

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

1. General Provisions

1.1. Rules on Migration Support of Foreign Citizens and Stateless Persons Studying at the Federal State-Funded Higher Education Institution Gnesin Russian Academy of Music (hereinafter referred to as the Rules, foreign students, and the Academy, respectively) govern the relations between the Academy and foreign students related to the obligations of the parties to comply with the legislation on the stay (residence) of foreign citizens and stateless persons in the territory of the Russian Federation.

1.2. For the purposes of these Rules, foreign students shall mean natural persons who are not citizens of the Russian Federation and who have proof of citizenship (nationality) of a foreign state, as well as natural persons who are not citizens of the Russian Federation and who have no proof of citizenship (nationality) of a foreign state, enrolled at the Academy under any level of major professional academic programs or supplementary educational programs, as well as those attached for the preparation and sitting of candidate examinations without pursuing programs for the training of research and teaching personnel in postgraduate study, or for the preparation of a dissertation for the degree of Candidate of Sciences without pursuing programs for the training of research and teaching personnel in postgraduate study.

**2. Procedure for Entry of Foreign Students into the Russian Federation for the
Purpose of Study**

2.1. A foreign student must notify the Department of Visa and Migration Support of Foreign Students (hereinafter – DVMS) of the date (expected date) of arrival in advance before arriving in the territory of the Russian Federation by sending an email to: indekanat@gnedin-academy.ru.

2.2. When completing a migration card upon crossing the state border of the Russian Federation, foreign students (including those entering without a visa) shall indicate "Study" as the purpose of entry.

2.3. The education of foreign nationals with a different purpose of travel and/or a different purpose of entry is permitted in cases provided for by the current legislation of the Russian Federation.

2.4. Within 3 (three) business days after entering the Russian Federation, a foreign student must:

2.4.1. familiarize themselves with information on the rules of migration registration and the consequences of violating migration legislation posted on the Academy's official website at: <https://gnedin-academy.ru/sveden/struct/visa-migration-support-department/migration-registration-rules/>, confirming familiarization with a handwritten signature in the Familiarization Sheet (Annex 1 to these Rules);

2.4.2. visit the DVMS to provide copies of migration documents¹ and familiarize themselves with the rules of stay in the Russian Federation, as well as entry and exit (for foreign students arriving at the Academy for the first time);

2.4.3. send scanned copies of documents confirming entry² to the email address indekanat@gnesin-academy.ru, except for foreign students who are citizens of the Republic of Belarus³ (for foreign students arriving to continue their studies at the Academy);

2.4.4. contact the DVMS in order to present or receive advice on obtaining a voluntary medical insurance policy (VMI) in accordance with the specifics of providing medical assistance to foreign students (Annex 2 to these Rules), if the policy was not purchased prior to entering the Russian Federation, or to present an obligatory medical insurance (OMI) policy in accordance with the requirements of the legislation of the Russian Federation on obligatory health insurance.

2.5. During the period of stay (residence) in the Russian Federation, a foreign student must:

2.5.1. conscientiously comply with the requirements of the legislation of the Russian Federation, including:

- rules of entry into the Russian Federation and the regime of stay (residence) in the Russian Federation, including ensuring that the declared purpose of entry corresponds to the activities and occupation actually carried out during the period of stay (residence) in the Russian Federation;

- rules of migration registration and selection of place of stay or residence;

- rules of movement within the territory of the Russian Federation;

- rules for notification of confirmation of residence in the Russian Federation⁴;

- rules for departure upon expiry of the permitted period of stay in the territory of the Russian Federation;

2.5.2. notify the DVMS by personal visit, telephone, or by sending scanned copies of documents in PDF format to indekanat@gnesin-academy.ru:

- about changes in personal data⁵, including in the case of correcting previously made technical errors, with attached copies of supporting documents – on the day the relevant documents are received;

- about the intention to depart from the Russian Federation – 7 (seven) calendar days before departure from the Russian Federation;

- about entry into the Russian Federation – 7 (seven) calendar days before entry into the Russian Federation;

¹ A copy of the identity document used for entry into Russia, a copy of the migration card (except for citizens of the Republic of Belarus), a copy of the detachable part of the arrival notification (in case of residing outside the Academy's dormitory), other documents.

² Scanned copy of migration card, scanned copy of valid visa.

³ Foreign students from the Republic of Belarus shall be obliged to submit a scanned copy of their entry ticket (if available).

⁴ For foreign citizens temporarily residing in the Russian Federation (holding a temporary residence permit, a temporary residence permit for educational purposes, or a permanent residence permit).

⁵ Surname, first name, patronymic (if applicable), date and place of birth, sex, citizenship (nationality), type and details of passport or other identity document of the foreign national, type and details of document confirming the right to stay (reside) in the Russian Federation, registration address at place of stay or residence, address of actual place of stay or residence, contact telephone number, information about legal representatives (parents, guardians, custodians) and their contact details, passport replacement, changes in other personal data.

