# Exchange Factsheet 2018-2019

<table>
<thead>
<tr>
<th>Name of the university</th>
<th>National Research University Higher School of Economics (HSE)</th>
</tr>
</thead>
<tbody>
<tr>
<td>City, Country</td>
<td>Moscow, Russian Federation</td>
</tr>
<tr>
<td>Postal address</td>
<td>20, Myasnitskaya Street, Moscow, Russia, 101000</td>
</tr>
</tbody>
</table>

## International Students Support

<table>
<thead>
<tr>
<th>Postal address</th>
<th>11, Myasnitskaya street, Moscow, Russia, 101000 Room 301</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office hours</td>
<td>Visiting hours: Mon.– Wed., 10 am – 1 pm Thu. – Fr., 2 pm – 5 pm</td>
</tr>
<tr>
<td></td>
<td>Office hours: Mon. – Fr., 09.30 am – 6.30 pm</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:international.study@hse.ru">international.study@hse.ru</a> (Incoming students)</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:studyabroad@hse.ru">studyabroad@hse.ru</a> (Outgoing students)</td>
</tr>
<tr>
<td>What we do</td>
<td>administer exchange nominations, provide invitation for visa and acceptance letters, send out pre-departure information letters, consult on preliminary individual study plan, housing, and health insurance, organize orientation and adaptation, administer issue of student documents, inform about student events and activities, issue and send the final transcript, etc.</td>
</tr>
<tr>
<td>Contacts</td>
<td><strong>Sofia Sadykova</strong>, Head of Students International Mobility Office E-mail: <a href="mailto:ssadykova@hse.ru">ssadykova@hse.ru</a> / Phone: +7 495 772 95 90, ext. 12468</td>
</tr>
<tr>
<td></td>
<td><strong>Anastasia Trifonova</strong>, Manager (Incoming Mobility) E-mail: <a href="mailto:international.study@hse.ru">international.study@hse.ru</a>; Phone: +7 495 772 95 90, ext. 12464</td>
</tr>
<tr>
<td></td>
<td><strong>Marina Skribtsova</strong>, Manager (Incoming Mobility) E-mail: <a href="mailto:international.study@hse.ru">international.study@hse.ru</a>; Phone: +7 495 772 95 90, ext. 12466</td>
</tr>
<tr>
<td></td>
<td><strong>Ksenia Semochkina</strong>, Manager (Outgoing Mobility) E-mail: <a href="mailto:studyabroad@hse.ru">studyabroad@hse.ru</a>; Phone: +7 495 772 95 90, ext. 12774</td>
</tr>
<tr>
<td></td>
<td><strong>Valeria Stefanenko</strong>, Manager (Outgoing Mobility) E-mail: <a href="mailto:studyabroad@hse.ru">studyabroad@hse.ru</a>; Phone: +7 495 772 95 90, ext.12465</td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://istudents.hse.ru">http://istudents.hse.ru</a> (Incoming Mobility)</td>
</tr>
</tbody>
</table>
# THE APPLICATION AND ENROLMENT Processes

## Application Process
Coordinator of a partner university e-mails [international.study@hse.ru](mailto:international.study@hse.ru) with a nomination that includes the following information about the student:

- Name
- E-mail
- Sex
- Field of study
- Study level (Bachelor's, Master's, PhD)
- Semester
- ID page of international passport. It must be valid at least 18 months beginning from the validity start date of the visa:
  - **Fall semester – January 20, 2020**
  - **Spring semester – July 10, 2020**

Student receives a welcome letter from [international.study@hse.ru](mailto:international.study@hse.ru) with an invitation to fill out an online student account and attach scans of the following documents:

- Passport. It must be valid for at least 18 months from the validity start date of the visa:
  - **Fall semester – January 20, 2020**
  - **Spring semester – July 10, 2020**
- University/college transcripts/records from current studies, if available;
- Academic reference (at least one);
- Motivation letter;
- Photo (3x4 cm, passport format).

*After all documents are submitted, a student will receive an invitation letter and a letter of acceptance*

## Nomination Deadlines

<table>
<thead>
<tr>
<th>Semester</th>
<th>Dates</th>
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</thead>
<tbody>
<tr>
<td>Fall (second half of year)</td>
<td><strong>15th of April</strong></td>
</tr>
<tr>
<td>Spring (first half of year)</td>
<td><strong>30th of September</strong></td>
</tr>
</tbody>
</table>

## Online Student Profile Completion Deadlines

<table>
<thead>
<tr>
<th>Semester</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall (second half of year)</td>
<td><strong>15th of May</strong></td>
</tr>
<tr>
<td>Spring (first half of year)</td>
<td><strong>15th of October</strong></td>
</tr>
</tbody>
</table>

## Visa (if necessary)
HSE provides visa support for international students. Formal visa support invitation is ordered at the Ministry of Internal Affairs for every student. The visa support invitation is required to get a student visa. First issued visa is, initially, a single-entry visa. It is then changed for a multiple-entry visa that is valid for the whole period of exchange.

**NOTE:** Be prepared to stay in Russia without leaving for the 90-days period after your arrival until you receive your multiple-entry visa.

## Orientation Sessions
[https://istudents.hse.ru/orientation/](https://istudents.hse.ru/orientation/)
## Academic Information

<table>
<thead>
<tr>
<th>Academic calendar</th>
<th><a href="http://istudents.hse.ru/year">http://istudents.hse.ru/year</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Is it possible for exchange students to enrol for courses from different faculties?</td>
<td>Yes. Exchange students will be permitted to enrol in any course offered by the host institution for which they are qualified.</td>
</tr>
<tr>
<td>Course / department restrictions (if any)</td>
<td>Acceptance to some of the courses may be subject to the department’s approval.</td>
</tr>
<tr>
<td>Language of teaching</td>
<td>Russian and English</td>
</tr>
<tr>
<td>Recommended language level</td>
<td>For courses taught in English – no less than English level B2 (TOEFL iBT 75/IELTS 6.5)&lt;br&gt;For courses taught in Russian – no less than Russian level C1 (based on the <a href="http://istudents.hse.ru/credit">Common European Framework of Reference for Languages</a> levels)</td>
</tr>
<tr>
<td>Credit system (ECTS or any other)</td>
<td>ECTS system is applied.&lt;br&gt;1 ECTS = 38 academic hours = 25 astronomical hours&lt;br&gt;1 academic hour = 40 minutes</td>
</tr>
<tr>
<td>Usual work load</td>
<td>30 ECTS per semester, 60 ECTS per year</td>
</tr>
<tr>
<td>Grading system</td>
<td><a href="http://istudents.hse.ru/credit">http://istudents.hse.ru/credit</a></td>
</tr>
<tr>
<td>Transcript</td>
<td>Transcripts in pdf are sent to students within 5 weeks after the official end of the semester. Hard copies are sent upon students’ request to home university address. <a href="https://istudents.hse.ru/transcript">https://istudents.hse.ru/transcript</a></td>
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## Life Abroad

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<thead>
<tr>
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<tr>
<td>Local language learning</td>
<td>Russian (optional). 72 classes per semester (6 ECTS).</td>
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</tbody>
</table>