THE INGUSH STATE UNIVERSITY

ORDER

05.12.2026 **№502**

Approving the Regulations on ccompliance with the Migration Legislation of the Russian Federation by foreign students and stateless persons

In accordance with the Federal Law "On Migration Registration of Foreign Nationals and Stateless Persons in the Russian Federation" dated July 18, 2006 № 109-FZ, the Federal Law "On the Legal Status of Foreign Nationals in the Russian Federation" dated July 25, 2002 №115-FZ, and the Federal Law "On the Procedure for Exit from the Russian Federation and Entry into the Russian Federation" dated August 15, 1996 №114-FZ, and for the purpose of bringing the local regulatory acts of the Ingush State University into compliance with the current legislation of the Russian Federation, I HEREBY ORDER:

1.To approve the Regulations on compliance with the Migration Legislation of the Russian Federation by students of the Federal State Budgetary Educational Institution of Higher Education "The Ingush State University" who are foreign nationals and stateless persons (hereinafter referred to as the Regulations) in accordance with the annex to this Order.

2. The Acting Vice-Rector for Digital Transformation, Rustam Kureishevich Sagov, shall ensure that this Order is posted on the official website of the Ingush State University within one working day from the date of signing.

3. Deans of faculties / directors of institutes and the Head of the Department for International Cooperation shall ensure that all students who are foreign nationals are made aware of the Regulations and provide their signature confirming acknowledgment.

Rector

F. Yu. Albakova

Annex
to the Order dated 12 May 2026 No. 502

REGULATIONS

on compliance with the Migration Legislation of the Russian Federation by students of the Federal State Budgetary Educational Institution of Higher Education “Ingush State University” who are foreign nationals and stateless persons

I. General Provisions

1.1. Foreign nationals and stateless persons arriving in the territory of the Russian Federation for the purpose of studying at the Federal State Budgetary Educational Institution of Higher Education "Ingush State University" (hereinafter – IngSU, the University) are required to strictly comply with the rules of migration legislation of the Russian Federation.

1.2. The legal status of a student who is a foreign national and a student who is a stateless person in the Russian Federation is determined by the following regulatory legal acts:

1) Federal Law No. 273-FZ of December 29, 2012, "On Education in the Russian Federation";
2) Federal Law No. 114-FZ of August 15, 1996, "On the Procedure for Exit from the Russian Federation and Entry into the Russian Federation";
3) Federal Law No. 115-FZ of July 25, 2002, "On the Legal Status of Foreign Nationals in the Russian Federation";
4) Federal Law No. 109-FZ of July 18, 2006, "On Migration Registration of Foreign Nationals in the Russian Federation" (hereinafter – Federal Law No. 109-FZ);
5) Decree of the Government of the Russian Federation No. 9 of January 15, 2007, "On the Procedure for Migration Registration of Foreign Nationals and Stateless Persons in the Russian Federation";
6) Decree of the Government of the Russian Federation No. 335 of June 9, 2003, "On Approving the Regulations Establishing the Form of Visas, the Procedure and Conditions for Their Issuance and Granting, Extension of Their Validity Period, Replacement in Case of Loss, and the Procedure for Visa Cancellation";
7) Order of the Ministry of Internal Affairs of Russia No. 904 of November 24, 2023, "On Establishing the Procedure for Submission by an Educational or Scientific Organization of a Notification Regarding the Granting of Academic Leave to a Foreign National (Stateless Person), or Regarding the Completion or Early Termination of Studies of a Foreign National (Stateless

Person) Specified in Paragraphs One, Two, Three, or Five of Clause 7 of Article 5 of Federal Law No. 115-FZ of July 25, 2002, “On the Legal Status of Foreign Nationals in the Russian Federation”, and the form of such notification;

8) Order No. 856 of the Ministry of Internal Affairs of the Russian Federation dated December 10, 2020 "On Approving the Administrative Regulation of the Ministry of Internal Affairs of the Russian Federation for the Provision of the State Service for Migration Registration of Foreign Nationals and Stateless Persons in the Russian Federation, the Application Forms for a Foreign National or Stateless Person for Registration at the Place of Residence, the Application for Dismissal of a Foreign National or Stateless Person from Registration at the Place of Residence, the Notification of the Arrival of a Foreign National or Stateless Person at the Place of Stay, the Registration Marks (Deregistration) of a Foreign National or Stateless Person at the Place of Residence, the Marks Confirming the Performance by the Host Party and the Foreign National or Stateless Person of the Actions Necessary for Their Registration at the Place of Stay, Which Are Affixed, Among Others, by the Multifunctional Center for the Provision of State and Municipal Services";

9) Order No. 907 of the Ministry of Internal Affairs of the Russian Federation dated December 4, 2019 "On Approving the Administrative Regulation of the Ministry of Internal Affairs of the Russian Federation for the Provision of the State Service for Processing, Issuing, Extending the Validity Period, and Restoring Visas for Foreign Nationals and Stateless Persons";

10) Order No. 641 of the Ministry of Internal Affairs of the Russian Federation dated September 14, 2020 "On Approving the Form of Notification of the Departure of a Foreign National or Stateless Person from the Place of Stay, the List of Information Contained in the Specified Notification, the Requirements for Its Completion, the Procedure for Sending It to the Migration Registration Authority, Including in Electronic Form, as Well as the Storage Period for a Copy of the Specified Notification in the Multifunctional Center for the Provision of State and Municipal Services or an Organization of the Federal Postal Service";

11) Order No. 926 of the Ministry of Internal Affairs of the Russian Federation dated November 22, 2021 "On Approving the Procedure for Making a Decision on Extending or Reducing the Period of Temporary Stay of a Foreign National or Stateless Person in the Russian Federation";

12) other regulatory legal acts of the Russian Federation.

