

**Federal State Autonomous Educational Institution of Higher Education
I.M. Sechenov First Moscow State Medical University
of the Ministry of Health of the Russian Federation
(Sechenov University)**

APPROVED

by the Academic Council of FSAEI HE
I.M. Sechenov First MSMU of the
Ministry of Health of the Russian Federation
(Sechenov University)
«17» May 2019, protocol №6

Rector

_____ Petr V. Glybochko

REGULATIONS

**On transfer to I.M. Sechenov First MSMU Ministry of Health of the Russian Federation
(Sechenov University) of students from other universities
in the academic year 2019-2020**

I. General Statements

1. Transfer rules at FSAEI HE I.M. Sechenov First MSMU of the Ministry of Health of the Russian Federation (Sechenov University) for students from other universities in the academic year 2019-2020 are a local normative act of Federal State Autonomous Educational Institution of Higher Education I.M. Sechenov First MSMU of the Ministry of Health of the Russian Federation (Sechenov University), regulating the terms of the transfer, including the terms of admission necessary for the transfer of students from other universities in the academic year 2019-2020, as well as the procedure and timing of the competitive selection of persons who applied for the transfer (hereinafter correspondingly – Rules, University, Transfer, Competitive Selection, Students, Applicants).

The Rules are developed in compliance with the Federal Law of 29th December 2012 №273-Ф3 "On education in the Russian Federation", orders by the Ministry of education and science of the Russian Federation of 10th February 2017 №124 "On the statement of the Order of transfer of Students to another organization performing educational activity on educational programs of secondary vocational and (or) higher education", other regulatory legal acts of the Government of the Russian Federation, the Federal Executive authorities performing functions on public administration and normative legal regulation in the field of education and in the field of health care; the Charter of University, and other local regulations of University (hereinafter correspondingly – Law, Order, Charter, Local Normative Act).

The Rules do not apply to:

transfer of the persons trained on educational programs of secondary vocational and higher education to other organizations performing educational activity in case of the termination of activity of the organization performing educational activity, cancellation of the corresponding license, deprivation of its state accreditation on the corresponding educational programme, expiration of validity of the state accreditation on the corresponding educational programme;

transfer of the persons trained on educational programs of secondary vocational and higher education to other organizations performing educational activity on the corresponding educational programmes in case of suspension of action of the license, suspension of action of the state accreditation completely or concerning separate levels of education, the enlarged groups of professions, specialties and the directions of preparation;

2. The transfer is performed if places are available at University for the transfer of students from another organization (hereinafter - vacancies for transfer).

3. The number of vacancies for transfer is determined by University with details on educational programs, forms of education, curricula with an indication of the number of vacancies for transfer, financed by the budget allocations of the Federal budget, budgets of the subjects of the Russian Federation, local budgets (hereinafter - at the expense of budget allocations), under agreements on education at the expense of individuals and (or) legal entities.

Information on the number of places for transfer must be published no later than 1st July 2019 on the official website of the University in the information and communication network "Internet".

4. Transfer of students, except for the transfer of students in the educational program using a network form of implementation, is performed:

to the training mid-level specialists programme from the programme for the qualified workers, employees;

to the training mid-level specialists programme from mid-level specialists programme;

to the training mid-level specialists programme from bachelor programme;

to the training mid-level specialists programme from specialist programme;

to bachelor programme from bachelor programme;

to bachelor programme from specialist programme;

to specialist programme from specialist programme;

to specialist programme from bachelor programme;

to master programme from master programme;

to residency programme from residency programme;

to the training programme of scientific and pedagogical staff in postgraduate study (further - the programme of postgraduate study) from the program of postgraduate study;

to the programme of postgraduate study from adjuncture programme.

The transfer of students to the specialist programme 31.05.01 General medicine, the direction of Personalized medicine, an initiative of the International school "Medicine of the Future", is performed with the specialist programme 31.05.01 General medicine, at the condition of the development of the programme in the amount of no less than 180 credits (hereinafter – the transfer of the International school "Medicine of the Future") with a GPA progress of no less than 4.5.

5. University in compliance with the license №2587 of 11th May 2017 for the implementation of educational activities performs the transfer of students to the following educational programs:

abbreviations used in the table part:

training mid-level specialist programme – MLSP;

bachelor programme – B;

specialist programme - S;

master programme - M;

postgraduate programme – P;

residency program - R;

Year	Educational programme	Code	Specialty and majors	Terms of receiving a degree	Form	Financial conditions
2	MLSP	31.02.03	Laboratory diagnosis	2r 10M	full-time	budget/contract
3	MLSP	31.02.03	Laboratory diagnosis	2r 10M	full-time	budget/contract
2	MLSP	31.02.05	Orthopedic dentistry	2r 10M	full-time	budget/contract
3	MLSP	31.02.05	Orthopedic dentistry	2r10 M	full-time	budget/contract
3	MLSP	32.02.01	Preventive healthcare	2r10 M	full-time	budget/contract
2	MLSP	33.02.01	Pharmacy	2r10 M	full-time	budget/contract
3	MLSP	33.02.01	Pharmacy	2r10 M	full-time	budget/contract
2	MLSP	34.02.01	Nursing	2r10 M	full-time	budget/contract
3	MLSP	34.02.01	Nursing	2r10 M	full-time	budget/contract
2	B	19.03.01	Biotechnology	4	full-time	budget/contract
3	B	19.03.01	Biotechnology	4	full-time	budget/contract
4	B	19.03.01	Biotechnology	4	full-time	budget/contract
2	B	34.03.01	Nursing	4	full-time	budget/contract
3	B	34.03.01	Nursing	4	full-time	budget/contract
4	B	34.03.01	Nursing	4	full-time	contract
2	B	38.03.02	Management	4r 6M	Part-time	budget/ contract
3	B	38.03.02	Management	4r 6M	Part-time	budget/ contract
4	B	38.03.02	Management	4r 6M	Part-time	budget/ contract
2	B	39.03.02	Social work	4	Part-time	budget/ contract
3	B	39.03.02	Social work	4	Part-time	budget/contract
4	B	39.03.02	Social work	4	Part-time	budget/contract
2	B	01.03.03	Mechanics and mathematic modelling	4	full-time	contract
2	B	09.03.02	Informational systems and technologies	4	full-time	contract
2	B	22.03.01	Material science and technologies	4	full-time	contract
2	B	28.03.03	Nanomaterials	4	full-time	contract
2	B	45.03.04	Intellectual systems in humanitarian sphere	4	full-time	contract
2	M	01.04.03	Mechanics and mathematic modelling	2	full-time	contract
2	M	09.04.02	Informational systems and technologies	2	full-time	contract
2	M	33.04.01	Industrial Pharmacy	2	full-time	contract
2	M	19.04.01	Biotechnology	2	full-time	budget/contract
2	M	32.04.01	Public Health	2	full-time	budget/contract
2	M	38.04.01	Economics	2	full-time	budget/contract
2	M	38.04.02	Management	2	full-time	budget/contract
2	M	39.04.02	Social work	2	full-time	budget/contract

