

Annex
to HSE Directive
No. _____, dated _____

APPROVED by
Academic Council of HSE Faculty of World
Economy and International Affairs
Minutes No. _____, dated _____

**Regulations on Tuition Fee Discounts Provided to Students in the Bachelor's
Programme 41.03.01 "Foreign Studies" - HSE and Kyung Hee University Double
Degree Programme in Economics and Politics in Asia, enrolled at National Research
University Higher School of Economics in 2019**

1. General Provisions

1.1. These Regulations on Tuition Fee Discounts Provided to Students of the Bachelor's Programme 41.03.01 "Foreign Studies" - HSE and Kyung Hee University Double Degree Programme in Economics and Politics in Asia, enrolled at National Research University Higher School of Economics in 2019 (hereafter, the "Regulations", "discounts", "students", the "Programme", respectively) shall set forth the grounds, conditions, scope and procedures for providing discounts to students, as well as the grounds and procedures for suspension and cancellation of discounts.

1.2. A discount to be provided hereunder refers to a discount granted at the expense of the subdivision implementing a given degree programme (i.e., the Faculty of World Economy and International Affairs of the National Research University Higher School of Economics).

1.3. These Regulations and related amendments shall be approved by the Academic Council of the Faculty of World Economy and International Affairs and enacted by the directive of the First Vice Rector in charge of coordinating degree programmes at HSE.

1.4. A reference to these Regulations shall be published on the website of the Faculty of World Economy and International Affairs on HSE's corporate website (portal).

1.5. A discount is the reason for reducing the cost of paid educational services in the manner prescribed by the Regulation.

2. Grounds and Procedures for Providing Discounts

2.1. Discounts shall be provided to students on the following grounds:

2.1.1. **As per the results of a student's admission to the Programme:** As per results of his/her entrance examinations, i.e., the results of the Russian unified state

examinations (hereafter, the “USE”), as well as the results of internal entrance examinations at HSE;

2.1.2. **As per the results of a student’s studies under the Programme:** for the successful completion of the Programme in the previous academic year.

2.2. The Programme’s Academic Council shall make a decision in regards to granting discounts based on the results of admission to the Programme jointly with the HSE Admissions Office (hereafter, the “Admissions Office”). The relevant decision shall be fixed in the meeting minutes of the Academic Council (hereafter, the “minutes”).

Discounts shall be provided following a directive issued on the basis of the minutes and addenda to the fee-based educational services agreements signed with the given student.

2.3. A decision in regards to providing discounts as per the results of studies under the Programme shall be made by the Programme’s Academic Council and fixed in its minutes.

Discounts shall be provided on the basis of a relevant directive, which must be issued after concluding addenda to the fee-based educational services agreements between HSE and the given student. The draft directive shall be prepared by the manager of the Curriculum Support Unit and submitted via HSE’s SDOU (Document Management System) within 5 (five) working days after the minutes’ signing.

2.4. The decision on Discounts Provided on the results of studies for the third year of study is made by Kyung Hee University and is made out in the form of a letter signed by the vice-rector or dean of the faculty of Kyung Hee University. The letter is posted on the Program’s website as part of the HSE corporate website.

3. Conditions for Providing Discounts and the Size of Discounts as per the Results of Programme Admission

3.1. The discount rate shall be fixed depending on the scores received from on the USE or HSE entrance exam.

3.2. A decision to grant a discount to an individual student shall be made based on the assumption that students who have generated higher scores in a ranked list, which must be prepared on the basis of the formula described paragraph 3.3 hereof, shall be entitled to a larger discount.

3.3. A ranked list shall be prepared based on the scores gained by students which is calculated as per the following formula:

$$x_1 * 1,2 + x_2 * 1,0,$$

whereby:

x_1 – is the sum of scores gained by students as the result of the USE or HSE entrance examination in English;

x_2 – is the sum of scores gained by students as the result of the USE or HSE entrance examination in History.

