

Charter of the Federal State-Funded Educational Institution of Higher Education "Financial University under the Government of the Russian Federation" endorsed by Decree No. 510 of 14 July 2010 of the Government of the Russian Federation

(incl. amendments made on 31 January, 26 June, 15 August 2012; 1 March 2013; 16 January, 29 March 2014; 23 January, 17 March 2015; 28 September, 1 December 2018; 17 April 2020; 15 January, 11 September, 6 December 2021; 13 July 2022)

I. General Provisions

1. The Financial University under the Government of the Russian Federation (hereinafter referred to as the University) is a Federal State-Funded Educational Institution of Higher Education.

1.1. The University has the following goals and objectives:

- 1) To meet the needs of the individuals and the society as a whole related to the educational, scientific, intellectual, cultural, moral and spiritual development;
- 2) To develop science through research conducted by researchers and pedagogical workers;
- 3) To distribute knowledge among people in this country, to improve the peoples' education and cultural level;
- 4) To preserve and augment moral, cultural and scientific values found in the society.

1.2. The University has the following subject of the activity and main objectives:

1) To offer programs of primary, general, secondary, post-secondary, higher (bachelor degree, specialist degree, master degree and teaching staff and researcher postgraduate) and further education programs in accordance with the License to conduct educational activities (hereinafter referred to as the License);

- 2) To conduct fundamental and applied research, be engaged in analytical and consulting work;
- 3) To offer advanced training and professional development programs to the individuals who have a diploma of higher education, highly-qualified pedagogical workers and researchers;

2. The founder and the owner of the property of the University is the Russian Federation.

The Government of the Russian Federation performs the functions of the founder acting on behalf of the Russian Federation.

The Federal Agency for Public Property Management performs the functions of the owner of the property transferred to the University and acts in accordance with the standards established by the legislation of the Russian Federation.

The Ministry of Higher Education and Science of the Russian Federation and the Federal Agency for State Property Management perform certain functions of the founder in accordance with the rules established in this Charter.

The Government of the Russian Federation, the Ministry of Higher Education and Science of the Russian Federation and the Federal Agency for Public Property Management supervise the activity of the University in accordance with the legislation of the Russian Federation.

2.1. The Government of the Russian Federation performs the following functions of the founder:

- 1) Approves the University Charter and the Charter amendments;
- 2) Concludes and terminates the employment agreement concluded with the University Rector;
- 3) Appoints the University Rector;
- 3¹) Submits to the Academic Council a list of nominees for the position of the University President, concludes and terminates the employment agreement with the University President elected by the University Academic Council in accordance with the procedure prescribed by this Charter;
- 4) Approves the orders of the Government to render services (to perform works for) the Government (hereinafter referred to as the orders of the Government) within the core operational areas prescribed herein;

4¹) Approves the University Development Program;

5) *Became null and void.*

6) *Became null and void.*

7) Makes decisions as to found and liquidate the University Branches, to open and shut down the University Representative Offices;

8) Makes decisions as to liquidate or reorganize the University;

9) Performs other functions of the founder in accordance with the legislation of the Russian Federation.

2.2. The Government of the Russian Federation may authorize the federal executive bodies to perform the functions described in part 21 hereof in the manner prescribed by the legislation of the Russian Federation.

2.3. The Ministry of Higher Education and Science of the Russian Federation performs the following functions of the founder:

1) Finalizes and submits the orders of the Government to the Government of the Russian Federation within the core operational areas prescribed herein;

2) Prescribes the manner in which the University Financial Operations Plan and the University Work Report are formed and approved in accordance with the requirements set by the Ministry of Finance of the Russian Federation;

3) Prescribes the manner in which the amount is set to be paid by the physical and legal entities for the services rendered (works performed) within the framework of the University core operational areas while performing in line with the orders of the Government in accordance with the federal laws and in addition to performing in line with the orders of the Government;

4) Prescribes the limit set to the University overdue accounts payable. When such a limit is overcome, the employment agreement concluded with the Rector is terminated at the employer's initiative in accordance with the Labor Code of the Russian Federation;

5) Determines the types of especially valuable movable property.

2.4. The Federal Agency for State Property Management performs the following functions of the founder:

1) Approves the way the University disposes of the especially valuable movable property assigned to it by the Federal Agency for State Property Management or purchased by the University using the funds allocated to it by the founder for the property purchasing purposes;

2) Approves the way the University disposes of the immovable property assigned to it, including the property rent-out;

3) Gives preliminary approval to major deals to be concluded by the University that meet the requirements set forth in Part 13 of Article 9.2 of the Federal Law 'On Not-for-profit Organizations';

4) Makes decisions as to approve deals where the University is involved if there is an interest in the deal determined in accordance with the criteria set forth in Article 27 of the Federal Law 'On Not-for-profit Organizations';

5) In cases described in the Federal Laws, approves the transfer of funds (unless prescribed otherwise by the funds allocation terms) and of other property, excluding the especially valuable movable property assigned to the University by the Federal Agency for State Property Management or purchased by the University using the funds allocated to it by the owner for the property purchasing purposes, and the immovable property, to not-for-profit organizations, while being their founder or participant;

6) In cases and in the manner described in the Federal Laws, approves the transfer of funds (unless prescribed otherwise by the funds allocation terms) and of other property, excluding the especially valuable movable property and the immovable property, to the authorized (share) capital of business entities or the transfer of such property to them in some other manner, while being their founder or participant;

7) Identifies the manner of compiling and approving the report about using the federal property assigned to the University in accordance with the general requirements set by the of the Ministry of Finance of the Russian;

8) Approves the list of especially valuable movable property assigned to the University by the Federal Agency for State Property Management or purchased by the University using the funds allocated to it by the founder for the property purchasing purposes;

9) Approves the list of immovable property assigned to the University by the Federal Agency for State Property Management or purchased by the University using the funds allocated to it by the founder for the property purchasing purposes.

2.5. The Office for Presidential Affairs of the Russian Federation financially supports the execution of the orders of the Government of the Russian Federation by the University, taking into account the expenses associated with maintaining the immovable property and especially valuable movable property assigned to the University by the Federal Agency for State Property Management or purchased by the University using the funds allocated to it by the founder for the property purchasing purposes; taking into account the expenses associated with the tax payments, if the subject of taxation is the relevant property, including the land plots. The Office for Presidential Affairs of the Russian Federation also provides subsidies to the University to be used for other purposes in a manner prescribed.

3. The University is governed by the Constitution of the Russian Federation, federal constitutional

laws, federal laws, decrees of the President of the Russian Federation, the Government of the Russian Federation, authorized federal executive bodies and bodies of power of the constituent territories within the Russian Federation, as well as decrees of local governments and this Charter.

4. The University is a legal entity as of the date of the state registration, has its own accounts opened in accordance with the established procedure in the territorial offices of the Federal Treasury, and foreign currency accounts opened in accordance with the rules established in the legislation of the Russian Federation. The University has its own balance, seal with the State Emblem of the Russian Federation, stamps, forms and other details of the legal entity, a trademark; acquires property and non-property rights on its own behalf and has obligations, acts as a plaintiff and defendant in court and courts of arbitration.

5. The full name of the University is the Federal State-Funded Educational Institution of Higher Education "Financial University under the Government of the Russian Federation".

An abbreviated form of the name is the Financial University.

The full name in the English language is the Federal State-Funded Educational Institution of Higher Education "Financial University under the Government of the Russian Federation".

An abbreviated form of the name in the English language is the Financial University.

6. The University is located in city of Moscow.

7. *Became null and void.*

8. The University performs the following activities in accordance with the orders of the Government of the Russian Federation:

1) Offers programs of primary, general, secondary, post-secondary, higher, general post-university and further education;

2) Conducts fundamental and applied research in order to resolve topical economic issues, develop economy, resolve legal and social issues, use the research findings in the teaching and learning process, conduct commissioned research and works (including recommendations and proposals related to the social and economic policy) in accordance with the orders of the Government of the Russian Federation;

3) Offers educational, advanced training and professional development programs to the individuals who have a certificate of post-secondary education, diploma of higher education, to highly-qualified pedagogical workers and researchers, including the civil servants of the federal bodies of power and bodies of power within the constituent territories within the Russian Federation;

4) *Became null and void.*

5) *Became null and void.*

6) Offers information support to the University units, employees and students;

7) Conducts analytical activities, promotes educational and researcher programs in the international education area and world researcher community, writes, issues, publishes, and distributes textbooks, monographs and educational materials;

8) *Became null and void.*

8.1. In addition to performing in line with the orders of the Government, and while performing in line with the orders of the Government in cases described in the federal laws, the University has a right to render the services (perform the works) to the physical and legal entities related to its core operational areas described in part 8 hereof on a fee-paying basis and on the basis of establishing equal terms for equal services (amounts of work performed) and has a right to render educational services on a fee-paying basis (within the framework of the further education programs, access courses, special courses and series of programs, tutorials, in-depth study courses) and other services that are not described in the curricula established and the federal state educational standards or educational standards developed and approved independently by the University, federal state requirements or requirements developed and approved independently by the University in compliance with the agreements concluded with the physical and/or legal entities. The above services cannot be rendered in substitution of or within the framework of the educational activity conducted in accordance with the orders of the Government.

