

Annex 1
to HSE Directive
№ 6.18-01/250324-9
dated 25.03.2024

APPROVED by
Academic Council of HSE Faculty of
World Economy and International
Affairs
(Minutes № 2 dated 26.02.2024)

Regulations on Tuition Fee Discounts Provided to Students of the 41.03.01 “Foreign Studies” and 41.03.06 “Public Policy and Social Sciences” tracks of the Bachelor’s Programme HSE and Kyung Hee University Double Degree Programme in Economics and Politics in Asia, enrolled at National Research University Higher School of Economics in 2024

1. General Provisions

1.1. These Regulations on Tuition Fee Discounts¹ Provided to Students of the 41.03.01 “Foreign Studies” and 41.03.06 “Public Policy and Social Sciences” tracks of the Bachelor’s Programme HSE and Kyung Hee University Double Degree Programme in Economics and Politics in Asia, enrolled at National Research University Higher School of Economics in 2024 (hereafter, the “Regulations”, “discounts”, “students”, the “Programme”, “HSE University”, 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. If the Regulations are subject to change, previously established discounts shall not change and are valid until the end of the period for which they were provided.

1.4. 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 University.

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

2. Grounds and Procedures for Providing Discounts

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

¹ The term "discount" means a reduction in the cost of paid educational services.

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 University;

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 years.

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 on the basis of a relevant directive of the Dean of the Faculty of World Economy and International Affairs of the HSE University which must be issued after concluding addenda to the fee-based educational services agreements between HSE and 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 the minutes. Discounts shall be provided on the basis of a relevant directive of the Dean of the Faculty of World Economy and International Affairs of the HSE University 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 Study Office and submitted via HSE's SED (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 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 a part of the HSE University portal.

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 the USE or HSE entrance exams.

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

3.3. Two ranked lists shall be prepared depending on the student's field of study. The first ranked list is made for the field of study 41.03.01 "Foreign Regional Studies", the second – for the field of study 41.03.06 "Public Policy and Social Sciences":

3.3.1. A ranked list in the field of study 41.03.01 "Foreign Regional Studies" shall be prepared based on the scores gained by students which is calculated as per the following formula::

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

whereby:

x_1 – is the score gained by the student as the result of the USE or HSE entrance examination in English,

x_2 – is the score gained by the student as the result of the USE or HSE entrance examination in History;

3.3.2. A ranked list in the field of study 41.03.01 “Public Policy and Social Sciences” shall be prepared based on the scores gained by students which is calculated as per the following formula:

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

whereby:

x_1 – is the score gained by students as the result of the USE or HSE entrance examination in English,

x_2 – is the score gained by students as the result of the USE or HSE entrance examination in Social Science.

3.4. The discount amounts and the rule of the discount distribution are established as follows:

3.4.1. a 70% discount of a tuition fee for the first year of study under the Programme shall be granted to one student with the best rating among all students enrolled in the first year as per the ranked list;

3.4.2. a 50% discount of a tuition fee for the first year of study under the Programme shall be granted to students falling into the 2% of all students in the ranked list after the students entitled to a 70% discount;

3.4.3. a 25% discount of a tuition fee for the first year of study under the Programme shall be granted to students falling into the 4% of all students in the ranked list after the students entitled to 70% and 50% discount, respectively;

3.4.4. 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 all students in the ranked list after the students entitled to 70%, 50% and 25% discount, respectively;

3.4.5. 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 all students in the ranked list after the students entitled to 70%, 50%, 25% and 20% discounts, respectively;

3.4.6. 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 all students in the ranked list after the students entitled to 70%, 50%, 25%, 20% and 15% discounts, respectively;

3.4.7. 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 all students in the ranked list after the students entitled to 70%, 50%, 25%, 20%, 15% and 10% discounts, respectively.

3.5. If the sum of the scores in the ranked list is equal among several students applying for a discount, all students with the same sum of scores shall occupy the same place in the ranked list, and accordingly they shall be assigned the same amount of discount. In this case, the further numbering of students in the ranked list continues without taking into account the merging of places for students with the same sum of points. The number of discounts granted to students who qualify for the next largest downward discount is reduced by the number of discounts granted to students who, due to the equality of the sum of gained scores, received a larger discount. If the number of students who received the larger discount as a result of equal scores on the ranked list exceeds the number of students who should have received the next largest downward discount, then the number of next largest downward discounts shall be reduced accordingly.

