

List of documents required for issuing an invitation:

- application for an invitation;
- questionnaire of a foreign citizen;
- consent of other person Personal Data Processing;
- consent of other person to Personal Data Processing for Distribution;

- 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, legalised* in the prescribed manner;
- certificate of absence of human immunodeficiency virus (HIV infection);
- certificate of passing a fluorography examination;
- 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: plc@sstu.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 authorised 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 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 legalised* 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 fluorography examination;
- 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.

***Legalisation of documents**

According to the Russian legislation, documents issued in another country can only be used by Russian authorities and organisations after legalisation. Legalisation refers to a series of formal procedures carried out to give a document legal force in another country for the purpose of submitting it to official authorities.

Consular legalisation

Conducted in 2 stages:

1. Certification of the document (the original, in some countries - a copy) by the competent authorities of the foreign affairs (Ministry of Foreign Affairs) 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.

Apostille - a simplified legalisation procedure

1. The 'Apostille' stamp is affixed by the competent authorities of the country issuing the document (secretary of state, department of education, ministry of education, educational institutions, etc.).
2. It is affixed to the original document or to a separate sheet attached 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 legalisation and affixing of an apostille is not required.

****The procedure of foreign education recognition**

The recognition of foreign education and foreign qualifications in the Russian Federation is an official process that confirms the validity of educational qualifications gained in foreign countries. It is essential for ensuring access to educational institutions in the Russian Federation for individuals with foreign qualifications and to confer the holder with academic, professional and other associated rights.

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

The National Information Centre 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).

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 via personal account on the website of Glavexpertcenter;
- via postal operators;
- via Gosuslugi (Portal of State Services).

Submission of a certificate of recognition of foreign education is not required if the foreign education and/or foreign qualification is covered by international treaties on mutual recognition.

For all questions regarding the need of legalisation and recognition of foreign education, please 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 or 2nd Sadovaya St., 101, tel.: +7 (8452) 998709, e-mail: migration.sstu@yandex.ru).

All foreign citizens admitted to the university **are provided with a place in student dormitories.**

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

- a document certifying the identity of the foreign citizen;
- fluorography data;
- national inoculation certificate (data on vaccination);
- certificate of absence of HIV infection (results are valid for no more than 3 months)
the certificate can be in Russian or English;
- 3 photos.