1.3 In this Regulation, the terms "foreign national" and "a student who is a foreign national" include the concepts of "stateless person" and "a student who is a stateless person", except the cases where federal legislation establishes special rules for stateless persons that differ from the rules established for foreign nationals.

1.4 A foreign national staying at a place of sojourn within the territory of the Russian Federation is obliged to register for migration purposes at the place of temporary stay in accordance with the procedure and under the conditions established by the legislation of the Russian Federation.

1.5. The migration registration procedure consists in notifying the authorised body (the migration division of the territorial office of the Ministry of Internal Affairs of Russia - the Migration Department of the Magas Branch of the Ministry of Internal Affairs of Russia, address: 6 Kalimatova Street, Magas, Republic of Ingushetia; tel.: 8 (8734) 55-48-08, 8 (8734) 55-48-09) of the arrival of a foreign national at the place of sojourn.

All procedures for migration registration are carried out by the host party (Russian citizens, foreign nationals or stateless persons permanently residing in the Russian Federation (holding a residence permit), legal entities, their branches or representative offices where the foreign national actually resides (stays) or works). The foreign national is not personally required to apply to any organizations, except for the cases provided for in Parts 3 – 3.5 and 4 of Article 22 of Federal Law No. 109-FZ.

Upon arrival at the place of stay, the foreign national shall, within two days, present to the host party an identity document, a migration card (except in cases where the foreign national is exempt from the obligation to fill out a migration card under an international treaty of the Russian Federation), and/or a residence permit or a temporary residence permit (for a foreign national permanently or temporarily residing in the Russian Federation). In the event that the foreign national arrives at a new place of stay, the host party shall additionally be presented with the detachable part of the arrival notification from the foreign national's previous place of stay in the Russian Federation.

Based on the documents submitted by the foreign national, the host party shall complete **a standard form of the Notification of the Arrival of a Foreign National at the Place of Stay** (hereinafter referred to as the “Arrival Notification”). Within the time limits established by the legislation of the Russian Federation, the host party shall submit the said notification to the territorial body of the Ministry of Internal Affairs of Russia either directly — in person or in electronic form via the federal state information system “Unified Portal of State and Municipal Services (Functions)” (hereinafter referred to as the “UPSMS”), or

through a multifunctional center, or shall send it by postal service in accordance with the established procedure, except for the cases provided for in Parts 3 – 3.5 and 4 of Article 22 of Federal Law No. 109-FZ.

The host party shall attach the following documents to the submitted Arrival Notification:

– copies of all pages of the foreign national's identity document that contain information about the foreign national and/or bear marks indicating the crossing of the state border of the Russian Federation or any other foreign state;

– a copy of the foreign national's migration card (except in cases where the foreign national is exempt from the obligation to fill out a migration card under an international treaty of the Russian Federation);

– a copy of the document confirming the right to use the residential or other premises provided for the foreign national's actual residence, in the event that the information contained in the disposal of the bodies providing state services, the bodies providing municipal services, other state bodies, local self-government bodies, or organizations subordinate to state bodies or local self-government bodies participating in the provision of state or municipal services is absent.

If a foreign national who has entered the Russian Federation under a procedure requiring a visa actually resides in a premises that has been specified in the application for a visa invitation letter as the intended place of stay, the notification of their arrival at such place of stay may be submitted to the migration registration authority **by the foreign national in person**. This rule shall not apply to cases where the foreign national is accommodated in organizations and institutions referred to in paragraphs 1 and 3 of part 3 of Article 20 and part 2 of Article 21 of Federal Law No. 109-FZ (Part 3.4 of Article 22 of Federal Law No. 109-FZ).

If a student who is a foreign national enters into a residential lease agreement with the host party, such foreign national shall, within the seven-day period established by Part 3 of Article 20 of Federal Law No. 109-FZ, submit a notification of their arrival at the place of stay to the migration registration authority — either in person or electronically. A copy of the residential lease agreement shall be appended to the foreign national's arrival notification. (Part 3.5 of Article 22 of Federal Law No. 109-FZ)

1.6 The deadline for submitting the notification of a foreign national's arrival at the place of stay is **seven working days from the date of the foreign national's arrival at the place of stay, or from the date of obtaining a temporary identity document for a stateless person in the Russian Federation** (Part 3 of Article 20 of Federal Law No. 109-FZ), except in the following cases:

1) where the foreign national is staying in a hotel or another organization providing hotel services, a sanatorium, a holiday home, a boarding house,

a campsite, a tourist base, a children's summer health camp, a medical organization providing inpatient medical care, or a social welfare organization (paragraph 1, part 3 of Article 20 of Federal Law No. 109-FZ);

2) where the foreign national performs labor activity on a rotational (shift) work basis in an organization, in the case provided for by Part 2 of Article 21 of Federal Law No. 109-FZ (paragraph 2, part 3 of Article 20 of Federal Law No. 109-FZ);
3) where the foreign national is staying in a social welfare organization that provides social services to persons without a fixed place of residence (paragraph 3, part 3 of Article 20 of Federal Law No. 109-FZ);
4) where the foreign national is staying in an institution executing an administrative penalty (paragraph 4, part 3 of Article 20 of Federal Law No. 109-FZ).

In the above cases, the arrival notification must be submitted **within 1 working day following the day of the foreign national's arrival at the place of stay** (Part 3.1 of Article 20 of Federal Law No. 109-FZ).