2	M	44.04.03	Special (defective) education	2	full-time	budget/contract
2	M	45.04.02	Linguistics	2	full-time	budget/contract
2	M	06.04.01	Biology	2	full-time	budget/contract
2	M	39.04.01	Sociology	2	full-time	budget/contract
2	S	06.05.01	Bioengineering and bioinformatics	5	full-time	budget/contract
3	S	06.05.01	Bioengineering and bioinformatics	5	full-time	budget/contract
4	S	06.05.01	Bioengineering and bioinformatics	5	full-time	contract
5	S	06.05.01	Bioengineering and bioinformatics	5	full-time	contract
2	S	30.05.01	Medical biochemistry	6	full-time	budget/contract
3	S	30.05.01	Medical biochemistry	6	full-time	budget/contract
4	S	30.05.01	Medical biochemistry	6	full-time	budget/contract
5	S	30.05.01	Medical biochemistry	6	full-time	budget/contract
6	S	30.05.01	Medical biochemistry	6	full-time	budget/contract
2	S	30.05.02	Medical biophysics	6	full-time	budget/contract
3	S	30.05.02	Medical biophysics	6	full-time	budget/contract
4	S	30.05.02	Medical biophysics	6	full-time	budget/contract
5	S	30.05.02	Medical biophysics	6	full-time	budget/contract
6	S	30.05.02	Medical biophysics	6	full-time	budget/contract
2	S	31.05.01	General Medicine	6	full-time	budget/contract
3	S	31.05.01	General Medicine	6	full-time	budget/contract
4	S	31.05.01	General Medicine	6	full-time	budget/contract
5	S	31.05.01	General Medicine	6	full-time	budget/contract
6	S	31.05.01	General Medicine	6	full-time	budget/contract
4	S	31.05.01	General Medicine, Individual Medicine	6	full-time	budget
5	S	31.05.01	General Medicine, Individual Medicine*	6	full-time	budget
2	S	31.05.01	General Medicine (in certain groups with invitation of experienced associate professors and professors who are proficient in the English language)**	6	full-time	contract
3	S	31.05.01	General Medicine (in certain groups with invitation of experienced associate professors and professors who are proficient in the English language)**	6	full-time	contract
4	S	31.05.01	General Medicine (in certain groups with invitation of experienced associate professors and professors who are proficient in the English language)**	6	full-time	contract
5	S	31.05.01	General Medicine (in certain groups with invitation of	6	full-time	contract

			experienced associate professors and professors who are proficient in the English language)**			
6	S	31.05.01	General Medicine (in certain groups with invitation of experienced associate professors and professors who are proficient in the English language)**	6	full-time	contract
2	S	31.05.02	Pediatrics	6	full-time	budget/contract
3	S	31.05.02	Pediatrics	6	full-time	budget/contract
4	S	31.05.02	Pediatrics	6	full-time	budget/contract
5	S	31.05.02	Pediatrics	6	full-time	budget/contract
6	S	060103	Pediatrics	6	full-time	budget/contract
2	S	31.05.03	Dentistry	5	full-time	budget/contract
3	S	31.05.03	Dentistry	5	full-time	budget/contract
4	S	31.05.03	Dentistry	5	full-time	budget/contract
5	S	31.05.03	Dentistry	5	full-time	budget/contract
2	S	32.05.01	Preventive healthcare	6	full-time	budget/contract
3	S	32.05.01	Preventive healthcare	6	full-time	budget/contract
4	S	32.05.01	Preventive healthcare	6	full-time	budget/contract
5	S	32.05.01	Preventive healthcare	6	full-time	budget/contract
6	S	32.05.01	Preventive healthcare	6	full-time	budget/contract
2	S	33.05.01	Pharmacy	5	full-time	budget/contract
3	S	33.05.01	Pharmacy	5	full-time	budget/contract
4	S	33.05.01	Pharmacy	5	full-time	budget/contract
5	S	33.05.01	Pharmacy	5	full-time	budget/contract
2	S	37.05.01	Clinical psychology	5,5	full-time	budget/contract
3	S	37.05.01	Clinical psychology	5,5	full-time	budget/contract
4	S	37.05.01	Clinical psychology	5,5	full-time	budget/contract
5	S	37.05.01	Clinical psychology	5,5	full-time	budget/contract
6	S	37.05.01	Clinical psychology	5,5	full-time	budget/contract
2	P****			2	full-time	contract
2	R	06.06.01	Biological sciences	4	full-time	contract
3	R	06.06.01	Biological sciences	4	full-time	contract
4	R	06.06.01	Biological sciences	4	full-time	contract
2	R	06.06.01	Biological sciences	5	Part-time	contract
3	R	06.06.01	Biological sciences	5	Part-time	contract
4	R	06.06.01	Biological sciences	5	Part-time	contract
5	R	06.06.01	Biological sciences	5	Part-time	contract
2	R	30.06.01	Fundamental medicine	3	full-time	contract
3	R	30.06.01	Fundamental medicine	3	full-time	contract
2	R	30.06.01	Fundamental medicine	4	Part-time	contract
3	R	30.06.01	Fundamental medicine	4	Part-time	contract
4	R	30.06.01	Fundamental medicine	4	Part-time	contract
2	R	31.06.01	Clinical medicine	3	full-time	contract
3	R	31.06.01	Clinical medicine	3	full-time	contract
2	R	31.06.01	Clinical medicine	4	Part-time	contract
3	R	31.06.01	Clinical medicine	4	Part-time	contract
4	R	31.06.01	Clinical medicine	4	Part-time	contract

