

Ministry of Health of the Russian Federation

Federal State Budgetary Educational Institution of Higher Education
“North-Western State Medical University named after I.I. Mechnikov”
under the Ministry of Health of the Russian Federation

ADMISSION REGULATIONS

to the Federal State Budgetary Educational Institution of Higher Education
"North-Western State Medical University named after I.I. Mechnikov "
under the Ministry of Health of the Russian Federation
for bachelor's programs, specialty programs, master's programs in 2021
(as amended on 31.05.2021)

Saint –Petersburg
2021

I. General Provisions

1. These Admission Regulations regulate the order of admission to study in educational programs of higher education - bachelor's degree programs, specialist programs, master's degree programs for citizens of the Russian Federation, foreign citizens and stateless persons (hereinafter - applicants) to the federal state budgetary educational institution of higher education "North-West State Medical University named after I.I. Mechnikov" of the Ministry of Health of the Russian Federation (hereinafter - the University) in accordance with the license for educational activities.

2. Admission to the main educational programs of higher education for the 2021/2022 academic year at the University is carried out:

- within the limits of the established amount of places for the admission for citizens to study at the expense of budgetary allocations from the federal budget, the budgets of the constituent entities of the Russian Federation, local budgets (hereinafter respectively – established amount of places, budgetary allocations);

- under education contracts concluded upon admission to training at the expense of individuals and (or) legal entities (hereinafter - contracts for the provision of paid educational services).

Within the established amount, places are allocated:

a) within the admission quota for targeted training - employer-sponsored education (hereinafter - the targeted quota);

b) within the admission quota for bachelor's degree and specialty programs at the expense of budgetary allocations of persons who have a special right to admission within the quota (hereinafter - the special quota), which is set at least 10% of the volume of control figures for each specialty or training program. If the number of places remaining after the allocation of the targeted quota is not enough to allocate a special quota, the missing places are allocated within the targeted quota with a separate competitive selection for the indicated places for persons who are simultaneously eligible for admission to training within the special quota and targeted quota ;

c) within the established amount of places minus places within the special quota and targeted quota (hereinafter, respectively - the main places within the established amount of places, places within the quotas). If the number of main places within the check digits is equal to zero, admission to the indicated places is carried out if the places within the quotas are not filled.

3. In 2021, the University carries out the planned full-time admission to the following areas of training (specialties):

Code	Name of training program, specialties	Qualification, which will be awarded upon successful completion of the educational program and passing the final state certification	Training period	Mode of study
Higher Education – Bachelor Degree Programs				
34.03.01	Nursing care	Academic Nurse (for males - Academic Medical Brother). Teacher.	4 years	Internal (Full-time)
Higher Education - Specialist Programs				
31.05.01	General Medicine	Medical Doctor	6 years	Internal (Full-time)
31.05.02	Pediatrics	Pediatrician	6 years	Internal (Full-time)
32.05.01	Preventive medicine	General hygiene physician, epidemiologist	6 years	Internal (Full-time)
31.05.03	Stomatology	Doctor of stomatology	5 years	Internal (Full-time)
Higher Education - Master's Programs				

32.04.01	Public Health	Master in Public Health	2 years	Internal (Full-time)
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The University accepts foreign citizens to the program/MD course 31.05.01. General Medicine, implemented partly in English.

4. Persons with an appropriate level of education are admitted to master educational programs, confirmed by:

- a document on secondary general education or a document on secondary vocational education and qualifications, or a document on higher education and qualifications during admission to bachelor degree and specialist programs

- a document on higher education and qualifications during admission to master's program.

The applicant submits a document certifying the education of the corresponding level (hereinafter - the document of the established form):

- a document on education or on education and on qualifications of the sample established by the federal executive body responsible for the development of state policy and legal regulation in the field of general education, or in the field of higher education, or in the field of health care, or in the field of culture;

- a state-recognized document about the level of education or about the level of education and qualifications obtained before January 1, 2014 (a document on primary vocational education confirming the receipt of secondary (complete) general education, and a document on primary vocational education received on the basis of secondary (complete) general education, are equated to a document on secondary vocational education on qualifications);

- document on education and qualification of the sample established by the federal state budgetary educational institution of higher professional education "Lomonosov Moscow State University", federal state budgetary educational institution of higher education "St. Petersburg State University", document on education and qualifications the sample established by the decision of the collegial governing body of the educational organization, if the specified document was issued to a person who successfully passed the state final attestation;

- a document on education or on education and qualifications issued by a private organization carrying out educational activities on the territory of the Skolkovo innovation center or provided for in part 3 of article 21 of the Federal Law of July 29, 2017 N 216-FZ "On innovative scientific and technological centers and on amendments to certain legislative acts of the Russian Federation" by organizations carrying out educational activities on the territory of an innovative scientific and technological center;

- document (documents) of a foreign state on education or on education and on qualifications, if the education indicated in it is recognized in the Russian Federation at the level of the corresponding education (hereinafter - the document of a foreign state on education).

5. Admission for training at the expense of budget allocations is held on a competitive basis, unless otherwise provided by the Federal Law of 29.12.2012 N 273-FZ "On Education in the Russian Federation".

6. Admission to the University is carried out for the first year on the basis of the annual Admission Regulations (hereinafter - the Regulations).

The conditions for admission to training in basic vocational educational programs guarantee the observance of the right to education and enrollment from among those who enter with the appropriate level of education, the most capable and prepared to master the educational program of the corresponding level and the corresponding orientation of persons.

7. Admission for training is held on a competitive basis:

1) for bachelor's and specialist's programs (except for the admission of persons entitled to admission without entrance examinations) - on the basis of the results of the unified state examination (hereinafter - USE), which are recognized as the results of entrance examinations, and (or) on the results of entrance examinations conducted by the University independently;

2) for master's programs - according to the results of entrance examinations established by the University.

8. The university holds a competitive selection for admission on the following admission conditions:

1) separately, in accordance with the direction (profile) of educational programs - a competitive selection within a specialty or a field of study (hereinafter - a single-profile competitive selection);

2) separately within the established amount and under contracts for the provision of paid educational services;

3) separately within the established amount of places:

- to the places within the targeted quota;

- to the places within a special quota;

- for the main places within the established amount of places excluding places within the special quota and the targeted quota (hereinafter referred to as main places within the established amount of places, places within the quotas). In case the amount of main places within the established amount is zero, enrollment to these places is carried out if the places within the quotas are not filled.

8.1. For each set of conditions specified in paragraph 8 of these Regulations, the University holds a separate competitive selection.

For applicants for bachelor's and specialist programs based on different levels of education, a unified competitive selection is held on the same admission conditions and the same admission basis (if any).

8.2. The persons having the bachelor's degree, specialist diploma, master's degree, can enroll on programs of a bachelor's degree and specialist programs only on places under contracts on the provision of paid educational services.

The persons having a specialist diploma, a master's degree (with the exception of applicants who have a higher professional education, confirmed by the assignment of the qualification "certified specialist") can enroll in a master's program only at places under contracts for the provision of paid educational services.

8.3. The single-profile competitive selection specified in subitem 1 of item 8 of the present Regulations, is carried out on specialty or training program as a whole.

9. For admission to training, applicants submit an application for admission with the attachment of the necessary documents (hereinafter - the documents required for admission; documents submitted for admission; submitted documents).

10. A person who has been granted the appropriate authority (hereinafter - authorized representative) may represent the applicant with a power of attorney issued by the applicant and drawn up in accordance with the established procedure for the relevant actions.

11. Organizational support of admission for training is provided by the Admissions Board, established by the order of the Rector of the University. The Chairman of the Admissions Board is the Rector of the University. The Chairman of the Admissions Board appoints the responsible secretary of the Admissions Board, who organizes the work of the Admissions Board.

To conduct entrance examinations, the University creates examination and appeal commissions.

The powers and activities of admission, examination, and appeal commissions determined by the regulations, approved by the Rector of the University.

12. When applying for Bachelor's and Specialist's degree programs within the established amount of places, the following deadlines are set:

The beginning of the academic year - **September 01, 2021**:

- the starting date for accepting an application for admission and the attached documents (hereinafter - the acceptance of documents) is **June 18, 2021**;

- the deadline for the documents acceptance from applicants based on the results of entrance examinations conducted by the University independently is **July 13, 2021**;

- the deadline for the documents acceptance from applicants without passing entrance examinations conducted by the University independently, including from applicants without entrance examinations (hereinafter - the day of completion of documents acceptance) - **July 29, 2021;**

- the deadline for the University's own entrance tests is **July 29, 2021;**

13. When admitting foreign citizens to the bachelor's and specialist's programs at the expense of federal budget allocations, the deadlines for submitting documents correspond to paragraph 12 of these Regulations.

