



Faculty of Economic Sciences

Master's Programmes

Moscow 2024

Amendments to the Legal Acts



Summary:

- Slides 3-6: Local Acts (LA) that are subjects to amendments;
- Slides 7-8: The new approved (renewed) Local Acts , inc. **the revisited version of Regulations for Interim and Ongoing Assessments of Students;**
- Slides 9-12: **New Online Services for Students;**
- Slides 13: Commentary and specification.



Regulations on Practical Training of Students under Core Bachelor's, Specialist, and Master's Programmes at National Research University Higher School of Economics

The amendments clarify special aspects for preparing reports on practical training elements (PTE), whether completed individually or by teams. This includes **specific requirements for mentioning the use of automated content generation algorithms**, such as their purpose, name of generative models, method of use, related websites, or descriptions of other sources of the model. It is now also required to specify this information in EIOS when uploading reports into the system.



Regulations on Student Academic Mobility at National Research University Higher School of Economics

- **The procedure for transferring credits** earned by academic mobility participants has been aligned with the approved version of the [Regulations on Procedures for Evaluating and Transferring Previous Education Results Towards Programmes at the Bachelor's, Specialist and Master's Degree Level at National Research University Higher School of Economics](#).
- The amendments also clarify **the requirements for institutions** recommended for hosting international students from HSE University (they must have a signed international cooperation agreement with HSE University, including an academic mobility agreement). A student's participation in academic mobility at such institutions must be approved by the faculty's dean or the director of the University's campus.



Regulations on Final State Certification of Students of Bachelor's, Specialist and Master's Programmes at National Research University Higher School of Economics

- The regulations have been updated to outline the requirements for individual students or teams utilizing **automated content generation algorithms** in their theses. This includes specifying the purpose, name of generative model, related websites (or descriptions of any other sources of the model), methods of use, and the degree of its impact on the original style of the thesis.
- Additionally, **the procedure for determining the final grade for thesis defence** has been aligned with federal laws, ensuring that the State Examination Board's final grade is no longer dependent on the grade assigned by the academic supervisor of thesis. Assessment criteria will be defined in the internship programme of the degree programme or methodological guidelines for thesis preparation.



Student Internal Regulations at National Research University Higher School of Economics

- The regulations have been revised to clarify provisions regarding students' obligations to uphold academic standards in their papers, including research papers. It is emphasized that students cannot prepare student and research papers on behalf of their peers.
- Additionally, some obligations have been updated, with new obligations introduced, such as refraining from actions that may threaten or pose a risk to the information security of the university, and complying with migration legislation and migration support rules (for foreign nationals and stateless persons enrolled at HSE University).
- Failure to return on time from exceptional leave of absence, maternity leave, or childcare leave will be considered a failure to diligently master the degree programme, with no disciplinary measures imposed prior to a student's dismissal.
- The updated regulations introduce concepts of regular and repeated disciplinary offenses, with disciplinary measures applicable not only to the offender but also to students who organize or lead informal associations that violate university bylaws, thereby contributing to disciplinary offences.



Procedure and Grounds for Students' Dismissal from National Research University Higher School of Economics

- The list of grounds for dismissal has been expanded to include circumstances beyond the control of both the student and the University. This includes uncontrollable situations preventing the student from continuing their studies, deportation of a foreign national or stateless person enrolled at HSE University, unilateral withdrawal from the educational agreement by the client, reversal of a court decision reinstating a student, and violation of education laws by the student pursuing a second or subsequent degree funded from the federal state budget, among others.
- A student can now request dismissal during exceptional leave of absence, maternity leave, or childcare leave without the need for additional procedures upon their return.
- HSE University may initiate dismissal if a student fails to commence studies within one calendar month from the first day of classes without a valid reason at the beginning of the academic year or semester.



Regulations for Interim and Ongoing Assessment of Students at National Research University Higher School of Economics

- Detail the procedure for students' **use of AI-based technologies** when completing assignments.
- The regulations provide more detailed procedures for conducting independent examinations and external assessments. They clarify rules regarding a student's absence from mandatory external assessments and the transfer of previously earned better grades in digital competencies amidst negative dynamics in mandatory external assessments.
- Additionally, the regulations specify rules for planning the examination timetable in cases of conflict between two or more events.
- A new indicator for **student performance assessment (SPA)** has been introduced, along with procedures to address critical SPA values indicating a failure to diligently master the degree programme. Special SPA values are outlined for students falling under special categories.
- **A new option enabling students to repeat courses has been approved; they can now decline a third retake (the second retake before the examination board) during the ongoing retake period and opt to repeat the course on a fee-paying basis (students in special categories can use this option free of charge once during their entire study period).**