2	R	32.06.01	Preventive healthcare	3	Full-time	contract
3	R	32.06.01	Preventive healthcare	3	full-time	contract
2	R	32.06.01	Preventive healthcare	4	Part-time	contract
3	R	32.06.01	Preventive healthcare	4	Part-time	contract
4	R	32.06.01	Preventive healthcare	4	Part-time	contract
2	R	33.06.01	Pharmacy	3	full-time	contract
3	R	33.06.01	Pharmacy	3	full-time	contract
2	R	33.06.01	Pharmacy	4	Part-time	contract
3	R	33.06.01	Pharmacy	4	Part-time	contract
4	R	33.06.01	Pharmacy	4	Part-time	contract
2	R	04.06.01	Chemical sciences	4	full-time	contract
3	R	04.06.01	Chemical sciences	4	full-time	contract
4	R	04.06.01	Chemical sciences	4	full-time	contract
2	R	04.06.01	Chemical sciences	5	Part-time	contract
3	R	04.06.01	Chemical sciences	5	Part-time	contract
4	R	04.06.01	Chemical sciences	5	Part-time	contract
5	R	04.06.01	Chemical sciences	5	Part-time	contract
2	R	46.06.01	Historical sciences and archeology	3	full-time	contract
3	R	46.06.01	Historical sciences and archeology	3	full-time	contract
2	R	46.06.01	Historical sciences and archeology	4	Part-time	contract
3	R	46.06.01	Historical sciences and archeology	4	Part-time	contract
4	R	46.06.01	Historical sciences and archeology	4	Part-time	contract
2	R	44.06.01	Education and pedagogical sciences	3	full-time	contract
3	R	44.06.01	Education and pedagogical sciences	3	full-time	contract
2	R	44.06.01	Education and pedagogical sciences	4	Part-time	contract
3	R	44.06.01	Education and pedagogical sciences	4	Part-time	contract
4	R	44.06.01	Education and pedagogical sciences	4	Part-time	contract
2	R	37.06.01	Psychological sciences	3	full-time	contract
3	R	37.06.01	Psychological sciences	3	full-time	contract
2	R	37.06.01	Psychological sciences	4	Part-time	contract
3	R	37.06.01	Psychological sciences	4	Part-time	contract
4	R	37.06.01	Psychological sciences	4	Part-time	contract

* only for applicants for training at the International school "Medicine of the Future", who received the right of priority admission on the basis of activities confirming the professional activity of students, confirmed by a certificate of the established sample;

** only for foreign citizens;

*** by majors in compliance with license for educational activities

6. Transfer is performed in the presence of education required for the development of the relevant educational programme, including when receiving it abroad.

7. Transfer at the expense of budget allocations is performed:

in the absence of restrictions provided for the development of the relevant educational programme at the expense of budget allocations/ if the training on the relevant educational programme is not the receipt of the second or subsequent relevant education established by Law;

if the total duration of training of the student will not exceed more than one academic year of the period of development of the educational programme to which he/she is transferred, established by the Federal state educational standard, the state educational standard (taking into account the form of training and other grounds affecting the period of development of the educational programme).

8. Transfer of students, except for the transfer of students between the University and another educational organization that implements the educational programme using the network form, is allowed not earlier than after passing the first intermediate certification in the organization of the origin. Transfer of students on the educational programme using the network form of implementation is allowed at any time provided by the specified educational programme.

9. Transfer of students is allowed from any form to any form.

University establishes a priority with the recognition of the highest result of 100 points for all types of competitive tests at the transfer of students who provided documentation evidence of victory in the following activities, confirming the professional activity of students:

All-Russian student Olympiads in practical medical training "Golden Medskill»;

All-Russian scientific and practical student conference with international participation "Medical spring – 2019»;

Final conference of the Center for scientific career;

All-Russian student Olympiads in surgery after academician M. I. Perelman;

All-Russian student Olympiads "I am a professional".

10. Organizational provision with transfer, including holding the certification, is performed by the Qualifying Commission established by the University (hereinafter – Qualifying Commission).

The composition of the Qualifying Commission is approved by the order of the University.

Qualifying Commission acts in compliance with the regulations approved by Rector of University.

II. The procedure of transfer of students, except those under an educational programme using the network form of realization

11. The student applies to University for transfer with the application of a certificate of the period of study, which indicates the level of education on the basis of which the student entered for the development of the corresponding educational program, the list and volume of studied subjects, curricula, disciplines (modules) (hereinafter - academic disciplines), practices, research, assessments, exposed the original organization during the midterm certification (hereinafter correspondingly - Certificate of the period of study, Structural Elements, Assessment) and other documents confirming educational achievements of the student (other documents are submitted at the discretion of the student) (hereinafter - Transfer application). University makes it obligatory to submit an application for transfer in electronic form and on paper.

