

**ADMISSION RULES
FOR TRAINING IN EDUCATIONAL PROGRAMS OF HIGHER EDUCATION
RESIDENCY PROGRAMS**

**at the federal state budgetary educational institution of higher education "Tver State Medical University" of the Ministry of Health of the Russian Federation
in the 2024/2025 academic year**

I. General provisions

1. These Rules for admission to educational programs of higher education - residency programs at the federal state budgetary educational institution of higher education "Tver State Medical University" of the Ministry of Health of the Russian Federation for the 2024/2025 academic year (hereinafter referred to as the Admission Rules) regulate the admission of citizens of the Russian Federation, foreign citizens and stateless persons (hereinafter - applicants) to study at the federal state budgetary educational institution of higher education "Tver State Medical University" of the Ministry of Health of the Russian Federation (hereinafter - the University) for educational programs of higher education - residency programs (hereinafter referred to as residency programs) for the 2024/2025 academic year.

The admission rules were developed on the basis of and taking into account the following legislative, regulatory legal and administrative acts of the Russian Federation in the field of education:

- Federal Law No. 273-FZ of December 29, 2012 "On Education in the Russian Federation" (hereinafter referred to as Federal Law No. 273-FZ);
- Federal Law No. 99-FZ of May 24, 1999 "On the state policy of the Russian Federation regarding compatriots abroad" (hereinafter referred to as Federal Law No. 99-FZ);
- Federal Law No. 115-FZ of July 25, 2002 "On the legal status of foreign citizens in the Russian Federation" (hereinafter referred to as Federal Law No. 115-FZ);
- Federal Law of April 28, 2023 No. 138-FZ "On Citizenship of the Russian Federation";
- Federal Law No. 27-FZ of April 1, 1996 "On individual (personalized) registration in the systems of compulsory pension insurance and compulsory social insurance";
- Federal Law dated 05.05.2014 No. 84-FZ "On the peculiarities of legal regulation of relations in the field of education in connection with the admission of the Republic of Crimea to the Russian Federation and the formation of new entities within the Russian Federation - the Republic of Crimea and the federal city of Sevastopol and on amendments to Federal Law "On Education in the Russian Federation" (hereinafter referred to as Federal Law No. 84-FZ);
- Decree of the Government of the Russian Federation of October 13, 2020 No. 1681 "On employer-sponsored education in educational programs of secondary vocational and higher education";
- Decree of the Government of the Russian Federation dated March 12, 2022 No. 353 "On the peculiarities of licensing activities in the Russian Federation";
- Order of the Government of the Russian Federation dated February 20, 2024 N9 388-r "On establishing for 2024 year of admission quota for employer-sponsored education in higher educational programs at the expense of budgetary allocations from the federal budget";
- Order of the Ministry of Education and Science of Russia dated November 19, 2013 No. 1258 "On approval of the Procedure for organizing and implementing educational activities in educational programs of higher education - residency programs";
- Order of the Ministry of Education and Science of Russia dated September 12, 2013 No. 1061 "On approval of lists of specialties and areas of training in higher education";
- Order of the Ministry of Health of Russia dated May 2, 2023 No. 205n "On approval of the Nomenclature of Positions of Medical Workers and Pharmaceutical Workers";
- Order of the Ministry of Health of Russia dated May 11, 2017 No. 212n "On approval of the Procedure for admission to study in educational programs of higher education - residency programs";

- Order of the Ministry of Health of Russia dated May 2, 2023 No. 206n “On approval of qualification requirements for medical and pharmaceutical workers with higher education”;
- Order of the Ministry of Health of Russia dated November 29, 2012 No. 982n “On approval of the conditions and procedure for issuing a specialist certificate to medical and pharmaceutical workers, the form and technical requirements of a specialist certificate”;
- Order of the Ministry of Health of Russia dated October 28, 2022 No. 709n “On approval of the Regulations on the accreditation of specialists” (hereinafter referred to as the Regulations on the accreditation of specialists);
- Order of the Ministry of Sports of Russia dated January 14, 2016 No. 16 “On approval of the procedure for awarding persons who have fulfilled the standards of tests (tests) of the All-Russian physical culture and sports complex “Ready for Labor and Defense” (GTO) with the corresponding insignia of the All-Russian physical culture and sports complex “Ready for Labor” and defense” (GTO)”;
- other legal acts of authorized federal executive authorities in the field of education and healthcare;
- Charter and local regulations of the federal state budgetary educational institution of higher education "Tver State Medical University" of the Ministry of Health of the Russian Federation.

2. The University announces admission to residency programs (hereinafter - admission) on the basis of a license to carry out educational activities in the relevant residency specialties (hereinafter - specialties).

3. The rules for admission to the Federal State Budgetary Educational Institution of Higher Education of the Tver State Medical University of the Ministry of Health of Russia for training in residency programs are established by the University independently, insofar as they are not regulated by the legislation on education.

