

The procedure of a document registration for the accommodation in the dormitory includes:

1. Please, obtain an agreement of the tenancy for dormitory in the Center for International Education (CIE – main building, 2nd floor, office № 218, phone: +7 (812) 444-05-60), website: http://ums.rshu.ru/content/contacts/contacts_cie
2. The signing of the document (in Russian “Order”) in the office № 222 (main building, 2nd floor),
3. Then, at the office № 405A (main building, 4th floor) conclude and sign the agreement of the tenancy. Be sure, before signing the agreement, to check the main points presented in the memo, in Russian, English, French and Arabic.
4. Now, get the receipt of the dormitory payment in office № 204a from 2:00 p.m. till 5:00 p.m. from Monday to Friday (main building, 2nd floor).
5. To pay of receipt, visit office № 202 (main building, 2nd floor).

IMPORTANT: Receiving and payment of the receipt have to be done at the SAME day!

6. Please, visit the Department of Security (main building, 1st floor, at the entrance to the university - to the right) for registration of student's ID for an entrance to the dormitory
7. To complete you registration of the dormitory, please, provide to Director of dormitory 3 documents:
 - 1) One copy of the agreement of the tenancy (the second copy is retained by you);
 - 2) The “Order” for entrance to the dormitory;
 - 3) Receipt paid
8. Finally, welcome to the dormitory! The director of dormitory shows your a room, introduces you with the rules of residence.

If you arrive on weekend you need to undergo a medical examination on the **first** working-day. You may do it in the RSHU medical office (the dormitory №1, street Stakhanovztev, 17, 3rd floor, office № 80. See picture 1) or at the City Student’s Hospital (at the metro station "Plochad' Muzhestva", street Khlopinga, 11. See picture 2)

You need to show your passport and “Order” to enter to the dormitory.

If you arrive on weekdays, you will need to obtain the document for entrance to the dormitory, then you have to do a medical examination at the address: street Stakhanovztev, 17 (the dormitory №1, 3rd floor, room № 80). See above 1-8 steps.

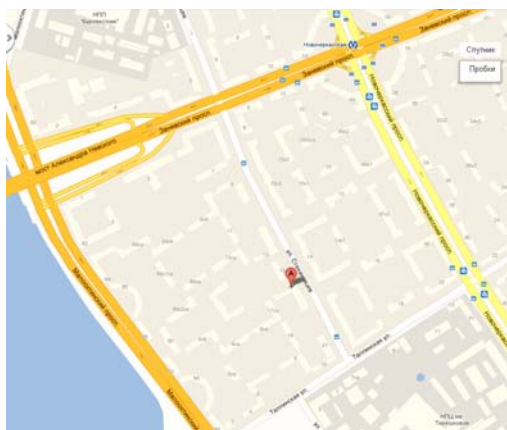


Рис.1

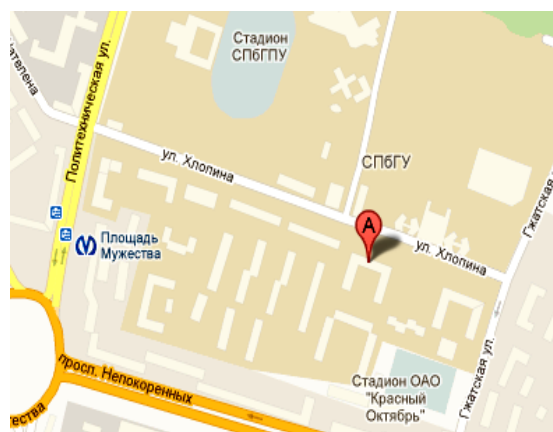


Рис.2