchildren’s contests”) shall be granted the following special rights in case of admission to bachelor and specialist programs to cover specialties and/or specializations that correspond to the profile of a schoolchildren’s contest within the 4 (four) years following the year when that contest was held:

- 1) admission without entrance examinations to cover a bachelor or a specialist program, whose specialty and/or specialization corresponds to the profile of a schoolchildren’s contest;
- 2) admission on equal terms with individuals who gained the USE maximal scores in the general educational discipline that corresponds to the profile of a schoolchildren’s contest, or with individuals who passed additional entrance examinations of profile-relevant, creative, and/or professional character stipulated by Parts 7 and 8 of Clause 70 of Federal Law #273-FZ (hereinafter referred to as the “right for 100 points”).

The special rights stipulated in Points 1 and 2 of this Clause may be granted to the same entrants. In case a special right (specified in Point 2 of this Clause) has been granted to an entrant, the maximal score (100 points) for the corresponding entrance examination(s) shall be granted to that entrant.

**36.** Individuals specified in Clauses 31 and 35 of these Rules shall be granted an advantage within the temporal terms specified in Clauses 31 and 35 of these Rules by equaling them to entrants who gained the maximal USE scores (100 points) in a general educational discipline or who gained the supreme result (100 points) at an

entrance examination of profile-relevant, creative, and/or professional character stipulated by Parts 7 and 8 of Clause 70 of Federal Law #273-FZ, if a general educational discipline or an additional entrance examination corresponds to the profile of that contest or to the status of a champion (awardee) in the field of sports.

**37.** To grant winners and awardees of schoolchildren's contests the special rights and advantages specified in Points 35 and 36 of these Rules, ASU shall determine itself for which levels of contests and/or for which list of contests each of those rights and advantages is to be granted; ASU shall also determine for each contest (for each level of contests), for which classes of secondary school studies the results of a winner (awardee) must be obtained to gain a corresponding special right or advantage.

Concerning contests of schoolchildren of the same profile (in case a list of contests is determined – within that list):

a special right or an advantage granted to winners or to winners and awardees of schoolchildren's contests of the 3rd level shall also be granted to winners and awardees of schoolchildren's contests of the 1st and the 2nd levels;

a special right or an advantage granted to winners or to winners and awardees of schoolchildren's contests of the 2nd level shall also be granted to winners and awardees of schoolchildren's contests of the 1st level.

A special right or an advantage granted to awardees of schoolchildren's contests shall also be granted to winners of those contests.

**38.** To grant the special rights specified in Points 1 and 2 of Clause 31 and in Clause 35 of these Rules, as well as the advantage specified in Point 36 of these Rules, ASU shall determine the correspondence of the profile of contests to specialties and specializations itself; it shall also determine the correspondence of the profile of contests (or the status of a champion (awardee) in the field of sports) to general educational disciplines and additional entrance examinations.

**39.** During admission to one particular educational program, the special rights specified by Clauses 31 and 35 of these Rules and the advantage specified by Clause 36 of these Rules cannot differ in case of admission to ASU and its Branch, to

different forms of studies, as well as to positions within the special or the target quota, to the main positions within the control figures and to positions of paid terms after signing a contract of education.

**40.** The special rights specified in Clause 35 of these Rules and the advantage specified in Clause 36 of these Rules shall be granted to winners and awardees of schoolchildren's contests (except for creative contests and contests in the field of sports and physical training), provided an entrant has presented their USE scores not lower than the scores determined by the higher educational institution:

to use the special right specified in Point 1 of Clause 35 of these Rules – in the general educational discipline corresponding to the profile of that contest. That general educational discipline shall be selected by ASU from the range of general educational disciplines corresponding to the profile of the contest and determined within the list of schoolchildren's contests that is approved by the federal executive authority that performs functions to develop the state policy and performs the legal regulation in the field of education; in case that list has no disciplines in which the USE is held, ASU shall determine that discipline itself;

to use the special right specified in Point 2 of Clause 35 of these Rules or the advantage specified in Clause 36 of these Rules – in the general educational discipline that corresponds to the entrance examination.

ASU shall determine the above score rate as at least 75 points.

#### **IV. Consideration of Entrants' Individual Achievements during Admission**

**41.** An entrant is entitled to submit information on their individual achievements, whose results are taken into consideration during their admission process. Consideration of individual achievements shall be performed by adding points for that entrant's individual achievements. Points added for individual achievements shall be included into the sum of entrance competition scores.

An entrant shall provide documents confirming their obtainment of results of individual achievements.

**42.** Admitting entrants to cover bachelor and specialist programs, ASU shall add points for the following individual achievements:

- 1) a cum laude diploma of secondary general education or a diploma of secondary general education that indicates its holder's award with a golden or a silver medal;
- 2) a cum laude diploma of secondary professional education;
- 3) participation and/or results of participation in contests (which are not used to obtain special rights and/or advantages for admission to studies on specific terms of admission and on specific grounds of admission) and in other intellectual and/or creative contests, physical training events, and sports events, which the Ministry of Education & Science of the Russian Federation and ASU arrange to identify and support individuals with outstanding abilities;
- 4) a golden decoration of the National Sports Complex "Ready for Labor and Defense" and a certificate of official standard confirming it.

**43.** During admission to cover a bachelor or a specialist program, an entrant may have not more than 10 points total added for their individual achievements.

**44.** Admitting entrants to master programs, ASU shall consider with the results of their participation in the Student National Contest "I Am A Professional". Medal awardees, winners, and prizewinners of this Contest shall be granted 100 points as if it were the result of their entrance examinations.

**45.** The list of considered individual achievements and the procedure of their consideration shall be determined by ASU as per Clauses 41-44 of these Rules to be approved by ASU itself.

#### **V. Informing of Admission to Studies**

**46.** ASU is obliged to familiarize an entrant and/or their parents (legal representatives) with its Statute, with its license to perform educational activities, with its certificate of state accreditation, with its educational programs, and with other documents that regulate this institution and its performance of educational activities, as well as with its students' rights and duties.

In case of admission on a competitive basis, an entrant shall also be provided with information concerning that competition and its results.

**47.** To provide information concerning admissions to study, ASU shall publish information on its official web site in the Internet ICT network (hereinafter referred to as the “official web site”); it shall also provide a free access in the building of ASU to obtain information displayed on the information board of the Admission Commission and/or in its electronic information system (hereinafter altogether referred to as the “information board”).

