Application for ITMO exchange semester 2023-2024

ESSENTIAL CONTACTS		
International Admission Office	Manager of Admission Office	Head of Admission Office
	Ms. Aleksandra Zavalina	Ms. Alvina A. Kiseleva
	aizavalina@itmo.ru	aakiseleva@itmo.ru

IMPORTANT DATES		
Nomination deadline	**For studies**	**For internships**
	Fall Semester 2023: April 30, 2023	3 months prior to the internship
	Spring Semester 2024: September 30, 2023	
Application deadline	**For studies**	**For internships**
	Fall Semester 2023: June 30, 2023	2 months prior to the internship
	Spring Semester 2024: November 15, 2023	
Academic calendar	**Fall semester:**	**Spring semester:**
	- Study period: September 1 – December 31, 2023 - New Year holidays: January 1-10, 2024 - Examination period: January 11-31, 2023	- Study period: February 1 – May 31, 2024 - Examination period: June 1- 30, 2024 - Holidays: July-August 2024

STUDENT ADMISSION REQUIREMENTS	
General Requirements	**to be at least a 3rd year** Bachelor student or a Master student at home university - to have good and excellent academic standing
Language requirements	B1 level of English is required
	B2 level is recommended
	The language proficiency shall be confirmed either by an internationally recognized certificate (IELTS, ToEFL, Cambridge exams) or the letter of confirmations issued by the English language department of the sending university.

APPLICATION STEPS			
Nomination	Sending university nominates its students for the program providing nomination letters and the students' contact details at aizavalina@itmo.ru	**Fall semester 2023**	**Spring semester 2024**
		January 1 – April 30, 2023	July 1 – September 30, 2024
Online application and submission of documents	**For studies** The students fill out online application form and upload the following application documents in the PDF-format at https://int.itmo.ru/en/application_for_exchange: • Passport (should be valid for at least 18 months) • Transcript of records in English or translated into Russian • English proficiency confirmation (for non-native speakers) **For internships** The students submit the following application documents at short-term@itmo.ru : • Passport (should be valid for at least 18 months) • Transcript of records in English or translated into Russian • English proficiency confirmation (for non-native speakers) • Cover letter (research proposal) • Conventional acceptance confirmation from the relevant ITMO department (Lab/research group/scientific supervisor)	Up to June 30, 2023	Up to November 15, 2023
Acceptance confirmation	ITMO considers the submitted applications and confirms if the students are accepted* ***online interview may be required**	Within one week upon the application submission	
Invitation procedure	ITMO starts the invitation procedure. Generally, it takes up to 40 days. When the Invitations are issued, ITMO sends them to the students via e-mails.	Up to July 15, 2023	Up to December 31, 2023

Visa application	Upon reception of the Invitations, the students should apply for student visas at the home country. **IMPORTANT:** • The first entry visa is valid for 90 days • Upon arrival in Saint Petersburg, the visas will be extended by ITMO Migration Services Office. The students should apply for their visas' extension at least 45 days before the first visa expiration date • Visa extension fee is 1,600 rubles	Up to July 30, 2023	Up to January 15, 2024
Upon-arrival procedures	Upon arrival, the students should: **1.** Visit ITMO Migration Services Office to obtain the migration registration (for the students staying at ITMO dormitories) **IMPORTANT:** if the students stay at a hotel/hostel or rent an apartment, they must get the migration registration from the hotel/hostel administration or the apartment's owner and submit the copy to ITMO Migration Services Office within 7 days upon arrival. The registration **is only valid if made on the actual address of the hotel/hostel/apartment**. **2.** Submit the following original documents: • Chest X-RAY report if stay at ITMO dormitory (must be done upon arrival) • PCR test* Each student is provided with Buddy's assistance. * As of today, it might be required due to the situation with COVID-19.	Within 3 days upon arrival	
OTHER IMPORTANT INFORMATION			
Accommodation options	Two options are available: 1. Student dormitory (shared rooms for 3-4 persons) Accommodation fee is 2,000 – 4,000 rubles per one month		

	2. ITMO partner hotel (single or twin rooms) Accommodation fees vary from 18,000 rubles (twin room) to 37,000 rubles (single room) per one month* *the fees indicated can be changed
Average monthly living expenses	Approximately 15,000 – 20,000 rubles per one month (excluding accommodation fee) More information is available on the web-site
ITMO grading scheme	

Percentage	Russian national grade	Meaning of the grade	ECTS
91-100	5 (excellent)	High level of competence	A
83-90	4 (good)	Good general performance	B
74-82			C
67-73	3 (satisfactory)	Fair general performance	D
60-66			E
59 and less	2 (unsatisfactory)	Failure	F
60 and more	passed	Ungraded test	U/T