Furthermore, extended deadlines for submitting the arrival notification have been established with respect to certain categories of foreign nationals:

- foreign nationals who are participants in the State Program for Assisting the Voluntary Resettlement of Compatriots Living Abroad to the Russian Federation, together with family members relocating with them to the Russian Federation, are exempt from submitting the arrival notification for a period not exceeding 30 days from the date of the foreign national's arrival at the place of stay (Part 4.2 of Article 20 of Federal Law No. 109-FZ);
- citizens of the Republic of Belarus are exempt from the obligation to submit the arrival notification 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 on the Territories of the States Parties to 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 on 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 on the Territory of the Republic of Uzbekistan and Citizens of the Republic of Uzbekistan on the Territory of the Russian Federation).

If the above-listed categories of foreign nationals remain on the territory of the Russian Federation beyond the established preferential period, they are required to register at their place of residence or to register for migration records at their place of stay before the expiration of the specified deadlines.

1.7. A foreign national shall have the right to independently notify the migration registration authorities of their arrival at the place of stay where there exist documented valid reasons (illness, physical inability, etc.) that prevent the host party from independently submitting the notification to the migration registration authority.

1.8. Evidence of the performance by the host party and/or the foreign national who is a student of the actions required for registration at the place of stay shall consist of a notation made in the open section of the Arrival Notification form, which shall be affixed in accordance with the established procedure by the territorial body of the Ministry of Internal Affairs of Russia, a multifunctional center, a hotel, or an organization of the federal postal service.

1.9. If there is a change in the information concerning a foreign national specified in paragraphs 1, 3–6, 8, and 12 of part 1 of Article 9 of Federal Law No. 109-FZ, or if the foreign national actually resides at the place of stay beyond the declared period of stay, the host party — or, in cases provided for by parts 3–3.5 and 4 of Article 22 of Federal Law No. 109-FZ, the foreign national - shall, **within three working days,** report this to the territorial body of the Ministry of Internal Affairs of Russia, either in person or electronically, or through a multifunctional center (except in cases provided for by parts 3 and 3.2 of Article 22 of Federal Law No. 109-FZ), by providing a completed Arrival Notification form, accompanied by a reasoned statement in free form and copies of documents confirming the change in information concerning the foreign national.

1.10. On departure, the foreign national shall notify the host party.

1.11. If a foreign national changes their place of stay within the Russian Federation, upon arrival at the new place of stay, they shall present their passport, migration card, and the tear-off part of the Arrival Notification form for the previous place of stay to the host party at the new place of stay.

1.12. The period of temporary stay of a foreign national in the Russian Federation is determined by the validity period of the visa issued to them.

The period of temporary stay in the Russian Federation of a foreign national who has entered the Russian Federation under a procedure that does not require a visa shall not exceed 90 days in total within 1 calendar year, except where otherwise provided by Russian legislation or international treaties. Moreover, the continuous period of temporary stay of such foreign national shall not exceed 90 days. Consequently, foreign nationals entering the country under a visa-free regime may remain in Russia for a period not exceeding three months in total.

The period of temporary stay in the Russian Federation of a foreign national who has entered the Russian Federation for the purpose of studying and enrolling in an educational organization to receive full-time or part-time education under an educational program of secondary vocational education, a bachelor's degree program, a specialist's degree program, a master's degree program, a residency training program, or an assistantship-internship program that has state accreditation, or under a program for training scientific and pedagogical personnel in postgraduate (adjuncture) studies, or under an educational program in an educational or scientific organization included in the list established by the Government of the Russian Federation, shall be extended until the completion of such foreign national's full-time or part-time studies in the educational or scientific organization.

The educational or scientific organization in which a foreign national specified in the first, second, or third paragraph of this clause is pursuing their studies shall be required to file a petition with the territorial body of the federal executive authority responsible for internal affairs for an extension of the period of temporary stay of such foreign national in the Russian Federation no later than twenty days prior to the expiration of the foreign national's current period of temporary stay in the Russian Federation (paragraph 4, part 7, Article 5 of Federal Law No. 115-FZ).

A foreign national temporarily staying in the Russian Federation shall be required to leave the Russian Federation upon the expiration of their visa validity period or other period of temporary stay established by the legislation of the Russian Federation or an international treaty of the Russian Federation, except in cases where, as of the date of expiration of such periods, the validity period of their visa or other period of temporary stay has been extended, or a new visa has been issued to them, or an application and other documents necessary for obtaining a temporary residence permit have been accepted from them (or with respect to them), or an application for the issuance of a residence permit has been accepted from them.

If a foreign national's period of residence or temporary stay in the Russian Federation is shortened, they shall leave the Russian Federation within three days from the date the authorized state body adopts the decision to shorten the period of temporary stay.

If a temporary residence permit for the purpose of obtaining an education or a residence permit issued to a foreign national has been canceled, such foreign national shall be required to leave the Russian Federation within fifteen days from the date of delivery to them of the notification of cancellation of such permits or residence permit, or from the date of dispatch to them of such notification in the form of an electronic document using public information and telecommunications networks, including the Internet and the Unified Portal of State and Municipal Services, or by postal mail in accordance with the established procedure.

II. Initial Migration Registration

2.1 Migration registration by the University is carried out strictly for those students who are foreign nationals residing in the University's dormitories. In the event of registration at a private address, the foreign national student is required to submit a copy of the detachable portion of the Arrival Notification to the Department of International Cooperation of IngSU.

2.2 Upon arrival in Magas, a foreign national who is a student assigned to the IngSU dormitory must provide the following documents to the Department of International Cooperation on the day of arrival at the University, or on the first working day following arrival if the foreign national arrived at the place of stay on a non-working (weekend) day:

1) passport and one copy (copies of all pages);
2) the tear-off part of the Migration Registration Notification form (if the foreign national was registered at another place of stay before arriving at IngSU);
3) proof of payment of the state fee;
4) temporary residence permit and a copy (if any);
5) residence permit in the Russian Federation and a copy (if any);
6) work permit or patent and a copy (if any);
7) residential lease agreement for the IngSU dormitory (if any).

