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ACCEPTED:
By the decision of the Academic Council
from

26 May 2026. № 6

«I APPROVE:
rector

_____F. Y. Albakova

" 26 " May 2026

POSITION

ABOUT ORGANIZATION OF WORK WITH FOREIGN STUDENTS AT INGUSH STATE UNIVERSITY

Magas, 2026

1.General provisions

1.1. This Regulation "On the organization of work with foreign students at BOIngush State University" (hereinafter referred to as the Regulation, University, IngushState University, educational Organization, respectively) defines the goals, objectives, main directions, forms and methods of work of the University's structural divisions with foreign students during their admission, stay and study at the University.

1.2. The purpose of the Regulation is to create the necessary conditions for educational, scientific, sports and leisure activities of foreign students, to provide them with information and moral and psychological support during their studies at the University.

1.3. The Regulations on working with foreign students are developed in accordance with:

– Federal Law No. 273-FZ of 29.12.2012 "On Education in the Russian Federation "(hereinafter referred to as the Federal Law on Education);

– Federal Law No. 99-FZ of 24.05.1999 "On the State Policy of the Russian Federation in relation to Compatriots Abroad" (hereinafter referred to as Federal Law No. 99-FZ);

– Federal Law No. 114-FZ of 15.08.1996 "On the Procedure for Leaving the Russian Federation and Entering the Russian Federation";

– Federal Law No. 109-FZ of 18.07.2006 "On Migration registration of Foreign Citizens and Stateless Persons in the Russian Federation";

– Federal Law No. 115-FZ of 25.07.2002 "On the Legal Status of Foreign Citizens in the Russian Federation "(hereinafter referred to as Federal Law No. 115-FZ of 25.07.2002);

– Decree of the President of the Russian Federation No. 637 of 22.06.2006 "On measures to facilitate the voluntary resettlement of compatriots living abroad to the Russian Federation";

– Decree of the Government of the Russian Federation No. 662 of 22.06.1999 "On Approval of the Agreement on Granting Equal Rights to Citizens of the States Parties to the Treaty on Deepening Integration in the Economic and Humanitarian Fields of 29.03.1996 for Admission to Educational Institutions";

– Decree of the Government of the Russian Federation No. 413 of 16.08.2004 "On the Migration Card";

– Decree of the Government of the Russian Federation No. 9 of 15.01.2007 "On the procedure for migration registration of Foreign Citizens and Stateless persons in the Russian Federation";

– Decree of the Government of the Russian Federation No. 335 of 09.06.2003 "On approval of the Regulations on establishing the visa Form, procedure and conditions for its registration and Issuance, extending its validity, restoring it in case of loss, as well as the procedure for visa cancellation";

– Decree of the Government of the Russian Federation No. 1428 of 15.09.2020 "On measures taken by the Inviting party to ensure that the invited foreign citizen or stateless person complies with the order of stay (residence) in the Russian Federation" (hereinafter- Decree of the Government of the Russian Federation No. 1428 of 15.09.2020);

– Rosobrnadzor Order No. 1443 of 26.07.2023 "On Approval of the Administrative Regulations for the Provision by the Federal Service for Supervision of Education and Science of State Services for the Recognition of Education and (or) Qualifications Obtained in a Foreign Country";

– Order of the Ministry of Internal Affairs of the Russian Federation No. 904 of 24.11.2023 " On Establishing the Procedure for an Educational or Scientific organization to Submit a Notice of Academic leave to a Foreign Citizen (Stateless Person), on Completion or Early Termination of Training of a Foreign Citizen (Stateless Person) specified in paragraphs one, Two, Three or Five of paragraph 7 of Article 5 of the Federal Law July 25, 2002 No. 115-FZ "On the legal status of foreign Citizens in the Russian Federation", and the form of the said notification";

– Order of the Ministry of Internal Affairs of the Russian Federation No. 856 of 10.12.2020 " On Approval of the Administrative Regulations of the Ministry of Internal Affairs of the Russian Federation on the Provision of State Services for Migration Registration of Foreign Citizens and Stateless Persons in the Russian Federation, application Forms for Registration of a Foreign Citizen or a Stateless Person at the Place of Residence, application for Removal of a Foreign Citizen or a Stateless Person from Registration registration of a foreign citizen or a stateless person at the place of residence, notification of the arrival of a foreign citizen or a stateless person at the place of stay, notes on registration (de-registration) of a foreign citizen or a stateless person at the place of residence, notes on confirmation of the performance by the host party and the foreign citizen or a stateless person of the actions necessary for its registration at the place of stay, designated, inter alia, by the multifunctional center for providing state and municipal services";

– Order of the Ministry of Internal Affairs of the Russian Federation No. 907 dated 04.12.2019 "On Approval of the Administrative Regulations of the Ministry of Internal Affairs of the Russian Federation on Providing State Services for the Registration, Issuance, Extension and Restoration of Visas to Foreign Citizens and Stateless Persons";

– Order of the Ministry of Internal Affairs of the Russian Federation No. 641 dated 14.09.2020 " On approval of the form of notification of departure of a Foreign citizen or a Stateless person from the place of stay, the list of information contained in the specified notification, the requirements for its registration, the procedure for sending it to the migration registration authority, including in electronic form, as well as a multifunctional center for providing state and municipal services or a federal postal service organization";

– Order of the Ministry of Internal Affairs of the Russian Federation No. 926 of 22.11.2021 "On Approval of the Procedure for Making Decisions on

Extending or Reducing the Period of Temporary stay of a Foreign Citizen or a Stateless person in the Russian Federation";

– Order of the Ministry of Education and Science of the Russian Federation No. 366 dated 18.04.2025 "On approval of the procedure for admission to обучение пohigher education educational programs – programs for training scientific and pedagogical personnel in postgraduate studies" (hereinafter-Order of the Ministry of Education and Science of the Russian Federation No. 366 dated 18.04.2025);

– Order of the Ministry of Health of the Russian Federation No. 200n dated 14.04.2025 "On approval of the Procedure for Admission to обучение пohigher education programs-residency programs" (hereinafter-Order of the Ministry of Health of the Russian Federation No. 200n dated April 14, 2025);

– Order of the Ministry of Education and Science of the Russian Federation No. 821 dated 27.11.2024 "On approval of the Procedure for admission to обучение пohigher education educational programs - bachelor's programs, specialtyprograms, Master's programs" (hereinafter-Order of the Ministry of Education and Science of the Russian Federation No. 821 dated 27.11.2024);

– Letter of the Ministry of Science and Higher Education of the Russian Federation No. MN-5/48-KM dated 16.01.2026 "On sending methodological recommendations on the registration of foreign citizens and stateless persons studying in educational institutions of higher education";

– letter of the Ministry of Science and Higher Education of the Russian Federation No. MN-5/689-KM DSP dated 23.03.2026 "On sending methodological recommendations";

– other regulatory legal acts of the Russian Federation;

– international agreements;

– the charter of the University, other local regulations of the University.

