

Annex 1
to the Order No. 269
of the Gnesin Russian Academy of Music
dated February 17, 2026

**Regulations
on Visa and Migration Support of Foreign Citizens and Stateless Persons
Studying at the Federal State-Funded Higher Education Institution
“Gnesin Russian Academy of Music”**

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1. General Provisions

1.1. The Regulations on Visa and Migration Support of Foreign Citizens and Stateless Persons invited or arriving for the purpose of study at the Federal State-Funded Higher Education Institution “Gnesin Russian Academy of Music” (hereinafter – the Regulations and the Academy, respectively) establish the procedure for organizing and supporting the entry into the Russian Federation, stay in its territory, and departure from the Russian Federation of foreign citizens and stateless persons invited or arriving at the Academy for the purpose of study (hereinafter – foreign students).

1.2. The purposes of the Regulations are:

1.2.1. to define the procedure for interaction between the Academy's departments and foreign students in connection with compliance with migration legislation;

1.2.2. to ensure the Academy's fulfillment of its obligations as the inviting and receiving party;

1.2.3. to ensure that foreign students comply with the rules of stay of foreign citizens in the territory of the Russian Federation.

2. Invitation in the Form of an Electronic Document for an Ordinary Student Visa

2.1. The basis for the issuance of an ordinary student visa for entry into the Russian Federation for the purpose of "Study", with a validity period of up to 90 (ninety) calendar days and subsequent extension in the Russian Federation for up to 1 (one) year, is a visa instruction or an invitation in the form of an electronic document.

2.2. A visa instruction is issued by the Ministry of Education and Science of Russia for foreign students funded from federal budget appropriations, within the quota for the education of foreign citizens under major professional academic programs and supplementary general development educational programs. Information on the visa instruction number is published in the information and analytical system for the formation and distribution of the quota for the admission of foreign citizens and stateless persons, including expatriates, to study in the Russian Federation <https://russia-edu.minobrnauki.gov.ru>.

2.3. An invitation in the form of an electronic document is issued by the territorial body of the Ministry of Internal Affairs of Russia.

2.4. The procedure for submitting an application for an invitation in electronic form for an ordinary student visa is the following:

2.4.1. the applicant submits a request for an invitation by sending an email to the Department of Visa and Migration Support of Foreign Students (hereinafter – DVMS) at indekanat@gnesin-academy.ru with the subject line "Invitation";

2.4.2. DVMS staff shall, within no later than 2 (two) business days, send in a reply email a package of documents, including an application form for the invitation, instructions for completing the form, and guidelines for foreign citizens enrolled at the Gnesin Russian Academy of Music; for students enrolled in supplementary educational programs, the package of documents shall include the state duty payment details for the issuance of an invitation to enter the Russian Federation and the state duty payment instructions;

2.4.3. in the reply email, the applicant attaches the following documents and provides information about the foreign student:

2.4.3.1. the foreign student's application form for the invitation;

2.4.3.2. a scanned copy of the main page of the foreign student's passport, valid for at least 18 (eighteen) months from the expected date of entry, with at least 2 (two) blank pages required for affixing a visa and entry/exit stamps;

2.4.3.3. an original notarized translation of a document confirming permission for continuous stay of more than 90 days in a country that is not the country of citizenship of the foreign student (in the case of residing and obtaining a Russian visa outside the country of citizenship). The notarization must be completed either in the Russian Federation or at the embassy or consulate of the Russian Federation in the country of residence;

2.4.3.4. the signed guidelines rules for foreign students enrolled at the Gnesin Russian Academy of Music;

2.4.3.5. a receipt confirming payment of the state duty fee for the issuance of an invitation to enter the Russian Federation for a foreign student enrolled in supplementary educational programs;

2.4.4. the applicant is responsible for verifying the correct spelling of the full name of the foreign student in Russian in the invitation application, in accordance with the enrollment order or the paid educational services agreement;

2.5. the DVMS is entitled to refuse acceptance of the invitation application for an ordinary student visa in the following cases:

2.5.1. an incomplete set of documents as specified in clause 2.4.3 of the Regulations is provided;

2.5.2. the information in the application does not correspond to the data in the documents for processing the invitation;

2.5.3. fewer than 30 (thirty) calendar days remain until the expected date of entry of the foreign student into the Russian Federation;

2.5.4. there are restrictions on the processing of visa invitations as determined by the Ministry of Internal Affairs of Russia.

