**An instruction booklet for foreign students.
Chechen State Pedagogical University**

**Migration registration**

1. A foreign citizen who is in the territory of the Russian Federation must submit documents for registration and visa registration within 5 days from the date of arrival at the place of study.
2. The period of temporary stay of a foreign citizen who has entered The Russian Federation on a visa is determined by the validity period of the visa.
3. A foreign citizen temporarily staying in the Russian Federation must leave the Russian Federation before the visa expires.
4. Documents for extension of registration and visa must be submitted to the International Department a month after arrival.
5. The period of temporary stay of a foreign citizen in the Russian Federation may be respectively extended or reduced in cases if the conditions have changed or circumstances have ceased to exist, in connection with which he was allowed to enter the Russian Federation.
6. If you need to travel abroad or to other cities of the Russian Federation, foreign students are required to obtain permission from the International Department.

**WITHOUT THE PERMISSION OF THE INTERNATIONAL DEPARTMENT, TRAVEL TO OTHER CITIES OR CHANGE THE PLACE OF RESIDENCE IS PROHIBITED.**

1. After graduation or expulsion from CHSPU, foreign citizens must leave the Russian Federation within the prescribed period.
2. For violation of the rules of residence, stay and mobility in the territory of the Russian Federation are applied measures of influence:

A fine of RUB 2,000 to 5,000

* Deportation from the Russian Federation
* Bringing to criminal liability in accordance with the legislation of the Russian Federation.

At the statement on migration registration, foreign citizens formalize insurance contract from accidents and the contract of obligatory medical insurance with a set of services according to the order of the rector of University and show it in Dean's office.

**Study discipline**

1. Students are obliged to attend all scheduled classes.
2. Examinations and tests must be completed in accordance with the schedule of the session. Expulsion of students for academic failure is carried out in accordance with the order of the rector of the University.
3. If you want to pass' the summer practice at the place of residence, it is necessary to inform the International Office of CHSPU in written form and obtain the consent of the Office.

Financial discipline.

1. Payment for training is carried out within the time specified in the contract for the provision of educational services.
2. Students, who do not timely pay for educational services under the Contract, exempt a bed in the dormitory and can continue their education without providing a bed.

Internal regulation.

1. Students are required to comply with the internal regulations and other regulations of the University.
2. For violation of the rules and other regulators of the University are subject to penalties up to expulsion from the University.

Living in a dormitory.

1. For accommodation in the dormitory a student is provided with a bed.
2. The student cannot independently change the place of residence.
3. For accommodation in the dormitory student signs a Contract.
4. In case of violation of terms of payment under the Contract, the student is deprived of the right of residence.
5. In case of violation of the rules of residence in the dormitory, the student is imposed to disciplinary sanctions up to expulsion.