2.3 If a foreign national resides in a residential premises not owned by IngSU (a hotel, hostel, rented residential premises, residence in a relative's apartment, etc.), migration registration is carried out by the administration of the hotel or hostel - within 1 day from the date of check-in - or by an individual who is the owner of

the residential premises - within 7 working days from the moment the foreign national arrives at the place of stay on the territory of the Russian Federation.

In the event of migration registration at the place of actual residence (not in an IngSU dormitory), the following documents confirming this fact must be submitted to the Department of International Cooperation of IngSU:

1) passport;
2) migration card;
3) tear-off part of the Arrival Notification.

2.4 The migration registration procedure is repeated after:

- **each new arrival to the territory of the Russian Federation** (return from holidays, tourist trips outside the Russian Federation, departure to the place of permanent residence);
- **return from trips within the territory of the Russian Federation** (such as off-site internships, gatherings, seminars, conferences, tourist trips, sanatorium treatment, inpatient treatment in a medical facility, visiting relatives, friends, and the like);
- **discharge from any type of medical facility** where the foreign national student has received inpatient treatment (even for 1 day);
- **change of identity document;**
- **change of surname, first name, or patronymic;**
- **change of migration status,** i.e., after obtaining a temporary residence permit (hereinafter – TRP), a residence permit (hereinafter – RP), or a temporary residence permit for the purpose of obtaining an education (hereinafter – TRPE).

After submitting documents for a TRP/TRPE/RP to the Migration Service Division of the Ministry of Internal Affairs for the Republic of Ingushetia, a foreign national who is a student must report this to the Department of International Cooperation. On the day the TRP/TRPE endorsement is affixed or on the day the RP is received, the student must also notify the staff of the Department of International Cooperation of the change in their migration status.

III. Extension (Obtaining a Multiple-Entry Visa)

3.1 For a foreign national who is a student and has entered the Russian Federation for the purpose of studying at an organization carrying out educational activities, an ordinary study visa is extended by the migration affairs subdivision at the place of migration registration of the foreign national's place of stay by issuing

a multiple-entry visa for the period of study, but for no more than one year for each subsequent visa.

3.2 Documents for the extension of an ordinary study visa must be submitted for consideration to the Migration Affairs Directorate of the Ministry of Internal Affairs for the Republic of Ingushetia **no later than twenty working days before the expiration of the validity period of the existing visa.** Where there is a documented valid reason (illness, loss of the identity document of the foreign national, the validity period of the visa upon entry into the Russian Federation being shorter than the period provided for its extension, or other valid reasons), documents for the extension of the visa validity period must be submitted no later than the date of expiration of the visa validity period.

3.3 Only visas issued on the basis of an invitation from IngSU or from other educational institutions (in the event of foreign nationals transferring to IngSU to continue their studies in full-time or part-time programs of the main educational curriculum) are subject to extension.

3.4 To extend the study visa, a foreign national who is a student shall **contact the Department of International Cooperation of IngSU no later than two months prior to the expiration of the existing visa** for consultation and for preparation of the required set of documents.

3.5 Documents required for the extension of a study visa:

- a visa application form with one photograph, filled out legibly by hand or using technical means, in Russian or in English, without the use of abbreviations or acronyms. Complete and accurate information must be provided in all sections of the application form. The application form must be signed personally by the foreign national who is a student.
- An identity document, as well as the current visa (if any) if it has been issued on an inserted visa form (original and a copy). The passport submitted by the foreign national must not raise any doubts as to its authenticity or its belonging to the holder, must not contain any marks, caveats, entries, erasures, or corrections not certified by the competent authorities of the relevant foreign state, or any torn or resewn pages; must have at least two blank pages intended for visas; and, as a rule, its validity period must not expire earlier than six months from the date of expiration of the visa being issued.
- A petition for visa extension.
- A document confirming the foreign national's study at IngSU.
- A document confirming payment of the state fee.
- Migration card (original and a copy).

- A tear-off part of the Arrival Notification of the foreign national to the place of stay (original and a copy).
- Temporary residence permit in the Russian Federation (if any) (original and a copy).
- Temporary residence permit in the Russian Federation for the purpose of obtaining an education (if any) (original and a copy).

3.6 If the deadline for submitting documents for a multiple-entry study visa is missed, the authorities may refuse to accept the documents. In that case, before their current visa expires, the foreign student will have to leave Russia and wait for an invitation from their home country to obtain a new visa.

3.7 On the day following the receipt of the new visa, it is necessary to report to the Department of International Cooperation of IngSU for the extension of migration registration.

IV. Extension of the Period of Temporary Stay in the Russian Federation

4.1 The period of temporary stay in the Russian Federation of a foreign national who has entered the Russian Federation for the purpose of studying and has been admitted to an educational organization to receive full-time or part-time education under an educational program of secondary vocational education, a bachelor's degree program, a specialist's degree program, a master's degree program, a residency training program, or an assistantship-internship program that has state accreditation, or under a program for training scientific and pedagogical personnel in postgraduate studies, or under an educational program in an educational or scientific organization included in the list established by the Government of the Russian Federation, shall be extended until the completion of the period of study of such foreign national in full-time or part-time education in the said educational organization.

The period of temporary stay in the Russian Federation of a foreign national who has entered the Russian Federation for the purpose of studying and has been admitted to an educational or scientific organization, in the case of their transfer, within the same or another educational or scientific organization, from one educational program to another educational program, shall be extended until the completion of the studies of such foreign national.

The period of temporary stay in the Russian Federation of a foreign national who has completed their studies may be extended for a period of up to thirty calendar days from the date of completion of the studies of such foreign national in an educational or scientific organization, for the purpose of such foreign national's

admission to the same educational or scientific organization to receive professional education of a different level.