4. Persons with higher medical and (or) higher pharmaceutical education are allowed to take residency programs. When applying for training, qualification requirements for medical and pharmaceutical workers are taken into account.

5. The applicant submits a document on education and qualifications certifying education at the appropriate level (hereinafter referred to as a document of the established form):

- a document on education and qualifications of the form established by the federal executive body exercising the functions of developing state policy and legal regulation in the field of education, or the federal executive body performing the functions of developing state policy and legal regulation in the field of healthcare ;
- a state-issued document on the level of education and qualifications received before January 1, 2014;
- a document on education and qualifications of the form established by the federal state budgetary educational institution of higher professional education “Moscow State University named after M.V. Lomonosov” and the federal state budgetary educational institution of higher professional education "St. Petersburg State University", or a document on education and qualifications of the form established by decision of the collegial governing body of the educational organization, if the specified document is issued to a person who has successfully passed the state final certification;
- document (documents) of a foreign state on education and qualifications, if the education specified in it is recognized in the Russian Federation at the level of the corresponding higher medical and (or) higher pharmaceutical education (hereinafter referred to as the document of a foreign state on education).

6. Admission to training is carried out within the framework of target figures for the admission of citizens at the expense of budgetary allocations of the federal budget (hereinafter, respectively, target figures, budgetary allocations) and within the framework of educational agreements for training in an educational program of higher education - a program for training highly qualified personnel (residency program), concluded upon admission to study at the expense of individuals and (or) legal entities (hereinafter referred to as agreements on the provision of paid

educational services).

The number of students enrolled in residency programs at the expense of budgetary allocations is determined on the basis of target figures. Target figures are distributed based on the results of a public competition.

Within the framework of the target figures, an admission quota for employer-sponsored education is allocated (hereinafter referred to as the employer-sponsored education quota).

The number of students in specialties within the framework of contracts for the provision of paid educational services is established by the Ministry of Health of the Russian Federation, taking into account the requirements for the conditions for the implementation of residency programs provided for by the federal state educational standards of higher education, and the need for medical and pharmaceutical workers, determined on the basis of proposals from medical and pharmaceutical organizations on concluding agreements on the provision of paid educational services.

The number of foreign citizens and stateless persons, with the exception of persons specified in sections 63 and 66 of the Admission Rules, accepted for study within the framework of agreements on the provision of paid educational services, is established by a local regulatory act of the University.

7. The University carries out admission under the following conditions for admission to study (hereinafter referred to as the conditions for admission) with a separate competition for each set of these conditions:

- separately for residency programs depending on the specialty;
- separately within the framework of target figures and under contracts for the provision of paid educational services;
- separately for places within the employer-sponsored education quota and for places within target figures minus the employer-sponsored education quota (hereinafter referred to as the main places within the employer-sponsored education quota);
- separately into places for receiving citizens of the Russian Federation, persons specified in sections 63 and 66 of the Admission Rules, and other foreign citizens and stateless persons.

8. Admission to training is carried out on the basis of an application for admission, which is submitted by the applicant with the necessary documents attached (hereinafter, respectively, the application, documents; together, the documents required for admission).

The applicant may grant the authorized person the authority to carry out actions in respect of which the Admission Rules establish that they are carried out by the applicant, and which do not require the personal presence of the applicant (including submitting documents required for admission to the University, withdrawal of these documents). The authorized person carries out these actions upon presentation of a power of attorney issued to the applicant and executed in the manner established by the legislation of the Russian Federation to carry out the relevant actions.

When visiting the University and (or) face-to-face interaction with University officials, the applicant (authorized representative) presents the original identification document.

9. Organizational support for admission to study is carried out by the admissions committee created by the University. The chairman of the admissions committee is the rector. The chairman of the admissions committee appoints an executive secretary of the admissions committee, who organizes the work of the admissions committee, as well as the personal reception of applicants, their legal representatives, and proxies.

To conduct entrance tests, the University founds examining boards and appeal commission in accordance with the procedure determined by it.

The powers and procedure for the activities of the admission committee are determined by its regulations, approved by the University.

The powers and procedures of the examining board and appeal commissions are determined by the regulations on them, approved by the chairman of the admission committee.

The admission committee, examining board and appeal commission may include representatives of government bodies of the Russian Federation, medical organizations, professional

non-profit organizations, scientific and pedagogical employees of other organizations.

II. Information about admission

10. The University familiarizes the applicant and (or) his legal representative with its charter, license to carry out educational activities, certificate of state accreditation, educational programs and other documents regulating the organization and implementation of educational activities in residency programs, the rights and responsibilities of students, as well as provides information about the ongoing competition and its results, including on the official website of the University www.tvgrnu.ru on the information and telecommunications network "Internet" (hereinafter referred to as the official website).