Foreign citizens and stateless persons (hereinafter referred to as "foreign citizens") have the right to receive education in the Russian Federation in accordance with international treaties of the Russian Federation and the Federal Law on Education.

1.4. **Basic concepts and definitions:**

1.4.1. Students-foreign citizens – persons who study at the University and have citizenship of other countries or are stateless persons.

1.4.2. Categories of foreign students:

– accepted for training in the areas of the Ministry of Education and Science of the Russian Federation within the quota established by the Government of the Russian Federation at the expense of budget allocations of the federal budget;

– citizens of the states parties to the Treaty on Deepening Integration in the Economic and Humanitarian Fields and citizens who identify themselves as compatriots, accepted for training at the expense of budget allocations from the federal budget;

– foreign citizens accepted for training under agreements on the provision of paid educational services.

1.5. University departments responsible for working with foreign citizens/students:

– International Cooperation Department;
– deans of University faculties/institutes;
– Student Office Management Department;
– Department for Training highly qualified Personnel;
– Student Trade Union Committee of the University;
– IngSU Student Council;;
– hostel administration.

II. Invitation of foreign citizens to study at IngGU

2.1. An invitation to enter the Russian Federation for a foreign citizen to study at a University is issued by the territorial body of the federal executive authority in the field of internal affairs at the request of IngSU.

2.2. The University does not issue applications for issuing invitations to enter the Russian Federation to foreign citizens from visa - free countries who enter educational programs that are taught exclusively using distance learning technologies (hereinafter referred to as DOT) or are already studying in educational programs that are implemented exclusively using DOT.

2.3. The invitation contains the following information: last name, first name (written in letters of the Russian and Latin alphabets), date and place of birth, gender, citizenship of the invited person, state of residence, number and date of issue of the identity document, purpose of the trip, estimated period of stay in the Russian Federation, estimated points of visit in the Russian Federation, name of the person invited to the inviting organization and its location, the number and date of the decision to issue the invitation, and the validity period of the invitation. The forms of the said invitation forms are established by the federal executive authority in the sphere of internal affairs and the federal executive authority in charge of foreign affairs.

2.4. The inviting party takes measures to implement guarantees of material, medical and housing support for the invited foreign citizen during his stay in the Russian Federation.

2.5. A university as an educational organization that has invited a foreign citizen to the Russian Federation for study purposes:

- guarantees a foreign citizen the opportunity to receive education at IngSU, provides for applying for an extension of the period of temporary stay of a foreign citizen in the Russian Federation for the period of study in cases stipulated by Federal Law 25.07.2002No. 115-FZ of 25.07.2002, and their departure from the Russian Federation upon completion of their studies or in case of early termination

of their studies, training by a foreign citizen in accordance with the provisions of the above-mentioned law;

– within three working days from the date of arrival of a foreign citizen, sends information about this to the executive authority of the subject of the Russian Federation that performs state administration in the field of education;

– within three working days from the date of establishing the fact of unauthorized departure of a foreign citizen, send information about this to the executive authority of the subject of the Russian Federation that exercises state administration in the field of education, the territorial body of the federal executive authority in the field of internal affairs and the territorial body of the federal executive authority in charge of security;

– within three working days, notify the executive authority of a constituent entity of the Russian Federation that exercises state administration in the field of education, the territorial body of the federal executive authority in the field of internal affairs of granting academic leave to a foreign citizen, of completing or early termination of a foreign citizen's education.

2.6. The University, as the inviting party, takes measures to ensure that the invited foreign citizen complies with the order of stay (residence) in the Russian Federation in terms of compliance with the declared purpose of entry into the Russian Federation actually carried out during the stay (residence) in the Russian Federation activities or occupation, as well as to ensure timely departure of the invited foreign citizen outside the Russian Federation Upon the expiration of a certain period of his / her stay in the Russian Federation in accordance with the Decree of the Government of the Russian Federation No. 1428of 15.09.2020.

III. Admission of foreign applicants to study at IngSU

3.1. Admission of foreign citizens to study in an educational organization is carried out at the expense of budget allocations of the federal budget, budgets of constituent entities of the Russian Federation, and local budgets in accordance with international treaties of the Russian Federation, federal laws, or the quota established by the Government of the Russian Federation for the education of foreign citizens in the Russian Federation, as

3.2. At the expense of budget allocations of the federal budget, foreign citizens are admitted to study at IngSU:

– in the directions of the Ministry of Education and Science of the Russian Federation within the quota established in accordance with the Decree of the Government of the Russian Federation of 18.12.2020 No. 2150 "On establishing a quota for the education of foreign citizens and stateless persons in the Russian Federation";

– within the admission control figures based on the results of the general competition – in accordance with international treaties and intergovernmental agreements of the Russian Federation;

– within the admission control figures based on the results of the general competition – in accordance with the State Program for Assistance in Voluntary Resettlement of Compatriots Living Abroad to Russia, approved by Decree of the President of the Russian Federation No. 637 of 22.06.2006;

– within the admission control figures based on the results of the general competition – in accordance with Federal Law No. 99-FZ, subject to the requirements of Article 17 of the said law.

3.3. Foreign citizens who enter a university on a general basis (on a competitive basis) for places financed from federal budget allocations have the right to receive free higher education, if this level of education is obtained in the Russian Federation for the first time.

3.4. Admission of foreign citizens to study in higher education programs is carried out in accordance with the Order of the Ministry of Education and Science of the Russian Federation No. 821 dated 27.11.2024, Order of the Ministry of Education and Science of the Russian Federation No. 366 dated 18.04.2025, Order of the Ministry of Health of the Russian Federation No. 200n dated April 14, 2025 and the rules for admission to study in higher education programs established by the University independently in the part not regulated by law about education.

3.5. Foreign citizens entering the University have the right to interact directly with:

- The admissions committee.
- Department for Training highly qualified Personnel;
- deans of faculties/institutes;
- Department of International Cooperation.

IV. Features of admission to the training of compatriots

4.1. Foreign citizens and stateless persons who are compatriots living abroad have the right to receive secondary vocational education, higher education and additional vocational education on an equal basis with citizens of the Russian Federation, provided that they comply with the requirements provided for in Article 17 of Federal Law No. 99-FZ.

Compatriots who are not citizens of the Russian Federation are not subject to special rights when applying for training in state-accredited bachelor's and specialist's programsgranted to certain categories of citizens of the Russian Federation in accordance with Federal Law No. 273-FZ, except for the special right when applying for training provided for in paragraph 1 of Part 4 of Article 71 of the Federal Law Federal Law No. 273-FZ, unless otherwise provided by an international treaty of the Russian Federation.

