



# **Memo for foreign students in Sevastopol**





# **Welcome to Russia!**

## **Guide for foreign students**

**Congratulations, you have become students of the Russian Federation! We are happy to welcome you and wish you great academic, scientific and professional success in your chosen specialty!**

**May each day of learning bring you new knowledge and open new horizons.**

**Our country prides itself on its multi-ethnicity and unique cultural diversity. Russia is a place where different peoples and traditions come together, creating a society open to new ideas and friendship. We are proud to live in a country where everyone can find their place, regardless of nationality or cultural background. Whoever comes to us with peace and friendship becomes a welcome guest.**

**In Russia you will find not only academic support, but also real friends and like-minded people who will be by your side throughout the educational years.**

**You will be able to share with them the joy of new discoveries and difficulties on the way to achievements.**

**Here you will find knowledge and success in academic and scientific endeavors.**

**Immersing yourself in an educational environment will help you develop critical thinking, learn research skills and master a profession that is sought after around the world. Our country welcomes those who aspire to scientific and professional heights. Henceforth, it will be your right and duty to learn from professionals, "To grind away the studies" and strive for scientific achievement. Learn, strive for academic achievement and remember: with your determination and the support of those around you will open up endless opportunities!**

**Russia's educational environment welcomes you!**







## Important phone numbers:

- 112 - Unique number of emergency services;
- 101 - Fire Service;
- 102 - Police;
- 103 - Ambulance;
- 104 - Gas Service;
- 115 - Unified service for citizens when receiving state and municipal services electronically;
- 121 and 123 - Telephone service "child in danger".







## Federal agencies and institutions

General information about institutions and departments can also be obtained on the official portal of the Government of Sevastopol: [sev.gov.ru](http://sev.gov.ru)

### Department of the Ministry of Internal Affairs of Russia in Sevastopol

- Hotline: 8 (8692) 55-02-02
- Migration Hotline: +7 (999) 461-10-50
- Website: <https://92.mvd.pf>

### DeSevastopol Youth and Sports Office

- Phone: +7 (8692) 53-70-38
- E-mail: [umis@sev.gov.ru](mailto:umis@sev.gov.ru)
- Government website / portal: [sev.gov.ru](http://sev.gov.ru)



### Main Office of the Russian Emergency Relief Ministry in Sevastopol

- Reception: +7 (8692) 65-54-10
- Website: [92.mchs.gov.ru](http://92.mchs.gov.ru)
- Hotline: +7 (8692) 65-55-10

### Department of education and science Sevastopol

- Reference: +7 (8692) 55-02-52
- Website: [edu.sev.gov.ru](http://edu.sev.gov.ru)

### Russian Foreign Ministry Representation in Simferopol

- Phone: +7 (3652) 24-82-17
- Website: [simferopol.mid.ru](http://simferopol.mid.ru)





## The main holidays of Russia:

- 1, 2, 3, 4, 5, 6, 7, 8 January - the New Year holidays;
- 7 January - Christmas;
- 23 February - Day of the defender of the fatherland;
- 8 March - International Women's Day;
- 1 May - Spring and Labour Festival;
- 9 May- Victory Day;
- 12 June - Day of Russia;
- 4 November - National Unity Day;
- 1 January - New Year.



Most federal agencies are closed on public holidays or operate on a special schedule. If the holiday day is on a weekend, it is moved to the next working day.

\*You can always view and clarify the days of weekends and holidays in the production calendar on the website of the State Duma: [duma.gov.ru](http://duma.gov.ru)





## What documents are needed to enter Russia?

Upon arrival in the Russian Federation, all foreign nationals are subject to border control. To pass it, you need the following documents:

- passport;
- visa (for foreign citizens with a visa status);
- Migration card (provided free of charge at the border upon entry into Russia);
- Voluntary health insurance policy (VHI).







## 5 steps you need to take upon arrival in Russia

### Step 1. Get a migration card.

The migration card is a document on legal crossing of the border of the Russian Federation, which is filled in by all foreigners who come to Russia with or without a visa. Migration card forms are issued in the plane, train, before passing passport control at the airport or station. The immigration card should emphasize the purpose of entry - study. This document will need to be completed in Russian or Latin if you do not speak Russian. But if you fill out the migration card with a Latin, then when receiving an Temporary Residence Permit or a Residence Permit, it will be necessary to make its notarial translation.



