



VOLGOGRAD STATE SOCIO-PEDAGOGICAL UNIVERSITY

Dear student!



On behalf of all our staff we thank you for choosing our University and coming here for studying.

Volgograd State Socio-Pedagogical University (VSSPU), founded in 1931, today is one of the largest teacher training universities in the Russian Federation. VSSPU is a leading center of education, science, culture and art in the South of Russia:

We are ready to help you with the adaptation process in Volgograd and wish you successful studying and interesting student life!

only Pedagogical
University in the
region

We kindly ask you to read carefully our recommendations and to keep them in mind.

7000 students

129 educational
programmes





Russia is a hospitable country. More than 190 nationalities live, study and work here. We always welcome guests. For a comfortable and safe stay in Russia, it is important to follow several important rules. Please read these rules currently and never break them!



You came to Volgograd. So what should you do now?

STEP 1. All foreign students are subject to the migration registration. The University registers students who live in our student dormitory. Students who do not live in our dormitory, but in another place, must pass the registration procedure themselves. It is necessary to do during 3 days upon arrival! For self-registration, do not forget to take the

necessary documents to the International Department!

STEP 2. The student pays for tuition and accommodation on the day of arrival in Volgograd. The first tuition fee is at least 50% of the total amount..

STEP 3. In accordance with Russian law all students - foreign citizens - are entitled to medical insurance and are obliged to

conclude a contract of voluntary medical insurance (VMI) for the period of study in the university. Foreign citizens not having medical insurance will not be allowed to begin classes.

A VMI policy can be independently issued by any company dealing with student medical insurance, or you can seek help from the International Department for its issuance.

The migration registration

Documents which you must have for the initial migration registration:

1. Original of passport;
2. Copy of passport (all pages with stamps, marks and visas);
3. Original of migration card with border crossing mark;
4. Copy of migration card;
5. Copy of Agreement

on Education;

6. Copy of Dormitory Tenancy Agreement.

NB! If you plan to go to another city, you must write an application and take it to the Dean's office. Your application must be signed by the Dean or Director. Then you bring the application signed by the Dean or Director to the Depart-

ment of international cooperation.

Foreign students traveling to other cities of the Russian Federation for more than 7 business days are required to get migration registration in the place of stay on the day of arrival or the next day; otherwise, the foreign citizen may be brought to administrative liability.

Extend Your Visa

You can extend the period of your lawful stay in Russia for up to 1 year by extending your Russian visa. To extend your visa, please prepare all relevant documents and submit them in person to the International Department no later than 2 months prior to the expiry date of your

visa.

Please prepare the following documents:

1. Original and a copy of your passport (all pages with stamps, marks and visas);
2. The receipt of the state duty payment in the amount of 1,600 rubles;

3. Copy of notification of migration registration (both sides);

4. Original and a copy of your migration card;

5. A photograph (3x4cm);

6. Copy of Agreement on Education.

Please note

! The local office of the Russian Ministry of Internal Affairs will only accept visa extension applications at least 45 calendar days prior to their expiry day.

! Your registration will be extended after you receive a new visa. The new registration will be valid until the expiry of the new visa. But please kindly note, every time, you leave and enter Volgograd or

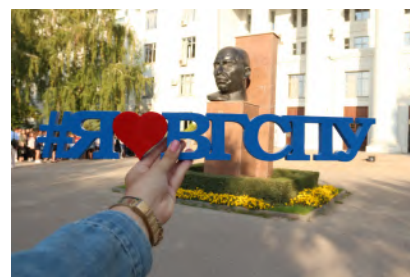
Russia using your valid visa, new registration must be done at your place of residence.

! After completing their studies at the University, the foreign student must leave Russia within three days from the date of expulsion from the University.

! The period of temporary stay in the Russian Federation of a foreign citizen who has completed training may

be extended for up to 30 calendar days from the date of expulsion in order to enroll in another educational program or University.

! If you have lost your migration card or notification of migration registration you must go to the International Department.



Work while studying at the University

You can only work in your free time and only in an organization that has the right to employ foreign citizens.



Being on the territory of Russia, you must comply with all the laws of Russia.