13.1. Admission to the bachelor's degree programs and specialist's programs on places under contracts on provision paid educational services is carried out in the following terms:

The beginning of the academic year - **September 01, 2021:**

- the starting date for accepting an application for admission and the attached documents (hereinafter - the acceptance of documents) is June 18, 2021;

- the deadline for the completion of the documents acceptance from applicants based on the results of entrance examinations conducted by the University independently is **July 13, 2021;**

- the deadline for the completion of the documents acceptance from applicants without passing entrance examinations conducted by the University independently is **August 05, 2021;**

- the deadline for completion of entrance examinations conducted by the University independently is **July 29, 2021.**

13.2. When admitting foreign citizens to the bachelor's and specialty programs, implemented in Russian, to places under contracts for the provision of paid educational services, the following deadlines are established:

The beginning of the academic year - **September 01, 2021:**

- the starting date for accepting an application for admission and the attached documents (hereinafter - the acceptance of documents) is **June 18, 2021;**

- the deadline for accepting documents from applicants for training without passing entrance examinations and based on the results of entrance examinations conducted by the University independently is **August 05, 2021;**

- the deadline for completion of entrance examinations conducted by the University independently is **August 16, 2021.**

13.3. For admission of foreign citizens to the specialty program (MD course) (31.05.01. General Medicine), implemented partially in English, the following terms are set for places under contracts for the provision of paid educational services:

The beginning of the academic year - **November 1, 2021:**

- the starting date for accepting an application for admission to training and the attached documents (hereinafter - the acceptance of documents) is **September 14, 2021;**

- the deadline for accepting documents from applicants for training - **October 15, 2021.**

- the deadline for the entrance tests conducted by the University independently - **October 27, 2021.**

14. Admission to the Master's program at the established amount of places and at places under contracts for the provision of paid educational services is carried out from **June 18, 2021 to August 05, 2021.**

Entrance tests for applicants for the Master's program are held from **06 August to 16 August 2021.**

15. The terms of publication of competitive selection lists and enrollment for training (hereinafter - enrollment) are in accordance with section 12 of these Admission Regulations.

16. The University may conduct additional admission to vacant places (hereinafter - additional admission) within the terms established by the University.

**II. Establishment of the list and programs of entrance tests,
evaluation scales of their results and the minimum number of points
confirming successful completion of entrance tests**

17. The list of entrance tests for admission to the bachelor's and specialist programs based on secondary general education includes entrance tests in accordance with the order of the Ministry of Science and Higher Education of the Russian Federation dated August 30, 2019 No. 666 "On approval of the list of entrance tests for admission to training in educational programs of higher education - bachelor's programs and specialty programs."

The results of the Unified State Exam are recognized as the results of general educational entrance tests, evaluated on a 100-point scale.

One general educational entrance test is held in one general education subject.

The University does not conduct additional entrance tests of professional orientation.

18. For admission to the first year of the bachelor's and specialist's degree programs in Russian, three entrance tests are established.

Upon admission to the first year of the specialty program/MD course (31.05.01. General Medicine), implemented partially in English, two entrance tests are established.

18.1. Entrance tests for persons on the basis of secondary general education are:

Specialty code	Name of training program, specialty	Subject
34.03.01	Nursing care	chemistry, biology, Russian
31.05.01	General Medicine (according to the program implemented in Russian)	
31.05.02	Pediatrics	
32.05.01	Preventive medicine	
31.05.03	Stomatology/Dentistry	
31.05.01	General Medicine (according to a program implemented partially in English)	chemistry, biology

19. Persons applying on the basis of secondary vocational or higher education may:

- pass entrance tests on the basis of professional education, conducted by the University independently, regardless of whether they participated in passing the USE;

- along with passing the entrance tests on the basis of professional education conducted by the University independently, to use the results of the Unified State Examination on the corresponding general educational entrance tests.

Entrance tests for applicants on the basis of secondary vocational or higher education, are:

Specialty code	Name of training program, specialty	Subject
34.03.01	Nursing care	chemistry, biology, Russian
31.05.01	General Medicine (according to the program implemented in Russian)	
31.05.02	Pediatrics	
32.05.01	Preventive medicine	
31.05.03	Stomatology/Dentistry	
31.05.01	General Medicine (according to a program implemented partially in English)	chemistry, biology
32.04.01	Public Health	public health and healthcare

20. Entrance tests are conducted by the University in Russian, except the entrance tests for the specialty program/MD course (31.05.01. General Medicine), which is partially implemented in English. These entrance tests are conducted in English.

21. Admission to the University for the first year of **Bachelor's and Specialist's degree programs** is conducted:

21.1. Based on the results of the unified state exam (hereinafter - the USE) in general subjects corresponding to the direction of training (specialty). The results of the Unified State Exam are recognized as the results of these entrance tests. The USE results are valid for 4 years following the year of these results.

21.2. Based on the results of general education entrance tests conducted by the University independently for the following categories of citizens:

1) regardless of whether or not the applicant participated in the USE:

a) disabled people (including disabled children);

б) foreign citizens;

2) for those subjects in which the applicant did not take the USE in the current calendar year: if the applicant received a document on secondary general education in a foreign organization.

Applicants specified in this paragraph may use the USE results (if any) along with the passing of general admission entrance tests conducted by the University independently.

21.3. When applying for Bachelor's and Specialist's Programs, in case the citizens of the Republic of Belarus lack the results of the unified state examination due to restrictions associated with the threat of spread of a new coronavirus infection (COVID-19), in terms of entering the Russian Federation, the citizens of the Republic of Belarus are entitled to provide a certificate indicating the results of centralized testing, obtained in the current or previous calendar year, which are recognized as results of entrance examination.

In order to consider the results of centralized testing, the following accordance of the subjects of centralized testing to the general entrance tests conducted by the University independently is established:

Subject of centralized testing	General entrance tests conducted by the University independently
Russian	Russian
Chemistry	Chemistry
Biology	Biology

The results of centralized testing (final result, test score), evaluated on a 100-point scale, are equivalent to the results of general entrance tests conducted by the University independently, including the minimum number of points for each entrance test, and are evaluated with the same number of points

22. If the applicant has several valid USE results in a subject, or the result (results) of the USE and the result of the corresponding entrance test conducted by the University independently (general educational entrance test or entrance test based on vocational education), the highest available result is taken into account as the result of the entrance test.

23. General educational entrance tests, conducted by the University independently, are carried out in the form of distance testing, in the order established by the local act of the University, with identity verification.

24. Entrance tests for applicants to bachelor's and specialist's programs listed in paragraph 21.2 of the Regulations, with the exception of foreign citizens applying for places under contracts for paid educational services, are held from **July 13 to July 29, 2021**.

24.1. Entrance tests for foreign citizens applying for bachelor's and specialist's programs, implemented in the Russian language, to the places under contracts for paid educational services, are held from **August 06 to August 20, 2021**.

24.2. Entrance tests for foreign citizens applying for the specialty program/MD course (31.05.01. General Medicine), implemented partially in English, are held from **October 20 to October 27, 2021**.

24.3 Entrance tests for applicants for the master's program are held from **August 06 to August 16, 2021**.

25. When forming programs of entrance tests conducted by the University independently, the University is guided by the following:

- programs of general education entrance tests are formed on the basis of the federal state educational standard of secondary general education and the federal state educational standard of general education. Programs of general educational entrance examinations are formed taking into account the compliance of the level of complexity of such entrance examinations with the level of complexity of the Unified State Exam in the corresponding general education subjects;

- entrance test programs for admission to master's programs are formed on the basis of federal state educational standards for higher education for undergraduate programs.

26. The results of entrance tests, conducted by the University independently, in admission to the bachelor's, specialist's and master's programs, are evaluated on a 100-point scale. When conducting entrance tests, the form of which is determined by the University independently, for each entrance exam, the following minimum number of points is established, confirming the successful completion of the entrance test:

- for applicants to the bachelor's program "Nursing care": 40 - chemistry, 40 - biology, 40 - Russian;

- for applicants to the "General Medicine" (including MD course (31.05.01. General Medicine), implemented partly in English), " Preventive medicine", "Stomatology/Dentistry", "Pediatrics": 50 - chemistry, 50 - biology, 50 - Russian;

- for applicants to Master's degree program "Public health" - 50.

27. For each entrance test, the following minimum number of USE points is established, confirming the successful completion of the entrance test:

Specialty code Training program	List of entrance tests	Minimum score for successfully passing the entrance test
34.03.01 Nursing care	chemistry	40
	biology	40
	russian	40
31.05.01 General Medicine	chemistry	50
	biology	50
	russian	50
31.05.01 General Medicine (for foreign citizens, implemented partly in English)	chemistry	50
	biology	50
31.05.02 Pediatrics	chemistry	50
	biology	50
	russian	50
32.05.01 Preventive medicine	chemistry	50
	biology	50
	russian	50
31.05.03	chemistry	50
	biology	50

Stomatology	russian	50
32.04.01 Public Health	public health	50

When admitting for training on the same educational program, the list of entrance tests, the grading scale and the minimum number of points may not differ for admission to various forms of education, as well as for admission to places within a special quota, to places within the targeted quota, to main places within the established amount and to places under contracts for the provision of paid educational services. The maximum number of points for each entrance test is 100 points.

The minimum points cannot be changed during admission.