2.6. In the event of refusal to accept an application, the DVMS shall notify the applicant via the email indekanat@gnesis-academy.ru, stating the reason for the refusal or the return for revision.

2.7. The DVMS shall, within 5 (five) business days after receiving the documents and information specified in clause 3.4.3 of the Regulations, submit to the territorial body of the Ministry of Internal Affairs of Russia the package of documents required for processing an invitation in the form of an electronic document for an ordinary student visa. The processing time for the invitation is 15 (fifteen) business days from the date of submission of the required documents to the territorial body of the Ministry of Internal Affairs of Russia.

2.8. The territorial body of the Ministry of Internal Affairs of Russia, after accepting the required documents, notifies the DVMS of the readiness date of the invitation by affixing a document acceptance stamp and the readiness date on the reference provided by the DVMS regarding the accepted documents. The DVMS notifies the applicant of the readiness date of the invitation via email to the address specified in the invitation application.

2.9. The territorial body of the Ministry of Internal Affairs of Russia processes the invitation and, on the appointed date, sends to the email address indekanat@gnesis-academy.ru a short version of the invitation in the form of an electronic form with information encoded in a barcode.

2.10. The DVMS shall, within 2 (two) business days, request from the territorial body

of the Ministry of Internal Affairs of Russia the full printed version of the invitation for the purpose of comparing and verifying the accuracy of the data indicated in the invitation and in the request for the issuance of an invitation letter prepared by DVMS staff.

2.11. In the event of errors in the invitation, the DVMS shall, within 2 (two) business days, submit to the territorial body of the Ministry of Internal Affairs of Russia a request to correct the errors. Correction of the errors takes 5 (five) business days.

2.12. In the event of errors in the Cyrillic spelling of the applicant's name, the DVMS shall compile a new package of documents and submit it to the territorial body of the Ministry of Internal Affairs of Russia. In this case, the invitation letter processing time shall be 15 (fifteen) working days.

2.13. The DVMS shall send a copy of the short version of the invitation to the email address specified in the application for an ordinary student visa.

2.14. The DVMS bears no responsibility for errors made in visas issued by consular offices of the Ministry of Foreign Affairs of Russia.

2.15. The possibility of processing an invitation for an ordinary student visa for an accompanying family member of a foreign student at the Academy is not provided.

3. Migration Registration of Foreign Students at Place of Stay

3.1. Migration registration of a foreign student in the Russian Federation is a mandatory procedure and the responsibility of the foreign student who has arrived in the territory of the Russian Federation under visa or visa-free entry (except in cases established by the legislation of the Russian Federation).

3.2. A foreign student shall be registered for migration purposes after each crossing of the border of the Russian Federation within 7 (seven) working days from the date of entry into the Russian Federation, except in cases established by the legislation of the Russian Federation.

3.3. Migration registration of a foreign student shall be carried out on a mandatory basis, including in the following cases:

3.3.1. when changing place of stay, including when moving within the territory of the Russian Federation, if staying at the new place of stay for more than 7 business days. Migration registration at the new place of stay must be completed within 7 (seven) business days from the date of arrival at the new place of stay;

3.3.2. when personal data changes and/or a new identity document is obtained, within 3 (three) business days from the date of the personal data change and/or receipt of the new identity document;

3.3.3. when a new visa is received after extension, within 3 (three) business days from the date the new visa takes effect.