4.2. To be recognized as a compatriot, the applicant writes an application to the rector of the University for recognition as a compatriot, accompanied by documents confirming:

– citizenship of the USSR, civil affiliation or lack thereof at the time of presentation - for persons who were citizens of the USSR;

– past residence on the territory of the Russian State, the Russian Republic, the RSFSR, the USSR or the Russian Federation, the corresponding citizenship when leaving this territory and the citizenship or lack thereof at the time of presentation - for immigrants (emigrants);

– direct ascending kinship with the specified persons - for descendants of compatriots (duly certified translation of the applicant's birth certificate; duly certified translation of the passport of one of the applicant's parents; duly certified translation of the birth certificate of one of the applicant's parents).

– residence abroad - for all specified persons (it is sufficient to have a passport of a foreign citizen (regardless of the registration marks at the place of residence) or documents on temporary residence in Russia - a certificate of temporary asylum or a temporary residence permit).

4.3. Compatriots who participate in the State Program for Assistance to the Voluntary Resettlement of Compatriots Living Abroad to the Russian Federation and their family members are admitted to the university on an equal basis with citizens of the Russian Federation.

4.4. To confirm the status of a participant in the State Program for Assistance to the voluntary resettlement of compatriots living abroad to the Russian Federation, the applicant submits a certificate of participation in the State Program of the established sample.

V. Documents submitted to the IngSU Admissions Committee by foreign citizens

5.1. Admission of foreign citizens is made upon the personal application of a foreign citizen.

The applicant must attach the following documents to the application for admission:

– a document certifying the identity of a foreign citizen in the Russian Federation and a copy thereof;

– a document of education obtained in the Russian Federation and/or a document of a foreign state on education, which is submitted with a certificate of recognition of a foreign education (an extract on recognition of a foreign education and / or foreign qualification certified by an enhanced qualified electronic signature of an authorized person), except for cases in which, in accordance with the legislation of the Russian Federation and (or) an international agreement does not require recognition of a foreign education. A certificate of recognition of a foreign education (an extract of recognition of a foreign education and / or a foreign qualification certified by an enhanced qualified electronic signature of an authorized person) is submitted no later than the deadline for submitting consent to enrollment (for places within the admission control figures) or no later than the day of completion of contracts (for paid places) in accordance with the Rules for Admission to training;

– certified in accordance with the procedure established by Article 81 of the Fundamentals of the Legislation of the Russian Federation on Notaries dated 11.02.1993 No. 4462-1, a translation into Russian of the document of a foreign state on education and its appendices (if the latter is provided for by the legislation of the state in which such document was issued);

– copies of documents or other evidence confirming that a compatriot living abroad belongs to the groups provided for in item 6 of Article 17 of Federal Law No. 99-FZ;

– 4 3x4 photos.

– the original visa (if any), migration card, and their copies indicating the purpose of stay in Russia – "study" and the tear-off part of the notification form for the arrival of a foreign citizen at the place of stay or other documents confirming the legal stay of a foreign citizen in the territory of the Russian Federation;

– a medical certificate of the established sample, indicating that there are no medical contraindications for training, with a special note on the results of fluorography and the performed analysis (test) for HIV infection;

– a copy of the health insurance policy valid on the territory of the Russian Federation (all medical documents must be submitted in Russian / with a translation into Russian);

– other documents stipulated by the Admission Rules, including documents confirming individual achievements, documents confirming the need to create special conditions for conducting entrance tests, etc.

5.2. The applicant's surname, first name and patronymic (if any) indicated in the translations of the submitted documents must correspond to the surname, first name and patronymic (if any) indicated in the identity document of a foreign citizen in the Russian Federation and in the entry visa (if any).

5.3. Enrollment in an educational organization for training is carried out in accordance with the IngSU Admission Rules.

VI. Features of recognition of a foreign education

6.1. When submitting a document of a foreign state on education, the applicant must present a certificate of recognition of a foreign education or an extract on recognition of a foreign education and (or) foreign qualification, certified by an enhanced qualified electronic signature of an authorized person, with the exception of providing documents on education of a foreign state that are subject to international agreements on mutual recognition and / or obtained in foreign educational institutions. organizations,the list of which is established by the Government of the Russian Federation, indicating the correspondence of the education and (or) qualifications received in them to the education and (or) qualifications obtained in the Russian Federation.

6.2. Documents of a foreign state on education that are not recognized in the Russian Federation in accordance with the legislation of the Russian Federation

are not documents that give the corresponding rights, and are not subject to consideration when accepting their holders for training.

VII. Features of checking foreign education and (or) foreign qualifications at the university

7.1. Verification of foreign education and (or) foreign qualifications, registration and issuance of an opinion on the results of verification is carried out by the International Cooperation Department.

7.2. When conducting an audit, employees check:

– whether educational documents belong to the person who submitted them;

– absence of corrections, erasures, scuffs, unreadable text fragments in the document, as well as a graph with blank information (document number (form), date of admission, graduation or issue of the document, full name, etc.);

– authenticity of the document by non-hardware methods;

– accreditation/recognition by the national (local) authorities of the educational organization that issued the document;

– the level of education received in a foreign country in comparison with the levels of education provided for by Federal Law No. 273-FZ;

– the rights granted by a foreign education to its holder in the country of issue of educational documents, in terms of continuing education;

– existence of a valid international agreement on mutual recognition between the Russian Federation and the country of issue of the document, as well as inclusion in the List of the educational organization that issued the documents;

– legalization of educational documents (if necessary).

7.3. The result of the audit is reflected in the conclusion, according to which the foreign education and / or foreign qualification are recognized or not recognized as appropriate for admission to study at the University.

7.4. The conclusion is signed by the Head of the International Cooperation Department.

7.5. The decision on the results of verification of the document is made within 5 working days from the date of acceptance of the application.

7.6. The conclusion issued by the University cannot be used for admission to study in other educational organizations.

7.7. The University has the right to refuse the applicant to carry out the procedure of document verification and recognition of a foreign education and / or foreign qualification in the following cases:

– submitted a document of education that is not recognized in the State that owns the issuing organization;

– the applicant has submitted documents containing unreliable and / or distorted information;

a foreign educational program specified in the education document submitted for recognition cannot be assigned to any of the levels of

education and / or training areas (specialties, professions) accepted in the Russian Federation.

7.8. The applicant, according to whose documents a decision was made to refuse to confirm a document obtained in a foreign country, has the right to apply to the Federal Service for Supervision of Education and Science (hereinafter referred to as Rosobrnadzor) for obtaining a certificate of recognition of a foreign education.

VIII. Features of the order of stay of foreign students at the University

8.1. Students who are foreign citizens must respect the Constitution of the Russian Federation, comply with the laws of the Russian Federation, and comply with the rules of residence and movement established for foreign citizens on the territory of the Russian Federation.