9. The University forms the quality management systems that control the quality of provision in programs of post-secondary, higher, further and post-university education.

10. The University infrastructure includes branches, representative offices, research departments, faculties, teaching departments, training departments, research, information analysis divisions, a library and information center, a publishing house, editorial offices of journals and newspapers; further education departments, centers, and divisions; educational and extracurricular activity departments; foundation program departments and other divisions engaged in educational, research, information analysis, methodology development, publishing, financial, economic, legal and other activities described in the legislation of the Russian Federation and this Charter.

11. The University infrastructure also includes social and community facilities, that is, student residential halls, medical aid rooms, student dining halls, and other facilities.

The University independently builds its own infrastructure facilities (the University Branch formation, renaming and liquidation procedure is the exception to the rule). The University divisions do not constitute legal entities. The division operational regulations describe the legal status and the functions of the division. The University has a right to form institutes and/or research institutes that become incorporated into the University infrastructure and conduct the educational and research work within the framework of the activities conducted in accordance with this Charter. The University has a right to form provisional creative teams that include the University staff members and can include students, postgraduate students, and outsourced experts hired in accordance with the services agreements. It has a right to hire other organizations to act as co-contractors and physical entities to perform additional work, as appropriate.

The Military Training Center at the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation' operates in accordance with the legislation of the Russian Federation prescribing the military training procedure for the nationals of the Russian Federation and the Financial University by-laws that are in line with the above legislation.

12. The operational regulations related to the University Branches, representative offices, teaching departments and research departments are adopted following the University Academic Council resolution and the Rector's order. The operational regulations related to other University divisions are approved following the Rector's order.

13. The University Branches are the independent University divisions located outside of the principal University place of business. The University Branches are formed, renamed and liquidated in accordance with the legislation of the Russian Federation.

14. *Became null and void.*

15. The University has the following Branches established in accordance with Decree N 26 of 21 January 2006 of the Government of the Russian Federation 'On Structural Improvement of the Financial Academy under the Government of the Russian Federation', and Decree N 2101-r of 22 November 2011 and Decree N 677-r of 2 May 2012:

- Altai Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Altai Branch of the Financial University. It is located at: Altai Territory, Barnaul;

- Blagoveshchensk Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Blagoveshchensk Branch of the Financial University. It is located at: Amur Region, Blagoveshchensk;

- Buzuluk Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Buzuluk Branch of the Financial University. It is located at: Orenburg Region, Buzuluk;

- Vladikavkaz Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Vladikavkaz Branch of the Financial University. It is located at: The Republic of North Ossetia-Alania, Vladikavkaz;

- Vladimir Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Vladimir Branch of the Financial University. It is located at: Vladimir Region, Vladimir;

- Zvenigorod Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Zvenigorod Branch of the Financial University. It is located at: Moscow Region, Zvenigorod;

- Kaluga Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Kaluga Branch of the Financial University. It is located at: Kaluga Region, Kaluga;

- Kanash Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Kanash Branch of the Financial University. It is located at: Chuvash Republic, Kanash;

- Krasnodar Branch of the Federal State-Funded Educational Institution of Higher Education

‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Krasnodar Branch of the Financial University. It is located at: Krasnodar Territory, Krasnodar;

- Krasnoyarsk Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Krasnoyarsk Branch of the Financial University. It is located at: Krasnoyarsk Territory, Krasnoyarsk;

- Kursk Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Kursk Branch of the Financial University. It is located at: Kursk Region, Kursk;

- Lipetsk Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Lipetsk Branch of the Financial University. It is located at: Lipetsk Region, Lipetsk;

- Makhachkala Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Makhachkala Branch of the Financial University. It is located at: Republic of Dagestan, Makhachkala;

- Novorossiysk Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Novorossiysk Branch of the Financial University. It is located at: Krasnodar Territory, Novorossiysk;

- Omsk Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Omsk Branch of the Financial University. It is located at: Omsk Region, Omsk;

- Oryol Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Oryol Branch of the Financial University. It is located at: Oryol Region, Oryol;

- Penza Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Penza Branch of the Financial University. It is located at: Penza, Penza Region;

- Perm Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Perm Branch of the Financial University. It is located at: Perm Territory, Perm;

- Samara Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Samara Branch of the Financial University. It is located at: Samara Region, Samara;

- Saint-Petersburg Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Saint-Petersburg Branch of the Financial University. It is located at: Saint-Petersburg;

- Smolensk Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Smolensk Branch of the Financial University. It is located at: Smolensk, Smolensk Region;

- Surgut Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Surgut Branch of the Financial University. It is located at: Khanty-Mansi Autonomous District — Yugra, Surgut;

- Tula Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Tula Branch of the Financial University. It is located at: Tula, Tula Region;

- Ufa Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Ufa Branch of the Financial University. It is located at: Republic of Bashkortostan, Ufa;

- Urals Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Urals Branch of the Financial University. It is located at: Chelyabinsk, Chelyabinsk Region;

- Shadrinsk Economist-Training Post-Secondary School/Branch of the Federal State-Funded Educational Institution of Higher Education ‘Financial University under the Government of the Russian Federation’. The abbreviated name of it is the Shadrinsk Branch of the Financial University. It is located at: Chelyabinsk Region, Shadrinsk;

Federation'. The abbreviated name of it is the Shadrinsk Branch of the Financial University. It is located at: Kurgan Region, Shadrinsk;

- Yaroslavl Branch of the Federal State-Funded Educational Institution of Higher Education 'Financial University under the Government of the Russian Federation'. The abbreviated name of it is the Yaroslavl Branch of the Financial University. It is located at: 150003, Yaroslavl Region, Yaroslavl.

15.1. *Became null and void.*

16. *Became null and void.*

17. Offer of programs of primary, general, secondary, post-secondary, higher and further education by the University and the University Branches is subject to relevant licensing.

18. The University representative offices are the independent entities within the University infrastructure, are located outside of the principal University place of business, represent and protect the University's interests. The representative offices do not conduct the educational, research, economic, social and other activities independently.

19. *Became null and void.*

20. The University has a right to voluntarily become part of associations (unions) that are formed and act in accordance with the laws related to not-for-profit organizations' operations in the Russian Federation.

21. While not having the consent of its property owner, subject to notification of the Ministry of Higher Education and Science of the Russian Federation, the University has a right to become the founder (or the co-founder) of business entities that are engaged in practical application (use) of the results of intellectual activity (computer software, databases, inventions, utility models, pre-production prototypes, research findings, integrated microcircuit topology, trade secrets (know-how)), the exclusive rights to which are owned by the University. The University should issue a notice of the business company formation within 7 days of the date when the company is registered in the Single State Register of Legal Entities. Revenue gained from the disposal of participatory shares (shares) in the authorized capital of companies whose founder (participant) is the University, and a part of the companies' profit received by the University (dividends) are at the disposal of the University, are recorded on a separate balance sheet and are used only to legally protect the intellectual property rights, remunerate the authors, and to act in accordance with the University Charter.

21¹. The University has a right to become a founder (a co-founder) of the media, including a journal that ensures dissemination on the territory of the Russian Federation of the experience in education and research gained by the University employees.

22. The University has a right to conduct educational activity as of the date when it received the relevant License.

23. *Became null and void.*

24. The University is an autonomous entity in accordance with the legislation of the Russian Federation. It has a right to act independently when making resolutions, selecting and hiring personnel, structuring the management system, forming the student cohort, performing educational, research, financial, economic and other activity within the limits provided for in the legislation of the Russian Federation and this Charter.

24.1. The University ensures that the data that constitute state secrets and other data protected by the law are protected when acting within its terms of reference, carries out activities related to trainings in mobilization, civil defense, prevention and response to emergency situations.

II. Enrolment to the University

Became null and void.

III. Teaching and Learning

38. General requirements to the University teaching process design and structuring of programs of study at various levels are set in accordance with the law of education of the Russian Federation.

39. Programs of study are on offer in the face-to-face mode, onsite/offsite mode and off-site training mode by the University acting independently or as a participant of a network of universities. The University has a right to use e-learning technologies, distance learning technologies in the teaching and learning process. When offering the e-learning technologies-based and distance learning technologies-based programs, the University uses a virtual learning environment that is in place.