III. Number of higher education institutions, specialties and (or) training programs for simultaneous admission to the bachelor's and specialist's programs

28. The maximum number of higher education institutions in which the applicant has the right to enter at the same time to Bachelor's and Specialist's programs is 5.

29. The maximum number of specialties and (or) training program, in which the applicant has the right to participate simultaneously in the competitive selection for bachelor's and specialist's programs is 5.

30. In each of the organizations specified in paragraph 28 of the Rules for each of the specialties and training programs specified in paragraph 29 of the Procedure, an applicant can simultaneously apply for training under various conditions of admission.

IV. Special rights for admission to bachelor's and specialist's programs

31. The right to admission without entrance tests in accordance with Part 4 of Article 71 of Federal Law N 273-FZ (within four years following the year of the corresponding Olympiad) is granted to the winners and prize-winners of the final stage of the All-Russian Olympiad for schoolchildren (hereinafter - the All-Russian Olympiad), members of national teams of the Russian Federation that participated in international Olympiads in general education subjects and formed in the manner prescribed by the federal executive body responsible for the development and implementation of state policy and legal regulation in the field of general education (hereinafter - members of the national teams that participated in international Olympiads).

The University has established the following correspondence of the profile of the All-Russian Olympiad for schoolchildren or the international Olympiad to specialties and (or) training programs:

Code	Name of training direction, specialty	Profile of the All-Russian School Olympiad or International Olympiad
31.05.01	General Medicine	chemistry, biology
31.05.02	Pediatrics	
31.05.03	Stomatology/Dentistry	
32.05.01	Preventive medicine	
34.03.01	Nursing care	

The persons specified in the first sub-paragraph of this paragraph of the Regulations are granted, within 4 years following the year of the corresponding Olympiad, an advantage by equating them with persons who have 100 points in the general educational entrance test (100 points of the Unified State Exam or 100 points for passing the entrance test conducted by the organization higher education independently), if the general educational entrance test corresponds to the profile of the Olympiad.

The University has established the following correspondence of the profile of the All-Russian School Olympiad or the international Olympiad to specialties and (or) training programs for using the advantage by equating to persons with 100 points in the general educational entrance test (100 points of the Unified State Exam or 100 points for passing the entrance test conducted by the higher education organization independently), if the general educational entrance test corresponds to the profile of the Olympiad:

Код	Name of training direction, specialty	Profile of the All-Russian School Olympiad or International Olympiad
31.05.01	General Medicine	chemistry, biology, Russian
31.05.02	Pediatrics	
31.05.03	Stomatology/Dentistry	
32.05.01	Preventive Medicine	
34.03.01	Nursing care	

32. Winners and prize-winners of school Olympiads held in the manner prescribed by the federal executive body responsible for the development of state policy and legal regulation in the field of higher education, in agreement with the federal executive body responsible for the development and implementation of state policy and normatively - legal regulation in the field of general education (hereinafter referred to as the Olympiad for schoolchildren), special rights are granted in accordance with Part 12 of Article 71 of Federal Law N 273-FZ (within four years following the year of the corresponding Olympiad):

- 1) the right to admission without entrance tests;
- 2) the right to be equated with persons who have gained the maximum number of USE points in a general subject corresponding to the profile of the school Olympiad.

The special rights specified in sub-paragraphs 1 and 2 of this paragraph may be granted by the same applicant.

Conditions for granting special rights specified in this paragraph (including a list of school Olympiads, based on the results of which special rights are granted, the compliance of educational programs (specialties, areas of training) with the Olympiad profiles, the number of USE scores or a general educational entrance test conducted by the University independently, special right) is determined by the Regulations on special rights and benefits provided to the winners and prize-winners of school Olympiads when admitted to the University.

33. When admitting to study within the established amount of places, the applicant uses each of the following special rights to enroll in only one institution of higher education for only one educational program of the applicant's choice (regardless of the number of grounds stipulating the corresponding special right):

- the right to admission without entrance tests in accordance with paragraph 31 of the Rules;
- the right to be admitted without entrance examinations based on the results of the Olympiads for schoolchildren in accordance with paragraph 32 of these Rules.

Each of these special rights can be used by applicants while simultaneously enrolling in studies under different conditions of admission within the framework of one institution of higher education and one educational program.

34. Within the framework of one competitive selection, on one basis, which gives the right to 100 points (special advantage), the applicant receives 100 points in one general educational entrance test

(at the applicant's choice if the University establishes several entrance examinations corresponding to this Olympiad (this profile of the Olympiad).

An applicant can use several grounds at the same time to obtain the right to 100 points (special advantage), including within the framework of one competitive selection.

When participating in several competitive selections, an applicant can use the same basis to obtain the same or different rights to 100 points (special benefits).

35. The right to be admitted to Bachelor's and Specialist programs from budgetary allocations from the federal budget, budgets of constituent entities of the Russian Federation, and local budgets within the established quota shall be granted to disabled children, disabled persons of groups I and II, persons disabled since childhood, persons disabled due to military trauma or illness received during military service, orphaned children and children left without parental care, as well as to persons from among orphans and children left without parental care, and to veterans of combat operations from among persons listed in sub-paragraph 1 - 4 of paragraph 1 of Article 3 of the Federal Law No. 5-FZ "On Veterans" dated January 12, 1995.

36. The priority right of admission to the University to the Bachelor's and Specialist's programs, provided that successful completion of entrance examinations and other things being equal, shall be granted to the following persons:

1) orphans and children left without parental care, and also persons from among orphans and children left without parental care;

2) disabled children, disabled persons of groups I and II;

3) citizens under twenty years of age with only one parent who is a disabled person of Group I, if the average per capita income of the family is below the subsistence minimum, established in the subject of the Russian Federation for the place of residence of these citizens;

4) Citizens exposed to radiation as a result of the Chernobyl Nuclear Power Plant catastrophe and covered by the Russian Federation Law No. 1244-1 of May 15, 1991 "On Social Protection of Citizens Affected by Radiation as a Result of the Chernobyl Nuclear Power Plant Catastrophe";

5) children of military personnel who died in the performance of their military service duties or died as a result of injury (injury, trauma, contusion) or diseases received by them in the performance of military service duties, including when participating in counterterrorism operations and (or) other measures to combat terrorism;

6) children of the deceased (perished) Heroes of the Soviet Union, Heroes of the Russian Federation and full holders of the Order of Glory;

7) children of employees of internal affairs bodies, the Federal Service of the National Guard of the Russian Federation, institutions and bodies of the penal system, enforcement bodies of the Russian Federation, the federal fire service of the State Fire Service, bodies for control over the circulation of narcotic drugs and psychotropic substances, customs authorities, The Investigative Committee of the Russian Federation, who died as a result of injury or other damage to health received by them in connection with the performance of their official duties, or as a result of an illness they received during the period of service in these institutions and bodies, and children who were dependent on them;

8) children of prosecutors who died as a result of injury or other damage to health received by them during their service in the prosecutor's office or after dismissal due to harm to health in connection with their official activities;

9) military personnel who do military service under contract and whose continuous duration of military service under the contract is at least three years, as well as citizens who have completed military service by conscription and who are entering training on the recommendations of commanders issued to citizens in the manner prescribed by the federal executive body the authorities and the federal state body in which the federal law provides for military service;

10) citizens who have served under contract for at least three years in the Armed Forces of the Russian Federation, other troops, military formations and bodies in military positions and dismissed from military service on the grounds provided for in sub-paragraphs "b" - "d" of paragraph 1, sub-

paragraph "a" of paragraph 2 and sub-paragraphs "a" - "c" of paragraph 3 of Article 51 of the Federal Law of March 28, 1998 N 53-FZ "On military duty and military service";

11) disabled war veterans, combat veterans as well as veterans of combat operations from among persons referred to in sub-paragraphs 1 - 4 of paragraph 1 of Article 3 of the Federal Law dated January 12, 1995 № 5-FZ "On Veterans";

12) Citizens who directly participated in tests of nuclear weapons, combat radioactive substances in the atmosphere, nuclear weapons underground, in exercises involving such weapons and combat radioactive substances up to the date of actual termination of the above tests and exercises, direct participants in liquidation of radiation accidents at nuclear installations of surface and submarine ships and other military facilities, direct participants in conducting and ensuring work to collect and bury radioactive substances, as well as direct participants in liquidation of consequences of these accidents (servicemen and persons from among free-lance personnel of the Armed Forces of the Russian Federation, servicemen of internal troops of the Ministry of Internal Affairs of the Russian Federation or federal state bodies, servicemen and employees of the Federal National Guard Service of the Russian Federation, persons who served in railway troops and other military formations, employees of internal affairs bodies of the Russian Federation and federal fire service).

13) servicemen, employees of the Federal Service of the National Guard of the Russian Federation, the internal affairs bodies of the Russian Federation, the penal system, the federal fire service of the State Fire Service, who performed tasks in the conditions of an armed conflict in the Chechen Republic and adjacent territories classified as an armed conflict zone, and these servicemen performing tasks in the course of counter-terrorism operations in the North Caucasus region.

