



Faculty of Economic Sciences

Master's Programmes
Curriculum Support

Moscow
2023

Organizational Meeting 1st Year Students FES Master's Programmes



Corporate e-mail and Smart Point

- All HSE students get a corporate email. Information on the corporate e-mail and password were sent to each student personally
- Using your corporate login and password you can access Smart Point (MyHSE Services Account) <https://lk.hse.ru/> which provides various services for HSE students
- If there are any problems with your corporate e-mail, contact our Tech support digital@hse.ru

NB: Corporate e-mail is the main means of communication among HSE students and staff. We use corporate e-mail to send you all the information regarding various aspects of your studies.





Sources of information & useful links

- Your Educational Programme Website
- **HSE App X** (available in App Store and Google Play) or lk.hse.ru - find all emails of HSE professors and staff
- [HSE Academic Handbook](#)
- [Legal Documents](#)

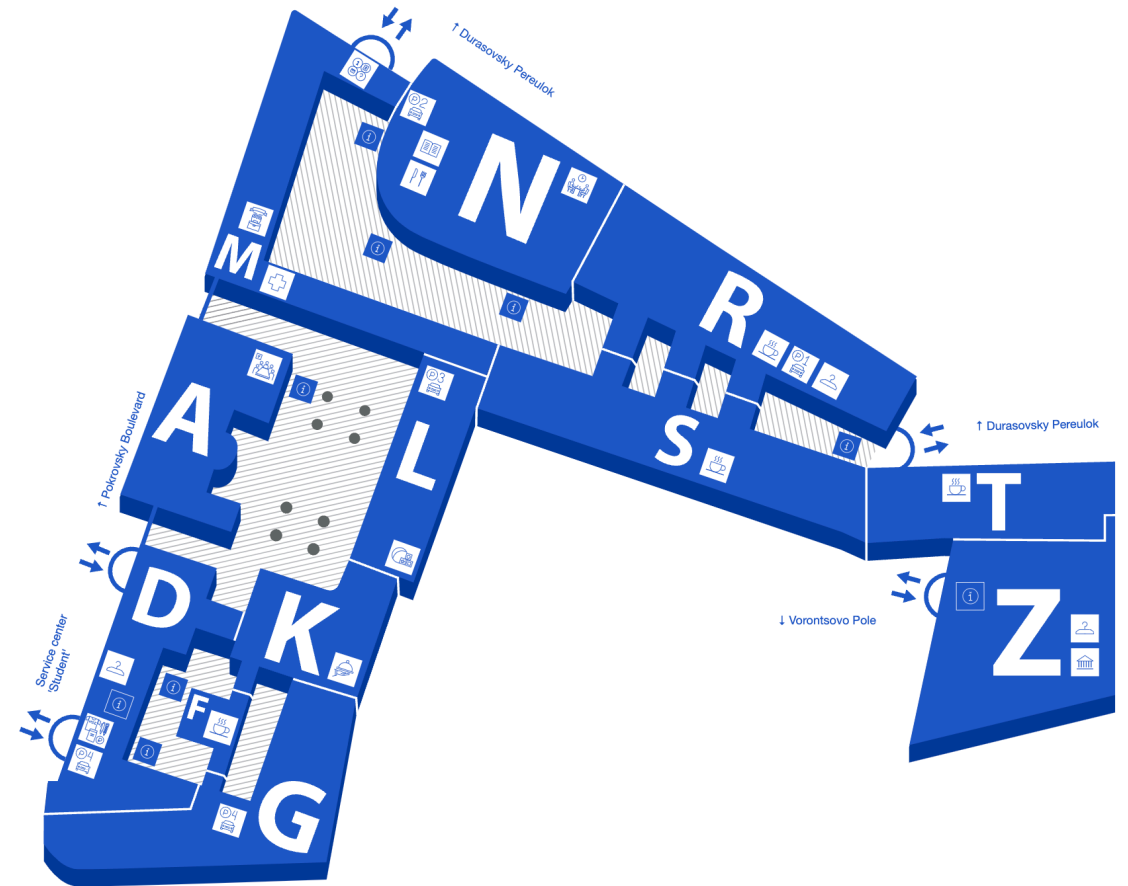
Useful Links for International Students:

- [International Students Support Centre](#)
- [Visa and Registration Centre](#)
- [FES International Office](#)



Navigation at Pokrovka

- [Pokrovka Map](#)
- **HSE. Navigation App** (available in App Store and Google Play)