40. *Became null and void.*

41. A single federal state education standard or an educational standard developed and approved independently by the University, federal state requirements or requirements developed and approved independently by the University are applicable when teaching in all teaching modes, including the combined teaching modes within one program of study.

42. The primary, general, secondary, post-secondary, higher education programs (bachelor degree, specialist degree, master degree and teaching staff and researcher postgraduate programs) that are on offer at the University are the core programs of study offered.

43. The standard period of study for higher education programs taught in various learning modes, by a network of universities, for accelerated programs, and the standard period of study for higher education programs offered to people with disabilities and disabled people are determined by the federal state education standard or an educational standard developed and approved independently by the University, federal state requirements or requirements developed and approved independently by the University.

44. When completing the program, the individuals who have a certificate obtained at a post-secondary school, a university or a certificate of further education and /or who takes (has taken) a post-secondary level, higher education level program or a further education program and/or who have qualifications and/or capabilities that are the sufficient grounds for completing a course during the period that is shorter than the one prescribed by the federal state education standard or an educational standard developed and approved independently by the University, federal state requirements or requirements developed and approved independently by the University, subject to the University management resolution, have a right take an abridged/accelerated course within an individual learning trajectory set in a University by-law.

45. The standard period of study for programs of study taught at other levels are determined by the relevant federal state education standards and the educational standards developed independently by the University.

46. The core higher education program-related teaching process design is described in the program curriculum and the academic calendar.

The core higher education programs includes a curriculum, course (module) descriptions and other materials that ensure quality of provision, practical training session plan, academic calendar, methodological materials that support the use of the educational technology developed independently by the University (while taking the labor market requirements into consideration) and based on the federal state higher education standards or an educational standard developed and approved independently by the University, federal state requirements or requirements developed and approved independently by the University.

47. The University annually updates the core higher education programs, including their curricula course list (module composition) and/or curricula content, subject list, course (module) list, practical training session plan, methodological materials that support the program teaching process, taking into account the latest developments in the field of research, labor market requirements, technology development, and social and community sector development.

48. *Became null and void.*

49. For the students studying in the face-to-face and onsite/offsite mode, the academic year starting date is 1 September if not prescribed otherwise by the curriculum, and the academic year end date is determined in accordance with the program curriculum. For the students studying in the offsite mode, the academic year starting and end dates are set in the curriculum. The University Academic Council has a right to change the academic year starting date and postpone the academic year start for a period not exceeding 2 months.

50. *Became null and void.*

51. Training is in the form of lectures, consulting sessions, seminars, workshops, tests and laboratory work, lessons, colloquia, independent work, research work, practical training sessions, course project (course paper), essays, examinations, internships, and other types of training.

The duration of all types of lessons conducted in class is determined by the University by-laws.

52. Practical training sessions prescribed by the federal state education standards or an educational standard developed independently by the University, federal state requirements or requirements developed and approved independently by the University are organized pursuant to the agreements concluded by the University and the companies, which should, regardless of their form of ownership, ensure the University students' placement.

53. The language of teaching at the University is Russian. It is allowed to teach in foreign languages

pursuant to a resolution of the University Academic Council.

54. The University assesses the progress in programs of study by student formative assessment tests, graduates' formative and summative assessment tests and other tests conducted in accordance with the University by-laws.

55. The format of formative assessment tests, their schedule and procedure and the procedure for the re-sit examinations are determined by the University by-laws.

56. The students' knowledge and skills acquired in the learning process are tested during examinations and the marking scheme includes excellent, good, satisfactory and unsatisfactory marks.

In case of the courses or assignment types where the formative or summative assessment test is the pass/fail examination, the marking scheme includes passed/failed marks.

57. The credits earned by the students participating in the jointly organized programs and bilateral/multilateral exchange programs when taking courses in a different (including overseas) education institution, can be recognized in a manner prescribed by the University administration.

58. The students taking courses at the university level shall take not more than 10 examination and not more than 12 tests during an academic year within the framework of the formative assessment test system. The above number does not include examinations and pass/fail examinations in physical training and optional courses.

59. *Became null and void.*

60. The graduate's final state examination is mandatory and is taken after the student has completed the course of study in accordance with the University by-laws.

In cases prescribed by the laws of the Russian Federation, the University organizes the final state examination that is obligatory and is arranged after completing the course of the program. The final state examinations are conducted by the state examination board in a manner described by the Ministry of Higher Education and Science of the Russian Federation.

61. After passing the final state examination, the students have a right to request a vacation period that should not exceed the period of study prescribed by the higher education program curriculum. The student status is discontinued officially after the vacation period is over.

62. The award of the nationally recognized certificate proving the fact of education/obtaining qualifications at the relevant level is subject to examination board resolution following the final state examination.

The University graduate name is removed from the student list as of date when Rector issues an order of expulsion.

63. A diploma cum laude is issued to the University graduates and is subject to his/her academic performance, with the grades indicated in the Diploma Supplement, including the grades for taking courses, preparing course papers and grades obtained at the final state examinations.

To be eligible for obtaining a diploma cum laude, a graduate should obtain excellent grades at the final state examinations, with not less than the 75% of the remaining grades being excellent and the 25% of the grades being good.

64. A person who has not taken a final state examination, who has obtained an unsatisfactory grade at a final state examination or has not completed a program of study or who has been expelled from the University can apply for obtaining a relevant certificate of education issued in accordance with the rules established by the University.

IV. University Research

65. In the field of research, the University's goal is to conduct fundamental and applied research, to use the new research products and technologies in the teaching and learning process, to develop creative potential of the researchers, teaching staff and students, to develop science-intensive projects aimed at developing the economy.

66. The following principles are used when conducting the research work at the University:

- 1) Protection and development of the University science schools;
- 2) Creation of incentives in order to further develop the fundamental and applied research in such priority areas as Economics, Finance, Law, Political Science, Management, and others;
- 3) Ensuring that there is a strong relationship between teaching and research through research projects implemented jointly by the teaching staff members and the students.

67. In the field of research, the University:

- 1) Develops an annual agenda for conducting research and prepares a comprehensive University

general research theme list;

2) Ensures that the research has been conducted as per the comprehensive University general research theme list, the appropriate theoretical basis and quality of research and the practical focus of the research work conducted;

3) Ensures that the research and teaching are harmonized;

4) Develops and implements research projects in the areas that promote the national social and economic development jointly with other higher education institutions and research centers;

5) Promotes the researchers' international cooperation development;

6) Conducts research and analytical work in line with the orders made by the Government of the Russian Federation in accordance with the annual agenda for conducting research financed by the federal budget funds; conducts commissioned research in line with the orders made by the Government of the Russian Federation; prepares policy briefs, recommendations and drafted project documentation in the areas related to the national social and economic development;

7) Acting in line with the established procedure, renders methodological support to the federal executive bodies, government institutions of the constituent territories of the Russian Federation, local governments and organizations with all forms of ownership in practical use of the University's research products;

8) Conducts commissioned research in line with the civil contracts concluded with the legal and physical entities, renders analytical services;

9) Organizes and holds research seminars, symposia, conferences and congresses, including those attended by overseas experts;

10) Participates in grant competitions organized within the framework of public and commercial projects and relevant foundations' projects;

11) Divulges information about the latest scientific achievements, publishes scientific literature in the field of finance;

12) Maintains and develops its research, IT and physical infrastructure.

68. The University research work is financed from the federal budget funds, extrabudgetary resources, including grant funds and other resources endorsed by the legislation of the Russian Federation.

The research and analytical work conducted in line with the orders made by the Government of the Russian Federation, participation in the law drafting projects and policy brief preparation is a priority for the University staff.

69. The University research results are the University's intellectual property that is subject to legal protection in a manner described in the legislation of the Russian Federation. The terms of using, owning and disposing of the research and/or technical products are described in the legislation of the Russian Federation.

70. The University and the research organizations have a right to jointly implement research and educational projects, conduct research work, implement exploratory development projects and other joint projects on a contract basis.

71. The University has a right to engage the research organizations' employees in the didactic activity and research on a contract basis.

V. University Management

72. The University is an autonomous institution that is responsible for its operation before each student, the public and the state.

73. The University is managed in accordance with the legislation of the Russian Federation and this Charter, and the principle of one-man management and collective leadership is used.

74. The relationship between the University and its founder is regulated by the legislation of the Russian Federation and this Charter.

75. *Became null and void.*

76. In order to resolve vital issues related to the University operations, the University Academic Council convenes a convention of teaching staff and representatives of other categories of employees and students (hereinafter referred to as the convention). The procedure of selecting candidates for the convention is determined by the University Academic Council. The University Academic Council members should account for not more than 50% of the total number of convention participants. The convention is chaired by chairperson elected through a simple majority vote. The convention is deemed legally qualified if not less than two thirds of the members took part in it. The convention resolution is deemed to be adopted

if more than 50% of the participants present voted for it.

