

## ATTENTION

for students applying for TRANSFER to Sechenov University from another educational organization for studying since September 1, 2024

**STEP 1** to SUBMIT an application you have to:

**FOLLOW** <https://abiturient.sechenov.ru>

**LEARN** the rules of transfer, the list of educational programs, the list of disciplines of educational programs for which attestation, information on the number of places for transfer

**FILL OUT** the electronic application from July 8, 2024 to July 28, 2024

**SCAN**

- certificate of the period of study in the original organization, containing the *names of disciplines* (modules), sections, practices and other structural elements of the mastered educational program, *intensity* in academic hours / credit units and in weeks / days for practice; *grades* received during the interim certification) with the application of the scale of translation into the five-point system (if necessary) (the date of issue of the certificate is not earlier than one calendar month before the date of filing the application);

- passport (the page with a photo and a page place of residence with a mark of the current registration).

*If the attached documents are not in Russian, it is mandatory to attach scanned electronic copies of notarized translations into Russian of the relevant documents.*

**SAVE** the documents in .pdf format, **ATTACH** the files (scanned documents) to the electronically completed application.

**ATTENTION:** The Attestation Commission shall verify the accuracy of the above information. The Attestation Commission has the right to apply to the relevant authorities and organizations in the course of this verification.

**STEP 2** **RECEIVE** from the Attestation Commission *notification of the recommendation to pass the competitive selection* among those who applied for transfer, *or refusal of transfer* in cases provided by the Rules of transfer (notification is communicated by placing information in the Personal Office of the applicant *no later than three days before the attestation*)

**STEP 3** **DECLARE** the attestation schedule posted on the official website of the University

**STEP 5** *in accordance with the attestation schedule* **PASS ATTESTATION** in remote access with the use of distance learning technologies.

*The results* of the attestation *and competitive selection* are posted on the official website of the University *on the next working day after it takes place.*

**STEP 6** *For applicants recommended for admission* based on the results of the competitive selection process:

**RECEIVE** electronically to the email address indicated in the application, *the documents necessary for transfer registration*: the transfer certificate, the compliance form (If necessary).

#### **FINAL STEP**

**APPLY by August 29, 2024**

to the Attestation Commission a copy of the order on expulsion and (or) an extract from it and a document on previous education (the original of this document or its certified copy) (the specified list in p.18 of the Rules)

In the case of transfer to places under contracts for education with payment by individuals and (or) legal entities, **OBTAIN THE CONTRACT, MAKE PAYMENT BY THE CONTRACT NUMBER, PROVIDE SCANNED COPIES OF DOCUMENTS CONFIRMING PAYMENT.**

**SUCCESSFUL STUDYING AT THE UNIVERSITY!**

You can send your questions to: [perevod@student.sechenov.ru](mailto:perevod@student.sechenov.ru)