Timetable

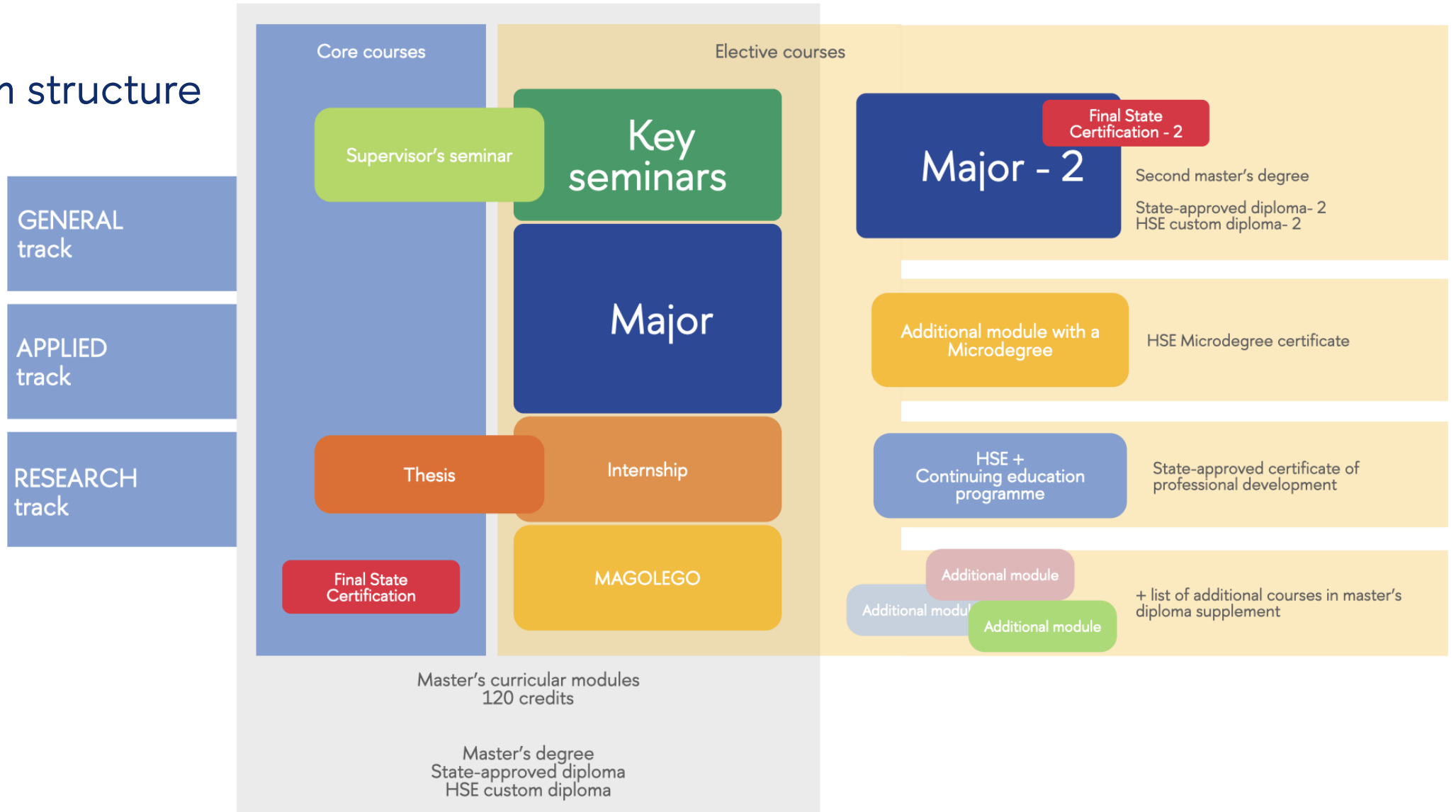
- **HSE App X** - your personal timetable
- [RUZ.HSE.RU](https://ruz.hse.ru) - individual timetable for students and teachers, timetable for academic and seminar groups (only available via internal HSE network)

See in HSE Academic Handbook:

- [Academic Calendar](#)
- [Time slots for classes](#)



Curriculum structure





Curriculum structure

- 120 credits for 2 years
- Degree Programme Curricula are published on the EP website (see Documents)
- The list of your courses for the semester can be found in your grade book in [LMS](#)
- More information on the learning trajectories – in the [Handbook](#).



Projects and MAGOLEGO

Projects:

- Compulsory for the 1st and 2nd year students
- [FES Project Work Website](#)
- fes-projects@hse.ru

MAGOLEGO:

- Compulsory for the 1st and 2nd year students
- Will be chosen during course selection campaign in SmartWay
- More details on MAGOLEGO [here](#)



Student Evaluation of Teaching (SET)

- 4 times a year (at the end of each module) and lasts 3 weeks before the exam period via [LMS](#)
- Features questions on the quality of teaching and the organisation of regular courses, MOOCs, project activities, and educational process in general
- Mandatory for all HSE students (non-participation entails disciplinary actions)
- Anonymous
- Results are forwarded to the faculties

Read more about SET [here](#)



Exams and Retakes

Exams:

- 4 examination periods after each module
- examination timetable available at least 1 week before the examination period's starting date

Retakes:

- during January 1 - February 15 (Modules 1-2), during September 1 - October 15 (Modules 3-4); additional period for retakes of failed courses in Module 3 (for 2nd year students)
- retake schedule timetable available at least 3 days prior to the first retake
- 1st retake (two dates) and 2nd retake to a board

Your ongoing results and presence are important - look through the course syllabus to find out the elements of control and the formula of the final mark.

See [Regulations for Interim and Ongoing Assessments](#)

NB:

Medical Certificates:

- with signs and stamps
- must be sent to your study office the day after you have received it
- we do not accept work medical certificates



What does mastering the educational programme in good faith imply?

Students must meet the provisions of their educational programme in good faith, whereby they must:

- complete the curriculum, including attending classes as per the timetable;
- seek academic advice from teachers and teaching assistants (if students experience difficulties in mastering their educational programme);
- have no academic failures, or have failed no more than two differing curricular elements before the retake period;
- study independently for classes in line with course syllabi (e.g., explore bibliography and other courses as prescribed by respective syllabi), complete assignments given by teachers under respective syllabi, and engage in assessment elements.



Student Disciplinary Responsibility

Disciplinary measures: Admonition, Reprimand, Dismissal

- May be applied for the failure to comply with or violation of [Student Internal Regulations](#) (or other HSE University's internal bylaws)
- The decision is up to the Dean who takes into account the opinions of Academic Supervisor and HSE and FES Student Councils
- Students with reprimands cease to have a discount



FAQ

- All types of certificates and other documents are issued by the [Student Service Centre](#) from September 1.
- SSC will provide certificates for dormitories automatically.
- You can get your student pass according to the [schedule](#). Passport or Student ID Card is required.



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