Annex No. 8

to Regulations on Scholarships and Other Types of Financial Support for

HSE Students

**REGULATIONS**

**on HSE Scholarships Awarded to Students Studying under Educational Services Agreements at the University’s Expense**

1. **General Provisions**
	1. These Regulations on HSE Scholarships Awarded to Students Studying under Educational Services Agreements at the University’s Expense (hereafter, the “Regulations on HSE Scholarships”) set forth the procedure for awarding and paying scholarships to HSE students - citizens of the Russian Federation - pursuing programmes offered by HSE, under educational services agreements financed by the University (hereafter, “HSE scholarships”, “target students”, and “target places”, respectively).
	2. Scholarships, provided in the form of cash payments, which are awarded to target students with the aim of encouraging and (or) supporting their study under relevant degree programmes, are subdivided into:

1.2.1. HSE scholarships for academic achievements;

1.2.2. HSE bursaries;

1.2.3. increased HSE scholarships for students’ special achievements;

1.2.4. increased HSE bursaries.

1. **HSE Scholarships for Academic Achievements**
	1. HSE scholarships for academic achievements shall be awarded to target students at least 2 (two) times a year depending on their academic performance on the basis of interim assessment results.
	2. HSE scholarships for academic achievements shall be awarded pursuant to the Scholarship Calculation Procedure based on the HSE Rector’s or relevant authorized official’s directive.
	3. The size of HSE scholarships for academic achievements shall be established as per the Scholarship Calculation Procedure.
	4. Target students who are awarded HSE scholarships for academic achievements must meet the following criteria:

2.4.1. no “satisfactory” grades, based on interim assessment results;

2.4.2. no academic failures.

* 1. Starting from the first semester of the first academic year until the first interim assessment, HSE scholarships for academic achievements shall be awarded and paid to all target students admitted to target places at the University.
	2. HSE scholarships awarded for academic achievements shall be paid on a monthly basis.
	3. The payment of HSE scholarships for academic achievements shall be suspended following a target student’s dismissal from the University, and from the first day of the month after the target student receives a “satisfactory” grade during his/her interim assessment, or if he/she faces an academic failure.
	4. The Curriculum Support Unit of a respective degree programme must prepare a draft directive on awarding HSE scholarships for students’ academic achievements.
	5. The payment of HSE scholarships for academic achievements shall be suspended as of the first day of the month after a student has been granted an exceptional leave of absence, as well as maternity leave, and/or a leave to attend to a child up to 3 (three) years of age, and shall be resumed from the first day of the month after the student is back from their exceptional leave of absence, as well as back from maternity leave, and/or a leave to attend to a child up to 3 (three) years of age, based on the interim assessment results available as of the date when the student was granted an exceptional leave of absence, as well as maternity leave, and/or a leave to attend to a child up to 3 (three) years of age, taking into account the period of study when HSE scholarship for academic achievements had been paid until the student was granted an exceptional leave of absence, as well as maternity leave, and/or a leave to attend to a child up to 3 (three) years of age.
	6. Payments of HSE scholarships for academic achievements shall be halted upon a student’s dismissal from the University. In such cases, the size of a scholarship payable to a student in the month of his/her dismissal shall be calculated *pro rata* to the number of days in the month starting from the first day until the dismissal date.
1. **HSE Bursaries**
	1. HSE bursaries are awarded to students who belong to the category of orphaned children and children without parental care; former orphaned children and children without parental care; disabled children; persons with Category I and II disabilities; persons with lifelong disabilities; persons exposed to radiation as a result of the Chernobyl disaster, other nuclear accidents, or nuclear tests at the Semipalatinsk test site; persons disabled as a result of a military injury or disease contracted during their military service, and combat veterans, or entitled to state social benefits; as well as targeted students who have served at least 3 (three) years under an enlistment contract in the Armed Forces of the Russian Federation, internal troops of the Ministry of Internal Affairs of the Russian Federation, military engineering or road-building units under federal executive bodies and military rescue units of federal executive bodies authorised to resolve civil defence matters, the Foreign Intelligence Service of the Russian Federation, federal security services, government security services and federal agency for mobilization training of the government authorities of the Russian Federation for military positions subject to replacement by soldiers, seamen, sergeants and petty officers, and dismissed from military service on the grounds specified in sub-items “b”-“d” item 1, sub-item “a” item 2 and sub-items “a”-“c” item 3, Article 51 of Federal Law No.53-FZ “On Military Duty and Military Service”, dated March 28, 1998.
	2. HSE bursaries shall be awarded by the HSE Rector’s or relevant authorized official’s directive following decisions made by the respective Scholarship Committees of the University’s subdivisions, as pursuant to its internal bylaws.
	3. An HSE bursary’s size shall be fixed according to the Scholarship Calculation Procedure.
	4. Matters relating to the allocation of HSE bursaries shall be considered at the meetings of Scholarship Committees of the University’s subdivisions.
	5. Candidates should submit the following documents to the respective Curriculum Support Unit of their degree programme:

3.5.1. an application for an HSE bursary;

3.5.2. documents confirming the candidate’s status in the category (categories) specified in paragraph 3.1. of the Regulations on HSE Scholarships, or a confirmation that he/she is eligible for state social benefits.