The University Development Program is aimed at promoting education and research, modernizing and improving the physical infrastructure, University social and cultural sector, developing its student and teaching staff academic mobility. The University Development Program includes its implementation efficiency criteria, incl. the University's contribution to achieving the National Development Goals and embracing the priorities of the scientific and technological development of the Russian Federation, and the financial sources.

77. The convention participants have a right to elect the University Academic Council members. The convention is convened as the need arises.

78. The University Academic Council, an elected representative body, is in charge of general University management and administration.

The University Academic Council members are the University Rector, who is the Council Chairperson, Vice-Rectors, the University President, and Deans of Faculties/ Institutes' Directors (subject to the University Academic Council resolution). Other University Academic Council members are elected through secret vote at the convention.

79. The Academic Council division, department and student representation quota is approved by the University Academic Council. The number of the University Academic Council members is determined during the convention. The University Academic Council composition is determined by the Rector's order.

80. The University Academic Council operational procedure, meeting organization procedure and resolution adoption procedure is determined by the University Academic Council Operational Regulations that is approved by the University Academic Council and endorsed by the University Rector.

81. The University Academic Council Presidium may be formed to perform the University Academic Council functions in the period between the meetings. The Presidium formation and operational procedure, the number of its members and the composition are determined by the University Academic Council.

82. The term of office of the University Academic Council members is 5 years. Early elections of the University Academic Council members are conducted upon request of at least a half of its members. In case of dismissing (discharge) of a University Academic Council member from the University, the member is automatically removed from the list of the University Academic Council members. A new University Academic Council member is elected at the University Academic Council meeting. The nomination is endorsed by the Rector in the relevant order after the nominee was recommended for election by the relevant University department. The University Academic Council meeting is deemed legally qualified if at least two thirds of its members took part in it unless otherwise provided for in the legislation of the Russian Federation.

83. The University Academic Council resolutions are included into the official records and enter into force as of the date of their signing by the University Academic Council Chairperson.

84. The University Academic Council approves the work plan taking into account the suggestions made by the University departments and community associations. The University Academic Council members meet at least once every two months.

85. All the University employees and students must act in accordance with the University Academic Council resolutions related to the matters within the Council terms of reference. The resolution adoption procedure that relates to the matters not provided for in this Charter that are within the University Academic Council terms of reference is determined by the University Academic Council.

86. The University Academic Council has a right to form interim and standing commissions to resolve certain issues related to the University operations.

87. The University Academic Council:

- 1) Makes a resolution as to convene a convention;
- 2) Determines the convention participant selection procedure, prepares the documents and administers the convention;
- 3) Examines the drafted University Charter and amendments to be made to it;
- 4) *Became null and void.*
- 5) Determines the key development areas in the field of education and research;
- 6) Approves the University financial, social and economic development agenda;
- 7) Listens to annual presentations made by the University Rector;
- 8) Approves the Academic Council work plans;
- 9) Examines matters related to teaching and learning process design and structuring and the University researchers' potential development;

10) Adopts resolutions as to the Faculty (Institute) Academic Council formation and University Branch Council formation; adopts proposals as to the formation and liquidation of the University Branches; and adopts Operational Regulations of University Branches and Representative Offices;

11) Adopts a resolution to form the University Board of Trustees;

12) Examines the reports of the University Branch Directors, Representative Office Directors and University department heads;

13) Decides whether the University should join associations (unions);

14) Holds a competition of the teaching staff members for a professor's position and elects Deans of Faculties (Institutes' Directors) and Heads of teaching Departments;

15) Adopts a list of programs of study and program curricula, determines the teaching staff workload requirements;

16) Examines and approves reports about the key University development areas;

17) Submits the University teaching staff nominations in the professor and associate professor rank attainment procedure;

18) Determines the University physical, financial and labor resources allocation principles;

19) Identifies the research topics and approves the University annual research work plans;

20) Approves individual research trajectories for doctoral degree seekers, examines operational issues related to the University doctoral and PhD thesis examination boards;

21) Petitions for conferment of honorary titles of the Russian Federation; issues award recommendation for the University employees to obtain Government and industry awards;

22) Examines issues and adopts resolutions related to the University research, information analysis, financial and economic operations and international cooperation;

23) *Became null and void*

24) Issues recommendations for inclusion of individuals' research papers and research papers co-authored by a group of researchers into the competitor list during competitions;

25) Issues orders for the special fellowships to be awarded that are paid from the funds obtained from the commercial operations;

26) Resolves issues related to the fee-paying student contract termination and payment of tuition from the public funds;

27) Confers the University honorary titles, acting in accordance with the regulations adopted by the University Academic Council and endorsed by the University Rector's order;

28) Elects the University President;

29) Adopts resolutions to elect members of the Faculty (Institute) Academic Council and Branch Academic Council;

30) Resolves other issues that are within the Academic Council terms of reference.

88. The Faculty (Institute) Academic Councils that are the elected representative bodies are formed in accordance with a resolution made by the University Academic Council. The Faculty (Institute) Academic Council formation procedure and operational regulations, its composition and powers are determined by the University Academic Council.

89. The Rector is in charge of managing the University and administering the University operations.

90. The University Rector is appointed by the Government of the Russian Federation for the term of up to 5 years. The nominee for the Rector's position is selected from a personnel pool composed of individuals who have been appropriately accredited.

The Government concludes an employment agreement with the University Rector for a term of up to 5 years.

91. *Became null and void.*

92. *Became null and void.*

93. *Became null and void.*

94. *Became null and void.*

95. If the Rector's position is vacant, an individual identified by the founder performs the Rector's functions.

96. If the University is deprived of the state accreditation, the University Rector and the Vice-Rectors who are acting in their individual capacity and are in charge of quality of provision are released from their functions by the Government of the Russian Federation. The Government of the Russian Federation approves the new composition of the University Academic Council, acting in accordance with the newly appointed Rector's recommendations. The new University Academic Council members are

elected in a manner prescribed by the legislation of the Russian Federation after the University state accreditation has been reestablished, but no sooner than in 1 year as of the date when the University was deprived of the state accreditation.

97. Concurrent service as a manager/administrator holding a paid position (except for the concurrent service as an academic or methodological adviser) in or outside the University is prohibited for the University Rector. The University Rector cannot work more than one job at a time during his term of office.

98. The University Rector is personally in charge of managing and administering the educational, research, administrative and economic operations of the University, and for the University development program implementation.

99. The University Rector:

1. Is in charge of the University teaching activity, research conducted and economic and financial operations in accordance with the provisions of this Charter and the legislation of the Russian Federation;
2. Acts independently without a power of attorney on behalf of the University, represents its interests when interacting with the government institutions, local governments, legal and physical entities;
3. Reports annually to the Academic Council members and offers an annual work plan for the Academic Council members to consider;
4. Endorses the unit Operational Regulations (related to operations in units other than Branches and representative offices);
5. Approves the University organizational structure/chart and the staff list/payroll;
6. Sets the amount due to be paid for the for-pay services rendered, except for the cases described in the legislation of the Russian Federation;
7. Approves the amounts to be paid as bonuses, fringe benefits and incentive payments to the University employees;
8. Approves the University Branch financial plans;
9. Signs a Collective Employment Agreement on behalf of the University;
10. Approves Vice-Rectors' and other personnel job descriptions;
11. Acting in accordance with the Labor Code of the Russian Federation, employs and dismisses the personnel, signs employment agreements, exercises the employer's rights and performs the employer's duties;
12. Makes disciplinary action and award resolutions in regard to the employees;
13. Issues orders and decrees concerning the University operations;
14. Signs contracts and performs other legal operations in accordance with the provisions of this Charter and the legislation of the Russian Federation;
15. Is held liable before the University employees and the University Founder for the University operations;
16. Has a right to delegate some powers to the Vice-Rectors and other University employees;
17. Endorses the annual research work plans;
18. Develops the protection scheme in regard to the information that is lawfully considered to be a state secret, a business secret or a commercial secret and is held liable for failure to protect such information;
19. Signs powers of attorney and agreements;
20. Opens current accounts in the Federal Treasury departments in a manner prescribed by the legislation of the Russian Federation;
21. Employs the personnel to be included into the Admissions Board and Examination Boards;
22. Performs other duties as per the provisions of this Charter and the legislation of the Russian Federation.

100. The University Administration (Rector's Office), a deliberative body whose resolutions are recommendatory, is formed that reports to the Rector. Day-to-day operations of the University are discussed at the University Administration (Rector's Office) meetings. Its composition, terms of reference, meeting agenda and resolution adoption procedure are approved in the Rector's orders.