3.4. The following discount rates shall be granted as follows:

3.4.1. a 25% discount of a tuition fee for the first year of study under the Programme¹ shall be granted to students falling into the initial 4% of all learners enrolled in the first year with the best ratings as per the ranked list;

3.4.2. a 20% discount of a tuition fee for the first year of study under the Programme shall be granted to students falling into the 5% of students after those entitled to a 25% discount;

3.4.3. a 15% discount of a tuition fee for the first year of study under the Programme shall be granted to students falling into the 7% of students after those entitled to 25% and 20% discounts, respectively;

3.4.4. a 10% discount of a tuition fee for the first year of study under the Programme shall be granted to students falling into the 10% of students after those entitled to 25%, 20% and 15% discounts, respectively;

3.4.5. a 5% discount of a tuition fee for the first year of study under the Programme shall be granted to students falling into the 20% of students after those entitled to 25%, 20%, 15% and 10% discounts, respectively.

3.5. Discounts based on admission results shall be granted for the first year of study under the Programme.

3.6. Students are entitled to use their discounts on a one-off basis.

4. Conditions for Providing Discounts and Size of Discounts as per Students' Results under the Programme

4.1. Discounts shall be granted to students in their second and fourth year of study under the Programme for 1 (one) year based on the results of previous academic years.

4.2. A discount of 5 to 25% is provided to the student, while all of the above conditions are met during the previous academic year:

4.2.1 the student has no disciplinary action;

4.2.2 based on the results of interim certification for all elements of the curriculum included in the current rating (before retakes) the student:

4.2.2.1 has no more than two ratings of 4 and / or 5 points on a ten-point scale;

4.2.2.2 does not have a score below 4 points on a ten-point scale;

4.2.2.3 has no attendance for certification tests without a valid reason.

¹ Hereafter, all percentage values shall be given as a percent of the Programme's tuition fees for a single academic year eligible for a discount.

- 4.3. Discounts granted to students who meet the criteria listed in paragraph 4.2 hereof shall be calculated using the following scale:
- 4.3.1a 25% discount shall be granted to students falling into the initial 4% of all students of a course based on the latest cumulative student rating before the discount is fixed;
 - 4.3.2a 20% discount shall be granted to students falling into 5% of students based on the latest cumulative student rating before the date when the discount is fixed, following those who are entitled to a 25% discount;
 - 4.3.3a 15% discount shall be granted to students falling into 7% of students based on the latest cumulative student rating before the date when the discount is fixed, following those who are entitled to 25% and 20% discounts, respectively;
 - 4.3.4a 10% discount shall be granted to students falling into 10% of students based on the latest cumulative student rating before the date the discount is fixed, following those who are entitled to 25%, 20% and 15% discounts, respectively;
 - 4.3.5a 5% discount shall be granted to students falling into 20% of students based on the latest cumulative student rating before the date when the discount is fixed, following those who are entitled to 25%, 20%, 15% and 10% discounts, respectively.
- 4.4. In the autumn period, current ratings are used to determine applicants for the discount after the first and second half of the year. For students whose rating has deteriorated after the autumn retake period, the amount of the discount established by him during the summer period does not change.
- 4.5. In the case of a student enrolling in HSE in the transfer order from another educational institution, discounts can be provided to the specified student no earlier than the first year of study at the HSE on a common basis and within the deadlines set for the provision of appropriate discounts to all students.
- 4.6. When transferring a student within the Higher School of Economics, the discount established by him at the previous place of study is not saved. In the subsequent period of study at the Program, a discount is assigned in accordance with clause 2.4. and section 4 of the Regulation.

5. Grounds and Procedures for Suspension and Cancellation of Discounts

5.1. Discounts may be suspended and cancelled on the grounds and pursuant to procedures stipulated for all types of discounts in the relevant section of the Regulations on

Tuition Fee Discounts for Students Studying under Educational Agreements Concluded for Studies Financed by Individuals and/or Legal Entities.

5.2. A student's academic failure, resulting from an interim assessment which has not been remedied (after all retakes), shall be regarded as additional grounds for cancelling an established discount, as per these Regulations.

5.3. The basis for depriving a student of a discount of any kind during the period for which it was granted is a student's non-fulfillment or violation of the HSE Charter, the Rules of the internal regulations of students at the HSE, the internal rules of the student residence of the HSE and other local regulations on the organization and implementation educational activities for which the student is reprimanded.

5.4. If a student with a discount is granted academic leave, maternity leave, parental leave until he or she reaches the age of three years in the manner prescribed by federal laws (hereinafter referred to as "leave"), then the discount for the period of leave shall be suspended and renewed after the student leaves the vacation for the remaining unused part of the period for which he was granted a discount.

5.5. In case of transfer / expulsion of a student from the Program for any reason and its subsequent restoration to the Program, the previously granted discount will not be saved.