I. The Admissions Committee posts the following information on the official website and on its information stand before accepting documents:

11.1. No later than April 1:

- Admission rules approved by the University;
- information about the start and end dates for accepting documents required for admission, the timing of the entrance test;
- admission conditions specified in section 7 of the Admission Rules;
- the number of places for admission within the target figures (without allocating a employer-sponsored education quota);
- entrance test program;
- information on the possibility of submitting documents required for admission in electronic form;
- rules for filing and proceeding appeals based on the results of the entrance test;
- sample agreement on the provision of paid educational services;
- information about places for receiving documents required for admission;
- information about postal addresses for sending documents required for admission;
- information about the availability of dormitories.

11.2. No later than June 1:

- the number of places for admission to study under various conditions of admission (within the target figures - with the allocation of an employer-sponsored education quota);
- information about the deadlines for enrollment (about the deadlines for posting lists of applicants on the official website and at the information stand, completing the acceptance of the original document of the established form or consent to enrollment in accordance with section 51 of the Admission Rules (hereinafter referred to as the completion of acceptance of the document of the established form), issuing an order (orders)) about enrollment);
- information on the number of places in dormitories for non-residential applicants;
- schedule of the entrance test indicating the venue.

12. The Admissions Committee ensures the functioning of special telephone lines and a section of the official website for responding to requests related to admission to study.

13. Starting from the day the documents required for admission are accepted, information on the number of submitted applications for admission and lists of persons who submitted the documents required for admission to places within the employer-sponsored education quota, main places within the target figures, to places under contracts for the provision of paid educational services are posted and updated daily on the official website and on the information stand. The information about the acceptance or refusal to accept documents is indicated (indicating the reasons for the refusal).

III. Accepting documents required for admission

14. An applicant has the right to submit an application (applications) for admission to no more than 3 organizations simultaneously. In each of these organizations, an applicant has the right to participate in the competition in no more than 2 specialties.

An applicant has the right to simultaneously enter the University under various admission conditions specified in section 7 of the Admission Rules. If simultaneously admitted to the University under different admission conditions, the applicant submits one application for admission in accordance with the Admission Rules.

In this case, the applicant passes the entrance test once in one of the organizations specified in paragraph one of this section or submits an application specified in paragraph eleven of section 22 of the Admission Rules, indicating one of the results provided for in subsection “a” or “b” of section 33.1 of the Admission Rules, to all organizations to which he applies for admission.

15. Reception of incoming documents required for admission is carried out within the following deadlines;

- the start date for accepting documents required for admission is **July 2, 2024**;
- deadline for accepting documents required for admission is **August 12, 2024**.

Documents are accepted from Monday to Friday, Saturday and Sunday are day-offs.

The University, in agreement with the Ministry of Health of the Russian Federation, has the right to extend the deadline for accepting incoming documents required for admission by no more than 10 working days.

16. Documents required for admission are submitted (sent) to the University in one of the following ways:

- in person by an applicant or an authorized representative;
- sent through public postal operators;
- in electronic form through the applicant’s Personal Account.

Acceptance of documents required for admission is carried out on the premises of the University at the address: 170100, Tver, st. Sovetskaya , house 4.

17. If the documents required for admission are submitted to the University by the applicant or authorized person, the applicant or authorized person is given a receipt for accepting the documents.

18. In the case of sending documents required for admission through public postal operators, these documents are accepted if they are received by the University no later than the deadline for accepting documents established in section 15 of the Admission Rules.

19. In the application for admission to study, the applicant indicates the following information:

- last name, first name, patronymic (if available);
- Date of Birth;
- information about citizenship (lack of citizenship);
- details of the identity document (including an indication of when and by whom the document was issued);
- information about the document of the established form;
- information about the certificate of accreditation of a specialist or an extract from the final minutes of the meeting of the accreditation commission on the recognition of the applicant as having passed accreditation (for persons who have completed higher medical and (or) higher pharmaceutical education programs in accordance with federal state educational standards of higher education);
- information about the specialist’s certificate (if available);
- admission conditions specified in section 7 of the Admission Rules, according to which the applicant intends to enroll in training, indicating the priority of admission according to various admission conditions;
- information about the presence or absence of individual achievements of the applicant, provided for in paragraph 46 of the Admission Rules (if there are individual achievements, indicating information about them);
- information about whether or not the applicant needs a place to live in a dormitory during the period of study;
- postal address and (or) email address (at the request of the applicant);
- method of returning documents submitted by applicants for admission to study (in case of non-admission to study and in other cases established by the Admission Rules);
- information about the insurance certificate of compulsory pension insurance, provided for in Article

7 of the Federal Law of April 1, 1996 No. 27-FZ “On individual (personalized) registration in the compulsory pension insurance system” (for citizens of the Russian Federation and persons specified in sections 63 and 66 of the Admission Rules).