8.2. Students who are foreign citizens temporarily staying in the Russian Federation, as well as permanently or temporarily residing in the Russian Federation, are subject to registration at the place of stay if they are in a place of stay that is not their place of residence.

8.3. Migration registration by the University is carried out strictly for those students-foreign citizens who live in dormitories of the University. In case of registration at a private address, a foreign student must submit a copy of the tear-off part of the arrival notification to the Department of International Cooperation of IngSU.

8.4. Students whoare foreign citizens should be instructed on how to comply with the migration legislation in the Department of International Cooperation, receive a memo for foreign students, and also get acquainted with the Regulations for compliance by students who are foreign citizens and students without citizenship of the Ingush State University with the migration legislation of the Russian Federation. The conducted briefing must be registered in the briefing log and must be certified by the signatures of the person responsible for conducting the briefing and the student being instructed - a foreign citizen.

8.5. Registration at the place of residence of a foreign citizen student is carried out in accordance with the procedure and under the conditions established by the legislation of the Russian Federation or an international agreement of the Russian Federation.

For this purpose, the receiving party or in the cases provided for in parts 3-3.5 and 4 of Article 22 of Federal Law No. 109-FZ of 18.07.2006 directly sends a notification of the arrival of a foreign citizen at the place of stay to the territorial migration registration authority **в within 3 working days from the date of his arrival at the place of stay**, or from the date temporary identity card of a stateless person in the Russian Federation, except for the cases specified in paragraphs 1-4 of Part 3 of Article 20 of Federal Law No. 109-FZ of 18.07.2006.

8.6. Certain categories of foreign citizens are subject to deferred arrival notification deadlines:

– foreign citizens who participate in the State Program for Assistance to the Voluntary Resettlement of Compatriots living Abroad to the Russian Federation, and their family members who move together with them to the Russian Federation, are exempt from providing a notification of arrival for a period not exceeding 30 days from the date of arrival of the foreign citizen at the place of stay (Part 4.2 of Article 20 Federal Law No. 109-FZ);

– Citizens of the Republic of Belarus are exempt from the obligation to provide notification of arrival for 90 days (Article 3 of the Agreement between the Russian Federation and the Republic of Belarus on Ensuring Equal Rights of citizens of the Russian Federation and the Republic of Belarus to freedom of movement, choice of place of stay and residence in the territories of the Member States of the Union State);

– citizens of a member state of the Treaty on the Eurasian Economic Union (the Republic of Armenia, the Republic of Kazakhstan and the Kyrgyz Republic) - for 30 days (paragraph 6 of Article 91 of the Treaty on the Eurasian Economic Union);

– citizens of the Republic of Tajikistan - for 15 days (Article 1 of the Agreement between the Russian Federation and the Republic of Tajikistan on the procedure for stay of citizens of the Republic of Tajikistan in the territory of the Russian Federation;

– citizens of the Republic of Uzbekistan - for 15 days (Article 1 of the Agreement between the Government of the Russian Federation and the Government of the Republic of Uzbekistan on the procedure for stay of citizens of the Russian Federation in the territory of the Republic of Uzbekistan and citizens of the Republic of Uzbekistan in the territory of the Russian Federation).

The listed categories of foreign students who stay on the territory of the Russian Federation for more than the established preferential period are required to register at the place of residence or register at the place of stay before the expiration of the specified period.

8.7. To register at the place of stay, a student who is a foreign citizen who has been settled in the YGGU dormitorymust submit the following documents to the International Cooperation Department on the day of arrival at the University or on the first working day following the day of arrival, if the foreign citizen arrived at the place of stay on a non-working (weekend) day:

– an original and a copy of an identity document recognized by the Russian Federation in this capacity;

– the original and copy of the migration card (except for cases when a foreign citizen is released from the obligation to fill out a migration card in accordance with an international agreement of the Russian Federation, as well as when a stateless person receives a temporary identity card of a stateless person) in the Russian Federation;

– original and a copy of the residence permit, or temporary residence permit, or temporary residence permit for educational purposes (for a foreign citizen permanently or temporarily residing in the Russian Federation);

– a copy of the document confirming the right to live in the University dormitory (the contract of rental of residential premises).

In case of arrival at a new place of stay, a separate part of the notification of arrival at the previous place of stay in the Russian Federation is additionally presented.

8.8. Within 3 days after the submission of documents for migration registration, a foreign student must receive a tear-off part of the notification of arrival in the Russian Federation from the International Cooperation Department.

8.9. Foreign students are required to carry a migration card and a detachable part of the arrival notification to confirm the legality of their stay on the territory of the Russian Federation.

8.10. The term of temporary stay in the Russian Federation of a foreign citizen who has arrived in the Russian Federation for the purpose of studying and has entered a University for full-time or part-time education in the educational program of secondary vocational education, bachelor's program, specialtyprogram, master's program, residency programaссистентуры, assistant internship program that has state accreditation, or according to the program of training of scientific and scientific-pedagogical personnel in postgraduate studies, as well as in the cases specified in paragraphs 1-3 of paragraph 7 of Article 5 of Federal Law No. 115-FZ, it is extended **until the completion of full-time or part-time University education for this foreign citizen**.

To extend the period of temporary stay in the Russian Federation of the above – mentioned foreign student, the University must apply to the territorial body of the federal executive authority in the field of internal affairs with a request to extend the period of temporary stay in the Russian Federation of this foreign student no later than twenty days before the end of his temporary stay in the Russian Federation.

8.11. Students of the countries of visa entry are required to apply to the International Cooperation Department no later than 2 months before the visa expires ИнгГУin order to apply for a multiple-entry study visa by the International Cooperation Department of IngSU.

8.12. To extend the period of stay by applying for a multiple-entry study visa, a foreign student or a University, at the invitation of which the foreign citizen is staying on the territory of the Russian Federation, submits the following documents to the Migration Department of the Ministry of Internal Affairs of the Republic of Tatarstan:

– a completed visa application form signed by the foreign citizen in person (2 copies);

– a valid document certifying the identity of a foreign citizen and recognized as such by the Russian Federation, copies of the pages of the above-mentioned document that contain information about the foreign citizen (student) and its validity period (the identity document submitted by a foreign citizen must have at least two blank pages intended for visas, its validity period, as a rule,is limited to must not expire earlier than six months from the expiry date of the issued visa)

– a valid visa (if any), if it is issued on a separate visa form and a copy of the visa;

– original and a copy of the migration card with a border crossing mark.

– receipt of payment of the state visa fee;

– 1 photo size 3x4 (black and white or color on matte paper);

– a tear-off part of the Notification of the arrival of a foreign citizen at the place of stay;

– written application of the University (issued by the Department of International Cooperation);

– a copy of the University enrollment order;

– a copy of the education agreement (for contract students).