V. Accounting for individual achievements in bachelor's and specialist's programs

37. Applicants have the right to submit information about their individual achievements, the results of which are taken into account when applying for training.

38. Accounting for the results of individual achievements is carried out through the accrual of points for individual achievements.

The applicant submits documents confirming the results of individual achievements.

39. When applying to Bachelor's and Specialist's degree programs, the University awards points for the following individual achievements:

a) the status of a champion, medalist of the Olympic Games, Paralympic Games, Deaflympics, world champion, European champion, a person who took first place in the world championship, European championship in sports included in the programs of the Olympic Games, Paralympic Games, Deaflympics; presence of champion status world, European champion, winner of the world championship, European championship in sports not included in the programs of the Olympic Games, Paralympic Games, Deaflympics; the presence of a gold insignia of the All-Russian physical culture and sports complex "Ready for Labor and Defense" and certificates for it, received by applicants in accordance with the Procedure for awarding persons who have fulfilled the test (tests) standards of the All-Russian Physical Culture and Sports Complex "Ready for Labor and Defense", with the corresponding insignia of the All-Russian Physical Culture and Sports Complex "Ready for Labor and Defense", approved by order of the Ministry of Sports of the Russian Federation of January 14, 2016 N 16, if the applicant is awarded the specified gold a sign for fulfilling the standards of the "Ready for Labor and Defense", established for the age group of the population of the Russian Federation to which the applicant belongs (belonged) in the current year and (or) in the previous year - **5 points**;

б) the availability of documents on education or on education and qualifications with honors received in educational institutions of the Russian Federation (certificate of secondary general education with honors, certificate of secondary (complete) general education with honors, certificate of secondary (complete) general education for those awarded gold (silver) medal - **10 points**;

c) The presence of a diploma of secondary vocational education with honors, a diploma of primary vocational education with honors, a diploma of primary vocational education for those awarded with a gold (silver) medal) received in educational institutions of the Russian Federation - **10 points**.

39.1. In case of equality of applicants according to the ranking criteria specified in sub-paragraphs 1 - 3 of paragraph 107 and in sub-paragraphs 1 - 3 of paragraph 108 of the Rules, individual achievements are taken into account, determined by the decision of the University Admissions Board during the admission period.

40. The number of points awarded for individual achievements cannot exceed 10 points in total.

VI. Establishing entrance tests and taking into account the individual achievements of applicants for Master's programs

41. Admission to master's programs is carried out according to the results of entrance examinations conducted by the University independently.

Entrance tests for this category of applicants are held from **August 06 to August 16, 2021**, in the form of distance testing, in the order established by the local act of the University, with identity verification.

The results of entrance tests are evaluated on a 100-point scale. In the training program "Public Health" is one introductory test, for which set the minimum number of points, confirming the successful completion of the entrance test - 50.

42. Accounting for the results of individual achievements is carried out through the accrual of points for individual achievements.

Points awarded for individual achievement are included in the total competitive selection points.

The applicant submits documents confirming the receipt of the results of individual achievements.

When applying for a master's program, the following individual achievements are taken into account:

- having a diploma of higher education with honors from an educational institution in the Russian Federation - **10 points**;

- publication activity:

- the presence of published articles in journals included in the international scientific citation bases Scopus, Web of Science - **5 points**;

- the presence of published articles in journals and publications indexed in the Russian Science Citation Index (RSCI) database (with the exception of articles in journals included in the international scientific citation bases Scopus, Web of Science) and in the list of State Commission for Academic Degrees and Titles (SCADT) - **3 points**;

- the presence of a gold medal in the direction of general medicine and dentistry of the Olympiad "I am a professional" - **10 points**;

- the presence of a silver medal in the direction of general medicine and dentistry of the Olympiad "I am a professional" - **9 points**;

- the presence of a bronze medal in the direction of general medicine and dentistry of the Olympiad "I am a professional" - **8 points**.

42.1. In case of equality of applicants according to the ranking criteria specified in sub-paragraphs 1 - 2 of paragraph 95 of these Regulations, individual achievements are taken into account, determined by the decision of the University Admissions Board during the admission period.

43. The number of points awarded for individual achievements cannot exceed 10 points in total.

VII. Informing about admission to training

44. The University introduces the applicant and (or) his parents (legal representatives) with its charter, the license to carry out educational activities, with a certificate of state accreditation, with educational programs and other documents regulating the organization and implementation of educational activities, the rights and obligations of students.

In carrying out admission on a competitive basis, the applicant is also provided with information about the ongoing competitive selection and its results.

In order to inform about admission to training, the University posts information on the official website of the University in the information and telecommunications network Internet – www.szgmu.ru, section "Admissions Board" (hereinafter - the official website).

The following information is posted on the official website:

1) no later than November 01, 2020:

a) the admission rules approved by the University independently, including; the maximum number of specialties and (or) areas of training for simultaneous participation in the competitive selection (for undergraduate and specialist programs)

deadlines for admission;

information on the granting of special rights and special benefits (for bachelor's and specialist programs);

a list of individual achievements of applicants, taken into account during admission, and the procedure for recording these achievements;

information on conducting entrance examinations in person and (or) using distance technologies;

the peculiarities of the entrance examinations for the disabled and people with disabilities;

the procedure for filing and considering appeals based on the results of admissions tests conducted by the organization independently;

how many times an applicant can apply for enrollment consent upon admission to field studies within the target figures for undergraduate and full-time specialist programs;

b) the number of places for admission to training under various conditions of admission within the target figures (without specifying a special quota and targeted quota);

c) a list of entrance tests indicating the following information for each admissions test:

name of the entrance test;

maximum number of points;

minimum number of points;

the priority of the admissions test, established in accordance with paragraph 110 of the Admission Regulations;

for the entrance test conducted by the University independently, the form of the conducting, the languages in which the entrance test is passed, the entrance test program;

d) information about the need (no need) for applicants to undergo a mandatory preliminary medical examination (examination);

e) information about the places of documents acceptance;

f) information about the possibility of submitting the documents required for admission using the super service "Applying to university online" through the federal state information system "Unified portal of state and municipal services (functions)" (UPSS – EPGU in Russian);

g) a sample contract for the provision of paid educational services;

h) information on the availability of the dormitory(s);

2) no later than June 1:

a) the number of places for admission to training within the established amount of places for various conditions of admission, indicating a special quota and targeted quota;

b) information about the number of places in dormitories for nonresident applicants;

c) the schedule of entrance examinations for the master's program;

3) no later than 5 months before the start of enrollment in places under contracts for the provision of paid educational services - the number of specified places.

4) no later than July 15, 2021 the schedule of entrance examinations conducted by the University independently, for the specialist's and bachelor's programs is posted on the official website of the University in the information and telecommunication network Internet";

The University ensures the availability of this information for users of the official website from the date of its placement to the day of completion of admission, inclusive.

45. The Admissions Board ensures the operation of special telephone lines and a section of the official website for responding to requests related to admission to training. Multichannel telephone communication is carried out by phone: +7 (812) 3035053. The Internet resource is located at: **www.szgmu.ru**, section "Admissions Board".

Email address: 3035053@szgmu.ru.

46. In the period from the day of the start of admission of documents to the start of enrollment, information on the number of applications for admission to training and lists of persons who have submitted documents required for admission (hereinafter referred to as persons who have submitted documents) for each competitive selection are posted and updated daily on the official website.

VIII. Acceptance of documents

47. For admission to training, the applicant submits an application for admission to training with the necessary documents attached (hereinafter together - the documents required for admission). The University accepts from the applicant the documents necessary for admission, provided that applicant submits a consent to the processing of his/her personal data.

An applicant who has submitted an application for admission to study (hereinafter referred to as the application for admission) may amend it through the applicant's personal account or submit a second (next) application for admission under different conditions of admission after withdrawing the previous application for admission to study.

48. In the case of sending the documents required for admission through public postal operators, these documents are accepted if they were received at the University no later than **18:00 hours on July 29, 2021**.

49. The University publishes on the official website a list of persons who have submitted documents required for admission, indicating information about admission of documents. Informing about the refusal to accept the documents shall be carried out:

a) in case of submission of documents online - through the applicant's personal account;

b) in case of submission through public postal operators - on the University's official website with an indication of the reasons for refusal.

50. **In the application** for admission to study, the applicant indicates the following information:

a) surname, name, patronymic (if any);

b) date of birth;

c) information about citizenship (lack of citizenship);

d) details of the identity document (including an indication of when and by whom the document was issued);

e) information about education and a document of the established form that meets the requirements specified in paragraph 4 of the Regulations;

f) conditions for admission to training and the reason for admission;

g) upon admission to training in the specialist's programs - information about the presence or absence of the applicant's special rights (in the presence of special rights - indicating information about the documents confirming the existence of such rights);

h) upon admission to bachelor's and specialist's programs - information about the USE passing and its results (if there are several USE results, the validity of which has not expired, it is indicated which USE results and in which general education subjects should be used);

i) upon admission to bachelor's and specialist's programs - information about the intention to participate in the competitive selection based on the results of entrance examinations conducted by the University independently (indicating the grounds for participation in the competitive selection based on the results of such entrance examinations and the list of entrance examinations);

j) information on the need to create special conditions for an applicant when conducting entrance examinations due to his limited health or disability (indicating the list of entrance examinations and special conditions);

k) information on the presence or absence of the applicant's individual achievements (if any, indicating information about them);

l) information about the presence or absence of the applicant's need to provide a place to stay in a dormitory during the period of study;

m) postal address and e-mail address;

n) citizens of the Republic of Belarus have the right to indicate information on the results of centralized testing passed in the current or previous calendar year, in order to recognize them as the entrance test results.