The period of temporary stay in the Russian Federation of a foreign national student who holds the status of a participant in the State Program for Assisting the Voluntary Resettlement of Compatriots Living Abroad to the Russian Federation, or the status of a family member of a participant in the said Program, shall be extended for the duration of the validity period of the certificate of participation in the State Program for Assisting the Voluntary Resettlement of Compatriots Living Abroad to the Russian Federation.

4.2 Studying by correspondence (part-time study) is not a valid ground for extending the period of temporary stay of a foreign national on the territory of the Russian Federation.

4.3 List of documents to be submitted by a foreign national to the IngSU Department of International Cooperation for migration registration extension:

1) passport and one copy (copies of all completed pages);
2) migration card and one copy;
3) tear-off part of the Migration Registration Notification form and one copy;
4) temporary residence permit, residence permit in the Russian Federation, work permit, patent (if applicable) and one copy;
5) residential lease agreement for the IngSU dormitory (if extending an existing lease agreement or entering into a new one).

4.4 The deadlines by which a foreign national must report to the Department of International Cooperation of IngSU for the extension of migration registration are as follows:

- in the case of visa-free entry — no later than 40 days before the expiration of the migration registration period;
- in the case of visa entry — within the first working day following the receipt of the new visa.

V. Change of Place of Stay (Re-registration)

5.1 A foreign student must change their place of stay on the territory of the Russian Federation in the following cases, if after being registered for migration purposes at the place of stay (for example, in the IngSU dormitory):

- staying in a hotel or another organization providing hotel services, a sanatorium, a holiday home, a boarding house, a campsite, a tourist base, a children's health camp, a medical organization providing inpatient medical care, or a social welfare organization, or a social welfare organization

providing social services to persons without a fixed place of residence - regardless of the length of stay in the above-mentioned organizations;

- staying in residential premises that are not the address of their migration registration as indicated in the detachable portion of the Notification form - for more than 7 working days;
- moving from one IngSU dormitory to another, or from one dormitory room to another room within the same dormitory - as of the date of conclusion of the residential lease agreement for the dormitory at the new address.

5.2 **A change of place of stay of a foreign national shall entail the registration of such foreign national for migration records at the place of actual stay (in a hotel, hostel, sanatorium, campsite, hospital, apartment, house, dormitory, etc.) with simultaneous deregistration at the previous address** (except in the case of registration at a new place of stay: at the address of a hotel or other accommodation facility providing accommodation services, or a children's recreation and health improvement organization, unless the previous registration of such foreign national for migration records at a place of stay was carried out at the address of another organization among those specified in this part).

5.3 After returning from a trip to Magas, a foreign national who is a student is required to personally submit the following documents to the Department of International Cooperation of IngSU on the first working day following the day of return:

- travel tickets;
- identity document;
- migration card;
- tear-off part of the Notification of Arrival of a Foreign National or Stateless Person to the Place of Stay.

5.4 After returning from holidays (or any other trip outside the Russian Federation), a foreign national who is a student is required to personally submit the following documents to the Department of International Cooperation of IngSU on the day of arrival, or, if the arrival falls on a non-working day, on the next working day:

- the identity document used for entry into the territory of the Russian Federation;
- the migration card.

5.5 After discharge from a medical facility, a foreign student shall, on the first working day following such discharge, submit to the Dean's Office of the Faculty/Institute/the Department of Training of Highly Qualified Personnel, and

the Department of International Cooperation, in addition to the documents listed above, a copy of the discharge certificate from the medical facility.

5.6 When changing the place of stay on the territory of the Russian Federation, followed by arrival at an IngSU dormitory, a foreign national is required, on the day of arrival at the University dormitory, to submit the following documents to the Department of International Cooperation of IngSU for registration for migration records at the new place of stay:

1) passport and one copy of it (copies of all completed pages);
2) migration card and one copy of it;
3) tear-off part of the Arrival Notification of a Foreign National or Stateless Person to the Place of Stay and one copy of it;
4) residential lease agreement for the IngSU dormitory (upon initial check-in to a dormitory or upon transfer from one dormitory to another).

VI. Departure of a Foreign Student from an IngSU Dormitory

6.1 A foreign national's period of stay in an IngSU dormitory is set by the dormitory residential lease agreement signed with them.

6.2 In the event of temporary departure (such as for off-site internships, competitions, gatherings, seminars, conferences, tourist trips, sanatorium treatment, inpatient treatment in a medical facility, visits to relatives or friends, and the like) for any period of time, in any direction within the territory of the Russian Federation, or in the event of permanent departure of a foreign national from an IngSU dormitory at whose address the foreign national is registered for migration records, whether within or outside Magas, a foreign national who is a student is required to notify **the Department of International Cooperation of IngSU and the Administration of the IngSU Dormitory** in advance **(three days prior),** providing the exact date of departure and the expected date of return (such information shall be recorded in the Departure Log).

If the period of stay outside the IngSU dormitory changes, the foreign national must also inform the IngSU Department of International Cooperation and the dormitory administration.

In the case of hospitalization in a medical facility, a foreign national who is a student is required to report the hospitalization to the Department of International Cooperation of IngSU within one day, either personally or through an authorized representative, by calling 8(8734)55-42-22 (extension 129).