For violating the laws of Russia, there are the following penalties:

1. fine;
2. deportation (in case of loss of the legal right to stay in Russia);
3. expulsion (punishment for violating the laws of Russia).

Deportation and grounds for expulsion

Deportation from Russia - forced expulsion from the country due to the loss of legal grounds for foreigners to reside in Russia. The reasons are violations of migration rules:

- late departure from the country after the expiration of the visa or visa-free stay period;
- cancellation of documents confirming the legality of being in Russia;
- reducing the time of residence in the country for a number of reasons;
- illegal entry into the country (using forged documents);

- undesirable presence of a foreign guest in Russia.

Consequences of deportation

In case of repeated violation of migration legislation, a foreign citizen will lose the opportunity to enter Russia.

Expulsion and grounds for departure

Expulsions of foreign citizens outside the Russian Federation occur as a result of violations of Russian law:

- employment without a patent or work permit;
- late registration;
- violation of the rules of border crossing, transit or stay in the Russian Federation;
- discrepancy between the stated and actual purpose of the visit to the country;
- no documents confirming the right to reside in the Russian Federation;
- loss of documents on the right to reside in the

Russian Federation and its untimely restoration;

- evasion from leaving the Russian Federation after the end of the permitted period of residence in the country;
- committing an administrative violation.

Removal is carried out on the basis of a decision of a judge or a responsible person of the border service.

The consequences of the expulsion

Ban on subsequent visits to Russia for 5 years.

If the expulsion order is issued for the second time, then entry to Russia is closed for 10 years.

Administrative violation

To the administrative violations also include violations of traffic rules. Please follow the traffic rules and don't cross the road at a red light!

Smoking is also prohibited in dormitories, playgrounds, sports fields, beaches, restaurants and hotels.



Preventing and Countering Extremism

Extremism is the quality or state of being extreme, advocacy of extreme measures or views.

Terrorism is, in the broadest sense, the use of intentional violence for political or religious purposes.

Strictly forbidden:

! any actions related to violence, threats to human life and health;

! to incite social, racial, national or religious discord;

! to humiliate human dignity on the grounds of

gender, race, nationality, language, origin, religion;

! to violate the rights, freedoms and legitimate interests of a person and citizen;

! hooligan actions;

! public justification of

terrorism and other terrorist activities;

! to facilitate extremist and terrorist activities;

! production and distribution of extremist material;

! participation in extremist organizations.

Legal liability

! A fine from 1,000 to 1,000,000 rubles

! Deportation

! Imprisonment from 15 days to life imprisonment

We are for Equality and Friendship!

Friendship and Respect:

- ✓ be a great mate
- ✓ get socially savvy
- ✓ and connect with respect



Internal regulations for students

Students have the right to:

- ⇒ get a higher education in the degree program of their choice;
- ⇒ use library and information resources for free;
- ⇒ take part in the governance of the University through the student government bodies;
- ⇒ express your own opinions and views freely;
- ⇒ obtain additional education;
- ⇒ participate in research activities;
- ⇒ participate in sports, cultural and creative events;
- ⇒ make suggestions on the formation of the content of educational programs.

University students have the right for their dignity, be protected from all forms of physical and psychological abuse and personal insult.

Students are obligated to:

- ⇒ meet the requirements of the legislation of the Russian Federation, University's Charter, these Regulations, Internal Dormitory Regulations, Library Use Policy in place at University, and other internal bylaws;
- ⇒ in good faith, master their degree program and individual curriculum, engage in self-study, complete assignments given by teachers;
- ⇒ follow the University's established rules for taking ongoing and interim tests and evaluations, as well as clearing academic failures;
- ⇒ treat the University's property with due care; reimburse the University for any damages caused in the amount and as per the procedures stipulated by Russian laws;
- ⇒ not permit destruction of property and intentional distortion of the exterior of the University's buildings and premises, as well as remove items and any equipment

- from classrooms and other premises without the permission of University's administration;
- ⇒ when entering University's buildings and/or while on its premises, be in possession of a learner's document confirming one's identify (student ID card);
- ⇒ keep with care one's student ID card, not give it to any third parties or use such documents of third parties on their behalf;
- ⇒ respect the dignity of other learners, staff and visitors at University, not create any hindrance to other students' ability to receive an education;
- ⇒ notify teachers and the Dean's office of the reasons for their absence from classes within 3 days from the moment of their absence;
- ⇒ pay tuition fees in a timely manner;
- ⇒ maintain the business reputation, honor and prestige of the University.

