

# **PRE-DEPARTURE GUIDE FOR INTERNATIONAL STUDENTS**

**HSE UNIVERSITY**

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# Dear international students,

*We congratulate and thank you for choosing National Research University Higher School of Economics (HSE University) as your place of study. We are excited that you have decided to join our academic community and are optimistic that your time here will be filled with opportunities and discovery.*

*This guide will help answer your questions about coming to and living in Moscow. For your convenience, each section includes useful links to web resources, where you can find more detailed information.*

*After your arrival in Moscow, you will be offered to take part in a series of orientation and adaptation seminars, which will prepare you for a successful start at the University.*

*Please visit the International Student Support Centre's webpage for more information at: **[istudents.hse.ru/en](https://istudents.hse.ru/en)**.*

**International Student Support Centre team**



# ABOUT HSE UNIVERSITY

Higher School of Economics (HSE University, or “Vyshka”) is a national research university, which is renowned in Russia and throughout the world for its achievements. Over nearly three decades of its existence, this academic institution has developed its own traditions and values, while also attaining many academic victories, attracting scholarly stars and educating over 80,000 graduates.

HSE University was founded in 1992 upon the initiative of a group of academics, who had the full support of the Russian government. The University was created as a school of economics, which would initially train economists, managers, lawyers and sociologists. Over the years, however, our range of degree programmes expanded, and now HSE University not only produces top economists, but also mathematicians, programmers, political scientists, historians, linguists, philosophers, orientalists, engineers, physicists, designers, journalists, urbanists, cultural critics, psychologists and other professionals. Every year, new specializations are added to the University's roster of programmes.



All levels of instruction – from lyceum studies to doctoral degrees and MBAs



Fundamental and applied research (from historical studies to aerospace engineering) at the University's many institutes, centres and labs



HSE University offers a wide range of fields of study – training not only in socio-economic sciences, but also in the humanities, engineering, and computer science



International laboratories headed by top international experts



First-year students are top learners in Russia



Partnership agreements, exchange programmes and double degree with top universities around the world



Learning merging with research activities



Dozens of student organizations – from extreme sports and dance classes to debates in English

HSE University's mascot is the Crow. He's been our talisman since 1996.





## 4 REGIONAL CAMPUSES

Moscow, St. Petersburg, Nizhny Novgorod, and Perm

**~7 000**

Teachers and researchers

**44 100+**

Students

**3 500+**

International Students

**FROM 100+**

Countries

**80 000+**

Alumni

# PRE-DEPARTURE CHECKLIST

## STUDENT VISA

(only for citizens of countries subject to the visa regime with the Russian Federation. More information can be found on the HSE University International Admissions' website)

- ☐ After the invitation for receiving a visa appears in the applicant's account, submit an application for a student visa at the Russian consulate or visa centre in your country (single-entry study visa; valid for up to 90 days);
- ☐ After getting your visa, check it for any mistakes.

## DORMITORIES

- ☐ Indicate in the applicant's account if you who require a dorm room;
- ☐ Print out the referral to the dormitory;
- ☐ Read Internal Dormitory Regulations.

## ARRIVAL

- ☐ Plan your arrival in Moscow so that you can attend the orientation session and start studies on time;
- ☐ Make sure that your arrival date doesn't come before the start of your visa;
- ☐ Familiarize yourself with Russia's migration and customs rules, as well as baggage transport regulations (more information is on p. 9);
- ☐ Find out how to get to your place of residence from the airport (or train station): Aeroexpress, metro, or taxi (more information is on p. 11);
- ☐ Submit the documents to the Admissions Office on the next working day after your arrival (more information is on p. 14);

## MEDICAL INSURANCE AND

### CERTIFICATES (more information on p. 10)

- ☐ Obtain a medical insurance policy, which will cover your entire period of stay in Russia, or select an insurance firm in Russia where you can purchase a policy upon arrival;
- ☐ Obtain a certificate confirming your overall health with the signature and stamp of your personal doctor;
- ☐ Obtain a certificate confirming inoculations issued by a medical institution;
- ☐ Obtain an HIV-negative certificate.

## CONTACTS

- ☐ Keep the contacts of your programme office and programme manager, as well as the International Admissions Office and the International Student Support Centre;
- ☐ Keep the contacts of the consulate/embassy of your country in Russia.