3.4. The procedure for migration registration and deregistration of a foreign student at the Academy dormitory address is posted on the Academy's official website at: <https://eng.gnesin-academy.ru/admission/department-of-visa-and-migration-support-of-foreign-students/migration-registration/>. A foreign student must contact the DVMS for clarification on the relevant migration registration procedure no later than 1 (one) business day after check-in.

3.5. Procedure for migration registration of a foreign student when concluding a residential lease agreement:

3.5.1. the foreign student independently arranges migration registration at the place of stay with the property owner;

3.5.2. the foreign student or the property owner clarifies with the territorial body of the Ministry of Internal Affairs of Russia at the place of stay the conditions and list of documents required for migration registration, as well as information on reception hours, contact persons, etc. If the required list of documents includes a request from the receiving party, the foreign student contacts the DVMS in person. The DVMS prepares the request within 3 (three) business days from the date of application;

3.5.3. the foreign student, together with the property owner, submits the documents to the territorial body of the Ministry of Internal Affairs of Russia or completes an application for registration at the place of stay on the Unified Portal of State and Municipal Services (Gosuslugi);

3.5.4. the foreign student receives the detachable part of the arrival notification form stamped with migration registration on the day of application to the territorial body of the Ministry of Internal Affairs of Russia at the place of stay.

3.6. A foreign student permanently residing in the Russian Federation in residential premises owned by them may independently complete migration registration in accordance with clauses 3.5.2–3.5.4 of the Regulations.

3.7. A foreign student completing migration registration in accordance with clauses 3.5–3.6 of the Regulations must, within 3 (three) business days after receiving the detachable part of the arrival notification form stamped with migration registration, provide a copy of the detachable part of the arrival notification form to the DVMS by personal visit or by sending a scanned copy of the document to the email address indekanat@gnesin-academy.ru.

3.8. In the event of a visa extension, the procedure for extending migration registration shall follow the same procedure as the initial migration registration.

3.9. Deregistration of a foreign student from migration registration shall be carried out in the following cases:

3.9.1. departure of the foreign student from the place of stay in the territory of the Russian Federation;

3.9.2. registration of the foreign student at a new place of stay in the territory of the Russian Federation;

3.9.3. departure of the foreign student from the Russian Federation;

3.9.4. expulsion of the foreign student from the Gnesin Russian Academy of Music;

3.9.5. establishment by the territorial body of the Ministry of Internal Affairs of Russia of the fact of fictitious registration at the place of stay in the territory of the Russian Federation;

3.9.6. death of the foreign student in the territory of the Russian Federation, or the entry into legal force of a court decision recognizing the foreign student who was in the territory of the Russian Federation as missing or declaring them deceased.

4. Medical Examination, Mandatory State Fingerprint Registration and Photographing

4.1. Foreign students (except in cases established by the legislation of the Russian Federation) shall undergo medical examination, mandatory state fingerprinting registration and photographing (hereinafter referred to as MSFP) within 90 (ninety) calendar days from the date of arrival indicated in the migration card.

4.2. The list of medical tests and examinations included in the medical examination of foreign students, the list of medical organizations authorized to conduct medical

examinations, and the list of infectious diseases posing a danger to others are determined by the regulatory legal acts of the Russian Federation.

4.3. Should a foreign student be found, upon undergoing a medical examination, to have infectious diseases posing a danger to others, or a disease caused by the human immunodeficiency virus (HIV), the foreign student shall be obliged to notify the DVMS by email at indekanat@gnesin-academy.ru and the host department by email within 1 (one) calendar day, attaching scanned copies of the relevant medical documents where available. In the event of concealment of information about the detection of such diseases, foreign students may be subject to disciplinary action.

4.4. Foreign students must undergo a repeat medical examination within 30 (thirty) calendar days from the expiry date of their medical documents.

4.5. Foreign students are recommended to apply for mandatory state fingerprinting registration and photographing after completing the medical examination and receiving the confirming documents.

4.6. As a result of fingerprint registration and photographing, the foreign student receives a document confirming their completion of mandatory state fingerprinting registration and photographing (hereinafter – fingerprint card).

