

Rules for foreign citizens staying in the territory of the Russian Federation for receiving education at Saratov State University of Genetics, Biotechnology and Engineering named N.I. Vavilov

1. Foreign citizens and stateless people entering the Russian Federation for studies (hereinafter referred to as foreign students) are obliged to apply all the necessary documents (passport or identity card, migration card, contract for education) to ***the inspectors of the International Relations Institute*** of the university for migration registration ***within three working days*** from the date of arrival at the place of stay given in the visa or application form (for the persons with the right of visa-free arrival).
2. Foreign students temporarily residing in the Russian Federation are obliged to have ***health insurance policies valid in the Russian Federation***. The policy should provide medical assistance and financing in case of accidents, sudden illness and transportation (repatriation) to place of origin or citizenship.
3. If the validity of national documents is over (identity document or other documents accepted as such by the Russian Federation) foreign students of university of higher education are obliged to extend or to restore them not later than the expiration date of its action and to submit to ***the inspectors of the International Relations Institute*** of the university for checking migration documents and their necessary registration. The validity of the identity document (passport) should not expire earlier than ***18 months*** from the date of multiple-study visa receiving.
4. For the registration extension in the place of stay foreign students should submit necessary documents (ref. to p. 1) to ***the inspectors of the International Relations Institute*** of the university ***not later than 14 days*** of the expiration date.
5. For visa extension foreign students temporarily residing in the Russian Federation are obliged to submit all the necessary documents (passport, migration card, 1 photo (size 3x4), contract for education, health insurance policy, HIV certificate) to the inspectors of the international department of the university ***not later than 40 days*** before

the date of expiry of your current visa. The Directorate of the Federal Migration Service recommends submitting documents for a new visa 2 or 3 months before the date of expiry of your current visa. In this case the current visa will not be abolished, and the new visa will be valid for one year since the date of expiry of the previous one.

6. In case of lost of identity document or other documents accepted as such by the Russian Federation foreign students should immediately inform the administration of the university and the embassy of the native country in the Russian Federation. A new passport should be submitted to ***the inspectors of the International Relations Institute*** of the university within 24 hours for checking migration documents and their necessary registration.
7. If foreign student get the (temporary) residence permit or citizenship of Russian Federation, he/she must immediately notify ***Directorate*** and ***International Relations Institute*** and provide proper documents
8. In case of departure of foreign students out of the Russian Federation (for vacations, for family reasons or by the termination of getting higher education) ***the inspectors of the International Relations Institute*** and ***Directorate*** should be reported for the departure documents registration (if there is a necessity for exit visa it will take ***14 days*** for registration). ***Within 24 hours*** after returning to the Russian Federation foreign students should submit all the necessary documents (ref. to p. 1) for migration registration to the inspectors of the international department.
9. Remember that if you stay in another city for more than seven days, you need to register for migration there.
10. Departure of foreign students to place of origin or citizenship or to places of the Russian Federation should be permitted only by officially confirmed documents.
11. Departure within the period of academic studies by valid reasons should be permitted only by officially confirmed documents.
12. After graduating or expelling from the university foreign citizens should leave the Russian Federation within the administratively established period (14 days). Foreign citizens must apply for registration departure documents to ***the inspectors of the International Relations Institute***.
13. Foreign students do not have a right to change the place of stay without reporting ***Directorate and the inspectors of the International Relations Institute***.

14. Foreign students do not have a right to enter other places of the Russian Federation and leave the Russian Federation without reporting ***Directorate and the inspectors of the International Relations Institute***.
15. Foreign citizens getting higher education have a right to work on the basis of a work permit registration in the Federal Migration Service of the Russian Federation in the Saratov Region.
16. The violations of the previously listed rules for residence, movement, documents registration will lead to administrative responsibility, notifications, penalty (a fine from 2000 to 5000 rubles), departure from the Russian Federation according to the Federal Law of the RF.

University requirements:

17. Pay tuition fees on time if required.
18. When staying in a dormitory, make timely payment for accommodation, follow the internal rules of living in a dormitory;
19. If the education document requires recognition in the Russian Federation, then the student must provide a certificate of recognition of a foreign education

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Memo for a Foreign Student