ASU shall display the following information related to admissions to its bachelor, specialist, and master programs on its official web site and on its information board:

1) not later than October 01 of the preceding year:

a) Rules of Admission;

b) the number of available positions to admit entrants on different terms of studies: within the control figures (specifying the special quota, without specifying the target quota);

on the base of signed contracts of paid educational services;

c) information indicating the temporal terms of admission, including the terms of commencing and ceasing to receive documents necessary for admission, holding entrance examinations, ceasing to receive applications of entrants’ consent to be enrolled at each admission stage;

d) on different terms of admission:

the list of entrance examinations, specifying the degree of priority of entrance examinations to rank lists of entrants;

the minimal acceptable scores;

information indicating forms of entrance examinations to be arranged by ASU itself;

information concerning special rights and advantages specified in Clauses 31, 35, and 36 of these Rules;

e) information related to special rights specified in Clauses 32-34 of these Rules;

f) information specifying the procedure of considering entrants’ individual achievements;

g) information specifying the list of entrants’ individual achievements that shall be taken into consideration during the admission process, as well as the procedure of

taking those achievements into consideration;

h) information indicating opportunities to submit entrants' documents necessary for admission electronically;

i) information related to specific features of holding entrance examinations for individuals with special health needs;

j) rules of submitting and considering appeals of results of entrance examinations to be arranged by ASU itself;

k) information indicating necessity (or unecessity) for entrants to pass an obligatory preliminary medical examination;

l) programs of entrance examinations to be arranged by ASU itself;

m) a specimen of the contract of paid educational services;

n) information indicating offices that receive entrants' documents necessary for admission;

o) information indicating mail addresses to submit entrants' documents necessary for admission;

p) information indicating email addresses to submit entrants' documents necessary for admission electronically (provided such an opportunity is permitted by Rules of Admission to be approved by a higher educational institution itself);

q) information indicating availability of hostel facilities;

2) not later than June 01:

a) the number of available positions to admit to studies within the control figures on different terms of admission, specifying the special and the target quotas;

b) information indicating the number of available seats in hostels for entrants who reside outside the city of Astrakhan;

c) the schedule of entrance examinations specifying the places where they shall be held.

**48.** The Admission Commission shall provide operation of special telephone lines and the section of the official web site to respond to requests related to the admission process.

**49.** Since the day of commencing to receive documents necessary for admission, information indicating the number of submitted applications shall be displayed on the official web site and on the information board, as well as name-by-name lists of individuals who have submitted their documents necessary for admission, particularly specifying:

- 1) entrants eligible for admission:
  - a) to positions within the control figures:
    - to positions within the special quota;
    - to positions within the target quota;
    - to the main positions within the control figures;
  - b) to positions on the base of contracts of paid educational services;
- 2) entrants eligible for admission without taking entrance examinations.

The lists of entrants who have submitted their documents shall indicate information related to each entrant individually (except for entrants eligible for admission without entrance examinations), whether that entrant is to be admitted on the base of their USE results and/or results of entrance examinations to be arranged by ASU itself.

Information specifying the number of submitted applications and lists of entrants who have submitted their documents shall be updated on a daily basis.

## **VI. Receipt of Documents Necessary for Admission**

**50.** Any entrant intending to cover a bachelor or a specialist program shall be entitled to submit an admission application to not more than five higher educational institutions simultaneously and participate in an entrance competition in not more than three specialties and/or specializations in each of those five institutions.

**51.** Any entrant shall be entitled to submit an admission application for each of the specialties and specializations specified in Clause 50 of these Rules at each institution specified in Clause 50 of these Rules to be admitted to studies on different terms of admission and/or on different grounds of admission.

**52.** If an entrant intends to submit an admission application to ASU on different terms of admission and/or on different grounds of admission, they may submit one



single admission application or several admission applications as per the Rules of Admission to be approved by ASU itself.

**53.** An entrant may use each of the following special rights in case of admission to cover a bachelor or a specialist program at the expense of budget fundings only to one higher educational institution only to one available educational program – at their own choice (regardless of the number of grounds entitling to have such a special right):

- the right to be admitted without entrance examinations specified in Clause 31 of these Rules;
- the right to be admitted without entrance examinations specified in Point 1 of Clause 35 of these Rules.

**54.** Each of the special rights specified in Clause 53 of these Rules may be used by an entrant within one higher educational institution and within one educational program, in case that entrant applies for admission on different terms and/or on different grounds simultaneously.

**55.** Simultaneously with their submission of an admission application by using each of the special rights specified in Clause 53 of these Rules, an entrant shall be entitled to submit an admission application to be admitted without using those special rights to the same higher educational institution to the same and/or to other educational programs, as well as to other higher educational institutions.

**56.** An entrant may use simultaneously their right for 100 points in case of admission to studies on different terms and/or on different grounds, as well as use several grounds for using their right for 100 points simultaneously, including within one particular entrance competition.

For each of the grounds to use their right for 100 points, ASU shall determine one or several general educational entrance examinations or several additional entrance examinations, in which entrants may use this right.

Should several general educational entrance examinations be determined to use the right for 100 points, this right shall be provided to any entrant in one examination at their own choice.

Should several additional entrance examinations be determined to use the right for 100 points, this right shall be provided to entrants simultaneously in all those entrance examinations or in one or several examinations at an entrant's choice.

Within one entrance competition, an entrant shall use each of the grounds to obtain the right for 100 points in relation a general educational entrance examination or in relation an additional entrance examination(s). Should an entrant participate in several entrance competitions, they may use the same grounds to obtain the same or different rights for 100 points.

**57.** The advantage specified in Clause 36 of these Rules shall be used as per the same procedure as the right for 100 points.

**58.** Entrants' documents necessary for admission shall be received in the Main Building of ASU located: 20a Tatischev Str., Astrakhan 414056 Russia; as well as in the building of its Branch located: 16 Ostrovskogo Str., Znamensk, Astrakhan Region 416540 Russia.

**59.** Entrants' documents necessary for admission must be presented (submitted) to ASU by (including the following):

1) presenting by an entrant personally or by their authorized representative, including:

to the Branch of ASU where it is located;

to an authorized official of ASU who receives documents in premises of another organization or in a mobile facility;

2) submitting to ASU via general mail operators;

3) submitting to ASU electronically.