4.7. The procedure for completing MSFP is described on the Academy's official website at: <https://eng.gnesin-academy.ru/admission/department-of-visa-and-migration-support-of-foreign-students/migration-registration/>.

4.8. A foreign student must provide the DVMS with scanned copies of the received medical documents and a scanned copy of both sides of the fingerprint card no later than 3 (three) calendar days after receiving the fingerprint card, either by personal visit or by sending scanned copies to the email address indekanat@gnesin-academy.ru.

4.9. The DVMS maintains records of foreign students who have completed MSFP in the Academy's electronic system.

4.10. A foreign student must provide documents confirming completion of:

4.10.1. medical examination – annually;

4.10.2. fingerprinting registration and photographing – once.

4.11. The obligations of a foreign student regarding completion of MSFP are considered fulfilled only after the foreign student has submitted scanned copies of the medical documents and both sides of the fingerprint card to the DVMS in accordance with clause 5.8 of the Regulations.

4.12. A foreign student is liable for failure to fulfill or timely fulfillment of the requirements of the legislation of the Russian Federation on completion of MSFP. The permitted period of temporary stay in the Russian Federation of a foreign student who has not completed the required procedures or has completed them in violation of the deadline may be reduced by decision of the territorial body of the Ministry of Internal Affairs of Russia.

5. Visa Extension

5.1. A single-entry ordinary student visa for the purpose of "Study" (hereinafter referred to as the student visa), issued by a consular office of the Russian Federation abroad, shall be extended by obtaining a multiple-entry student visa from a territorial body of the Ministry of Internal Affairs of Russia for migration issues for the period of full-time study under major professional academic programs and supplementary educational programs, taking into account the holidays provided by law to graduates of basic professional higher

education programs of up to 30 (thirty) calendar days.

5.1. The student visa is extended for the entire period of study, but each time for no more than 1 (one) calendar year.

5.2. Procedure for extension of the student visa:

5.2.1. the foreign student must contact the DVMS in person no later than 30 (thirty) calendar days before the expiry of the current student visa and submit the following documents for visa extension:

5.2.1.1. passport valid for at least 6 (six) months after the expiry of the anticipated visa, and copies of all completed pages of the foreign student's passport;

5.2.1.2. copy of the migration card with the purpose of entry "Study";

5.2.1.3. copy of the detachable part of the arrival notification form stamped with migration registration;

5.2.1.4. receipt confirming payment of the state duty fee for the processing, extension and restoration of a visa for the foreign student for multiple entries into the territory of the Russian Federation;

5.2.1.5. copy of the fingerprint card;

5.2.1.6. copy of the valid medical examination results (medical report, certificate, and health record);

5.2.1.7. 1 (one) photograph, 3 × 4 cm, on a white background.

5.3. The DVMS maintains a Register of Foreign Students who have submitted documents for visa extension.

5.4. The DVMS is entitled to refuse acceptance of the documents specified in clause 6.2.1 of the Regulations in the following cases:

5.4.1. an incomplete set of documents is provided;

5.4.2. the document submission deadline has been violated;

5.4.3. there are restrictions determined by the Ministry of Internal Affairs of Russia.

5.5. After receiving the set of documents in accordance with clause 6.2.1 of the Regulations, the DVMS prepares the visa application form and submits the document package to the territorial body of the Ministry of Internal Affairs of Russia together with a request for visa extension, drawn up in the prescribed manner.

5.6. The visa processing time at the territorial body of the Ministry of Internal Affairs of Russia is 21 (twenty-one) business days from the date of document acceptance.

5.7. The DVMS notifies the foreign student by email of the readiness of the multiple-entry student visa and the need to provide the original passport to the DVMS for subsequent affixing of the multiple-entry student visa.