20. The following facts are recorded in the application for admission:

- familiarization of the applicant (including through public information systems):

with a copy of the license to carry out educational activities (with attachment),

with a copy of the certificate of state accreditation (with an attachment) or with information about the absence of the specified certificate,

with the date(s) of completion of acceptance of the document of the established form,

with the Admission Rules approved by the University, including the rules for filing an appeal based on the results of the entrance test;

- consent of the applicant to the processing of his personal data;

- familiarizing the applicant with information about the need to indicate in the application for admission only reliable information and submit original documents;

- upon admission to training within the target figures - the applicant does not have a Graduation diploma of residency or a Graduation diploma of internship (if the applicant applies for admission to study in the same specialty that is indicated in the diploma of completion of the internship, or obtaining a specialty, indicated by the applicant in the application for admission, possibly through training in an additional professional retraining program);

- the obligation to submit a document of the established form no later than the day on which the acceptance of the document of the established form is completed (if the applicant did not submit the specified document when submitting the application for admission).

21. The application for admission and the facts indicated in it in accordance with section 20 of the Admission Rules are certified by the signature of the applicant (authorized representative).

22. When submitting an application for admission, the applicant submits:

document(s) proving identity, citizenship;

document of the established form;

certificate of accreditation of a specialist or an extract from the final minutes of the meeting of the accreditation body commission on recognition of the applicant as an accredited specialist (for persons who have completed higher medical and (or) higher pharmaceutical education programs in accordance with federal state educational standards of higher education);

specialist certificate (if available);

documents confirming the individual achievements of the applicant, provided for in section 46 of the Admission Rules (if available);

military ID (if available);

4 photographs of the applicant ;

information about the insurance certificate of compulsory pension insurance (for citizens of the Russian Federation and persons specified in sections 63 and 66 of the Admission Rules);

an application to accept as the results of the entrance test the result provided for in subsection “a” or “b” of section 33.1 of the Admission Rules, indicating the specialty, the organization in which the entrance test (examination) was conducted, and the year of completion (at the request of the applicant).

23. A document of a foreign state on education is presented with a certificate of recognition of a foreign education, with the exception of the following cases in which the presentation of this certificate is not required:

when presenting a document from a foreign state on education, which corresponds to Part 3 of Article 107 of Federal Law No. 273-FZ;

upon submission of a document on education that meets the requirements of Article 6 of Federal Law No. 84-FZ “On the peculiarities of legal regulation of relations in the field of education in connection with the admission of the Republic of Crimea to the Russian Federation and the formation of new entities within the Russian Federation - the Republic of Crimea and the federal city

of Sevastopol”; in this case, the applicant submits a document (documents) confirming that the applicant is one of the persons specified in Article 6 of Federal Law No. 84-FZ.

24. Applicants may submit originals or copies of documents submitted for admission. Notary certification of copies of these documents is not required.

25. The application for admission is submitted in Russian, documents written in a foreign language - with a translation into Russian, certified in the manner established by the legislation of the Russian Federation. Documents received in a foreign country are presented legalized in the manner established by the legislation of the Russian Federation, or with an apostille (except for cases where, in accordance with the legislation of the Russian Federation and (or) an international treaty, legalization and apostille are not required).

26. When the University receives the documents required for admission, a personal file of the applicant is created, in which the specified documents are stored, as well as the originals of powers of attorney submitted to the University by proxies.

27. The University has the right to verify the accuracy of the information specified in the application for admission and the authenticity of the submitted documents. When conducting this inspection, the University has the right to contact the relevant state information systems, state (municipal) bodies and organizations.

28. If an applicant submits an application that does not contain all the information required by the Admission Rules, as well as in the case of an incomplete set of documents and (or) non-compliance of the submitted documents with the requirements established by the Admission Rules, if the applicant violates the requirements provided for in section 14 of the Admission Rules, the University returns documents to the applicant indicating the reason for the return.

29. An applicant has the right at any stage of admission to withdraw documents submitted for admission by submitting an application for withdrawal of documents in one of the ways specified in section 16 of the Admission Rules. Persons who withdraw documents are eliminated from the competition. The university returns the documents to the specified persons.

When returning submitted documents through public postal operators, only the original documents are returned.

IV. Entrance test

30. The entrance test is carried out in the form of testing (hereinafter referred to as testing).

31. Testing is carried out using test items that are completed automatically by randomly selecting 60 test items from the Unified Database of Assessment Tools, formed by the Ministry of Health of the Russian Federation.

60 minutes are allotted for solving test tasks.

32. The test result is generated automatically indicating the percentage of correct answers from the total number of test items.

The test result in points (1 point equals 1 percent) is reflected in the minutes of the examining board, signed on the day the test is completed.

The minimum number of points confirming successful completion of the test is 70 points (hereinafter referred to as the minimum number of points).

33. Testing is organized by the admissions committee of the University, which carries out admission.

In the testing premises, the technical ability to record video images and audio signals is ensured, while the quality of the video recording and the location of the technical means for recording video images and audio signals must ensure the possibility of viewing the entire room, and the recording of the audio signal must contain the speech of testing participants and persons involved in its conduct.

33.1. Upon application of the applicant, specified in paragraph eleven of section 22 of the Admission Rules, the following are accepted as test results:

- a) the results of testing passed in the year preceding the year of admission;
- b) the results of testing carried out as part of the specialist accreditation procedure provided

for in section two of Article 4 of the Regulations on the accreditation of specialists, completed in the year preceding the year of admission, or in the year of admission.