51. The following facts are recorded in the application with the certification of the applicant's personal signature:

1) familiarization of the applicant with information about the need to indicate in the application for admission the reliable information, and the submission of original documents;

2) familiarization of the applicant with the Admission Regulations approved by the University independently, as well as with the documents and information specified in paragraph 44 of the Admission Regulations;

3) upon admission to study at places within the established amount of places:

- upon admission to study in bachelor's programs, specialist's programs - the applicant does not have a bachelor's degree, specialist's diploma, master's degree;

- upon admission to study in master's programs - the applicant does not have a specialist diploma, a master's degree, with the exception of applicants who have higher professional education, confirmed by the assignment of the qualification "certified specialist";

4) upon admission to study in bachelor's degree programs, in specialist's programs:

- confirmation of the simultaneous submission of applications for admission to no more than 5 higher education organizations, including the University;

- when submitting several applications for admission to study at the University - confirmation of the simultaneous submission of applications for admission in no more than 5 specialties and (or) areas of study at the University;

5) upon admission to bachelor's and specialist's programs at places within the targeted quota on the basis of the right to admission without entrance examinations in accordance with paragraphs 32 and 33 of these Regulations:

- confirmation of the submission of an application for admission on the basis of the relevant special right only to the University;

- when submitting several applications for admission to study at the University - confirmation of the submission of an application for admission on the basis of the corresponding special right only to this educational program;

6) familiarization with the information on the need for the applicant to independently provide technical abilities to pass the entrance test (when passing the entrance test conducted by the University independently);

7) in case of passing entrance tests conducted by the University independently - consent to video recording and use of video recordings of the process of passing the entrance test for use in legal relations on admission to training.

52. When submitting **an application** for admission, the applicant shall also submit:

1) an identity document (documents), document on citizenship (including a passport of a citizen of the Russian Federation that certifies the identity of a citizen of the Russian Federation outside the territory of the Russian Federation);

2) a document of the established form specified in paragraph 4 of these Regulations (the applicant may also submit a document on education of a foreign state with a certificate of recognition of foreign education, except for cases in which, in accordance with the legislation of the Russian Federation and (or) an international agreement, recognition of foreign education is not required).

The applicant may submit one or more documents of the established form.

Instead of the document of the established standard (its copy/electronic copy), the applicant may submit electronically, via the UPSS, the unique information on the document of the established standard.

3) insurance certificate of compulsory pension insurance (if any);

4) for applicants specified in sub-paragraph "a" of sub-paragraph 1 of paragraph 21.2 of the Admission Regulations with the intention to take general educational entrance examinations conducted by the University (for bachelor's and specialist's programs) - a document confirming disability;

5) if it is necessary to create special conditions specified in paragraph 83 of the Admission Regulations - a document confirming disability or disabilities requiring the creation of these conditions;

6) to use the right to admission without entrance tests in accordance with part 4 of Article 71 of Federal Law N 273-FZ, special rights based on the results of school Olympiads, special benefits (for bachelor's programs and specialist's programs) - a document confirming that the applicant belongs to persons who are granted the appropriate special right;

7) for the use of the special rights specified in paragraphs 35 and 36 of these Regulations (for bachelor's and specialist's programs), - a document (documents) confirming that the applicant belongs to persons who are granted the appropriate special right;

8) documents confirming individual achievements of the applicant, the results of which are taken into account during admission (submitted at the discretion of the applicant);

9) citizens of the Republic of Belarus are entitled to submit a certificate indicating the results of centralized testing obtained in the current or previous calendar year;

10) medical certificate form 086/Y (if any);

11) certificate of pre-university preparation (for applicants for training on bachelor's and specialist's programs) and other documents (submitted at the discretion of the applicant).

Certificate of pre-university preparation (for applicants for training on bachelor's and specialist's programs) and other documents confirming the applicant's achievements (if provided) may be taken into account by the Admissions Board in the cases specified in paragraphs 39.1 and 42.1 of these Regulations.

52.1. The documents required for admission to bachelor's and specialist's programs are accepted irrespective of the deadline for taking and receiving the USE results.

53. The document of the established standard shall be presented (sent) by the applicant (including via the UPSS) when submitting the documents required for admission, or at a later date, up to and including the closing date for the acceptance of Consent for enrollment.

54. The documents specified in sub. 4 and 5 of paragraph 53 of these Regulations are accepted by the University if they are valid on the day of submission of the application for admission; the document specified in sub. 7 of paragraph 53 of these Regulations – if it is valid on the closing date of documents admission.

55. When submitting documents, the applicant may present the document specified in sub. 7 of paragraph 53 of the Regulations, which is not valid on the closing date of documents admission, but is valid on the day of submission of the application for admission. In this case, the corresponding rights are granted to the applicant if, before the closing date of documents admission inclusive, he/she had submitted a document that is valid on the closing date of documents admission.

56. The documents specified in sub. 6 of paragraph 52 of the Regulations are accepted by the University taking into account the terms for granting special rights established by parts 4 and 12 of Article 71 of Federal Law N 273-FZ.

57. When submitting documents required for admission, applicants may submit copies or electronic images of documents, including via the UPSS, without submitting their originals. Certification of the specified copies and electronic images is not required.

When submitting documents via public postal operators, original documents required for admission may be provided at the applicant's discretion.

58. Application for admission to the bachelor's program, specialist's programs and master's program shall be presented in Russian, except for the case specified in sub-paragraph 2 of this paragraph.

An application for admission to the specialist's program/MD course "General Medicine", implemented partially in English, shall be submitted to the University in English.

Documents prepared in a foreign language are required to be translated into Russian, unless otherwise provided by the international treaty of the Russian Federation.

Documents received in a foreign state are required to be legalized, unless otherwise provided by the international treaty of the Russian Federation or the legislation of the Russian Federation.

59. Admissions Board working hours: Monday - Friday from 10:00 to 18:00.

60. The documents required for admission shall be submitted (sent) to the University in one of the following ways:

a) electronically through the University's electronic information system by creating the applicant's personal account on the University portal priem.szgmu.ru and completing an application form with uploading all required documents for admission scanned in Pdf format, with a resolution of at least 200 dpi;

b) via public postal operators at the address: 195067, St. Petersburg, Piskarevskiy prospect, 47, building 35 (for the Admissions Board) FSBEI HE NWSMU named after I.I. Mechnikov, Ministry of Health of Russia. When choosing to submit documents as specified in this sub-paragraph, applicants may also register on the University portal in order to create a personal account of the applicant;

c) sent to the University electronically via the UPSS (under conditions of admission for which such an option is provided).

61. When submitting an application for admission in electronic form, the documents attached thereto shall be submitted (sent) to the University in the form of electronic images (paper documents converted into electronic form by scanning or photographing with machine-readable recognition of their details).

61.1. The University shall interact with the applicant:

1) when applicants submit documents required for admission, amend the application for admission to study, submit other applications (including appeals), withdraw submitted applications, documents, provide and withdraw the information – using distance technologies, including via super service “Applying to university online” (under conditions of admission for which such an option is provided), as well as via public postal operators.

2) when conducting entrance tests, as well as when considering appeals – using distance technologies.

62. The University checks the accuracy of the information specified in the application for admission and the authenticity of the submitted documents (copies/electronic images), including by contacting the relevant state information systems, state (municipal) bodies and organizations.

63. If the applicant has submitted documents in violation of these Regulations (except for the case when the specified violation does not apply to all the conditions for admission to training and the grounds for admission specified in the application for admission), the University:

- in case of submission of documents in electronic form – notifies the applicant on the refusal to accept the documents using distance technologies;

- in case the documents are sent via public postal operators – returns the submitted documents in part of originals within 3 working days after the day of receipt of the documents by the University

64. When enrolling for training at the University, applicants shall undergo preliminary medical examinations (check-ups) in accordance with the procedure established at the conclusion of an employment contract or work contract for the relevant position, profession or specialty during the first year of training.

65. Upon receiving by the University of the submitted documents, a personal file of the applicant is formed, which contains a copy of the identity document (documents), citizenship, other documents submitted by the applicant, materials for passing entrance examinations, including documents related to the appeal, as well as copies of powers of attorney submitted to the University by authorized representatives.

66. The applicant has the right at any stage of admission to training to submit an application on withdrawal of submitted documents (hereinafter – withdrawal of documents) or an application on withdrawal of the original document of the established standard (unique information on the document of the established standard submitted via the UPSS). The ways to apply correspond to the ways indicated in paragraph 60 of these Regulations.