5.8. Before the multiple-entry student visa is affixed, the student verifies the accuracy of the data indicated in the visa. If the data in the visa is incorrect, the DVMS staff notifies the inspector of the territorial body of the Ministry of Internal Affairs of Russia of the errors. Correction of errors in the visa is completed within 5 (five) business days. The original passport with the affixed visa is handed over to the foreign student, and the fact of handover is confirmed by the foreign student's signature in the Register of Foreign Students who have submitted documents for visa extension.

5.9. After affixing the visa, the DVMS shall, within 3 (three) calendar days, enter the data about the obtained visa into the student's card in the Academy's electronic system.

6. Extension of the Permitted Period of Stay

6.1. The permitted period of temporary stay in the Russian Federation of a foreign

citizen who has arrived in the Russian Federation in the order not requiring the receipt of a visa cannot exceed ninety days in total within one calendar year, except in cases stipulated by Federal Law No. 115-FZ of July 25, 2002 "On the Legal Position of Foreign Citizens in the Russian Federation" or by international treaties of the Russian Federation, as well as cases where the permitted period for a temporary stay of a foreign citizen in the Russian Federation has been extended in accordance with the said Federal Law.

6.2. Foreign students who arrived in the Russian Federation without a visa requirement (citizens of Armenia, Georgia, Kazakhstan, Kyrgyzstan, Tajikistan, Uzbekistan, Ukraine, and Moldova) must extend their permitted period of stay for the purpose of completing their studies.

6.3. The procedure for extending the permitted period of stay, as well as the decision to extend or reduce the permitted period of stay of a foreign student in the Russian Federation, is handled by the territorial bodies of the Ministry of Internal Affairs of Russia.

6.4. Extension of the permitted period of stay consists of affixing a stamp on the reverse side of the migration card indicating the permitted period of stay.

6.5. Procedure for extending the permitted period of stay for foreign students residing at the Academy dormitory address:

6.5.1. the foreign student must contact the DVMS in person no later than 30 (thirty) calendar days before the expiry of the migration card and submit the following documents for extension of the migration card:

6.5.1.1. passport and copies of all completed pages of the foreign student's passport with entry and exit stamps;

6.5.1.2. copy and original of the migration card with the purpose of entry "Study";

6.5.1.3. copy of the detachable part of the arrival notification form stamped with migration registration;

6.5.1.4. receipt confirming payment of the state duty fee for extension of the permitted period of stay in the territory of the Russian Federation;

6.5.1.5. copy of the fingerprint card;

6.5.1.6. copy of the valid medical examination results (medical report, certificate, and health record);

6.6. The DVMS is entitled to refuse acceptance of the documents specified in clause 6.5.1 of the Regulations in the following cases:

6.6.1. an incomplete set of documents is provided;

6.6.2. the foreign student is listed in the Register of Controlled Persons (RCP);

6.6.3. the document submission deadline for extension of the permitted period of stay has been violated.

6.7. After receiving the set of documents in accordance with clause 7.5.1 of the Regulations, the DVMS prepares a request for extension of the permitted period of stay and submits the document package to the territorial body of the Ministry of Internal Affairs of Russia.

6.8. The DVMS notifies the foreign student by email of the approval of the extension of the permitted period of stay and the need to collect the migration card with the affixed stamp.

6.9. After the foreign student receives the extended migration card, the DVMS shall, within 3 (three) calendar days, enter the data on the stay extension into the student's card in the Academy's electronic system.

6.10. Procedure for extending the permitted period of stay for foreign students residing in other residential premises:

6.10.1. the foreign student must contact the DVMS in person or by email at indekanat@gnesin-academy.ru no later than 30 (thirty) calendar days before the expiry of the migration card, asking the Department to prepare a request for the extension of the permitted period of stay;

6.10.2. the DVMS shall, within 2 (two) business days, prepare the request for extension of the permitted period of stay and notify the foreign student by email of its readiness and the need to collect the document;

6.10.3. the foreign student independently contacts the territorial body of the Ministry of Internal Affairs of Russia at the place of stay with the set of documents for extension of the migration card;

6.10.4. after approval of the extension of the permitted period of stay and receipt of the extended migration card, the foreign student sends a scanned copy of the migration card to the DVMS at indekanat@gnesin-academy.ru;

6.11. after receiving the scanned copy of the extended migration card, the DVMS shall, within 3 (three) calendar days, enter the data on the stay extension into the student's card in the Academy's electronic system.

