

## TRANSLATION

Educational Establishment  
"Vitebsk State Order of Peoples' Friendship Medical University"

**“APPROVED”**

Rector, Professor

signed A.T. Shchastniy  
December 30, 2015

Seal:

*Educational Establishment  
"Vitebsk State Order of Peoples' Friendship  
Medical University"*

## REGULATION

on admission process of foreign citizens and stateless persons for training at the Preparatory Department and for undergraduate (first) degree study on intramural and extramural academic programs

### Chapter 1

#### General provisions

1.1. Regulations on admission procedure of foreign citizens and stateless persons for training at the Preparatory Department and on intramural and extramural academic programs of educational establishment "Vitebsk State Order of Peoples' Friendship Medical University" (hereinafter - Regulations) have been developed on the basis of international agreements of the Republic of Belarus, Constitution of the Republic of Belarus, the Code about education of the Republic of Belarus № 243-3 dated January 13, 2011, the Law of the Republic of Belarus № 105-3 "On legal status of foreign citizens and stateless persons in the Republic of Belarus" dated January 4, 2010, the regulation of the Council of Ministers of the Republic of Belarus № 73 "On approval of rules of staying of foreign citizens and stateless persons in the Republic of Belarus" dated January 20, 2006, the resolution of the Council of Ministers of the Republic of Belarus № 981 "On approval of Provision on procedure to recognize education documents issued in foreign states and to determine their equivalence (compliance) to educational documents of the Republic of Belarus, recognition and

identification of periods of training, rates of the higher education in institutions of foreign states" dated July 21, 2011, Decree of President of the Republic of Belarus № 80 "On admission procedure for persons to obtain undergraduate degree and secondary special education" dated February 7, 2006.

1.2. Foreign citizens and stateless persons permanently residing in the Republic of Belarus, and foreign citizens and stateless persons who have been granted refugee status in the Republic of Belarus have equal rights to apply for degree courses at the educational establishment "Vitebsk State Order of Peoples' Friendship Medical University" (further - VSMU) at the expense of the state budget, if they apply for such education financed from the state budget resources for the first time.

1.3. Citizens of Belarus, permanently residing in the territory of foreign states, citizens of Russian Federation, Republic of Kazakhstan, Kyrgyz Republic, Republic of Tajikistan have the right to apply for the undergraduate degree at VSMU:

- under conditions specified for citizens of the Republic of Belarus (on budget and fee-paying basis) – depending on results of centralized tests;

- under conditions specified for foreign citizens and stateless persons.

1.4. Foreign citizens and stateless persons can apply for higher education at the Vitebsk State Medical University

- in accordance with international agreements of the Republic of Belarus (on budget resources, or on a fee-paying basis);

- based on results of final certification after completing the educational program at the preparatory department and acquiring the certificate on completing the preparatory department of a due form (on a fee-paying basis);

- on results of admission tests confirming the proficiency of the language in which the educational process is carried out in a volume sufficient for mastering the academic programs of higher education and profession-related subjects (on a fee-paying basis).

1.5. Training of foreign citizens and stateless persons are conducted under the issued special permit (license) for educational activities on specialties of the undergraduate study:

1-79 01 01 "General medicine";

1-79 01 07 "Dentistry";

1-79 01 08 "Pharmacy".

1.6. Russian or English medium is available at VSMU on the above specialties for foreign citizens and stateless persons.



## Chapter 2

### Documents acceptance procedure

2.1. The Admission Committee responsible for admission process of foreign citizens and stateless persons will be established at the Vitebsk State Medical University. The Committee structure is confirmed by the order of the rector of Vitebsk State Medical University annually.

2.2. The foreign applicant has to submit (personally, by email, through his/her representatives or trusted individuals) following documents to the Admission Committee to be considered for entering the VSMU and /or acquiring invitation to come to the Republic of Belarus:

- an application with selected specialty and form of study (intramural or extramural) - for undergraduate degree, the preparatory department - for pre-university students training; full postal address; e-mail address or fax number;

- a transcript and officially certified translation into Russian language of passport pages with applicant's personal data: full name, passport number, its expiration date and the country of origin. (Note: a passport with expiration date no less than one year after applying documents will be considered);

- a transcript of educational documents and their official certified translation into Russian with indicated studied subjects and grades (points). High-school graduates need to submit a certificate on current education received and its official certified translation into Russian.

2.3. Documents received from foreign applicants shall undergo the primary expert review for compliance with legislation of the Republic of Belarus, the present Regulation, local normative legal acts and VSMU administrative documents.

2.4. Submitted documents shall be examined within 10 days upon their receipt. The level of education and the quality of acquired knowledge (academic achievements) in profession-related subjects and language of instruction will be assessed in accordance with Annex № 1 hereto.

2.5. Decision to invite applicants to Vitebsk State Medical University for admission tests or to refuse them will be taken within 3 days by the Admission Committee based on expert review of documents. The protocol signed by the Chairman and Secretary of the Committee will be issued to each decision taken by the Committee.

