**Migration policy**

1. **Issuance of an invitation to enter the Russian Federation**

To receive an invitation form the Chechen state pedagogical university to enter the Russian Federation with a purpose of study a foreign citizen must submit an application form and send copies (scanned) of the following documents to interchspu@mail.ru no later than 3 months before the start of the study:

* Application form;
* Copy of a passport;
* Diploma;
* Payment of state fee of 900 rubles (after arrival to the university).

An invitation to enter the Russian Federation is issued by the Federal Migration Service on behalf of the University. The invitation processing period is 25-30 business days. A foreign student receives an invitation to enter the Russian Federation by email.

To issue an invitation, an international passport of a foreign citizen must be valid for 1,5 years from the date of issuing an invitation.

After receiving an invitation, a foreign citizen must apply to the Consulate (consular departments of embassies) of the Russian Federation in his country with the original invitation to enter the Russian Federation for issuance of an entry study visa.

An entry study visa is issued for three months, and later is extended for one year by the University, after arrival.

**For a timely extension of the entry visa, a foreign citizen must enter the Russian Federation and arrive at the place of his study no later than 1 month before the expiry of the entry visa.**

1. **Extension of the visa**

To extend the entry study visa, a foreign citizen must submit the following documents to the International Department of the University, 30 days before the expiry of the entry visa:

* A valid international passport or other identity documents of a foreign citizen;
* Notification of arrival of a foreign citizen at a place of stay;
* Migration card;
* Receipt of state fee payment of 1,600 rubles (bank details must be obtained from the International Department);
* 1 photo (3x4, colored);
* Original contract for study.

**The passport must be valid for one year after the visa expiry date.**

1. **Migration registration**

To extend the period of registration for migration, a foreign citizen must submit the following documents to the international department of the university within 2 days after extension of the visa:

* passport;
* migration card;
* notification of arrival of a foreign citizen at a place of stay.

The period of extension of migration registration is determined by the validity of the extended visa.