

## ***Application for ITMO exchange semester 2022-2023***

### **ESSENTIAL CONTACTS**

<b><i>International Admission Office</i></b>	Manager of Admission Office Ms. Aleksandra Zavalina <a href="mailto:aizavalina@itmo.ru">aizavalina@itmo.ru</a>	Head of Admission Office Ms. Alvina A. Kiseleva <a href="mailto:aakiseleva@itmo.ru">aakiseleva@itmo.ru</a>
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### **IMPORTANT DATES**

<b><i>Nomination deadline</i></b>	<b>For studies</b> Fall Semester 2022: April 30, 2022 Spring Semester 2023: September 30, 2022	<b>For internships</b> 3 months prior to the internship
<b><i>Application deadline</i></b>	<b>For studies</b> Fall Semester 2022: June 30, 2022 Spring Semester 2023: November 15, 2022	<b>For internships</b> 2 months prior to the internship
<b><i>Academic calendar</i></b>	<b>Fall semester:</b> <ul style="list-style-type: none"> <li>• Study period: September 1 – December 31, 2022</li> <li>• New Year holidays: January 1-10, 2023</li> <li>• Examination period: January 11-31, 2023</li> </ul>	<b>Spring semester:</b> <ul style="list-style-type: none"> <li>• Study period: February 1 – May 31, 2023</li> <li>• Examination period: June 1- 30, 2023</li> <li>• Holidays: July-August 2023</li> </ul>

### **STUDENT ADMISSION REQUIREMENTS**

<b><i>General Requirements</i></b>	<ul style="list-style-type: none"> <li>• <b><i>to be at least a 3<sup>rd</sup> year</i></b> Bachelor student or a Master student at home university</li> <li>• to have good and excellent academic standing</li> </ul>
<b><i>Language requirements</i></b>	B1 level of English is required B2 level is recommended <i>The language proficiency shall be confirmed either by an internationally recognized certificate (IELTS, ToEFL, Cambridge exams) or the letter of confirmations issued by the English language department of the sending university.</i>

APPLICATION STEPS			
<b>Nomination</b>	Sending university nominates its students for the program providing nomination letters and the students' contact details at <a href="mailto:aizavalina@itmo.ru">aizavalina@itmo.ru</a>	<b>Fall semester 2022</b>	<b>Spring semester 2023</b>
		January 1 – April 30, 2022	July 1 – September 30, 2022
<b>Online application and submission of documents</b>	<p><b>For studies</b> The students fill out online application form and upload the following application documents in the PDF-format at <a href="https://int.itmo.ru/en/application_for_exchange">https://int.itmo.ru/en/application_for_exchange</a>:</p> <ul style="list-style-type: none"> <li>• Passport (should be valid for at least 18 months)</li> <li>• Transcript of records in English or translated into Russian</li> <li>• English proficiency confirmation (for non-native speakers)</li> </ul> <p><b>For internships</b> The students submit the following application documents at <a href="mailto:short-term@itmo.ru">short-term@itmo.ru</a> :</p> <ul style="list-style-type: none"> <li>• Passport (should be valid for at least 18 months)</li> <li>• Transcript of records in English or translated into Russian</li> <li>• English proficiency confirmation (for non-native speakers)</li> <li>• Cover letter (research proposal)</li> <li>• Conventional acceptance confirmation from the relevant ITMO department (Lab/research group/scientific supervisor)</li> </ul>	Up to June 30, 2022	Up to November 15, 2022
<b>Acceptance confirmation</b>	ITMO considers the submitted applications and confirms if the students are accepted* <b>*online interview may be required</b>	Within one week upon the application submission	
<b>Invitation procedure</b>	ITMO starts the invitation procedure. Generally, it takes up to 40 days. When the Invitations are issued, ITMO sends them to the students via e-mails.	Up to July 15, 2022	Up to December 31, 2022

<b>Visa application</b>	Upon reception of the Invitations, the students should apply for student visas at the home country. <b>IMPORTANT:</b> <ul style="list-style-type: none"><li>• The first entry visa is valid for 90 days</li><li>• Upon arrival in Saint Petersburg, the visas will be extended by ITMO Migration Services Office. The students should apply for their visas’ extension at least 45 days before the first visa expiration date</li><li>• Visa extension fee is 1,600 rubles</li></ul>	Up to July 30, 2022	Up to January 15, 2023
<b>Upon-arrival procedures</b>	Upon arrival, the students should: <b>1.</b> Visit ITMO Migration Services Office to obtain the migration registration (for the students staying at ITMO dormitories) <b>IMPORTANT:</b> if the students stay at a hotel/hostel or rent an apartment, they must get the migration registration from the hotel/hostel administration or the apartment’s owner and submit the copy to ITMO Migration Services Office within 7 days upon arrival. The registration <b>is only valid if made on the actual address of the hotel/hostel/apartment.</b> <b>2.</b> Submit the following original documents: <ul style="list-style-type: none"><li>• Chest X-RAY report if stay at ITMO dormitory (must be done upon arrival)</li><li>• PCR test*</li></ul> Each student is provided with Buddy’s assistance. * As of today, it might be required due to the situation with COVID-19.	Within 3 days upon arrival	
<b>OTHER IMPORTANT INFORMATION</b>			
<b>Accommodation options</b>	Two options are available: <b>1.</b> Student dormitory (shared rooms for 3-4 persons) Accommodation fee is 2,000 – 3,000 rubles per one month		

	2. ITMO partner hotel (single or twin rooms) Accommodation fees vary from 18,000 rubles (twin room) to 37,000 rubles (single room) per one month* *the fees indicated can be changed																															
<b>Average monthly living expenses</b>	Approximately 15,000 – 20,000 rubles per one month (excluding accommodation fee) More information is available on the <a href="#">web-site</a>																															
<b>ITMO grading scheme</b>	<table><tr><th>Percentage</th><th>Russian national grade</th><th>Meaning of the grade</th><th>ECTS</th></tr><tr><td>91-100</td><td>5 (excellent)</td><td>High level of competence</td><td>A</td></tr><tr><td>83-90</td><td rowspan="2">4 (good)</td><td rowspan="2">Good general performance</td><td>B</td></tr><tr><td>74-82</td><td>C</td></tr><tr><td>67-73</td><td rowspan="2">3 (satisfactory)</td><td rowspan="2">Fair general performance</td><td>D</td></tr><tr><td>60-66</td><td>E</td></tr><tr><td>59 and less</td><td>2 (unsatisfactory)</td><td>Failure</td><td>F</td></tr><tr><td>60 and more</td><td>passed</td><td>Ungraded test</td><td>U/T</td></tr></table>				Percentage	Russian national grade	Meaning of the grade	ECTS	91-100	5 (excellent)	High level of competence	A	83-90	4 (good)	Good general performance	B	74-82	C	67-73	3 (satisfactory)	Fair general performance	D	60-66	E	59 and less	2 (unsatisfactory)	Failure	F	60 and more	passed	Ungraded test	U/T
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