



**EXCHANGE PROGRAMME FACT SHEET
ACADEMIC YEAR 2017/2018**

School address (Campuses)	Master Programs building & International Office: Volkhovskiy Pereulok - 3, St. Petersburg, 199004, Russia	Bachelor Programs building: Mikhailovskya Dacha Campus: Sankt-Peterburgskoye Shosse, 109, Peterhof, St. Petersburg, 198515, Russia
Postal Address to send documents to	Please, send all the documents regarding exchange matters and international cooperation with GSOM to the International office address	
Website	www.gsom.spbu.ru/en/	
International Office Contacts	<p>Volkhovskiy Pereulok - 3, St. Petersburg, 199004, Russia +7 812 323 84 47 exchange@gsom.pu.ru http://www.gsom.spbu.ru/en/international_general/contacts/</p> <p>Head of the office (agreements, general cooperation issues): Ms. Alisa Stepanova a.e.stepanova@gsom.pu.ru outgoing students: Ms. Ekaterina Baranova e.v.baranova@gsom.pu.ru (replacing Ms. Anastasia Svidzinskaya) incoming students: Ms. Ekaterina Soloveva ekaterina.soloveva@gsom.pu.ru visa issues: Ms. Ekaterina Zhulanova e.zhulanova@gsom.pu.ru CEMS MIM Coordinator: Ms. Daria Urbanskaya daria.urbanskaya@gsom.pu.ru +7 812 323 8448</p>	
Nomination procedure & deadlines	<p>Exchange students must be nominated on-line by April 1 for Fall semester by October 12 for Spring semester</p> <p>Please use the link http://www.gsom.spbu.ru/nomination/Authorization.aspx and your individual password (to receive your password, email exchange@gsom.pu.ru)</p>	
Free mover options	<p>A student who is not officially nominated by a partner University or is coming from the University that has no student exchange agreement with GSOM SPbU can be accepted for a semester as a free mover student (on a fee-paying basis): http://gsom.spbu.ru/en/gsom/international_general/free_mover/</p>	
Registration (Application) procedure	<p>After students are nominated to GSOM they automatically receive an e-mail with further instructions necessary for their registration in the GSOM system and personal PIN number http://www.gsom.spbu.ru/nomination/StudentAuthorization.aspx</p> <p>The registration deadlines are: April 15 for Fall semester October 25 for Spring semester</p>	
Documents required	<p>The following documents must be attached to the student profile when registering in the GSOM system:</p> <ul style="list-style-type: none"> - the latest university academic report (transcript) reflecting grades and GPA - documentation for English language proficiency comparable to the minimum level expected: TOEFL ibt 80/ IELTS 6.0 or at the level of B2 on a test of English administered by a teacher of English qualified to work with CEFR - a resume/CV - copy of passport (NB! the passport must be valid for min 18 months since the date of the validity of visa invitation to Russia: since August for those arriving in Fall semester; since January for those arriving in Spring semester). 	

	- if you plan to take courses which are taught in Russian: a certificate or letter of confirmation from your school on your proficiency in Russian (level B2).	
Academic calendar	Fall semester (expected) * 01.09. – 23.01. (Masters) 01.09. – 31.01. (Bachelors)	Spring semester (expected) * 11.02. – 30.06. (Masters) 11.02. – 06.07. (Bachelors)
Preliminary Arrival date	Starting from 23.08. (to be reconfirmed annually by announcing to the students)	Starting from 01.02. (to be reconfirmed annually by announcing to the students)
Preliminary Introduction days	24.08. – 31.08. (to be reconfirmed annually by announcing to the students)	04.02. – 10.02. (to be reconfirmed annually by announcing to the students)
Exams	Fall semester (expected) * midterms: end of October – beg. November; Masters: until mid-January Bachelors: until the end of January	Spring semester (expected) * midterms: mid March - April Masters: until mid-June Bachelors: until early July

*All dates may change slightly.

You should not plan ANY travelling (including your return date) until you have an exam schedule with dates of mid-term and final assessment for all the courses you are registered for. In case you fail an exam you can resit it ONLY during the official resit period established at GSOM. (For Fall semester the resit period is mid-February, the resit period for Spring semester is in early September of the next academic year). Note that **GSOM doesn't provide with the alternative exam arrangements** except for the emergencies.

INTRODUCTION PERIOD

It is highly recommended to participate in the Introduction Period. It will include a tour around GSOM SPbU, information meetings with key persons and Russian language crash course. There is also a concurrent social and cultural program, organized by GSOM Buddy Team, held in the evening and at the weekend on which all registered incoming students will receive information prior to their arrival.

Note: On the first days of the Intro period, all exchange students will need to deal with the **registration at Federal Migration Service**; thus coming to Int.Office right upon arrival is a must.

DOING BUSINESS IN RUSSIA

Twice a year at the very beginning of the semester a three week intensive module *Doing Business in Russia* (6 ECTS) is held for all newly arrived international students* at GSOM in order to give them both an introduction to Russian business climate and culture as well as a more informed background for their studies. The lectures by GSOM professors and interaction on corporate visits with people doing business in Russia in a wide variety of local and international companies do not present tailor-made answers. Students are encouraged to ask still more questions and to get below the surface of preconceived ideas about living and working in Russia. Working in groups, the students make final projects, which serve as part of the evaluation of their performance but also allow them to experience the meeting of their individual cultures with that of Russia.

*there is limited number of slots opened to Bachelor students. The course must not overlap more than 4h with other courses a student is attending.