6.12. The obligations of a foreign student regarding extension of the permitted period of stay are considered fulfilled only after the foreign student has submitted scanned copies of both sides of the migration card to the DVMS in accordance with clause 7.10.4 of the Regulations.

6.13. A foreign student must independently monitor the expiry date of their migration card.

6.14. In the event of failure to extend or untimely extension of the permitted period of stay, the personal data of the foreign student shall automatically be entered into the RCP.

6.15. Foreign students included in the RCP shall be subject to a deportation regime, and their bank accounts and cards shall be frozen.

6.16. Foreign students included in the RCP shall be obliged to leave the territory of the Russian Federation prior to their removal from the RCP;

6.17. Foreign students must immediately notify DVMS staff of their inclusion in the RCP.

6.18. DVMS staff shall monitor the RCP at least once per month.

6.19. Removal from the RCP is carried out by the territorial bodies of the Ministry of Internal Affairs of Russia.

7. Submission of Notifications

7.1. Procedure for the preparation and submission of a notification of completion or termination of studies:

7.1.1. the host department where the foreign student is studying must notify the DVMS:

7.1.1.1. of the granting of an academic leave to the foreign student;

7.1.1.2. of the foreign student's return from academic leave;

7.1.1.3. of the expulsion of the foreign student.

7.1.2. Within 3 (three) business days from the date of the order granting academic leave, or of the completion or early termination of studies by the foreign student, the Academy must notify the territorial body of the Ministry of Internal Affairs of Russia, as well as the executive authority of the constituent entity of the Russian Federation responsible for state administration in the field of education. To fulfill this requirement, the

DVMS shall, no later than 3 (three) business days from the date of the expulsion order or the order granting academic leave, prepare and submit a notification of the completion or termination of studies of the foreign student, completed electronically and drawn up on the prescribed form, to the territorial body of the Ministry of Internal Affairs of Russia and to the executive authority of the constituent entity of the Russian Federation responsible for state administration in the field of education.

7.2. Within 3 (three) business days from the date of arrival of the foreign student, the DVMS staff shall send information thereof to the executive body of the constituent entity of the Russian Federation responsible for state administration in the field of education.

7.3. Within 3 (three) business days from the date of establishing the fact of unauthorized departure of a foreign student from the Academy, the DVMS staff shall send information thereof to the executive authority of the constituent entity of the Russian Federation responsible for state administration in the field of education, the territorial body of the federal executive authority in the sphere of internal affairs, and the territorial body of the federal executive authority responsible for security matters.

7.4. Procedure for the preparation and submission of a notification of loss of contact with a foreign student:

7.4.1. Contact with a foreign student is considered lost if the foreign student has not arrived at the place of study within 30 days from the start of studies under the relevant educational program, or from the date of the enrollment order (if the enrollment order was issued after the start of studies under the relevant educational program), without valid reason, and does not respond to emails and messages via messengers from the DVMS and the host department. Contact with a foreign student is also considered lost if the foreign student notified the DVMS and the host department of the expected date of entry into the Russian Federation, but did not arrive at the place of study within 10 days from the expected date of entry and does not respond to emails and messages via messengers from the DVMS and the host department.

7.4.2. Within 3 (three) business days from the date of establishing the fact of loss of contact with the foreign student, the Academy must notify the Department of Internal Affairs of the Ministry of Internal Affairs of Russia thereof. To fulfill this requirement, the DVMS shall, no later than 3 (three) business days from the date of establishing the fact of loss of contact, prepare and submit a notification of loss of contact with the foreign student, completed electronically and drawn up on the prescribed form, to the territorial body of the Ministry of Internal Affairs of Russia.