101. Commission for Budget and Finance, a deliberative body whose resolutions are recommendatory, that reports to the Rector, is formed with a view to coordinate efforts when making resolutions as to acquiring and using the University financial resources. The Commission's composition, terms of reference, meeting agenda and resolution adoption procedure are approved in the Rector's orders.

102. The University Vice-Rectors who are in charge of the University operations in their respective

areas of expertise are hired by the Rector, and a fixed-term employment agreement is concluded with them, with the agreement expiry date coinciding with the date when the Rector's term of office ends. The way functions are distributed between the Vice-Rectors, their powers and responsibilities are described in the Rector's orders. All the University employees are informed of the content of the above orders. The Vice-Rectors report to the Rector about the operations and developments in their respective areas of expertise.

103. The University Rector's, Vice-Rectors', University Branch Heads' positions are occupied by the individuals who should not be older than 70 years of age, regardless of the date of signing the employment agreements. The individuals who occupy the above positions and who have reached the age of 70 are transferred to other positions that are adequate to their training and qualifications (subject to their written consent). The same person may not be appointed to occupy the position of the University Rector more than 3 times.

104. A Board of Trustees is formed at the University that has the following goals:

- 1) To facilitate resolution of issues related to the University day-to-day operations and development;
- 2) To help attract financial resources and acquire funds with a view to support the University day-to-day operations and development and monitor the funds use procedure;
- 3) To promote the University physical infrastructure development;
- 4) To participate in developing higher education programs that are on offer at the University with a view to take account of the job-related requirements set to the graduates by the interested employers;
- 5) To examine and approve the University development program and to monitor its implementation.

104.1. A Board of Trustees is formed at the University pursuant to the University Academic Council's resolution. With a view to achieve the goals set, the Board of Trustees renders assistance to the University management in representing their interests in Government Relations, when interacting with commercial and not-for-profit organizations, international organizations and physical entities. The University Board of Trustees operates in accordance with the principle of equality of rights of all of its members and is in contact with the University Rector and University Academic Council. No limit is set as to the number of the members of the Board of Trustees. The members of the Board of Trustees are the representatives of the business, financial expert and researcher communities, employers' associations, including the University graduates. The University Academic Council approves the composition of the Board of Trustees. No limit is set as to the term of office of the Board members. The members of the Board perform their functions free of charge. The resolutions of the Board of Trustees are recommendatory. The meetings of the Board of Trustees are held as the need arises but at least once every six months. The first meeting is convened by the Chairperson of the Board of Trustees.

104.2. The Chairperson of the Board of Trustees and two his Deputies are elected at the first meeting of the Board by simple majority vote of the membership present. The agenda of the meeting of the University Board of Trustees is compiled by the Chairperson of the Board of Trustees, and, in his/her absence, by one of his/her Deputies and is approved at the meeting of the Board of Trustees. The Board of Trustees operates according to a plan based on the suggestions made by the members of the Board and its Chairperson and approved at the meeting of the University Board of Trustees. The meeting of the University Board of Trustees is deemed legally qualified if at least a half of its members were present at the meeting. The resolutions are made by simple majority vote of the membership present and absent who expressed their opinion in a written form. In case of equally divided votes, the resolution is deemed to be made, if the Chairperson of the Board has voted in favor of the resolution. The resolutions of the University Board of Trustees are included into the official records signed by the Chairperson of the Board of Trustees or one of his/her Deputies and a secretary who made the minutes. In case of disagreement with the resolution approved, the member of the University Board of Trustees may express his/her opinion in written form and attach it to the minutes of the Board meeting.

104.3. The Chairperson of the University Board of Trustees:

- 1) Structures the Board's operations, performs the Chairperson's functions at the meetings;
- 2) Prepares the Board work report on an annual basis;
- 3) Represents the Board in Government Relations, when interacting with the local governments, community associations, legal and physical entities with a view to address issues related to the Board operations;
- 4) Supervises the Board operations in key areas;
- 5) Has other rights and responsibilities in accordance with the approved Operational Regulations of the University Board of Trustees.

104.4. The University supports the operations of the University Board of Trustees, provides the premises for the Board to hold meetings and keep the archived documents.

105. The University Academic Council forms a Teaching Methodology Council to coordinate efforts of the Faculties (Institutes), teaching departments and other departments engaged in developing and improving the curricula, programs of study, and didactic materials.

106. Pursuant to the University Academic Council resolutions, Academic Councils that are the deliberative bodies may be formed at the departments. The University Academic Council determines the above councils' formation procedure and operational regulations, their composition and functions.

107. The University Faculties (Institutes) are headed by the Deans (Institute Directors) who are subject to election. The Deans (Institute Directors) are elected by the University Academic Council members through secret vote for a term of up to 5 year pursuant a petition submitted by the Faculty Academic Council. The nominee is selected among the most highly-qualified and renowned University employees who have an academic degree or rank. The elections should be held at least 2 months before the expiry of the term of office of the current Dean (Institute Director).

108. Faculty Dean (Institute Director) Election Regulations are approved by the Rector's order following a resolution by the University Academic Council. Faculty Deans (Institute Directors) are personally responsible for the outcomes of the Faculty's (Institute's) operations.

109. The key teaching, methodological and research departments are the University researcher Departments and teaching Departments. The Departments operate in accordance with the Department Rules and Regulations approved by the Rector's order.

110. The teaching departments are headed by the Department Head elected by the University Academic Council through secret vote for a term of up to 5 years. The nominee is selected among the most highly-qualified and renowned University employees who specialize in the relevant field and have an academic degree and rank.

111. The Department Head election procedure is determined in the guidelines approved by the University Rector. The Department Head is personally responsible for the outcomes of the methodology development, didactic activity, and research conducted at the Department.

112. The University Branches are managed and administered by the Directors who are appointed pursuant to the Rector's order. The nominees are selected among the employees who, as a rule, have the experience of developing teaching methodology, conducting didactic activity and (or) research and administrative activity. The employment agreements are concluded with the University Branch Directors for a period that cannot be longer than the term of office of the Rector.

113. The University Branch Director represents the University and the Branch in the Government Relations, when interacting with the legal and physical entities, concludes agreements, contracts and other treaties with them related to the Branch operations, acting in accordance with this Charter, Branch Operational Regulations, and a Power of Attorney issued by the University Rector. The University Branch Director is personally responsible for the outcomes of the Branch operations.

114. Political parties, community political movements and organizations and religious movements and organizations cannot conduct their activity nor form their divisions on the University premises.

115. Student community organizations have a right to represent students' interests. The University and student community organizations' interaction procedure is described in the relevant bilateral agreement.

116. The operations of the community organizations that operate on the University premises are determined by the legislation of the Russian Federation.

VI. University Students and Employees

117. The University student category includes the undergraduate, postgraduate students and learners/attendees.

118. The University students have the rights and obligations pursuant to the legislation of the Russian Federation, this Charter and the University by-laws. The University students have a right to respect for their dignity, conscience, a right for having information, freedom of thought.

119. A University student is an individual who has been enrolled to complete a course at the university (bachelor, specialist, master) level or post-secondary level in accordance with the procedure approved by the Rector's order. Appropriately formatted student ID cards and students' record-books are handed out to the students free of charge.

120. The University has a right to launch social security programs financed by the funds gained from commercial operations and donations made by commercial and not-for-profit organizations,

individuals, or funds raised from other legitimate sources.

121. The students have a right to obtain an accommodation room at the student residence hall and reside in it throughout the period of study in accordance with the Student Residence Hall Operational Regulations approved by the University's Rector. Each student who occupies a room in a residence hall concludes a lease agreement with the University management.