**60.** In case the documents necessary for admission have been presented to ASU by an entrant personally or by their authorized representative, that entrant or that authorized representative shall be given a receipt confirming that their documents have been received.

**61.** In case of submitting documents necessary for admission via general mail operators or electronically, those documents shall be received provided they have

arrived at ASU not later than the day of ceasing to receive documents specified by these Rules.

**62.** ASU shall publish the list of individuals who have submitted their documents necessary for admission on its official web site, specifying whether those documents have been accepted or rejected (in case of rejection, the reason for rejection shall also be specified).

**63.** An admission application must specify the following data:

- 1) family name and given name(s);
- 2) date of birth;
- 3) data indicating their citizenship (or absence of a citizenship);
- 4) requisites of their personality identification document (including which legal authority issued that document and when that legal authority issued it);
- 5) in case of admission to studies as per the peculiarities stipulated by these Rules to admit individuals specified in Point 3.1 of Clause 5 or Clause 6 of Federal Law #84-FZ – information indicating that this entrant is one of those individuals;
- 6) data indicating their education and their document of official standard that complies with the requirements specified by Clause 3 of these Rules;
- 7) admission terms and grounds;
- 8) in case of entering to cover to a bachelor or a specialist program – data indicating whether an entrant has special rights (in case they have such special rights – specifying their documents that prove those rights);
- 9) in case of entering to cover to a bachelor or a specialist program – data indicating whether an entrant has taken a USE and its results (in case there are several USE results, which have not expired, an entrant must specify which of those USE results and in which general educational disciplines must be used);
- 10) in case of entering to cover to a bachelor or a specialist program – data indicating whether an entrant intends to participate in an entrance competition based on results of general educational entrance examinations to be arranged by ASU itself (specifying the grounds for participation in that entrance competition on the base of those entrance examinations and the list of those entrance examinations);

- 11) data indicating the language in which an entrant intends to take each entrance examination to be arranged by ASU itself (provided ASU has permitted to take those examinations in different languages);
- 12) data indicating whether it is necessary to provide special conditions for an entrant during their entrance examinations owing to their special health needs (specifying the list of entrance examinations and the necessary special conditions);
- 13) data indicating whether an entrant intends to take entrance examinations by applying distance technologies and the place to take them;
- 14) data indicating whether an entrant has obtained the results of their individual achievements (if there are any, an entrant must specify those achievements);
- 15) data indicating whether an entrant needs a hostel during their studies;
- 16) entrant's mail address and/or email address (at their own option);
- 17) information indicating how ASU should return the submitted documents (in case an entrant has not been admitted to studies and in other cases stipulated by these Rules).

**64.** An entrant's personal signature must testify the following facts in their admission application:

- 1) the entrant has been familiarized (including via general information networks) with the following documents:
  - a copy of the license to perform educational activities (with its appendix);
  - a copy of the certificate of state accreditation (with its appendix) or with information indicating absence of such a certificate;
  - information specifying special rights and advantages granted to entrants during their admissions to cover bachelor and specialist programs;
  - deadlines for entrants to present their written consent for enrolment;
  - these Rules, including its clauses related to submitting an appeal concerning the results of entrance examinations that ASU shall arrange itself;
- 2) the entrant's consent to have their personal data processed;
- 3) the entrant has been familiarized with information indicating that it is necessary to provide true data in their application and present authentic documents;

- 4) in case of admission to studies to positions within the control figures:  
 in case of admission to cover a bachelor or a specialist program – that the entrant has neither bachelor, nor specialist, nor master diploma;  
 in case of admission to cover a master program – that the entrant has neither specialist, nor master diploma, except for entrants with a higher professional education confirmed with the qualification “certified specialist”;
- 5) in case of admission to cover a bachelor or a specialist program:  
 confirmation that they have submitted their admission applications to not more than five higher educational institutions simultaneously, including the institution to which this admission application is being submitted;  
 in case of submitting several admission applications to a higher educational institution – confirmation that they have submitted their admission applications to not more than three specialties and/or specializations within that institution simultaneously;
- 6) in case of admission to cover a bachelor or a specialist program to positions within the control figures on the ground of special rights specified in Clause 31 and in Point 1 of Clause 35 of these Rules:  
 confirmation that they have submitted their admission application on the base of a corresponding special right only to this higher educational institution;  
 in case of submitting several admission applications to ASU – confirmation that they have submitted their admission application on the ground of a corresponding special right only to this educational program.
- 7) if an entrant submitting their documents has not presented their documents that must be presented as per Clause 70.1 of these Rules not later than the day of ceasing to receive applications indicating entrants’ consent for enrolment – that entrant’s obligation to submit those documents not later than that day.
- 65.** In case of submitting documents necessary for admission as per Point 1 of Clause 59 of these Rules, the application and the facts specified in it as per Clause 64 of these Rules must be certified with the personal signature of an entrant or with their authorized representative’s signature.

**66.** Submitting their admission application, an entrant shall present:

- 1) a document (documents) identifying their personality and citizenship;
- 2) in case of admission to studies as per the peculiarities stipulated by these Rules to admit individuals specified in Points 3.1 and 3.3 of Clause 5 or Clause 6 of Federal Law #84-FZ – a document (documents) confirming that this entrant is one of those individuals, as per the terms of determining such individuals specified by the Federal Constitutional Law of March 21, 2014 at #6-FKZ “About Reception of Republic of Crimea into Russian Federation & about Formation of New Subjects within Russian Federation – Republic of Crimea and City of Federal Importance of Sebastopol”;
- 3) a document of official standard that complies with the requirements specified in Clause 3 of these Rules (an entrant may present either a document of secondary general education, or a document of secondary professional (primary professional) or higher education).