- about the occurrence of conditions posing an immediate threat to health and/or life (injury, accidents, poisoning and other conditions requiring urgent medical intervention);

- about being held liable by internal affairs authorities of the Russian Federation;

- about being included in the Register of Controlled Persons;

2.5.3. check the email address provided to the DVMS for communication at least once a day;

2.5.4. follow instructions related to migration support received from the DVMS, as well as from other Academy departments providing support to foreign nationals at the Academy.

2.5.5. always carry the following documents:

- passport;

- migration card (except citizens of the Republic of Belarus);

- detachable part of the arrival notification form;

- voluntary health insurance policy covering the entire period of stay in Russia, except where the legislation of the Russian Federation provides that a VHI policy is not required;

- document confirming that the foreign citizen has undergone the medical examination procedure, mandatory state fingerprinting registration and photographing (hereinafter – MSFP) (except citizens of the Republic of Belarus).

3. Migration Registration of Foreign Students at Place of Stay

3.1. Migration registration of foreign students is mandatory in the case of:

- each crossing of the state border of the Russian Federation;

- change of place of stay (including when moving to a hotel, dormitory, apartment, when moving between localities of the Russian Federation, or temporary stay in a hotel);

- change of personal data;

- receipt of a new document (passport, visa, permanent residence permit, etc.).

3.2. Foreign students residing in the Academy dormitory must contact a DVMS specialist for migration registration no later than 1 (one) business day after the day of check-in.

3.3. Foreign students residing in other residential premises shall be obliged to contact the owners of the residential premises and complete migration registration within 7 (seven) business days from the moment of moving in. Such foreign students shall submit a copy (scanned copy) of the detachable part of the arrival notification form bearing the migration registration stamp to the Department of Visa and Migration Support of Foreign Students no later than the day following the day of its receipt.

3.4. If the migration registration authority establishes the fact of fictitious registration at the place of stay, the foreign student shall be deregistered and may be held liable for violating the rules of migration registration of foreign nationals in the Russian Federation.

4. Medical Examination, Mandatory State Fingerprinting Registration and Photographing for Foreign Students

4.1. Foreign students entering the Russian Federation (except in cases established by the legislation of the Russian Federation) must undergo mandatory migration procedures.

4.2. For the timely extension of the permitted period of temporary stay of a foreign citizen in the Russian Federation, foreign students are recommended to undergo mandatory

migration procedures within 30 (thirty) calendar days from the date of entry into the Russian Federation.

4.3. The list of medical tests and examinations included in the medical examination of foreign citizens is determined by regulatory legal acts of the Ministry of Health of the Russian Federation. Medical examination must be completed annually.

4.4. The DVMS maintains records of foreign students who have completed the mandatory migration procedures. The requirement to complete mandatory migration procedures is considered fulfilled after the foreign student has submitted copies (scanned copies) of documents confirming the completion of mandatory migration procedures to the DVMS.

4.5. A foreign student is liable for failure to fulfill or timely fulfillment of the requirements of federal legislation on completing mandatory migration procedures. The permitted period of temporary stay in the Russian Federation of foreign citizens who have not completed the established procedures or who have completed them in violation of the deadline may be reduced by the executive authority in the sphere of internal affairs.

5. Extension of the Permitted Period of Stay in the Russian Federation

5.1. The permitted period of stay of a foreign student who arrived in the Russian Federation under a visa requirement is determined by the validity period of the visa issued to them. If the period of study ends later than the expiry of the student visa, the foreign student must personally contact the DVMS with a full set of documents for extension of the student visa⁶ no later than 30 (thirty) calendar days before the visa expires.

5.2. The permitted period of temporary stay of a foreign student who arrived in the Russian Federation without a visa requirement is determined by the validity period of the migration card and migration registration. A foreign student must extend their permitted period of stay with each new entry into the territory of the Russian Federation no later than 30 (thirty) calendar days before the expiry of the migration card.

5.3. 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 Register of Controlled Persons and a deportation regime shall be applied to the foreign student.

6. Completion or Early Termination of Studies and Departure of Foreign Students from the Russian Federation

6.1. The DVMS shall notify the territorial body of the federal executive authority in the sphere of internal affairs of the granting of an academic leave, or the completion or early termination of studies of a foreign student within 3 (three) business days from the date of the relevant administrative act.

6.2. Upon completion or early termination of studies and upon failure to extend the permitted period of temporary stay, a foreign student must depart from the Russian Federation within 3 (three) business days from the date of submission of the notification to the territorial body of the federal executive authority in the sphere of internal affairs.