8.13. Foreign students whose national documents (passports or other documents replacing them) expire during their studies at the University are required to replace them in a timely manner and provide copies of the updated documents to the International Cooperation Department, the Dean's Office of the relevant faculty / institute, the Department for Training Highly Qualified Personnel and the Student Office Department for making changes to their personal file foreign student and migration registration.

8.14. Travel abroad of the Russian Federation during school hours is carried out only for valid reasons (marriage registration, death of close relatives, etc.) and in the presence of official supporting documents. At each departure from the territory of the Russian Federation or outside the place of stay in the territory of the Russian Federation (holidays, excursions, internships, etc.), a foreign student must notify the management of IngSU in writing within three working days by writinganapplication addressed to the rector of the University (which must be previously agreed with the dean of the faculty/director of the Institute and the head of the Department international cooperation) indicating the reason for departure and the expected date of return, and is also obliged to personally notify the management of the hostel (those living in the hostel) and the specialist responsible for migration registration on departure on the day of departure. After returning from a trip, a foreign student must submit the documents required for migration registration to the International Cooperation Department within the first working day after arriving at the University.

8.15. Students who are foreign citizens must inform the International Cooperation Department of the University about the fact of staying in a hotel/hotel, sanatorium, rest home, boarding house, children's health camp, tourist base, camping, medical organization that provides medical care in an inpatient setting, or social service organization that provides social services in an inpatient form.

8.16. After graduation or expulsion from the University, foreign citizens must leave the Russian Federation at the end of the permitted period of stay (by submitting a copy of the exit document to the International Cooperation Department).

Violation by a foreign citizen or a stateless person of the regime of stay (residence)in the Russian Federation, expressed in evasion from leaving the

Russian Federation after a certain period of stay, entails the imposition of an administrative fine with administrative expulsion from the Russian Federation.

8.17. The period of temporary stay in the Russian Federation of a foreign citizen who has completed full-time or part-time studies in the main professional educational program may be extended for up to thirty calendar days from the date of expulsion of this foreign citizen from the University in connection with the completion of their studies for the purpose of admission of this foreign citizen to the same educational or scientific organization or any other educational or scientific organization for obtaining professional education of a different level in full-time or part-time training in the bachelor's degree program, specialtyprogram, master's program, residency programассистентуры, assistant internship program that has state accreditation, or in the program of training scientific and scientific-pedagogical personnel in graduate school or in the educational program in the Russian Federation. an educational or scientific organization included in the list established by the Government of the Russian Federation.

8.18. For violation of the rules of stay in the Russian Federation, foreign students may be subjected to the following measures of influence:

8.18.1. On the part of the State:

- imposition of an administrative fine;
- reduction of the period of stay in the Russian Federation;
- expulsion from the Russian Federation.

8.18.2. From the University:

- note:
- reprimand;
- deduction from the University.

IX. Organization of work with foreign students

9.1. **Admissions Committee:**

9.1.1. Provides consultations on the admission of foreign applicants to the University.

9.1.2. Informs applicants from visa-free countries (parents) entering educational programs that are taught exclusively using DOT that such a program does not provide for issuing an invitation to enter the Russian Federation.

9.1.3. Accepts and verifies documents of foreign citizens after coordination with the Department of International Cooperation (if there is a signature of the responsible employee of the department on the document compliance form (Appendix 1)).

9.1.4. Prepares admission protocols for entrance tests, etc. documents.

9.1.5. Organizes entrance tests.

9.1.6. Forms representations on the enrollment of incoming foreign citizens and immediately provides information to the International Cooperation Department, in order for the latter to provide timely notifications to the territorial migration authority of the Ministry of Internal Affairs of the Russian Federation

уведомлениийon the registration of foreign citizens by the receiving party for migration registration, registration of a study visa.

9.1.7. Enters into contracts for the provision of paid educational services with foreign citizens who have passed a competitive selection and are enrolled in training on a paid basis, in accordance with the procedure established at the University.

9.1.8. Forms personal files of foreign citizens who have applied for admission to IngSU.

9.1.9. Transfers the personal files of foreign citizens enrolled to study at the University to the Student Office Management Department.

9.2. **Student Office Management Department:**

9.2.1. Prepares draft orders on admission of foreign citizens to study at the University, on granting academic leave, on expulsion from the University, on reinstatement, on transfer, etc.

9.2.2. Forms and stores personal files of foreign students.

9.2.3. Keeps statistical records of students who are foreign citizens.

9.3. **International Cooperation Department**:

9.3.1. Organizes an internal accounting system for foreign students, which includes the collection and systematization, as well as timely updating of the following information:

- last name, first name, patronymic (if any);
- date, month, and year of birth.
- information about the identity document;
- contact information (phone number, email address);
- form of study (full-time, part-time, part-time);
- training exclusively with the use of distance learning technologies (if any);
- date of actual arrival at the place of education (with indication of the type, date and details of the document confirming the fact of arrival);
- address of residence at the place of registration;
- information about the document confirming the fact of passing the mandatory state fingerprint registration and photographing;
- information about the document confirming passing (re-passing) a medical examination (except for cases established by the legislation of the Russian Federation);
- implementation of labor activity (date of employment, information about the employer);
- information about documents confirming the existence of a temporary residence permit and / or a residence permit in the Russian Federation;
- information about violations of migration legislation or other violations in case of establishing the fact of such violations (with indication of the type, date and details of the document confirming the fact of violation).

9.3.2. Provides consultations on the admission of foreign applicants to the University (including obtaining recognition in the Russian Federation of education and (or) qualifications obtained in a foreign country).

9.3.3. Accepts, checks and copies documents required for admission of foreign applicants.

9.3.4. Responsible for issuing study invitations and multiple-entry study visas for foreign students.

9.3.5. Provides assistance and advice to the admissions committee when accepting and verifying documents of foreign citizens.

9.3.6. Conducts instruction on compliance with the migration legislation of the Russian Federation with the mandatory provision of a Memo to each foreign student against signature.

9.3.7. Prepares the necessary documents and submits them within the time period established by the legislation of the Russian Federation to the relevant territorial structural divisions on migration issues of the Ministry of Internal Affairs of the Russian Federation in the Republic of Ingushetia for registration (removal) of foreign students for migration registration.

9.3.8. Notifies the Ministry of Education and Science of the Republic of Ingushetia:

1) on arrival of a foreign citizen invited by the University for study purposes - within three working days from the date of arrival (clause 1, clause 3 of Federal Law No. 115-FZ of 25.07.2002);

2) on granting academic leave to a student - a foreign citizen invited by the University for the purpose of studying, on completing or terminating their studies-within three working days from the date of issuing the administrative act of IngSU (clause 5 of Article 17 of Federal Law No. 115-FZ of 25.07.2002);

3) on the unauthorized departure from IngSU of a student - a foreign citizen invited to the University for the purpose of studying - within three working days from the date of establishing the fact of unauthorized departure (clause 3, clause 3, Article 17 of Federal Law No. 115-FZ of 25.07.2002).