If an entrant presents a document of education issued in a foreign country, they must present a Russian certificate of recognizing their foreign education, except for the following cases:

they have presented a document of education issued in a foreign country, and that education complies with Part 3 of Clause 107 of Federal Law #273-FZ;

they are applying for admission to a higher educational institution entitled to recognize foreign education and/or foreign qualification as per the self-determined procedure, in case those documents do not comply with the terms specified by Part 3 of Clause 107 of Federal Law #273-FZ;

they have presented a document of education whose specimen was approved by the Cabinet of Ministers of Ukraine, provided that entrant has been recognized as a person specified in Clause 6 of Federal Law #84-FZ;

- 4) for entrants specified in Subpoint A of Point 1 of Clause 22 of these Rules, in case they intend to participate in an entrance competition on the base of their general educational entrance examinations for particular categories of entrants – a document confirming their special health needs;

- 5) in case of necessity to provide special conditions at entrance examinations – a document confirming their special health needs that require providing such conditions;
- 6) to use a special right or an advantage as a winner or an awardee of a Russian contest – their diploma of winner or awardee of the final stage of the Russian Contest of Schoolchildren;
- 7) to use a special right or an advantage by winners and awardees of Stage 4 of the Ukrainian Contest for Schoolchildren specified in Point 2 of Clause 31 of these Rules – their diploma of winner or awardee of Stage 4 of the Ukrainian Contest for Schoolchildren;
- 8) to use a special right or an advantage as members of united teams of the Russian Federation – their document confirming that an entrant was included into a united team;
- 9) to use a special right or an advantage as a members of united teams of Ukraine among individuals specified in Point 2 of Clause 31 of these Rules – their document confirming that an entrant was included into a united team;
- 10) to use a special right as a champion or an awardee in the field of sports – their document confirming their status of a champion or an awardee;
- 11) to use a special right within the special quota – their document confirming that an entrant is one of those individuals, including children-orphans and children who remained without their parents' care, provided they are under 23 years old;
- 12) to use a primary right for enrolment specified in Clause 33 of these Rules – their document confirming that an entrant is one of those individuals, including children-orphans and children who remained without their parents' care, provided they are under 23 years old;
- 13) to use a primary right for enrolment specified in Clause 34 of these Rules – their document of official standard issued by a general educational institution or by a professional educational institution that is supervised by a federal authority and that realizes additional educational programs aiming to prepare under-aged individuals for a military or another state service;

- 14) to use a special right or an advantage as a winner or an awardee of a schoolchildren's contest – their diploma of winner or awardee of such a contest;
- 15) documents confirming their individual achievements, whose results are taken into account during the admission process as per these Rules (presented at an entrant's option);
- 16) other documents (presented at an entrant's option);
- 17) two photos of an entrant – for entrants to be admitted on the base of taking entrance examinations that are arranged by ASU itself.

**67.** Entrants may present originals or copies of the documents necessary for admission. Copies of those documents do not have to be certified.

Simultaneously with submitting their admission application, an entrant must submit their consent for enrolment enclosing the original of the document of official standard (as per Clause 112 of these Rules) in case they are applying for studies within the control figures:

- 1) on the base of the special right specified in Clause 31 of these Rules;
- 2) on the base of the special right specified in Point 1 of Clause 35 of these Rules.

**68.** In case an entrant is to be admitted as per Points 1 and 2 of Clause 67 of these Rules:

they shall submit their consent for enrolment enclosing the original of their document of official standard to one institution;

their admission applications to other institutions shall indicate to which institution their consent for enrolment has been (shall be) submitted.

**69.** The document specified in Point 4 or 5 of Clause 66 of these Rules shall be accepted by ASU, provided it expires not earlier than the day of submitting that entrant's admission application; the document specified in Point 12 or 13 of Clause 66 of these Rules – provided it expires not earlier than the day of ceasing to receive documents and hold entrance examinations.

An entrant submitting their documents necessary for admission may present their documents specified in Point 12 or 13 of Clause 66 of these Rules, which expires earlier than the day of ceasing to receive documents and hold entrance examinations,



but not earlier than the day their admission application was submitted. At that, the corresponding rights shall be granted to an entrant provided they have presented a document that expires not earlier than the day of ceasing to receive documents and hold entrance examinations inclusive.

If a document specified in Point 4, or 5, or 12, or 13 of Clause 66 of these Rules does not indicate its expiration date, its expiration period shall be regarded as equal to one year, beginning since the date when that document was obtained.

The document specified in Point 7, or 8, or 9, or 10, or 15 of Clause 66 of these Rules, shall be accepted considering with the temporal term specified in Clause 31 or 36 of these Rules respectively.

**70.** An admission application must be presented in the Russian language. Documents written in a foreign language must have a translation into the Russian language; their translation must be certified as per the legal procedure. Documents obtained in a foreign country must be legalized as per the procedure determined by the legislation of the Russian Federation, or they must be verified with an apostil (except for cases when no legalization or apostil is required as per the legislation of the Russian Federation and/or an international agreement). Documents issued as per the legislation of Ukraine and presented by individuals specified in Point 3.1 of Clause 5 of Federal Law #84-FZ do not require legalization, verification with an apostil, or translation into the Russian language certified as per the legal procedure.

**68.1.** If a certificate of acknowledgement of foreign education is required (in case an entrant submit their document of education issued in a foreign country), that entrant may submit their admission application without that certificate of acknowledgment, provided they afterwards submit that certificate not later than the day of ceasing to receive entrants' consents for enrolment.

Presenting their document of education issued in a foreign country, which requires legalization or apostil verification, an entrant may submit their admission application without legalization or apostil verification, provided they afterwards submit that document with legalization or apostil verification not later than the day of ceasing to receive entrants' consents for enrolment.

**71.** In case an entrant has presented their admission application infringing these Rules (except for the case that infringement refers to not all the admission terms and grounds specified in that admission application), ASU shall return those documents to that entrant:

if that entrant or their authorized representative submitted their documents to ASU personally – the same day those documents were presented;

if those documents were submitted via a general mail operator – within three office days upon their receipt by ASU (relates only to originals of those documents).

If the documents to be presented as per Clause 70.1 of these Rules not later than the day of ceasing to receive entrants' consents for enrolment have not been submitted within this deadline, ASU shall return them to that entrant in accordance with the means of return specified in that entrant's admission application (in case of return via a general mail operator – within three office days after this deadline (relates only to originals of those documents)).

**72.** In case an entrant intends to cover the following specialties and specializations: “Agricultural Engineering”, “Veterinary”, “Pedagogical Education”, “Education in Psychology & Pedagogics”, “Special (Speech Pathology) Education”, “Applied Geology”, “Power Industry & Electrical Engineering”, which are included into List of Specialties & Specializations Requiring Obligatory Medical Examination as per the procedure determined for signing a labor contract or a service contract in the corresponding specialty or specialization (approved by the Decree of the Government of the Russian Federation at #697 of August 14, 2013), an entrant must pass an obligatory preliminary medical examination as per the procedure determined for signing a labor contract or a service contract in the corresponding position, profession, or specialty.