When documents are withdrawn, the applicant is excluded from the lists of persons who have submitted documents, the lists of applicants, and is not subject to enrollment (excluded from the number of those who are enrolled).

When the original document of the established standard is withdrawn, the applicant is not excluded from the lists of persons who have submitted documents, the lists of applicants, as well as from the number of those who are enrolled. The previously submitted Consent for enrollment (if any) is valid.

In case of withdrawal of documents, or failure to enroll, original documents submitted by the applicant shall be returned no later than 20 working days after withdrawal of submitted documents or after completion of enrollment procedures under the relevant admission conditions, in accordance with the return method specified in the application on withdrawal of submitted documents. If the return method is not specified in the application on withdrawal of documents, the documents shall be sent to the postal address indicated in the application for admission.

IX. Entry tests conducted by the University independently

67. The University conducts independently:

a) for admission to bachelor's and specialist's programs:

- entrance tests on the basis of professional education

- general education entrance tests for persons specified in paragraph 21.2 of the Regulations;

b) entrance test for admission to master's program.

68. Entrance tests conducted by the University independently shall be in the form of distance testing with identity verification of the applicant.

69. Entrance tests are conducted in Russian, with the exception of entrance tests in chemistry and biology for admission to the MD course in General Medicine (31.05.01.), partially implemented in English. These entrance tests are conducted in English.

70. When the University independently conducts the same entrance tests for different competitive selections, the general entrance test is conducted as one for all selections.

71. Applicant shall take each entrance test once from among those specified in paragraphs 18.1 and 19 of the Admission Regulations.

The results of the entrance tests conducted by the University independently are valid for admission to the **forthcoming academic year**.

72. Applicants who have not passed the entrance test for a valid reason (illness or other circumstances confirmed by appropriate documents: a temporary disability list, a medical certificate, a certificate from another university from which it follows that the day of the entrance test in this

university coincides with the day of the entrance test at the University) are allowed to take the entrance test on a back-up day within the established deadlines for entrance tests.

73. The duration of the entrance test in the following subjects: chemistry, biology, Russian and public health and healthcare is 2 hours (120 minutes).

74. Terms and procedure for entrance examinations, including the method of the applicant's identity verification, are determined by the "Procedure for entrance examinations in the Federal State Budgetary Educational Institution of Higher Education North-Western State Medical University named after I.I. Mechnikov under the Ministry of Health of Russia (hereinafter - University) in admission for training in higher education programs – bachelor's, specialist's and master's programs in the 2020/21 academic year", approved by the Order dated 21.05.2021 N 862-O (hereinafter – "the Order on entrance examinations").

75. During the entrance tests, applicants and those involved in the tests are prohibited from carrying or using communications equipment.

76. During the entrance test, applicants and those involved may use rulers and calculators that do not contain additional information (formulas, calculations, constants, etc.).

77. In case of violation of the entrance test procedure by the applicant, the University's authorized officials shall draw up a report on violation and on failure to pass the entrance test without a valid reason. An electronic copy of this report shall be sent to the applicant.

The applicant, in respect of which the specified report is made, is recognized as not passed the entrance test without a valid reason.

78. The entrance tests schedule shall provide for additional time for the applicants specified in paragraph 72 of these Regulations.

79. The final tests results of preparatory departments, preparatory faculties, courses (schools) and other tests that are not the entrance tests conducted in accordance with the Admission Regulations shall not be counted as the results of the entrance tests.

80. The results of the entrance test shall be announced on the University's official website no later than the third working day after the entrance test.

After announcing the results of the written entrance test, the applicant has the right to get acquainted with the results of assessment of his test on the day of announcing the test results or on the next working day. According to the University's entrance test results, the applicant has the right to appeal to the University on the violation, in the Applicant's opinion, of the established entrance test procedure and (or) on disagreement with the entrance test results.

81. Applicants who have received a score below the established minimum number of points are excluded from the competitive selection.

X. Peculiarities of the entrance test procedure for persons with disabilities and disabled people

82. When conducting entrance tests using distance technologies for applicants with disabilities, the University ensures the creation of conditions that take into account the peculiarities of psychophysical development of applicants, their individual capabilities and health status (hereinafter referred to as "special conditions", "individual characteristics").

83. The University ensures that entrance tests for applicants with disabilities are carried out in accordance with the Procedure for entrance examinations, taking into account the following features:

83.1. Applicants with disabilities are provided with instructions on the procedure of entrance tests in a form that is accessible to them.

83.2. The duration of the entrance test for applicants with disabilities is extended by a decision of the University, but not more than for 1.5 hours.

83.3. During the entrance test, an assistant is allowed to be present to provide the applicants with disabilities with the necessary technical assistance, taking into account their individual

characteristics (to have a seat, move around, read and complete an assignment, communicate with the persons conducting the entrance test).

83.4. During the entrance test, applicants with disabilities may use technical devices as required by their individual needs.

84. The conditions specified in paragraph 83 of the Admission Regulations are provided to applicants on the basis of the application for admission that contains information on the need to create special conditions for the applicant due to his/her disability/disabilities, and a document confirming the disability/disabilities that require creation of specified conditions.

XI. General rules for filing and reviewing appeals

85. Based on the results of the entrance test conducted by the University independently, the applicant (the legal representative) has the right to appeal to the Appeal Commission on the violation, in his/her own opinion, of the established procedure of entrance test and/or on the disagreement with the assessment of the results of the entrance test.

Statement of appeal shall be submitted in electronic form by sending it to the e-mail address of the Admissions Board (3035053@szgmu.ru).

The procedure for considering appeals using distance technologies is determined by the Procedure for entrance examinations.

86. The consideration of an appeal is not a retake of the entrance test. During the consideration, only compliance with the established entrance test procedure and/or the correctness of the assessment of the entrance test results shall be checked.

87. An appeal shall be filed on the day the entrance test results are announced or during the next working day. Appeals received after the specified deadline shall not be considered. An appeal on the violation of the established entrance test procedure may also be filed on the day of the entrance test.

88. The appeal shall be considered no later than the next working day after the day the appeal was filed.

89. After reviewing an appeal, the Appeal Commission decides whether to change the assessment of the entrance test results or leave it unchanged.

The official decision of the Appeal Commission shall be notified to the applicant (the legal representative) via e-mail.

XII. Formation of ranked lists of applicants and enrollment

90. Based on the results of admission of documents and entrance tests (if any), the University forms a ranked list of applicants for each competitive selection (hereinafter - the ranked list). The ranked lists shall be published on the University's official website and on the UPSS and updated daily, including the next day after the Consents for enrollment are accepted, at least 5 times a day from 9 a.m. to 6 p.m. local time.

91. The ranked list includes:

the ranked list of applicants without entrance tests (bachelor's programs, specialist's programs);
the ranked list of applicants on the basis of the USE results and (or) the entrance tests conducted by the organization (hereinafter – the entrance tests results), who have scored at least the minimum number of points.

92. Enrollment to the bachelor's programs, specialist's programs based on the entrance tests results shall be made to the places remaining after enrollment without entrance tests, as part of the relevant ranked list.

93. The ranked list of applicants applying for the bachelor's programs, specialist's programs without entrance tests is ranked in the following order:

1) by the status of applicants who have the right for enrollment without entrance tests, in the following order:

- a) members of national teams participating in international Olympiads;
- b) winners of the final stage of The All-Russian Olympiad;
- c) prize winners of the final stage of the All-Russian Olympiad;
- d) winners of schoolchildren Olympiads;
- e) prize winners of schoolchildren Olympiads;

2) for the persons specified in each of sub-paragraphs "a" - "e" of sub-paragraph 1 of this paragraph – by the reduction of the number of points credited for individual achievements

3) in case of equality on the criteria specified in sub-paragraphs 1 and 2 of the paragraph – on the presence of a preferential right specified in paragraph 36 of these Regulations (the higher place in the ranked list is occupied by applicants with a preferential right);

4) in case of equality on the criteria specified in sub-paragraphs 1-3 of this paragraph – on the individual achievements taken into account in case of equality of applicants in other ranking criteria according to paragraph 39.1 of these Regulations.

94. The ranked list of applicants to bachelor's programs and specialist's programs on the basis of the entrance tests results is ranked in the following order:

1) by the reduction of the number of points calculated as the sum of points for each entrance test and for individual achievements;

2) in case of equality in the number of points – by the reduction of the number of points credited for entrance tests results and (or) by the reduction of the number of points credited for separate entrance test results, in accordance with the priority of entrance tests established by the University;

3) in the case of equality on the criteria specified in sub-paragraphs 1 and 2 of this paragraph – on the presence of a preferential right specified in paragraph 36 of these Regulations (the higher place in the ranked list is occupied by applicants with a preferential right);

4) in case of equality on the criteria specified in 1-3 of this paragraph – on the individual achievements taken into account in case of equality of applicants in other ranking criteria according to paragraph 39.1 of these Regulations.

