**Migration Registration upon Your Arrival**

The Russian legislation stipulates rules of migration registration for foreign citizens with both a visa-required or a visa-free access to the Russian Federation. The rules must be observed strictly and rigorously. Once you have crossed the Russian border, please bear in mind that you must:

* complete and keep your migration card (you shall receive it at the border);
* have a special record made in your migration card and in your passport that you have crossed the Russian border (such records are made in a passport control station at the border).

Upon your arrival to Astrakhan, you are obliged to obtain a migration registration within three office days upon your border crossing by submitting the following documents to the Unit of International Relations (20a Tatischev Str., Room #114, phone +7-8512-61-08-90) of Astrakhan State University:

* Your passport and its photocopy (+ a photocopy of its page containing a record of your crossing the Russian border, if your citizenship requires a Russian visa);
* A photocopy of your Russian visa (if your citizenship requires a Russian visa);
* Your migration card and its photocopy (with a record of your crossing the Russian border).

If your citizenship requires a Russian visa, you must take actions to extend your stay in the Russian Federation not later than one month prior to expiration of your Russian visa and migration registration. Extension of your residence in Russia is provided by obtaining a multiple visa that is issued by the Federal Migration Service.

To obtain such a multiple visa, you must submit the following documents to the Unit of International Relations:

* Your passport (+ 2 copies indicating its validity period). The remaining validity period of your passport must not be less than 18 months as for the moment you submit it to the Unit of International Relations. Your passport must have at least 2 blank pages for visas;
* A notarized translation of your passport;
* A copy of your visa;
* A copy of your contract for study or a copy of your letter of referral issued by the Ministry of Education and Science of the Russian Federation;
* A receipt confirming that you have paid the state duty for your multiple visa (the Unit of International Relations shall provide you with financial details to pay it);
* 2 photos (3\*4 cm) on mat paper.

Any foreign citizen must immediately report to the Unit of International Relations of each emergency or planned situation when they have to change their place of residence (hospitalization in case of a disease, going on an excursion outside Astrakhan, moving to a new apartment, moving out of their hostel, a traveling to their home country, etc.). Upon their return to Astrakhan, they must come to the Unit of International Relations within one day. Staff of the Unit shall advise you about all the details related to your migration registration in each particular case.