## WHAT TO BRING

- ☐ Documents for admission (visit the website of the HSE International Admissions to see a list of the necessary documents);
- ☐ Originals of documents necessary for your trip (*passport, tickets, etc.*);
- ☐ Cash funds for initial time in Russia (US dollars or Euro).

# PLANNING YOUR TRIP

To help you better adapt to life in Moscow, we recommend visiting the following websites with useful information about the city when planning your trip:

- **Explore Moscow:**

[https://www.tripadvisor.com/Tourism-g298484-Moscow\\_Central\\_Russia-Vacations.html](https://www.tripadvisor.com/Tourism-g298484-Moscow_Central_Russia-Vacations.html)

- **«Discover Moscow» project**

<https://um.mos.ru/en/>

A virtual guide to the most interesting places in Moscow

- **Events and where to go in Moscow:**

<https://www.mos.ru/en/afisha/>

<https://bigtimemoscow.com/moscow-events-calendar-2019/>

## CURRENCY EXCHANGE

We recommend that you take cash funds for your first few days in Russia (US dollars or Euro). Currency exchange points operate in Moscow's airports, where you can exchange foreign currency for Russian roubles. We advise using currency exchange points at popular Russian banks (e.g., Sberbank, VTB, Gazprombank, AlfaBank, etc.). Official exchange rates are posted daily on the website of the [Central Bank of Russia](#).

If you plan to use a foreign bank card in Russia, please check with your bank about the terms for using your card in Russia, as not all stores or businesses may accept foreign cards, or the exchange rate may not be too favourable.

## MOBILE COMMUNICATION

To avoid enormous roaming charges, we recommend purchasing a SIM card from one of the top Russian providers. We advise considering a plan from one of the following operators: MTS, MegaFon, Beeline, tele2, among others.

You can also buy a SIM card in mobile brand stores or at any mobile store at the airport or in the city.

## ELECTRONIC DEVICES

Before taking off, make sure all of your electronic devices are fully charged and your mobile phone has enough credit on it to allow for an emergency call, should you need to make it.

Take an adapter if necessary – Russia uses European standard outlets and two-pronged plugs (220 volts).

## CLOTHING

Bear in mind Russia's climate before arriving in the country. Remember to bring warm clothing - winter coat, scarves, gloves and warm footwear, as autumn and winter in Moscow can be very cold and humid.

# ARRIVAL IN RUSSIA AND IMMIGRATION RULES

## PASSPORT CONTROL

To go through passport control, you must present the following documents:

- passport;
- visa (if applicable).

## MIGRATION CARD

Every foreign citizen receives a migration card upon their arrival in Russia at passport control (with the exception of citizens of the Republic of Belarus). The migration card is a legal confirmation of your right to reside in the Russian Federation and must be on your person at all times.

Before leaving the border crossing point, carefully check the accuracy of the information input to your migration card.

### Please check the following:

- all personal data (name, gender, citizenship, date of birth and passport details);
- purpose of visit (this should be “учёба/Education”);
- the date on the stamp should be the actual date of your arrival in Russia.

«Б» (Выезд/departure)	
Российская Федерация/ Russian Federation	
Республика Беларусь Republic of Belarus	
Миграционная карта Migration card	Серия/ Serial № <b>46 19</b> № <b>111111</b>
Фамилия/Surname (Family name)	<b>С И Н</b>
Имя/Given name (s)	<b>С И Н Г И</b>
Отчество/Patronymic	
Дата рождения/Date of birth	Пол/sex Муж./male <input checked="" type="checkbox"/> Жен./Female <input type="checkbox"/>
Дни/ Day	Месяц/ month
Год/ Year	Гражданство/Nationality
<b>0 1 0 1 1 9 9 4</b>	<b>И Н Д И Я</b>
Документ, удостоверяющий личность/passport or other ID	Номер визы/Visa number:
<b>A 1111111</b>	<b>DE1036225</b>
Цель визита/ Purpose of travel (to be underlined): Служебный Official, Туризм/Tourism, Коммерческий Business, <u>Учёба/Education</u> , Работа/Employment, Частный/Private, Прочее/Other/Tripal	Сведения о принимающей стороне (наименование юридического лица, фамилия, имя (отчество) физического лица), населённый пункт/ Name of host person or company, locality: <b>НН/ NNP</b>
Срок пребывания/Duration of stay: C/From <b>01.09.2019</b> До/To <b>29.11.2019</b>	Подпись/Signature
Служебные отметки/for official use only	
Въезд в Российскую Федерацию/ Республику Беларусь/ Date of arrival in the Russian Federation/ Republic of Belarus	Въезд в Российскую Федерацию/ Республику Беларусь/ Date of arrival in the Russian Federation/ Republic of Belarus
<div>004 РОССИЯ RUSSIA 004 01.09.2019 8 &gt; 004 РОССИЯ RUSSIA 004</div>	