6.3 For all foreign national students, travel outside the Russian Federation during academic term is permitted only for valid reasons (marriage registration, death of close relatives, and the like) and if they have official supporting

documents. Before each departure from the territory of the Russian Federation or from the place of stay on the territory of the Russian Federation (for holidays, excursions, internships, etc.), a foreign national who is a student is required to notify the IngSU administration in writing three working days in advance by submitting an application addressed to the Rector of the University (which must be pre-approved by the Dean of the Faculty/Director of the Institute and the Head of the Department of International Cooperation), indicating the reason for departure and the expected date of return. Additionally, the foreign national student must personally notify the dormitory administration (for those residing in a dormitory) and the official responsible for migration registration of their departure on the day of departure. After returning from a trip, the foreign national student shall, within the first working day following arrival at the University, submit to the Department of International Cooperation the documents required for migration registration.

6.4 Unauthorized departure of a foreign national without proper notification of the Dean's Office of the Faculty / Institute, the Department of International Cooperation of IngSU, and the dormitory administration (in the event that the foreign national student resides in a University dormitory) for a period exceeding two days shall entail immediate notification by the University of such fact to the territorial Migration Affairs Directorate of the Ministry of Internal Affairs of the Russian Federation for the Republic of Ingushetia and the Directorate of the Federal Security Service of the Russian Federation for the Republic of Ingushetia, as well as to the Ministry of Education and Science of the Republic of Ingushetia, followed by the imposition upon such foreign national of administrative penalties (a fine, deportation, and a ban on entry into the Russian Federation), as well as disciplinary measures (up to and including expulsion from the University).

6.5 Foreign national students who leave the dormitory for more than seven days are required to register for migration records at the new place of stay.

6.6 Upon arrival at the new place of stay, the foreign national shall provide the tear-off part of the Arrival Notification of a Foreign National or Stateless Person to the Place of Stay to the host party for the purpose of migration registration.

VII. Deregistration from Migration Records

7.1 Deregistration from migration records shall be based on:

1) departure of the foreign national from the Russian Federation;
2) death of the foreign national in the Russian Federation;
3) entry into force of a court decision recognizing a foreign national present in the Russian Federation as missing or declaring them deceased;

4) acquisition of Russian citizenship by a foreign national present in the Russian Federation;
5) departure of the foreign national from the place of stay, except in the cases listed above.

7.2 Deregistration of a foreign national from migration records at the place of stay shall be carried out by the migration registration authority in the following cases:

1) Registration of the foreign national for migration records at a new place of stay, except in the case of registration at a new place of stay at the address of a hotel or other accommodation facility providing accommodation services, or a children's recreation and health improvement organization, unless the previous registration of such foreign national for migration records at a place of stay was carried out at the address of another organization among those specified in this part;
2) Departure of the foreign national from the Russian Federation;
3) Death of the foreign national in the Russian Federation, or the entry into force of a court decision recognizing a foreign national present in the Russian Federation as missing or declaring such foreign national deceased;
4) Establishment by the migration registration authority of the fact of fictitious registration at the place of stay;
5) Departure of the foreign national from the place of stay, with the exception of the cases provided for in subparagraphs 1- 4 of this paragraph.

VIII. Change of Educational Form, Academic Leave

8.1. If a foreign student studying full-time or part-time transfers to a correspondence (distance) education program, the foreign student loses the basis for extending their temporary stay in the Russian Federation for study purposes.

8.2. If a foreign student who has changed their form of education does not have any other grounds under Russian law for remaining in the Russian Federation (such as a temporary residence permit or a residence permit), such student must leave the territory of the Russian Federation.

8.3. If a foreign student is granted an academic leave, they must leave the territory of the Russian Federation for the duration of such leave, unless the foreign student possesses a temporary residence permit or a residence permit in the Russian Federation.

8.4. The University must notify the Migration Affairs Directorate of the Russian Ministry of Internal Affairs for the Republic of Ingushetia and the Ministry of Education and Science of the Republic of Ingushetia that a foreign

national student has been granted an academic leave, within three working days of the date of issuance of the University's administrative order granting such leave.

IX. Completion of Studies

9.1. Upon expulsion from IngSU due to completion or early termination of studies, a foreign national who does not hold a TRP/TRPE/RP is required to leave the territory of Russia within the timeframes established by law, purchasing travel tickets well in advance.

9.2. The University shall, within three working days from the date of issuance of the administrative act on expulsion, notify the Migration Affairs Directorate of the Ministry of Internal Affairs of the Russian Federation for the Republic of Ingushetia and the Ministry of Education and Science of the Republic of Ingushetia of the completion or early termination of studies of a foreign national student.

9.3. The period of temporary stay in the Russian Federation of a foreign national who has completed full-time or part-time studies in a state-accredited main educational program may be extended for a period of up to 30 calendar days from the date of expulsion of such foreign national from the educational organization due to completion of studies in the said main professional educational program, for the purpose of admission of such foreign national for full-time or part-time studies in the same or another educational organization under a state-accredited main professional educational program of a different level.

9.4. Extension of the period of stay for IngSU graduates for reasons unrelated to studies or for other reasons not provided for by law is not allowed.

9.5. A temporary residence permit for the purpose of obtaining an education shall be issued for the duration of a foreign national's study in a state-accredited bachelor's degree program, specialist's degree program, master's degree program, residency training program, or assistantship-internship program, or in a program for training scientific and pedagogical personnel in postgraduate (adjuncture) studies, plus 180 calendar days following the day of completion of the study period.

X. Foreign National's Passport Validity Period

10.1. In the event of expiration of the validity period of a passport, a foreign national student must either leave the territory of the Russian Federation in advance or take measures to have the passport renewed or replaced with a new document in a timely manner, having informed the Department of International Cooperation of IngSU about it.

After renewal of the passport validity period or upon obtaining a new passport, the foreign national student must submit such passport to the Department of International Cooperation of IngSU for the purpose of making the relevant changes in migration records.

10.2. Migration registration and its extension, as well as the issuance or extension of a multiple-entry visa, are impossible without the presentation of an original valid passport.

