

APPROVED

by HSE University Directive

No.____, dated_____

Procedures for Testing Students and Doctoral Students for COVID-19 with the Polymerase Chain Reaction (PCR) Method at HSE University (Moscow)

1. HSE University (Moscow campus), at the University's own expense, shall organize voluntary free testing at its own premises for students and doctoral students (hereinafter collectively referred to as "learners") wishing to take a COVID-19 test using the polymerase chain reaction (PCR) method (hereinafter "testing").

2. HSE University's Office of Staff and Student Benefits shall inform learners about the days when testing is planned (hereinafter the "timetable") through posting announcements on the University's corporate website (portal).

3. Testing will be carried out at HSE University buildings based on the preliminary registration of learners in line with the set timetable.

The total number of possible tests per learner is not limited, but can only be held once a week.

Learners may receive testing without prior registration by appearing in person at the testing location in line with the timetable and subject to the availability of time slots.

4. Testing will be carried out on a voluntary basis at the request of learners in line with these Procedures.

5. Learners can get registered for testing through HSE University's Smart LMS system by using their own personal account login.

HSE University, based on the capacity of its medical personnel to carry out testing procedures, shall have the right to restrict the number of available bookings per day.

6. HSE University's Office of Staff and Student Benefits, based on the total number of learners registered for testing on a given day according to the set timetable, will determine the number of auxiliary medical staff necessary for providing tests on-site and organize their attendance.

7. If for any reason a learner cannot attend testing on the day he/she has selected and registered for, they must inform the Office of Staff and Student Benefits about this by sending an e-mail to aadzhigitova@hse.ru, no later than 5pm on the day prior to the date of their test, so as to adjust the number of mobile medical personnel team or open the time slot for other learners wishing to take the PCR test.

8. If a learner fails to appear for a test that he/she has registered for without a valid reason and/or informing the Office of Staff and Student Benefits as per p.7 of these Procedures, or if he/she violates p. 3 of these Procedures, the learner shall be subject to disciplinary sanctions in line with the University's internal bylaws.