The results of testing carried out during the accreditation of a specialist are accepted in points in accordance with section 32 of the Admission Rules.

34. Applicants who did not arrive for testing for a valid reason (illness or other documented circumstances) are allowed to be tested in groups or individually during the testing period (on a reserve day).

Applicants who started testing but did not complete it for a valid reason, reflected in the admissions committee's report, have the right to take the test again.

35. During testing, its participants and persons involved in its conduct are prohibited from carrying and using communication means.

36. If an applicant violates the Admission Rules approved by the University during testing, authorized officials of the University have the right to make him leave the site of the entrance test by drawing up an act.

37. Test results are announced on the official website and at the information stand no later than the day following the day of testing.

After the test results are announced, the applicant (trusted representative) has the right to familiarize himself with his work (with the applicant's work) on the day the test results are announced or during the next working day.

38. Applicants who received less than the minimum number of points in testing, who did not pass the entrance test without a good reason (including being removed from the place of the entrance test), are eliminated from the competition. The university returns the documents to the specified persons.

V. General rules for filing and considering an appeal

39. The applicant (trusted representative) has the right to file an appeal with the appeal commission about a violation, in the applicant's opinion, of the established testing procedure and (or) disagreement with the assessment of the test results.

40. The appeal is submitted personally by the applicant (authorized representative) in writing in accordance with the Regulations on the Appeal Commission of the Tver State Medical University of the Ministry of Health of Russia.

41. During the proceeding of the appeal, compliance with the established testing procedure and (or) the correctness of the assessment of test results is checked.

42. The appeal is submitted on the day the test results are announced or within the next working day.

Appeals are reviewed no later than the next working day after the day the appeal was filed.

43. The applicant (trustee) has the right to be present during the appeal proceeding.

44. After the appeal proceeding, the appeal commission makes a decision to change the assessment of the test results or leave the specified assessment unchanged.

The decision of the appeal commission, documented in the protocol, is brought to the attention of the applicant (authorized representative) and stored in the applicant's personal file. The fact that the applicant (authorized person) has become familiar with the decision of the appeal commission is certified by the signature of the applicant (authorized person).

VI. Individual achievements of applicants

45. Applicants have the right to provide information about their individual achievements.

Points awarded for individual achievements are included in the total competition points.

The applicant submits documents confirming receipt of individual achievements.

46. The results of individual achievements are taken into account by assigning points for individual achievements based on the following criteria:

a) scholarship holders of the President of the Russian Federation, the Government of the Russian Federation (in case of a scholarship being awarded during the period of obtaining higher medical or higher pharmaceutical education)	20 points
b) a document on education and qualifications certifying education of the appropriate level with honors, received in an educational organization of the Russian Federation	55 points
c) the presence of at least one article in a specialized scientific journal included in the core database of the Russian Science Citation Index and (or) in international science citation databases, the author or co-author of which is the applicant	20 points
d) total length of service in positions of medical and (or) pharmaceutical workers (period of military service related to medical activities), confirmed in the prescribed manner (if labor activity (military service) was carried out during the period from enrollment in higher medical or higher medical education programs higher pharmaceutical education):	
• from 9 months in the positions of medical and (or) pharmaceutical workers with secondary vocational education (at least 0.5 pay rate at the main place of work or when working part-time)	15 points
• from 9 months to one and a half years in positions of medical and (or) pharmaceutical workers with higher education (1.0 pay rate at the main place of work)	100 points
• from one and a half years or more in positions of medical and (or) pharmaceutical workers with higher education (1.0 pay rate at the main place of work)	150 points
e) in addition to the points awarded in the presence of general work experience in positions of medical and (or) pharmaceutical workers with higher education, work in these positions for at least 9 months in medical and (or) pharmaceutical organizations located in rural settlements or workers' settlements	25 points
e) diploma of winners of the All-Russian Student Olympiad "I am a Professional"	20 points
g) participation in voluntary (volunteer) activities in the field of health care, including registration in the unified information system in the field of development of volunteering (volunteering)	20 points
h) participation in voluntary (volunteer) activities in the field of health care related to the implementation of measures for the prevention, diagnosis and treatment of a new coronavirus infection, with the duration of this activity being at least 150 hours	20 points
i) carrying out labor activities in the positions of medical workers with higher education or secondary vocational education, in the positions of junior medical personnel and (or) undergoing practical training in an educational program of medical education (Bachelor's degree programs, Specialist's degree programs, Master's degree programs), if the specified activities and (or) practical training included activities for the diagnosis and treatment of a new coronavirus infection and their total duration is at least 30 calendar days	30 points
other individual achievements established by the Admission Rules to residency programs at the University:	a total of no more than 20