8. Rights, Obligations and Liability of the Gnesin Russian Academy of Music regarding Foreign Students

8.1. The Academy may not enroll a foreign national whose purpose of entry differs from study.

8.2. The DVMS organizes the centralized collection of migration documents from first-year students (of all classes/study years) of all Academy departments, as well as from students of the Academy's preparatory department.

8.3. The DVMS informs foreign students of the visa and migration requirements of the Russian Federation and familiarizes them with the Rules for Migration Support of Students. Thereafter, foreign students sign in the presence of a DVMS staff member the annex to the Rules for Migration Support of Students – the Familiarization Sheet of the

Foreign Student with Visa and Migration Requirements.

8.4. The Academy is entitled to:

8.4.1. submit to the territorial bodies of the Ministry of Internal Affairs of Russia petitions for the processing of an invitation to enter the Russian Federation for a foreign student and for the extension of their permitted period of temporary stay in the Russian Federation;

8.4.2. collect, process, store and use the personal data of foreign students for the purpose of ensuring compliance with the current regulatory legal acts of the Russian Federation;

8.4.3. monitor the arrival dates of foreign students and the validity of their migration documents using electronic databases and tracking systems;

8.4.4. require foreign students to comply with migration legislation and to provide information on their place of stay, actual activities in the Russian Federation, and entry into and departure from the Russian Federation.

8.5. The Academy is obligated to:

8.5.1. provide foreign students with available contact information for maintaining communication, including via information technologies, and to notify the territorial bodies of the Ministry of Internal Affairs of Russia of the loss of contact with a foreign student who has arrived at the Academy within 2 (two) business days from the date of establishing the fact of loss of contact;

8.5.2. notify the territorial bodies of the Ministry of Internal Affairs of Russia of the completion or early termination of studies of a foreign student at the Academy within 3 (three) business days from the date of their expulsion, which constitutes grounds for reducing the permitted period of temporary stay of that foreign student in the Russian Federation;

8.5.3. inform foreign students upon arrival at the Academy of the consequences of violations of migration legislation, in particular regarding failure to comply with the deadlines for submitting documents for extension of stay;

8.5.4. maintain the accuracy of information on the Academy's official website at <https://eng.gnesin-academy.ru/admission/department-of-visa-and-migration-support-of-foreign-students/migration-registration/> regarding migration legislation requirements and liability for violations thereof.

8.6. The Academy bears no responsibility for the migration registration of relatives or acquaintances of a foreign student who arrived on invitations from third parties.

8.7. In order to prevent violations in the sphere of regulation of migration relations:

8.7.1. the head of the host department, or a person designated by them, shall timely send information about the entry/departure of a foreign student to the DVMS at indekanat@gnesin-academy.ru or by telephone;

8.7.2. regarding foreign students residing in the Academy dormitory, authorized dormitory staff shall notify the DVMS:

8.7.2.1. of the establishment of the fact that a foreign student has a disease posing a danger to others;

8.7.2.2. of the departure of a foreign student from the dormitory.

9. Rights, Obligations and Liability of Foreign Students

9.1. A foreign student is entitled to:

9.1.1. change their place of temporary stay, provided they mandatorily notify the

DVMS in person or by email at indekanat@gnedin-academy.ru and inform the authorized dormitory staff member (if the student resides in the dormitory);

9.1.2. move freely within the Russian Federation for personal and academic purposes on the basis of documents issued or processed in accordance with the current legislation of the Russian Federation, except for visiting territories, organizations and facilities whose access requires special permission under federal laws;

9.1.3. to engage in employment without a patent or work permit in compliance with the requirements of the legislation of the Russian Federation (for foreign citizens studying at the Academy under major professional academic programs in full-time form of study).