12. Transfer application in electronic form is submitted by student on the official website of University from 1st to 23rd July 2019 by filling out the form and attaching scanned electronic copies of documents.

Transfer application form contains fields to fill in the following obligatory information:

- 1) surname, name, patronymic (if any);
- 2) date of birth;
- 3) information on citizenship (lack of citizenship);
- 4) details of the identity document (including an indication of when and by who the document was issued);
- 5) data on the mastered educational program and the university of the origin;
- 6) postal address and e-mail address;

7) phone number.

When transferring by budget allocation in Transfer application compliance requirement is fixed in subparagraph 2 of paragraph 7 of the Regulations.

The student attaches a scanned electronic copy of the certificate of the period of study in the organization of the origin to the transfer application form.

In case if the attached documents aren't filled in in Russian, scanned electronic copies of notarized translations into Russian of the relevant documents must be attached.

When transferring to the International school "Medicine of the future" students must provide with documents confirming the achievements, reflecting the educational and professional activities of the applicant - diplomas, certificates, licenses, other documentary evidence of achievements, allowing to establish the type and status of events, the date (period) of their conduct, copies of publications and other documentary evidence of public submissions, allowing to establish the type and status of the publication or event, the date (period) of its conduct, as well as documents certifying the exclusive right of the applicant for the achieved scientific (scientific-methodical, scientific-technical, scientific-creative) result of intellectual activity (patent, certificate) (hereinafter – documents confirming the achievements).

Qualification Commission verifies the accuracy of the information. When carrying out the specified check Qualification Commission has the right to address in the relevant bodies and the organizations.

13. On the basis of the application for transfer in electronic form Qualification Commission no later than 14 calendar days from the date of Transfer application in accordance with the Regulations assesses the documents received for compliance with the requirements of the student under the Regulations, and determine the lists of studied academic disciplines, practices, research, which in the case of transfer of the student will be re-credited or re-tested in the manner prescribed by University, and determines the period of transfer from which the student in the case of transfer will be admitted to training.

Assessment of the received documents of students is performed by Qualification Commission for decision-making on compliance of the received documents to the requirements established by the Regulations.

Qualification Commission within three calendar days makes the decision:
on further consideration of documents;
about refusal in consideration of documents.

The decision of Qualification Commission is reported to the student by sending an electronic message to the e-mail address specified by the student.

In case of the decision of Qualification Commission on further consideration of documents by Qualification Commission within no more than eleven calendar days the assessment of the received documents with use of programme complexes of University is performed (hereinafter correspondingly - Comparison, Compliance of structural elements, Discrepancy of structural elements).

Compliance of the structural elements is determined by the formal coincidence of the names and amounts of studied educational disciplines, units, practices, performed research, taking into account ratings submitted by the source organisation when carrying out the mid-term assessment, the structural elements of the educational program of University before the period from which the student in case of transfer will be admitted to study.

Discrepancy of structural elements is established:

in the formal coincidence of the names and amounts of studied educational disciplines, units, practices, performed scientific research, and the absence of and (or) inconsistency assessment component of the educational program of the University by the establishment of recertification - one credit;

in case of discrepancy between items and volume of studied disciplines, units, practices, performed research, taking into account ratings submitted by the source organisation when carrying out the

interim assessment by establishing the difference in the volume of the discipline and (or) practices in assessment units;

in the absence of the studied discipline, practice, research, corresponding to the structural element of the educational program of University to the period from which the student in the case of transfer will be admitted to training - by establishing the name, volume and type of structural element in credits;

In the presence of the studied academic disciplines, practices, research, taking into account the estimates made by the original organization during the interim certification, the relevant structural elements of the educational program of the University after the period from which the student in the case of transfer will be admitted to training, their compliance is established to take into account the progress of the student in the case of transfer to the University.

The volume of the total complexity of the structural elements for which no compliance is established should not exceed the volume of the educational programme, the development of which the applicant plans at University, based on the maximum annual volume of the educational program in the amount of 70 credits, with the exception of the volume of structural elements, compliance with which is established in the manner provided for in this paragraph of the Rules.

The results of the evaluation of the documents are drawn up by a compliance form and a compliance sheet using the software systems of the University.

Based on the results of receiving Transfer applications in electronic form and assessment of the received documents, Qualification Commission makes a decision:

about the recommendation to passing of competitive selection among the persons who submitted applications for transfer;

refusal of transfer.

The decision of Qualification Commission is reported to the student by sending an electronic message to the e-mail address specified by the student no later than 25th July 2018.

The application for transfer on paper is submitted personally by students recommended for admission or for competitive selection to Qualification Commission from 25th July 2019 to 1st August 2019.

14. To participate in the competitive selection, students are certified in the form of computer testing, for transfer to the International school "Medicine of the future" - with the passage of an additional test in a foreign language and portfolio assessment.

Certification is performed in compliance with the schedule approved by the Chairman of Qualified Commission and posted on the official website of University no later than 27th July 2019. Certification is completed no later than 9th August 2019.