• the presence of at least one article in a scientific journal included in the list of the Higher Attestation Commission of the Russian Federation, the author or co-author of which is the applicant	15 points
• winner (prize-winner) of an international or all-Russian professional and (or) scientific competition and (or) Olympiad	15 points
• winner (prize-winner) of the student scientific conference “Youth, Science, Medicine” held by the University:	
• winner	15 points
• (prize-winner)	10 points
• availability of a certificate of registration of copyright for an object of intellectual property (patent for an invention, utility model)	15 points
• winner of an interregional, regional professional and (or) scientific competition and (or) Olympiad	10 points
• winner of a university professional and (or) scientific competition and (or) Olympiad	7 points
• winner of an interregional, regional professional and (or) scientific competition and (or) Olympiad	7 points
• winner of a university professional and (or) scientific competition and (or) Olympiad	4 points
• availability of publications in journals, collections, materials of conferences (including those held by the student scientific community), congresses, conventions, forums, seminars and other professional or scientific events included in the RSCI system (elibrary.ru)	1-2 publications - 4 points; 3-4 publications - 7 points; 5 or more publications - 10 points
• availability of a certificate of registration of copyright for an object of intellectual property (database, computer program)	7 points
• participants of the “Tver Intellectual Resources” program, included in the “Best Graduates of the Tver Region” directory, with the exception of the “Excellent Achievers” nomination	3 points
• the All-Russian physical culture and health complex “Ready for Labor and Defense” (GTO) in the corresponding age group	3 points

The criteria for individual achievements for each of the subsections of this section are taken into account only once with a single accrual of the corresponding number of points.

VII. Lists of applicants and enrollment

47. Within 10 working days from the date of completion of testing, the University makes a separate list of applicants for each competition. The list of applicants does not include persons who score less than the minimum number of points based on test results.

48. The list of applicants is ranked on the following basis:

- descending order of the amount of competitive points;
- if the sum of competitive points is equal - in descending order of the sum of competitive points awarded based on the testing results;
- if the sum of competitive points awarded based on test results is equal - in descending order

of the average score for the period of study under the specialty program, which is calculated based on the official transcript to the document of the established form.

The amount of competitive points is calculated as the sum of points for testing and individual achievements.

49. The lists of applicants indicate the following information for each applicant:

- sum of competitive points;
- number of points for testing;
- number of points for individual achievements;
- availability of the original document of the established form (statement of consent to enrollment), submitted in accordance with section 51 of the Admission Rules.

50. Lists of applicants are posted on the official website and on the information stand and are updated daily (no later than the beginning of the working day) until the relevant orders for enrollment are issued.

51. The University sets the deadline for accepting a document of the established form, no later than which applicants submit:

- for enrollment in places within the target figures for employer-sponsored education - the original document of the established form - **August 15, 2024;**
- for enrollment in places within the target figures for the main competitive places - the original document of the established form - **August 16, 2024;**
- for enrollment in places under agreements for the provision of paid educational services - the original document of the established form or a statement of consent to enrollment with the attachment of a certified copy of the specified document or a copy of the specified document with the presentation of its original for certification of the copy by the admissions committee - **August 19, 2024.**

On the day the receipt of these documents is completed, they are submitted to the University no later than 18:00 local time.

52. Applicants who have submitted the original document of the established form (statement of consent to enrollment) are subject to enrollment in accordance with section 51 of the Admission Rules.

Admission is carried out in accordance with the ranked list until the established number of places is filled.

53. Unfilled (vacated before the completion of enrollment) places within the employer-sponsored education quota are added to the main places within the target figures for the same admission conditions.

54. Enrollment for training under agreements for the provision of paid educational services is carried out after enrollment in places within the framework of target figures and is carried out after the conclusion of an agreement for the provision of paid educational services.

In case of non-filling of competitive places under contracts for the provision of paid educational services and (or) withdrawal of the original document of the established form or an application for consent to enrollment by persons who were enrolled in places under contracts for the provision of paid educational services, the period for accepting the document of the established form or application for consent to enrollment for applicants who have submitted the documents required for enrollment in the chosen specialty for training under contracts for the provision of paid educational services can be extended **until August 26, 2024.**

55. Enrollment is completed before the start of the academic year, established by the local regulatory act of the University in accordance with section 24 of the Procedure for organizing and implementing educational activities for educational programs of higher education - residency programs, approved by order of the Ministry of Education and Science of the Russian Federation dated November 19, 2013 No. 1258.

The University returns original documents to persons not enrolled in studies.

56. Orders for enrollment in training are posted on the day of their publication on the official

website and on the information stand and must be available to users of the official website within 6 months from the date of their publication.

VIII. Admission to employer-sponsored education

57. The University conducts admission to employer-sponsored education in specialties included in the list of specialties, areas of training for which admission to employer-sponsored education in educational programs of higher education is carried out within the established quota, approved by Decree of the Government of the Russian Federation dated February 20, 2024 No. 388-r "On the establishment of an admission quota for employer-sponsored education training in educational programs of higher education for 2024 at the expense of budgetary allocations from the federal budget."

