

### **List of documents required for issuing an invitation:**

- application for an invitation;
- questionnaire of a foreign citizen;
- identity document of a foreign citizen with a translation into Russian (the document must not expire earlier than 1.5 years from the date of the intended period of stay);
- document of foreign state on education, legalized\* in the prescribed manner;
- certificate of absence of human immunodeficiency virus (HIV infection);
- certificate of passing a fluorographic examination of the lungs;
- state duty for issuing an invitation to enter the Russian Federation to foreign citizens or stateless persons (paid by the university).

All of the above documents must be sent to e-mail: [migration.sstu@yandex.ru](mailto:migration.sstu@yandex.ru).

The invitation is issued within a period not exceeding 30 calendar days from the date of submission of the documents to the Migration Department of Saratov, provided that all necessary and duly executed documents are available. An invitation to enter the Russian Federation, drawn up in accordance with the federal law in accordance with the procedure established by the authorized federal executive body, entitles a foreign citizen to obtain a visa to enter the Russian Federation in the Russian embassy of his country.

### **List of documents required for admission:**

- application for admission to study (to be filled in at the university);
- questionnaire of a foreign citizen;
- document proving the identity of a foreign citizen with a duly certified translation into Russian;
- foreign national's education document legalized\* in the established order;
- duly certified translation into Russian of the document of foreign state on education;
- copy of a valid migration card;
- copy of a valid visa with the indication of the purpose of entry "study";
- copy of a valid registration;
- certificate of absence of human immunodeficiency virus (HIV infection);
- certificate of passing a fluorographic examination of the lungs;
- national inoculation certificate;

- voluntary health insurance policy (VHI) for the entire period of study (VHI policy must be issued no later than 3 days from the date of entry into the territory of the Russian Federation);
- certificate of Recognition of Foreign Education\*\* (if necessary, to be issued during the study period);
- 4 photos 3×4 cm.
- agreement on rendering paid educational services (is concluded at the university);
- payment of tuition fees.

### **\*Legalization of documents**

According to the Russian legislation, documents issued in another country can be used by Russian authorities and organizations only after legalization. Legalization means performance of a number of formal procedures for giving the document legal force in the territory of another state, so that it can be presented to official bodies.

#### **Consular legalization**

Conducted in 2 stages:

1. certification of the document (the original, in some countries - a copy) by the competent authorities of the foreign affairs (MFA) of the country of the document's issue - appropriate stamps and seals are affixed, indicating the position and signature of the certifying person;
2. certification by consular services of the Russian Federation (consulate or representative office of the Russian Federation) in the country of document issue - appropriate stamps and seals with the indication of the position and signature of the certifying person shall be affixed.

#### **“Apostilization” - a simplified legalization procedure**

1. stamping of "Apostille" is made by the competent authorized bodies of the country of issue (state secretary, department of education, ministry of education, educational institutions, etc.);
2. Stamped on the original document or on a separate sheet affixed to the document, and may be drawn up in the official language of the issuing authority.

In some cases in accordance with the legislation of the Russian Federation and (or) international treaty legalization and affixing of an apostille is not required.

### **\*\*The procedure of foreign education recognition**

The recognition in the Russian Federation of foreign education and (or) foreign qualifications means official confirmation of the significance (level) of education and (or) qualifications obtained in a foreign state in order to ensure their holder to education in the Russian Federation, providing their holder with academic, professional and (or) other rights.

The decision on recognition of foreign education and/or foreign qualification shall be made by the Federal Service of Supervision in the field of Education and Science of the Ministry of Education and Science of the Russian Federation (Rosobrnadzor).

The National Information Center on the Recognition of Education and/or Qualifications, Academic Degrees and Titles obtained in a foreign state accepts, checks and registers citizens' applications for the recognition of foreign education and/or foreign qualifications and the documents attached thereto ([www.nic.gov.ru](http://www.nic.gov.ru)).

Set of documents for recognition of foreign education can be submitted to the Glavexpertcenter by citizens:

- in person or by their representatives;
- in the form of electronic documents through a personal account on the website of Glavexpertcenter;
- through postal operators;
- through Gosuslugi (Portal of State Services).

Presentation of a certificate of foreign education recognition is not required if foreign education and (or) foreign qualification falls within the scope of international treaties on mutual recognition.

For all questions about the need of legalization and recognition of foreign education, it is necessary to contact International Relations Department of the Yuri Gagarin State Technical University of Saratov (Saratov, Polytechnicheskaya St., 77, building 25, room 838, tel.: +7 (8452) 998744, e-mail: [int\\_office@edu.sstu.ru](mailto:int_office@edu.sstu.ru))

or 2nd Sadovaya St., 101, tel.: +7 (8452) 998709, e-mail: migration.sstu@yandex.ru).

All foreign nationals enrolled at the university are **provided with a place in the student dormitories.**

To move into a dormitory, it is necessary to provide the following documents:

- document certifying the identity of a foreign citizen;
- certificate of passing of fluorographic examination of lungs;
- national inoculation certificate (data on vaccination);
- HIV certificate (results are valid for not more than 3 months) - the certificate may be in Russian and English;
- 3 photos.