3.8. An HSE bursary shall be paid within 10 working days upon the issuance of a directive on awarding such a bursary for the entire period thereof.

3.6. An HSE bursary shall be awarded to a student from the date of the submission of documentary evidence that he/she falls into one of the categories listed in paragraph 3.1. of the Regulations on HSE Scholarships, until the grounds for awarding the bursary are effective (except for persons entitled to state social benefits).

3.7. If a document, which serves as the evidence that a student falls into one of the categories specified in paragraph 3.1. of the Regulations on HSE Scholarships (except for persons entitled to state social benefits), is not subject to time restrictions, the bursary shall be awarded to the student until the end of his/her studies.

3.8. Students falling into the category of persons entitled to state social benefits shall be awarded HSE bursaries after submission of documents, which serve as confirmation that they are eligible for such state benefits.

3.9. HSE bursaries shall be paid on a monthly basis.

3.10. HSE bursaries shall not be paid after a target student’s dismissal from the University, or as of the first day of the month after he/she is no longer entitled to a bursary, and payments shall be resumed after the student submits documentary evidence of his/her status as a person belonging to one of the categories specified in p. 3.1 of the Regulations on HSE Scholarships.

* 1. The CSCP shall prepare a draft directive on the allocation of HSE bursaries based on decisions made by the Scholarship Committees of the University’s respective subdivisions.
1. **Increased HSE Scholarships for Special Achievements**
	1. Increased HSE scholarships for special achievements shall be awarded on a competitive basis to target students who, in addition to the criteria specified in p. 2.4 hereof, meet the criteria established by Annexes 1-5 of Regulations on Scholarships and Other Types of Financial Support for Students of National Research University Higher School of Economics (hereafter, the “Scholarship Regulations”) and have submitted the required documents in Russian, or in other languages with a certified Russian translation, and an electronic application in Russian via HSE’s Learning Management System (hereafter, “LMS”) within the timeframe established by the Scholarship Regulations.
	2. Increased HSE scholarships for special achievements shall be awarded for a target student’s achievements during the period of study at the University.
	3. Increased HSE scholarship for special achievements shall be awarded 2 (two) times a year: during Modules 1-2 (Semester 1) and Modules 3-4 (Semester 2). An additional competition for increased HSE scholarships for special achievements may be announced as per the HSE Rector’s directive during Module 2.
	4. The competition for increased HSE scholarships for special achievements shall be announced by the CSPC on the University’s corporate website (portal), as well as on the websites of the CSPC and HSE’s subdivisions by June 5 and December 5 of each academic year, respectively.
	5. Increased HSE scholarships for special achievements shall be awarded by the HSE Rector’s or relevant authorized official’s directive in an amount approved by the HSE Academic Council.
	6. Competitions for increased HSE scholarships for special achievements shall be organized as per the following procedure:
		1. target students must submit their documents via the LMS within 20 calendar days after the announcement of a competition;
		2. a given subdivision’s Scholarship Committee shall verify documents submitted via the LMS, as well as prepare a list of the competition participants indicating their scores in accordance with the eligibility criteria, as per Annexes 1 - 5 to the Scholarship Regulations. In order to carry out an assessment of a student’s involvement in different activities and the level of the event, the given subdivision’s Scholarship Committee retains the right to use materials provided by another committee of the subdivision. Furthermore, in order to evaluate the student’s contribution to the University’s public activities, the committee may request that the HSE Student Council provide an opinion on the relevance of the student’s achievements;
		3. if a competition participant’s document requires verification, the Scholarship Committee of the respective HSE subdivision can demand that the applicant provide his/her original documents submitted for the competition;
		4. a competition participant shall be personally responsible for the accuracy of his/her submitted documents; if any misleading information has been deliberately submitted, as per the decision of the University-wide Scholarship Committee, taken with due regard to the opinion of the HSE Student Council, the applicant may be deprived of his/her right to take part in the competition in the following year.
		5. by July 15 and January 15 of each academic year, respectively, the given subdivision’s Scholarship Committee must submit the information (e.g., minutes of the meeting, as well as supporting documents) to the CSPC in order to draw up an University-wide list of candidates;
		6. the CSPC shall prepare and submit a University-wide list of candidates for increased HSE scholarships from among the University’s target students to the University-wide Scholarship Committee;
		7. within 3 (three) working days upon receipt of a list of candidates for increased HSE scholarships from among target students, the University-wide Scholarship Committee shall consider this list at a meeting and thereby approve the list of winners of the competition. Students who have gained maximum scores based on the results of evaluations, as per the eligibility criteria established in Annexes 1 - 5 to the Scholarship Regulations, shall be deemed winners of the competition.
		8. if a target HSE student has demonstrated achievements in several areas, the University-wide Scholarship Committee may select 1 (one) priority area where the student has shown best results.