When on its premises or in dormitories, students are not allowed to :

- ! enter or stay in buildings in a state of alcohol, narcotic or other substance intoxication;
- ! smoke tobacco or electronic cigarettes;
- ! organize, hold or take part in gambling activities;
- ! consume alcoholic beverages, low-alcohol beverages, or beer;
- ! store, consume or distribute narcotic and psychotropic substances, related precursors and other intoxicating substances;
- ! store, distribute and use explosive and inflammatory substances, as well as pyrotechnic materials



NB! Strictly forbidden to commit acts that can lead to ethnic conflicts.

NB! Business and personal communication is based on the principles of equality, freedom and respect.

If a student fails to comply with or violates these Regulations, or other University's internal bylaws, including those regulating the organization and study processes, the following disciplinary measures may be applied to him/her:

- a) admonition;
- b) reprimand;
- c) expulsion.

Internal Dormitory REGULATIONS

Student warrants and undertakes to fulfill all the rules and regulations stated in these REGULATIONS.

Upon moving into a dormitory, its administration shall familiarize a new resident with the Regulations against his/her personal signature, as well as provide him/her with safety and fire prevention instructions.

1. All students must have a medical certificate (medical expert statement).

2. When entering the dormitory, residents and those University's students who are not residents at the dormitory must present their passes at the security gate.

3. From 06.00 to 22.00 the entrance to the hostel is open. From 22.00 to 06.00 the entrance to the hostel is closed. To enter the hostel, you must ring the security bell.

4. In case of leaving the hostel after 23.00, the student makes an entry in a special book for recording the entrance and exit of students.

5. Guests may be on the premises of the dormitory from 7am to

10pm. Guests are not allowed to spend the night in the hostel.

6. In a special log book, the dormitory's security staff shall record the information on guests, their arrival and departure times, their place of visit and whom they are visiting, as well as details of their identification document. Upon meeting these requirements, guests may move around the dormitory accompanied by the resident who has invited him/her.

7. A host resident, along with the dormitory's administration, shall be responsible for his/her guests' timely exit from the dormitory, as well as their compliance with the Regulations. The guests' visiting should not interfere with other residents which reside in the same living space.

8. Dormitory tenancy fees shall be paid by residents for each period, starting from the check-in date. Dormitory tenancy fees can be charged monthly (later than the 10th

day of every month that follows the payment period) or several months in advance (academic semester, academic year). Payments for dormitory residence must be made during the entire period of stay, including periods when the student is absent from the dormitory, including during the periods of holidays.

9. Residents may be moved at their initiative within the premises of the same dormitory following written requests, submitted by him/her to the address of the Rector, (as long as he or she has not been in violation of the Regulations).

10. If students want to make a party, they should make a written enquiry with the dormitory's administration in order to receive permission to hold events (birthdays and other types of celebration), indicating the time and place of the event .

Students have the right to:

- ⇒ reside in premises assigned to them for the entire period of their studies;
- ⇒ to move to another room only with the permission of the administration VSSPU;
- ⇒ contact the dormitory manager with requests for the timely repair of premises, replacement of appliances and interior fixtures, which have stopped working;
- ⇒ receive guests at a set time.



Residents are obliged to:

- ⇒ fulfill all the rules and regulations stated in Dormitory Tenancy Agreement;
- ⇒ make payments for the dormitory;
- ⇒ follow the Regulations, safety rules for appliances and Russia's fire prevention guidelines;
- ⇒ always avoid using open flame in living space (candles, Bengal fires, etc);
- ⇒ strictly observe home appliances' instructions;
- ⇒ treat the dormitory's premises, appliances and interior fixtures with due care;
- ⇒ use electricity and water sparingly, keep living spaces and common areas clean and tidy;
- ⇒ clean the room daily, while in common areas - as per the set cleaning schedule;

- ⇒ reimburse the University for material damages as per Russian legislation;
- ⇒ upon vacating a living space owing to the cessation of studies or another reason within 3 (three) days of the termination and /or expiry of the Agreement, he/she must turn over the premises to the dormitory administration as per the Certificate for Transfer of Premises.

