



EXCHANGE FACTSHEET 2015-2016

Name of the university	National Research University Higher School of Economics (HSE)
City, Country	Moscow, Russian Federation
Website	http://www.hse.ru/en
Postal address	20, Myasnitskaya Street, Moscow, Russia, 101000
Faculties & Schools	http://www.hse.ru/en/education/faculty/

INTERNATIONAL STUDENTS OFFICE

Postal address	11, Myasnitskaya street, Moscow, Russia, 101000 Room 301
Office hours	Office hours: 12.00 pm – 7.00 pm – Mondays 10.00 am – 7.00 pm – Tuesdays to Fridays Visits – by appointment.
Email	international.study@hse.ru
Units	<u>International Students Support Unit</u> General support: administering exchange nominations, visa arrangements, pre-departure information letters, orientation and adaptation, student documents, housing, health insurance, student events and activities, etc. <u>International Students Academic Unit</u> Academic support: course selection, individual study plans, academic advising, transcripts of records, Russian language courses.
Contact person	Sofia Sadykova, Head of Support Unit ssadykova@hse.ru / Phone: +7 495 772 95 90, ext. 12468 Ksenia Shomnikova, Manager of Support Unit kshomnikova@hse.ru / Phone: +7 495 772 95 90, ext. 12467 Maria Beykel, Manager of Support Unit mbeickel@hse.ru , Phone: +7 495 772 95 90, ext. 12464 Svetlana Samsonova, Head of Academic Unit ssamsonova@hse.ru / Phone: +7 495 772 95 90, ext. 12465 Alevtina Bainakova, Manager of Academic Unit abainakova@hse.ru / Phone: +7 495 772 95 90, ext. 12466
Website	http://istudents.hse.ru



THE APPLICATION AND ENROLMENT PROCESS

Application process	<p>Coordinator of a partner university e-mails international.study@hse.ru with a nomination that includes the following information about the student:</p> <ul style="list-style-type: none"> ✓ Name ✓ E-mail ✓ Sex ✓ Field of study ✓ Study level (Bachelor's, Master's, PhD) ✓ Semester <p>Student receives a welcome letter from international.study@hse.ru with an invitation to fill out an application form in an online account and attach scans of the following documents:</p> <ul style="list-style-type: none"> ✓ Passport (should be valid of at least 1,5 years from the entry date); ✓ University/college transcripts/records from current studies, if available; ✓ Academic reference (at least one); ✓ Motivation letter; ✓ Photo (3x4, passport format). <p><i>After all documents are reviewed, a student will receive an invitation letter and a letter of acceptance</i></p>
Nomination deadlines	<p>Fall Semester Dates (second half of year) – 15th of April Spring Semester Dates (first half of year) – 15th of September</p>
Student Application deadlines	<p>Fall Semester Dates (second half of year) – 15th of May Spring Semester Dates (first half of year) – 15th of October</p>
Visa (if necessary)	<p>The HSE provides visa support for international students. A formal invitation from the HSE is required to get a student visa. Initially, a 90-day single entry visa will be given to a student, which will then be extended for the whole period of studies.</p>
Orientation sessions	<p>August 24 – September 4 January 12-16</p>



ACADEMIC INFORMATION

Academic calendar	http://istudents.hse.ru/year
Course offer	The courses available in Russian: http://www.hse.ru/edu/courses/ The courses available in English: http://www.hse.ru/en/edu/study/
Is it possible for exchange students to enrol for courses from different faculties?	Yes. Exchange students will be permitted to enrol in any course offered by the host institution for which they are qualified.
Course / department restrictions (if any)	The number of slots may be limited for some courses depending on a study plan (ex. fee-based).
Language of teaching	Russian and English
Recommended language level	For courses taught in English – no less than English level B2 For courses taught in Russian – no less than Russian level C1 (based on the Common European Framework of Reference for Languages levels)
Credit system (ECTS or any other)	1 HSE credit = 1 ECTS credit
Usual work load	30 credits per semester, 60 credits per year
Grading system	http://istudents.hse.ru/credit

LIFE ABROAD

Housing on campus	http://www.hse.ru/en/dormitory/
Housing off campus	Prime Relocation Services - http://prime-relo.com/ Troika Relocations - http://www.troikarelocations.com/
Organisations/ Activities	http://istudents.hse.ru/active/
Pre-departure checklist	http://istudents.hse.ru/checklist/
Local language learning	Russian (optional). 72 classes per semester (6 credits).
Life in Moscow	http://www.hse.ru/recommends/
Health insurance	All international students are required to have a medical insurance policy. A student can purchase a medical insurance policy home or in Russia. If a student already purchased an insurance policy, they must check that it is valid in Russia and obtain a list of hospitals that cooperate with their insurance company or will definitely provide medical assistance based on their insurance plan. A student also provides a standard HSE Health Certificate, filled out, signed and stamped by a physician in their home country. The form can be downloaded here . Upon arrival, students must present their insurance policy documents to the International Students Office, and their Health Certificate to the dormitory administration.