58. Admission to employer-sponsored education is carried out on the basis of an agreement on employer-sponsored education concluded between the applicant and the body or organization specified in Part 1 of Article 71.1 of Federal Law No. 273-FZ (hereinafter referred to as employer), in accordance with the Regulations on employer-sponsored educational programs of secondary vocational and higher education and the standard form of an agreement on employer-sponsored education in an educational program of secondary vocational or higher education, approved by Decree of the Government of the Russian Federation of October 13, 2020 No. 1681 "On employer-sponsored education in educational programs of secondary vocational and higher education."

59. When submitting an application for admission to employer-sponsored education, the applicant submits, in addition to the documents specified in section 22 of the Admission Rules, a copy of the contract on employer-sponsored education, certified by the employer, or an uncertified copy of the specified contract with the presentation of its original.

60. The list of applicants for places within the employer-sponsored education quota includes information about the employers.

IX. Admission of foreign citizens and stateless persons

61. Foreign citizens have the right to receive higher education in residency programs at the expense of budgetary allocations in accordance with international treaties of the Russian Federation, federal laws or the quota established by the Government of the Russian Federation for the education of foreign citizens in the Russian Federation (hereinafter referred to as the quota for the education of foreign citizens), as well as at the expense of individuals and legal entities in accordance with agreements on the provision of paid educational services.

62. Admission to study within the quota for education of foreign citizens is carried out in accordance with the directions of the federal executive body exercising the functions of developing state policy and legal regulation in the field of education. Enrollment for studies within the quota for education of foreign citizens is carried out by a separate order (orders) of the University.

63. Foreign citizens and stateless persons who are compatriots living abroad have the right to receive higher education on an equal basis with citizens of the Russian Federation, subject to their compliance with the requirements provided for in Article 17 of the Federal Law of May 24, 1999 No. 99-FZ "On State Policy of the Russian Federation in relation to compatriots abroad."

64. When submitting documents required for admission, a foreign citizen or stateless person indicates in the application for admission the details of an identity document or a document identifying a foreign citizen in the Russian Federation or the identity of a stateless person in the Russian Federation in accordance with Article 10 of Federal Law No. 115-FZ "On the legal status foreign citizens in the Russian Federation" (hereinafter referred to as an identification document of a foreign citizen), and submits, in accordance with the second paragraph of section 22 of the Admission Rules, an original or a copy of an identification document, citizenship, or an identification document of a foreign citizen.

65. A foreign citizen or stateless person who is a compatriot living abroad, submits, in addition to the documents specified in section 22 of the Admission Rules, originals or copies of documents provided for in paragraph 6 of Article 17 of Federal Law No. 99-FZ.

66. Foreign citizens who are admitted to study on the basis of international treaties, submit, in addition to the documents specified in section 22 of the Admission Rules, documents confirming their inclusion among the persons specified in the relevant international treaties.

67. Individual achievements are not taken into account for foreign citizens and stateless persons, with the exception of persons specified in sections 63 and 66 of the Admission Rules.

68. Admission of foreign citizens and stateless persons, with the exception of persons specified in sections 63 and 66 of the Admission Rules, is carried out on a competitive basis based on the results of an entrance test conducted in the form of testing on the basis of the Federal State Budgetary Educational Institution of Higher Education Tver State Medical University of the Ministry of Health of Russia or in accordance with section 31 of the Admission Rules, unless otherwise provided by the legislation of the Russian Federation.

X. Admission of foreign citizens and stateless persons with the exception of persons specified in sections 63 and 66 of the Admission Rules with agreements on the provision of paid educational services using English

69. Admission of foreign citizens and stateless persons, with the exception of persons specified in sections 63, 66 and 68 of the Admission Rules, for places under agreements for the provision of paid educational services is carried out on a competitive basis using the English language (hereinafter referred to as admission of foreign citizens for studying using English, applicants).

If foreign citizens belong to the persons specified in sections 63, 66 and 68 of the Admission Rules, and wish to enroll in training under a separate competition for foreign citizens, then, after enrollment they cannot be transferred to training on the terms for citizens of the Russian Federation.

70. Applicants from among foreign citizens studying using English have the right to participate in the competition in no more than 2 specialties.

The University provides training in the following specialties: 08.31.01 Obstetrics and Gynecology, 08.31.02 Anesthesiology - Reanimatology, 08.31.54 General Medical Practice (Family Medicine), 08.31.67 Surgery, 08.31.72 General Dentistry using English language of the applicant's choice.

Acceptance of incoming documents required for admission is carried out from July 2, 2024 to August 13, 2024.

Acceptance of documents from applicants is carried out in accordance with sections 16 - 29 of the Admission Rules.

71. The entrance test for applicants from among foreign citizens is conducted by the University in the form of an interview using distance technologies.

The duration of the entrance test is 30 minutes.

Entrance test programs are formed on the basis of federal state educational standards of higher education for specialty programs.

The schedule of entrance tests in the form of an interview using distance technologies is posted on the official website of the University.