2.6. The International Department will inform a foreign citizen or stateless person about the taken decision. An official invitation will be sent to those who are granted a favorable decision.

2.7. Based on the issued official invitation, foreign citizens acquire (if necessary) an educational visa to enter into the Republic of Belarus and to arrive at VSMU.

2.8. Upon arrival at VSMU within 2 days' time after entering the territory of the Republic of Belarus an applicant must submit following documents to the Committee:

- an application addressed to the rector of Vitebsk State Medical University in the form prescribed by the Ministry of Education (Appendix 2 hereto);
- originals of educational certificates with their notarized translation into the Russian language with subjects studied and grades (points) received;
- notarized copy of a birth certificate;
- a medical certificate allowing study under climatic conditions of the Republic of Belarus, and confirming the absence of HIV, tuberculosis, hepatitis, Ebola virus, provided with an officially certified translation;
- six 3x4 cm photos;
- an identity document (national passport) with a visa permitting entering the Republic of Belarus (purpose of the trip - study).

In case of availability following is provided:

- a certificate (document) on completion of pre-university training faculty, preparatory department, preparatory courses of universities;
- a temporary residence permit (registration) in the territory of the Republic of Belarus;
- a compulsory medical insurance valid in the territory of the Republic of Belarus.

2.9. Foreign citizens and stateless persons, whose admission to the preparatory department or first- year study (having a certificate (document) on successful completion of pre-university training faculty, or the preparatory department, or preparatory courses of medical specialization) is approved by the Committee, have to visit **the Faculty of Overseas Students Training (further -FOST) dean's office** to sign the appropriate contract and make tuition fees.

2.10. Foreign citizens and stateless persons applying for the first-year study without a certificate of completing the pre-university training in medical institutions, have to visit the Department of International Relations to acquire the temporary residence (registration) in the territory of the Republic of Belarus and for subsequent admission tests in accordance with Chapter 3 of this Regulation.



## Chapter 3

### Admission tests procedure

3.1. Admission tests are conducted to select applicants on competitive basis who apply to receive an undergraduate (first) degree on intramural mode of study

3.2. To determine the level of prior training and language proficiency the educational process is carried out, foreign citizens and stateless persons who apply for the 1<sup>st</sup> course of study in specialties "General medicine" and "Dentistry", have to pass entrance tests on language of instruction, on the first profession-oriented subject (biology) and second profession-oriented subject (chemistry); in specialty "Pharmacy" – to pass entrance tests on language of instruction, on the first profession-oriented subject (chemistry) and second profession-oriented subject (biology).

3.3. Foreign citizens and stateless persons who have graduated from foreign schools or educational establishments of the Republic of Belarus, which provide general secondary education or dual education (with 10 years duration) have the right for admission based on admission test outcomes.

3.4. Special examining boards of at least 3 people are annually formed and approved by order of the rector to conduct admission tests, headed by a member of the VSMU Admission Committee. The most qualified employees from the academic teaching staff are included into the boards.

3.5. Questions and tasks for admission tests are prepared by the Committee in accordance with current programs and approved by the chairman of the VSMU Admission Committee.

3.6. Results of admission tests are recorded into the answer sheet in the prescribed form (Ordinance of the Ministry of Education of the Republic of Belarus № 87, dd. June 25, 2014), which is signed by boards members who conducted admission tests. Applicants, who fail to pass the entrance test on language of instruction or the first profession-oriented subject, are not allowed to the next admission examinations.

3.7. An appeal is submitted by a foreign citizen in the name of the chairman of the Admission Committee on the very day of admission tests and will be considered in accordance with established procedure.

3.8. At the end of admission examinations, the Committee will estimate the passing score for applicants who successfully passed tests and for graduates of preparatory departments of medical institutions who enrolled out of competition. No later than 5 days after admission examinations the Committee will make a decision on enrolment under the chosen specialty. The chairman and secretary of the Committee will draw up the protocol and sign it.

3.9. In case of equal scores, the decision regarding admission procedure is made on competitive basis in the listed order:



- applicants having a higher average grade of the education certificate issued by the Republic of Belarus's education institution providing educational programs of general secondary, vocational, secondary special and higher education;
- applicants having higher total grades on two profession-oriented academic subjects (chemistry and biology) after admission tests;
- applicants with the higher grade on language of instruction after admission tests;
- applicants having the recommendation issued by a diplomatic mission of an appropriate foreign state accredited in the Republic of Belarus or accredited in the Republic of Belarus on concurrent basis.

3.10. Foreign citizens who failed to gain admission at VSMU must leave the territory of the Republic of Belarus within the period of validity of the entry visa. The person or organization who applied for an invitation to be issued bears responsibility for the departure of a foreign citizen in a timely manner.

3.11. Applicants who are not enrolled in the first-year course under results of admission examinations may apply for the VSMU preparatory department on a space available basis.

## **Chapter 4**

### **Documentation of admission for studies**

4.1. Admission of foreign citizens and stateless persons is made under sequential execution of following documents: application, Committee's decision protocol, signing a contract for training a specialist, order for admission.