## CUSTOMS

In addition to passport control, all passengers disembarking from international flights must go through customs. If a passenger is travelling with goods subject to declaration upon entry to the Russian Federation, they must fill in a customs declaration. Please also note that certain goods cannot be transported across the borders of the Russian Federation and may be confiscated at the customs point.

Please note that the entry of certain types of medicines and medications to the Russian Federation is only possible with a prescription. The prescription should indicate that medication is intended specifically for personal use.

Furthermore, the prescription should include information about the ailment or illness for which the medication has been assigned. If prescription has been drawn up in a foreign language, a notarized translation into Russian must be made. Furthermore, information about the rules for the transport of medications and medicines into the Russian Federation can be obtained from the Federal Customs Service prior to your arrival (Tel. +7 (499) 449-77-71; E-mail: fts@ca.customs.ru ).

Guidelines of the Federal Customs Service on the transport of goods into the customs zone

## REGISTRATION

Upon arrival in Russia, every foreign citizen must get registered at their actual place of residence. We strongly advise submitting your documents for registration on the first working day after your arrival.

### How to get registered:

In a dormitory: make an inquiry with the dorm's passport officer;

In a rented apartment: ask your landlord to go with you to the local migration office of the Ministry of Internal Affairs to fill out and collect a registration slip.

Please visit the website of HSE University's Visa and Registration Centre to learn more about the registration process - <https://visa.hse.ru/en/admreg/>.

Настройка персонализации...

Фамилия:  Имя:  Отчество:

Пол:  Дата рождения:  Место рождения:

Документ, удостоверяющий личность:  Серия:  Номер:

В установленном порядке residence:  Место пребывания:

Область, край, республика:  Район:

Город или другой населенный пункт:

Улица:

Дом:  Корпус:  Страница:

Дата, время, название и иное:  Категория, название, адрес и иное:

Срок пребывания до:

ОТВЕТСТВЕННАЯ ЧАСТЬ ВЛАДА УВЕДОМЛЕНИЯ О ПРИВЪЕЗДЕ ИНОСТРАННОГО ГРАЖДАНИНА ИЛИ ЛИЦА БЕЗ ГРАЖДАНСТВА В МЕСТО ПРЕБЫВАНИЯ

Дата привнесения в систему:

Фамилия:  Имя:  Отчество:

Подпись принимающей стороны:

Печать принимающей стороны:

ОТВЕТСТВЕННАЯ ЧАСТЬ ВЛАДА УВЕДОМЛЕНИЯ О ПРИВЪЕЗДЕ ИНОСТРАННОГО ГРАЖДАНИНА ИЛИ ЛИЦА БЕЗ ГРАЖДАНСТВА В МЕСТО ПРЕБЫВАНИЯ

# MEDICAL INSURANCE AND CERTIFICATES

## MEDICAL INSURANCE

All foreign citizens in Russia should have medical insurance to cover their entire stay in the Russian Federation. Your insurance policy is one of the obligatory documents to confirm your right to live in Russia. An insurance policy is necessary for receiving medical assistance, having tests done and visiting a doctor in order to receive a certificate of health. A foreign visitor must acquire medical insurance **within 15 days from the day of their actual entry** into Russia.

**Medical insurance should include the following information:**

- number of the insurance policy;
- full list of available medical services;
- terms for paying premiums;
- emergency contacts;
- list of hospitals or clinics where you can receive medical treatment.

International students may acquire medical insurance from the representatives of insurance firms recommended by HSE University.