Computer testing is conducted in Russian or, in the case of transfer to an educational programme implemented in certain groups with the assistance of experienced associate professors and professors proficient in English, in English in the following disciplines of educational programmes implemented by University:

Degree	Code	Specialty and majors	Form	y e a r	Name of the discipline
MLSP	31.02.03	Laboratory diagnosis	full-time	2	Human anatomy and physiology
MLSP	31.02.03	Laboratory diagnosis	full-time	3	Human anatomy and physiology
MLSP	31.02.05	Orthopedic dentistry	full-time	2	Human anatomy and physiology
MLSP	31.02.05	Orthopedic dentistry	full-time	3	Human anatomy and physiology
MLSP	32.02.01	Preventive healthcare	full-time	3	Human anatomy and physiology

MLSP	33.02.01	Pharmacy	full-time	2	Botany
MLSP	33.02.01	Pharmacy	full-time	3	Botany
MLSP	34.02.01	Nursing	full-time	2	Human anatomy and physiology
MLSP	34.02.01	Nursing	full-time	3	Human anatomy and physiology
B	19.03.01	Biotechnology	full-time	2	General and non-organic chemistry
B	19.03.01	Biotechnology	full-time	3	Organic chemistry
B	19.03.01	Biotechnology	full-time	4	Basis of Biotechnology
B	34.03.01	Nursing	full-time	2	Human anatomy
B	34.03.01	Nursing	full-time	3	Nursing in therapy
B	34.03.01	Nursing	full-time	4	Nursing in therapy
B	38.03.02	Management	part-time	2	Philosophy
B	38.03.02	Management	part-time	3	Theoretic Management (history of the idea of management, theory of organization, organizational behavior)
B	38.03.02	Management	part-time	4	Theoretic Management (history of the idea of management, theory of organization, organizational behavior)
B	39.03.02	Social work	part-time	2	Philosophy
B	39.03.02	Social work	part-time	3	Theory of social work
B	39.03.02	Social work	part-time	4	Theory of social work
B	01.03.03	Mechanics and mathematic modelling	full-time	2	Mathematical analysis
B	09.03.02	Informational systems and technologies	full-time	2	Mathematical analysis
B	22.03.01	Material science and technologies	full-time	2	Mathematical analysis
B	28.03.03	Nanomaterials	full-time	2	Mathematical analysis
B	45.03.04	Intellectual systems in humanitarian sphere	full-time	2	Mathematics
M	19.04.01	Biotechnology	full-time	2	Methodology of scientific cognition
M	32.04.01	Public Health	full-time	2	Methodology of scientific cognition

M	38.04.01	Economics	full-time	2	Methodology of scientific cognition
M	38.04.02	Management	full-time	2	Methodology of scientific cognition
M	39.04.02	Social work	full-time	2	Methodology of scientific cognition
M	44.04.03	Special (defective) education	full-time	2	Methodology of scientific cognition
M	45.04.02	Linguistics	full-time	2	General linguistics and history of linguistic knowledge
M	39.04.01	Sociology	full-time	2	Methodology of scientific cognition
M	06.04.01	Biology	full-time	2	Methodology of scientific cognition
M	01.04.03	Mechanics and mathematic modelling	full-time	2	Methodology of scientific cognition
M	09.04.02	Informational systems and technologies	full-time	2	Methodology of scientific cognition
M	33.04.01	Industrial Pharmacy	full-time	2	Methodology of scientific cognition
S	06.05.01	Bioengineering and bioinformatics	full-time	2	Analytical chemistry
S	06.05.01	Bioengineering and bioinformatics	full-time	3	Physical and colloidal chemistry
S	06.05.01	Bioengineering and bioinformatics	full-time	4	Biochemistry
S	06.05.01	Bioengineering and bioinformatics	full-time	5	Biochemistry
S	30.05.01	Medical biochemistry	full-time	2	Biology
S	30.05.01	Medical biochemistry	full-time	3	Chemistry
S	30.05.01	Medical biochemistry	full-time	4	General biochemistry
S	30.05.01	Medical biochemistry	full-time	5	Pathology
S	30.05.01	Medical biochemistry	full-time	6	Molecular biology
S	30.05.02	Medical biophysics	full-time	2	Biology
S	30.05.02	Medical biophysics	full-time	3	Biology
S	30.05.02	Medical biophysics	full-time	4	Pathology
S	30.05.02	Medical biophysics	full-time	5	Pathology
S	30.05.02	Medical biophysics	full-time	6	Pathology
S	31.05.01	General Medicine	full-	2	Biology

			time		
S	31.05.01	General Medicine	full-time	3	Anatomy
S	31.05.01	General Medicine	full-time	4	Propedeutics of internal diseases
S	31.05.01	General Medicine	full-time	5	Faculty therapy
S	31.05.01	General Medicine	full-time	6	Infectious diseases
S	31.05.02	Pediatrics	full-time	2	Biology
S	31.05.02	Pediatrics	full-time	3	Human anatomy
S	31.05.02	Pediatrics	full-time	4	Internal diseases
S	31.05.02	Pediatrics	full-time	5	Faculty therapy
S	31.05.02	Pediatrics	full-time	6	Infant infectious diseases
S	31.05.03	Dentistry	full-time	2	Human anatomy
S	31.05.03	Dentistry	full-time	3	Propedeutics of dental diseases
S	31.05.03	Dentistry	full-time	4	Propedeutics of dental diseases
S	31.05.03	Dentistry	full-time	5	Therapy Dentistry
S	32.05.01	Preventive healthcare	full-time	2	Biology
S	32.05.01	Preventive healthcare	full-time	3	Biochemistry
S	32.05.01	Preventive healthcare	full-time	4	Hygiene
S	32.05.01	Preventive healthcare	full-time	5	Hygiene
S	32.05.01	Preventive healthcare	full-time	6	Hygiene
S	33.05.01	Pharmacy	full-time	2	Botany
S	33.05.01	Pharmacy	full-time	3	Organic chemistry
S	33.05.01	Pharmacy	full-time	4	Analytical chemistry
S	33.05.01	Pharmacy	full-time	5	Pharmacology
S	37.05.01	Clinical psychology	full-time	2	Philosophy
S	37.05.01	Clinical psychology	full-time	3	General psychology
S	37.05.01	Clinical psychology	full-time	4	General psychology

