

Dear student,

We would like to encourage you to participate in student exchange program at Financial University under the Government of the Russian Federation, one of the leading Universities in the field of Economics and Finance in Russia.

Study in our University will give you remarkable experience to get to know the Russian high education system and will provide opportunity to know more about Russian culture and traditions.

If you decided to consider this possibility, you need to follow the instructions below.

How to become an exchange student at Financial University:

Student needs to address to the International Office of Home University to check out whether it has an academic exchange agreement with Financial University. Home University coordinator considers the student to be nominated on the exchange program in Financial University and contacts coordinator of International Office in Financial University.

International Office of Home University issues the Nomination Certificate for the exchange student and sends it to the mobility coordinator of Financial University, Mrs. Svetlana Chugunova, by e-mail: schugunova@fa.ru

The Fall semester starts on September, 1st and ends at the beginner of February (including exams).

The Spring semester starts at the beginner of February and ends at the beginner of July (including exams).

Deadlines for nomination:

- **April 30th - for the Fall semester**
- **October 30th – for the Spring semester**

Application documents required for exchange student (should be sent by e-mail):

- Application Form (fill out on the computer all points).
- The copy of passport which should be valid for 1,5 year from the date of issue of Russian visa (translated into Russian and officially verified).
- Proficiency Level Certificate of English (if student is going to study in English) or Russian (if student is going to study in Russian) - B2 Level is compulsory. We can also accept the official paper from your University.
- Nomination Certificate from home university (signed and stamped by home university).
- Passport-sized photo (**format jpg only**).
- Information about Russian level in case you want to study Russian.

Deadlines for documents:

- **May 17th - for the Fall semester**
- **November 15th – for the Spring semester**

After arrival in Financial University the student needs to present the original copies of the application documents listed above as well as the following extra ones:

- International Medical Insurance.
- Medical Certificate: It needs to content like this: "After internal examination of (name of the person) is at good health and free of infectious diseases. The HIV test is negative. (must be translated into Russian and officially verified).
- 4 passport-sized photos.

Invitation Letter for student will be issued (if all the documents were submitted):

- at the middle of July – for the Fall semester
- at the beginner of January - for Spring semester

Exchange students don't pay tuition fees in Financial University.

Accommodation

Financial University provides all exchange students with the place in the dormitory. You will share the room in the dormitory with one more student. The fee for the place in the dormitory is 1950 rub. per month.

Pre-arrival details regarding dormitory, academic calendar, orientation day etc. will be sent by e-mail directly to the student accepted for the exchange program.

If you have more questions don't hesitate to ask me.

**Best regards,
Svetlana Chugunova
International Relation Office**