IMPORTANT! New Online Services for Students to the revisited Regulations for Interim and Ongoing Assessments of Students

The service for uploading the documents confirming the student's absence for a valid reason

41. A valid reason for a student's absence from the Assessment Element is considered to be illness confirmed by a medical certificate, as well as other exceptional circumstances. **Medical certificates, or a scanned copy thereof, shall be submitted / e-mailed by the student to the programme office or a programme manager on the date when he/she may resume studies as per his/her medical certificate. Other valid excuses shall be confirmed by documentary evidence presented to the programme manager within 3 (three) academic days after a student's failure to appear.** The University has the right to verify the authenticity of a medical certificate by sending a request to the medical organization that issued the certificate, a copy of which was provided by the student. Whether or not to accept the stated reasons for absence as valid excuses shall be decided by the respective programme manager. The University has the right to verify the authenticity of a medical certificate by sending a request to the medical organization that issued the certificate, a copy of which was provided by the student.

Form for uploading the documents: <https://pmo.hse.ru/servicedesk/customer/portal/93/create/2631>

Available on the site of the EP in the section For Students – Online Services for Students – Provide Medical Certificate / Confirmation of Excused Absence.

The Study Office does not accept these documents anymore.



IMPORTANT! New Online Services for Students to the revisited Regulations for Interim and Ongoing Assessments of Students

The service for submitting an application to reschedule an exam in case of a timetable conflict

56. When planning the examination schedule, it is recommended to use the same days and time slots on which the classes of the given Disciplines were organized. **If a student has more than one exam scheduled in the examination schedule per day** (including retaking Blocking Elements of Assessment conducted within 10 days before the examination), they have the right:

56.1 to decide to take several exams on one day if they do not overlap in time. In this case, based on the results of any of the exams, the student cannot appeal for the procedural irregularities in conducting assessment elements associated with the combination of different Assessment Elements on one day;

56.2 contact the programme manager with a request to reschedule one of the exams to another time. The student can submit such an application electronically via his personal account **no later than three days before the start of the examination**. The programme manager agrees with the teacher taking the exam, the postponement of which the student requests, on a different date for the exam (with such a postponement, it is possible for the student to join the exam in another group/stream/faculty, conducted under the same Syllabus, and also to take the exam with another teacher). If there is no opportunity to take a rescheduled exam during the examination period, then such an exam is held for the student for the first time during the corresponding retake period.

Form for submitting an application to reschedule an exam: <https://pmo.hse.ru/servicedesk/customer/portal/93/create/2654>

Available on the site of the EP in the section For Students – Online Services for Students – Rescheduling Exam or Retake in Case of Time Conflict



IMPORTANT! New Online Services for Students to the revisited Regulations for Interim and Ongoing Assessments of Students

The service for applying for the Exam Retaking in Case of Positive Grade and Excused Exam Absence

62. A positive grade for an interim assessment given to a student, who has failed to attend an examination, may be changed if they were absent from the examination for a valid reason with documentary evidence thereof provided (p. 41 of the Regulations) and if they took part in a make-up examination at their own request, pursuant to Section VIII hereof. In such cases, the programme manager shall replace the previous grade in the UIS with the updated grade for the interim assessment, as indicated in the assessment record sheet.

Form for applying for the change of the positive grade: <https://pmo.hse.ru/servicedesk/customer/portal/93/create/2696>

Available on the site of the EP in the section For Students – Online Services for Students – Retaking Exam in Case of Positive Grade and Excused Exam Absence.



IMPORTANT! New Online Services for Students to the revisited Regulations for Interim and Ongoing Assessments of Students

The service for applying for Special Conditions

2.3 If it is necessary to create special conditions for education and confirm the right to provide them, a student with a disability or health impairment must submit an application through the electronic form of the Student Service Centre no later than 10 days before the onset of the assessment event. The application must be accompanied by medical documents confirming that the student has special needs (a certificate from a medical and social examination or a conclusion from a psychological, medical and pedagogical commission, as well as recommendations for an individual rehabilitation and habilitation program for the disabled, a certificate confirming the presence of health characteristics that require the creation of special learning conditions).

Also see paragraphs 2.4 – 2.9.

Form for applying for special exam conditions: <https://pmo.hse.ru/servicedesk/customer/portal/93/create/2458>

Available on the site of the EP in the section For Students – Online Services for Students – Special Conditions for Students with Health Limitations.