S	37.05.01	Clinical psychology	full-time	5	General psychology
S	37.05.01	Clinical psychology	full-time	6	General psychology
P*			full-time	2	Public healthcare
R	06.06.01	Biological sciences	full-time	2	Research methodology
R	06.06.01	Biological sciences	full-time	3	Research methodology
R	06.06.01	Biological sciences	full-time	4	Research methodology
R	06.06.01	Biological sciences	part-time	2	Research methodology
R	06.06.01	Biological sciences	part-time	3	Research methodology
R	06.06.01	Biological sciences	part-time	4	Research methodology
R	06.06.01	Biological sciences	part-time	5	Research methodology
R	30.06.01	Fundamental medicine	full-time	2	Research methodology
R	30.06.01	Fundamental medicine	full-time	3	Research methodology
R	30.06.01	Fundamental medicine	part-time	2	Research methodology
R	30.06.01	Fundamental medicine	part-time	3	Research methodology
R	30.06.01	Fundamental medicine	part-time	4	Research methodology
R	31.06.01	Clinical medicine	full-time	2	Research methodology
R	31.06.01	Clinical medicine	full-time	3	Research methodology
R	31.06.01	Clinical medicine	part-time	2	Research methodology
R	31.06.01	Clinical medicine	part-time	3	Research methodology
R	31.06.01	Clinical medicine	part-time	4	Research methodology
R	32.06.01	Preventive healthcare	full-time	2	Research methodology
R	32.06.01	Preventive healthcare	full-time	3	Research methodology
R	32.06.01	Preventive healthcare	part-time	2	Research methodology
R	32.06.01	Preventive healthcare	part-time	3	Research methodology
R	32.06.01	Preventive healthcare	part-time	4	Research methodology
R	33.06.01	Pharmacy	full-	2	Research methodology

			time		
R	33.06.01	Pharmacy	full-time	3	Research methodology
R	33.06.01	Pharmacy	part-time	2	Research methodology
R	33.06.01	Pharmacy	part-time	3	Research methodology
R	33.06.01	Pharmacy	part-time	4	Research methodology
R	04.06.01	Chemical sciences	full-time	2	Research methodology
R	04.06.01	Chemical sciences	full-time	3	Research methodology
R	04.06.01	Chemical sciences	full-time	4	Research methodology
R	04.06.01	Chemical sciences	part-time	2	Research methodology
R	04.06.01	Chemical sciences	part-time	3	Research methodology
R	04.06.01	Chemical sciences	part-time	4	Research methodology
R	04.06.01	Chemical sciences	part-time	5	Research methodology
R	46.06.01	Historical sciences and archeology	full-time	2	Research methodology
R	46.06.01	Historical sciences and archeology	full-time	3	Research methodology
R	46.06.01	Historical sciences and archeology	part-time	2	Research methodology
R	46.06.01	Historical sciences and archeology	part-time	3	Research methodology
R	46.06.01	Historical sciences and archeology	part-time	4	Research methodology
R	44.06.01	Education and pedagogical sciences	full-time	2	Research methodology
R	44.06.01	Education and pedagogical sciences	full-time	3	Research methodology
R	44.06.01	Education and pedagogical sciences	part-time	2	Research methodology
R	44.06.01	Education and pedagogical sciences	part-time	3	Research methodology
R	44.06.01	Education and pedagogical sciences	part-time	4	Research methodology
R	37.06.01	Psychological sciences	full-time	2	Research methodology
R	37.06.01	Psychological sciences	full-time	3	Research methodology
R	37.06.01	Psychological sciences	part-time	2	Research methodology
R	37.06.01	Psychological sciences	part-time	3	Research methodology

R	37.06.01	Psychological sciences	part-time	4	Research methodology
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* on majors in compliance with the license for implementation of educational activity

The duration of computer testing should not exceed 60 minutes.

When conducting computer testing, University uses means of assessment included in the Fund of means of assessment of the relevant educational programme of University.

The results of computer testing are evaluated on a scale of one hundred points.

University sets the minimum number of points, confirming the successful completion of computer testing – 70 points.

The results of computer testing are posted on the official website of University and the information stand of Qualification Commission no later than the next working day after the day of its holding.

Additional test in a foreign language includes testing and interview in a foreign language.

The duration of the additional test in a foreign language in general should not exceed 60 minutes.

Means of assessment for additional tests in a foreign language are formed in compliance with the educational programmes of University and approved by the Vice-rector for Academic Affairs of University.

The results of the additional test in a foreign language are evaluated on a scale of one hundred points.

University sets the minimum number of points, confirming the successful completion of an additional test in a foreign language – 70 points.

The results of the additional test in a foreign language are posted on the official website of University and the information stand of Qualification Commission no later than the next working day after the day of its holding.

Portfolio evaluation is performed, as a rule, with the participation of the student, with the accrual of points for achievements.

