

REMINDER

for foreign citizens and persons without citizenship studying at the Federal State Budgetary Educational Institution of Higher Education “Yuri Gagarin State Technical University of Saratov”, about rules of stay in the Russian Federation

1. Rights and duties of foreign citizens and persons without citizenship, studying at the Federal State Budgetary Educational Institution of Higher Education “Yuri Gagarin State Technical University of Saratov” in the territory of the Russian Federation are determined and regulated by the Constitution of the Russian Federation, the Federal Law of the Russian Federation dated April 1, 1994 No. 4730-1 “On the State Border of the Russian Federation”, the Federal Law dated August 15, 1996 No. 114-FZ “On the order of departure from the Russian Federation and order of entry into the Russian Federation”, the Federal Law dated July 25, 2002 No. 115-FZ, “On the legal status of foreign citizens in the Russian Federation”, the Federal Law dated July 18, 2006 No. 109-FZ “On migration registration of the foreign citizenship and persons without citizenship in the Russian Federation”, the Code of the Russian Federation on the administrative offences, charter and local acts of the Federal State Budgetary Educational Institution of Higher Education “Yuri Gagarin State Technical University of Saratov” (SSTU).

2. In order to comply with the rules of stay, established by the above-mentioned legislative acts, foreign citizens who arrived at Yuri Gagarin State Technical University of Saratov **MUST**:

2.1. Submit an identity document, a migration card, a training contract to the International office of SSTU for migration registration **within 3 days** after the date of arrival to the place of study.

2.2. Undergo obligatory federal dactyloscopic registration, photographing and medical examination (for foreign citizens, who arrived for the purpose of study, for the period over 90 days) **within 90 days** after the date of entry to the Russian Federation. Foreign citizens must repeat medical examination within 30 days after 1 year of the expiration of the medical examination. (Foreign citizens who have a temporary residence permit in the Russian Federation, residence permit in the Russian Federation or temporary residence permit for education are exempt to repeat medical examination).

2.3. Foreign citizen must get health insurance policy for the whole period of stay in the Russian Federation.

2.4. No later **than 6 months** before the expiration of the identity document, a foreign citizen must extend its validity or get a new identity document, and within 3 days from the date of getting a new identity document, submit the document to the International office of SSTU.

2.5. In case of loss the documents (identity document, visa, migration card) a foreign citizen must immediately inform the International office of SSTU.

2.6. No longer than **7 days before the expiration of registration period**, a foreign citizen is obliged to submit an identity document, previous registration, information about medical examination and fingerprinting to the International office of SSTU.

2.7. No longer than **40 days before visa expiration**, a foreign citizen is obliged to submit an identity document, a migration card, a photo (3x4), an education contract, a certificate of completion of studies from the Dean’s office, receipt of payment of the state fee, information about medical examination and fingerprinting to the International office of SSTU.

2.8. In case of a change in the status of presence in the Russian Federation-temporary residence permit in the Russian Federation, residence permit or citizenship of the Russian Federation, temporary residence permit for education, immediately submit documents to the International Office of SSTU and Dean’s office.

2.9. In case of leaving to other cities of the Russian Federation, a foreign citizen is obliged to inform the International office of SSTU about travel dates and the place of stay, to issue an application. In case of staying in another city of the Russian Federation for more than 7 work days, a foreign citizen is obliged to get a registration for the duration of stay. Within **3 days** after return, a foreign citizen is obliged to submit an identity document, a migration card, an education contract to the International office of SSTU.

2.10. In case of leaving the Russian Federation, a foreign citizen is obliged to inform the International office of SSTU about travel dates and place of stay, to issue an application. It must be considered that in the case of processing exit visa the period of processing is up for **14 days**. Within **3 days** after return, a foreign citizen is obliged to submit an identity document, a migration card, an education contract to International office of SSTU.

2.11. In case of termination of study, within **3 days** from the date of issuance of the expulsion order a foreign citizen must:

- notify the international office of SSTU and Dean’s office about the departure;
- submit copies of travel documents;
- leave the territory of Russian Federation within **3 days** after the date of explication.

If, at the moment of expulsion, a foreign citizen has a multiple visa, he/she is required to inform the International office of SSTU, in order **to issue a transit visa**.

If a foreign citizen will not leave the territory of the Russian Federation, in case of expulsion, he will be considered evading departure, which is a violation of migration law.

The foreign citizen is responsible for violation of the Rules of stay according to the current law of the Russian Federation, charter and local acts of the Federal State Budgetary Educational Institution of Higher Education "Yuri Gagarin State Technical University of Saratov" (SSTU) and the contract.

2.12. **We explain that the violation of the rules of entry into the Russian Federation or stay (residence) by a foreign citizen or a person without citizenship**, is expressed in:

- violation of the following rules of entry into the Russian Federation, violation of rules of the migration registration, movement or the procedure of choosing place of stay or residence, transit through the territory of the Russian Federation, failure to perform duties of conformation of the residence in the Russian Federation, in cases established by the Federal law;

- in case of absence of documents, confirming the right of stay (residence) in the Russian Federation, or in case of loss or the absence of application for the loss of the documents or in evading of departure from the Russian Federation over the certain period of stay, if those actions do not have signs of a criminal offence;

- in case of inconsistency in the stated purpose of entry into the Russian Federation actually carried out during the period of stay (residence) in the Russian Federation activities or occupation;

entails administrative fine with or without administrative expulsion from the Russian Federation (Article 18.8 of the Code of the Russian Federation on Administrative Offence).

2.13. **Violation of the regime of the State Border of the Russian Federation entails administrative fine with or without administrative expulsion from the Russian Federation (Part 2, Article 18.1 of the Code of the Russian Federation on Administrative Offence).**

2.14. **Violation of the rules of entry (passage) to the boarder zone, temporary staying there, movement of persons and (or) transport vehicles in the boarding zone by a foreign citizen or a person without citizenship, entails warning or the imposition of administrative fine with or without administrative expulsion (Article 18.2 of the Code of the Russian Federation on Administrative Offence).**

2.15. The following types of disciplinary responsibility are determined by local acts of the Yuri Gagarin State Technical University of Saratov:

- remark;
- reprimand;
- elimination.

I have read and have been explained the Rules of stay in the Russian Federation and responsibility for their violation for foreign citizens and persons without citizenship studying at Yuri Gagarin State Technical University of Saratov.

I have been provided with the copy of the rules:

_____ *Full name*

_____ « ___ » _____ 20__ y.

_____ *(country)*

_____ *(signature)*