122. Each University student has a right to:

1) Obtain training in a program (concentration) chosen in accordance with the federal state educational standards or educational standards developed and approved independently by the University, federal state requirements or requirements developed and approved independently by the University;

2) Choose among optional (non-mandatory within the major (concentration) curriculum) course and elective (subject to mandatory selection) courses;

3) Complete any other courses in addition to the courses included into the curricula of the programs (concentrations) chosen in a manner prescribed in the regulations approved by the University Rector;

4) Change the major (concentration) that was originally chosen and the teaching mode chosen in a manner prescribed by the legislation of the Russian Federation;

5) Participate in the discussions and decision-making process related to the University operational issues, including the discussions attended by the community organization and University management representatives;

6) Use free of charge the services rendered by the Library and Information Center, teaching, research departments and other departments in accordance with the rules approved by the University Rector;

7) Participate in all types of research work, conferences, symposia, researcher competitions in accordance with the event organization procedure established;

8) Submit works for publication, including publications in journals published by the University;

9) Obtain military training in accordance with the legislation of the Russian Federation;

10) Work while studying at the University and have guaranties and compensations set forth by the legislation of the Russian Federation;

11) Terminate the tuition fee payment agreement concluded and have the tuition fee paid from the federal budget funds in accordance with the Russian law on education;

12) Become transferred to a different education institution offering programs at a certain level in a manner prescribed by (depending on the program level) the Ministry of Education of the Russian Federation or the Ministry of Higher Education and Science of the Russian Federation;

13) Resume the period of study at the University within 5 years of the date of leaving on own initiative (subject to the availability of vacant student places) before completing the program and be trained on the same terms as were used before leaving but not earlier than the end date of the academic year (semester) when the student was expelled. The procedure and terms of resuming the studies for the student who has been expelled at the initiative of the University management are determined by the University by-laws;

14) Obtain information from the University about the situation on the Russian labor market and a right to have assistance in finding a job;

15) Have an individual learning trajectory, incl. to take an abridged or accelerated course that is part of the curriculum in a manner determined by the University by-laws;

16) Make an appeal against the orders and resolutions made by the University management in a manner prescribed by the legislation of the Russian Federation;

17) Enjoy other rights in accordance with the legislation of the Russian Federation, this Charter and the University by-laws.

123. Undergraduate students and postgraduate students who study in the face-to-face mode, whose tuition is covered from the federal budget funds, have a right to obtain fellowships in accordance with the legislation of the Russian Federation and have a right to obtain a reward in accordance with the University by-laws.

124. Each University student shall:

1) Act in compliance with the provisions of this Charter; Financial University Internal Rules and Regulations; Dormitory Internal Rules and Regulations; other Financial University rules;

2) Do all types of assignments prescribed by the curricula on time, acquire knowledge and skills;

3) Keep the property of the Financial University safe; reimburse for the damage done in a manner prescribed by the legislation of the Russian Federation;

4) Fulfil other obligations set by the legislation of the Russian Federation, this Charter and other

Financial University by-laws.

125. Disciplinary action (including expelling from the University) can be taken against a student for failing to fulfil obligations set by this Charter and other Financial University Internal Rules and Regulations.

126. A student may be expelled from the University:

1) On his/her own initiative, including due to the transfer to another higher education institution; due to poor health condition; for other good cause;

2) For non-compliance with the provisions of this Charter (outstanding examinations not passed during the period prescribed, unauthorized absence from class prescribed by the curriculum during the period of 10 days or longer in one calendar month);

3) Because of an educational service agreement termination;

4) For violation of the University Internal Rules and Regulations;

5) If disciplinary action was taken against him/her at least 2 times during one academic year;

6) If an unsatisfactory grade was obtained by the student or if the student did not show up at the final state examination without good reason;

7) For forging academic documents, including the education certificates, academic transcripts, student record books, medical certificates and for submitting a course or final graduation paper prepared by a different individual;

8) If a court verdict has come into force in accordance with which the student is to be imprisoned or punished in such a manner that rules out the possibility of continuing the course of study.

9) In case the student has not showed up after the final date of the academic leave, maternity leave.

127. Disciplinary action, including expulsion, may be taken against the student following submission of a written explanatory note.

128. The students' expulsion is subject to the Rector's order.

129. Disciplinary actions can be taken not later than within one month of the date when the fact of violation was discovered and within 6 months of the date when the violation took place, excluding the period when the student was absent from class due his/her illness or due to vacation period. The students cannot be expelled during the period of illness, during a vacation period, academic leave, or maternity leave.

130. A postgraduate student is an individual who studies at a postgraduate training department and is a student of a postgraduate training program for the researchers and teaching staff. The programs can be taught in a face-to-face or offsite mode.

131. A university degree seeker is an individual who has a tertiary degree who is seconded to the University and works on a PhD thesis while not being a postgraduate department student or an individual who has a PhD degree and works on a doctoral thesis.

132. The University learners/attendees are the individuals who take further education courses and take an access course.

133. *Became null and void.*

134. There are positions to be occupied by the teaching staff (teaching staff and researchers), engineers, administrative staff, auxiliary staff, manufacturing personnel, teaching assistants, experts, analysts and other personnel at the University.

135. The positions to be occupied by the teaching staff are the Faculty Deans (Institute Directors), Department Heads, Professors, Associate Professors, Senior Lecturers, Lecturers and Teaching Assistants. The positions to be occupied by the researchers are the chief research fellow, leading research fellow, senior research fellow, research fellow and junior research fellow.

136. The employment agreements with the teaching staff and the researchers may be termless or fixed-term agreements concluded for a term determined by the agreement parties, with the term not exceeding 5 years. An employment agreement with the persons who apply to occupy the instructor's position or to be transferred to occupy such a position (excluding the positions of Faculty Deans, Institute Directors, and Department Heads) is concluded after a competition has been organized for the applicants in a manner prescribed by the legislation of the Russian Federation.

137. In order to ensure continuity of the teaching and learning process at the University, it is allowed not to hold a competition and conclude an employment agreement with an applicant for a teaching position for a term that does not exceed 1 year provided that the applicant applies for a part-time job, and with an applicant who applies for a position in order to replace a permanent employee on leave who remains employed in accordance with the law for a term that ends on the date when the permanent employee returns to work. No competition is held in relation to the positions of the Faculty Deans, teaching Department Head, teaching staff members who are pregnant and female teaching staff members who have children of

3 years of age or younger with whom a termless employment agreement has been concluded.

138. The teaching staff members enjoy rights and fulfil obligations set by the legislation of the Russian Federation, this Charter and the University by-laws.

139. There is a position of the University President at the University. The University founder proposes a nominee for the position of the University President and informs the University Academic Council thereof, not later than 2 months prior to the date of expiry of the employment agreement concluded with the University President. The University President is elected at the University Academic Council meeting through secret vote for a term of up to 5 years. The person is considered to be elected President of the University if the nominee has obtained the majority of votes but not less than a 50% of the votes of the University Academic Council members who were present at the meeting plus one vote, provided that at least two thirds of the University Academic Council members participated in the meeting. If there is only one nominee at the University Academic Council meeting, and the nominee has not obtained the required majority of votes, the elections are declared null and void. If there are two nominees at the University Academic Council meeting, and neither of the nominees has obtained the required majority of votes, the elections are declared null and void. If there are more than two nominees at the University Academic Council meeting, and there is no nominee who has obtained the required majority of votes, the two nominees who have obtained more votes than others are included into the list of candidates for the next voting session. If neither of the nominees has obtained the required majority of votes, the elections are declared null and void. If the elections are declared null and void, the next voting session is arranged. Following the elections of the University President, the University President and the University founder conclude an employment agreement. No person can combine jobs and hold the positions of the University Rector and the University President. The University President presents a work report at the Academic Council meeting not later than 2 months prior to the date of expiry of the employment agreement.

140. The University President performs the following functions (subject to Rector's endorsement):

- 1) Participates in the development of the University Development Program;
- 2) Represents the University in Government Relations, when interacting with the local governments, community associations and other organizations;
- 3) Participates in the operations of the University multi-member bodies;
- 4) Participates in the decision-making process when resolving issues related to the University operations in the field of education, research and management.

141. *Became null and void.*

142. *Became null and void.*

143. *Became null and void.*

144. The teaching staff members and researchers have a right to:

- 1) Be elected to become a member of the University/Faculty/Institute Academic Council and to elect members of the University/Faculty/Institute Academic Council in a manner prescribed;
- 2) Participate in discussions and the decision-making process related to the University operational issues;

3) Use free of charge the services rendered by the University libraries, information databases and the libraries and databases of teaching and research departments and other University departments in a manner prescribed by the University management.

4) Determine the program content in line with the federal state educational standard, the educational standards developed and approved independently by the University, and to offer unique original courses;

5) Choose teaching methodology and teaching aids that are completely adequate to the learning trajectory chosen and that ensure high quality of provision;

6) Make an appeal against the resolutions and orders made in a manner prescribed by the legislation of the Russian Federation;

7) Have a vacation time to be used to write manuals, monographs and study guides;

8) Participate in an internship program to teach and conduct research work in higher education institutions and research centers in Russia and abroad;

9) Get administrative assistance, financial and inventory support of the professional operations;

10) Participate in research projects that contribute to high quality of provision;

11) Enjoy other rights in accordance with the Labor Code of the Russian Federation, this Charter and the University by-laws.