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

3.7. 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 as per Students' Results under the Programme shall be granted to students in their second and fourth year of study under the Programme for 1 (one) year:

4.1.1. for students of the second year of study at the Programme based on the results of the previous academic year on the basis of a ranked list composed of the sum of the current rating (after retakes) for the 1st semester and the current rating (before retakes) for the 2nd semester;

4.1.2. for students of the fourth year of study at the Programme based on the results of previous academic years on the basis of a ranked list made up of the sum of current ratings (after retakes) for the first, second and third years of study at the Programme.

4.2. A discount of 5 to 70% is provided to the student, only if all of the following conditions are met during the previous academic year:

4.2.1. the student has no disciplinary measures of any kind;

4.2.2. based on the results of interim certification for all elements of the curriculum included in the current rating before retakes for the second half of the first year of study for second-year students or the current rating after retakes for the second half of the third year of study for fourth-year students, a student:

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

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

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

4.3. The amount of the discount is set according to the sum of the ratings specified in paragraph 4.1 of the Regulations and is granted to students who meet the criteria listed in paragraph 4.2 hereof, and shall be calculated using the following:

4.3.1. a 70% discount of the tuition fee for the second or fourth year of study (hereinafter - annual tuition fee) under the Programme shall be granted to one student with the best rating among all students of the year of study;

4.3.2. a 50% discount of the amount of the annual tuition fee shall be granted to students falling into the next 2% of students with best ranking among all students of the year after the student who is entitled to a 70% discount, according to the ranking list specified in subparagraph 4.1.1 or subparagraph 4.1.2 of paragraph 4.1 of the Regulations (hereinafter, the "ranked list");

4.3.3. a 25% discount of the amount of the annual tuition fee shall be granted to students falling into the next 4% of students with best ranking among all students of the year after the students who are entitled to a 70% and 50% discount, according to the ranked list;

4.3.4. a 20% discount of the amount of the annual tuition fee shall be granted to students falling into the next 5% of students with best ranking among all students of the year after the students who are entitled to a 70%, 50% and 25% discount, according to the ranked list;

4.3.5. a 15% discount of the amount of the annual tuition fee shall be granted to students falling into the next 7% of students with best ranking among all students of the year after the students who are entitled to a 70%, 50%, 25% and 20% discount, according to the ranked list;

4.3.6. a 10% discount of the amount of the annual tuition fee shall be granted to students falling into the next 10% of students with best ranking among all students of the course after the students who are entitled to a 70%, 50%, 25%, 20% and 15% discount, according to the ranked list;

4.3.7. a 5% discount of the amount of the annual tuition fee shall be granted to students falling into the next 20% of students with best ranking among all students of the course after the students who are entitled to a 70%, 50%, 25%, 20%, 15% and 10% discount, according to the ranked list.

4.4. If the sum of gained scores in the ranked list is equal among several students applying for a discount, all students with the same sum of scores shall be considered to occupy the same place in the ranked list, and accordingly they shall be assigned the same amount of discount. In this case, the further numbering of students in the ranked list continues without taking into account the merging of places for students with the same sum of points. The number of discounts granted to students who qualify for the next largest downward discount is reduced by the number of discounts granted to students who, due to the equality of the sum of gained scores, received a larger discount. If the number of students who received the larger discount as a result of equal scores on the ranked list exceeds the number of students who should have received the next largest downward discount, then the number of next largest downward discounts shall be reduced accordingly.

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 in the second 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 transferred to the new educational programme. In the subsequent period of study at the Programme, a discount is assigned in accordance with subparagraph 2.4 and paragraph 4 of the Regulation.

5. Grounds and Procedures for Halting and Revoking Discounts

5.1. Halting and revoking a student's discount is carried out on the grounds and in the manner provided for all types of discounts by the relevant section of the Regulations on the Provision of Tuition Fee Discounts to Students Studying Under Educational Agreements Signed upon Admission to Studies Financed by Individuals and/or Legal Entities.

5.2. An additional basis for revoking a discount established in accordance with the Regulations during the period for which it was provided is the student's deferred participation in a second retake and/or repeating the course under the educational Agreement on a component of the Degree Programme.

5.3. The grounds for revoking a student's discount (of any type) within the period for which it was granted may include a student's failure to fulfil the terms or his/her violation of the HSE Charter, Student Internal Regulations at HSE University, HSE University's Student Dormitory Regulations, and other internal regulations covering the organization and implementation of educational activities, for which a student has received a reprimand.

5.4. If a student with a discount is granted academic leave, maternity leave, parental leave until the child reaches the age of three years in the manner prescribed by federal laws (hereinafter referred to as "leave"), then the discount shall be suspended for the period of the

leave and renewed for the remaining unused part of the period for which he was granted a discount after the student's leave is over.

5.5. In case of transfer / expulsion of a student from the Programme for any reason and his / her subsequent reinstatement to the Program, the previously granted discount will not be reinstated.