The University establishes the following scale of points:

Type of achievement	Quantity of points
in learning activities	
recognition of the applicant as the winner and (or) the prize-winner of the Olympiads, competition, contest and other events aimed at identification of educational achievements of students, during training on the educational programme:	
a) recognition of the applicant as the winner of the Olympiads, competition, contest and other events aimed at identification of educational achievements of students, during training on the educational programme:	
international level	6
all-Russian level	5
departmental level	4
regional level	3
level of educational organization	3
б) recognition of the applicant the prize-winner of the Olympiads, competitions, contest and other events aimed at identification of educational achievements of students, during training on the educational programme:	
international level	4
all-Russian level	3
departmental level	2
regional level	1
level of educational organization	1

in research	
a) receiving for the period of training in the educational programme by the applicant:	
awards (prize) for the results of research carried out by the educational organization	1
document certifying the exclusive right of the applicant to the achieved scientific (scientific-methodical, scientific-technical, scientific-creative) result of intellectual activity (patent, certificate)	4
grant to perform research	4
б) possession of publication for the period of training in the educational programme by the applicant, including:	
publication in indexed Russian and international information and analytical systems of scientific citation	
- Web of Science	6
- Scopus	6
- in Russian scientific magazines, included into the list of Higher Attestation Commission	3
- Russian Science Citation Index (RSCI)	2
- in the edition of the educational or other organization which are not included in list mentioned above	1
в) other public presentation of the applicant for the period of training in the educational programme, the results of research, including making a report (poster) at a conference, seminar and other event	
international level	2
all-Russian level	1
departmental level	1
regional level	1
level of educational organization	1

The results of the complex test "Medicine of the future" are posted on the official website of University and the information stand of Qualification Commission no later than the next working day after the day of its holding.

15. Students are allowed to pass the certification at a time strictly specified in the schedule.

Admission to the room where the certification is performed (hereinafter – Certification audience) is performed upon presentation of the original documents referred to in paragraph 12 of the Regulations.

The use of reference and other literature, as well as technical means, with the exception of the calculator, is not allowed.

Admission to the certification audience is performed by at least two members of the Qualification Commission. Qualification Commission ensures the admission of students one by one to the attestation audience, control over the passage of students without foreign objects (bags, books, phones, etc.), the safety of foreign objects left by students at the entrance to the attestation audience. The authorized member(s) of Qualification Commission is directly in the attestation audience and performs seating of students (randomly). He ensures that students while certification do not talk and do not change seats.

At emergence of the questions connected with carrying out certification, a student by raising a hand addresses to members of Qualification Commission and at the approach of the member of Qualification Commission asks a question, without distracting other students.

If the wording is found to be incorrect, a typo or other inaccuracy of any test task that is part of the evaluation tool, the authorized members of Qualification Commission who are in the certification audience are obliged to report the fact to the Executive Secretary of Qualification

Commission. The remarks will be carefully analysed (subject to confirmation of the incorrectness of the wording, typographical errors or other inaccuracies of any test task in the test task the learner sets the maximum positive result).

Exit from the certification audience during the certification is not allowed.

For violation of the rules of conduct provided by the Regulations, the student is dismissed from the certification audience without granting the right to undergo certification again. Upon violation the act which is signed by members of the certifying Commission is drawn up.

By results of competitive selection Qualification Commission makes the decision about transfer of the students who are most prepared for development of the corresponding educational program (hereinafter - Decision on transfer)

about refusal in admission regarding persons who do not pass after the competitive selection results.

16. Students who do not agree with the results of certification, have the right to submit an appeal to the Appeal Commission.

The written appeal statement for violation, according to the student, the established procedure of carrying out certification (further - Appeal) moves personally trained in the Appeal Commission no later than the next working day after the announcement of results of certification.

For consideration of Appeal the Secretary of Qualification Commission sends to the Appeal Commission materials of certification.

Appeal is considered no later than one working day from the date of filing an appeal at the meeting of the Appeal Commission, to which the student who filed Appeal is invited.

The decision of the appeal Commission is brought to the attention of the student who has submitted the appeal within one working day from the date of the meeting of the appeal Commission. The fact of acquaintance of the student who submitted Appeal, with the decision of the Appeal Commission is certified by the signature of the student.

The Appeal Committee takes one of the following decisions:

to dismiss the appeal if it contained information about violations of the procedure of certification is not confirmed, and (or) did not affect the result of the evaluation;

to grant the appeal, if presented information about violations of the procedure of certification has been confirmed and (or) influenced the result of the evaluation.

In the latter case, the Appeal Committee takes a decision to change the assessment of the results of the appraisal.

The decision of the appeal Commission is ultimate and not subject to review.

17. On the receipt of paper documents and certifications are organized into lists of students recommended for admission, including competitive lists from among students recommended to undergo the competitive selection (hereinafter accordingly – Lists of recommended for admission, Competitive lists).

Competitive lists are ranked as follows:

in the descending order of competitive points;

if the amount of competitive points is equal, the higher place in the list is occupied by applicants who have a higher average score for the previous period of study.

Lists of recommended for admission, including Competitive lists, are posted on the official website of the University and on the information stand of Qualification Commission as they are formed in compliance with the Regulations.

18. Within 5 calendar days from the date of placement of Lists of recommended for admission, including Competitive lists, students, in respect of which Qualification Commission decided to enroll, issued a certificate of transfer, which indicates the level of secondary vocational or higher education, the code and the name of the specialty or direction of training to which the student will be transferred. The certificate of transfer is signed by Rector of University or his authorized person, and is certified by the seal of University. To help attached the list of studied educational disciplines, units, practices, performed scientific research, which will be rescored or student she passed re-certification in translation.

19. The person in respect of who University decides to transfer and expelled from the original organization in connection with the transfer (hereinafter – Applicant) submits to University an extract from the order of expulsion in connection with the transfer and a document on previous education (the original of the document or a copy thereof, certified in accordance with the established procedure, or a copy thereof with the presentation of the original for certification of a copy of the host organization).

When submitting a document on previous education received in a foreign country, the applicant submits a certificate of recognition of foreign education.

Submission of this certificate is not required in the following cases:

at submission of the document of the foreign state on education which corresponds to part 3 of article 107 of the Law;

at submission of the document on education corresponding to article 6 of the Federal law of 5th May 2014 №84-Ф3 "On features of legal regulation of the relations in the field of education in connection with acceptance in the Russian Federation of the Republic of Crimea and formation as a part of the Russian Federation of new subjects - the Republic of Crimea and the city of Federal value of Sevastopol and about modification of the Federal law "On education in the Russian Federation".