**73.** ASU shall check authenticity of information indicated in an entrant's admission application, as well as authenticity of the submitted documents. To perform that check, ASU shall be entitled to contact the corresponding state information systems, as well as state and municipal bodies and organizations.

**74.** Once an entrant's documents have been submitted to ASU, a personal folder of that entrant shall be formed. It shall store the original or a copy of the document of official standard, a copy of document(s) identifying that entrant's personality and citizenship, other documents submitted by that entrants, materials concerning the taken entrance examinations, including documents related to that entrant's appellation, as well as originals and/or copies.

**75.** An entrant shall be entitled to withdraw the presented documents at any stage of their admission process by submitting a withdrawal application by any of the means stipulated in Clause 59 of these Rules; they must indicate the means to return those documents (their return either personally to that entrant, or to their authorized representative, or via a general mail operator).

**76.** During the period of admission to positions within the control figures on particular terms of admission specified in Points 1-3 of Clause 10 of these Rules, the submitted documents shall be returned to an entrant related to this category of entrants (or to their authorized representative), should they submit their withdrawal application personally:

within two hours upon submission of their withdrawal application – in case their withdrawal application has been submitted not later than two hours prior to the end of the current office day;

within the first two hours of the next office day – in case their withdrawal application has been submitted less than two hours prior to the end of the current office day.

**77.** In case of withdrawal of documents (except for the case specified by Clause 76 of these Rules) or non-admission to studies, the originals of the submitted documents shall be returned within 20 office days upon the withdrawal of those documents or upon the completion of procedures of enrolment on the corresponding admission terms as per the means of return indicated in that entrant's withdrawal application or admission application.

## **VII. Entrance Examinations to Be Arranged by Institution Itself**

**78.** In accordance with these Rules, ASU shall arrange additional entrance examinations itself in cases stipulated in Clauses 22 and 25 of these Rules, to admit

entrants to master programs. No results of final examinations taken at any preliminary educational departments, units, courses, or schools, or other institutions and their units shall be taken into account, since they are not entrance examinations arranged as per these Rules.

**79.** Entrance examinations in general educational disciplines shall be held in a written form. Additional entrance examinations of creative and/or professional character shall be held as:

- a creative examination (the bachelor specialties “Architecture”, “Design”, “Pedagogical Education with two profiles”);
- an interview (the bachelor specialty “Journalism”);
- a sports contest (the bachelor specialty “Pedagogical Education (profile – Physical Training)”).

Entrance examinations to admit entrants to master programs shall be held as an interview.

**80.** Entrance examinations shall be held in the Russian language.

**81.** One entrance examination shall be held simultaneously for all the entrants or within different temporal terms for different groups of entrants (also depending on the pace of forming such groups of entrants who have submitted their documents necessary for admission). For each group of entrants, one entrance examination shall be arranged within the same day. If an entrant desires to take more than entrance examination within the same day, they may be permitted to do so.

**82.** One general educational entrance examination shall be determined in each general educational discipline within one entrance competition.

Entrance examinations held in different languages shall be arranged separately.

Should ASU arrange itself entrance examinations whose names and language, in which those examinations are held, are the same:

- 1) the general educational entrance examination shall be held as a single one for all the entrance competitions;
- 2) additional entrance examinations, entrance examinations to admit to master programs shall be held as a single entrance examination within several entrance

competitions.

**83.** An entrant shall take each entrance examination of those specified in Clause 82 of these Rules only once.

**84.** Entrants who have not taken an entrance examination for a valid reason (a disease or other circumstances confirmed with documents) shall be permitted to take the missed entrance examination in another group or on a reserve day.

**85.** An entrance examination is not a public event that provides access for anyone. During entrance examinations, examinees and individuals involved in their arrangement are prohibited to perform video and audio recording of any entrance examination and have those records at hand. They must not apply any other communication devices. A participant of an entrance examination in Physics and Chemistry may have at hand and use a simple calculator for basic arithmetic calculations.

**86.** If an entrant has violated the Rules of Admission during an entrance examination, authorized officials of ASU shall be entitled to remove that entrant from the entrance examination site, composing a removal act.

**87.** The results of an entrance examination shall be published on the official web site and on the information board:

in case of an oral entrance examination – the day when it was held;

in case of an entrance examination arranged in another form:

for additional entrance examinations, for entrance examinations to admit entrants to a master program, and for other entrance examinations – not later than the third office day after it was held.

**88.** Upon declaration of the results of a written entrance examination, an entrant or their authorized representative shall be entitled to see their examination work the day when the results of that entrance examination were declared or during the next office day.

### **VIII. Peculiarities of Holding Entrance Examinations by Entrants with Special Health Needs & Disabled Individuals**

**89.** ASU shall provide arrangement of entrance examinations for entrants with special health needs and/or for disabled individuals (hereinafter referred to as “entrants with special health needs”), considering with peculiarities of their physical and psychic development, with their individual capabilities, and with the overall situation related to their health (hereinafter referred to as “individual peculiarities”).

**90.** ASU shall provide material and technical conditions that provide a free access by entrants with special health needs to examination rooms, to toilet rooms, and to other premises, as well as their stay inside those premises.

**91.** Entrance examinations for entrants with special health needs shall be held in a separate room.

The number of entrants with special health needs per room must not exceed:

in case of taking a written entrance examination – 12 individuals per room;

in case of taking an oral entrance examination – 6 individuals per room.

It is acceptable that a larger number of entrants with special health needs is present in an examination room, as well as that entrants with special health needs take entrance examinations together with other entrants, provided that does not create any difficulties for entrants during their entrance examinations.

It is acceptable that an assistant (a staff member of ASU or another person involved in helping entrants with special health needs), who provides entrants with special health needs with the necessary technical assistance, considering with their individual peculiarities (to be seated, to move, to read and prepare an examination response, to talk with examiners) is present in an examination room.

**92.** The duration of an entrance examination for entrants with special health needs shall be increased upon a decision of the Admission Commission, but not more than by 1.5 hours.

**93.** Entrants with special health needs shall be given an instruction concerning the procedure of taking an entrance examination in a form that is comprehensible for them.