XI. Loss (Damage) of Documents

11.1. A foreign national student must take proper care of their identity document (passport), which certifies their identity and citizenship and grants the right to enter, remain in, and leave the Russian Federation, as well as of the documents confirming the legality of their stay in the Russian Federation (migration card, tear-off part of the Notification form). These documents must be stored in a manner that prevents their damage or loss.

11.2. If a passport, migration card, or tear-off part of the Notification form is damaged, lost, or stolen, the foreign national must immediately notify the IngSU Department of International Cooperation of the incident and take urgent and all possible measures to restore their documents.

11.3. It is an administrative offense under Part 1.1 of Article 18.8 of the Code of Administrative Offenses of the Russian Federation for a foreign national to be without documents confirming their right to stay (reside) in the Russian Federation, or, in the case of loss of such documents, to fail to file a report of their loss with the appropriate authority.

11.4. Procedure to be followed by a foreign national in the event of loss (theft, damage) of an identity document (passport):

1) immediately report to the nearest police station at the place of loss or discovery of the loss of the passport to obtain a certificate of the incident;
2) notify the Department of International Cooperation of IngSU of the loss (theft) of the passport;
3) as soon as possible, contact the Embassy or consular post of the country of citizenship on the territory of the Russian Federation regarding the issuance of a replacement passport or a temporary travel document for departure to the country of citizenship (a return certificate);
4) foreign nationals who entered the Russian Federation under a visa procedure must contact the territorial migration affairs subdivision of the Ministry of Internal Affairs of Russia to obtain a duplicate of the lost (damaged) visa (in the case that a new passport is issued on the territory of the Russian

Federation) or to obtain a transit visa (in the case it is necessary to depart from the Russian Federation using a temporary travel document);

5) submit the new passport and visa to the Department of International Cooperation of IngSU for the purpose of updating migration records (in the case that a new passport is issued on the territory of the Russian Federation) or leave the territory of the Russian Federation (in the case that a temporary travel document and a transit visa are issued).

11.5. Procedure to be followed by a foreign national in the case of loss (theft, damage) of the migration card or the tear-off part of the Notification form:

1) immediately notify the Department of International Cooperation of the incident;
2) submit an application for the issuance of a duplicate of the migration card and/or the tear-off part of the Notification form to the territorial migration affairs subdivision of the Ministry of Internal Affairs of Russia;
3) provide the obtained duplicates of the migration card and/or the detachable portion of the Notification form to the Department of International Cooperation for the purpose of updating migration records.

11.6. If there is any change to the information in a foreign national's passport, visa, migration card, or detachable portion of the Notification form, or a change to their surname, first name, patronymic, date or place of birth, gender, citizenship, purpose of entry into the Russian Federation, or declared period of stay, the foreign national must report such changes to the IngSU Department of International Cooperation within one working day.

XII. Medical Care for Foreign Nationals

12.1. A foreign national temporarily staying in the Russian Federation must have a valid voluntary medical insurance contract (policy) that is valid in the Russian Federation and concluded with an insurance organization or a foreign insurance organization authorized to provide voluntary medical insurance in the Russian Federation under insurance legislation, or a compulsory medical insurance policy that meets the requirements of Russian compulsory medical insurance legislation.

12.2. If a foreign national (or a stateless person) does not have a medical insurance policy that is valid on the territory of the Russian Federation, this shall constitute an administrative offense under Part 1 of Article 18.8 of the Code of Administrative Offenses of the Russian Federation - violation of entry rules into the Russian Federation.

XIII. Employment Activities of Foreign Nationals

13.1. A foreign national shall have the right to engage in employment activities provided that they have reached the age of eighteen and possess a work permit or a patent.

13.2. To obtain a work permit, foreign nationals should contact the Migration Affairs Directorate of the Ministry of Internal Affairs for the Republic of Ingushetia, located at: 1 Nazarbayeva Street, Magas, Republic of Ingushetia. Tel.: 8(8734)55-06-38, 55-06-62, 55-06-27.

13.3. A work permit shall not be required for foreign nationals:

- studying in the Russian Federation in vocational educational organizations, higher education educational organizations, or scientific organizations, and performing work (providing services) during vacation periods;
- studying in the Russian Federation in vocational educational organizations, higher education educational organizations, or scientific organizations, and working in their free time from studies within such educational and scientific organizations, or in business companies or business partnerships established by budgetary or autonomous higher education educational organizations or budgetary or autonomous scientific organizations in which they are studying;
- studying full-time in the Russian Federation in vocational educational organizations, higher education educational organizations, or scientific organizations under a state-accredited educational program of secondary vocational education, a bachelor's degree program, a specialist's degree program, a master's degree program, a residency (ordinatura) program, or an assistantship-internship program, or under a program for training scientific and pedagogical personnel in postgraduate (adjuncture) studies, and working in their free time from studies.

The rules set out in paragraphs 2 and 3 of this clause do not apply to foreign nationals who combine work with studies in the Russian Federation if such foreign nationals entered the Russian Federation under a visa-free procedure for the purpose of working, or on the basis of an ordinary work visa.

3.4. Foreign national students are required to conclude employment contracts or civil law contracts with their employer. Working without a contract is subject to legal penalties.

XIV. Change of Migration Status

14.1. Upon obtaining a temporary residence permit (TRP), a temporary residence permit for study purposes (TRPE), a residence permit (RP) in the Russian Federation, or Russian citizenship, a foreign national must notify the

IngSU Department of International Cooperation of this within one working day and submit the relevant documents.

14.2. Matters related to the issuance of a work permit or patent for carrying out employment activities in the Russian Federation and the change of migration status of foreign nationals in the Russian Federation (obtaining a temporary residence permit, a residence permit, or citizenship of the Russian Federation) do not fall within the competence of the Department of International Cooperation of IngSU.