4.2. The Agreement, specifying conditions for enrolment of foreign citizens and stateless persons who will be trained to receive higher education from budget resources, or those who will study on a fee-paying basis, is made between VSMU and foreign citizens and stateless persons (the legal representatives of foreign citizens and stateless persons of minority age (upon presenting documents confirming the status of the legal representative of the foreign citizen or stateless person of minority age) or with representatives of foreign citizens and stateless persons acting under a power of attorney, certified by a notary public or an authorized official, as well as a legal entity (an individual entrepreneur or natural person), paying tuition fees (if any), in which, besides the conditions established by the law, the liability of parties to cover costs to expel a foreign citizen or stateless person from the Republic of Belarus is stipulated.

4.3. The Agreement on training a specialist on a fee-paying basis is made with a foreign citizen or stateless person based on Admission Committee decision.

4.4. The tuition fee for foreign citizens or stateless persons is set by the order of the Rector for each academic year and is specified in the Agreement on training a specialist on a fee-paying basis or in a supplemental agreement hereto.

4.5. The order for enrolling a foreign citizen or stateless person to Vitebsk State Medical University is issued upon providing all documents specified by this Regulation and the legislation of the Republic of Belarus, after the applicant has agreed with and signed personally the Rules of stay of foreign citizens and stateless persons in the Republic of Belarus, after an appropriate Agreement has been signed and the 50% payment for the first year of studies has been made, and upon obtaining medical commission certificate.

4.6. To acquire the medical commission certificate, confirming the absence of medical contraindications to allow education process in the Republic of Belarus, foreign citizens and stateless persons on a paid basis have to undergo a mandatory medical examination in territorial health organizations, specified by VSMU in coordination with the Department of Health of the Vitebsk Regional Executive Committee. The list of medical contraindications for foreign citizens and stateless persons arriving in the Republic of Belarus is specified by the Ministry of Health in coordination with the Ministry of Education.

4.7. Within 5 working days from the date of entry into the Republic of Belarus, a foreign citizen or stateless person shall conclude a Residential Lease Agreement and register in the internal affairs bodies of the Republic of Belarus. The order of enrollment, obligatory medical insurance policy, the paid state fee, established by the legislation of the Republic of Belarus, are the basis for acquiring temporary residence (registration).

## **Chapter 5**

### **Application deadline and admission tests**

5.1. The Ministry of Education of the Republic of Belarus determines the application deadline and entrance examinations when applying on results of centralized testing, or under international Agreements.

5.2. Following application deadline is set for foreign citizens and stateless persons applying for study at VSMU (other those specified in paragraph 5.1):

- admission based on final results after completing the preparatory department – before July 15 of current year;
- admission based on results of entrance tests - from June 1 to August 25 of current year;
- admission to the preparatory department – before September 15 of current year;



5.3. VSMU reserves the right to extend the application period for training at university or at the preparatory department within the time limits set by the Ministry of Education of the Republic of Belarus.

5.4. Dates of admission interviews on intramural and extramural academic programs - from August 25 till September 15 of current year.

5.5. Enrolment period for foreign citizens and stateless persons - from September 1 till completing the enrolment plan within the time limits set by the Ministry of Education of the Republic of Belarus.

5.6. Training of foreign citizens and stateless persons in all forms of education at VSMU starts on September 1 of the current academic year.

### AGREED

Vice-rector of Educational Work  
and International Affairs, Professor

signed N.Yu. Konevalova

Dean of Faculty of Overseas Students  
Training, Associate professor

signed O.M. Vasiliev

Head of International Department

signed M.M. Savchuk

Head of Legal Sector

signed D.S. Puzanov



Country	Required level of secondary education grades on profession-oriented subjects (chemistry and biology) and language of instruction
Azerbaijan	4-5/70-100
Afghanistan	5-10/55-100
Great Britain	60/100
Hungary	4-5/A-C
Vietnam	6-10
Georgia	A-C
Germany	7-15
Ghana	A1-C5/A-C
Egypt	65-90/A-B
India	60-100/ AA-BC
Iran	14-20/A-B
Iraq	75-100
Israel	8-10/75-100
Jordan	80-100
Yemen	63-100
Kazakhstan	4-5
Kyrgyzstan	4-5
Latvia	7-10
Lebanon	10.50-20.00
Libya	65-100
Lithuania	7-10/A-C
Morocco	11-20
Maldives	A-C/55-100
Nepal	60/100
Nigeria	A1-C6
UAE	70-100/A-C
Russia	4-5
Saudi Arabia	60-100
USA	70-100/A+-C
Tajikistan	4-5
Turkmenistan	4-5
Turkey	55/100/A-C
Uzbekistan	4-5
Ukraine	60-100/6-12
Sri Lanka	A-C/55-100

\* Foreign students who will return home after graduating from VSMU have to be acquainted with requirements of licensing rules of their own countries before admission to VSMU.

\*\* Required level of secondary education grades is obligatory for both applicants and students of preparatory departments of non-medical institutions.

*Translation from Russian into English was made by V.V. Alexandrov, inspector of Department of International Affairs of VSMU.*

