

**Temporary rules for arranging of project work for Master's programme "Political Analysis and Public Policy", the field of study 41.04.04 Political Science, Faculty of Social Sciences, National Research University Higher School of Economics**

1. These regulations are established in accordance to clause 3.1 of "Regulations for HSE Student Project Work, Research and Internships" (approved by HSE Academic Council, Minutes No. 07, dated June 24, 2016, an annex to HSE Directive No. 6.18.1- 01/0509-02, dated September 5, 2016).
2. This document defines additional procedure for the project work (referred to as PW) for the Master's programme "Political Analysis and Public Policy" (referred to as Programme) that are not included in the "Regulations for HSE Student Project Work, Research and Internships".
3. During admissions to the Programme, students are acquainted with the "Regulations for HSE Student Project Work, Research and Internships" and "Procedure for arranging of project activities for the Master's programme "Political Analysis and Public Policy".
4. PW aims to produce a specific result. This result should be achieved independently, it should be tangible and practical.
5. PW is organized to put knowledge achieved by students in the course of their studies into practice and to gain experience, as well as to solve problems of practical or theoretical relevance. (<https://www.hse.ru/mirror/pubs/share/395806839.pdf>), The PW is a mandatory element of the study plan of the first and second years of the Master's programme, should not be identical to the topic of the term paper (referred to as TP) or master's thesis (referred to as MT), but it can complement it.
6. For the successful completion of PW students get 7 credits.
7. Students can contribute to projects, which are initiated by HSE departments or external organisations. The PW place and activities of the PW needs to be approved by the Academic Supervisor of the Programme, who may refuse to approve the Project if it does not meet the objectives of the Programme, does not develop skills and competencies in accordance with the Programme practice program (<https://www.hse.ru/mirror/pubs /share/395806839.pdf>).
8. When initiating their PW, students can use the Programme's recommendations for cooperation with the Programme's partner organizations, or they can search for PW customers on their own, having received approval from the Academic Supervisor of the Programme.

9. The student's PW is conducted under the guidance of an employee of the host organization and is accompanied by a PW curator from the Programme.

10. PW can be organized individually or in the form of teamwork. In the case of a collective project, curator load is divided by the number of students. The curator of the PW from the Programme does not interfere with the execution of the project, but periodically consults with the head of the customer organization and provides, if necessary, support for the implementation of the project.

11. PW is carried out in the first semester of both the first and second years of study from October 1 to December 31.

11. Students get the chance to present the best PW with a public presentation during a round table on January 20, 2021.

12. Assessment of project work is made in two stages.

*12.1. At the first stage, the coordinator of project work from the host organization and the curator of project work from the master's program jointly decide on the following levels of assessment: "satisfactory" (4, 5); "good" (6.7,) "excellent" (8.9) "outstanding" (10). These grades are provided to the Study Office by curator from the Master's program.*

*12.2. The second stage of project work assessment is carried out by a commission from among the representatives of the host organization, the project curators master's program, as well as external experts and specialists following the results of its public presentation, held in the form of a "Round Table" no later than January 20, 2021.*

*12.3. Depending on the quality of the presentation of the results, the final grade of the project work is determined by the upper or lower bounds of the grade set at the first stage.*

13. If the project work is carried out by a group of students, its results can be presented at the "Round table" in January by one of the group members selected by curator of the project from the master's program.

14. Second-year students of the 2020/2021 academic year choose PW which require 266 hours of independent work with a weight of 7 credits.

14. For students enrolled in the first year of the Programme in 2020, PW is distributed as follows:

*14.1. for the first year of study: 114 hours of independent work and 3 credits*

*14.2. for the second year of study: 152 hours of independent work and 4 credits*

15. If a student (a group of students) wishes and the results of the PW receive high marks (at least 7 points on a ten-point scale of grades), the PW can be continued with the consent of the client organization of the PW:

*15.1. students of the first year of study in the second year within the timeframes specified in clause 10 of these Rules;*

*15.2. students of the second year of study - at the stage of pre-diploma practice, which will require the recommendation of the curator from the Programme and the approval of the Academic Supervisor.*

Students who have failed the project will be offered to transition to an Individual Curriculum. Students who decide not to study under an ICRC will be dismissed from HSE for academic failure but can be reinstated pursuant to the Procedures and Conditions for Reinstating Students Who Were Dismissed on the Initiative of HSE University or Other Grounds.

Академическому руководителю  
образовательной программы  
«Политический анализ и публичная  
политика» Беляевой Н. Ю.

от \_\_\_\_\_

(Ф.И.О в родительном падеже)

студента \_\_\_\_\_ курса  
магистерской программы «ПАиПП»  
факультета социальных наук  
конт. тел.: \_\_\_\_\_  
e-mail: \_\_\_\_\_

## **Заявление об утверждении темы и содержания проектной работы /Application for project work**

Прошу утвердить мне проект/Please confirm the project:

1. Название проекта/Name of the project \_\_\_\_\_
2. Организация/Hosting organization \_\_\_\_\_
3. Координатор проектной работы из принимающей организации / Coordinator from hosting organization \_\_\_\_\_
4. Планируемая деятельность по проекту/Expected project activity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
5. Планируемый результат/ Expected result of the project work: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. Куратор проектной работы от магистерской программы (ФИО, должность)/Curator of the project work from the master's program \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(подпись студента/signature)

\_\_\_\_\_  
(дата/date)

«СОГЛАСОВАНО»

\_\_\_\_\_  
(подпись) (расшифровка)  
« \_\_\_\_\_ » 20 \_\_\_\_ г