9.3.9. Notifies the Migration Department of the Ministry of Internal Affairs of the Republic of Ingushetia:

1) on granting иностранномуacademic leave to a foreign student specified in paragraphs 1-3 or 5 of clause 7 of Article 5, as well as in Article 17 of Federal Law No. 115-FZ of 25.07.2022, on completion or termination of training - within three working days from the date of issuing the administrative act of IngSU;

2) on the unauthorized departure from IngSU of a student - a foreign citizen invited to the University for the purpose of studying at the University - within three working days from the date of establishing the fact of unauthorized departure (clause3, clause 3, Article 17 of Federal Law No. 115-FZ of 25.07.2002);

3) on the loss of contacts with a foreign citizen who is in the Russian Federation and has arrived at the University by invitation for the purpose of studying – within two working days from the moment of occurrence of the above circumstances (clause 6 of the regulation "On the application by the inviting party of measures to ensure compliance by the invited foreign citizen or a stateless

person with the order of stay (residence) in the Russian Federation", approved by Decree of the Government of the Russian Federation No. 1428 of 15.09.2020);

4) on non-arrival at the place of study of a foreign citizen invited by the University to the Russian Federation for the purpose of studying - **within 3 working days:**

– in respect of a foreign citizen who did not arrive at the place of study (without a valid reason and contact with whom it was not possible to establish) within 30 calendar days from the date of the start of training in the relevant educational program or the date of publication of the administrative act on admission to training (in case of publication of such an act after the start of training in the relevant educational program);

– in respect of a foreign citizen who has previously notified the University of the expected date of his / her arrival in the Russian Federation, but has not arrived at the place of study within 10 working days following the day of his / her expected arrival.

9.3.10. Submits to the Migration Department of the Ministry of Internal Affairs of the Republic of Ingushetia the application and documents of a foreign student for extending the validity of an ordinary study visa or restoring the visa – no later than 20 working days before the expiration of the existing visa.

9.3.11. Submits to the Migration Department of the Ministry of Internal Affairs of Russia in Magas:

1) Notification of the arrival of a foreign citizen who arrived at the University for the purpose of studying and settled in the YGGU dormitoryfor registration at the place of stay - within 3 working days from the date of arrival at the place of stay (clause 3 of Article 20 of Federal Law No. 109-F of 18.07.2006);

2) Application for extension of the period of temporary stay in the Russian Federation of this foreign citizen-not later than twenty days before the end of the period of his temporary stay in the Russian Federation (paragraph4. item 7 of Federal Law No. 115-FZ of 25.07.2002);

3) Notification of departure of a foreign citizen from the place of stay (subclause 2.2, clause 2, Article 23 of Federal Law No. 109-FZ of 18.07.2006).

9.3.12. **Notifies the Department of the Federal Security Service of the Russian Federation for the Republic of Ingushetia** about the unauthorized departure of a student-a foreign citizen invited to the University for the purpose of studying - within three working days from the date of establishing the fact of unauthorized departure (clause3, clause 3, Article 17 of Federal Law No. 115-FZ of 25.07.2002).

9.3.13. Monitors students who are foreign citizens who have been placed on the register of controlled persons due to violations of migration legislation, in order to provide timely response in accordance with the legislation of the Russian Federation.

9.3.14. Conducts measures to adapt foreign students to the conditions of life and education in the Russian Federation (together with the departments subordinate to the Vice-Rector for Youth Policy and Educational Work).

9.3.15. Organizes continuous information support for foreign students on their stay in the Russian Federation.

9.3.16. Advises students – foreign citizens who are studying full-time under the bachelor's program, программе , specialtyprogram, master's program, residency program, who have state accreditation or under the program of training scientific and scientific – pedagogical personnel in postgraduate studies at the University on obtaining a temporary residence permit for the purpose of obtaining an education (RVPO).

9.4. **Deans of faculties/institutes of the University, Department of training of highly qualified personnel:**

9.4.1. Carry out educational work with students who are foreign citizens;

9.4.2. Inform the International Cooperation Department without fail about the absence of a foreign student during the entire school day in the classes provided for in the schedule of training sessions approved in accordance with the established procedure;

9.4.3. Establish the reasons for the absence of foreign students from classes (together with the hostel administration and the International Cooperation Department);

9.4.4. Monitor the compliance of students who are foreign citizens with the internal regulations of the University (together with the trade union committee of students);

9.4.5. Inform the Department of International Cooperation about unsatisfactory studies, as well as about violations иностраннымиof the rules of stay at the University by foreign students;

9.4.6. Organize, if necessary, educational assistance to foreign students in the form of additional consultations or classes;

9.4.7. Organize leisure activities for foreign students (together with the YGGU Student Trade Union Committee and the YGGU Student CouncilИнгГУ);

9.4.8. They assign first-year foreign students to volunteer curators who, at the initial stage, help them solve various issues related to their studies and everyday life, and help them practice Russian colloquial speech.

9.5. **Departments subordinate to the Vice-Rector for Academic Affairs and Quality of Education:**

9.5.1. Осуществляют Monitor the work of educational units that provide educational services to foreign students;

9.5.2. Assist in organizing assistance to foreign students in their studies in the form of additional consultations and classes (together with the deans ' offices and the Department of International Cooperation);

9.5.3. They advise students who are foreign citizens on issues that arise during the training process.

9.6. **Departments subordinate to the Vice-Rector for Youth Policy and Educational Work**:

9.6.1. Carry out measures to adapt foreign students to the conditions of life and study in the Russian Federation (together with the Department of International Cooperation);

9.6.2. Organize and conductexcursions to significant cultural and historical sites of the republic during the entire training period together withextracurricular mentors, teachers, Russian volunteers and group curators;

9.6.3. Organize citywide, university-wide and other cultural events in order to establish interaction between local residents, Russian and foreign students;

9.6.4. Inform foreign students about all forms of leisure activities available at the University;

9.6.5. Organize leisure activities for foreign students (together with the deans of faculties /institutes);

9.6.6. Organize events to develop a tolerant attitude towards foreign students on the part of students who are citizens of the Russian Federation.

9.7. **Structural divisions under the jurisdiction of the Vice-Rector for Economic Development and Administrative and Economic Activities:**

9.7.1. Instruct students who are foreign citizens when they move into dormitories and make it out in the briefing logs;

9.7.2. Arrange accommodation of foreign students in University dormitories;

9.7.3. Проводят Monitor the compliance of students who are foreign citizens with the rules of residence in the hostel;

9.7.4. Inform the Department of International Cooperation about violations of the rules of living in the YGGU dormitory by foreign studentsИнгГУ.