**94.** Entrants with special health needs may use technical devices, which are necessary for them owing to their individual peculiarities, during their entrance examinations.

**95.** During an entrance examination, ASU shall comply with the following additional requirements, depending on individual peculiarities of entrants with special health needs:

1) for the blind:

written assignments shall be dictated to an assistant;

2) for the vision impaired:

individual even lighting at least 300 lx shall be provided;

if necessary, an entrant shall be provided with a magnifying tool to prepare an examination assignment; entrants may also use their own magnifying tools;

examination tasks and instructions concerning the entrance examination procedure shall be typed in a magnified print;

3) for the deaf and for the hearing-impaired, sound-amplifying devices of collective application shall be provided; if necessary, they shall be provided with sound-amplifying devices of individual application;

4) for the blind-and-deaf, services of an interpreter from/into the appropriate gesture and tactile language shall be provided (besides the requirements related to meet the needs of the blind and of the deaf respectively);

5) for individuals with severe speech disorders, for the deaf, and for the hearing-impaired, entrance examinations that are typically held in an oral form shall be held in a written form (additional entrance examinations of creative and/or professional character, entrance examinations for master programs – upon the appropriate decision to be made by ASU itself);

6) for entrants with locomotorium disorders, with malfunctioning upper extremities or without upper extremities:

written assignments shall be dictated to an assistant;

entrance examinations that are typically held in a written form shall be held in an oral form (additional entrance examinations of creative and/or professional

character, entrance examinations for master programs – upon the appropriate decision to be made by ASU itself);

**96.** The conditions specified in Clauses 90–95 of these Rules shall be provided for entrants on the ground of their admission applications that indicate the necessity to provide them with the corresponding special conditions.

### **IX. General Rules of Submitting & Examining Appeals**

**97.** Upon declaration of an entrance examination to be arranged by ASU itself, an entrant (or their authorized representative) shall be entitled to submit an appeal concerning a violation (which has taken place, in their opinion) of the procedure of that entrance examination and/or their disagreement with the obtained score for that entrance examination to the appellation commission.

**98.** An appeal shall be submitted by one of the means specified in Clause 59 of these Rules.

**99.** While a submitted appeal is being examined, compliance with the procedure of an entrance examination and/or adequacy of assessing the scores gained at an entrance examination shall be considered.

**100.** An appeal shall be submitted the day when the results of an entrance examination are declared or within the next office day. An appeal related to a procedural violation at an entrance examination may also be submitted the day when that entrance examination was held.

**101.** An appeal shall be examined not later than the next office day after it has been submitted.

**102.** An entrant (or their authorized representative) shall be entitled to be present at the examination of their appeal. In case an entrant is under-aged (under 18 years old), one of their parents or legal representatives shall be entitled to be present (except for the under-aged officially acknowledged as having a full legal capacity before they have reached the age of 18 years old).

**103.** Upon its examination of an appeal, the appellation commission shall make a decision whether to change the obtained score for an entrance examination or to leave that score unchanged. The decision of an appellation commission shall be



formalized in a special protocol; the entrant or their authorized representative shall be informed of that decision. The fact of informing the entrant (or their authorized representative) of a decision of the appellation commission shall be testified with the entrant's personal signature (or with their authorized representative's signature).

#### **X. Formation of Lists of Entrants & Enrolment to Studies**

**104.** Grounding on the results of receiving documents and/or entrance examinations, ASU shall form a separate list of entrants in each particular entrance competition.

**105.** A list of entrants in each particular entrance competition shall include:

a list of entrants without taking entrance examinations;

a list of entrants who may be enrolled on the base of their USE and/or entrance examinations results (hereinafter referred to as "the results of entrance examinations"), who have gained at least the minimal scores.

Enrolment based on results of entrance examinations shall be performed to positions that have remained vacant after enrolment of entrants without taking entrance examinations and within the corresponding list of entrants.

**106.** Lists of entrants to be enrolled without taking entrance examinations shall be ranked as follows:

1) depending on the status of entrants eligible for enrolment without taking entrance examinations as per the following order:

a) members of united teams of the Russian Federation and members of united teams of Ukraine specified in Point 2 of Clause 31 of these Rules;

b) winners of the Russian Contest of Schoolchildren and winners of Stage 4 of Ukrainian Contests for Schoolchildren specified in Point 2 of Clause 31 of these Rules;

c) awardees of the Russian Contest of Schoolchildren and winners of Stage 4 of Ukrainian Contests for Schoolchildren specified in Point 2 of Clause 34 of these Rules;

d) champions and awardees in the field of sports;

e) winners of schoolchildren's contests;

f) awardees of schoolchildren's contests.

2) for entrants specified in each of the Points A – F of Point 1 of this Clause – in the decreasing order of scores added for their individual achievements;

3) should the criteria specified in Point 1 and 2 of this Clause be equal, a higher position within the list shall be granted to entrants with a primary right for enrolment.

**107.** A list of entrants to be enrolled on the base of their entrance examination results shall be ranked as follows:

1) in a decreasing order of the sum of gained competition scores;

2) should the sum of competition scores be equal – in a decreasing order of the sum of competition scores gained at entrance examinations and/or in a decreasing order of scores gained at particular entrance examinations, as per the degree of priority of entrance examinations determined by ASU;

3) should the criteria specified in Point 1 and 2 of this Clause be equal, a higher position on the list shall be granted to entrants with a primary right for enrolment.

The sum of competition scores shall be calculated as a sum of scores for each entrance examination, as well as for individual achievements.

**108.** Lists of entrants shall indicate the following information:

1) concerning each entrant without taking entrance examinations:

grounds for their enrolment without taking entrance examinations;

the scores added for their individual achievements;

whether they have a primary right for enrolment;

2) concerning each entrant on the base of their entrance examinations:

sum of their entrance competition scores;

their scores for each entrance examination;

their scores for their individual achievements;

whether they have a primary right for admission;

3) whether they have submitted their written consent for enrolment as per Clause 117 of these Rules.

**109.** Lists of entrants shall be published on the official web site <http://asu.edu.ru> and on the information board; they shall be updated on a daily basis (not later than the beginning of an office day) prior to publishing enrolment orders.

