



PACIFIC NATIONAL UNIVERSITY (PNU)

Admission procedure of the foreign citizen applying at the University for the 1st year of study under *the educational program of higher education (degree program)* on self-paid base in the 2020-2021 academic year

The PNU admission procedure of foreign citizens consists of 2 STEPS.

1st STEP. A foreign citizen, applying for study at PNU, has to submit the following **primary application documents FOR HIS/HER documents SCREENING, HIS/HER REGISTRATON as a PNU ENTRANT and VISA SUPPORT** (if required):

Required documents	Remarks
1. a completed application form (the PNU prescribed form)	To be completed in the RUSSIAN language on COMPUTER in MS WORD, then printed out, signed and scanned. The Application form can be downloaded from: http://pnu.edu.ru/ru/ic/foreign-abiturient/application/
2. a scanned copy of the picture & signature pages of the foreign passport	For foreign citizens with VISA entry to Russia for the purpose of study, the passport has to be valid at least 18 months from the date of arrival at PNU (consult the PNU adviser for foreigners' admission about the recommended dates of arrival at PNU). If a foreigner has dual citizenship, he/she must submit passports of both countries, as well as other documents, confirming his/her permanent stay in a foreign country.
3. a scanned copy of the Russian translation of the picture & signature pages of the foreign passport, certified by translator and notary	
4. a scanned copy of the Russian STUDENT visa	To be submitted if such visa has been ever received. The citizens of the countries with VISA-FREE entry to Russia for study purpose do NOT provide this document.
5. a scanned copy of document (documents) about completed education / about completed education and obtained degree along with a scanned copy of the transcript (list of studied subjects with grades)	To be submitted if they are available on the day of submission of the completed application form.
6. a scanned copy of the Russian translation of the document (documents) about completed education /about completed education and obtained degree along with a scanned copy of the Russian translation of the transcript (translations of both documents have to be certified by translator and notary)	To be submitted if they are available on the day of submission of the completed application form.
7. a scanned copy of the payment document confirming transfer of the application fee to PNU (7600 rubles)	For payment details send a request at the e-mail addresses indicated below.

The mentioned above documents **HAVE TO BE SENT** by e-mail at:

study@pnu.edu.ru – for the citizens of the countries of Asia, Africa, Europe, etc.;

studyatpnu@mail.ru – for the citizens of CIS countries and other countries of the former Soviet Union

The completed application form and primary application documents mentioned above **CAN BE** submitted from the date of publication of the information on PNU website. **RECOMMENDED** deadlines for submission of the completed application form and primary application documents are: **TILL July 15th, 2020 – for the foreigners, applying for full-time and full-time + extramural mode of study; TILL September 10th, 2020 – for the foreigners, applying for extramural mode of study.** The deadlines for submission of primary application documents are subject to change. Please, consult the adviser for foreigners' admission by e-mail (see the e-mail addresses above).

Within no more than 7 working days after receiving the primary application documents from the foreign citizen, the PNU adviser for foreigners' admission will inform him/her by e-mail about the result of the documents screening, and, if necessary, consults on the mistakes in the documents. Advisor will also inform about the terms and technology of entrance exams, as well as the terms and technology of submission of the documents for enrollment at PNU, if this information is officially published on PNU website (section "For Applicants") by that time.

Due to the threat of new coronavirus (COVID-19) spread in the territory of the Russian Federation, the Directorate for Migration Affairs, Directorate of the Ministry of Internal Affairs of Russia for the Khabarovsk Territory **TEMPORARILY SUSPENDED** acceptance of documents for preparation official invitation letters. The invitation letter is required for issuing a Russian student visa in the country of foreigner's citizenship or the other country. **As soon as acceptance of documents will become possible, the foreigner's documents №№1–4** (see the list of docs above) will be presented at the Directorate for Migration Affairs, Directorate of the Ministry of Internal Affairs of

Russia for the Khabarovsk Territory by the PNU officer for preparation of the visa invitation letter (*for foreigners from the countries with visa entry to Russia for study purpose*). The period of preparation of the invitation letter is about 5 weeks. The invitation letter is issued *in an electronic form* and will be sent to the foreigner by e-mail at the e-mail address, indicated in the submitted application form. The foreigner has to submit the received letter of invitation as well as other documents required for Russian student visa to the Visa Section of the Russian Consulate / Consular Section of the Embassy of Russian Federation in his/her home country (*or in other country indicated in his/her application form*). The foreigner will get a single student visa with a term of 90 days. After enrollment at PNU, the single visa will be changed into a multiple student visa with a term of one year.

Due to the threat of new coronavirus (COVID-19) spread in the territory of the Russian Federation, foreign applicants have to submit the documents FOR ADMISSION and further ENROLMENT at PNU in an electronic form. On this reason, in the 2nd STEP, a foreign applicant has to submit the scanned copies of the following documents FOR ADMISSION and further ENROLMENT at PNU:

Необходимые документы	Примечание
1. the picture & signature pages of the foreign passport	
2. the Russian translation of the picture & signature pages of the foreign passport, certified by translator and notary	
3. a copy of document (documents) about completed education / about completed education and obtained degree along with a scanned copy of the transcript (list of studied subjects with grades)	<p>1. Depending on the country of issue of the document(s) about completed education/ about completed education and obtained degree, the legalized copy of them or the certificate of recognition of foreign education and/or degree in Russia may be required for enrollment at PNU. Legalization is carried out in the country of issue of educational document(s). The procedure of recognition of foreign education and/or degree in Russia is realized at Glavexpertcentr, Moscow city, Russia. Both the legalized copy of the document about completed education and the certificate of recognition of foreign education and/or degree have to be submitted in an electronic form (scanned copies) first. And upon arrival at PNU for study a foreign student has to submit the original legalized copy and the certificate of recognition. Herewith the certificate of recognition of education has to be submitted along with the original documents about foreign education and (or) foreign degree and their notarized translation into Russian. To find out if it is NECESSARY or NOT to prepare a legalized copy of education document(s) and/or apply for recognition of education and (or) degree, as well as to receive a CONSULTATION on the legalization procedure and on the foreign education recognition procedure, please, contact the PNU responsible staff – Ms. Alina Igorevna Afonina (e-mail: 008927@pnu.edu.ru).</p> <p>2. Before enrollment of the foreign applicant at PNU, the University verifies the education documents submitted by him/her (except for the cases when the applicant has already presented the educational documents with the certificate of recognition of foreign education and (or) degree, issued by "Glavexpertcentr"). In this respect, upon arrival at PNU for study the foreign applicant has to bring with him/her the original document(s) about completed education /about completed education and/or obtained degree along with the transcript. A PNU staff carries out the verification of educational documents within 3 working days (see the contact information of the PNU staff at the point 1 above). The verification conclusion will be prepared in an electronic form. The foreigner has to submit the received conclusion to the PNU Admission office together with his/her educational documents.</p>
4. the Russian translation of the document (documents) about completed education /about completed education and obtained degree along with the Russian translation of the transcript (both documents have to be certified by translator and notary)	Russian translation is required if the original documents about education and/or degree are issued in a language other than Russian.
5. a completed PNU admission application (the PNU prescribed form)	The form and the completion sample of PNU admission application can be downloaded from: http://pnu.edu.ru/ru/applicant/enrollment/documents/#epost
6. a completed PNU enrollment agreement (the PNU prescribed form)	The form and the completion sample of PNU enrollment agreement can be downloaded from http://pnu.edu.ru/ru/applicant/enrollment/documents/#epost
7. Color photos	2 pieces; sized 3x4 sm; matted; white background
8. E-photo	Requirements will be announced later.
9. Medical certificate	If the medical certificate issued by the medical facility, situated not in Russian Federation, it has to be provided in the language of issue along with the Russian translation, certified by a notary . The document has to be submitted if a foreigner applies for admission to any of modes of study under the Bachelor's and Master's degree programs in the following fields of study: «Pedagogical Education»; «Pedagogical Education (with two specializations)»; «Psychological and Pedagogical Education»; «Special Education»; «Technology of Transport Processes»; «Surface Transport and Technological Complexes»; «Operation of Transport and Technological Machinery and Complexes»; «Mining». The list

	of doctors, laboratory and function tests see at the Appendix 5 of the PNU Admission rules for study under Bachelor's, Specialist's and Master's degree programs in 2020/2021 academic year (http://pnu.edu.ru/ru/applicant/info/rules/)
12. the payment document confirming transfer of the tuition fee the whole 2020-2021 academic year or for one semester.	For payment details send a request at the e-mail addresses indicated below.

The exact admission **APPLICATION DEADLINE**, as well as the dates of **ENTRANCE EXAMS** and the **TERMS OF ENROLLMENT** at the university for all modes of study will be published **AFTER** the official approval of the terms of the **Unified State Examination (USE)** for Russian citizens.

In 2020, the entrance exams at PNU will be held by the means of distance technology. Information about the conditions for the entrance exams for admission in 2020 held by the means of distance technology will be published on the PNU website at <http://pnu.edu.ru/ru/applicant/enrollment/exams/> no later than **June 1, 2020**.

The list of **ENTRANCE EXAMS** for foreign citizens at PNU in 2020 see at <http://pnu.edu.ru/ru/ic/foreign-abiturient/admission> at the Appendix 4 to the PNU Admission rules for study under Bachelor's, Specialist's and Master's degree programs in 2020-2021 academic year – “**The list of entrance exams and the quotas for admission of foreign citizens and stateless persons for study in 2020-2021 academic year**” and in the PNU Admission rules for study under PhD programs in 2020-2021 academic year (<http://pnu.edu.ru/ru/applicant/info/rules/>).

The samples of examination tasks, evaluation criteria, programs, lists of examination questions in 2020 see at the PNU web-site (<http://pnu.edu.ru/ru/applicant/enrollment/exams/>).

To GET ENROLLED at PNU the foreign citizen has to:

- submit the application documents required at the 2nd step of admission procedure (*see the information above*);
 - pass the entrance exams successfully;
 - sign the contract for his/her study at PNU and pay tuition fee.

The DEADLINE for submission of all documents required for ENROLLMENT at PNU:
August 30th, 2020 – for those applying for the FULL-TIME, FULL-TIME+EXTRAMURAL modes of study;
October 23rd, 2020 – for those applying for the EXTRAMURAL mode of study.

CLASSES for the students, admitted to FULL-TIME and FULL-TIME+EXTRAMURAL modes of study begin at PNU on September 1st, 2020

The terms of ORIENTATION SESSION for the students, admitted to EXTRAMURAL mode of study at PNU will be announced after enrollment.

To get consultations on the PNU admission procedure for foreign citizens, contact us by e-mail:

study@pnu.edu.ru – for the citizens of the countries of Asia, Africa, Europe, etc.

studyatpnu@mail.ru – for the citizens of CIS countries and other countries of the former Soviet Union;