9.8. **All orders and orders concerning foreign students must be approved by the following persons before signing themc:**

- **vice-rector for Academic Affairs and Quality of Education;**
- **with the relevant deans of faculties/ directors of institutes;**
- **head of the Highly Qualified Personnel Training Department;**
- **Head of the International Cooperation Department.**

X. Rights and obligations of foreign students

10.1. Students who are foreign citizens have the same academic rights as students who are citizens of the Russian Federation.

10.2. A foreign student has the right to:

- get a high-quality education in the relevant field of professional activity at the level of federal state educational standards of higher education, federal state requirements;
- participate in the formation of the content of their education, choose elective and elective courses, elective subjects for the implemented educational programs;
- take part in all types of research projects, conferences and symposia, submit their works for publication;
- be able to be reinstated in the number of students;
- use sports and cultural complexes on an equal basis with students who are citizens of the Russian Federation;

– participate in the public life of the University, including through public student organizations and clubs;

– carry out direct interaction with the University's structural divisions;

– after successful completion of the curriculum and defense of the final qualification work (or with the submission of a dissertation (FST) for the final certification of graduate students), receive a diploma (documents) of the established sample;

– use other rights stipulated by the current legislation of the Russian Federation, the Charter and local regulations of the University.

10.3. Responsibilities of foreign students in the process of studying at the University:

– comply with the legislation of the Russian Federation;

– conscientiously master the educational program, carry out an individual curriculum, including attending classes provided for in the curriculum or individual curriculum, carry out independent training for classes, perform tasks given by teachers within the framework of the educational program;

– comply with the requirements of the University charter, internal regulations, including the requirements for discipline in training sessions and rules of conduct, rules for living in dormitories and boarding schools, and other local regulations of IngSU on the organization and implementation of educational activities;

– pay for training within the time limits set by the University and regulated by the agreement on the provision of paid educational services;

– take care of maintaining and strengthening their health, strive for moral, spiritual and physical development and self-improvement;

– respect the honor and dignity of other students and employees of the University, and do not create obstacles to other students ' education;

– protect the University's property;

– follow the rules of accommodation in the hostel;

– take care of the University's property, maintain cleanliness and order;

– other obligations stipulated by the current legislation of the Russian Federation, the Charter and local regulations of the University.

XI. Organization of accommodation for foreign students during their studies at the University

11.1. In accordance with paragraph 1 of Order No. 83/1 of the Territorial Administration of the Federal Agency for State Property Management in the Republic of Ingushetia dated 24.02.2012, the building of the YGGU dormitorylocated at Магас13 I. B. Zyazikov Avenue, Magas, Republic of Ingushetia Зязикова(hereinafter referred to as the Dormitory) is classified as a specialized housing stock of the Russian Federation, with the definition of the type of residential premises specialized housing stock – residential premises in dormitories.

In accordance with Article 95 of the Housing Code of the Russian Federation, residential premises in a Hostel are intended for temporary residence of students during their studies in an educational organization.

11.2. Upon arrival at the University, a foreign student must be provided with a place in a dormitory for the duration of his / her studies according to the Regulation "On the student dormitory BOof Ingush State University "dated 29.09.2023 No. 10. Part-time students are provided with a place in the hostel for the period of passing the intermediate or final certification.

11.3. A student who is a foreign citizen, on the basis of an order of the University, enters into a contract for renting residential premises in a Hostel. This agreement confirms the right of the student-a foreign citizen (employer) to temporary use of residential premises in the Hostel.

11.4. Students who are foreign citizens are required to comply with the internal regulations of the Hostel, comply with the terms of the employment contract, and pay timely fees for the use of residential premises and utilities.

11.5. Students who are foreign citizens must be instructed on the rules of living in a Dormitory when checking into a University dormitory. The conducted briefing must be duly registered in the briefing logs and must be certified by the signatures of the person who conducted the briefing and the foreign student being instructed.

XII. Medical services for foreign students

12.1. A foreign citizen temporarily staying in the Russian Federation must have a voluntary health insurance contract (policy) in force on the territory of the Russian Federation, concluded with an insurance organization or with a foreign insurance organization that is entitled, in accordance with the insurance legislation, to carry out voluntary health insurance in the Russian Federation, or an agreement on the provision of paid medical services concluded with a medical organization of the Russian Federation, on the territory of which the foreign citizen is studying, or a compulsory health insurance policy in accordance with the requirements of the legislation of the Russian Federation on compulsory health insurance.

12.2. A voluntary health insurance contract is concluded in accordance with the procedure provided for by the current legislation of the Russian Federation and consists of a voluntary health insurance policy issued to a foreign citizen who has concluded an insurance contract.

12.3. When enrolling in an educational organization for training, a foreign student must provide the Department of International Cooperation with a copy of the voluntary health insurance policy (hereinafter referred to as VHI).

12.4. If a studentии у ofrom among foreign citizens or stateless persons has a temporary residence permit or residence permit, it is possible to obtain a compulsory health insurance policy (hereinafter referred to as MHI).

12.5. A foreign student can get advice on applying for a compulsory health insurance policy at the University's International Cooperation Department.

12.6. When foreign students apply for advice on choosing insurance companies, the responsible official should take into account the list of insurance companies ' contracts concluded with medical institutions of the Republic of Ingushetia (if possible, with medical institutions located geographically in the immediate vicinity of the place of study and student dormitories), the availability of licenses and statutory documents, as well as the amount of money they have insurance coverage.

12.7. A foreign national student must have a valid VHI (compulsory health insurance) policy for the entire period of study.

12.8. The absence of a VHI policy for foreign citizens entails administrative liability in accordance with the legislation of the Russian Federation.

XIII. Employment of foreign students during their university studies

13.1. A foreign student has the right to work on the territory of the Russian Federation (under a civil law or employment contract) if they have a work permit and in agreement with the Department of International Cooperation and the Dean's Office of the faculty.

The right to work without permits applies to foreign citizens:

– students studying in the Russian Federation in professional educational organizations, higher education educational organizations and scientific organizations and performing work (providing services) during the holidays;

– studying in the Russian Federation in professional educational organizations, educational organizations of higher education and scientific organizations and working in their free time in these educational and scientific organizations, business associations or business partnerships established by budgetary or autonomous educational organizations of higher education and budgetary or autonomous scientific organizations in which they study;

– full-time students studying in the Russian Federation in professional educational organizations, higher education educational organizations or scientific organizations in the educational program of secondary vocational education, bachelor's degree program, specialtyprogram, master's program, residency programассистентуры, assistant internship program that has state accreditation, or in the program of training scientific and scientific-pedagogical personnel in graduate school (adjunct courses) and working in their free time.

To enter into an employment or civil contract for the performance of work (provision of services) with an employer, a foreign student will only need to provide a certificate from the University confirming their status.