95. The ranked list for master's programs is ranked in the following order:

1) by the reduction of the number of points calculated as the sum of points for each entrance test and for individual achievements;

2) in case of equality in the number of points – by the reduction of the number of points credited for entrance tests results and (or) by the reduction of the number of points credited for the separate entrance tests results, in accordance with the priority of entrance tests established by the University;

3) in case of equality on the criteria specified in sub-paragraphs 1 and 2 of this paragraph – on the individual achievements taken into account in case of equality of applicants in other ranking criteria according to paragraph 42.1 of these Regulations.

96. For the ranking of ranked lists the University has established the following priority of entrance tests:

1. Chemistry
2. Biology
3. Russian (language)

97. The following information shall be specified in the ranked list:

1) the number of the pension insurance certificate (if any), a special code assigned to the applicant (if no such certificate exists);

- 2) for each applicant without entrance tests (bachelor's programs, specialist's programs):
the reason for admission without entrance tests;
the number of points for the individual achievements;
the availability of preferential enrollment rights;

- 3) for each applicant on the basis of the entrance tests results:
 - the sum of points (for entrance tests and individual achievements);
 - the number of points for entrance tests;
 - the number of points for each entrance test;
 - the number of points for the individual achievements;
 - the availability of preferential enrollment rights (bachelor's programs, specialist's programs);
- 4) the availability of the Consent for enrollment.

The name, surname, patronymic (if any) of the applicants are not indicated in the ranked list.

98. Enrollment shall be carried out in accordance with the ranked list until the established number of places is filled.

Enrollment is made in one or more stages. At each stage of enrollment, the University sets the closing date for submission of Consent for enrollment.

99. In order to be enrolled, the applicant shall submit the Consent for enrollment by the means set out in paragraph 60 of these Regulations

Enrollment within the established amount of places shall be made on a competitive basis in accordance with the ranked list of applicants who have submitted the Consent for enrollment.

The applicant for training within the established amount of places, who has submitted via the UPSS the unique information on the document of the established standard, has no right to submit the original document of the established standard to another organization.

Enrollment of applicants to places under the Contract on the provision of paid educational services shall be made on a competitive basis in accordance with the ranked list that is based on the Consent for enrollment, concluded Contract on the provision of paid educational services. Enrollment shall be carried out until the established amount of places is filled.

The Consent for enrollment shall specify the conditions of admission in the particular competitive selection, in accordance with the results of which the applicant wants to be admitted.

The applicant may submit the Consent for enrollment to the University under different admission conditions.

100. In the Consent for enrollment to the places within the established amount, including to the places within quotas, the applicant shall:

- 1) confirm that he/she has no valid (no withdrawn) consents for enrollment to the places within the established amount, including those submitted to other organizations;

- 2) indicate the obligation during the first year of study:

- to submit to the organization the original document of the established standard certifying education of the appropriate level required for admission;

- to undergo mandatory preliminary medical examinations (check-ups) when studying for specialties and training areas included in the list of specialties and training areas, when applying for which applicants undergo mandatory preliminary medical examinations (check-ups) in the order established when concluding an employment contract or work contract for the relevant position or specialty, approved by the Decree of the Government of the Russian Federation No. 697 dated August 14, 2013 (hereinafter – medical check-ups, the Decree No. 697).

100.1. In the Consent for enrollment to the places under the Contract on the provision of paid educational services the applicant shall:

- indicate the obligation to submit to the University during the first year of study the original document certifying the appropriate level of education required for admission, or a duly certified copy thereof, or a copy thereof with the presentation of the original for certification;

- undergo mandatory preliminary medical examinations (check-ups) when studying for specialties and training areas included in the list of specialties and training areas, when applying for which applicants undergo mandatory preliminary medical examinations (check-ups) in the order established when concluding an employment contract or work contract for the relevant position or specialty, approved by the Decree No. 697;

- record the obligation to submit (ensure submission) to the University original copies of the Contract (copies signed by the applicant as well as the customer, if the tuition fee is not paid by the applicant) within 14 calendar days after arrival to study.

The University shall accept consents for enrollment daily until 6 p.m. local time until the closing date of acceptance of consents for enrollment inclusive.

100.2. The Consent for enrollment to the places within the established amount and under contracts on the provision of paid educational services shall record the fact of informing the applicant that in case of medical contraindications as a result of a preliminary medical examination in accordance with paragraph 64 of these Regulations (during the first year of study), no transfer of students at the University to another specialty/training area can be arranged, since all educational programs implemented by the University are included in the list of specialties/training areas in accordance with the Decree No. 697, when applying for which applicants undergo mandatory preliminary medical examinations.

101. When applying to study at the University on a full-time basis to the places under the contracts on the provision of paid educational services in the bachelor's and specialist's programs, the applicant may, at his/her own discretion, submit the Consent for enrollment no more than twice.

102. Applicants who have concluded the Contract on the provision of paid educational services and who participate in the competitive selection for places financed from the budgetary allocations shall be enrolled only after completion of all competitive selections for places financed from the budgetary allocations.

The Contract on the provision of paid educational services shall be concluded by means of exchange of documents in electronic form or via public postal operators.

102.1. The exchange of documents by the parties in electronic form implies that the applicant (legal representative)/contracting customer shall send a scanned and signed contract to the University from the e-mail indicated in the application for admission (in the text of the Contract). The University, in its turn, ensures that the received document is signed on its part and sent to the same e-mail address(es) as previously indicated. The date of conclusion of the Contract in this case is the date of its signing by the University.

Upon arrival at the University within 14 calendar days, the applicant shall submit to the University original copies of the Contract for the number of parties to the Contract (copies signed by the applicant, as well as by the customer, if the tuition fee is not paid by the applicant);

102.2. When concluding the Contract via public postal operators, the University shall ensure that the Contract is sent to the parties, who shall sign the Contract in the required number of copies on their part and send it to the University. In case the University receives the copies of the Contract by 30.08.2021, the date of the conclusion of the Contract shall be considered the date of its signing by the University. In case the applicant fails to send and ensure arrival of the copies of the Contract by 30.08.2021, the applicant (legal representative)/contracting customer shall express his/her will to conclude the Contract in the following manner: call to the Admissions Board Call Center (tel.: +7 (812) 303-50-53). Under these circumstances, the Contract shall be deemed to have been concluded on the day on which the applicant (legal representative)/customer performs the specified expressions of will.

Upon arrival at the University within 14 calendar days, the applicant shall submit to the University original copies of the Contract for the number of parties to the Contract (copies signed by the applicant as well as by the customer, if the tuition fee is not paid by the applicant).

103. Tuition fee shall be paid in accordance with the conditions of the concluded Contract on the provision of paid educational services.

When applying to study, the applicant shall, no later than 14 calendar days after arrival to study, provide to the University (depending on the terms of the Contract): a notarized (certified by the Russian Consulate) consent of the legal representative for the Contract to be signed by a minor; original power of attorney, under which the third person signed the contract on behalf of the customer;

notarized (certified by the Russian Consulate) copy of passport of the contracting customer; original letter of guarantee from a legal entity.

104. Enrollment is formalized by the Rector's Order on enrollment.

105. In case of admission to places within the established amount for bachelor's, specialist's and master's programs on a full-time basis:

105.1. Bachelor's and specialist's programs:

- 1) on **August 02** the ranked lists are published;
- 2) enrollment is carried out in 2 stages:

The priority enrollment stage:

August 04 – admission of the Consent for enrollment from applicants without entrance tests who have applied to places within quotas is completed;

August 06 – order (orders) on enrollment of applicants who have submitted the Consent for enrollment and applied without entrance tests to places within quotas, is issued.

The main stage of enrollment:

August 11 – admission of the Consent for enrollment from applicants who have applied for admission on the basis of the entrance tests results within the established amount of places remaining after enrollment without entrance tests (hereinafter – the main places) is completed;

August 17 – order (orders) on enrollment of applicants who have submitted the Consent for enrollment to the main places is issued.

3) additional enrollment to the main places (if any):

August 18 – admission of the Consent for enrollment from applicants who have applied for admission on the basis of the entrance tests results to the main places;

August 19 – order (orders) on enrollment of applicants who have submitted the Consent for enrollment, until 100% of the main places are filled.

4) upon completion of the priority enrollment stage, applicants enrolled to study within the special quota shall be excluded from the ranked lists for the main places, according to the admission conditions specified in sub-paragraph 1 of paragraph 8 of the Regulations under which they are enrolled to study within the special quota;

5) places that have been made available due to the fact that applicants enrolled to study at the priority enrollment stage are excluded from the enrollment list are added to the main places;

6) the applicant may submit the Consent for enrollment no more than twice;

7) in case when the Consent for enrollment to the bachelor's programs and specialist's programs, full-time form of study, within the established amount of places, is submitted in the availability of the previously submitted Consent for enrollment to the bachelor's programs and specialist's programs, full-time form of study, within the established amount of places, the applicant shall submit the Refusal from enrollment in accordance with the previously submitted Consent for enrollment. The Refusal from enrollment is the basis for exclusion of the applicant from the enrollment list.