145. The teaching staff members and researchers shall:

1) Be engaged in the methodology development at the teaching Departments, teaching process improvement, the search for more efficient teaching modes and methodology of teaching undergraduate, postgraduate students and attendees; use modern teaching aids and technology in the teaching process;

2) Ensure high efficiency of the teaching and research process, contribute to acquisition of independent work skills, creativity and creative abilities development in students;

3) Conduct research in line with the approved Department research work plan and/or individual research trajectory; supervise research work conducted by the undergraduate and postgraduate students; participate in the researcher events and methodology development events organized at the University that are in line with the own research interests;

4) Make students acquire professional qualities needed to operate in their chosen field; a civic stance, ability to work; make students prepare for living in a democratic environment in the contemporary civilization;

5) Be systemically engaged in professional development;

6) Fulfil obligations in good faith in the field of education, training, methodology development, research, management in line with the individual research trajectory in order to meet the employment agreement requirements;

7) Act in compliance with the provisions of this Charter, Internal University Rules and Regulations and other bylaws;

8) Respect students' dignity, contribute to their cultural development and physical training; render assistance in structuring their independent work.

146. The University teaching staff academic workload associated with the higher education program offerings depends on the Department specialization and staff member qualifications and training and should not exceed 900 hours during each academic year. Individuals who have a tertiary degree in pedagogics have a right to work as lecturers at the University. The fact of having qualifications is proved by the relevant education and/or qualifications certificate formatted in line with the state requirements.

147. The teaching staff members have a short work week of 36 working hours and a long paid vacation period of 56 calendar days.

148. The teaching staff members are entitled to have a long period of leave lasting up to 1 year after not less than a decade of continuous didactic work. The leave terms and granting procedure are determined by the rules approved by the University Academic Council.

149. *Became null and void.*

150. Rights and liabilities of the technical personnel, administrative staff, auxiliary staff, manufacturing personnel, teaching assistants and other personnel are determined by the Labor Code of the Russian Federation, this Charter, Internal University Rules and Regulations and the job descriptions.

VII. Teaching Staff and Researcher Training and Teaching Staff and Researcher Advanced Training and Professional Development

151. Teaching staff and researchers are trained at the postgraduate department and doctoral studies department and by way of secondment of the degree seekers to the teaching Departments, by transferring teaching staff members to the research fellow positions with a view to write a doctoral thesis and by granting a leave to be used to work on a thesis.

152. *Became null and void.*

153. The enrolment to the postgraduate training department and doctoral studies department is determined in accordance with the quota established in regard to the non-fee-paying students whose tuition expenses are covered from the federal budget funds.

154. The University has a right to enroll students to the postgraduate training department and doctoral studies department in addition to the students enrolled in accordance with the quota established and conclude tuition fee payment agreements with legal and/or physical entities that pay the tuition fee.

155. *Became null and void.*

156. A competition is held among the tertiary degree holders to select enrollees to the postgraduate training department. The individuals who have completed a course of studies at the postgraduate training department and whose tuition has been paid from the federal budget funds can subsequently only become fee-paying students at the postgraduate training department.

157. A doctoral degree seeker is an individual who has a PhD degree and who has been enrolled to the doctoral studies department with a view to write a doctoral thesis and obtain a doctoral degree. PhD degree holders may be enrolled to the doctoral studies department. The doctoral degree seekers study in the face-to-face mode. The period of study at the doctoral studies department should not exceed 3 years.

158. The period of secondment of the PhD degree seekers to the postgraduate studies department with a view to study for and pass the entrance examinations at the postgraduate studies department should not exceed 2 years, and the period of secondment of the PhD degree seekers to the postgraduate studies department with a view to prepare a PhD thesis should not exceed 3 years. The period of secondment of the doctoral degree seekers to the doctoral studies department with a view to prepare a doctoral thesis should not exceed 4 years.

159. Postgraduate students, doctoral degree seekers and other degree seekers have the rights and responsibilities and are entitled to have the social guarantees and compensations in accordance with the legislation of the Russian Federation.

160. *Became null and void.*

VIII. University Economy

161. The University independently conducts its financial and economic operations, resolves issues associated with conclusion of agreements, defining responsibilities and operating terms that are not in contradiction with the legislation of the Russian Federation and this Charter.

162. The University property is the federal property.

163. The Federal Agency for State Property Management authorizes the University to manage the buildings and facilities, physical infrastructure, equipment and other property to be used for consumer, social, cultural and other purposes with a view to ensure the University operations in the field of education, research and other fields prescribed by this Charter.

164. A right of perpetual use of land allocated to it in accordance with the legislation of the Russian Federation is provided to the University.

165. The University uses the natural resources in a manner prescribed by the legislation of the Russian Federation.

166. The University shall inform the Federal Agency for State Property Management of the property purchased using the revenue gained from commercial operations.

167. The University does not have a right to make transactions whose consequences could be the alienation of property or encumbrance of property assigned to the University or of property purchased using the funds allocated to the University by its owner, except for the cases when the federal law permits making such transactions.

167.1. Especially valuable movable property falls into the general movably property category. The especially valuable movable property is the movable property whose absence would impede, to a significant extent, the University operations conducted in line with this Charter.

168. The University has a right to act as a tenant of property and/or landlord in cases provided for by and in accordance with the procedure established by the legislation of the Russian Federation.

169. The University has a right to assign the movable and immovable property to the research organizations for use and use the movable and immovable property owned, managed or controlled by the research organizations pursuant to agreements concluded (subject to consent of the Federal Agency for State Property Management). Such organizations and the University may cooperate on a non-repayable basis.

170. The University has a right to assign the movable and immovable property to the health care institutions for use when rendering medical services to the students and employees and when conducting medical examinations pursuant to the agreements concluded with the health care institutions (subject to consent of the Federal Agency for State Property Management). Such public not-for-profit organizations and/or municipal not-for-profit organizations may cooperate on a non-repayable basis.

171. The University is responsible before the owner for safekeeping, maintenance, and efficient use of the property assigned to it. The University has no right to use the especially valuable movable property assigned to it by the owner or purchased by the University using the funds allocated to it by the owner for making such a purchase and to use the immovable property without the owner's consent. The University has a right to use other property managed by it independently, unless otherwise provided by the law. Acting as the founder or participant and subject to the owner's consent, the University has a right to provide funds (unless otherwise provided by the funds use terms) and other property, except for the especially valuable movable property assigned to it by the owner or purchased by the University using the funds allocated to it by the owner for making such a purchase, and the immovable property, to the not-for-profit organizations.

171.1. The University has a right to make a major deal that meets the criteria described in paragraph 13 of Article 9.2 of the Federal Law 'On Not-for-profit Organizations' (subject to consent of the Federal

Agency for State Property Management). Such a transaction made without the consent of the Federal Agency for State Property Management may be declared null and void following a claim made by the University or the Federal Agency for State Property Management, if it has been proved that the other party in the transaction was aware of or should have been made aware of the absence of consent of the Federal Agency for State Property Management. The University Rector shall bear financial responsibility before the University for the damage done to the University as a result of this transaction made in breach of this Charter, regardless of whether it was declared null and void or not.

171.2. The University has a right to make an interested party transaction that meets the criteria described in Article 27 of the Federal Law 'On Not-for-profit Organizations' (subject to prior consent of the Federal Agency for State Property Management).

172. The University is liable with respect to its obligations to the entire extent of the assets managed by it and purchased by the University using the revenue gained from commercial operations, except for the especially valuable movable property assigned to it by the owner or purchased by the University using the funds allocated to it by the owner for making such a purchase, and the immovable property regardless of the grounds on which it is managed by the University and regardless of which funds were used to purchase it.

173. Acting in accordance with the Labor Code of the Russian Federation, the University forms the employee compensation plan that includes the information about the basic salary, supplemental payments, compensatory bonuses, including the payments for working in non-nominal conditions, incentive payments, and a bonus system.

174. The University is financed in a manner described by the legislation of the Russian Federation by way of using the following:

1) Subsidies from the federal budget allocated for financing work performed in line with the Government orders;

2) Subsidies from the federal budget allocated for other purposes described in the legislation of the Russian Federation;

3) Federal budget funds allocated for fulfilling obligations before the physical entities;

4) Revenue gained from leasing the property assigned to the University in a manner described by the legislation of the Russian Federation;

5) Voluntary donations and target contributions of physical and legal entities, including foreign nationals and overseas legal entities;

6) Revenue gained from performing under agreements concluded with physical and legal entities in the form of premises lease payment, payments for the use of public utilities and social services on the premises managed by the University;

7) Payments made by tenants of property, subscribers and subtenants to cover the cost of operations, public utility, business and administrative services rendered to them;

8) Revenue gained from selling scrap of nonferrous metals and nonferrous waste and natural diamonds;

9) Funds received as payment for providing bidding competition documents submitted by the participants of competitions for orders for goods supplies (work performance and service rendering) to government institutions;

10) Funds received from insurance companies in reimbursement for damage done in line with the civil liability insurance agreements concluded with the owners of vehicles;

11) Revenue gained from rendering paid services;

12) Funds received from other sources described in the legislation of the Russian Federation.

