

BASIC RULES FOR FOREIGN CITIZEN'S RESIDENCE IN THE TERRITORY OF THE RUSSIAN FEDERATION

1. Foreign citizens coming to study at Pacific National University (PNU) (including internship, courses, etc.) or to work should submit to the PNU Educational Programs Department (EPD) (left wing, 1st floor, office 113) the following documents: copies of their national passports, a visa and the migration card stamped by the Immigration Control. These documents are required for primary registration at the Migration Service and notification of the foreigner's arrival to the place of residence in the Russian Federation (RF) (citizens of the Republic of Belarus should submit a copy of their ticket instead of the migration card). The documents should be submitted to the PNU Educational Programs Department on the arrival day or the next day after the arrival.
2. Foreign citizens have to submit to the PNU EPD an application letter and all the required documents for the registration prolongation **no later than 1 month (20 working days) before the expire date of the primary registration**. The prolongation of foreign citizens' registration in the RF territory is made simultaneously with the issuance of a multiple entry visa for the study period, but not exceeding 1 year.
3. Before leaving for other cities of the Russian Federation a foreign citizen must inform PNU the on the purpose, duration and place of staying. In case of staying in other city for the period **over three days** the foreign citizen has to apply for registration by himself/herself at a local department of the Migration Service or to address the administration of the host organization to be temporarily registered. **During two working days on return** to the place of study in Khabarovsk the foreign citizen must inform PNU on his/her arrival.
4. Before leaving the territory of the Russian Federation the foreign citizen must inform PNU on the purpose and duration of a trip. During two working days on return to the place of study in Khabarovsk the foreign citizen must inform PNU (office 113 left) on his/her new arrival.
5. In case the place of residence in the territory of Khabarovsk (Khabarovsky Krai) is changed, **in two working days** the foreign citizen must inform PNU on his/her new place of residence and get a new notification.
6. In case of documents (the national passport, visa, migration card) are lost the foreign citizen must **immediately** inform about it the nearest police station and get the certificate confirming the loss. The foreign citizen must also inform PNU about the accident (if the notification is lost the foreign student must inform the PNU EPD, office 113 left).
7. The foreign citizens must extend or change their national passports **6 months** before the date of expiry and present them to the PNU EPD (office 113 left).
8. Upon graduation or dismissal from the university foreign citizens must depart from the Russian Federation in the term determined by the University Administration. To leave the territory of the Russian Federation the foreign citizen should to have a national passport, the migration card, a visa and a notification.
9. Foreign students who have committed crimes, administrative or other violations of the law in the territory of the Russian Federation come under the same penalties as the Russian Federation citizens.
10. Any violation of the present rules is subject to the following measures: **a fine, an administrative expulsion, and deportation** in accordance with the current legislation of the Russian Federation.
11. **Violation of the present rules by a foreign citizen (a stateless person) is subject to the administrative fine of 2,000 (two thousand) up to 5,000 (five thousand) rubles with or without an administrative expulsion from the Russian Federation for the period of 5 years.**

ATTENTION:

The term of execution of the visa operations – at least 1 month

I have read and understood the rules. Acknowledged and accepted.

(Date)

(Full name)

(Signature)