### ADVICE

Be sure to check the data in the migration card. If you notice a mistake at the border crossing, you can immediately contact the border officer in passport control point and correct it. If you notice the error later, then you will need to obtain a duplicate migration card from the Ministry of Internal Affairs of Russia.





## 5 steps you need to take upon arrival in Russia

### Step 2. Arrival notification.

Upon arrival at the place of study (university, institute, academy, etc.), the foreign student must inform representatives of the educational organization of his/her arrival on that day:

- to the dean's office of his faculty;
- to the Directorate of International Cooperation



### Step 3. Obtaining registration for foreigners by their place of residence.

Registration must be made at your place of residence within 7 working days of your entry into the Russian Federation.

The following countries have exceptions to registration deadlines:

- citizens of Tajikistan, Uzbekistan - within 15 days from the day of entry into the Russian Federation;
- citizens of Armenia, Kazakhstan and Kyrgyzstan for 30 days;
- citizens of Belarus - 90 days.





## 5 steps you need to take upon arrival in Russia

It is necessary to provide the host (dormitory, hostel, apartment owner) with:

- a copy of the passport;
- a copy of the migration card.



Registration must match the address of your actual stay!

All foreigners must be placed on a migration register  
(registered at the place of residence) strictly at the address of actual stay.

I will be living in a dormitory



An employee of the International Cooperation Directorate of the university will help you to prepare a notification for registration in your place of residence. Contact him the next working day after arrival with a complete set of documents.





## 5 steps you need to take upon arrival in Russia

### I will live in a private hostel

The administrator of the private hostel will issue a notification for migration registration. Don't forget to get it and bring it to the University's Directorate of International Cooperation.



### I will be living in an apartment

Remember, staying in an apartment does not exempt you from migration registration!

Together with the owner of the apartment on the next working day after arrival, you need to go to the migration department where the apartment is located and issue a notification for registration in the migration register. You will need a petition from the university.

To obtain it, contact an employee of the

Directorate for International Cooperation at the university.

After receiving the notification, do not forget to bring it to the Directorate for International Cooperation in the university.





## 5 steps you need to take upon arrival in Russia

### Step 4. Voluntary health insurance policy.



Elf you decide to take a short-term VHI policy before entering the Russian Federation, then until its expiration, you must receive a new VHI policy for a longer period.

#### ADVICE

The Directorate of International Cooperation of the University will advise you in which company the VHI policy is best made.

You can also look up information on the university's website and ask your senior colleagues, who have already completed the VHI policy.







## 5 steps you need to take upon arrival in Russia

### Step 5. Medical examination and dactyloscopy.

Foreign students arriving in Russia for a long period within 30 days from the date of entry must undergo a medical examination (every year); and within 90 days from the date of entry, they must dactyloscopy and photography (once every 10 years)

The procedures should begin in the order indicated as soon as the initial temporary registration is ready after entry into Russia.

Where to undergo these procedures in the city, will be told  
The Directorate of International Cooperation of the University



### ADVICE

Take a Russian-speaking friend with you if you have difficulties communicating with the staff.

A card is issued upon arrival in Russia by an authorized body of the Ministry of Internal Affairs of the Russian Federation.





## Departure Processing Information

If you plan to travel to another city, you **MUST** notify the university. Leaving without notice is prohibited.



In the event that you have left your temporary residence, for example, if you went to another city in Russia for a holiday, it is necessary to enter your residence on the migration register and inform the host (to the university or other persons, organizations that initially took you in).



### Please note:

If you are in hospital (in-patient treatment), it is mandatory to report this to the university.

If you make any changes to your personal data (change of name, surname, passport data, citizenship, place of residence, status in the Russian Federation), you must notify the university within 1 day.





## Departure Processing Information

### **BIGGEST ADVICE**

**Always stay in touch with the university - and before you come to Russia and when you have already arrived! Be sure to write in the mail about your arrival date and do not hesitate to ask or clarify information if something is unclear to you.**

**As soon as you arrive in Russia, make sure to contact the university and find out when and where you need to be for paperwork and mandatory procedures.**

## What should a foreigner always carry?

**Originals and copies of such documents:**

- visa;
- passport with valid visa;
- health insurance policy;
- Migration card, where the purpose of arrival is "study";
- Migration registration.



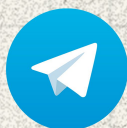




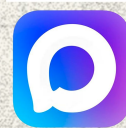
## Useful links



SEVSU Group  
in VK



SEVSU  
Telegram  
channel



SEVSU  
Channel to  
Max



Official website of FSAEI HE  
"Sevastopol State University"