9.2. A foreign student is obligated to:

9.2.1. comply with the Internal Regulations for Students of the Academy and the Academy's local regulatory acts;

9.2.2. always carry the following documents: passport, migration card, arrival notification, fingerprint card, MSFP results, a permanent residence permit in the Russian Federation and a voluntary health insurance policy covering the entire period of stay in the territory of the Russian Federation (if applicable), and other documents. Citizens of the Republic of Belarus must always carry a passport, arrival notification, and a voluntary health insurance policy (if applicable);

9.2.3. keep the documents specified in clause 9.4.2 of the Regulations in good order, preventing their damage or loss;

9.2.4. inform the DVMS and the host department of the contact details of the closest relatives who can be contacted in the event of an emergency involving the foreign student;

9.2.5. inform the DVMS and the host department of any changes in personal and contact information, including changes in the address of stay and migration status (obtaining a temporary residence permit/permanent residence permit in the Russian Federation or Russian citizenship) within 3 (three) business days from the date of the event;

9.2.6. comply with the deadlines for submitting documents for visa extension in accordance with the requirements of the DVMS posted on the Academy's official website at <https://gnedin-academy.ru/sveden/struct/visa-migration-support-department/>, and bear responsibility for violation of said deadlines;

9.2.7. inform the DVMS and the host department in writing of the intention (or need) to depart from the Russian Federation or to travel to another city of the Russian Federation (including for vacation) by submitting an application in the prescribed form, stating the reason for departure, the place of stay, and the duration of absence (Annexes 1 and 2 to these Regulations);

9.2.8. to leave the territory of the Russian Federation within 3 (three) calendar days from the date of the relevant order in the event of expulsion or taking academic leave, for the entire duration of such leave; Exceptions shall be made for cases where the stay of a foreign student in the territory of the Russian Federation is permissible in accordance with the applicable legislation of the Russian Federation, as well as for cases where the foreign student is undergoing medical treatment in the territory of the Russian Federation (subject to the availability of relevant confirmation).

Annex 1

to the Regulations on Visa and Migration Support of Foreign Citizens and Stateless Persons Invited or Arriving for the Purpose of Study at the Gnesin Russian Academy of Music

Sample Application for a Foreign Student's Departure from the Russian Federation

To the Head of the Department of Visa and Migration Support of Foreign Students of the Gnesin Russian Academy of Music
 Mariia S. Kotova
 from a student of year _____

 (Faculty)

 (Full Name)

 (Phone Number)

Application

I hereby inform you that I am departing from the Russian Federation to _____ in connection with / for the purpose of _____

 (indicate destination: country, locality)

 (indicate the purpose of departure)
 from "____" _____ 20__ to "____" _____ 20__.

During that time, I will be residing _____

 (indicate place of stay: country, address)

Contact information during my absence from the Russian Federation: _____

 (indicate phone number(s) and email address)

The dean's office of my faculty has also been informed of my departure.

On the day of my return to the Russian Federation, I undertake to visit Department of Visa and Migration Support of Foreign Students with copies of documents for migration registration.

I have been informed of the potential administrative violation in the event of failure to comply with the migration registration deadlines.

 (Date)

 (Signature)

Annex 2

to the Regulations on Visa and
Migration Support of Foreign
Citizens and Stateless Persons Invited
or Arriving for the Purpose of Study
at the Gnesin Russian Academy of
Music

Sample Application for a Foreign Student's Departure from Moscow

To the Head of the Department of
Visa and Migration Support of
Foreign Students of the Gnesin
Russian Academy of Music
Mariia S. Kotova
from a student of year _____

(Faculty)

(Full Name)

(Phone Number)

Application

I hereby inform you that I am departing from the city of Moscow to
_____ in connection with / for the purpose of

(indicate destination: locality)

_____ (indicate the purpose of departure)
from "___" _____ 20__ to "___" _____ 20__.

During that time, I will be residing _____

(indicate place of stay: city, address)

Contact information during my absence from Moscow: _____

(indicate phone number(s) and email address)

The dean's office of my faculty has also been informed of my departure.

I have been informed of the potential administrative violation in the event of failure to
comply with the migration registration deadlines.

(Date)

(Signature)