⁶ The identity document used for entry into Russia, copies of all pages with visas and stamps of the identity document used for entry into Russia, a photograph 3×4 cm, a copy of the migration card, a copy of the detachable part of the arrival notification, a receipt confirming payment of the state duty for visa extension, a copy of the plastic card confirming completion of fingerprinting registration, copies of the medical examination results, other documents.

6.3. The completion or early termination of studies of a foreign citizen at the Academy shall constitute grounds for reducing the permitted period of temporary stay of that foreign citizen in the Russian Federation, unless otherwise provided by the current legislation of the Russian Federation.

7. Liability for Violation of the Rules

7.1. For failure to fulfill obligations established by the Rules, foreign students shall bear disciplinary responsibility in accordance with the Internal Regulations for Students of the Federal State Budget Educational Institution of Higher Education the Gnesin Russian Academy of Music.

Annex 1
to the Rules on Migration Support of Foreign
Citizens and Stateless Persons Studying at the
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Foreign Student's Acknowledgement Sheet for Visa and Migration Requirements

I, _____,
full surname, first name, patronymic (if applicable), citizenship

confirm that the visa and migration requirements applicable to foreign students have been explained to me, including: the rules of entry into the Russian Federation, the rules of migration registration and deregistration (including when travelling within Russia and departing abroad), the rules for extension of a visa and migration registration, the rules for undergoing a medical examination, mandatory state fingerprinting registration and photographing.

I undertake:

– to check my email on a daily basis and regularly review information on the Academy's official website;

– to strictly comply with the purpose of the trip indicated in the visa and/or migration card, and not to engage in activities contrary to the purpose of the trip;

– to timely undergo the mandatory medical examination, fingerprinting registration and photographing, and to provide the Academy's Department of Visa and Migration Support of Foreign Students with copies of the prescribed documents confirming completion of the procedures;

– to independently monitor the integrity and validity of my documents (passport, visa, migration card, registration, medical examination certificates, medical insurance policy);

– to independently and timely pay all required state duties and fees prescribed by the legislation of the Russian Federation;

– to contact the Academy's Department of Visa and Migration Support of Foreign Students in advance for consultations and to submit documents for the state service to extend the period of stay in the Russian Federation within the timeframes set forth in the Rules on Migration Support of Foreign Citizens and Stateless Persons Studying at the Federal State-Funded Higher Education Institution Gnesin Russian Academy of Music;

– to timely notify the Academy's Department of Visa and Migration Support of Foreign Students and the host department 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 a written application in the prescribed form;

– to timely depart from the Russian Federation upon completion or early termination of studies, or if the visa is not extended.

I have been informed of the consequences of violating the legislation of the Russian Federation and the local regulatory acts of the Academy.

Signature

Surname, initials

" _____ " _____ 20 ____ г.

On the Specifics of Providing Medical Care to Foreign Students

1. Medical care to foreign students in the Russian Federation is provided:
 - 1.1. free of charge:
 - in cases of conditions posing an immediate threat to life or requiring urgent medical intervention, by state medical institutions of the state or municipal healthcare systems;
 - in cases of injuries, accidents, poisoning, and other conditions requiring urgent medical intervention, by the emergency medical service;
 - in cases where there is no immediate threat to life, on the basis of a obligatory health insurance policy in accordance with the requirements of the legislation of the Russian Federation on compulsory health insurance;
 - 1.2. on a paid basis – in cases where there is no immediate threat to life, on the basis of a voluntary medical insurance policy (hereinafter – VMI).
2. In the absence of a VMI policy, a foreign student must purchase, at their own expense, a VMI policy valid in the territory of the Russian Federation within 7 (seven) calendar days of entry into the territory of the Russian Federation, meeting the following recommendations:
 - 2.1. The VMI program includes the following sections (services):
 - outpatient and clinic services;
 - emergency dental care;
 - home visit by a doctor;
 - emergency medical care;
 - emergency hospitalization;
 - repatriation.
 - 2.2. The insurance coverage amount must be at least 100,000 rubles.
3. Foreign students who have an obligatory medical insurance policy in the Russian Federation in accordance with Federal Law No. 326-FZ of November 29, 2010 "On Obligatory Medical Insurance in the Russian Federation", as well as in accordance with international treaties, are exempt from the obligation to obtain a VMI policy.
4. A foreign student must maintain a valid VMI (OMI) policy throughout the entire period of study at the Academy. Upon expiry of the VMI policy, the foreign student must obtain a new VMI policy within 3 (three) business days.
5. A foreign student must provide a copy of the VMI (OMI) policy to the DVMS specialist in person, or by sending an electronic copy of the VMI (OMI) policy to: insurance@gnedin-academy.ru.
6. DVMS staff enter information about the VMI (OMI) policy and its validity period into the Academy's database.
7. Information on recommended insurance programs is available on the Academy's official website in the "Insurance" section: <https://gnedin-academy.ru/sveden/struct/visa-migration-support-department/insurance/>.