A.Y. 2018-2019: the course is unavailable for CEMS students

Full-time workload	Class attendance is mandatory and crucial (your grade or right to sit for the final exam can be effected by absence in the class). GSOM SPbU uses ECTS credits. The expected academic load equals 30 ECTS/semester (including a Foreign language course). If you are not able to take a full workload, you must enclose a statement from your home university confirming it. NOTE: The courses taught at GSOM are divided into two types: the pass/fail courses which are assessed on a pass/fail basis with additional information about a student's result in a 100 points scale and the exam courses , assessed in accordance with the national grading system and overall result in 100 points scale.
Courses for Exchange Students	The most recent course offer can be found here: https://drive.google.com/drive/folders/0B1azLMkPaZ91V2t4RXNSckhSSXc The list is reviewed (slightly changes) annually and published once confirmed before the start of each semester.

Special study conditions due to medical reasons	In case it is officially prescribed for a student to study under special conditions due to medical reasons, it must be supported upon the student's arrival by presenting to the International office an official medical document stating certain conditions to be taken into account. The document must be translated into Russian.
Accommodation	A place in SPbU dormitory is automatically provided to all international students. Master exchange students are placed in ulitsa Kapitanskaya, dom 3, max. 30 min by public transportation from GSOM. The cost of a place is 4961 Rub (year 2017, subject to change) per 31 days. The incoming bachelor exchange students are offered a space in ulitsa Khalturina, dom 15/3, Peterhof, approx. 20 min to the Mikhailovskaya Dacha campus. This option allows to quickly get a social network and helps to save money if a student is prepared to share a room with 2-3 other students. You must, however, also be willing to accept very basic living conditions and very restrictive rules on your behavior. You must also understand that upon your arrival you will be allocated a place in the dormitory in accordance with the order confirmed by the University, i.e. you will not have the chance to choose a roommate (and we at GSOM have absolutely no influence on this) .
Individual application for the dormitory	Not required. International office automatically applies for all students arriving for exchange at GSOM before the beginning of each semester, except for those who specifically indicate that they would prefer to rent a private place on their own.
Private accommodation	Students may stay "off-campus" as well but must arrange for this independently. Monthly rent for a 1 bedroom apartment ranges from 30,000 Rubles and higher. There are many options on the internet as well as some tips on the GSOM exchange student Facebook site.
Health Insurance	Before coming to Russia please make sure that you have a sufficient medical insurance to avoid extra expenses connected with possible health problems or accidents. We would like to mention that for some nationalities the absence of documentation for valid medical insurance can be a reason for rejection of a visa application. It will also be required from you when extending your single entry visa.
Visa	Almost all foreign citizens need a visa to enter and exit Russia. To get a visa, the passport must be valid for minimum 18 months since the date of the validity of visa invitation to Russia (since August for those arriving in Fall semester; since January for those arriving in Spring semester). An official letter of invitation presented by GSOM SPbU is required to apply for a visa. According to Russian Federation legislation, students may only request a 90 day Russian visa with a single entry . Upon their arrival students are registered in the Federal Migration Service and officially enrolled into exchange studies (7-10 days) at GSOM SPbU, after which they are able to apply for a multi-entry visa, however a "processing time" of 5 weeks is required. You should therefore not plan to travel outside of St. Petersburg during this period. AVOID making travelling plans until you submit your passport for visa extension.
Booking tickets	AVOID booking your return ticket until you know the exact dates of the semester confirmed by Master and Bachelor Offices and announced to you with the relevant course lists as a rule as the date of the end of the semester will be the date when your visa expires. Otherwise you risk being forced to change your tickets. GSOM also does not recommend to plan your return date until you have an exam schedule with dates of final assessment for all the courses you are registered for.
Conditions and cost of living	SPb has many shopping centers with pretty much the same range of goods as everywhere in the world as well as a number of local markets. There are convenience stores with the most common daily goods as well as huge supermarkets which are open 24/7. In Public transportation (per ride): bus, 40 R., metro 45 R., and the semi-private minibusses, marshrutkas – 50 R. make getting around town quite cheap and easy. You will furthermore, once your official registration at SPbU is in place, be entitled to a special student discount on public transportation – students public transport card. Living costs depend on life style and spending habits. On average an international

	student spends about 25,000 -30,000 RUR (excl. rent)*. A hot meal in the GSOM cafeteria with soup or salad and a main course and a glass of a fruit drink: 200 R. See more examples of specific prices here: http://www.numbeo.com/cost-of-living/city_result.jsp?country=Russia&city=Saint+Petersburg http://www.internations.org	
Public Holidays	Fall Semester	Spring Semester
	November 4 – National Unity Day January 1-7 – New Year Holidays January 7 – Orthodox Christmas	February 23 – Defender of Motherland’s Day March 8 – International Women’s Day May 1 – Spring and Labor Day May 9 – Victory Day June 12 – Russia National Day
NOTE: Please be aware that sometimes when a public holiday is extended to create a long weekend, that an extra working day can assigned on proceeding or following Saturday or Sunday. Any classes held on such a day are compulsory		

We look forward to welcoming you at St. Petersburg University and GSOM!

Enjoy GSOM video:

GSOM official video:

https://youtu.be/I9Cke_y8MDU

Video from students contest “My GSOM”:

https://www.youtube.com/watch?v=m_j-DjmLEr4&index=9&list=PLtY_wkupmXVjtCjelnTKMHOrLvzjXtgfM

https://www.youtube.com/watch?v=O80XutTBI04&list=PLtY_wkupmXVjtCjelnTKMHOrLvzjXtgfM&index=10

Join our business family

https://www.youtube.com/watch?v=ImaK0Med3y8&list=PL1dj_Dsanf1DudZA_ubBtBAGYEXZUFCry&index=4

CEMS Annual Events St.Petersburg 2015

https://www.youtube.com/watch?v=YcjIYhy1mc&index=2&list=PL1dj_Dsanf1DudZA_ubBtBAGYEXZUFCry