**110.** At each stage of enrolment, ASU shall determine the deadline to receive entrants' applications indicating their consent for enrolment (if they are to be enrolled to positions within the control figures to cover a bachelor or a specialist program on full-time or part-time terms of studies – as per Clause 113 of these Rules).

**111.** To be enrolled, an entrant shall submit their application indicating their consent for their enrolment, to which they shall enclose the original of their document of official standard (provided they claim for a position within the control figures) and the original of their document of official standard, or its copy to be testified by the Admission Commission upon an entrant's presenting the original, or its copy testified as per the legal procedure (provided they claim for a position on paid terms upon signing a contract of paid educational services). Appendices to the original of their document of official standard (copies of this document in case of claiming for a position on paid terms upon signing a contract of paid educational services) shall not be required, provided that document was presented to ASU earlier (when their admission application or their previous application indicating their consent to be enrolled was submitted).

An application indicating an entrant's consent for enrolment shall indicate the terms and the grounds of admission, as per which that entrant desires to be enrolled. At their own option, an entrant may submit this application to a particular institution once or several times (considering with the Rules).

This application is testified with the applicant's personal signature; it shall be submitted to ASU not earlier than the day when the admission application was submitted and not later than the deadline to receive entrant's consents for enrolment. Should this application be submitted the last day of receiving consents for enrolment, it must be submitted not later than at 06.00 p.m. of the local time.

**112.** Entrants who have submitted their written consents for enrolment shall be eligible for enrolment. Their enrolment shall be performed as per the ranked list until all the determined enrolment positions have been occupied.

**113.** Enrolment of entrants to cover a bachelor of a specialist program in the full-time and part-time form of studies to positions within the control figures shall be executed within the following terms:

- 1) not later than **July 27, 2019** – lists of entrants shall be published on the official web site and on the information board;
- 2) the stage of top-priority enrolment – enrolment of entrants without taking entrance examinations, enrolment to positions within the special and the target quotas (hereinafter referred to as “positions within the quotas”):

**July 28, 2019** – the deadline to receive applications indicating consent for enrolment from entrants to be enrolled without taking entrance examinations or to positions within the quotas;

**July 29, 2019** – the official order (orders) to enroll entrants who have submitted their consents for enrolment, within the range of entrants to be enrolled without taking entrance examinations or to positions within the quotas;

- 3) enrolment based on results of entrance examinations to the main positions within the control figures that have remained vacant after enrolling entrants without taking entrance examinations (hereinafter referred to as “the main competition positions”):

- a) the first stage of enrolment to the main competition positions – enrolment to 80 % of those positions (if 80 % is a fraction value, it shall be rounded up):

**August 01, 2019:**

the deadline to receive consents for enrolment from entrants included into lists of entrants to the main competition positions, who desire to be enrolled to the main competition positions at the first enrolment stage;

within each list of entrants, individuals who have submitted their consents for enrolment shall be highlighted, until 80 % of the main competition positions (including rounding up) have been occupied;

**August 03, 2019** – the order (orders) to enroll entrants who have submitted their consents for enrolment, until 80 % of the main competition positions have been occupied, shall be published;

b) the second stage of enrolment to the main competition positions – enrolment to 100 % of those positions:

**August 06, 2019:**

the deadline to receive consents for enrolment from entrants included into lists of entrants to the main competition positions;

within each list of entrants, individuals who have submitted their consents for enrolment shall be highlighted, until 100 % of the main competition positions have been occupied;

**August 08, 2019** – the order (orders) to enroll entrants who have submitted their consents for enrolment, until 100 % of the main competition positions have been occupied, shall be published.

Enrolment of entrants to master programs within the control figures on full-time and part-time forms of studies shall be executed within the following temporal terms:

**August 06, 2019** – the date of ceasing to receive the originals of entrants' documents of education of official standard and their consents for enrolment;

**August 08, 2019** – publication of the official order on the official web site and on the information board of the Admission Commission to enroll entrants who have passed entrance examinations successfully and who have submitted their applications indicating their consents for enrolment, until 100 % of the competition positions have been occupied.

**114.** Individuals enrolled within the special quota shall be expelled from the lists of entrants claiming for the main competition positions on the same terms of admission.

**115.** Unoccupied positions within the quotas may be used to enroll entrants who claim for enrolment without taking entrance examinations to the main positions within the control figures on the same terms of admission.

Upon the completion of admission of entrants who claimed for positions without taking entrance examinations and within the quotas, unoccupied positions within the quotas shall be used as the main competition positions on the same terms of admission.

**116.** If an entrant applies to positions within the control figures to cover a bachelor or a specialist program on full-time and part-time terms of studies, they may submit their application indicating their consent for enrolment to ASU once or twice.

In this case, if an entrant has submitted their application indicating their consent for enrolment and if they had previously submitted another application indicating their consent for enrolment to ASU to the specified positions, they shall simultaneously submit their application indicating their refusal from enrolment as per the previously submitted application indicating their consent for enrolment; their application indicating their refusal from enrolment shall be the ground to expel them from the list of entrants enrolled.

**117.** The positions, which have become vacant as a result of expelling entrants enrolled to studies at the previous stages(s) of enrolment, shall be added to the main competition positions on the same terms of admission.

**118.** ASU shall determine itself temporal terms of enrolment to positions within the control figures to cover bachelor and specialist programs on distance terms of studies, to studies on paid terms on the base of contracts of paid educational services, as well as temporal terms of enrolment to master programs; the enrolment procedures specified in Clause 113 shall be performed as per these Rules. The enrollment terms shall be determined by ASU (Clauses 119, 120).

Enrolment to positions on paid terms on the base of contracts of paid educational services shall be performed after enrolment to positions within the control figures or disregarding the temporal terms of enrolment to positions within the control figures.

**119.** Enrolment of entrants to cover bachelor and specialist programs on full-time and part-time terms of studies to positions on paid terms on the base of contracts of paid educational services shall be performed within the following temporal terms:

**August 29, 2019** – the day of ceasing to receive entrants' documents and their

consents for enrolment.