## CERTIFICATE OF HEALTH

A certificate confirming your overall health must be submitted to your dormitory administration with a doctor's statement that you do not have symptoms that would prevent residence in the dormitory, as well as confirmation that you have had an X-ray taken. This certificate must have been issued **no earlier than one month** prior to its submission to the dormitory administration. The certificate's standard form may be downloaded from [here](#).

## VACCINATION CERTIFICATE

To check into a dormitory, you must submit a vaccination certificate or a copy of this document. Certificates must be issued by a medical institution in a free format with information about the inoculations had, as well as the dates and types of vaccination. Please remember that the certificate should state that you have been vaccinated against measles.

## HIV CERTIFICATE

To reside in the Russian Federation, it is necessary to have a certificate confirming an HIV-negative status. This document should be submitted to the Admissions Office along with other documents. Please note that this certificate is valid for three months.

# TRANSPORT FROM THE AIRPORT/ RAILWAY STATION

## AEROEXPRESS

The Aeroexpress train is a comfortable and fast way to get from the airport to the centre of Moscow. The train stations, along with express buses, are conveniently located next to the terminals.

To take the train, you will need to purchase an Aeroexpress ticket at a ticket outlet or vending machine, or via the [aeroexpress](#) website, or by using the [mobile app](#). To pass through the turnstile, just press the ticket with the QR code to the scanner while walking through.

- Vnukovo Airport to Kyivsky Railway Station (Kyivskaya Metro Station);
- Domodedovo Airport to Paveletsky Railway Station (Paveletskaya Metro Station);
- Sheremetyevo Airport to Belarussky Railway Station (Belarusskaya Metro) with express stops at several stations near the metro (*if you plan to stay at the dormitory in Odintsovo, please be aware that the train goes to stations in this district*).

You may view schedule, fares and routes of trains and express buses on the [Aeroexpress website](#).

## METRO

The Moscow Metro's stations are open for entry and change from one line to another from 6am to 1am.

To get around the metro easily and create trip itineraries, we recommend using the official mobile app of the [Moscow Metro](#).

## TAXI SERVICE

We recommend **ONLY** using official taxi services. Unofficial taxis offering lower fares might be unsafe. Below, we list the popular taxi services:

- [Yandex.Taxi](#);
- [Gett](#);
- [Citimobil](#);
- [Uber](#).

## PUBLIC TRANSPORT

- From Sheremetyevo Airport, you can reach Rechnoi Vokzal Metro Station by taking Marshrutka No. **948** or Bus No. **817**;
- From Domodedovo Airport, you can reach Domodedovskaya Metro Station by taking Bus No. **405**;
- From Vnukovo Airport, you can reach Okyatbrskaya Metro Station by taking Marshrutka No. **705**, or Bus No. **611** to reach Yugo-Zapadnaya Metro Station.

You can find the locations of stops and overground public transport schedules on the app or at the website [Yandex.Maps](#).

# LIVING IN MOSCOW

## DORMITORY LIFE

Places in HSE University dormitories are allocated through online applicant accounts. The “Dormitory” section in the personal account can be accessed after filling in the “Consent to Study” sections and completing procedures related to the recognition of international qualifications and diplomas. This way, once an applicant submits documents to the Admissions Committee, a place shall be already reserved for him/her in one of our dormitory facilities.

Information about HSE University’s dormitories here: <https://www.hse.ru/en/dormitory/>

### **Please have the following documents when checking in to the dormitory:**

- Accommodation referral to the dormitory (printed from the applicant’s account);
- passport (document, confirming your identity);
- copy of your passport’s bio-page;
- migration card;
- health certificate;
- vaccination certificate;
- medical insurance (if available when checking in to the dormitory).

**IMPORTANT!** A referral to check in to the dormitory is valid for a certain period after the date of its issue. A student must move in during this period. If you cannot move in within this timeframe, please inform the International Admissions Office ([inter@hse.ru](mailto:inter@hse.ru)) and the Office for Dormitory Management ([zaselenie@hse.ru](mailto:zaselenie@hse.ru)).

### **While staying in the dorm, it is important to follow these rules:**

- be respectful towards other residents and personnel;
- maintain cleanliness;
- dispose of garbage using specially designated containers;
- do not prepare food in your room; use the kitchen on your floor;
- follow the fire safety rules;
- do not use electrical devices (hotplates, water heaters, irons, etc.) in your room;
- smoking, consuming alcoholic beverages and use of narcotic substances is forbidden;
- maintain quiet from 11pm till 8am.