105.2. Master's program:

1) on **August 17** the ranked lists are published;

2) enrollment is carried out in 2 stages:

The priority enrollment stage (targeted quota):

August 18 – admission of the Consent for enrollment from applicants who have applied to places within the targeted quotas is completed;

August 19 – order (orders) on enrollment of applicants who have submitted the Consent for enrollment and applied to places within the targeted quotas is issued.

The main stage of enrollment:

August 23 – admission of the Consent for enrollment from applicants who have applied for admission on the basis of the entrance tests results within the established amount of places (hereinafter – the main places) is completed;

August 24 – order (orders) on enrollment of applicants who have submitted the Consent for enrollment and applied on the basis of the entrance tests results within the established amount of places (hereinafter – the main places) is issued;

106. In admission to bachelor's programs and specialist's programs the unfilled special quota places allocated within the targeted quota in accordance with subparagraph "b" of paragraph 2 of these Regulations shall be used as special quota or targeted quota places.

107. Unfilled quota places shall be used to enroll applicants applying to the main places within the established amount based on the entrance tests results and without them.

108. In case of unfilled places after the completion of enrollment, the University may conduct additional enrollment to the specified places in accordance with the ranked lists.

109. Upon enrollment under the Contract on the provision of paid educational services, the established amount of places may be exceeded by the University's decision. By making this decision, the University shall enroll all applicants who have scored at least the minimum number of points, or establish the amount of points required for enrollment (hereinafter – the established amount of points), and enroll all applicants who have scored at least the minimum number of points and have the amount of points (the amount of points for each entrance test and for the individual achievements) not less than the established amount of points.

110. Upon admission to full-time training within the established amount of places in bachelor's, specialist's and master's programs, the applicant may, at his/her discretion, submit the Consent for enrollment no more than twice.

111. Enrollment shall be completed before the first day of the academic year.

Orders on enrollment are published on the University's official website on the day they are issued and are available to users within 6 months from the date of issue.

112. Enrollment to bachelor's and specialist's programs implemented in Russian, under the contracts on the provision of paid educational services, shall be held:

August 19 – admission of the Consent for enrollment from applicants is completed;

August 20 – order (orders) on enrollment of applicants who have submitted the Consent for enrollment and concluded the Contract on the provision of paid educational services is issued.

Additional enrollment to places under the Contract on the provision of paid educational services (if available):

August 24 - admission of the Consent for enrollment from applicants is completed;

August 25 - order (orders) on enrollment of applicants who have submitted the Consent for enrollment and concluded the Contract on the provision of paid educational services is issued;

August 28 - admission of the Consent for enrollment from applicants is completed;

August 30 - order (orders) on enrollment of applicants who have submitted the Consent for enrollment and concluded the Contract on the provision of paid educational services is issued;

113. Enrollment of foreign citizens to bachelor's and specialist's programs implemented in Russian, under the contracts on the provision of paid educational services, shall be held:

August 23 - admission of the Consent for enrollment from applicants is completed;

August 24 - order (orders) on enrollment of applicants who have submitted the Consent for enrollment and concluded the Contract on the provision of paid educational services is issued;

Additional enrollment to places under the Contract on the provision of paid educational services (if available):

August 29 - admission of the Consent for enrollment from applicants is completed;

August 30 - order (orders) on enrollment of applicants who have submitted the Consent for enrollment and concluded the Contract on the provision of paid educational services is issued;

114. Enrollment to master's programs under the contracts on the provision of paid educational services shall be held:

August 29 - admission of the Consent for enrollment from applicants is completed;

August 30 - order (orders) on enrollment of applicants who have submitted the Consent for enrollment and concluded the Contract on the provision of paid educational services is issued;

115. Enrollment of foreign citizens to MD course (spetsialitet) (31.05.01. General Medicine) implemented partially in English shall be held:

October 28 – admission of the Consent for enrollment from applicants is completed

October 30 – order on enrollment of applicants who have submitted the Consent for enrollment and concluded the Contract on the provision of paid educational services is issued.

XIII. Peculiarities of admission to employer-sponsored training (targeted training)

116. The University establishes a targeted quota in accordance with the admission quota for targeted training established by the Government of the Russian Federation, public authorities of the constituent entities of the Russian Federation, local authorities, or with the amount of places for targeted training established by the founder.

117. Admission to targeted training is based on the Contract on targeted training concluded between the applicant and the body or organization specified in Part 1 of Article 71.1 of Federal Law No. 273-FZ (hereinafter – the customer of targeted training), in accordance with the regulations on targeted training and the standard form of the Contract on targeted training established by the Government of the Russian Federation.

118. When submitting an application for admission to targeted training, the applicant shall submit, in addition to the documents specified in paragraph 52 of these Regulations, the concluded Contract on targeted training (the original document or its copy, in case of submission via public postal operators; or the electronic image of the Contract on targeted training, in case of submission in electronic form).

In the Consent for enrollment within the targeted quota, the applicant shall additionally indicate the obligation to submit the original of the concluded Contract on targeted training to the University for verification during the first year of study (if the original document or a certified copy was not provided upon admission).

119. Admission to targeted training in the interests of state security shall be carried out in the presence of information on the concluded Contract on targeted training received from the relevant federal state body, which is the customer of targeted training and without submission of a copy of the Contract on targeted training by the applicant.

120. If the federal state body acting as the founder of the organization has detailed the admission quota for targeted training with established amount of places by training areas with indication of targeted training customers (hereinafter – the detailed targeted quota), the University holds a separate competitive selection for each detailed targeted quota.

The applicant may participate in competitive selections under several detailed targeted quotas. Participation in competitive selections for each detailed targeted quota shall be carried out in accordance with the Contract on targeted training with the customer (one of the customers) of targeted training for which the quota is allocated, or in accordance with the information available at the University, specified in paragraph 119 of these Regulations and received from the federal state body (one of the bodies) for which the quota is allocated. In the Consent for enrollment, the applicant indicates upon which competitive selection results he/she intends to be enrolled.

121. The list of applicants and the list of applicants for places within the targeted quota shall not include information related to admission for targeted training in the interests of state security.

122. Enrollment to places within the targeted quota of applicants which are trained in the interests of state security shall be formalized by a separate order(s), which shall not be published on the University's official website.

XIV. Peculiarities of admission of foreign citizens and stateless persons

123. Foreign citizens and stateless persons have the right to state-funded higher education in accordance with the international treaties of the Russian Federation, federal laws or the education quota for foreign citizens and stateless persons established by the Government of the Russian Federation (hereinafter – the foreign citizens' education quota), as well as at the expense of individuals and legal entities in accordance with the Contracts on the provision of paid educational services.

124. Admission within the foreign citizens' education quota is carried out in accordance with the guidelines of the federal executive body responsible for the development of state policy and legal regulation in education. Enrollment to study within the foreign citizens' education quota is carried out by separate order(s) of the University.

125. Foreign citizens applying for training on the basis of international agreements, in addition to documents specified in paragraph 52 of the Regulations, submit documents confirming their classification as persons specified in the relevant international agreements, in accordance with paragraph 57 of these Regulations.

126. Foreign citizens and stateless persons who are compatriots living abroad (hereinafter – compatriots), in addition to documents specified in paragraph 52 of the Regulations, submit documents provided by Article 17 of the Federal Law dated May 24, 1999 N 99-FZ "On state policy of the Russian Federation in relation to compatriots abroad".

127. Compatriots are not subject to special rights in admission to bachelor's and specialist's programs provided in accordance with the Federal Law N 273-FZ, unless otherwise provided by the international treaty of the Russian Federation.

128. Upon admission of foreign citizens and stateless persons to bachelor's and specialist's programs implemented in Russian under the contracts on the provision of paid educational services places, the University establishes three general entrance tests in the following subjects: Chemistry, Biology, Russian language.

Upon admission of foreign citizens to MD course (spetsialitet) (31.05.01. General Medicine) implemented partially in English the University establishes two general entrance tests: Chemistry and Biology, conducted in English, in the form of distance testing in the order established by the local acts of the University, with identity verification of the applicant.

129. Foreign citizens and stateless persons may, at their own discretion, apply for training based on results of the entrance tests established for foreign citizens, or on results of the entrance tests specified in section 2 of these Regulations. In the Consent for enrollment the applicant indicates upon which competitive selection results he/she intends to be enrolled

130. Upon submission of documents, a foreign citizen or stateless person shall submit, in accordance with sub-paragraph 1 of paragraph 52 of these Regulations, an identity document, citizenship document or a document proving the foreign citizen's identity in the Russian Federation or the stateless person's identity in the Russian Federation in accordance with Article 10 of the Federal Law No. 115-FZ dated July 25, 2002 "On the legal status of foreign citizens in the Russian Federation".

131. The admission of foreign citizens and stateless persons for training under educational programmes containing information constituting state secrets is carried out within the established foreign citizens' education quota in compliance with the requirements stipulated by the legislation of the Russian Federation on state secrets.

Current Regulations may be amended by the University Academic Board and approved by the Rector of the University.