175. Subsidies from the federal budget cover the expenses associated with the University performance to fulfill a Government order. Allocation of subsidies for fulfilling a Government order is subject to an agreement concluded with the University describing the subsidy allocation terms and procedure. Subsidies are allocated for the Government order fulfilling purposes while taking into account the expenses associated with maintaining immovable property and especially valuable movable property assigned to the University by the Federal Agency for State Property Management, or purchased by the University using the funds allocated to it by the owner for making such a purchase, expenses associated with the tax payments, with the taxable item being such property. In case the University grants on lease immovable property and especially valuable movable property assigned to the University or purchased by the University using the funds allocated to it by the founder for making such a purchase (subject to consent of the Federal Agency for State Property Management), the founder does not allocate funds to maintain such property.

176. *Became null and void.*

177. *Became null and void.*

178. While acting in a manner prescribed, the University has a right:

- 1) To distribute funds allocated for the Government order fulfillment purposes among the University Branches, approve the University Branch financial plans;
- 2) To do the budgetary accounting and submit budgetary report statements in a manner prescribed by the Ministry of Finance of the Russian Federation to the budget-funded institutions;
- 3) To act as a customer when placing orders for goods supply, performance of work and service rendering to the University if the funds are used have been allocated to the University from the federal budget or other financial sources;
- 4) To act as a developing customer when implementing capital construction projects, rebuilding and retooling of development plots and facilities owned by the federal bodies that are managed by the University;
- 5) To do minor and major repairs to the buildings managed by the University;
- 6) To organize leisure time events for the University students and staff (theatrical, sports, cultural events associated with the educational process) using the public funds and funds gained from commercial operations;
- 7) To ensure performance under the agreements concluded with the physical and legal entities (including the overseas entities) in the University core operational areas;
- 8) Enjoy other rights described in the legislation of the Russian Federation.

179. The University has a right to do the following to the extent that it serves for reaching the goals originally proclaimed and fits the purposes described:

- 1) *Became null and void.*
- 2) To render additional educational services on a fee-paying basis (offer further education programs, programs at access courses, special courses and groups of courses, tutoring programs, in-depth study programs, series of programs and courses, and other educational services) not included into the curricula and not prescribed by the federal state educational standards or standards independently developed and approved by the University;
- 3) To perform research work pursuant to agreements concluded;
- 4) To form and maintain databases containing economic, social and other data, process data, prepare analytical reports on issues related to the University areas of operation;
- 5) To render information, data processing, information research, consulting, advisory, bibliographic, methodological and engineering services, as well as research, expert consulting, analytical, methodology development and researchers' services when being engaged in didactic activity and research;
- 6) To render services associated with publishing didactic, methodological, research, advertising, audiovisual products (manuals, study guides, teaching materials, lectures, journals, other editions) produced at the customer's expense;
- 7) To publish didactic, methodological, research, advertising, audiovisual materials (manuals, study guides, teaching materials, lectures, journals, other editions) using the revenue gained from commercial operations;
- 8) To render communications services and Internet connection services to the University students and employees, and other individuals who arrive in the University within the framework of educational and research programs;
- 9) While using other than the federal budget funds, to render additional residential hall accommodation, public utilities services and hotel accommodation services to individuals who arrive in the University within the framework of educational and research programs;
- 10) To render services associated with organization of roundtable discussion sessions, conferences, symposia, exhibitions and similar events whose themes are linked to the University core operational areas;
- 11) To render services associated with cultural programs and leisure time events;
- 12) To render sports and recreation services to the University employees, students and other individuals who arrive in the University within the framework of educational and research programs;
- 13) *Became null and void.*
- 14) To render transportation services;
- 15) To render services associated with production and selling by the public catering establishments of products produced and purchased with the funds gained from commercial operations;
- 16) To render services associated with the foreign trade in the fields specified;
- 17) To render services associated with film demonstration and video film demonstration for the

didactic purposes;

18) To manage operations of recreation camps, boarding houses, holiday centers located in the training and recreation center, to render health services, including selling holiday center vouchers;

19) To render library services and archive data provision services to the individuals who are not the University students or employees;

20) To organize overseas internship programs and practical training programs for the University students, to allow students to complete a course offered outside of the territory of the Russian Federation;

21) To structure innovative operations, to make copies of and introduce innovations, including research products;

22) To sell goods produced or purchased using the revenue gained from commercial operations;

23) To build and allow the University employees and students to use parking areas;

24) To render copying and printing services, to print copies of teaching materials, methodological materials, analytical papers and other materials;

25) To sell research papers, teaching materials and methodological literature, printed products, visual products and souvenir gifts associated with the University operations under this Charter;

26) To be engaged in publishing, editorial operations and information distribution;

27) To render translation services to translate scientific publications, didactic materials and methodological materials.

179.1. The revenue gained from operations made that are indicated in paragraph 8.1 and 179 hereof and the property purchased using the revenue gained becomes the property at the disposal of the University in a manner described in the legislation of the Russian Federation.

180. The cost of work performed and services rendered by the University is determined in accordance with the legislation of the Russian Federation.

181. The right of the University to perform operations for which a special permit (license) is required arises at the moment of obtaining such a permit (license) or within the period specified in it and is cancelled on the permit (license) expiry date.

IX. Accounting, Reporting and Supervision

182. The University is engaged in budgetary accounting and submits budgetary reports in a manner prescribed by the Ministry of Finance of the Russian Federation for the publicly-funded institutions.

183. The University is engaged in tax accounting and reporting and submits all the necessary documents to the tax authorities at the place of registration.

X. International Activity and Foreign Economic Operations

184. The University conducts international cooperation in the field of post-secondary, higher, post-college and further education, research, technology research, innovation introduction, teaching and other fields in accordance with the legislation of Russian Federation and international treaties of the Russian Federation.

185. The core areas where the University operates internationally are:

1. Participation in bilateral and multilateral student, research and teaching staff exchange programs; higher, post-college and further education program development and implementation;

2. Participation in fundamental and applied commissioned research projects conducted in accordance with the overseas legal entities' orders;

3. Organization of joint meetings, conferences, symposia and other events whose topics are in accordance with the University operational area;

4. Inviting overseas instructors and experts to participate in the teaching and learning process and research;

5. Signing of cooperation agreements with the overseas legal entities and/or physical entities;

6. Participation in international education system improvement programs;

7. Participation in competitions for international research grants organized by various international organizations;

8. Conducting international cooperation in other formats in accordance with the legislation of the Russian Federation.

186. Professional development and advanced training of foreign nationals at the University is provided and the teaching and research work of the nationals of the Russian Federation abroad within the Russian Government quota is conducted in accordance with the legislation of the Russian Federation, the

international treaties concluded, and the direct agreements signed by the University and the overseas legal entities and individuals.

187. The University has the right to be engaged in foreign trade in accordance with the legislation of the Russian Federation and the provisions of this Charter.

XI. Types of Internal Rules (By-Laws) Regulating the University Operations

188. The University adopts internal rules (by-laws) related to the key issues of conducting the educational activity, including the student admission rules and regulations, the learning mode selection rules, the student academic performance monitoring and formative assessment regulations, the rules prescribing the procedure and grounds for the student transfer, expulsion of students and the student status resuming, the procedure for formalizing the moment when the relations between the University and students and (or) parents (legal representatives) of minor students emerge, become suspended and terminate.

When adopting internal rules (by-laws) associated with the University students' and employees' rights, the opinion of the University Student Council, Councils of parents (legal representatives) of minor students (if any), students' representative bodies (if any), and, in the manner and in cases that are provided for in the Labor Code of the Russian Federation, University employees' representative bodies (if any) is taken into account.

189. The University internal rules (by-laws) should not be in contradiction with the legislation of the Russian Federation.

XII. University Reorganization and Liquidation

190. The University is reorganized by the University founder in a manner prescribed by the legislation of the Russian Federation.

191. The University is liquidated pursuant to the court resolution or by the University founder resolution in cases provided for by the legislation of the Russian Federation.

192. In case of reorganization, all the documents are transferred to the University legal successor pursuant to the legislation of the Russian Federation.

193. In case of liquidation, all the perpetual records are placed and entrusted in the custody of the administrative district where the University has its place of business.

194. In case of liquidation, a liquidation committee, and, in case of reorganization, the University legal successor should ensure safekeeping of the data that constitute the state secrets and of the data storage media by developing and implementing a protection system, safekeeping system and fire safety solutions.

195. In case of liquidation, the University property and funds less the funds used to reimburse for the University liabilities are used for the education system development purposes in accordance with the legislation of the Russian Federation.