4.7. Increased HSE Scholarships for special achievements shall be paid on a monthly basis.

4.8. In the period of a student’s exceptional leave of absence, maternity leave, and/or a leave to attend to a child up to 3 (three) years of age, he/she shall not be entitled to take part in competitions for increased HSE scholarships for their special achievements.

4.9. Increased HSE scholarships for special achievements shall be cancelled as of the first day of the month after a student has received a “satisfactory” grade during an interim assessment, or in case of his/her academic failure.

4.10. Payment of increased HSE scholarships for a student’s special achievements shall be suspended as of the first day of the month after he/she has been granted an exceptional leave of absence, as well as maternity leave, and/or a leave to attend to a child up to 3 (three) years of age, and shall be resumed as of the first day of the month after the student is back from their exceptional leave of absence, as well as back from maternity leave, and/or a leave to attend to a child up to 3 (three) years of age, based on his/her interim assessment results available as of the date when the student was granted an exceptional leave of absence, as well as maternity leave, and/or a leave to attend to a child up to 3 (three) years of age, with due consideration of the period of study when the increased HSE scholarship for special achievements had been paid until the student was granted an exceptional leave of absence, as well as maternity leave, and/or a leave to attend to a child up to 3 (three) years of age.

4.11. Payments of increased HSE scholarships awarded for special achievements shall be halted upon a student’s dismissal.

4.12. In such cases, the size of increased HSE scholarships for special achievements payable to students in the month of their dismissal shall be calculated *pro rata* to the number of days in the month starting as of the first day until the dismissal date.

4.13. Increased scholarships for students’ special academic achievements shall be awarded to HSE target students who, based on the results of 2 (two) interim assessments during at least 2 (two) most recent consecutive semesters, have only “good” and “excellent” grades, provided that their “excellent” grades account for at least 50 percent of their total grades, according to the student’s performance rating and/or average grade for 2 (two) most recent semesters.

4.14. Based on interim assessment results in Modules 1 and 3 of each academic year, by November 10 and April 10, respectively, the CSPC shall inspect the academic performance of students who were granted increased HSE scholarships for their special achievements in the ongoing semester. Target students who are no longer eligible for HSE scholarships for their academic achievements based on interim assessments for Module 1 and 3 of each academic year shall not be paid increased HSE scholarships for their special achievements as of April 1 or November 1, respectively.

4.15. The CSPC shall prepare a draft directive on the allocation of increased HSE scholarships for students’ special achievements following a decision made by the University-wide Scholarship Committee.

**5. Increased HSE Bursaries**

* 1. Increased HSE bursaries shall be awarded to target students in their first and (or) second year who need such support during their enrolment in HSE Bachelor’s and Specialist programmes, have “excellent” and (or) “good” grades, and meet one of the following criteria:

5.1.1. the average per capita income of the HSE target student’s family is below the minimum subsistence level established in the relevant constituent body of the Russian Federation according to a certificate, issued on an annual basis by local social security authorities for the provision of state social support;

5.1.2. target students belong to the category of orphaned children and children without parental care, as well as former orphaned children and children without parental care;

5.1.3. target students belong to the category of children with disabilities and persons with a Category I and II disability;

5.1.4. target students belong to the category of persons exposed to radiation as a result of the Chernobyl disaster and other nuclear accidents;

5.1.5. target students belong to the category of persons of up to 20 years of age with only 1 (one) parent who is a person with a Category I disability;

5.1.6. target students belong to the category of disabled persons as a result of a military injury or disease contracted during military service, as well as combat veterans.

5.2. Increased HSE bursaries shall be allocated by the HSE Rector’s or relevant authorized official’s directive, pursuant to the University’s bylaws. Such bursaries shall be paid on a monthly basis.

5.3. The size of increased HSE bursaries shall be fixed in a relevant University’s bylaw.

5.4. The payment of increased HSE bursaries shall be cancelled upon a target student’s dismissal, or from the first day of the month after the HSE bursary has been cancelled, as per p. 5.1. hereof, and shall be resumed from the month when the student submits a document confirming that he/she falls into 1 (one) of the categories specified in paragraph 5.1 hereof.

5.5. The CSCP shall prepare a draft directive on the allocation of increased HSE bursaries on the basis of a student’s interim assessment results in each module, as per a decision made by the relevant Scholarship Committees of subdivisions