Residents must provide access to living premises to the dormitory staff, the University's employees, and representatives of contracted service firms, charged with carrying out works, services and inspections for the purpose of overseeing the compliance with the student housing legislation of the Russian Federation, as well as these Regulations, and for the purpose of making sure the University's property is in good order .

Internal Dormitory REGULATIONS

Strictly forbidden

- ! to be on the premises of the dormitory or its adjacent areas in a state of alcoholic or narcotic intoxication, as well as store, use or distribute alcoholic beverages (including beer), and other drinks containing alcohol, in the dormitory, narcotics and psychotropic substances, as well as bring alcoholic products (including low-alcohol products, beer, wine, canned cocktail drinks with alcohol) to the dormitory;
- ! to smoke, including vapes, electronic cigarettes, and other items imitating tobacco smoking, or their any substitutes, as well as use tobacco goods in any form on the dormitory premises and within its given territory;
- ! to store or smoke hookah on the premises of the dormitory;
- ! to manufacture, store, use, or distribute on the dormitory's premises narcotic substances or psychotropic substances that are illegal in the Russian Federation, as well as articles that cannot be legally circulated in Russia;
- ! to use electrical cords with frayed or broken insulation, and damaged outlets, switches and other electrical fixtures;
- ! to cover electric lamps and lights with paper, fabrics and other flammable materials;
- ! to utilize non-standard (homemade) electrical heating devices;
- ! to leave electrical heating devices plugged in and unattended, as well as other appliances, including in standby mode;
- ! to cover smoke detectors, alarm systems, and other systems with plastic bags, fabrics or other materials;
- ! to use sources of open flame (e.g., candles, Bengal lights) in the living spaces;
- ! to store and /or use pyrotechnical, explosive, dangerous chemical substances or any type of flammable materials in the dormitory, as well as guns, air rifles, nonlethal and bladed weapons, crossbows, or imitation weapons, or similar replicas of melee weapons;
- ! to provide one's living space for the residence of another person(s);
- ! to allow self-initiated change of residences or moves of University's property from one room to another;
- ! to transfer from an assigned room to another, or another dormitory without the permission of the administration;
- ! to install additional locks, as well as locking bars, on doors to living spaces; to retool locks or replace them without the permission of the dormitory's manager;
- ! to store bulky or oversized items in living spaces that may prevent access for other residents;
- ! to keep pets in the dormitory;
- ! to utilize dormitory premises for commercial purposes, including tutoring activities;
- ! to bring any technical devise or equipment that is not permitted on the premises of the dormitory according to sanitary and fire-safety norms, or devices that would exceed the premises' set electrical capacity;
- ! to permit offense or insults towards residents, administrators or service personnel at the dormitory, repair/upkeep organizations, or safety and inspection teams.

From 22.00 to 07.00 it is forbidden to make noise in the hostel (shouting, listening to music loudly, playing musical instruments, singing, making repairs, knocking).



Forbidden publications and videos must not be displayed or distributed within the dormitory.

Should any defects be found in the living premises, its facilities or other appliances therein, immediately inform the administration of the dormitory about this .



If the student breaches the rules and regulations the dormitory management may institute a disciplinary action process. If necessary an investigation will be conducted and the student might be asked to leave the dormitory if in breach of the applicable rules and regulations. In such circumstances no refund of payment will be given.

What should you do if you have any questions or problems with documents, studying, health, or roommates?

You can always ask for help from



- the Department of International Cooperation,
- the Dean's office of the Institute of International Education,
- the teacher.



+7 8442 60 28 46
during office hours



WhatsApp

+7902 386 88 48
for emergency messages



In case of emergency situations (fire, explosion threat, etc.), students should be calm and act according to the evacuation plan, accurately follow the commands of representatives of the relevant services (fire protection, police) and employees of the University.

Phone numbers of
emergency services:

101 – fire service

102 – police

**103 – emergency medical services
or 112**

