

Applicant Portfolio
Postgraduate Training Department Program

	Description	Grades	Evaluation of achievements (factor of their number)	Documents that prove the fact of achievement
1.	Letter of Motivation	15	Grades are taken into account only once.	Original of the Letter of Motivation
2.	Publications in journals indexed by SCOPUS, Web of Science	30	Number of grades is multiplied by the number of publications. In case of co-authorship, the number of grades is divided by the number of co-authors. One paper is taken into account in each journal issue (collection of works). In total, there should be not more than 50 grades awarded for publications.	PrintScreen of the list of publications from the personal account in e-library.ru (researcher e-library).
3.	Publication in journals recommended by the Russian State Commission for Academic Degree and Titles at the Ministry of Education and Science of Russia	20		
4.	Publications indexed by the Russian Science Citation Index	10		
5.	Awards obtained in All-Russia and international researcher competitions (all fields of major offered in the Financial University)	5	In total, there should be not more than 20 grades.	Winner's award (awards of the runners-up). Originals of the awards are to be presented.
6.	Awards obtained in I am a Professional student competition and in the International Competition of Undergraduate and Postgraduate Student Research works	10	In total, there should be not more than 20 grades.	Winner's award (awards of the runners-up, last stage winner). Originals of the awards and a Printscreen of the list of winners and awardees are to be presented.
7.		English language		For one certificate

International certificate proving foreign language proficiency			Original of the certificate
	TOEFL PBT (Paper Based) At least 400 points	15	
	TOEFL PBT (Paper Based) At least 500 points	20	
	TOEFL PBT (Paper Based) At least 600 points	25	
	TOEFL IBT (Internet Based) At least 60 points	15	
	TOEFL IBT (Internet Based) At least 80 points	20	
	TOEFL IBT (Internet Based) At least 100 points	25	
	IELTS (International English Language Testing System) Academic At least 4.5 points	15	
	IELTS (International English Language Testing System) Academic At least 6.0 points	20	
	IELTS (International English Language Testing System) Academic At least 7.0 points	25	
BEC Vantage (Business English Certificate Vantage)	20		

BEC Higher (Business English Certificate Higher) B2	20
BEC Higher (Business English Certificate Higher); CAE (Certificate in Advanced English)	25
Cambridge English Proficiency Exam At least 200 points	20
Cambridge English Proficiency Exam At least 220 points	25
German language	
B2 (Zertifikat Deutsch B2) Ausreichend	10
B2 (Zertifikat Deutsch B2) gut	15
B2 (Zertifikat Deutsch B2) sehr gut	20
C1 (Goethe- Zertifikat C1) Ausreichend	20
C1(Goethe- Zertifikat C1) gut / sehr gut	25
ZOP (Zentrale Oberstufenprüfung) Ausreichend	20
ZOP (Zentrale Oberstufenprüfung) gut / sehr gut	25
Test DaF (Test Deutsch als Fremdsprache) Ausreichend	20

Test DaF (Test Deutsch als Fremdsprache) gut / sehr gut	25
ZDfB (Zertifikat Deutsch für Beruf) Ausreichend	20
ZDfB (Zertifikat Deutsch für Beruf) gut / sehr gut	25
PWD (Prüfung Wirtschaftsdeutsch) Ausreichend	20
PWD (Prüfung Wirtschaftsdeutsch) gut / sehr gut	25
French language	
DELF B2 (Diplôme d'études en langue française) At least 51 points	10
DELF B2 (Diplôme d'études en langue française) At least 68 points	15
DELF B2 (Diplôme d'études en langue française) At least 85 points	20
DALF C1 (Diplôme approfondi en langue française) At least 51 points	15
DALF C1 (Diplôme approfondi en langue française) At least 68 points	20
DALF C1 (Diplôme	25

		approfondi en langue française) At least 85 points			
		Spanish language			
		Diploma de Español Nivel B2	20		
		Diploma de Español Nivel C1	25		
8.	Certificate of Russian language proficiency CEFR	Intermediate TORFL-II (B2)	15	For one certificate	Original of the certificate
		Proficiency TORFL-III (C1)	20		
		Fluency TORFL-III (C2)	25		
9.	GMAT (Graduate Management Admission Test) At least 500 points		50	For one certificate	Original of the certificate
10.	GRE (Graduate Record Examinations) At least 151 points		50	For one certificate	Original of the certificate
11.	Certificate of a participant of the Financial University International Student Ambassador program.		5	Grades are taken into account only once.	Original of the certificate
12.	A certificate of completion of a short-term further education program in Russian (if the program/part of the program is taught through distance learning mode)		10	Grades are taken into account only once.	Original of the certificate
13.	A certificate of completion of a course at the Faculty of Foundation Programs at the Financial University *		20	Grades are taken into account only once.	Original of the certificate of completion of a course at the Faculty of Foundation Programs

14.	A certificate of completion of a course at the Faculty of Foundation Programs for international students at other Russian Universities *	15	Grades are taken into account only once.	Original of the certificate of completion of a course at the Faculty of Foundation Programs
15.	A certificate of completion of an access course at the Financial University (at least a 6-month course)	20	Grades are taken into account only once.	Original of the certificate of completion of a course at the Faculty of Foundation Programs
16.	Work experience (not less than 6 months)	10	Grades are taken into account only once.	Excerpt from an internship order or a copy of the work records book certified by the employer or a copy of the employment agreement certified by the employer
17.	Teaching/researcher work experience (not less than 6 months)	20		
18.	Inventor's certificates, invention introduction certificates, patents	25	Number of grades is multiplied by the number of inventor's certificates, invention introduction certificates, patents. In total, there should be not more than 40 grades.	Original of the inventor's certificates, invention introduction certificates, patents

* Only one of the certificates issued by Faculties of Foundation Programs is taken into account