

INFORMATION FOR PARTNER INSTITUTIONS

NAME OF INSTITUTION	Plekhanov Russian University of Economics
POSTAL ADDRESS	36 Stremyanny pereulok, office 649, Moscow 117997
Country	Russia
How to get to your Institution: please specify How long does it take? Do you pick up the students upon their arrival?	<p>From International airports Sheremetievo, Vnukovo and Domodedovo by car around 60 minutes (traffic jams may keep you for another 30-60 minutes) We normally pick up exchange students. In case of emergency you can get to the dormitory by metro.</p> <p>From Sheremetievo (North-East of Moscow) you can take a train going to Belorusskaya metro station (green line and circle line). The train from Sheremetievo airport takes about 40 minutes and then by metro to Serpukhovskaya metro station (grey line) or Paveletskaya station (circle line) which is 10 minutes walk from the dormitory (address: Stremyanny pereulok 14). Serpukhovskaya metro station is only 2 minutes walk from the main building of the academy (Stremyanny pereulok 36) and 5-7 minutes walk from the dorm.</p> <p>From Domodedovo airport you have to take a suburban train to Paveletsky (both railway and metro) station in Moscow and from there just walk 5-10 minutes to Stremyanny pereulok 14 where Plekhanov University's dormitory is situated. It is a grey concrete 16-storey building where double rooms are waiting for exchange students on 4th and 5th floors.</p>
Website	www.rea.ru/ibs - bachelor program in English www.magistr.rea.ru – master courses in English
International Coordinator for incoming Bachelor level students	Tarana Gasanova exchange@rea.ru
International Coordinator for incoming Master level students	Natalia Kapotina nkapotina@rea.ru
Telephone number	007 495 237 85 17
Fax number	007 495 958 28 32, 007 495 237 95 18
No of students on campus	10000
No of students in Business Faculty	International Business School Plekhanov – 450 students, Graduate School - 350
On campus facilities:	
Libraries	Yes
IT Centre	Yes
Sport Centre	Yes
Student Services	Yes
Catering Services	Yes
Accommodation Services	yes

<p>Will you update us on any changes in regulations or courses? Where can we find updated information on courses? Online? When do you update your website? In the Student's Handbook? Please specify</p>	<p>Yes</p> <p>Websites, see above</p> <p>Once a semester</p> <p>Electronic version of the Student's Handbook</p>
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ACADEMIC CALENDAR		
Arrival time	Semester I September 1-3	Semester II February 1-3
<p>Semester dates including</p> <p>Intensive Language Course and exams</p>	<p>From September 2 to December 31 – Graduate School semester/ January 24 - undergraduate semester</p> <p>Intensive Russian Language course (16 hours per week) goes alongside with the regular business courses during first 4 weeks, 8-16 hours per week for the rest of semester</p>	<p>First week in February To June 30 (bachelor courses), to July 10 (master courses)</p> <p>Midterm exams 9th week of each semester and during the last month of each semester</p>
<p>Is there an induction for international students? If so, on which date? What does it cover?</p>	<p>We hold an orientation meeting on the first day of each semester where members of the staff dealing with exchange students introduce themselves and also local rules and procedures, answer students' questions. Tutors from the Students' Council inform newcomers on the social/cultural program.</p>	
<p>Do you offer an intensive language course before the beginning of the semester? If so, please indicate dates</p>	<p>No</p>	
<p>Do you require all our students to take it?</p>	<p>Normally all international students take Russian language course</p>	
<p>Is it held by your University on your premises? Or by another Institution in another location? Please specify</p>	<p>yes</p>	
<p>When will you send the examination results to partner institutions? Please specify dates</p>	<p>We usually hand certificates with examination results to Students (end of</p>	<p>December, January / end of June/first week in July) and send copies to partner universities on request</p>
<p>Do you run courses in English? If so, please list which ones</p>	<p>95 % of IBS – Plekhanov curriculum is taught in English and a few master level courses at Graduate School</p>	<p>See the list of courses per semesters in our info package (sent on request) and on websites.</p>

APPLICATION INFORMATION	
<p>Documents required for admission: please list all documents required:</p>	<p>- A very clear copy of the national passport with clear facial features in the passport photo.</p>

<p>Do students have to fill in an application online? Do you require a Medical certificate of Good Health? Visa procedure: will you send us an Admission Notice or a Certificate of Eligibility? Please specify procedure</p>	<ul style="list-style-type: none"> - A filled in application form – preferably a paper copy - AIDS certificate is required at the Russian embassy <p>We send invitations issued by the Russian state immigration service 2-3 weeks before the semester starts. The whole procedure of our applying and their issuing invitations may take up to 3 months.</p>	
Application deadlines	Semester I - May 15	Semester II - November 15
Do you send Information Packs to students?	Preferably to Coordinators in partner institutions	

COURSE INFORMATION	
<p>How do students register for courses run at your University? Beforehand with application form? On site?</p>	Upon arrival, as most courses are compulsory for Russian students. International exchange students just join them in the groups.
Assessment method	Exams, essays, round table discussions
Range of marks	Out of 100 %

ACCOMMODATION INFORMATION	
Do you help students find accommodation?	We automatically book rooms upon receiving information from partner institutions that students are nominated to study at IBS-Plekhanov
Contact for housing	Natalia Kapotina
What type of accommodation is available for them?	Double rooms in our dormitory, 5 minutes' walk from the main building of the Academy, almost in the centre of Moscow (a bit to the south)
Is there an application form for housing?	No
Housing applications deadlines	The same as semester application deadlines
Deposit?	no

HEALTH INSURANCE	
Is it mandatory?	Required by the Russian Embassy
Do you provide health insurance for the students?	yes
If yes, at what cost?	A year insurance policy costs around 200 euros

ESTIMATED EXPENSES per SEMESTER = 4-5 months	
Housing	110 –130 euros per month (subject to change)
Meals	200 euros per month
Books	20 –30 euros
Local transport	15 – 20 euros per month
Personal expenses	100 – 200 euros per month
Language course fee (if applicable)	Free
Work placement (if applicable)	If we know about any internship vacancies, this info is free

OTHER INFORMATION	
Are there clubs/organizations for international students?	No

Is it possible to find a job on/off campus?	Usually off campus, some students manage to find it.
Do you help students with work placement?	Not on a regular basis