14.3. For the matters listed above, foreign nationals should apply to the Migration Affairs Directorate of the Ministry of Internal Affairs for the Republic of Ingushetia.

XV. Responsibility of Foreign Nationals

15.1. Foreign national students who commit crimes, administrative violations, or other offenses on the territory of the Russian Federationshall bear responsibility in accordance with the Russian Federation's Code of Administrative Offenses and Criminal Code.

15.2. Administrative liability for violations shall arise if a foreign national:

- has entered Russia in violation of the procedure for crossing the State Border of the Russian Federation;
- has failed to register for migration records at the place of stay (residence) in a timely manner;
- has provided inaccurate or deliberately false information about themselves during migration registration;
- has failed to depart from the Russian Federation upon expiration of the permitted period of stay;
- engages in employment activities without a work permit (patent).

15.3. Foreign national students who violate migration legislation, the University Charter, the Internal Student Rules, or other local regulations of IngSU shall be subject to disciplinary liability (up to and including expulsion from the University).

XVI. Duties of a Foreign National Student or Stateless Person Student During Their Stay at IngSU

16.1. In accordance with Article 4 of Federal Law No. 115-FZ, a foreign national student, during their stay (residence) on the territory of the Russian Federation, shall refrain from activities that harm the interests of the Russian Federation, and shall comply with the Constitution of the Russian Federation and the legislation of the Russian Federation, including the following:

16.1.1. To treat with care the environment, natural resources, and material and cultural values of the Russian Federation;

16.1.2. To respect the diversity of regional and ethnocultural ways of life of the population of the Russian Federation;

16.1.3. Not to obstruct the exercise of the rights and freedoms of citizens of the Russian Federation, the activities of public authorities of the Russian Federation, or their officials;

16.1.4. Not to interfere in the foreign or domestic state policy of the Russian Federation, including refraining from actions aimed at inciting the adoption, amendment, or repeal of laws or other regulatory legal acts. Activities carried out in accordance with the provisions of paragraph 2 of Article 12 of Federal Law No. 115-FZ shall not constitute interference in the foreign or domestic state policy of the Russian Federation;

16.1.5. To respect traditional Russian spiritual and moral values, including the concept of marriage as a union between a man and a woman, family, motherhood, fatherhood, and childhood, and to comply with the requirement of inadmissibility of distorting the historical truth about the feat of the Soviet people in defending the Fatherland and their contribution to the victory over fascism;

16.1.6. To refrain from financing or otherwise facilitating activities that violate the provisions of subparagraphs 16.1.1–16.2.5 of this paragraph, and from involving other persons in such activities;

16.1.7. To strictly comply with the legislation of the Russian Federation;

16.1.8. To comply with the rules established by local regulatory acts of IngSU governing the procedure for entry, stay, and departure from the dormitory of IngSU, as well as the employment activities of foreign national students of IngSU, in particular:

1) to submit to the Department of Visa Support and Migration Registration of IngSU the established set of documents:

- for migration registration – within 2 working days from the date of arrival in Magas and/or check-in to the dormitory, including in the event of a change of place of stay on the territory of the Russian Federation;
- for extension of migration registration – within one working day following the day of receipt of a new visa (for foreign nationals who entered the Russian Federation under a visa procedure) or no later than 40 days prior to the expiration of the existing migration registration (for foreign nationals who entered the Russian Federation under a visa-free procedure);
- for updating migration registration – within 1 working day from the date of receipt of new documents due to a change in the foreign national's personal data (surname, first name, patronymic, date or place of birth, gender,

citizenship), purpose of entry into the Russian Federation, declared period of stay (residence) in the Russian Federation, details of passport, migration card, visa, address of place of stay, or migration status (obtaining a temporary residence permit or a residence permit in the Russian Federation).

2) to notify the Department of International Cooperation of IngSU and the Administration of the IngSU Dormitory:

– of their departure from the IngSU dormitory for a period exceeding 24 hours;

– of a change in their migration status on the territory of the Russian Federation (obtaining a temporary residence permit, a residence permit in the Russian Federation, or Russian citizenship);

– **immediately** – of damage, loss, or theft of the passport, migration card, or tear-off part of the Arrival Notification of a Foreign National or Stateless Person to the Place of Stay. The foreign national student is required to take timely measures to have them restored.

3) To take timely measures to renew or replace the passport upon its expiration, to extend the study visa and migration registration, as well as to restore the passport, migration card, and tear-off part of the Arrival Notification in the event of damage, loss, or theft.

4) In the event of early termination of studies at IngSU, to leave the Russian Federation within three days from the date the migration affairs subdivision of the territorial body of the Russian Ministry of Internal Affairs adopts a decision to shorten the period of temporary stay in the Russian Federation.

5) To have a valid medical insurance policy that allows the student to receive necessary medical care in the Russian Federation throughout the entire period of study.

6) During the period of study, to work on the territory of the Russian Federation only with a work permit, except for the cases provided for in Article 13 of Federal Law No. 115-FZ of July 25, 2002 "On the Legal Status of Foreign Nationals in the Russian Federation."

SIGNATURE SHEET

to the Regulations
on Compliance with the Migration Legislation of the Russian Federation by
Foreign National Students and Stateless Person Students of Ingush State University

Deputy Head of the Legal Directorate of IngSU		Magomed Batyrovich Albakov
Head of the Department of International Cooperation of IngSU		Fatima Tatrievna Teboeva
Chairperson of the Student Trade Union Committee of IngSU		Khava Moulievna Tumgoeva
Chairperson of the Student Council of IngSU		Madina Akhmedkhanovna Khashtyrova