



EXCHANGE FACTSHEET 2023-2024

GRADUATE SCHOOL OF BUSINESS HSE

Name of university	Graduate School of Business of the National Research University Higher School of Economics (HSE University)
City, Country	Moscow, Russian Federation
Website	https://gsb.hse.ru/en/
Legal address	26-28, Shabolovka Str., Moscow 119049

STUDENT INTERNATIONAL MOBILITY OFFICE

Postal address	26-28, Shabolovka Str., Moscow 119049 Office 4301
Office hours	Visiting hours: Mon. – Wed., 10 am – 1pm Thu. – Fr., 2 pm – 5 pm Office hours: Mon. – Fr., 9.30 am – 6.30 pm
Website	https://gsb.hse.ru/en/iec/
Email	incoming.gsb@hse.ru (Incoming Mobility) outgoing.gsb@hse.ru (Outgoing Mobility)
What we do	Student mobility support: administer exchange nominations; provide invitations for visas and acceptance letters; consult and support partner universities and students before and during exchange; consult on preliminary individual study plans, housing, and health insurance options; organize orientation and adaptation sessions; administer the issue of student documents; inform students about events and activities; issue and send out final transcripts, etc. Extension and renewal of international student exchange agreements.
International Office Contacts	Gabriel Moshliak, Head e-mail: gmoshliak@hse.ru ; phone: +7 495 772 95 90, ext. 28502 Shakhnoza Tashmetova, Manager e-mail: outgoing.gsb@hse.ru ; incoming.gsb@hse.ru phone: +7 495 772 95 90, ext. 28503



NOMINATION AND APPLICATION PROCESS

Semester dates	<p>Fall 2023 – September 1, 2023 – December 31, 2023 Spring 2024 – January 9, 2024 – June 30, 2024</p>
Nomination deadlines	<p>Fall semester dates (second half of year) – May, 15 Spring semester dates (first half of year) – October, 1</p>
Nomination process	<p>Official nominations should be made through our Online Nomination form (https://istudents.hse.ru/en/nominate) by the coordinator of a partner university. Each nomination should be submitted separately.</p> <p>NOTE: A nominated student’s passport must be valid for at least 18 months from the proposed start date of the visa:</p> <p style="text-align: center;">Fall semester 2023 – March 1, 2025 (1-3 days’ difference is allowed); Spring semester 2024 – July 10, 2025 (1-3 days’ difference is allowed).</p> <p>Otherwise, the student may be required to apply for a new passport.</p>
Application deadlines	<p>Fall semester dates (second half of year) – June, 1 Spring semester dates (first half of year) – October, 15</p>
Application process	<p>After nomination deadline students will receive a welcome letter from international.study@hse.ru with an invitation to fill out an online student account and attach scans of the following documents:</p> <ul style="list-style-type: none"> ✓ Passport: must be valid for at least 18 months from the start date of the planned visa; <p style="text-align: center;">Fall semester 2023 – March 1, 2025 (1-3 days’ difference is allowed); Spring semester 2024 – July 10, 2025 (1-3 days’ difference is allowed).</p> <ul style="list-style-type: none"> ✓ University/college transcripts/records of current studies (if available) (in .pdf/ Original + certified translation in English); ✓ Motivation letter (300-500 words/in English); ✓ Photo (3x4 cm, passport format). <p><i>After all documents are submitted, students will receive HSE University Letter of Acceptance and Invitation Letter issued by the Migration Authority (if applicable).</i></p>
Visa and migration issues	<p>HSE University provides visa support for international students. Formal visa invitations are ordered through the Russian Ministry of Internal Affairs for every student. A visa invitation is required to obtain a student visa. The first visa issued is, initially, a single-entry visa valid for 90 days. It is then extended to a multiple-entry visa, which shall be valid for of the entire period of the student’s exchange.</p> <p>NOTE: Be prepared to stay in Russia without leaving for a 90-day period after your initial arrival until you receive your multiple-entry visa.</p> <p>International students arriving in Russia for a period of more than 90 days must undergo medical examination, fingerprinting and official photographing and obtain confirmation certificates. HSE University supports international students on all the issues. The procedures are fee-based (for more information see below).</p>
Orientation sessions	<p>https://istudents.hse.ru/en/orientation/</p>



ACADEMIC INFORMATION

Academic calendar	http://istudents.hse.ru/en/year
Courses offered	Courses available in Russian: http://www.hse.ru/edu/courses/ Courses available in English: https://www.hse.ru/en/edu/courses/
Is it possible for exchange students to enrol for courses from different faculties?	Students nominated within a university-wide agreement can select any course if they meet course prerequisites. Students nominated within a faculty-level agreement with an HSE faculty/institute should select mainly courses of the corresponding HSE faculty/institute.
Course / department restrictions (if any)	Acceptance to certain courses may be subject to the given department's approval.
Language of teaching	Russian and English
Recommended language level	For courses taught in English – no less than an English level of B2 (TOEFL iBT 75/IELTS 6.5) For courses taught in Russian – no less than a Russian level C1 (based on the Common European Framework of Reference for Languages levels)
Credit system (ECTS or any other)	HSE University relies on the ECTS system 1 ECTS = 38 academic hours = 25 astronomical hours 1 academic hour = 40 minutes / 1 astronomical hour = 60 minutes
Workload	Required minimum – 15 ECTS per semester Usual workload – 30 ECTS per semester, 60 ECTS per year
Grading system	http://istudents.hse.ru/en/credit
Transcripts	Transcripts in pdf are sent to students within 5 weeks after the official end of the semester. Hard copies are sent upon the home university coordinator's request to the institution's address. https://istudents.hse.ru/en/transcript

COMPULSARY FEES

Visa extension fee	State duty payment for visa extension (1 600 Russian rubles). https://ivisa.hse.ru/en/ https://ivisa.hse.ru/en/extenvisa/
Medical examination, fingerprinting and official photographing	International students arriving in Russia for a period of more than 90 days must undergo medical examination, fingerprinting and official photographing. One needs passport translation certified by a Russian notary to undergo the procedures. The procedures cost about 8 000 Russian rubles (medical examination and fingerprinting – about 6 000 Russian rubles; passport translation certified by a notary – about 2 000 Russian rubles). * https://istudents.hse.ru/en/newprocedures/ https://ivisa.hse.ru/en/medst/ *Information is relevant as of September 1, 2022

LIVING ABROAD

Housing on campus	HSE University offers dormitory accommodation (double or triple rooms) on a first-come, first-served basis. Bookings shall be made through students' online profiles. Information about dormitories http://www.hse.ru/en/dormitory/ Otherwise the students will be advised to find accommodation in the city.
Local language learning	Russian as a Foreign Language (optional) -72 classes per semester (6 ECTS).
Organizations/ activities	http://istudents.hse.ru/en/active/
Pre-departure checklist	https://istudents.hse.ru/en/checklist/
Life in Moscow	http://www.hse.ru/recommends/
Covid-19 measures	https://istudents.hse.ru/en/entry2021/
Health insurance	http://istudents.hse.ru/en/medical/
Promo-materials	https://istudents.hse.ru/en/promo