72. Structure and content of the set of testing materials for the interview process is made by the examining board.

73. Structure and content of the set of testing materials for the interview process is made by the examining board.

74. The entrance test is assessed on a 100-point scale.

The minimum number of points confirming successful completion of the entrance test (the minimum number of points) (for each entrance test) is 70 points.

75. The entrance test is carried out in person or using distance technologies at the applicant's choice, indicated in the application for admission.

76. Applicants who do not arrive for an interview for a valid reason (illness or other circumstances confirmed by documents) are allowed to take the entrance test in the form of an interview on a reserve day or with another group in accordance with the approved schedule of entrance tests during the period of the entrance testing.

77. Personal identification, conditions and programs and hardware when conducting an entrance test in the form of an interview using distance technologies are carried out in accordance with Article II. “**Conducting an entrance test using distance learning technologies**” of the **ENTRANCE TESTS PROCEDURE** in a federal state budgetary educational institution of higher education "Tver State Medical University" of the Ministry of Health of the Russian Federation.

78. The entrance test using distance technologies takes place orally.

79. The applicant receives assignments (an examination card with interview questions) selected at random from members of the examining board. A member of the examining board reads out the number of the selected card and questions in front of the camera.

Next, the applicant begins to complete the task. Preparation for the answer is carried out directly at the same workplace where the identification procedure took place.

80. The duration of the interview for each applicant is 30 minutes (15 minutes are allocated for preparing the applicant for the interview, 15 minutes for participating in the interview).

The duration of the interview does not include the time allotted for preparatory activities (instruction by the examiner on how to complete tasks before the start of the exam procedure, greeting the applicant, etc.).

81. At the end of the time allotted for preparation, the applicant begins to answer in the mode of direct communication via video conference. If the applicant's answers do not satisfy fully the examiner the applicant may be asked additional questions. Additional questions asked are recorded in the interview protocol.

82. During the applicant's answer, the examining board keeps an interview protocol, which records the following: questions asked, general characteristics and assessment of the applicant's answers in accordance with the assessment criteria provided for in the entrance test program.

83. The results of the entrance test are announced on the official website no later than the day following the day of the entrance test.

84. Monitoring the procedure for conducting an entrance test in the form of an interview using distance technologies is carried out by members of the examining board.

85. Applicants who got less than the minimum number of points, who did not pass the entrance test without a good reason (including being removed from the place of the entrance test), are eliminated from the competition. The university returns the documents to the specified persons.

86. Based on the results of the entrance test in the form of an interview using distance technologies, the applicant has the right to file an appeal with the appeal commission about a violation, in the applicant's opinion, of the established procedure and (or) disagreement with the results of the entrance test. A written, reasoned appeal is submitted by email to [abit @ tvghmu.ru](mailto:abit@tvghmu.ru) to the Admissions Committee.

An appeal for a violation of the procedure for conducting an admissions test in the form of an interview using distance technologies is submitted in person by the applicant (authorized representative) on the day of the test within an hour after the end of the entrance test.

Submission of appeals regarding disagreement with the results of the entrance test is carried out within the next day after the publication of the results of the entrance tests until the end of the work of the Admissions Committee.

The University provides the opportunity to hear appeals using distance technologies via videoconference based on video recordings, which are stored for five working days from the date of the entrance test in the form of an interview using distance technologies.

During the proceeding of the appeal, compliance with the established procedure for conducting the interview and (or) the correctness of the assessment of the interview results is checked.

The applicant (trustee) has the right to be present during the proceeding of the appeal.

After hearing the appeal, the appeal commission makes a decision to change the assessment of the interview results or leave the specified assessment unchanged.

The decision of the appeal commission, documented in the protocol, is brought to the

attention of the applicant (authorized representative) by sending it to the applicant's e-mail and is stored in the applicant's personal file.

87. The University forms a competitive list from among foreign citizens studying using English for each competition. The list of applicants does not include persons who have scored less than the minimum number of points based on the results of the entrance test in the form of an interview using distance technologies.

88. The list of applicants is ranked in accordance with section 48 of these Admission Rules.

89. To enroll in places under contracts for the provision of paid educational services, applicants must submit an original document of the established form or an application for consent to enrollment, attaching a certified copy of the specified document or a copy of the specified document with presentation of its original to certify a copy by the admissions committee (hereinafter referred to as the original document of the established form (statement of consent to enrollment), conclude an agreement on the provision of paid educational services and pay for training in accordance with the terms of the concluded agreement. Agreements can be concluded using distance technologies. Agreements on the provision paid educational services are concluded with an applicant who has successfully passed the entrance test. Admission is carried out in accordance with the ranked list until the established number of places is filled.

90. The University sets the deadline for accepting a document of the established form, no later which applicants submit:

- for enrollment in places under agreements for the provision of paid educational services - the original document of the established form or a statement of consent to enrollment with the attachment of a certified copy of the specified document or a copy of the specified document with the presentation of its original for certification of the copy by the admissions committee - **August 19, 2024.**

On the day the acceptance of these documents is completed, they are submitted to the University no later than 18:00 local time.