**120.1** Enrolment of entrants to cover master programs on full-time and part-time terms of studies to positions on paid terms on the base of contracts of paid educational services shall be performed within the following temporal terms:

**August 30, 2019** – the deadline to receive entrants' documents and their consents for enrolment.

**120.** Enrolment of entrants to cover bachelor and specialist programs on distance terms of studies shall be performed within the following temporal terms:

a) to positions within the control figures:

**August 21, 2019** – the day of ceasing to receive the originals of entrants' documents of education of official standard and their consents for enrolment;

**August 23, 2019** – publication of the official order on the official web site and on the information board of the Admission Commission to enroll entrants who have passed entrance examinations successfully and who have submitted their applications indicating their consents for enrolment, until 100 % of the competition positions have been occupied.

b) to positions on paid terms on the base of contracts of paid educational services:

**October 01, 2019** – the day of ceasing to receive applications indicating entrants' consents for enrolment.

**121.1** Enrolment of entrants to cover master programs on distance terms of studies shall be performed within the following temporal terms:

a) to positions within the control figures:

**August 21, 2019** – the day of ceasing to receive the originals of entrants' documents of education of official standard and their consents for enrolment;

**August 23, 2019** – publication of the official order on the official web site and on the information board of the Admission Commission to enroll entrants who have passed entrance examinations successfully and who have submitted their applications indicating their consents for enrolment, until 100 % of the competition positions have been occupied.

b) to positions on paid terms on the base of contracts of paid educational services:

**September 28, 2019** – the day of ceasing to receive applications indicating entrants' consents for enrolment.

**121.** Enrolment to studies shall be completed not later than the day when the academic year commences.

The official orders of enrolment shall be published on the official web site and on the information board the same day when they have been issued; they shall be accessible for visitors of the official web site throughout six months upon their publication.

### **X. Execution of Admission to Target Education**

**122.** ASU is entitled to execute admission to target education within the target quota in specialties and specializations that are included in the list determined by the Government of the Russian Federation on an annual basis.

Target education shall be executed provided there is an agreement of target education signed between an entrant and organization or body specified in Part 1 of Clause 71.1 of Federal Law #273-FZ (hereinafter referred to as the "customer of target education"), as per the Statute of Target Education and the specimen agreement of target education determined by the Government of the Russian Federation.

**123.** Submitting their application of target education, an entrant shall present, besides the documents specified in Clause 66 of these Rules, a copy of their agreement of target education certified by the customer of target education, or an uncertified copy of that agreement together with the original agreement.

Admission to target education that meets the national security interests shall be executed without an entrant's submission of a copy of their agreement of target education (provided the organization has obtained information related to the signed agreement of target education from the corresponding federal body that acts as the customer of target education).

**124.** The list of entrants to be enrolled within the target quota shall indicate data related to the customers of target education.



**125.** The list of entrants who have submitted their admission applications and the list of entrants to be enrolled within the target quota shall not indicate data related to admission to target education to meet the national security interests.

**126.** Enrolment of entrants to positions within the target quota, if those entrants' education is to meet the national security interests, shall be executed with a separate order (orders), which shall not be published on the official web site and on the information board.

## **XII. Specifics of Admitting Foreign Citizens & Individuals without Citizenship**

**127.** Foreign citizens and individuals without a citizenship shall be entitled to obtain a higher education at the expense of budget fundings as per international agreements of the Russian Federation, federal laws, or a quota for education determined by the Government of the Russian Federation for foreign citizens and for individuals without a citizenship (hereinafter referred to as "the quota for foreign citizens' education"), as well as at the expense of individuals and legal entities on the base of contracts of paid educational services.

**128.** Admission of foreign citizens within the quota for foreign citizens' education shall be executed on the ground of letters of referral issued by the federal executive authority that performs functions to develop the state policy and execute legal regulation in the field of education. Enrolment to studies within the quota for foreign citizens' education shall be executed by a special order (orders) of ASU.

**129.** Foreign citizens and individuals without a citizenship, who are expatriate countrypeople, shall be entitled to obtain a higher education on equal terms with citizens of the Russian Federation, provided they comply with the requirements stipulated by Clause 17 of the Federal Law of May 24, 1999 at #99-FZ "About State Policy of Russian Federation towards Country People Residing Abroad" (hereinafter referred to as "Federal Law 99-FZ").

**130.** Expatriate countrypeople who are not citizens of the Russian Federation may not use special rights for admission to bachelor and specialist programs that are

provided as per Federal Law #273-FZ, unless another legal regulation is stipulated by an international agreement of the Russian Federation.

**131.** To admit foreign citizens and individuals without a citizenship to cover a bachelor or a specialist program on the base of contracts of paid educational services, ASU shall determine two general educational entrance examinations, as well as the number of competition positions available; it shall arrange a separate entrance competition to those positions.

**132.** Submitting their documents necessary for admission to studies, a foreign citizen or an individual without a citizenship shall indicate the requisites of their document that identifies their personality, or the requisites of their document that identifies the personality of a foreign citizen or an individual without a citizenship in the Russian Federation as per Clause 10 of the Federal Law of June 25, 2002 at #115-FZ “About Legal Status of Foreign Citizens in Russian Federation” (hereinafter referred to as a “document identifying a foreign citizen’s personality”) in their admission application. A foreign citizen or an individual without a citizenship shall present the original or a copy of their personality identification document, or the original or a copy of their personality and nationality identification document as per Point 1 of Clause 64 of these Rules.

**133.** Applying for admission to studies as per Clause 17 of Federal Law #99-FZ, an expatriate countryperson shall submit (besides the documents specified in Clause 66 of these Rules) the originals or copies of the documents determined by Clause 17 of Federal Law #99-FZ.

**132.1** Foreign citizens to be admitted on the base of international agreements shall present, besides the documents specified in Clause 66 of these Rules, the documents that confirms their relation to the range of individuals that those international agreements specify.

**134.** Admission of foreign citizens and individuals without a citizenship to cover educational programs that contain data included into a national secret shall be executed only within the quota for foreign citizens’ education and in accordance

with the requirements stipulated by the legislation of the Russian Federation that regulates national secrets.

**XIII. Additional Admission to Cover Bachelor & Specialist Programs in Full-Time & Part-Time Forms of Studies to Positions within Control Figures**

**135.** In exceptional cases, if some positions within the control figures have remained vacant upon enrolment, ASU (upon its founder's permission) may execute an additional admission to studies (hereinafter referred to as an "additional admission") as per these Rules within the temporal terms to be determined by ASU itself. Additional admission must have been completed not later than by the commencement of the academic year.

**136.** Information related to an additional admission shall be published on the official web site and on the information board not later than August 15, 2019.