XIV. Organization of internships for foreign students during their university studies

14.1. A student who is a foreign citizen has the right to complete an internship at the place of residence of his parents. To do this, two months before the start of the internship, they submit to the dean's office an application and a

letter of consent from the organization in which they plan to complete the internship.

14.2. All reporting documentation on the internship should be written in Russian. When making documents in a foreign language, you must provide a notarized translation into Russian.

14.3. Practical training on the territory of the Russian Federation is carried out strictly in the presence of a work permit.

XV. Support measures for foreign students

15.1. Foreign students who master the main professional educational programs on a full-time basis are paid state academic scholarships to students, state scholarships to postgraduates, residents, and trainee assistants, if they study at the expense of budget allocations from the federal budget, budgets of constituent entities of the Russian Federation, and local budgets, including within the quota established by the Government of the Russian Federation, or it is provided for by international treaties of the Russian Federation, according to which such persons are accepted for training.

15.2. Students-foreign citizens studying at the expense of budget allocations of the federal budget, budgets of constituent entities of the Russian Federation and local budgets receive an academic scholarship from the date of their enrollment for the period of the first semester, then depending on their academic performance.

15.3. Training of foreign citizens in the main professional educational programs at the expense of budgetary allocations of the federal budget within the quota of the Government of the Russian Federation is carried out with the payment of state academic scholarships to students or state scholarships to postgraduates, residents, intern assistants (during the entire period of training, regardless of academic success) and providing them with residential premises in dormitories under the conditions established for citizens of the Russian Federation studying at the expense of federal budget allocations.

15.4. The University can establish various types of financial support for foreign students at the expense of funds received from income – generating activities.

15.5. Students who are foreign citizens who have academic debt and / or disciplinary penalties are not assigned financial support measures.

XVI. Disciplinary measures applied to foreign students

16.1. Grounds for applying disciplinary measures to students:

– failure to comply with and / or violate the migration legislation of the Russian Federation;

– non-fulfillment and / or violation of the University Charter;

– failure to comply with and / or violate the Internal Regulations of the University;

– failure to comply with and / or violate other local regulations of the University on the organization and implementation of educational activities.

16.2. The following types of disciplinary action are applied to foreign students:

– note:
– reprimand;
– deduction from the university.

16.2.1. The remark can be applied to a student for violating the Rules of Internal Order of students of FSBEI HE "IngSU", committed for the first time, and not related to misdemeanors for which the student is reprimanded or for which the student may be expelled.

16.2.2. A reprimand is issued to:

– for repeated commission of a disciplinary offense;
– violation of the University's admission regime;
– repeated violation of the internal regulations of students of FSBEI HE "IngSU";
– violation of the student's code of ethics;
– violation of the University Charter;
– for committing multiple disciplinary offenses over a certain period of time.

16.2.3. The student is deducted for:

– violation of the rules of stay in the Russian Federation;
– gross violation of the norms of professional ethics and the ethical code of the University student;
– non-fulfillment or gross violation by a foreign student of the University Charter, Internal Regulations, rules of residence in a hostel and other local regulations of the University on the organization and implementation of educational activities;
– forgery of records in documents, includingin the credit card, exam sheet, student ID card;
– submission of deliberately false medical certificates and other documents related to the educational process;
– other gross violations that cause significant harm to the rule of law, the rights and interests of citizens.

When choosing a disciplinary measure, the severity of the disciplinary offense, the reasons and circumstances under which it was committed, the student's previous behavior, as well as the opinion of the YGGU Student Trade Union Committee and the YGGU Student Council should be taken into account.

16.3. Prior to the application of a disciplinary measure, a written explanation must be requested from the student.

16.4. The application кof a disciplinary measure to a foreign student is issued by the order of the Rector of the University on the recommendation of the Dean of the faculty/Director of the Institute.

16.5. To improve the quality of education and strengthen control over the academic discipline of foreign students at the faculties/institutes of IngSU:

– at the end of each week, the attendance of foreign students is summed up based on data provided by the heads of departments to the dean's office dispatcher for foreign students;

– Weekly meetings are held on courses (1-3 courses)based on the total attendance of foreign students. for the prevention of academic discipline.

16.6. Control over the academic discipline of foreign students is carried out by:

– PhD student's research supervisor;
– head of the resident's office;
– heads of departments;
– course curators;
– training unit manager.
– dispatcher of the dean's office/institute.

16.7. К иностраннымThe following disciplinary measures are applied to foreign students who do not attend classes without a valid reason:

– from 20 to 40 hours of omission without a valid reason – a remark with subsequent working out of these hours for 3 weeks.

– if the student has not completed these missed hours at the specified time – the second remark;

– from 41 or more hours of absences – a reprimand.

– for skipping more than 100 hours of classes in a semester without a valid reason and losing communication with the University (student's absence from academic leave within 30 calendar days, at the end of its term, without a valid reason; if the student did not start classes without a valid reason within 30 days from the moment of his enrollment in the University; absence from classes within 30 days without a valid reason) - expulsion from the University.

16.8. After making a decision on the expulsion of a foreign student, the procedure is initiated reduction of the registration period and visa, which includes:

– notification of the migration control authorities about the termination of training within three working days from the date of issuing the administrative act on expulsion;

– control by the International Cooperation Department over the purchase of an exit ticket for students.

16.9. A foreign student must leave the territory of the Russian Federation within three days from the date of adoption by the migration department of the territorial body of the Ministry of Internal Affairs of the Russian Federation of a decision to reduce the period of temporary stay in the territory of the Russian Federation.

16.10. Foreign students who have successfully completed their studies (graduates) are required to leave Russia before the visa expires.

16.11. If a foreign student takes an academic leave, he / she is also obliged to leave the country for the duration of the issued academic leave within three days

from the date when the migration division of the territorial body of the Ministry of Internal Affairs of the Russian Federation decides to reduce the period of temporary stay in the territory of the Russian Federation.

XVII. Final provisions

17.1. This regulation is based on the current legislation of the Russian Federation. In case of changes in the legislation of the Russian Federation regarding the implementation of migration registration of foreign citizens staying on the territory of the Russian Federation, this Provision is subject to execution only in the part that does not contradict the legislation of the Russian Federation.

17.2. These Regulations, amendments and additions to them are adopted by the Academic Council of IngSU taking into account the reasoned opinion of the Student Trade Union Committee and the Student Council of IngSU and are approved by the order of the rector of IngSU.

17.3. The requirements of this Regulation are mandatory for employees and students of the University and its branch.

17.4. These Regulations are brought to the general attention by posting them on the official website of the University on the Internet;

17.5. The Regulation "On the procedure for admission of foreign citizens to the BOIngush State University" dated 05.05.2017 No. 8 is considered invalid from the moment of approval of this Regulation.