## Tenancy Payments

Dormitory rental costs shall be paid for in accordance with the Tenancy Agreement for the period, starting from the check-in date (when a student starts using a dorm place), every month and no later than the 10<sup>th</sup> of each month following the month for which the payment is made. More information on dormitory fees can be found here: <https://www.hse.ru/en/dormitory/price/>

How to pay for tenancy in a dormitory:

- receive a pay slip with payment information from the dormitory administration;
- fill in this document and make the payment at Sberbank;
- submit a receipt confirming payment to the dormitory administration.

Or, make the payments online.

Here, you can read more about [internal regulations for HSE University dormitories](#).

## RENTED ACCOMMODATION

If you plan to live in rented accommodation, you should take care of it before arriving in Moscow.

We recommend finding a place to live using tested and reliable services with private advertising.

Some useful tips for finding a place to live:

- When looking for a suitable apartment, you should filter listings by district (with due consideration of distance to the metro and the HSE University campus), price, number of rooms, etc.;
- Please note that if an apartment listing has been posted by an agent or an agency, you will be charged a fee for their services;
- Contact the apartment owner and find out all the terms of rental (period of rental, terms of payment) and receiving **temporary registration**;
- Make sure that the rental agreement specifies the rights and obligations of the parties, the timeframe for payment, total monthly rental payment, inventory of interior items and furniture and their condition;
- Make sure you check all documents. Don't sign any rental agreements or pay any money to a landlord if they haven't presented their ownership documents to you or provided copies of them.

# YOUR FIRST DAYS AT HSE UNIVERSITY

## SUBMISSION OF DOCUMENTS UPON ARRIVAL

After your arrival, we recommend submitting your documents to HSE University on the following working day.

For the information about where and when documents can be submitted, please contact the International Admissions Office.

## ORIENTATION SESSIONS

All international students are recommended to attend an orientation session to help you adapt to this new environment efficiently. These sessions are held at the end of August and the end of September (depending on the start of the year at your degree programme). During these events, you will learn about extracurricular activities at HSE University, student organizations and the various services available. Moreover, you will have a chance to take part in an interactive seminar on culture shock, during which you will learn some tips on how to deal with it.

## PROGRAMME OFFICE INDUCTION MEETING

During the meeting, you will meet faculty, programme office staff and your fellow students. You will be familiarized with aspects of the academic life and process and receive your student ID card.

## HSE DAY

This is a major event traditionally held at the beginning of September in Gorky Park for first-year students (and everybody else as well). This special event features various theme activities, master classes, lectures and much more. The day ends with a big concert where several popular musicians perform.

## USEFUL LINKS

HSE University's official website:

<https://www.hse.ru/en/>

Information for international applicants:

<https://admissions.hse.ru/en/>

Support for international students:

<https://istudents.hse.ru/en/>

HSE University's official social media:

[https://vk.com/hse\\_university](https://vk.com/hse_university)

<https://www.facebook.com/hse.ru/>

[https://twitter.com/SU\\_HSE](https://twitter.com/SU_HSE)

<youtube.com/user/hse>

Social media pages of HSE University international students:

<https://vk.com/hse.issc>

<https://www.facebook.com/groups/hse.international.students>

## USEFUL APPS

[Yandex.Maps](#)

[Moscow Metro](#)

[Yandex.Taxi](#)

[Gett](#)

[Citymobil](#)

[Uber](#)

## CONTACTS

**Entry requirements and exams, admissions and necessary documents:**

**International Admissions Consultation Centre**

D623, Building D, 11 Pokrovsky Bulvar, Moscow

Mon-Fri, 9.30am-6pm

Tel.: +7 (495) 531 0059

WhatsApp: +7 (916) 311 8521

E-mail: [inter@hse.ru](mailto:inter@hse.ru)

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**Non-academic matters after arrival in Moscow and during one's stay in the Russian Federation:**

**Centre for International Student Support**

D626, Building D, 11 Pokrovsky Bulvar, Moscow

Mon-Fri, 10am – 7pm

Tel.: +7 (985) 040 1355 (24/7)

E-mail: [istudents.support@hse.ru](mailto:istudents.support@hse.ru)