20. University within 3 working days from the date of receipt of the documents referred to in paragraph 19 of the Regulations issues an order for enrollment in the order of transfer from the original organization of the person expelled in connection with the transfer (hereinafter - the order of enrollment in the order of transfer).

In case of enrollment in contracts on education at the expense of individuals and (or) legal entities, the issuance of the order on enrollment in the order of transfer is preceded by the conclusion of the contract on education.

After the publication of the order of enrollment in the order of transfer attestation Commission forms a personal file of the student, which are recorded including a statement of transfer, a certificate of the period of study, other documents confirming the educational achievements of the student (if any), a document on previous education (original or copy), an extract from the order of expulsion in connection with the transfer, an extract from the order of enrollment in the order of transfer, as well as contract of education, if enrollment is carried out for training on contracts on education at the expense of individuals and (or) legal entities.

Within 5 working days from the date of issuance of the order of enrollment in the order of transfer, students are issued a student card and a record book. Other categories of students in cases provided for by the legislation of the Russian Federation or local regulations, issued documents confirming their education at the University.

III. The procedure of transfer of students between University and other universities implementing the educational program using the network form

21. Transfer of students on the educational programmes using the network form of implementation is carried out on the basis of the letter of the original organization of the transfer to University in accordance with the contract on the network form of implementation of educational programs between University and the original organization (hereinafter together – the organization). To the letter of the original organization attached list of students in the educational program using a network form of implementation and copies of personal files of students.

22. University within 5 working days from the date of receipt of the letter specified in the paragraph 21 of the Regulations, issue a letter of acceptance in the order of transfer of the original organization of students of the educational program with the use of network forms of realization (hereinafter - the order on transfer in order to transfer) and sends a copy of the order on acceptance in the order of transfer in the original organization. Prior to receipt of the letter of the initial organization about transfer University can allow students on the educational program with use of the network form of realization to participation in educational process by the order of Rector of

University or the acting as his duties, or the person who on the basis of the order is allocated with the corresponding powers by the rector of University or the acting as his duties according to the contract about the network form of implementation of educational programs.

23. Within 10 working days from the date of issuance of the order on enrollment of a person in the order of transfer, depending on the category of the student, University shall issue a student card, a record book or documents confirming education at the University issued in cases provided for by the legislation of the Russian Federation or local regulations of University.

26. The exchange of documents necessary for the organization and implementation of educational activities of students in the educational program using a network form of implementation, including the formation of University's personal file of students, is carried out by organizations in accordance with the contract on the network form of implementation of educational programmes.

IV. Features of the certification for persons with disabilities

27. The University provides certification for students with disabilities and (or) persons with disabilities (hereinafter together - applicants with disabilities), taking into account the peculiarities of their psychophysical development, their individual capabilities and health status (hereinafter - individual characteristics).

28. Stages of certification for applicants with disabilities are held in a separate audience.

The number of applicants with disabilities in one audience should not exceed:

when passing certification in writing - 12 people;

during certification, in oral form - 6 people.

The presence in the audience during the certification of a larger number of applicants with disabilities, as well as certification for applicants with disabilities in the same audience together with other applicants, if it does not create difficulties for applicants during the certification stage.

It is allowed to be present in the classroom during the certification of an assistant from among the employees of University or involved persons who provide applicants with disabilities with the necessary technical assistance, taking into account their individual characteristics (to take the workplace, move, read and complete the task, communicate with teachers conducting the entrance test).

29. The duration of the certification stage according to the written application of applicants submitted prior to the certification stage may be increased in relation to the time of the certification stage independently, but not more than 1.5 hours.

30. Applicants with disabilities are provided with an instruction on the procedure of certification in an accessible form.

31. Applicants with disabilities can in the process of certification to use the technical means necessary to them in connection with their individual characteristics.

32. During the certification the following additional requirements are provided depending on the individual characteristics of applicants with disabilities:

(a) for the blind:

tasks for performance of certification are made out by the relief and point Braille or in the form of the electronic document available by means of the computer with the specialized software for blind, or are read by the assistant;

written tasks are performed on paper in relief-point Braille or on a computer with specialized software for the blind or dictated to the assistant;

applicants for the job, if necessary, provided with a set of writing instruments and paper for writing relief-point Braille, a computer with specialized software for the blind;

b) for the visually impaired:

individual uniform illumination of at least 300 Lux is provided;

applicants for the job, if necessary, provided a magnifying device; it is also possible to use their own magnifying devices;

tasks to perform, as well as instructions on the order of the certification are issued in larger

font;

c) for deaf and hearing-handicapped the presence of sound amplifying equipment for collective use is provided, if necessary, applicants are provided with sound amplifying equipment for individual use;

d) for deaf-blind services are available audio and sign language interpretation (in addition to the requirements that are performed, respectively, for the blind and deaf);

e) for persons with severe speech disorders, deaf, hard of hearing stages of certification, conducted orally, held in writing;

(f) for persons with motor disorders of the upper limbs or lack of upper limbs:

written tasks are performed on a computer with specialized software or dictated to the assistant;

the stages of the appraisal conducted in written form, are held in oral form.

33. The conditions specified in paragraphs 27-32 of the Regulations shall be provided to applicants on the basis of a transfer application containing information on the need to create appropriate special conditions.

Approval list

To the Regulations on transfer to
I.M. Sechenov First MSMU Ministry of Health of the Russian Federation (Sechenov University) of
students from other universities in the academic year 2019-2020

Agreed:

Vice-rector for Academic Affairs

Tatyana M. Litvinova

Head of Education Department

Lyudmila Y. Yudina

Head of Department for Legal Affairs
and HR Policy

Dmitriy V. Klyuev